



# TOWNSHIP OF MELANCTHON

## A G E N D A

Thursday, May 7, 2015 - 5:00 p.m.

1. Call to Order
2. Announcements
3. Additions/Deletions/Approval of Agenda
4. Declaration of Pecuniary Interest and the General Nature Thereof
5. Approval of Draft Minutes - Thursday April 16, 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. Horning's Mills - Main Street - Data collected from counter
  2. Report to Council from Denise Holmes dated April 30, 2015, Re: Specific Road Service Agreement Between MTO and The Township of Melancthon
  3. Report to Mayor White and Members of Council dated May 7, 2015, Re: Recommendations From the Roads Sub-Committee
  4. Accounts
  5. Gravel Tenders
  6. Unfinished Business
    1. DWPI - Guard Rails - 4<sup>th</sup> Line OS
    2. Hunt Trucking - Draft Road Use Agreement (not in package - will be forwarded when available)
10. **County Council Update**
  1. Council in Brief for April 9, 2015
11. **Committee Reports**
12. **Correspondence**

### **\*Outside Board & Committee Minutes**

1. Minutes of the Mulmur-Melancthon Fire Board - Meeting March 9, 2015
2. Grand River Conservation Authority General Membership Meeting - Meeting Friday March 27, 2015

### **\* Items for Information Purposes**

1. AMO (a) What's Next Ontario
- AMO (b) AMO Releases Policing Modernization Report
- AMO (c) Ontario Premier Announces Cap and Trade System to Reduce Greenhouse Gases
- AMO (d) Government Announces Consultation to Update Ontario's Long-term Affordable Housing Strategy
- AMO (e) Release of Premier's Advisory Council on Government Assets Reports
- AMO (f) What Happened in Waste This Week
- AMO (g) Federal Budget Provides New Public Transit Fund, Limited Housing Support
- AMO (h) 2015 Steward Obligation for Blue Box
2. Email from Nicola Mercer, Medical Officer of Health and CEO Wellington-Dufferin-

- 3. Guelph Public Health dated April 9, 2015, Re: WDGPH 2014 Community Report
- 4. Letter from R.J. Burnside & Associates Limited dated April 10, 2015, Re: Drainage Superintendent Services
- 5. AMCTO dated April 15, 2015, Re: AMCTO Position Paper - Time to Fix the Voter's List
- 6. Nottawasaga Valley Conservation Authority - For Immediate Release - NVCA Recognizes 2015 Watershed 'Champions'
- 7. OPP Initiatives - Citizen Self Reporting Program
- 8. OPP Initiatives - Intro for Municipal Websites
- 9. Email from Bluewater Geoscience dated April 22, 2015, Re: Strada Melancthon Pit Compliance Groundwater Monitoring Report 2014
- 10. Email Gord Feniak, R.J. Burside & Associates Limited dated April 27, 2015, Re: Underground Locates
- 11. Copy of a resolution passed by the Township of Hornepayne dated April 29, 2015, Re: Hydro Rate Increases
- 12. Letter from R.A. (Rick) Philbin, Superintendent Commander, Municipal Policing Bureau dated April 14, 2015, Re: Six Month OPP Contract
- 13. Email from David Thwaites, Report on Municipal Police Board meeting April 24, 2015

**\* Items for Council Action**

- 1. Copy of a resolution passed by the Town of Mono dated April 30, 2015, Re: Provincial Offences Act Administration
- 2. Letter from Shelburne Public Library dated April 16, 2015, Re: Renovation of Children's Library
- 3. Report to Council from Denise Holmes dated April 27, 2015, RE: Bayshore Broadcasting Telecommunications Tower
- 4. Email from Jennifer Willoughby, Deputy Clerk, Town of Shelburne dated April 30, 2015, Re: Town of Shelburne Zoning By-law Amendment Application & Draft Plan of Subdivision Application
- 5. Report to Council from Denise Holmes dated April 23, 2015, Re: Recommendations from Committee of the Whole Meeting held on April 16, 2015

**\*Items for Dufferin Wind Power**

- 1. Email from David Restivo, Dillon Consulting Limited dated May 1, 2015, Re: Notice of Commencement for Restoration Planting Works

**\*Township of Melancthon Official Plan**

- 1. Letter from Marcia Wallace, Regional Director, MMAH dated April 22, 2015, Re: Township of Melancthon Official Plan
- 2. Letter from Marcia Wallace, Regional Director, MMAH dated April 30, 2015, Re: Township of Melancthon Official Plan

**\*Dufferin County Official Plan**

- 1. Letter from Pam Hillock, County Clerk, County of Dufferin dated April 13, 2015, Re: Notice of Delegation under Subsection 51.2(2) of the Planning Act
- 2. Email from Michelle Dunne, Deputy Clerk, County of Dufferin dated April 13, 2015, Re: Authority to Give Consent By-law

**13. General Business**

- 1. By-laws
  - 1. By-law to provide for remuneration, allowances and expenses for members of Council
  - 2. By-law to amend By-law No. 27-2012 (No Heavy Trucks)
  - 3. By-law to amend By-law No. 54-2014 (Board of Management for the Horning's Mills Community Hall)
- 2. Accounts
- 3. Applications to Permit
- 4. Unfinished Business
  - 1. Corbetton Park
  - 2. Hill Machinery Cleanup of Property - onsite to property - May 21, 2015 to see progress being made
  - 3. Code of Conduct - sample By-laws from County of Dufferin and Mulmur Township
  - 4. By-law Enforcement - AMCTO Training

5. OMAFRA Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas -  
deadline for comments - May 13, 2015 - Memo from Chris Jones

**14. Delegations**

1. 6:00 p.m. - Public Meeting - Application for Zoning By-law Amendment - B9/14
2. 6:15 p.m. - Consideration of the Report on the Stinson Drainage Works - D. Drain
3. 6:30 p.m. - Steven Sills, Detachment Commander, Dufferin OPP - invited by Council to discuss speeding concerns in the Hamlets in the Township

**15. Closed Session (if required)**

1. Approval of Draft Minutes - February 5, 2015

**16. Notice of Motion**

**17. Confirmation By-law**

**18. Adjournment and Date of Next Meeting - Thursday May 21, 2015 - 5:00 p.m.**

**19. On Sites**

**20. Correspondence on File at the Clerk's Office**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1		Station Name:209 Main Street H.M.															
4		Description:Horning's Mills Main Street															
7		Start Date/Time:04/17/15 00:00															
8		End Date/Time:04/23/15 23:59															
9																	
10		Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7	Class 8	Class 9	Class 10	Class 11	Class 12	Class 13	Class 14	Class 15	All Classes
299																	
300	April 17/15	1	110	61	3	6	5	0	0	0	1	0	0	0	0	0	187
301	April 18/15	33	335	146	0	6	6	0	1	0	0	0	0	0	0	0	527
302	April 19/15	11	294	124	1	6	3	0	1	1	0	0	0	0	0	0	441
303	April 20/15	83	92	97	56	44	13	11	0	1	0	0	0	0	0	0	397
304	April 21/15	0	273	100	4	3	14	0	0	0	0	0	0	0	0	0	394
305	April 22/15	54	53	114	99	63	24	4	4	0	0	0	0	0	0	0	415
306	April 23/15	2	265	107	3	6	7	0	0	1	0	0	0	0	0	0	391
307	Total	184	1422	749	166	134	72	15	6	3	1	0	0	0	0	0	2752
308	Percentage	6.69%	51.67%	27.22%	6.03%	4.87%	2.62%	0.55%	0.22%	0.11%	0.04%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%
309																	
310																	
311																	
312		40 KPH	45 KPH	50 KPH	55 KPH	60 KPH	65 KPH	70 KPH	75 KPH	80 KPH	85 KPH	90 KPH	95 KPH	100 KPH	110 KPH	> 110 KPH	All Speeds
313	April 17/15	37	39	39	32	22	7	5	0	0	6	0	0	0	0	0	187
314	April 18/15	104	81	135	93	75	27	10	1	0	1	0	0	0	0	0	527
315	April 19/15	89	82	104	84	47	23	10	1	0	0	0	0	0	0	1	441
316	April 20/15	83	92	97	56	44	13	11	0	1	0	0	0	0	0	0	397
317	April 21/15	70	51	117	83	43	18	7	4	1	0	0	0	0	0	0	394
318	April 22/15	54	53	114	99	63	24	4	4	0	0	0	0	0	0	0	415
319	April 23/15	64	45	115	89	48	22	6	1	1	0	0	0	0	0	0	391
320	Total	501	443	721	536	342	134	53	11	3	7	0	0	0	0	1	2752
321	Percentage	18.20%	16.10%	26.20%	19.48%	12.43%	4.87%	1.93%	0.40%	0.11%	0.25%	0.00%	0.00%	0.00%	0.00%	0.04%	100.00%
322																	
323	Speeders		Total	1087	%	39.50%											

1 p.m.  
car.





*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](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

**REPORT TO COUNCIL**

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

**FROM: DENISE HOLMES, CAO/CLERK**

**DATE: APRIL 30, 2015**

**SUBJECT: SPECIFIC ROAD SERVICE AGREEMENT BETWEEN MTO AND THE TOWNSHIP OF MELANCTHON**

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**RECOMMENDATION**

That Council directs the CAO/Clerk to sign the Specific Road Service Agreement between the Ministry of Transportation and the Township of Melancthon for guide rail work on Highway 89 at the 10<sup>th</sup> Line SW corner.

**BACKGROUND AND DISCUSSION**

Over the past few years, the guide rails at the 10 Line SW and Highway 89 have been damaged by Township snow removal equipment as the distance between the guide rail is too narrow for the trucks to get through. The MTO has set aside money to have this problem rectified and the Township's Engineers are working with MTO to prepare drawings of the proposed works, prepare tender packages and obtain quotes for contractors in order to complete this work.

The attached agreement was sent to the Ministry of Transportation for approval and approval has been received.

**FINANCIAL**

There will be no financial impact to the Township as MTO will be covering the costs of this work as indicated in the Road Service Agreement.

Respectfully submitted,

A handwritten signature in cursive script, reading "Denise B. Holmes".

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Denise B. Holmes, CAO/Clerk

RD 2 - May 7, 2015

# Specific Road Service Agreement

*Where one public road agency contract the specific activities of  
a specified road section to another.*

## PARTY OF THE FIRST PART

Ministry of Transportation

659 Exeter Road

London, Ontario N6E 1L3

Phone (519) 873-4372

Fax (519) 873-4734

Representative

Steven McInnis, P.Eng.  
Manager, Operations Office  
West Region

## PARTY OF THE SECOND PART

Township of Melancthon

157101 Highway 10

Melancthon, ON L9V 2E3

Phone 519-925-5525

Fax 519-925-1110

Representative

Denise Holmes, CAO/Clerk

**It is hereby agreed by the first party to contract with the second party, which shall provide specific road services on specific roads according to the following conditions:**

- Specific road services for, Guiderail work on Highway 89 at 10th Line S/W corner shall include the following:

OPERATION	PAYMENT/UNIT QUANTITY	\$/UNIT	TOTAL
1. Remove Guiderail	* 33 m	\$50.00	\$1,650.00
2. Strip Topsoil	* 40 cu.m	\$10.00	\$400.00
3. Bench and Widen Shoulder	* 74 m	\$30.00	\$2,220.00
4. Granular 'A'	* 50 t	\$20.00	\$1,000.00
5. Granular 'B'	* 30 t	\$30.00	\$900.00
6. Reinstall Guiderail and Extruder - West Side	* 100% L.S.	\$4,500.00	\$4,500.00
7. New Guiderail and Extruder – East Side	* 100% L.S.	\$5,000.00	\$5,000.00
8. Topsoil and Seed Disturbed Areas	* 200 sq.m	\$3.00	\$600.00
9. Contingency Allowance	* 100%L.S.	\$2,000.00	\$2,000.00
Estimated Construction			\$18,270.00
HST			\$2,375.10
<b>Estimated Construction Including HST</b>			<b>\$20,645.10</b>
<b>Engineering</b>			
Survey and Design			\$2,000.00
Tender, Quote and Report			\$1,500.00
Contract Administration and Inspection			\$1,700.00
Engineering			\$5,200.00
HST			\$676.00
Engineering Upset Limit Including HST			\$5,876.00
<b>Total Estimate Cost Including HST</b>			<b>\$26,521.10</b>

\* Indicates the estimated quantity

2. Where the first party in writing provides standards to the second party, the second party may make reasonable determination of frequency and extent of specific work.
3. The legal description of the roadways subject to this agreement are as follows:

Highway 89 at 10th Line S/W corner

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- 4 The first party shall not, without prior knowledge of the second party, enter on the subject roadway to perform subject operational services.
- 5 The second party will provide the final design, all Contract Administration, inspection, testing, and materials for the completion of the work.
- 6 The first party shall otherwise exercise all municipal jurisdiction over road-related matters.
- 7 Payment shall be made for actual incurred costs on a frequency established by the second party but not more frequently than monthly (Including HST). MTO reserves the right to withhold payment until the design and installation of pavement is completed and accepted by MTO Operations Office – London.
- 8 The responsibility for the patrol, inspection, and condition of the subject roadway shall be to the first party.
- 9 Other considerations:

The undersigned parties hereby agree to abide by the above conditions until notice to withdraw from this agreement is appropriately given by one party to the other with no less than one month's notice, but not for more than two years from the date of signing of this agreement.

This agreement shall be effective from the 15 day of April, 2015.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**PARTY OF THE FIRST PART**

**PARTY OF THE SECOND PART**

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Position: Manager, Operations Office  
West Region

Position CAO/Clerk

Date \_\_\_\_\_

Date \_\_\_\_\_



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

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

**FROM: JOYCE CLARKE, ROADS SUB-COMMITTEE SECRETARY**

**DATE: MAY 7, 2015**

**SUBJECT: RECOMMENDATIONS FROM THE ROADS SUB-COMMITTEE**

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The Roads Sub-Committee Meeting resulted in the following recommendations.

**Hunt Trucking Request for Half Load Exemption:**

**RECOMMENDATION:**

The Roads Sub-Committee recommends to Council that a road agreement is written to reduce the half load restrictions and that the agreement is tied to the property. The staff is directed to begin writing this agreement to have a draft ready for Council.

**Recommendations due from the Road Tour.**

**Recommendation 1:**

The roads committee recommends to council that an inventory of the roads be done and that paved roads in the municipality be maintained by the use of a road traffic count. The roads that should be returned to gravel will be based on the MTO recommendation that:

Under 400 vehicles	be gravel
400 to 1000 vehicles	be surface treatment
1000-2000 vehicles	be asphalt.

**Recommendation 2:**

The Roads Sub-committee recommends a second traffic counter be purchased possibly from Policing Reserve (Development Charges).

**Claim for the Windshield Damage:**

**Recommendation:**

The Roads Sub-committee recommends directing the staff not to pay invoice.

**Lawyer's Recommendation in Regards To Township Entrance Permit Application:**

**Recommendation:**

The Roads Sub-committee recommends that Steven Christie's wording on an e-mail dated March 3, 2015, regarding entrance permits be included on the entrance permit application.

**Consideration of Amending Half Loads By-law No. 10-2014 To Include All Roads in Township:**

**Recommendation 1:**

The Roads Sub-committee recommends that the Half Loads By-law No. 10-2014 cover all roads as recommended by R. J. Burnside and Associates.

**Recommendation 2:**

The Roads Sub-Committee recommends that staff is directed to inquire if off duty MTO agents can be hired occasionally for enforcement of half load restrictions.

**From:** [Dufferin County](#)  
**To:** [Pam Hillock](#)  
**Subject:** Dufferin County E-Newsletter- Council in Brief - April 9, 2015  
**Date:** Friday, April 10, 2015 2:55:25 PM

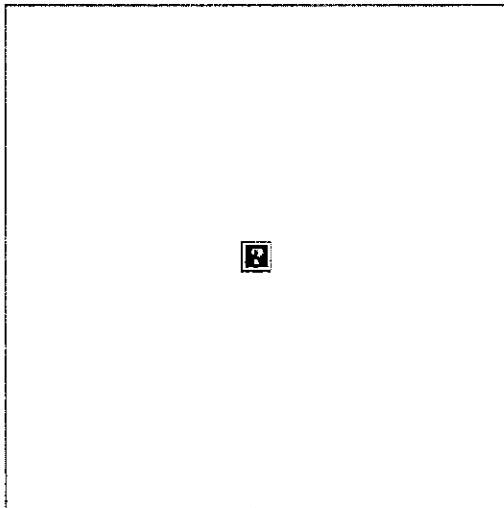
Dufferin County's Official E-Newsletter

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# COUNCIL IN BRIEF

For April 9, 2015.

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



## **April 2015 was proclaimed as National Poetry Month in Dufferin County.**

Harry Posner, Judy Zarowny and  
Anthony Carnovale presented  
information regarding the Mayor's  
Poetry Challenge.

## **FIRST COUNTY OF DUFFERIN OFFICIAL PLAN APPROVED**

The Province gave approval to the County of Dufferin's first Official Plan on March 25, 2015. Once the Official Plan has final approval following the appeal process, the County of Dufferin becomes the approval authority for all future Official Plan Amendments for the Townships, the Town of Shelburne and the Town of Grand Valley. Orangeville and Mono will continue to be the approval authority for their OPA's. Subdivision approval delegation will be approved for all eight lower tier municipalities.

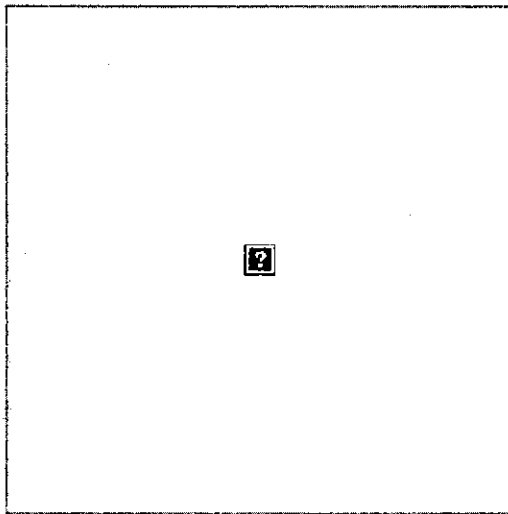
## **NEW FUNDING CRITERIA DEVELOPED**

Council approved a criteria to follow when considering community grants.

There must be a demonstrated benefit or potential social, economic or other benefit

The County of Dufferin has released its annual report for the County-owned forest properties known as the Dufferin County Forest. The County owns and manages over 2,600 acres of forest, centred on the almost 1,500 acre Main Tract north of the community of Mansfield in Mulmur Township.

For any questions regarding the annual report or the County Forest in general, or to obtain a hard copy, contact Caroline Mach, County Forest Manager at 705-435-1881 or 877-941-7787 or by e-mail at [forestmanager@dufferinmuseum.com](mailto:forestmanager@dufferinmuseum.com).



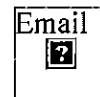
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Website



Email

Did you know you can receive other information from Dufferin County directly to your email inbox?  
For road closures on County Roads, sign up here.  
For timely reminders and information about garbage, recycling and compost, sign up here.  
For weather watches and information on emergency preparedness, sign up here.

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**MINUTES OF THE MULMUR/MELANCTHON FIRE BOARD MEETING  
HELD AT THE FIRE HALL IN HONEYWOOD  
MARCH 9, 2015**

**PRESENT:** Chair Paul Mills, Mulmur Township  
Vice-Chair Darren White, Melancthon Township  
Member James Webster, Melancthon Township  
Member Heather Hayes, Mulmur Township (arrived at 6:30 pm)  
Chief Jim Clayton  
Deputy Chief Jeff Clayton  
Treasurer Heather Boston  
Secretary Karen Davidson-Lock

**1. CALL TO ORDER at 5:50 pm**

**2. APPROVAL OF AGENDA/ADDITIONS/DELETIONS**

**Motion # 14 - 2015**

MOVED by Webster  
SECONDED by White

That the agenda be approved as circulated, and that the Policy to Govern the Proceedings of the Board regarding the order of items on the agenda be suspended to hold the Treasurer's presentation and Update on Potential Vehicle Replacement earlier in the meeting. Motion Carried.

**3. DECLARATION OF PECUNIARY INTERESTS**

The Chair advised that if any member had a disclosure of pecuniary interest that they could declare the nature thereof now or at any point during the meeting.

**4. TREASURER'S PRESENTATION RE. 2015 BUDGET AND TEN YEAR CAPITAL PLAN**

The Treasurer was in attendance to review the ten year capital plan as contained in the agenda package, which she had prepared with input from the Chief and Deputy Chief. With respect to reserves, Mulmur contributes 1/3 to the Rosemont Department as one of the three member municipalities. Both Melancthon and Mulmur Township contribute in a similar fashion to the Shelburne Department each as one of the five member municipalities party to that Board. As a result, the contributions for capital are higher for this department as there are only two partners to share the capital costs. There is \$113,887 to spend on a replacement vehicle for the de-commissioned ambulance, which would leave approximately \$15,000 for other regular smaller capital items such as bunker gear.

Those present then discussed the motions presented at both municipalities with respect to approval of the budget. Vice-Chair White advised that Melancthon representatives had left the last board meeting with the understanding that there was \$35,000 in the current year's budget from each municipality for capital contributions, and a line item for the loan.



Mulmur Township passed the budget with no explanation, rather than referring it back to the Fire Board. Melancthon Township did not pass the budget. The discussion then turned to the details and possibilities for various options for funding the replacement vehicle without draining reserve funds. Vice-Chair White re-iterated that he is not in favour of having zero funds in reserves, but that he could take the budget back to his Council for further consideration.

#### **5. UPDATE ON POTENTIAL VEHICLE REPLACEMENT FOR RESCUE #42**

The Board discussed the various possibilities of a new vehicle versus a used vehicle in relation to the available funds. The presentation at the previous fire board meeting indicated a cost of approximately \$125,000 for the preferred vehicle, so the approximately \$113,000 available funds quoted does not cover the costs. Discussion turned to what type of vehicle is needed, and examples were given of types of major equipment in the fleets of other local fire departments.

Clarification was requested regarding NFPA (National Fire Protection Association) standards with respect to purchasing a vehicle. Chief Clayton advised that under the Ontario Fire Marshall's Office guidelines it is permissible for individuals to pull the support trailer with their own vehicles as the individual's insurance would legally cover them. However, the question was raised as to whether individuals pulling the support trailer with their own vehicle would meet the legal standards for responding as a "First Response" vehicle. The Deputy Chief updated the Board on the status of the vehicles that he presented at the February meeting. The question was also raised as to whether we are in compliance because the ambulance has been de-commissioned.

The Board directed the Chief and Deputy Chief to investigate viable scenarios within the budgeted amount to bring back to the board for further discussion.

#### **6. REVIEW AND APPROVAL OF FEBRUARY 17, 2015 MINUTES**

##### **Motion # 15 - 2015**

MOVED by Webster

SECONDED by White

That the minutes of the February 17, 2015 meeting be approved as circulated. Motion Carried.

#### **7. BUSINESS ARISING FROM MINUTES -- None**

#### **8. CORRESPONDENCE**

i/ Communications "Tone-Out" Agreement for 2015/2016 from Orangeville Police

**Motion # 16 - 2015**

MOVED by White

SECONDED by Webster

That the Mulmur-Melancthon Fire Board approves the 2015/2016 Communications "Tone-Out" Agreement with the Orangeville Police Services Board covering May 31, 2015 to May 31, 2016 in the amount of \$9,289.00 (a 3% increase), and that the Chair and Chief be authorized to sign the agreement. Motion Carried.

**9. APPROVAL OF ACCOUNTS**

Staff was directed to contact Mulmur's Director of Public Works regarding the costs of obtaining diesel fuel in an effort to achieve cost savings.

**Motion # 17 - 2015**

MOVED by White

SECONDED by Webster

That the accounts in the amount of \$6,469.15 (February 13 to March 9) be paid. Motion Carried.

**10. HEALTH & SAFETY ISSUES**

**i/ Update on Inspection Reports**

A compliance report can be issued shortly on the Arena, and the Mulmur Township Office is scheduled for an inspection this week. It was noted that currently the Chief is the only person qualified to perform these inspections. The Ontario Fire Marshall's Office representative will be invited to the next meeting to discuss potential options for inspections, as both Mayors advised that the Fire Prevention Officer has been removed from the Town of Orangeville's budget.

**ii/ Personal use of Fire Hall/Equipment**

A sign-off sheet has been created for firefighters to sign that they are aware of this policy.

**11. CLOSED SESSION**

**Motion # 18 - 2015**

MOVED by White

SECONDED by Hayes

That be it resolved that the Mulmur/Melancthon Fire Board move into a closed session pursuant to Section 239, of *The Municipal Act*, 2001, as amended at 6:38 p.m. for the following reasons:

- personal matters about an identifiable individual, including municipal or local board employees;
- approval of past closed meeting minutes.

Motion Carried.

**Motion # 19 - 2015**

MOVED by White

SECONDED by Hayes

That the Mulmur/Melancthon Fire Board adjourn the closed session at 6:41 p.m. and return to the regular meeting. Motion Carried.

**OLD/NEW BUSINESS**

i/ Setting of meeting schedule

The preferred date would be Mondays at 5:45 pm. No set meeting schedule for the year has yet been finalized.

**CONFIRMING MOTION**

**Motion # 20 - 2015**

MOVED by White

SECONDED by Webster

That be it resolved that all actions of the Members and Officers of the Mulmur/Melancthon 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. Motion Carried.

**Motion # 21 - 2015**

MOVED by White

SECONDED by Webster

That the board adjourn at 6:45 p.m. Motion Carried.

*Paul Mills*

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CHAIR

*Karen Davidson-Lock*

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SECRETARY



## Grand River Conservation Authority General Membership Meeting

Friday, March 27, 2015

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The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, March 27, 2015 at the Waterloo Region Museum, Kitchener, Ontario.

**Members Present:**

J. Mitchell, Chair, L. Armstrong, B. Banbury, B. Bell, B. Coleman, B. Corbett, S. Foxton, J. Jamieson, C. Lunau, J. Nowak, V. Prendergast, W. Roth, M. Salisbury, P. Salter, S. Shantz, S. Simons, W. Stauch, W. Wettlaufer, G. Wicke

**Members Regrets:**

G. Gardhouse, R. Hillier, H. Jowett, K. Linton, G. Lorentz, F. Morison, C. White

**Staff:**

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, S. Lawson, T. Ryan, D. Schultz, G. Sousa, F. Natolochny, B. Parrott, S. Wilbur

**Also Present:**

R. Martin, The Record

**1. Call to Order:**

J. Mitchell, Chair, called the meeting to order at 9:30 a.m.

**2. Roll Call and Certification of Quorum – 13 members constitute a quorum  
(1/2 of members appointed by participating municipalities)**

The Secretary-Treasurer called the roll and certified a quorum with 17 members present. A total of 18 members attended the meeting.

**3. Chair's Remarks:**

J. Mitchell welcomed members, staff and guests and made the following comments:

- On March 12, 2015 J. Mitchell and J. Farwell attended a Lake Erie Region Source Protection Committee meeting. Agenda topics included the amended proposed Grand River Source Protection Plan.

- Upcoming events in addition to the tree plantings included in the report in the agenda package are: a Trees and Bees Workshop in Princeton on March 31, 2015; Shimano Take a Kid Fishing Day at Belwood Lake on May 2, 2015; and the Grand River Conservation Authority's (GRCA) annual tree sale at the forestry barn on May 8, 2015. Further information concerning these and other events can be found on the GRCA website.
- J. Mitchell offered congratulations on behalf of the members to Shirley Simons who received a Women of Excellence Award on International Women's Day. Shirley was recognized for being instrumental in seeing a fully accessible pool built in Paris; has volunteered with the annual Christmas food and toy hamper program; served as Chair of the John Noble Home; and is a proponent of the Paris BIA downtown revitalization and non-profit housing. She has also been active in Girl Guides for over 30 years.
- The members of the Special Recognition Committee: J. Mitchell, V. Prendergast, P. Salter, W. Stauch, C. Lunau and S. Simons will meet with the Grand River Conservation Foundation's (GRCF) Grants Committee in Classroom B immediately following this meeting.

**4. Review of Agenda:**

The following was added to the agenda as Item 10. a) ii) – Correspondence from Monique Rolf von den Baumen-Clark, A/Director, Ministry of Natural Resources and Forestry to Jane Mitchell, Chair, Grand River Conservation Authority dated March 19, 2015 Re: Levy Agreement Between City of Hamilton and its four Conservation Authorities.

Moved by: S. Foxton  
Seconded by: P. Salter  
(Carried)

THAT the agenda for the General Membership Meeting of March 27, 2015 be approved as amended.

**5. Declarations of Pecuniary Interest:**

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

**6. Minutes of the Previous Meeting:**

Annual General Meeting – February 27, 2015

There were no questions or comments with respect to the minutes of the Annual General Meeting of February 27, 2015.

Moved by: W. Roth  
Seconded by: J. Nowak  
(Carried)

THAT the Minutes of the Annual General Meeting of February 27, 2015 be approved as circulated.

**7. Business Arising from Previous Minutes:**

- i) Correspondence from Jane Mitchell, Chair, Grand River Conservation Authority to the Honourable Bill Mauro, Minister of Natural Resources and Forestry dated March 3, 2015 Re: City of Hamilton Local Agreement

Moved by: B. Coleman

Seconded by: S. Foxton

(Carried)

THAT correspondence from Jane Mitchell, Chair, Grand River Conservation Authority to the Honourable Bill Mauro, Minister of Natural Resources and Forestry dated March 3, 2015 Re: City of Hamilton Local Agreement be received as information.

**8. Hearing of Delegations:**

- None

**9. Presentations:**

Members' Orientation – Environmental Education

T. Ryan conducted a PowerPoint presentation indicating that:

- Research shows that outdoor education enriches children's lives in fundamental ways.
- Children who learn and play outdoors have longer attention spans; more creativity; higher levels of self-confidence; higher standardized test scores; greater academic success; and significant improvements in cognitive development, self-discipline, imaginative and creative expression, language skills and social interactions.
- Grand River Conservation Authority (GRCA) has five permanent Nature Centres and a temporary Centre at Rockwood Park.
- Education programs and visitor activities are offered in many of the parks.
- More than 40,000 students attend GRCA Nature Centres annually.
- GRCA has annual contracts for Nature Centre programs with school boards: Wellington Catholic; Waterloo Catholic, Grand Erie and Brant Haldimand Norfolk Catholic.
- Waterloo Region District School Board shares space at Laurel Creek Nature Centre.
- Additional programs are booked by teachers and schools across the watershed and beyond.
- Adventure Day Camps are held at five locations with over 1600 camp spaces this year (summer, March break and winter break).
- GRCA is a provisional member of the Ontario Camp Association.

- GRCA's Outreach Programs include community events; 100 park activities; water festival activities and tree planting events.
- On weekends and weeknights GRCA hosts cubs, guides, brownies and scout programs; environmental birthday parties; and programs for organizations.
- Grand River Conservation Foundation (GRCF) raises funds to support the facilities and to support school boards and school classes attending programs.
- Environmental Education for Today and Tomorrow – If we show it to them, they will understand it – if they understand it they will value it – if they value it they will protect it.

W. Stauch recalled a former GRCA employee, G. Stormont. He said that he used the watershed as a case study in his geography class. He also said that the Nature Centre program is a key part of GRCA's operation and encouraged new members to attend one of the Water Festivals as they capture Nature Centre activities.

S. Foxton noted that there are over 1600 camp spaces and asked if that program is at capacity. T. Ryan said that the camps had 93% attendance last year and March break was at 97%.

S. Simons said on behalf of girl guides she wished to thank GRCA for offering these programs.

#### 10. Correspondence:

##### a) Copies for members

- i) Motion Number 12, The Corporation of the Township of Amaranth dated March 4, 2015 Re: Ministry of the Environment and Climate Change Discussion Paper Released on the EBR N. 012 3452
- ii) Correspondence from Monique Rolf von den Baumen-Clark, A/Director, Ministry of Natural Resources and Forestry to Jane Mitchell, Chair, Grand River Conservation Authority Re: Levy Agreement between City of Hamilton and its four Conservation Authorities.

B. Corbett asked what GRCA's plan is to address the contents of the letter. J. Farwell said staff will meet with partner municipalities and the other Conservation Authorities involved to discuss the issues.

J. Jamieson said that the letter does not say much. She asked if the Ministry of Natural Resources and Forestry was involved with negotiating the agreement at its inception. K. Murch responded that Conservation Ontario worked with the then Ministry of Natural Resources and a Regulation was passed to allow for a local agreement to modify the levy apportionment formula. An agreement was reached by the City of Hamilton and its four Conservation Authorities which has been followed since 2001. Recently Niagara Region Conservation Authority (NRCA) has alleged that the agreement is not valid because not all participating municipalities in the four Authorities passed specific Resolutions supporting it. K. Murch confirmed that the City of Hamilton has appealed NRCA's levy.

S. Foxton asked if there is a date set for NRCA's appeal. K. Murch said that he was not aware that a date has been scheduled. S. Foxton asked if NRCA wants a larger share of the

City of Hamilton levy. K. Murch answered that NRCA maintains that the agreement is not legal.

J. Mitchell said that the portion of the City of Hamilton that is located in the GRCA watershed is rural and small and therefore the GRCA's portion of the levy is not high. K. Murch concurred saying that four to five percent of the City's assessed value falls within the GRCA watershed.

b) Not copied

None

Moved by: V. Prendergast

Seconded by: S. Foxton

(Carried)

THAT Motion Number 12, The Corporation of the Township of Amaranth Re: Ministry of the Environment and Climate Change Discussion Paper Released on the EBR N. 012 3452 and correspondence from Monique Rolf von den Baumen-Clark, A/Director, Ministry of Natural Resources and Forestry to Jane Mitchell, Chair, Grand River Conservation Authority dated March 19, 2015 Re: Levy Agreement Between City of Hamilton and its four Conservation Authorities be received as information.

11. 1<sup>st</sup> and 2<sup>nd</sup> Reading of By-Laws:

None

12. Presentation of Reports:

a) **GM-03-15-24** Financial Summary for the Period Ending February 28, 2015

W. Wettlaufer said some of the numbers are "out of whack" because of timing. He asked if the members could have a month to month budget. K. Murch said that staff do not allocate the budget monthly because of the seasonality of GRCA's business, the levy and WECl payments being received in large sums, etc.

Resolution 34-15

Moved by: L. Armstrong

Seconded by: W. Wettlaufer

(Carried)

THAT the Financial Summary for the Period Ending February 28, 2015 be approved.

b) **GM-03-15-25** "Forest in the City" Pedestrian Bridges Tender Results

There were no questions or comments with respect to this report.

Resolution 35-15



Moved by: V. Prendergast  
Seconded by: S. Simons  
(Carried)

THAT the tender for the construction of pedestrian bridges within the "Forest in the City" project be awarded to D.W. Cooper Contracting in the amount of \$185,079.54 (HST included) and that the Chief Administrative Officer be authorized to sign the contract documents.

- c) **GM-03-15-26** Award of Cottage Lot Curbside Garbage and Recycling Materials Collection, Processing and Disposal Contract: 2015 - 2017

There were no questions or comments with respect to this report.

Resolution 36-15

Moved by: L. Armstrong  
Seconded by: B. Banbury  
(Carried)

THAT Grand River Conservation Authority award the contract for curbside garbage and recycling materials collection, processing and disposal services for 2015, 2016 and 2017 to Waste Management of Canada Corporation.

- d) **GM-03-15-27** Grand River Conservation Foundation Member Appointment

There were no questions or comments with respect to this report.

Resolution 37-15

Moved by: J. Jamieson  
Seconded by: S. Foxton  
(Carried)

THAT the following new member be appointed to the Grand River Conservation Foundation until the next Annual General Meeting:

- Dr. Howard Armitage

- e) **GM-03-15-28** Chief Administrative Officer's Report

J. Farwell indicated that J. Etienne will lead a tour of the Oceans Bound exhibit following the meeting. He also said that a webcam will be installed in the Osprey Nest near the gatehouse at Belwood Lake. The video feed will stream live through a You Tube page which the public can access through the GRCA's website.

Resolution 38-15

Moved by: B. Coleman  
Seconded by: P. Salter  
(Carried)

THAT Report GM-03-15-28 – Chief Administrative Officer's Report be received as information.

f) **GM-03-15-29** Cash and Investments Status Report as at February 28, 2015

There were no questions or comments with respect to this report.

Resolution 39-15

Moved by: W. Wettlaufer

Seconded by: S. Shantz

(Carried)

THAT Report GM-03-15-29 – Cash and Investments Status Report as at February 28, 2015 be received as information.

g) **GM-03-15-30** Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

There were no questions or comments with respect to this report.

Resolution 40-15

Moved by: L. Armstrong

Seconded by: G. Wicke

(Carried)

THAT Report GM-03-15-30 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

h) **GM-03-15-31** Environmental Assessments

G. Wicke referred to Drimmie Dam. He said that he has just discovered something that is controversial about the hydro facility on the north shore. He said because of the agreement with the owner of the Elora Mill the dam could not be removed and now the facility is being expanded. He then said the members have to decide whether the owner of the dam and the power station should be the same. He asked for a staff report as to what is happening at the site. J. Farwell said staff will attempt to negotiate an agreement that places responsibility for maintenance of the dam on the owner of the Elora Mill.

W. Roth said he agrees with G. Wicke. He said this is a golden opportunity to rectify this situation and ownership should be “under one hat”. He asked if the members would have an opportunity to review the agreement. J. Farwell responded in the affirmative.

Resolution 41-15

Moved by: S. Simons

Seconded by: B. Bell

(Carried)

THAT Report GM-03-15-31 – Environmental Assessments be received as information.

i) **GM-03-15-32** Conservation Authority Advisory Roles in Planning

N. Davy indicated that there are three main roles that the Conservation Authority has in land use planning: a public commenting body under the *Planning Act*; delegation of natural hazard responsibilities through a Memorandum of Understanding with the Province; and provision of environmental technical advice to municipalities through Memoranda of Agreement.

S. Foxton asked if every application is reviewed by GRCA. N. Davy responded in the negative saying that some municipalities screen their applications.

Resolution 42-15

Moved by: J. Jamieson  
Seconded by: S. Foxton  
(Carried)

THAT Report GM-03-15-32 – Conservation Authority advisory Roles in Planning be received as information.

j) **GM-03-15-33** Grand River Conservation Authority Public Tree Planting Events 2015

There were no questions or comments with respect to this report.

Resolution 42-15

Moved by: W. Wettlaufer  
Seconded by: L. Armstrong  
(Carried)

THAT Report GM-03-15-33 – Grand River Conservation Authority Public Tree Planting Events 2015 be received as information.

k) **GM-03-15-34** General Insurance Renewal 2015 – 2016

K. Murch conducted a PowerPoint presentation indicating that:

- GRCA obtains general insurance as part of a group consisting of 34 Conservation Authorities and Conservation Ontario.
- Policy renewals and other administrative matters are overseen by the Conservation Ontario General Insurance and Benefits Committee.
- The Insurance Committee conducted a Request for Proposals (RFP) for insurance brokerage services in 2013 which resulted in a five year agreement with Marsh Canada Ltd. – this change resulted in reduced brokerage fees of approximately \$500,000 over the five year period.
- 2015 will be the second term that GRCA is with Marsh Canada Ltd. as its broker.
- There is a new carrier for Directors and Officers Liability (Chubb) with improved coverage.
- All other policies will be renewed with the incumbent carrier (QBE) - total premiums are expected to be 1.3% less than the prior year.

W. Wettlaufer commended staff for negotiating the reduction in premiums.

B. Corbett said the municipalities are tied into joint and several liability. He asked if this applies to GRCA. K. Murch said that he did not know the answer.

S. Foxton said that staff should send an email to remind the members who have not responded concerning the Directors and Officers coverage and any claims they were aware of.

Resolution 43-15

Moved by: B. Coleman

Seconded by: V. Prendergast  
(Carried)

THAT Report GM-03-15-34 – General Insurance Renewal – 2015 - 2016 be received as information.

l) **GM-03-15-35** Completion of the 2013/14 Water Adaptation Management and Quality Initiative (WAMQI) Pilot Project

J. Etienne indicated that in 2013 and 2014 the Brant County Federation of Agriculture received a total of \$130,000 from Farm & Food Care Ontario to fund the WAMQI project work. The objective of the pilot project was to develop a Whitemans Creek Drought Contingency Plan designed to better prepare for and manage the impacts of climate change. The project achieved this objective through implementation of resilient farm practices.

\*C. Lunau joined the meeting at 10:45

B. Coleman said that funding is the key to reacting to low water response.

Resolution 44-15

Moved by: V. Prendergast

Seconded by: S. Simons  
(Carried)

THAT Report GM-03-15-35 – Completion of the 2013/2014 Water Adaptation Management and Quality Initiative (WAMQI) Pilot Project be received as information.

m) **GM-03-15-36** – Current Watershed Conditions as of March 25, 2015

D. Boyd conducted a PowerPoint presentation indicating that:

- Precipitation in March, 2015 has been well below the long term average across the Grand River watershed.
- The last snow survey was conducted on March 16, 2015 – at that time the snowpack was close to the long term average.
- The average air temperature in March, 2015 to date at the Shand Dam climate station was minus 5.1 degrees which is 2.5 degrees colder than the long term average.

- The large reservoirs are all within their normal operating ranges for this time of year – they are being operated to store snow melt water and reduce downstream flows.
- Flights over the rivers were conducted on March 18 and 19, 2015 to provide aerial photographs of river ice conditions – at that time most of the ice had moved out of the Speed River – the Nith River was partially ice covered – parts of the Upper Grand and Conestogo Rivers were mostly ice covered – the southern Grand had stable ice sheets above the dams in Caledonia and Dunnville but in many areas the ice was breaking up.
- Environment Canada’s three month precipitation forecast from March to May, 2015 is for above normal precipitation for Southern Ontario.
- The Canadian Coast Guard will be asked at the appropriate time to send an icebreaker to break up ice at the mouth of the Grand River – a general request has been made and coordinated through the Haldimand County Community Emergency Management Coordinator and the Province – the Province has discussed this request with the Federal Government – the Coast Guard understands the timing of the request depends upon the weather.

J. Mitchell asked if the pictures of the rivers will be posted to the GRCA website. D. Schultz confirmed that a selection from the pictures will be posted to the website.

B. Corbett asked if there is a good following on the website. D. Schultz confirmed this to be the case. He said that GRCA also has 1200 followers on Twitter and 800 subscribers for press releases.

Resolution 45-15

Moved by: W. Stauch

Seconded by: L. Armstrong  
(Carried)

THAT Report GM-03-15-36 – Current Watershed Conditions as of March 25, 2015 be received as information.

**13. Committee of the Whole:**

None

**14. General Business:**

None

**15. 3<sup>rd</sup> Reading of By-Laws:**

None

**16. Other Business:**

5. Shantz invited the members to attend the Elmira Maple Syrup Festival where she will be hosting a pancake breakfast at the Community Recreation Centre the following day.

- b) S. Simons invited the members to attend the Maple Syrup Festival sponsored by the Paris Lions Club on April 11, 2015.

**17. Closed Meeting: (motion required pursuant to Section 36 of By-Law 1-2014)**

**18. Next Meetings:**

- General Membership Meeting  
Friday, April 24, 2015 – 9:30 a.m.  
Auditorium/Boardroom, Administration Centre, Cambridge
- General Membership Meeting  
Friday, May 22, 2015 – 9:30 a.m.  
Auditorium/Boardroom, Administration Centre, Cambridge  
\*to be followed by Special Recognition Committee\*

**19. Adjourn**

The meeting adjourned at 11:30 a.m.

**20. Grand River Source Protection Authority Meeting (if required)**

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Chair

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Secretary-Treasurer

## Wendy Atkinson

---

**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-29-15 4:47 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** WHAT'S NEXT ONTARIO

April 29, 2015

Dear Colleague:

Strong, sustainable communities are the backbone of a prosperous province and nation. However, municipal governments face real fiscal challenges. There is a staggering gap between municipal responsibilities and its revenues.

AMO is launching a membership discussion. Today, AMO President Gary McNamara has written to each elected official to hear from them individually about the actions that each feels could better put Ontario municipal governments on a path to fiscal sustainability.

AMO also wants to hear from senior municipal staff, which is why I am tapping you on the shoulder. This consultation represents an opportunity for you to also contribute to the future of the sector. There are demanding local challenges today. Tomorrow's challenges will be even more so, individually and collectively.

### *What is the challenge?*

If property taxes alone were to fulfill current municipal government mandates *and* at the same time eliminate the \$60 billion infrastructure deficit in the next ten years, property taxes would need to increase by 19% annually over the next decade. Yes, 19%, which assumes all things remain unchanged – such as no additional unfunded mandates, no change to statutory requirements, no significant change to user fees, and no change in service levels. It is an assumption that is relatively unlikely to happen but one we needed to use to try to scope the challenge in order to discuss ideas for tackling it.

As a sector, we've been able to reinvest the \$1.7 billion in uploads that is no longer being sent to support provincial programs. We've also been aided by various infrastructure programs both grant based and permanent, formula-based funding from the federal and provincial governments. This is all helpful. Yet, unfortunately, the trajectory of service costs and asset work doesn't move us very far towards fiscal sustainability. So then what might? Are there other means to meet the anticipated future needs of communities?

### *It's time for us to have a conversation about how we create sustainability .*

Our [Discussion Guide](#), *What's Next Ontario? Imagining a prosperous future for our communities, A Fiscal Overview*, walks you through challenges and asks key questions – all aimed at getting a sense of priorities and concerns for the future, and possible solutions.

Before using the Discussion Guide, you may want to read AMO's [Fiscal Overview](#). It provides a comprehensive review of Ontario's municipal fiscal situation, including the services and facilities we provide, the related expenditures and revenue sources and tools. It also does some trend analysis for key service responsibilities. We encourage you to look through the document first. Your direct input is valuable to building an action plan for putting Ontario's municipal governments on the path toward long-term fiscal sustainability. When this phase of the project is completed in July, we will share with members the results and ideas for next steps. The conversation is just beginning.

### *How can I contribute to the conversation?*

AMO has created a dedicated webpage, [whatsnextonario.amo.on.ca](http://whatsnextonario.amo.on.ca), specifically for municipal elected officials and senior staff to take part in this phase of the project. There are lots of different ways you can get involved:

- Participate through regional sessions and upcoming webinars.
- Send your thoughts by email at [whatsnext@amo.on.ca](mailto:whatsnext@amo.on.ca).

- Take part in our online community on the website.

First and foremost though, this is an open-ended invitation to you to imagine Ontario's future. What do you want to see? What's Next Ontario?

Sincerely,



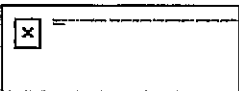
Pat Vanini  
Executive Director of the Association of Municipalities of Ontario

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## Wendy Atkinson

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-27-15 4:44 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** RE: AMO BREAKING NEWS - AMO Releases Policing Modernization Report

April 27, 2015

Further to our earlier AMO Breaking News on Policing Modernization, please find below a link to the Report which is available on AMO's website:

[Building a New Public Safety Model in Ontario : AMO's Policing Modernization Report](#)

**AMO Contact:** Matthew Wilson, Senior Advisor, E-mail: [mwilson@amo.on.ca](mailto:mwilson@amo.on.ca), 416.971.9856 ext. 323.

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# **Building a new public safety model in Ontario**

## **AMO's Policing Modernization Report**

*April 27, 2015*

Association of  
Municipalities  
of Ontario

200 University Avenue, Suite 801  
Toronto, ON M5H 3C6 Canada  
Tel: 416-971-9856 Fax: 416-971-6191  
email: [amo@amo.on.ca](mailto:amo@amo.on.ca)  
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# Executive Summary

For the past three years, the Association of Municipalities of Ontario (AMO) has been a member of the Future of Policing Advisory Committee being led by the Ministry of Community Safety and Correctional Services (MCSCS). The Committee consists mainly of Ministry officials, police chiefs, police officers, and various police association representatives. This is a laudable initiative. However, it should be noted that the Committee's work is rooted in a consensus seeking process. This has limited the scale and scope of many draft recommendations and the Committee's advice to the Minister of Community Safety and Correctional Services.

AMO fundamentally believes in the need to advance the agenda of reform. This paper is designed to broaden the discussion and inject a change of pace in shaping the future.

The issue of cost has certainly been a catalyst. Whether negotiated or arbitrated or through the accumulation of years of incremental increases – cost is without a doubt, shining a bright light on this public service. When we combine cost with aging legislation and standards, demographic shifts, and the immediate challenges on the horizon, we find ourselves returning to a basic question: how do we want to be policed? What should it look like?

To talk about the future, AMO established a task force of mayors and police board representatives from across the province to explore key questions about policing. The task force interviewed experts, reviewed the best academic research available, sent representatives to the 2015 Summit on the Economics of Policing and Community Safety in Ottawa, and had thorough and lengthy discussions on specific issues about the future of policing.

What follows are a series of topics and some recommendations on the path forward. These ideas are not set in stone; they are a starting point for municipal and provincial elected officials and others. These recommendations, many borrowed from experts outside the municipal realm, represent the consensus of the task force.

We have divided the recommendations into four key themes: **Partnership, Productivity, Performance, and Personnel**. What follows are our priority recommendations that require immediate action and key recommendations in each theme that will require long-term and sustained reforms.

## Recommendations

### **Priority Recommendations:**

1. Make changes to the interest arbitration system.
2. Improve the quality of the existing governance and civilian oversight system.
3. Make legislative changes to permit the greater transfer of specific functions to civilians or other security providers where appropriate.

### **Partnership**

1. The quality of the governance and civilian oversight system needs to be improved. This includes ensuring governance board members are qualified against a set of competencies and mandatory training is provided.
2. The future must provide for a province-wide OPP governance body responsible for policy direction and advice to the Province on collective bargaining.
3. Efforts towards coordinated bargaining in Ontario have begun. Its further refinement and strengthening should be pursued while balancing local needs versus those of the municipal sector as a whole.
4. Governance responsibilities for all forces should include goals, priorities, and measurement of outputs and outcomes.
5. Encourage the adoption of community safety planning for all municipalities consistent with local priorities, circumstances, and size. This includes locally adaptable models. In addition, such planning should include community safety and stakeholder structures which promote collaboration and cooperation.
6. Governance structures should also account for the presence of private security. A measure of public oversight of private security should be developed (including special constables and civilians).

## **Productivity**

7. Assist in managing the public demand for service through broader and expanded adoption of alternative service delivery options of various non-core policing functions.
8. Address longstanding issues with the interactions of the police and the broader legal system. This should include improving the compatibilities of information technologies systems between different police services, crown lawyers and the courts.
9. Prepare for the developing demographic shift which will accompany an aging population and the resulting changes to the nature and types of crime associated with this shift. For example, an aging population may require different or perhaps more police services to address elder abuse.
10. Cybercrime is an emerging issue. It needs to be acknowledged and given suitable resources. Given the nature of cybercrime, principal responsibility should reside with the federal government.
11. Better outcomes could be achieved by standardising information technology platforms that facilitate and improves data sharing between police services.
12. Broaden availability and use of plate readers, red light cameras, or other technologies based on a cost-benefit analysis of enforcement options.
13. The use of lapel or body cameras on officers should be studied carefully from a cost-benefit analysis. This should include the broader policy and privacy implications for officers and members of the public.
14. Develop shift schedules that are adjusted to match demand and calls for police service. This should include addressing overstaffing during slow periods and improvements to the management of overtime costs.
15. Ensure that policy change in legislative, related statutes, and other policy documents enables rather than restricts alternative approaches to service delivery which might include tiered policing, specialization and continued civilianization of non-core police functions. This should include amending the adequacy standards established by the Province.

## **Performance**

16. Adopt modernized output and outcome metrics to measure police performance across the province.
17. Improve and expand the scope of current public reporting of policing activities and organizational performance.
18. Independent research capacity on policing issues needs to be expanded to assist police services with evidence based decision making. Both police services and independent research institutes have a role to play.
19. Encourage information sharing between governance bodies, police leaders and police services of new ideas, approaches, and strategies.

## Personnel

20. Provide for the greater specialization of functions by type of officer. This would mean less dependence on “generalist officers”. (This does not devalue a broadly educated and trained frontline officer, particularly for smaller communities.)
21. Pay structures should target priorities, including the effective management of partnerships, specialized functions, etc. They should also be adopted to encourage lateral entry into the police service of mid-career professionals who have required specialized skills.
22. Specific functions should be transferred to civilians or other security providers where appropriate. This could include court security and prisoner transportation, data entry, accident reporting, burglary investigations (provided the burglary is no longer in progress), and forensics among other functions. It should also include staffing for some types of existing “paid duty” functions.
23. Adjust the career advancement model of officers to provide for a longer probationary period, greater management oversight, and scaled responsibilities.
24. Provide greater support for addressing mental health issues at the community level. This recommendation is primarily directed to the Ministry of Health and Long-Term Care and its local agencies.
25. The suspension with pay legislative system needs to be reformed to promote public trust and the ability of the Chief to maintain discipline within the police service.
26. Consider changing the minimum education requirements so that applicants must obtain post-secondary education before they can be eligible to apply to a police service.
27. Instead of the police service paying for basic police entry training and continuing education for officers, the costs should be shifted to individual officers, similar to other professions. This recommendation relates to recommendation #25 to change the minimum education requirement for applicants.
28. Police should have more direct input into the design of existing educational programs that are required for officer qualifications. The curriculum of such programs should be aligned to meet the needs of police services.
29. The establishment of a centralised regulatory body for the policing profession could assist in managing applicant qualifications, ongoing training, and licensing of officers. Such a regulatory body could be similar to those that exist for physicians, lawyers, nurses, and other professionals in Ontario.
30. Provincial and municipal governments must be supportive of innovations and new models of policing. Support is also needed from other participants in the public safety and security web, including private security, local health professionals, and community groups.
31. Include innovation and transformation as one of the considerations when evaluating the performance of Chiefs and Deputy Chiefs and appropriate ranks in the OPP and own municipal police services.

Change requires direction and oversight from the political and civilian authorities to which police report.

**Dr. Christian Leuprecht<sup>1</sup>**

## Introduction

Peace, order, and good government. These words from the Canadian constitution are often used to define the Canadian character. Words written almost 150 years ago have defined our development as a country and still reflect our values as a nation.

We are a nation that includes the Mountie, the hockey player, the beaver, and maple leaf as something we identify with, that reflects us, that is a symbol of Canada. Not many nations in the world have such a fond regard for the uniform and the individuals who enforce the rule of law. Such is Canada. The Royal Canadian Mounted Police (RCMP) played a significant part in the development of Canada and remains a powerful part of our identity. The same can be said of the Ontario Provincial Police and its history in the northern and rural parts of Ontario. On the whole, we consider police officers as key participants in our civil society, critical players who ensure the rule of law, and who uphold democratic values. Police are woven into the fabric of our society.

Because of this special status, resources have not been spared in providing for this key public service. Over many years and many economic swings, police budgets have not seen some of the more aggressive cuts experienced by other public services. Governments have invested in policing by adding new officers and providing equipment to meet new challenges and crimes. Safety and risk management have been key considerations in this regard. More resources, more units, more specialized services, more weapons, more benefits, and higher salaries seemed appropriate to address the fundamental need of communities and to help people feel safe and secure. But a wall has been hit. The public is now questioning the ever-increasing costs.

This growth, over many years, means that here in Ontario we now have the highest policing costs in the country. What does this public expenditure bring to our communities? What functions and expectations should we have of a police officer in 2015? What should policing look like in 2020? Policing is not the only public service or profession which contributes to safety and security. In fact, there is an entire social safety web – from the quality of municipal water and waste systems, to the education system and the healthcare system – every single element of public service is geared towards

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<sup>1</sup> Leuprecht, Christian. "The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs", MacDonald-Laurier Institute for Public Policy, 2004 at pp. 20. Available online: [http://www.macdonaldlaurier.ca/files/pdf/MLI\\_CostofPolicing\\_Final.pdf](http://www.macdonaldlaurier.ca/files/pdf/MLI_CostofPolicing_Final.pdf).



safety and security. All play a part. If we spend too much on one and starve the others, we are just as likely to risk societal discord.

Here is the fundamental concern on the part of municipalities: the cost of policing continues to rise at a higher rate than other public services. Municipal councils have little or no influence in bargaining because of the long shadow cast by interest arbitration, and municipal councils have little or no influence upon the management of police services and functions. The time is now to look at the fundamentals upon which police services have been built and function as part of the need to have long-term sustainability and quality delivery as part of the future of policing in Ontario. As Leuprecht writes, "If police cherish their institutional autonomy, they, the membership, and the unions would do well to embrace reform and engage in a discussion about quality and outcome with the communities they serve and who pay their keep."<sup>2</sup>

We have approached a time where the question must be asked, "what kind of policing do Ontarians need and want"? It doesn't mean policing has become less important, that we don't still hold in high esteem those men and women who take on the duty and role of a law enforcement officer, or that we are somehow less Canadian for considering and openly discussing issues regarding police budgets. On the contrary, it is because municipal leaders care so passionately about our officers and police services across Ontario that we seek to improve the delivery of this critical public service. The economics of the current policing model are being debated amid broader economic forces as well as realities which are beyond the reach of municipal councils, the provincial government, or the police themselves.

## **The Call to Action**

The purpose of this report is to broaden the nature of the discussion regarding policing and to bring a different lens to it. Change and adaptation are not necessarily easy, but a look to the future demands that we look at the current state. Change involves all the players in policing. We are living in a time of fiscal constraint. To deliver the full range of public services that provide for a safe and secure society, we need to modernize the delivery of police services to ensure it is designed for the future. This includes adapting for the changes brought by demographic change, municipal fiscal health, infrastructure needs, provincial deficits and provincial debt, to name but a few. Economics is certainly a driver of the need. But the focus must be centred on the means. In other words, how do we want to be policed? How do we want policing and public safety delivered in 2020? What steps do we need to take together to achieve that? What do we need to change to get there?

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<sup>2</sup> Leuprecht argues that police can win in a discussion on reforms that focuses on quality and outcomes for communities, as opposed to one that focuses on metrics and reactive policing. For more thorough discussion, see Leuprecht, Christian. "The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs", MacDonald-Laurier Institute for Public Policy, 2014 at pp. 23 and pp. 25. Available online: [http://www.macdonaldlaurier.ca/files/pdf/MLI\\_CostofPolicing\\_Final.pdf](http://www.macdonaldlaurier.ca/files/pdf/MLI_CostofPolicing_Final.pdf).

**To the provincial government** – Modernizing the delivery of public safety and security can only be done with a whole-of-government approach. Policing governance systems must be better supported, policing services need latitude to deliver modernization, and police chiefs must be encouraged to embrace reforms. Mental health services need to be better understood and improved, the labour relations framework needs balancing, the legislative and regulatory directives for policing need refreshment.

**To municipal governments and police service boards** – As governing representatives, you are charged with meeting current needs, but also planning for the future. You have a role, too, in deciding what the future should look like. To achieve better outcomes, change may impact other municipal service areas and those related costs. That, too, is part of looking at future community safety and how it could be achieved.

**To the Ontario Association of Chiefs of Police (OACP)** – What does the future look like? What is the alternative? We've heard you say in the newspapers, speeches and tweets: tell us what you don't want us to do? How about we start with what you as police leaders think should be done differently.

**To Police Officers and their Associations** – We collectively have a problem and we need to talk about it. We appreciate what you do is valuable service but the cost and the framework cannot be sustained. Evidence on the need to adapt is growing. We've seen other police services large and small in North America re-think how policing is delivered. The same has taken place in the United Kingdom. Some of those changes have been successful, others have not.

For all, the question is: what can we in Ontario do to build a public safety model our children can afford?

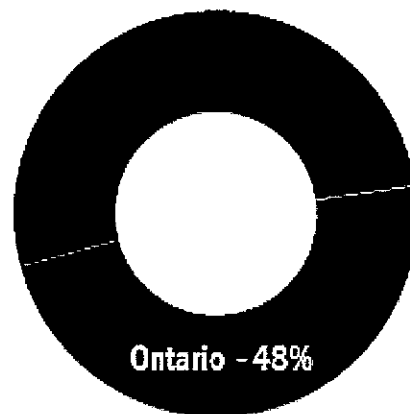
## The Fiscal Backdrop

Ontarians pay the highest policing costs in the country. This includes both provincial and municipal expenditures. In 2011, Ontarians spent \$320 per capita on policing. We estimate it is at least about \$35 more than Albertans, \$56 more than British Columbians, and \$24 more than Quebecers.<sup>3</sup> Nationally, Ontario's share of municipal policing costs is 48%, although Ontario only makes up 39% of the Canadian population. Some may say that half of the national problem with the cost of policing is owned here in Ontario.

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<sup>3</sup> Source: Police Resources in Canada 2012, Statistics Canada. A special note: the difference between costs in Ontario versus the other provinces may be understated. Through separate data sources (MMAH FIR) we can confirm Ontario numbers do not include capital expenditures. Caution should be observed with results from other provinces which may or may not include capital costs.

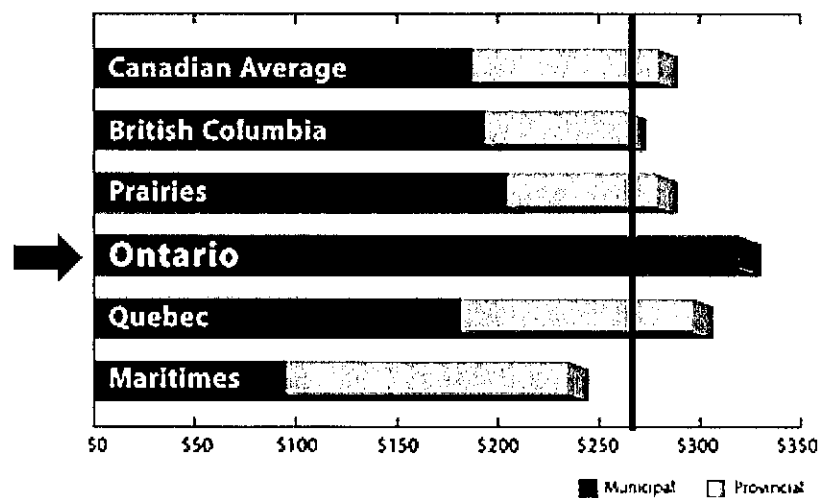
## Ontario's share of municipal policing costs in Canada (2011)



■ Maritimes ■ Quebec ■ Ontario ■ Prairies ■ British Columbia

Source: Statistics Canada

## 2011 Per Capita Policing Costs



Source: Statistics Canada

Ontarians also pay the highest property taxes in the country. Property tax is the main revenue source for policing in Ontario. In recent years, property taxes in rural and northern areas have been increasing faster than in urban areas. Property tax is also highly regressive, meaning it hits lower-income people harder than consumption or income taxes.

The rising cost of policing disproportionately affects municipal governments because two-thirds of all police officers are municipal employees.<sup>4</sup>

Property taxpayers are also subsidizing federal police enforcement. The Federation of Canadian Municipalities (FCM) estimates that nationally, more than \$500 million is spent by municipal police forces enforcing federal laws.<sup>5</sup>

Since 2002, the average annual rate of cost growth for emergency services (police, fire, EMS) has been three times the rate of inflation. Police officers do important work and are well compensated compared to others on municipal salary grids, such as long-term care nurses, transit employees, or drinking water technicians. But these ever-increasing policing costs are making it a challenge for municipalities to be able to provide the full range of programs and services that citizens need.

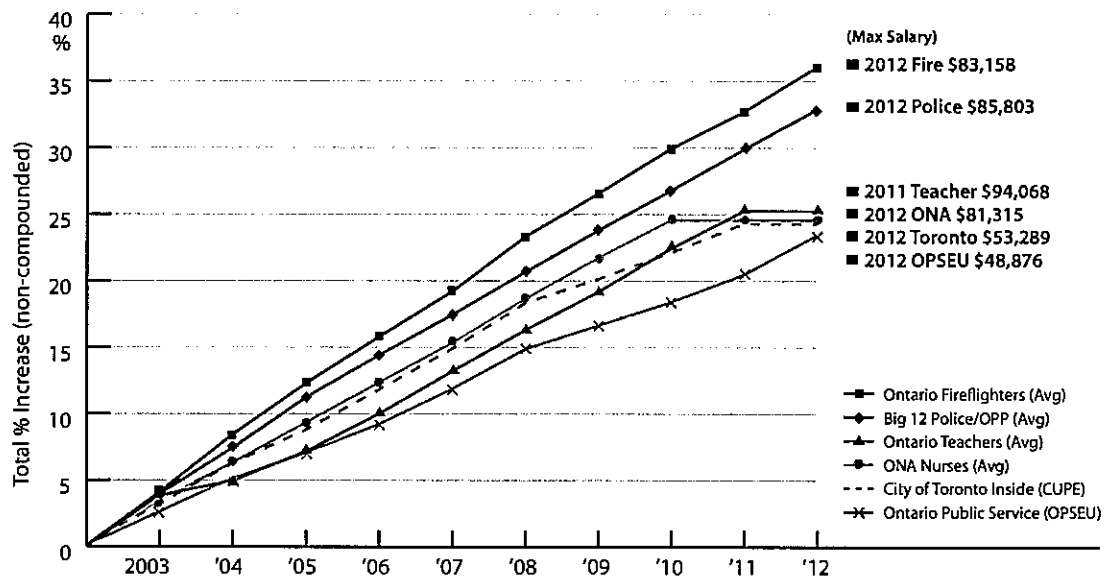
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<sup>4</sup> According to Leuprecht, police and firefighters tend to exceed other municipal employees, both in terms of numbers and salaries: Leuprecht, Christian, "The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs", MacDonald-Laurier Institute for Public Policy, 2014 at pp 7. Available online: [http://www.macdonaldlaurier.ca/files/pdf/MLI\\_CostofPolicing\\_Final.pdf](http://www.macdonaldlaurier.ca/files/pdf/MLI_CostofPolicing_Final.pdf).

<sup>5</sup> The Federation of Canadian Municipalities Report, titled *Towards Equity and Efficiency in Policing: A Report on Policing Roles, Responsibilities and Resources in Canada*, is available at: [http://www.fcm.ca/Documents/reports/Towards\\_Equity\\_and\\_Efficiency\\_in\\_Policing\\_EN.pdf](http://www.fcm.ca/Documents/reports/Towards_Equity_and_Efficiency_in_Policing_EN.pdf).

## Wage Growth in the Broader Public Sector (BPS) since 2003

Source: Ontario Ministry of Labour



For the OPP, 86% of operating expenditures are staffing costs.<sup>6</sup> This percentage is similar for municipal own-force services.

Salaries across Ontario are generally consistent – this has been the outcome of an interest arbitration system that is about replication – that a police officer, no matter what force or what community, should be paid the same salary. The current base pay of a 1st Class Toronto Constable is \$90,623.<sup>7</sup> In Waterloo Region it is \$90,348.<sup>8</sup> The estimated salary of an OPP officer with 2 years of experience is \$90,623.<sup>9</sup>

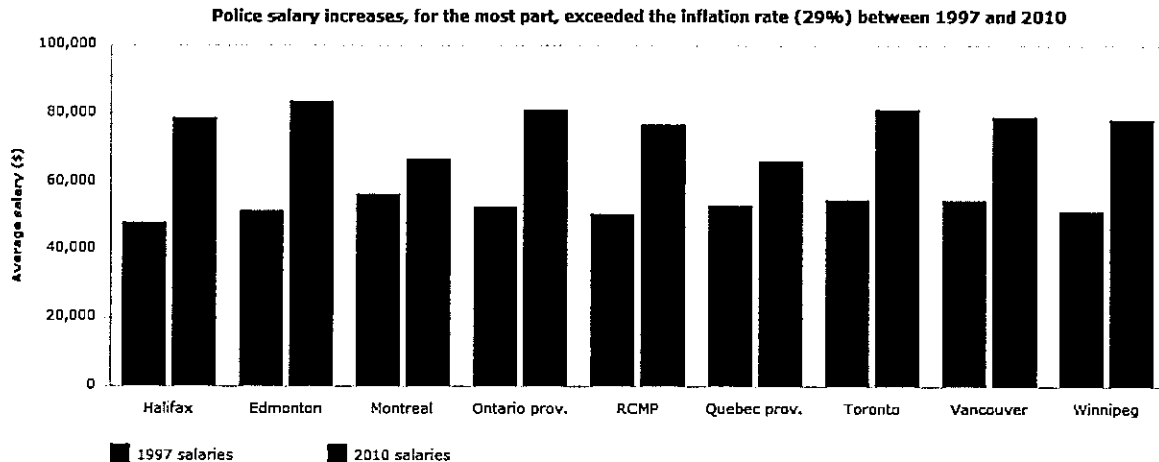
<sup>6</sup> Ontario Provincial Police. *2012 Annual Report* at pp. 7. Available at: <http://www.opp.ca/ecms/files/250258838.6.pdf>.

<sup>7</sup> Toronto Police Service. "Salary, Benefits, Career Development". Available at: [http://www.torontopolice.on.ca/careers/uni\\_benefits.php](http://www.torontopolice.on.ca/careers/uni_benefits.php).

<sup>8</sup> Waterloo Regional Police Service. "Employee Salary and Benefits". Available at: <http://www.wrps.on.ca/careers/constable-positions-1>.

<sup>9</sup> Ontario Provincial Police. *Understanding Ontario Provincial Police (OPP) Municipal Policing Costs 2013 Cost-Recovery Formula Update* at pp. 22. November 15, 2013. Available at: <http://www.opp.ca/ecms/files/277393041.4.pdf>.

## Salary hikes outpace inflation



Source: <http://www.cbc.ca/news2/interactives/policing/>

How do the salaries of Ontario officers compare to others in North America? The salary of a New York City police officer with 2.5 years of experience is \$53,819<sup>10</sup> (USD). In 2014, the maximum salary of a Detroit police officer was \$51,748<sup>11</sup> (USD). The average salary of a First Nations Police Officer in Quebec is \$45,000.<sup>12</sup> No one is suggesting these wages should apply in Ontario. The salaries in other jurisdictions are based on different standards and circumstance. Many might even consider them unacceptably low. But when we talk about the cost of policing, we must recognise we are predominantly talking about the cost of labour; not the cost of vehicles, fuel, or equipment. By Canadian and North American standards, police officers in Ontario are well paid.

In addition to base pay, officers also earn overtime and pension benefits. For illustration, below is the estimated labour cost of one OPP officer:

### 2014 OPP Estimated Constable Cost<sup>13</sup>

Salary (provincial average rate)	\$94,702
Overtime (provincial average rate)	\$6,250
Vacation and statutory holidays	\$3,599
Shift premiums	\$675
Benefits	\$25,316
<b>TOTAL</b>	<b>\$130,542</b>

<sup>10</sup> New York City Police Department. "Benefits and Salary Overview". Available at: <http://www.nypdrecruit.com/benefits-salary/overview>.

<sup>11</sup> Detroit Police

<sup>12</sup> Moffat, Chief William. "Innovation in Remote, Northern, and Aboriginal Policing." Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

<sup>13</sup> Ontario Provincial Police. *Understanding Ontario Provincial Police (OPP) Municipal Policing Costs 2013 Cost-Recovery Formula Update* at pp. 36. November 15, 2013. Available at: <http://www.opp.ca/ecms/files/277393041.4.pdf>.

Canada's crime rate continues to fall. The homicide rate is at its lowest level since 1966. Statistics Canada notes the police-reported Crime Severity Index fell by 9 per cent in 2013, the tenth consecutive annual decline. A recent survey identified the cost of policing as the number one issue facing Toronto's next Chief of Police. Nearly 600 Toronto residents took part in the survey.

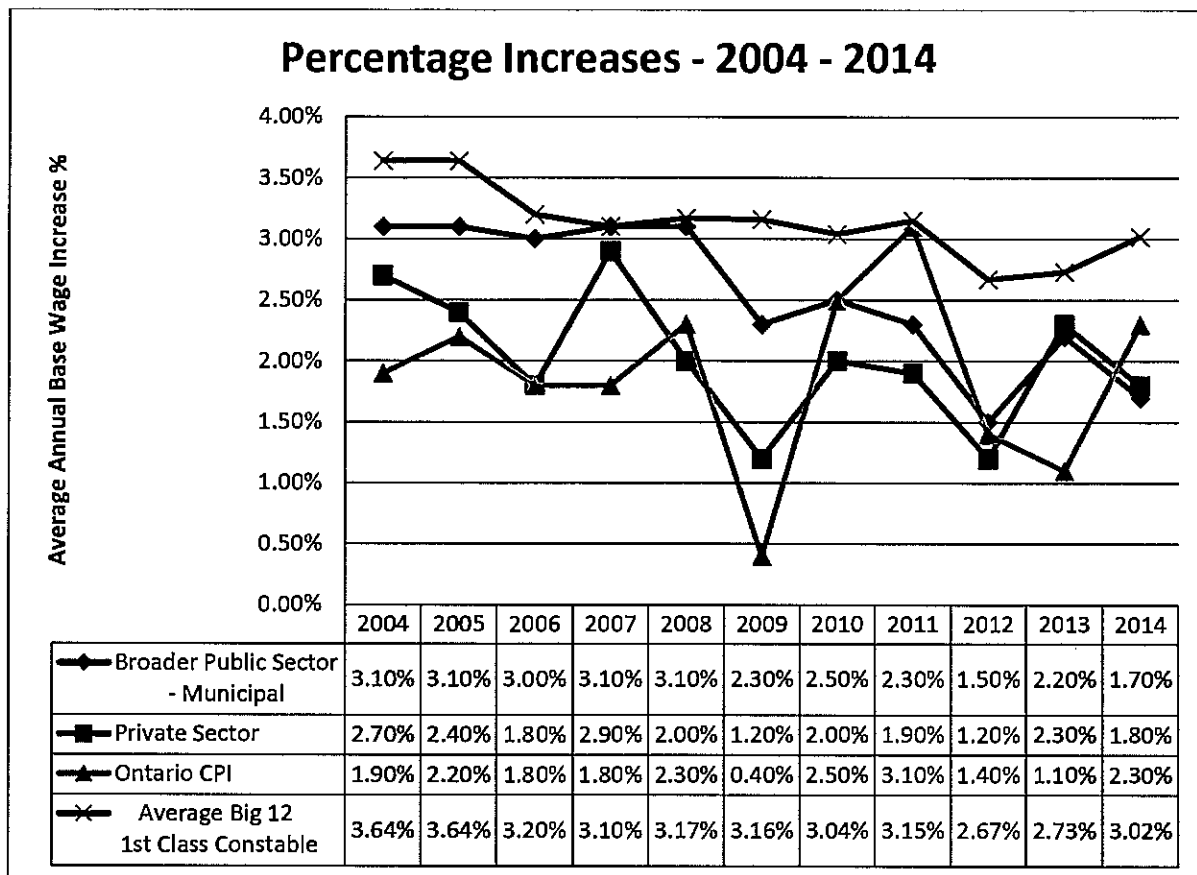
Across Ontario, public opinion recognizes wage increases and the relationship to overall cost. Public polling conducted in the summer of 2014 by Nanos Research indicated that 59% of Ontarians support police and fire personnel either having the same wage and benefit increases as other employees of the same municipality (32%) or freezing wages and benefits (27%). About 35% prefer to use the same rate as other police and fire departments, while 10% are not sure.<sup>14</sup>

## **Interest Arbitration**

AMO's position on interest arbitration has been consistent for many years – the Ontario Legislature must restore balance to the system. The public and the media are also questioning the rate of increases. AMO continues to advocate for an improved, accountable, and transparent arbitration system to ensure essential local services remain affordable. Negotiated settlement in one community is not the capacity to pay in another, nor is an arbitrated settlement. Labour costs are the largest component of police budgets.

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<sup>14</sup> Source: Nanos Research, RDD dual frame random telephone survey in Ontario, July 18 to 21, 2014, n=501, accurate 4.4 percentage points plus or minus, 19 times out of 20.



Consider these facts:

1. The average annual growth of police spending between 2002 and 2011 was 6.3%. This compares to the inflation rate over the same period of 2.1%. In other words, for at least a decade, police spending has been growing at three times the rate of inflation.
2. One of the most important drivers in these increased costs was that police salaries increased by 40% between 2000 and 2011 (in agencies with more than 50 officers), while the average for all Canadians in non-policing occupations increased by only 11% (Public Safety Canada, 2012).<sup>15</sup>
3. Arbitrated and negotiated police wage increases from 2003 to 2011 have been in the range of 3%-3.75% for municipal police services. By comparison, national and provincial consumer price index increase over that period ranged from 0.5%-2.75%. The OPP wage increased a minimum of 13.55% over four years (2010-14), with 8.55% in 2014 to match other police settlements.

<sup>15</sup> Rick Ruddell and Nicholas A. Jones. 2014. "The Economics of Canadian Policing: Five Years into the Great Recession." The Collaborative Centre for Justice and Safety



4. While negotiated, the latest provincial agreement with the OPPA is affecting the cost of policing for all police services in Ontario. It is the latest big leap in the ongoing leapfrogging of wages. The 2014 OPP wage increase alone cost property taxpayers an additional \$25 million in 2014 and at least an additional \$75 million annually for the provincial treasury. In addition, the collective bargaining agreement with the Ontario Provincial Police Association (OPPA) calls for officers to be the “highest paid police force” in Ontario at a specific point in time. The OPPA has already achieved a pension benefit standard of ‘best three years’, which also has a cost impact to the Province and part of municipal policing contracts.
5. The 2012 Drummond Report specifically mentioned policing and the justice sector: “The sector will need to transform its service delivery and find efficiencies to meet its spending targets, while also ensuring public confidence in the system and meeting the criminal justice system’s standards”. While discussions continue, a plan for such a transformation has yet to be developed.
6. Operating grants to municipalities through the Ontario Municipal Partnership Fund (OMPF) are declining. In addition to the \$35 million reduction this year (\$10 million more than anticipated), the previous grant component dedicated to policing has been eliminated. The Province has another scheduled budget cut to make, although municipal governments believe it is not the time to do so. Some municipalities are benefitting from the new OPP costing methodology being phased in over five years, while others are now paying a great deal more.

A 2011 report comparing international policing costs noted that Canada spends more than New Zealand, the United States, and Australia. Canadian spending is second only to the United Kingdom, which, it should be noted, has recently embarked on policing reforms to drop expenditures by 20%.<sup>16</sup>

The key driver of policing costs is the cost of labour. Specifically, essential service status, the inability to strike, retention pay, and salary benchmarking have resulted in arbitration awards that do not properly account for local economic circumstances and capacity to pay. The system is not sustainable.

For municipalities, it is worthwhile to consider that the percentage of policing expenditures between municipalities, the provinces, and the federal government has generally remained constant from 2003 to 2012.<sup>17</sup> In this sense, the growing cost of policing is not a result of recent provincial downloading. For example, since the 1998 introduction of billing, the proportion of costs for the OPP has generally not shifted from the Province to the municipal sector. That does not mean provincial actions have not

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<sup>16</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 58 Available at: [http://www.scienceadvice.ca/uploads/eng/assessments%20and%20publications%20and%20news%20releases/policing/policing\\_fullreporten.pdf](http://www.scienceadvice.ca/uploads/eng/assessments%20and%20publications%20and%20news%20releases/policing/policing_fullreporten.pdf).

<sup>17</sup> Ibid. pp. 53

caused municipal costs to increase. From the start of municipal billing in 1998 to the 8.55% OPP wage increase of 2014, the Province has played a significant role. But as was pointed out earlier, it also bore a great deal of the costs resulting from the 2014 wage settlement, about \$75 million annually in addition to the \$25 million spent by municipalities. In summary, cost shifting from one order of government to another is not a primary culprit when it comes to the cost of policing. It is the cost of labour.

"The issue of police salaries and benefits is ultimately a matter for democratic debate on the perceived value of police in the safety and security web, given their unique role and powers. As other sectors in the safety and security web take on responsibilities consistent with their particular skills and as police officers are called upon to uphold professional standards and require professional credentials, this issue could dissipate."<sup>18</sup>

**Justice Stephen T. Goudge, Q.C.**

We also need to consider the historic rationale for high police salaries. For one thing, it assists in preventing corruption. Another rationale frequently used by police associations is that policing is a dangerous profession. Yet, many other occupations rank much higher when considering degrees of risk.<sup>19</sup> Five Canadian police officers died in the line of duty in 2014.<sup>20</sup> There were six fallen Canadian soldiers in the same year.<sup>21</sup> The salaries of soldiers and military officers are considerably less than those in the police service. For example, the starting salary of a military police officer with the Canadian Forces is \$49,400.<sup>22</sup>

Municipal governments have lost faith in the existing collective bargaining model and some are reflecting on the merits of a formal province-wide collective bargaining system, while others believe more informal coordinated bargaining in a similar fashion to employee groups. In any event, all municipal governments agree that changes to collective bargaining and the interest arbitration system, to allow for a more level playing field, is needed.

## **History of Growing Resource Allocation**

For many years, Canada became accustomed to addressing higher crime levels by increasing resources to fight crime. The annual budget increases police chiefs sought

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<sup>18</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 144

<sup>19</sup> Leuprecht, Christian. "The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs", MacDonald-Laurier Institute for Public Policy, 2014 at pp. 7. Available online: [http://www.macdonaldlaurier.ca/files/pdf/MLI\\_CostofPolicing\\_Final.pdf](http://www.macdonaldlaurier.ca/files/pdf/MLI_CostofPolicing_Final.pdf).

<sup>20</sup> Officer Down Memorial Page, "Honouring Officers Killed in the Year 2014". Accessed March 12, 2015. Available at: <http://canada.odmp.org/year.php?year=2014&Submit=Go>.

<sup>21</sup> National Defence and the Canadian Armed Forces. "Honours and History". Accessed March 12, 2015. Available at: <http://www.forces.gc.ca/en/honours-history-fallen-canadians/index.page>

<sup>22</sup> Canadian Armed Forces. "Military Police". Accessed March 12, 2015. Available at: <http://www.forces.ca/en/job/pdf/militarypolice-75>.

were in the pursuit of greater safety and security. It is the accumulation of these regular increases and the realization that further investments are unsustainable that leads us in part to our current predicament.

We made those decisions collectively, as a society. Police services alone cannot be assigned responsibility for this. It is a shared outcome involving municipal governments, police service boards, and policing community as well as the provincial and federal governments, and Canadians. Equally, responsibility for the solution to our current situation rests with all of the above.

Even if we could spend more, should we? The Goudge report is pretty clear: "Costs may be rising without necessarily yielding visible improvements in the level or quality of service offered to the public".<sup>23</sup> "Additional spending may not be resulting in visible improvements to the equality of service."<sup>24</sup> As one example, the Winnipeg Police Chief Devon Clunis has specifically asked for no more officers. What he needed were civilians to support officers.<sup>25</sup>

Canadian policing has never been subject to a comprehensive assessment resulting in major reform.<sup>26</sup> Canadian stakeholders at all levels of government, along with the public, are calling for a review of the viability of current policing models at a time marked by serious fiscal concerns. In Ontario, there are a number of different pieces of legislation and regulation that impact policing. The *Police Services Act* itself and the accompanying regulations have not been reviewed in any substantive manner since they were enacted in the late 1990s. Time alone suggests that a look at how policing is delivered is due.

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<sup>23</sup> Goudge, Stephen, et al. *Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models*. Council of Canadian Academies, 2014. pp.45.

<sup>24</sup> Ibid. pp 51.

<sup>25</sup> Clunis, Chief Devon, Winnipeg Police Service. "Smart Policing: Academic, Private Sector, and Police Partnerships." 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 3, 2015.

<sup>26</sup> Goudge, Stephen, et al. *Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models*. Council of Canadian Academies, 2014. pp.10.

# Key Themes for Reforms

For the most part, change strategies fall into two broad categories: managing public demand for services and increasing operational effectiveness. They have been captured into four key themes: **Partnership, Productivity, Performance, and Personnel.**

## Theme 1: Partnership Governance

Justice Morden's report on the G20 reinforces the importance of civilian oversight:

"Civilian oversight of our police is essential. It acts as a check and balance against the legal powers society has given the police to enforce the law. Effective oversight of the police is the way that the public and police remain partners in the preservation of public safety. For the police to be effective in our communities, the public must have respect for those that perform the policing function. The governance and accountability that civilian oversight creates work in tandem."<sup>27</sup>

Strengthening of the police governance structures and the policy-making duties of police services boards is a priority. As Goudge notes, "appropriate governance is central to generating policing according to societal values". This includes "the legitimacy of elected representatives giving policy direction to the police".<sup>28</sup> In his report on the G20, Justice Morden found that governance through an appointed board mitigates some of the concern about direct control by elected officials while also allowing some direction of police policies.<sup>29</sup> In other words, independence and accountability can co-exist. Clive Weighill, President of the Canadian Association of Chiefs of Police, also points out that civilian oversight builds trust and legitimacy; hence, money needs to be spent on oversight.<sup>30</sup>

Evidence shows that mechanisms for democratic accountability in Canada are not working well.<sup>31</sup>

**Justice Stephen T. Goudge, Q.C.**

When considering the safety and security web more broadly, the Expert Panel on the Future of Canadian Policing Models notes, "accountability mechanisms that oversee the range of actor and partnerships in the safety and security web are underdeveloped".

<sup>27</sup> Morden, Hon. John. "Independent Civilian Review into Matters Related to the G20 Summit." June 2012, Page 6.

<sup>28</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp.62.

<sup>29</sup> Morden, Hon. John. "Independent Civilian Review into Matters Related to the G20 Summit." June 2012, Page 82

<sup>30</sup> Weighill, Clive. "Future of Policing and Public Safety." 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 4, 2015.

<sup>31</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 145.

“Proposals for public security boards are deemed promising by the Panel, although it is recognized that they have not yet been tested through implementation.”<sup>32</sup>

The importance of governance bodies remaining autonomous from police chiefs is extremely vital. This is critical to maintain and conduct appropriate oversight functions. At the same time, private sector security and OPP governance can be improved.

Private security services are largely overseen by private businesses. There is minimal public oversight (apart from very minor licensing requirements) despite the important role private security services fulfill in the broader safety and security web. A greater measure of public oversight is required. Much more thorough training should be offered to all board members. Appointees should be selected based on a skill and experience needs assessment.

Province-wide civilian governance of the OPP has been recommended in previous reviews. It should be reconsidered at this time. In other provinces, municipal representatives have been part of the provincial team negotiation service contracts with the RCMP. At the very least, municipal input to provincial-led servicing contract and bargaining discussions could inform the Province’s negotiating positions.

## **Community Mobilization**

Community mobilization is the broader engagement of all public safety and security participants towards improved public safety outcomes. It recognizes that at the core of the matter is community and we know there are not homogenous communities across Ontario.

Below is a description of community mobilization that is highly relevant from a paper by Rick Ruddell and Nicholas A. Jones. 2014. *The Economics of Canadian Policing: Five Years into the Great Recession* published by the Collaborative Centre for Justice and Safety:

Some police services are taking the lead in coordinating inter-agency meetings in a community mobilization approach. Community mobilization programs intervene with high-risk individuals or families before they become involved in crime or after an individual comes to the attention of law enforcement for anti-social or risky behaviour. The police, in partnership with representatives from addictions services, public health and mental health agencies, First Nations, social services and schools are brought together to identify potential solutions to an individual’s unmet needs. While the police have always participated in these types of community-based interventions they were often informal and their activities had a short-term orientation (e.g., interagency groups would meet to discuss a single case and then disband afterwards). By contrast, community mobilization formalizes this approach and takes a long-term orientation.

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<sup>32</sup> Ibid. pp 73.

Initial results of the Prince Albert Police Service community mobilization programs are promising. The program was first introduced in 2010 and from 2011 to 2012 violent crimes decreased by 31.9% and property offences by 9.4% (Prince Albert Police Service, 2013). Not only is the number of crimes dropping, but anecdotal information suggests that other forms of community dysfunction have also decreased: fewer assault victims are admitted to hospitals, less children apprehended by social service agencies, and school attendance is up. Altogether, this model draws our attention to the interconnectedness of social problems and shows us that progress in resolving one problem can benefit several different systems. While this collaborative model has yet to be formally evaluated, it represents a step toward crime reduction by solving problems in the community one person or family at a time.

An additional challenge of police-community partnerships is that interventions that are successful in one place might fail elsewhere and there are a number of reasons for those failures. Some community and agency stakeholders might be more willing to participate in these arrangements. In other cases, successful programs are exported to new locations, but are not faithful to the original approach and this leads to poor outcomes. Many successful programs are championed by charismatic leaders and if those leaders are absent in new locations the intervention might not flourish. Altogether, there are many potential barriers but they are outweighed by the crime reduction benefits and increased community safety.<sup>33</sup>

Goudge makes a similar finding. His report notes, “community participation is an oft-cited component of democratic accountability, and police organizations may be expected to develop cooperative relationships with communities to achieve this objective”.<sup>34</sup>

Important considerations regarding community mobilization include: clarity of roles and responsibilities, organizational mandates, and locally adaptable models that meet local needs. Provincially mandated, one size fits all, regulated mobilization will stifle local ingenuity and cooperative efforts. Assigning a municipal council with successful implementation over agencies it does not control may prove frustrating, if not problematic.

The effects of the Toronto, Peel, Waterloo, or Sudbury pilot projects must be evaluated carefully, with a view to measuring the outcomes against the overall sustainability of policing and other services. We need to consider community mobilization efforts beyond the silo of community safety.

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<sup>33</sup> Rick Ruddell and Nicholas A. Jones. *The Economics of Canadian Policing: Five Years into the Great Recession*. The Collaborative Centre for Justice and Safety, University of Regina, 2014 at pp 68-69. Available at: <http://www.publicsafety.gc.ca/lbrr/archives/cnmcs-plcng/cn80407908-eng.pdf>.

<sup>34</sup> Goudge, Stephen, et al. *Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models*. Council of Canadian Academies, 2014. pp. 79.

The impact of municipal boundaries on successful implementation of a community mobilization plan also cannot be ignored. Many communities have varying catchment areas for social services, health service and other community based services, police and police service boards, in addition to those of lower and upper tier municipal governments. Advancing community mobilization without first understanding how the above issues might be considered would be ill-advised.

We must also consider efforts with a view to the specific challenges a community faces. In other words, above all else, policing is a local matter. Adopting the methods of one jurisdiction may be entirely inappropriate for another. For example, Prince Albert had very specific problems and higher rates of violent crime. Other jurisdictions with lower rates of violent crime or different challenges may not benefit to the same degree. What problem are we trying to solve? Priorities should be locally determined.

## **The Safety and Security Web**

A safe and secure community depends on multiple organizations and professions, not just the police. Security is built upon a broad safety and security web including private security, local health professionals, community groups, and municipal, provincial and federal government agencies. It is the effective functioning of this web which will deliver better, more efficient and effective public safety outcomes, not just police.

Many have described the security web as a change from a vertical structure with police at the top of the hierarchical structure to that of a horizontal structure, with police as just one of many participants, albeit with authority and powers not provided to others. Key elements of the success of the security web model include building trust and the professionalism of network players.<sup>35</sup> For an example of how the security web operates, one can look to the 2010 Vancouver Olympics.

A new model of policing will incorporate the growth and presence of private security, the growing involvement of social service and health care workers and agencies. Police services must align and adapt with other participants. Police no longer have a monopoly on providing public safety and security, because they are but one of many actors currently operating in that space.<sup>36</sup>

As Goodge points out: "The provision of security, peace, and safety is almost always the product of successful coordination and integration of a wide range of police and non-police actors and resources. Police services, far from acting as isolated organizations battling crime, operate in a wider network to deliver safety and security."<sup>37</sup>

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<sup>35</sup> Hoogenboom, Bob. "Strategic Approaches to Policing and Community Safety." 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

<sup>36</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 2.

<sup>37</sup> Ibid. pp. 34.

Any new policing model must be supported by complimentary adjustments and adaptations by other public security web players. This includes the provincial government ministries, municipalities, public health and welfare agencies. It also includes a communications system that supports cohesive action.

### **Today's Reality**

Various speakers at the 2015 Summit on the Economics of Policing and Community Safety repeated two key points regarding what we are asking of police today. The first is that police generally are not in the position to say "no". In other words, they will respond. The second key point is that officers only spend about 20% of their time actually responding in a crime fighting capacity. The other 80% of the time, they are responding to non-criminal circumstances. The following excerpt from *The Economics of Canadian Policing: Five Years into the Great Recession* makes that point:

*We have to acknowledge that many of the duties that the police undertake are not related to enforcement and officers are expected to carry out a number of social service roles. Gradually adding additional duties, especially ones not originally envisioned, is called mission creep, or what Millie (2013) called "wide policing."*

*Research has shown that only a very small percentage of an officer's time—approximately one-fifth to one-quarter—is devoted to actual crime fighting (Marnoch, Boyd & Topping, 2010). Most calls for service are in response to social or neighbourhood problems, as well as about people with mental illnesses or other special needs.*

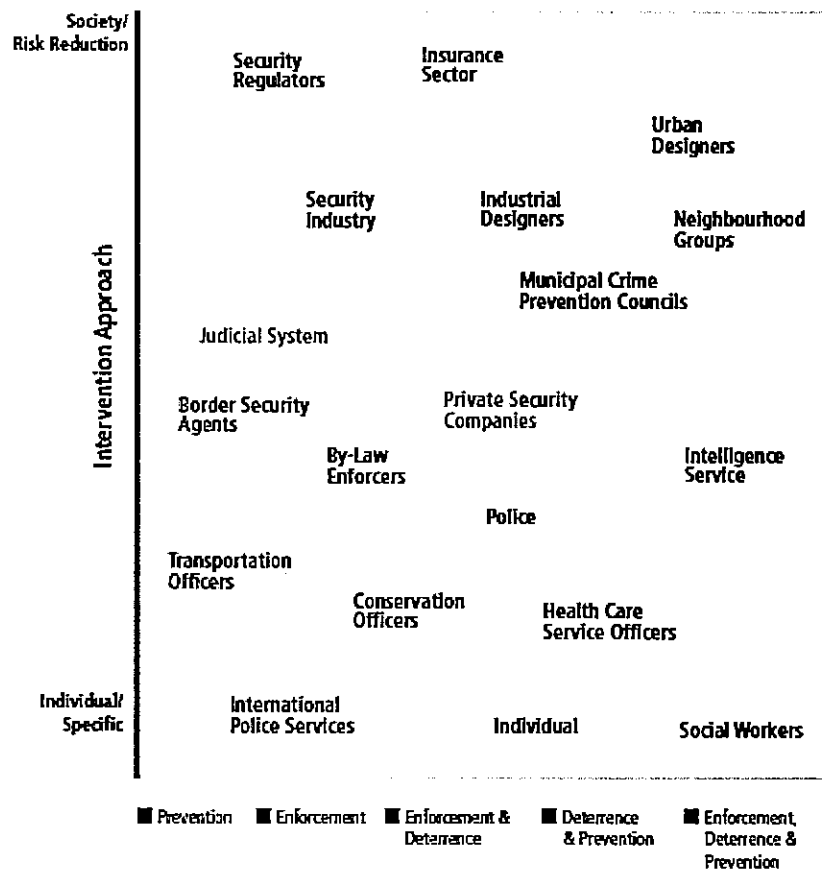
*Robertson (2012, p. 351) called the police a social service agency that "responds to a variety of emergencies and all manner of personal crises, including crimes in progress, domestic disputes, disturbances, motor vehicle collisions, injuries from accidents, sudden deaths (including suicides), psychotic episodes of mental illness, and locating lost children and vulnerable adults."<sup>38</sup>*

A governance structure which supports the coordination of the public security web must also be adopted. It cannot be a responsibility of police. Nor can it be the sole responsibility of charismatic leaders who might move jurisdictions and with it the cooperation of others as noted previously. It cannot just be assigned to municipal governments to compel cooperation over agencies they do not oversee or salaries they do not pay.

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<sup>38</sup> Rick Ruddell and Nicholas A. Jones. 2014. "The Economics of Canadian Policing: Five Years into the Great Recession." The Collaborative Centre for Justice and Safety





Source: "Varied Roles of Safety and Security Actors", Goudge 2014: 37.

## Adopt a whole-of-society approach to safety and security

Just as we expect the adaptation and modernization of police, so too must we expect change from individual agencies and the public at large. Safety and security is a shared responsibility. The success of a safety and security web has federal, provincial, regional, municipal, and local dimensions. As Goudge notes, "no one specific [safety and security web, network or] model is universally applicable across the country".<sup>39</sup>

"Successful policing models of the future will therefore need to be flexible, tailor to local contexts, fulfilled in partnerships, and multi-actored, with police taking either a leadership role, acting as a supporting partner, or deferring entirely to other actors who may be better positioned to lead a response."<sup>40</sup>

Calgary Chief Rick Hanson makes two critical points in this regard. He has pointed out that you cannot transport policing from one community to the next, it must meet local needs. He also emphasises the needs of all public safety and security actors, "to all speak the

<sup>39</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 142.

<sup>40</sup> Ibid pp. 142.

same language”.<sup>41</sup> Competing institutional logic of the different players and who they represent might challenge the use of a common language. For example, a hospital sees a patient, the police see an emotionally disturbed person, and the Centre for Addiction and Mental Health will see a client. A common language is important.

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<sup>41</sup> Hanson, Chief Rick. “Police Transformation and Sustainability”, 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

## Theme 2: Productivity

### Declining Crime Rates

For the better, the volume and severity of reported crime have decreased.<sup>42</sup> Canada's crime rate continues to fall. The homicide rate is at its lowest level since 1966. Statistics Canada notes the police-reported Crime Severity Index fell by 9 per cent in 2013, the tenth consecutive annual decline. The case for Ontario is just as positive. Since 2003, there has been a 34% reduction in crime, a 27% reduction in violent crime.<sup>43</sup> Ontario scores the lowest of any provinces or territories on the crime severity index.<sup>44</sup>

Police associations have dismissed these statistics suggesting that it is unreported crime that should be a key focus. Does this mean an individual accepts certain actions as perhaps inevitable, although undesired, such as a stolen credit card? But what does the absence of crime or crime reporting mean for policing?

### Long-term stable call volume

As the Auditor General of Ontario has noted, since 2007 the OPP's call volume has remained generally stable.<sup>45</sup> The OPP Commissioner has recently indicated this trend has changed and calls for service have increased modestly in 2013 and 2014.<sup>46</sup>

Police are expected to handle a range of incidents – many complex situations involving considerable resources. Domestic dispute, mental health incidents, cases of impaired drivers; these are all often cited examples of the complexity of cases. That complexity has also grown over time. While some of that complexity may be unavoidable, demand for policing services can be further managed using self or online reporting of minor thefts or property crimes. This will require changes in public expectations. It will also require follow up calls by police to report on status. This follow up will be important if the public is going to adopt this method. In addition, the OPP's new costing formula includes 40% of costs determined as a result of calls for service. Calls for service are generated from the public but also from police officers themselves who might be requesting back up assistance or more resources. While there are many self-generated OPP calls for service, the model does provide modest incentives for municipalities to manage the demand for service. This is a step in the right direction and the effectiveness of this approach in the long-term needs to be assessed at the local level.

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<sup>42</sup> Goudge, Stephen, et al. *Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models*. Council of Canadian Academies, 2014. pp. 14.

<sup>43</sup> Naqvi, The Hon. Yasir, "Ministers' Address" 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

<sup>44</sup> The annual Crime Severity Index is available at: <http://www.statcan.gc.ca/daily-quotidien/140723/dq140723b-eng.htm>.

<sup>45</sup> 2012 Annual Report of the Office of the Auditor General of Ontario. Available at: [http://www.auditor.on.ca/en/reports\\_en/en12/2012ar\\_en.pdf](http://www.auditor.on.ca/en/reports_en/en12/2012ar_en.pdf).

<sup>46</sup> Hawkes, Commissioner Vince, "Crime, Costs and Performance Measurement" 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 3, 2015.

A new issue with respect to call volume has become the frequency of “pocket dialing” which is the unintended calling of 911 from cell phones in pockets, purses, or by children. Pocket dialing consumes considerable resources for 911 operators, as each call must be assessed as to whether or not an emergency response is required. This might be one of the reasons behind the recent trend of increased calls for service.

## **Cybercrime**

The threat of cybercrime needs to be suitably resourced and, given its nature, principal responsibility should reside with the federal government. This is a new type of crime which needs to be appropriately acknowledged within police service structures. This includes the greater need for cross-jurisdictional collaboration. The provincial task force to fight internet crimes against children is a good example. This effort is resourced by the Province. Similar considerations apply to national security investigations. Responsibility should reside at the federal level and include locally incurred law enforcement costs.

## **Complexity of police interactions with the broader legal system**

Procedural complexity, growing transparency and accountability requirements, and growing expectations all play a role in driving policing costs.<sup>47</sup> For example, the time and steps necessary to obtain warrants has quadrupled the resources required to make an arrest.<sup>48</sup> Disclosure burdens for police departments have become very high, in part because of the Charter. Curt Griffiths, a Professor in the Police Studies Program at Simon Fraser University calls disclosure, “the number one issue concerning efficiencies” between the police and justice systems.<sup>49</sup> He goes on to point out the absence of collaborative partnerships between police and the Crown is contributing to the inefficiencies in the justice system.

In addition, information technology systems between the police and court system are not compatible, court scheduling requires off-duty officers to appear in court when cases are adjourned or the accused reaches a plea bargain. These are all driving overtime costs for police budgets. The Province’s strategy to address criminal court delays is called Justice on Target. Its achievements since being launched seven years ago have been extremely modest.

## **Demographic Change**

Declining crime rates are the product of multiple forces in society. While many theories have been made as to the cause, we cannot dispute the role of good policing as part of

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<sup>47</sup> Leuprecht, Christian. “The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs”, MacDonald-Laurier Institute for Public Policy, 2014 at pp. 12 and 13.

<sup>48</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 55.

<sup>49</sup> Griffiths, Curt. “Innovative Approaches to the Police-Justice Interface” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

this outcome. But demographic change in particular deserves some credit, too. We are an older population now than in the 1960s. Younger people tend to commit more crimes than older people.<sup>50</sup> The population will continue to age in the next twenty years.

The resources society allocates must be based on our current and future needs, not based on past practice. And we must prepare for growth of different types of crime that may follow an older population, notably, elder abuse.<sup>51</sup>

## Technology

Technology is an enabler of change, it is not the change. Standardised platforms for data sharing across services would go a long way to “improve the plumbing” of information sharing between police services that contributes to outcomes and will help more in an evidence-based policy world. Technology is fundamentally changing the nature of crime and crime fighting. For every new threat, cybercrime or identity theft, for example, technology has laid an old threat to rest. For example, electronic immobilizers with central locking have resulted in improved car security. Such advances reduced car thefts in the United Kingdom by two-thirds in the 1990s.<sup>52</sup> Policing resources once dedicated to older problems can be reassigned to newer ones.

We also need to consider if the use of currently available technologies is being fully utilized. Plate readers and red light cameras can assist with traffic enforcement. Similarly gunshot detection sensors can be used for prompt response and dispatch of officers.<sup>53</sup> There are also many positive features offered by lapel or body cameras which warrant exploration.

The spread of security cameras in public and private locations has provided additional evidence for the use of law enforcement. Video analysis software has decreased the time required by security guards or police to analyse and monitor video footage. In addition, the Vancouver Police Department has an extensive information sharing platform with neighbouring jurisdictions. It has also developed a complex mapping system called GeoDash, which is available to officers in their cars. GeoDash has developed highly accurate predictions in forecasting some types of crime at specific times and areas. This improves the effectiveness of policing hot spot areas.<sup>54</sup> Early indications are that in the

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<sup>50</sup> Goudge, Stephen, et al. *Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models*. Council of Canadian Academies, 2014. pp. 28.

<sup>52</sup> Ibid. pp. 135.

<sup>53</sup> Leuprecht, Christian. “The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs”, MacDonal-Laurier Institute for Public Policy, 2004 at pp. 18.

<sup>54</sup> Prox, Ryan, Vancouver Police Department and Simon Fraser University “Smart Policing: Academic, Private Sector, and Police Partnerships” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 3, 2015.

near future, it will be able to predict some crimes within one hour and 100 metres of where they will occur with 70% accuracy.<sup>55</sup>

Use by the public of cell phone cameras to record public incidents has many implications for police. This is a significant additional resource for police officers and the public to share as a record of events from a specific vantage point. Increasingly, cell phone cameras are being used to record interactions with police and are seen as a tool of accountability by the public. With the growth of cell phone use, this trend will only continue.

A final word about technology warrants mentioning. Evidence suggests that technology alone cannot result in significant productivity improvements because we know the industry of policing relies heavily on labour. The tolerance of society to accept greater automation of the many fundamental aspects of police work is limited to certain domains. In addition, any technological advances available to police, are also available to criminals.

## **Scheduling**

Too often shift schedules are driven by officers, as opposed to being driven by demand for service. Shift schedules should be adjusted to match demand, ensure officers are on the job when they need to be, and limit the need for overtime pay. We have to move away from an exclusive focus on collective bargaining and consider instead what it is that drives the work of policing.<sup>56</sup>

## **Adequacy Standards and integrated service delivery policing**

Adequacy standards have been established by the provincial government to require police services to invest resources to “create a level of consistency across police services.”<sup>57</sup> The provincial government does not fund the training and capital expenditures required to meet these standards.

The OPP's integrated service delivery model of policing means many specialised services can be moved throughout the province based on need. Some additional consideration of an integrated service delivery model for policing in non-OPP municipalities could help bring additional economies of scale. In particular, this applies to specialised functions such as homicide investigations, sexual assault investigations, tactics and rescue teams, and waterways policing. Shared service agreements between police services (and other emergency services in the case of waterways, boats, or rescue equipment) should be encouraged and the adequacy standards should be amended accordingly in some areas.

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<sup>55</sup> Palmer, Deputy Chief Adam, Vancouver Police Department. “Developing the Next Generation of Police Officers and Leaders” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 4, 2015.

<sup>56</sup> Biro, Fred, Peel Police Services Board. “Smart Policing: Academic, Private Sector, and Police Partnerships” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 3, 2015.

<sup>57</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 56.

The Quebec tiered policing model could be an example for Ontario to consider. In Quebec, population thresholds determine one of six types of local service provided. Police forces activities are divided into four categories: policing, investigations, emergency measures, and support services. The complexity of these activities increases according to service level of the police body. The Sûreté du Québec provides higher level services to those offered by most municipal police forces, except Montreal.

## **OPP Specific Recommendations**

In December 2012, the Auditor General of Ontario made a number of recommendations regarding the OPP based on a value-for-money audit of its operations. The report reiterated recommendations from previous audits to find greater efficiencies in 1998 and 2005. These included the need to:

- Update the staff deployment model to better balance workloads between detachments;
- Improve shift scheduling and overstaffing during slow periods;
- Assign more corporate service functions to civilians; and,
- Improve the management of overtime costs.

The 2012 Auditor General report highlighted that there was little public evidence of the OPP actively pursuing the issues over many years. A follow up report released by the Auditor General of Ontario in late 2014 noted there was some recent positive movement on earlier recommendations. However, it also highlighted that many changes could only be achieved with a renegotiated collective agreement (Auditor General 2014: 508).<sup>58</sup> Municipalities will be looking for such improvements in the current round of contract discussion which are being undertaken by the Provincial Government and the OPPA.

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<sup>58</sup> Auditor General of Ontario. *2014 Annual Report of the Office of the Auditor General of Ontario*. Available at: [http://www.auditor.on.ca/en/reports\\_en/en14/2014AR\\_en\\_web.pdf](http://www.auditor.on.ca/en/reports_en/en14/2014AR_en_web.pdf).

## Theme 3: Performance

### Statistics and Performance Measurement

As Goudge notes, “few police organizations publicly report trends in calls for service, and those that do rarely break calls down by incident type. Data quality and availability are limited in Canada.”<sup>59</sup>

One of the greatest problems in fostering genuine innovation in the cost of policing is the lack of public data on impact and performance. Mandating data transparency would go a long way to diagnosing inefficiencies and ascertaining the costs and benefits of civilianization, privatization, alternative service delivery, technology, and organizational efficiencies.

**Dr. Christian Leuprecht**<sup>60</sup>

Police leaders often cite unreported crime as a reason to not cut back on policing. Should all investments in policing, or other services for that matter, be done on an ‘intuitive’ basis? How can that be rationalized to taxpayers? The quality of crime statistics is also a significant issue. Just as we measure student achievements in the education system or hip operations performed in the healthcare system, so too should we better measure the inputs, outputs, and outcomes of the police system. Police services and officers should embrace better performance measurement practices of crime reporting, including measurements for broader safety and security outcomes.

Greater performance measurement will help to illustrate the value of police services. This includes the coordination of comparable information using standardized indicators. As Goudge notes, “there is a general lack of evaluation undertaken and made publicly available to determine whether police practices are effectively and efficiently meeting objectives.”<sup>61</sup> For a service that is one of the most important public expenditures, this is astonishing. There are solid measurement/outcomes for many of the other municipal government services. The Province, no doubt would be concerned about health care expenditures if it were not able to report on the effectiveness of its cardiac, maternity, or cancer programs, for example.

New public management reforms were adopted to varying degrees in Great Britain, Australia, the United States, and Canada up to the early 2000s. Their key goal was to modernize and improve the efficiency of the public sector. Among other things, it

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<sup>59</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 28.

<sup>60</sup> Leuprecht, Christian. “The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs”, MacDonald-Laurier Institute for Public Policy, 2004 at pp. 23.

<sup>61</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 62.



included a focus on performance measurement and management and public policy outcomes in particular. These are its two most enduring reforms of ongoing relevance to the public sector.

New public management very much seems to have passed by policing in Canada. The existing policing model remains largely unchanged over several decades. Perhaps it is because police have been spared budget cuts unlike other public services and public sectors. Where performance was measured in the past, it was largely an output (i.e. a vehicle dispatched, a suspect arrested) as opposed to an outcome (i.e. delivering public value through budgeting accountability, a safe society, etc.).

Police services have been organized for an older reality. The fundamental changes that have taken place in the safety and security landscape over the past few decades have not been reflected in police institutions. ...Police services must adapt if they are to improve the effectiveness and efficiency with which they deliver safety and security.<sup>62</sup>

**Justice Stephen T. Goudge, Q.C.**

Performance measurement offers the profession of policing internal accountability structures to improve performance and encourage efficient and effective policing. This is in addition to merits it offers civilian led governance.

Uniform performance measurement needs to be adopted for all police services. Much clearer and consistent measures of policing and public security outcomes need to become normal operation. It will assist in directing resources to hot spot areas, emerging priorities, and provide services with a better way of assessing effectiveness. It will provide the public with a better understanding of policing efforts and how their tax dollars are benefiting the community.

Broad annual public reporting of policing activities and organizational performance should be required of all police services. This should include measurable performances and indicators consistent across all services and include reactive and proactive policing activities. Many exceptional examples of public reporting can be found worldwide. This includes the New South Wales Police Service in Australia. In particular, it is a very good model for the Ontario Provincial Police given the similar mandates and scope of operations of both organizations. For comparison, here is the 2013-14 NSW Police Force Annual Report. The most recently published OPP report is from 2012.

For all of the merits such an approach might offer, it still needs to be recognized that there are some areas of performance not easily measured which still deliver important public service. We cannot lose sight of the fact that policing is delivered by humans to humans. Not every aspect of important police work is measureable.

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<sup>62</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 151.

Accountability issues continue to arise on several fronts. In terms of basic reporting, use of performance measures has been shown to be nascent, with inconsistent use of indicators across police services and use of indicators that focus more on inputs and outputs rather than performance and outcomes. There is also a general lack of publicly available evaluations on police initiatives, which, in addition to reducing the quality of performance reporting, limits the degree to which our police services can learn from the successful practices of others. **The lack of performance measures also inhibits review of the efficacy of police practices, as well as the assertion of democratic control and responsibility for them** *[emphasis added]*.<sup>63</sup>

**Justice Stephen T. Goudge, Q.C.**

## **Financial management**

Subdividing the responsibilities of the Chief of Police between operations and financial management may give greater opportunity for each role to be effectively fulfilled. In addition, multi-year budgeting would give long-term financial and strategic planning real meaning. Annual escalations could be dropped in favour of more predictable multi-year budgeting.

## **Enhance research function**

Broaden the policing sector's research capacity to inform better internal decision making and the systemic decision making of the policing sector. Public research institutes can also assist police services and can offer additional independent capacity. The impartiality of this function is paramount.

## **Public confidence in policing is high but declining**

The public perception of police performance is important and policing legitimacy is critical. This dates back to the founding Peelian principles, and includes the consent of the people to be policed. A 2004 and 2009 General Social Survey by Statistics Canada survey indicated declines in six measures of confidence, but most notably in three. Those included declines in responses to "being approachable and easy to talk to, treating people fairly, and promptly responding to calls."<sup>64</sup> Another Canadian poll conducted by Ipsos Reid compared 2003 to 2011 and noted that trust in several professions has fallen with the largest drop in public trust in police officers which is down 16%. This was from a high of 73% in 2003 falling to 57% in 2011.<sup>65</sup> Still, despite these declines, Canadian confidence in policing does compare very favourably to Great Britain and the United States.

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<sup>63</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 142.

<sup>64</sup> Ibid. pp. 65.

<sup>65</sup> Ibid. pp.66.

## Theme Four – Personnel

### Greater specialization of personnel to match functions and civilianization

In the words of one presenter to the Task Force, why do we need a master mechanic to perform an oil change? More distinguished categories and types of officers and functions allows for greater specialization by function of officer. Greater specializations and pay structures can be used to target priorities and resources. In other words, a shift with less dependence on generalist officers and to one with more reliance on “accredited police specialists with the know-how to address new threats like cybercrime”.<sup>66</sup>

“The future may also see police organizations relying less on generalist police officers, who remain necessary for first responder work, and more on accredited specialists with the knowledge and skills to both address new threats like cybercrime and effectively manage partnerships in the safety and security web.”<sup>67</sup>

There is a growing ‘disconnect’ between the skills needed to perform critical information technology work and the skills required to be a police officer. This “is likely to shift the balance on the force away from sworn officers towards civilians”.<sup>68</sup> The principal benefit of civilianization is that it allows freed up officers to fulfill their primary functions, including publicly visible activities, while civilian employees fulfill other more specialised functions. Paying individuals for the specific functions they perform allows for the targeting of resources, functions and pay. It also distinguishes supporting processes, such as back office administration (i.e. IT, finance, clerical, human resources, dispatch), from public facing specialists services (i.e. Marine, firearms, community relations, traffic).

Civilianization might also include the transferring of specific functions to private security providers. In particular, this applies to court security and prisoner transportation services and many current “paid duty” functions, particularly in larger communities. Data entry, accident reporting, and forensics are all specific functions which may benefit from civilianization.

This is already an entrenched process. By-law enforcement officers are trained civilians. Similarly police dispatchers are also civilians and earn about 75 percent of a sworn officer’s salary.<sup>69</sup>

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<sup>66</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. xxii.

<sup>67</sup> Ibid. pp. 142.

<sup>68</sup> Ibid. pp. 50.

<sup>69</sup> Leuprecht, Christian, “The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs”, MacDonald-Laurier Institute for Public Policy, 2014 at pp 14.

Dividing labour according to function has many possible benefits. Leuprecht points to a couple of examples that may be of benefit to Ontario. In Mesa, Arizona, civilian investigators have been given responsibility for all vehicle and residential burglary investigations (that are no longer in progress) since 2009. "Civilian investigators have substantially reduced the length of time it takes to respond to non-emergency calls."<sup>70</sup> They have more time available to spend with the victim.

In the United Kingdom, civilians can become known as community support officers who are dispatched to assist with suspect-less crime scenes, a detention officer, etc. The salary savings are in the range of 30-40 percent and public survey of police confidence has risen 13% over six years.<sup>71</sup>

"There is ample room for alternative service delivery in the form of community safety officers to deal with burglaries; special constables for routine court security and prisoner escort, court liaison, community outreach, media relations, etc."<sup>72</sup>

We recognize that some change may seem herculean, but clearly, other jurisdictions have been motivated to look at service delivery from a broader lens while continuing to hold to public safety principles.

## **Flattened organisational structures**

Movement through the ranks and pay scales should be adjusted, including lengthening the time it takes to progress through the ranks. It should mirror professions of similar stature. Currently it takes only four years to become a first class constable. To become a unionized electrician in Ontario takes a grade 12 education and a five-year apprenticeship. It takes 10-12 years for a public school teacher to reach the top of their pay grade. It generally takes upwards of fifteen years for a university lecturer with a Ph.D. to become a full professor.

Leuprecht notes the following: "Let new recruits earn their stripes. Vancouver and Winnipeg have established systems whereby new recruits are initially given less responsibility at less pay before eventually becoming full-fledged uniformed members. Since those members who accumulate complaints against their conduct tend to do so in the first few years of their service, such an approach has the benefit of effectively extending the probationary period, thereby eliminating many of those whose disciplinary procedures end up consuming vast amounts of money while suspended with pay".<sup>73</sup>

Further, the RCMP has 13 ranks, the OPP 12 while the Surete du Quebec has 7. "That these hierarchical structures conflict with effective communication and decision-making is

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<sup>70</sup> Leuprecht, Christian, "The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs", MacDonald-Laurier Institute for Public Policy, 2014 at pp 15.

<sup>71</sup> Ibid. pp 15.

<sup>72</sup> Ibid. pp 15.

<sup>73</sup> Leuprecht, Christian. "Arresting runaway costs in Toronto Police Service", *Toronto Star* (February 4, 2015). Available at: <http://www.thestar.com/opinion/commentary/2015/02/04/arresting-runaway-costs-in-toronto-police-service.html>.

amply documented; and is the reason these structures are stubbornly difficult – but not impossible – to reform”.<sup>74</sup>

## **Mental Health**

Police have always borne the responsibility to respond to those suffering from mental health issues. As Goudge remarks, “on average 5% of police work involves individuals with mental illness”; however, this percentage varies by police service.<sup>75</sup> In Ontario, there is evidence that the number of incidents police are responding to is increasing. This is not necessarily a result of more individuals being afflicted with mental illness but a difference in treatment. Previously, the mentally ill were institutionalised. This form of treatment is no longer used as frequently.

Montreal Police Chief Marc Parent provides the following insights into the role mental health plays to the work of police in Montreal. He points out that 40% of Montreal’s homeless population have mental health problems, 31% of all missing persons have mental health problems, and that the police receive over 100 calls a day to respond to circumstances involving mental health.<sup>76</sup>

While police have become the “informal first responders of the mental health system, they lack the support or necessary resources to effectively carry out this mandate”.<sup>77</sup> Such supports and the greater involvement of relevant agencies, in particular the Ministry of Health and Long-Term Care, must be a key element of any new model of policing.

Traumatic mental stress is a significant issue for officers themselves. The Province, police services, and municipalities are now coming together to discuss how to promote awareness and to share best practices on work-related traumatic mental stress. Many of the police services’ prevention programs are based on, or adopted from, the federal Department of National Defences’ road to Mental Readiness Program. Prevention and integration back into the workforce are critical parts of the discussion.

## **Officer discipline and suspension with pay**

There are several high profile examples of officers who’ve behaved very badly while off duty, but continue to collect annual salaries for many years while judicial appeals are exhausted. There is the case of the Toronto officer Richard Wills who collected five years of salary while exhausting legal appeals, despite a conviction for murdering his girlfriend.

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<sup>74</sup> Leuprecht, Christian, “The Blue Line or the Bottom Line of Policing Services in Canada? Arresting Runaway Growth in Costs”, MacDonald-Laurier Institute for Public Policy, 2014 at pp 26. Available online: [http://www.macdonaldlaurier.ca/files/pdf/MLI\\_CostofPolicing\\_Final.pdf](http://www.macdonaldlaurier.ca/files/pdf/MLI_CostofPolicing_Final.pdf).

<sup>75</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 32.

<sup>76</sup> Parent, Chief Marc. “Police Transformation and Sustainability” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

<sup>77</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 32.

Another example is the Windsor officer found guilty of deceit and discreditable conduct for smuggling alcohol – she was paid \$372,991 over four years while the court case was completed. There is also the case of a Hamilton officer paid over \$300,000 over five years while facing charges related to his conduct towards other officers. Ontario's "Big 12" police services boards (excluding the OPP) report that between 2005 and 2009 they spent \$16.9 million on payroll for suspended officers.<sup>78</sup> This included 100 officers suspended for criminal offence charges while off duty. Far greater is the cost of lost public confidence, equity, and fairness.

The pre-eminent issue of concern is public trust in policing. There are sufficient examples in the public realm to illustrate the challenge of maintaining public trust under the existing suspension with pay provisions.

Public trust includes trust in how public dollars are used. Officers, as individuals, also rightfully demand public trust in policing and of their colleagues.

The ability of a Chief to maintain discipline within the police service is ill served by the status quo. Amendments to the *Police Services Act* that reflect the concerns raised by Police Chiefs and Police Service Boards are required. At the same time, we support a due and fair process for disciplining police officers.

## **Minimum educational requirements**

A modernized policing model will necessitate officers with higher capacities, skills, and experience. Nearly 70% of a recent class of Toronto police recruits had a post-secondary education despite the minimum qualification being a high school degree.<sup>79</sup> Over 70% of all officers in the Vancouver Police Department have a Bachelor of Arts (or equivalent) degree.<sup>80</sup> Higher capacities and skills, as well as high compensation levels, suggest reconsidering education standards beyond the current minimum high-school requirement. Such qualifications could include specialised disciplines of relevance to the needs of police services or a general arts education. Certainly exceptions can be made for exceptional individuals, but base qualification should be enhanced to include post-secondary education.

## **Training, New Recruits**

Police services should have formal input into the design of existing qualification programs offered at colleges and universities. Current programs offered through police

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<sup>78</sup> The "Big 12" include the police services of: Durham, Halton, Hamilton, London, Niagara, Ottawa, Peel, Sudbury, Toronto, Waterloo, Windsor and York.

<sup>79</sup> Gillis, Wendy. "New Toronto police recruits include 3 PhDs and a pro volleyball player". *Toronto Star* (January 11, 2015). Available at: [http://www.thestar.com/news/crime/2015/01/11/new\\_toronto\\_police\\_recruits\\_include\\_3\\_phds\\_and\\_a\\_pro\\_volleyball\\_player.html](http://www.thestar.com/news/crime/2015/01/11/new_toronto_police_recruits_include_3_phds_and_a_pro_volleyball_player.html).

<sup>80</sup> Palmer, Deputy Chief Adam, Vancouver Police Department. "Developing the Next Generation of Police Officers and Leaders" 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 4, 2015.

foundations, law and security administration, or criminology are not evaluated against a set standard. A better integration of police training programs (mandatory) versus the offerings of the post-secondary sector (optional qualification) could yield better and possibly more efficient training. The Province of Quebec is a model for consideration. There, a dedicated three-year college diploma in policing is required, at the expense of the individual, prior to joining the police academy.

Some existing training requirements currently funded by the public could be shifted to the individual student/police recruit. This matches the requirements for the vast majority of professional occupations – doctors, lawyers, and public administrators pay for at least their first degree in the vast majority of cases. A similar approach was mentioned at the 2015 Federal Summit on Policing and Community Safety. Specifically, recognising cost pressures, the candidates become responsible for their own vocational training. In Medicine Hat, qualified candidates are selected from a pool and then hired versus the current practise of hiring and then training officers.<sup>81</sup>

A consolidation of the number of institutions which offer an integrated program is also a likely result of this approach.

## **Training, Ongoing**

Greater use of consistent training standards across police services would facilitate greater use of shared training resources and shared functional opportunities.

## **College of Policing**

The establishment of a regulatory body for the policing profession could include the mandate to license, partially-govern, and regulate the professional practise of policing by individuals. (The establishment of this body should not be confused with the existing Ontario Police College.) Such a college could also manage professional development and investigate some forms of officer misconduct. The college could maintain pools of qualified applicants and develop standard promotion criteria across the province.

## **Change Management**

Governments need to support the effective transition by police to new models. This includes the actions of the safety and security web and the provincial government regulating police as if they are part of the safety and security web and not as independent institutions. For example, Scotland has just undergone a massive transformation of its police service, while it included the merging of all services into one new national police service, the advice of the head of the Scottish police association on managing change was twofold. First, organizations must change along the way – you cannot wait until you have

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<sup>81</sup> Abela, Inspector Graham, Taber Police Service. "Approaches to the Police-Justice Interface" 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

a complete plan in place. Second, all concerned actors must understand what needs to be done versus what has traditionally been done.<sup>82</sup>

Linda Duxbury, a Professor at the Sprott School of Business at Carleton University, has also just completed research work on change and the forces of change. Her findings include the fact that not enough people cite police leaders as drivers of change. She also points to the role legislation has in driving change.<sup>83</sup>

Tom Stamatakis is President of the Canadian Police Association. He said, “if we don’t collaborate, we’re going to be having this discussion for many years”. Police have been innovating and they have been doing a lot of things well. His criteria for change is simple: it should be thoughtful, it should be evidence-based, and it should be evaluated. If it doesn’t work, stop. He went on to add that there are “lots of opportunities for efficiencies within our sector, we need to talk about it”.<sup>84</sup>

For their part, police and other non-government actor can help initiate change by embracing three prominent themes that emerge for this assessment: adaptation, interdependence, and knowledge.<sup>85</sup>

**Justice Stephen T. Goudge, Q.C.**

## Summary

By undertaking this detailed review of policing, the Association of Municipalities of Ontario is seeking to inform the need for change and what some of it might be. Rising costs have been a key driver to get to this point. There is no shortage of numbers available to demonstrate the issue of cost. The key goal is to have outcomes and resources aligned in a manner that makes sense in our communities. We have been assisted in this task by much broader academic work and expertise.

To conclude, the purpose of this paper is not just to outline the economic problem, but to consider how the future might look. The recommendations contained in this report are a starting point.

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<sup>82</sup> Steele, Calum. “Approaches to Policing and Community Safety” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

<sup>83</sup> Duxbury, Linda. “Police Transformation and Sustainability” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 2, 2015.

<sup>84</sup> Stamatakis, Tom. “Future of Policing and Public Safety” 2015 Summit on the Economics of Policing and Community Safety, Ottawa, March 4, 2015.

<sup>85</sup> Goudge, Stephen, et al. Policing Canada in the 21<sup>st</sup> Century: New Policing for New Challenges/The expert Panel on the Future of Canadian Policing Models. Council of Canadian Academies, 2014. pp. 152.



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**Thank you to the following participants and presenters for their contributions to the Task Force:**

Ron Bain, *Executive Director, Ontario Association of Police Chiefs*

Cal Corley, *President, CorStrat Solutions*

Kevin Lee, *Senior Corporate Management and Policy Consultant, City of Toronto*

Christian Leuprecht, *Associate Dean, Royal Military College and Queen's University*

John Livingstone, *CEO, Commissionaires Hamilton*

Tom Prins, *President, Great Lakes Commissionaires*

Kent Roach, *Professor, University of Toronto Faculty of Law*

Ian Scott, *former Director of the Special Investigation Unit*

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# Members of the Task Force

## **Roger Anderson**

Roger Anderson is Durham Region's Regional Chair and CEO and a member of the AMO Board and a past president. He is the Chair of the Durham Regional Police Services Board. From 1978 to 1988, Mr. Anderson served as a constable on the Durham Regional Police Service.

## **Dave Canfield**

Dave Canfield is the Mayor of Kenora, President of the Northwestern Ontario Municipal Association, and a member of the AMO Board. Dave has served on dozens of federal, provincial, and regional committees over his political career. He was the co-founder of a joint committee of First Nation Chiefs and Northwest Ontario Mayors working on issues of common interest.

## **Jim Collard**

Jim Collard has been a Councillor for the Town of Niagara on the Lake for almost thirty years. He has been a member of AMO's Board of Directors for the past seven years and the Ontario Small Urban Municipal Caucus. Jim has also spent thirty-two years in teaching.

## **Ken East**

Ken East is Chair of the Douro-Dummer Township Police Services Board in Peterborough County and the President of the Ontario Association of Police Services Boards. He is also Director for Zone 3 of the OAPSB, a zone which embraces much of Central Ontario from Cobourg to Collingwood including larger municipalities such as Durham, Peel, and Toronto.

## **Wendy Fedec**

Wendy Fedec has held the position of Executive Director with the Ottawa Police Services Board since 1995. From 1996 to 2005, she also served as Executive Director for the Canadian Association of Police Boards (CAPB). Prior to that, she provided support to committees of Council for the former Regional Municipality of Ottawa-Carleton, where she served as Manager of Council and Committee Services.

## **David Henderson**

David Henderson has been the Mayor of Brockville since 2006, and he is the Chair of the Brockville Police Services Board. Mayor Henderson has also served as a Director on the Chamber of Commerce Board of Directors for 11 years, and President for two years. From 1992 to 2010, Mr. Henderson was the President/Owner of Henderson Printing Inc.

## **Robin Jones**

Robin Jones is the Mayor of Westport. Prior to entering political life, Mayor Jones had a 33 year career in policing, holding senior positions with the Waterloo Regional Police, the OPP and the Nishnawbe-Aski Police. In 2007, she was seconded to the Government of Ontario,

Ministry of Community Safety and Correctional Services and was the Provincial Negotiator for First Nations Police Services throughout Ontario.

### **Peter Ketchum**

Peter Ketchum, Reeve Township of The Archipelago, was first elected to Council in 1997, and has been Reeve since 2000. Additionally, he was appointed Vice Chair of Belvedere, Home for the Aged, in 2002. Prior to his political career, Reeve Ketchum was Vice President of Inglis, and he was later responsible at Whirlpool Europe for the development and implementation of a Pan European logistics computer system for the West European Countries.

### **Dorothy McDonald**

Dorothy McDonald began her employment with the Halton Regional Police Services Board in 2000. Her responsibilities include overseeing the day-to-day operations of the Board's business; co-ordination of Board meetings; assisting with collective bargaining; conducting research and liaison between the Board and the Chief of Police. Before joining the Board, Dorothy spent 21 years in the Clerk's Department of the Town of Halton Hills.

### **Gary McNamara**

Gary McNamara is the Mayor of Tecumseh and the President of AMO. Gary was first elected in 2004 as a Director for AMO's Small Urban Caucus and, in 2006 he was elected Chairman of Ontario Small Urban Municipalities. Gary also serves as Chair of AMO's Local Authority Services. Gary has been a member of the provincial government's Future of Policing Advisory Committee since its inception.

### **Alok Mukherjee**

Dr. Alok Mukherjee has served as the full-time Chair of the Toronto Police Services Board since 2005. He is widely recognized for his work as a consultant, trainer, researcher, writer and public speaker on equity, human rights and organization change. He has also taught courses on South Asian cultures and languages at York University. As a community activist and volunteer, Dr. Mukherjee has played a leadership role in numerous organizations to promote equity and diversity.

### **Al Spacek – Task Force Chair**

Al Spacek is the Mayor of Kapuskasing, the President of the Federation of Northern Ontario Municipalities, and a member of AMO's Executive Committee. Mayor Spacek is also Chairperson of the Kapuskasing Economic Development Corporation and Police Services Board.

### **Bill Vrebosh**

Bill Vrebosh is the Mayor of East Ferris, the Zone 9 Representative for the Rural Ontario Municipal Association and a member of the AMO Board. In addition to serving as a municipal official for more than 40 years, Mayor Vrebosh was a high school music teacher for 30 years until his retirement. Mayor Vrebosh is a member of the East Ferris Planning Board, the Rural Ontario Municipal Association, and the East-Nipissing Parry Sound Mayors Action Group.

## Wendy Atkinson

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-13-15 4:11 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** Ontario Premier Announces Cap and Trade System to Reduce Greenhouse Gases

April 13, 2015

### Ontario Premier Announces Cap and Trade System to Reduce Greenhouse Gases

Premier Kathleen Wynne announced that the Province will be creating a cap and trade system to reduce greenhouse gas emissions. The Premier said any revenues from cap and trade would go toward actions to reduce greenhouse gas.

Cap and trade limits greenhouse gases by setting an emissions target for all industries. If an organization cuts emissions below its allowance, it can sell the remainder as a credit. If an organization produces more greenhouse gases than it is allowed, it will need to buy credits to cover the difference. With today's announcement, the Province will join its cap and trade market with Quebec and California allowing Ontario organizations to buy and sell credits in a bigger marketplace. This means that the details of the plan to reach the 2020 pollution reduction goal will be worked out next. AMO will ensure that the municipal voice is part of that work.

As Minister Murray has said on various occasions, including his March meeting with the AMO Board of Directors, municipal governments have been at the forefront of climate change. There are many examples of municipal actions to protect residents from extreme weather and cut greenhouse gases such as:

- increasing transit, walking, and biking
- upgrading buildings, streetlights, and arenas to use less energy
- buying lower emission vehicles
- creating green building standards for new development
- creating communities where people can live and work
- separating stormwater and sewer systems to protect against flooding and storm back up.

To cut greenhouse gas emissions, Ontario's Climate Change Strategy must help municipalities by reinvesting proceeds from the program to help fund communities so they can continue to expand these services.

In 2009, the provincial government amended the *Environmental Protection Act* to allow the government to create a greenhouse gas emissions trading system. Under the amendments the government must create a separate account for these revenues and use funds collected under the cap and trade system for greenhouse gas reduction initiatives.

AMO's new Climate Change Task Force meets later this month and will provide input to the government on how cap and trade and Ontario's Climate Change Strategy can support municipal action on climate change and ensure that municipal needs are taken into account. AMO's Task Force will reflect the diverse interests of Ontario's many communities and local economies.

**AMO Contact:** Craig Reid, Senior Advisor, E-mail [creid@amo.on.ca](mailto:creid@amo.on.ca), 416.971.9856 ext. 334.

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**Wendy Atkinson**

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-14-15 4:45 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** AMO Breaking News - Government Announces Consultation to Update Ontario's Long-Term Affordable Housing Strategy

April 14, 2015

## **Government Announces Consultation to Update Ontario's Long-Term Affordable Housing Strategy**

Minister Ted McMeekin, Municipal Affairs and Housing, released details today on how the Province will be moving forward to update Ontario's Long-Term Affordable Housing Strategy.

The provincial Long Term Affordable Housing Strategy (LTAHS) aims to improve access to safe, affordable housing leading to better outcomes for individuals and families that contributes to Ontario's economy.

Consultation on the strategy will focus on four key themes on how to achieve:

- A sustainable supply of affordable housing
- A fair system of housing assistance
- Coordinated and accessible support services
- Effective use of evidence and best practices.

The government's consultation period will end July 3, 2015. Municipal councils are encouraged to make a submission as part of these consultations so that municipal concerns and issues from across the province are heard by the government.

AMO will be developing a comprehensive response through AMO's Affordable Housing and Homelessness Task Force as advice to the AMO Board of Directors.

Please visit the Ministry of Housing and Municipal Affairs' website to access the consultation document and information on how to make a submission.

To provide your input to inform AMO's submission, please contact AMO staff as below.

**AMO Contact:** Michael Jacek, Senior Advisor, E-mail: [mjacek@amo.on.ca](mailto:mjacek@amo.on.ca), 416.971.9856 ext. 329.

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-16-15 5:32 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** AMO Policy Update - Premier's Advisory Council on Government Assets Reports

April 16, 2015

## **Release of Premier's Advisory Council on Government Assets Reports**

Today Ed Clark spoke to two reports coming out of the Premier's Council, *Improving Performance and Unlocking Value in the Electricity Sector in Ontario*, and *Modernizing Beer Retailing and Distribution in Ontario*.

The mandate of this panel was to assess certain provincial assets to seek ways to maximize value, including possibly selling these assets, in order to generate money to allocate toward infrastructure investments. Today, the government announced that it would implement the panel's recommendations.

### **Use of Assets for Infrastructure**

The government intends to introduce legislation that would, if passed, guarantee that net proceeds from the ownership changes to Hydro One and any net proceeds from the merger will go to the Trillium Trust and be used to finance transportation (transit, roads, and bridges) and other priority infrastructure projects across the province.

Higher than anticipated revenues from assets, including GM shares, mean there will be an additional \$2.6 billion for the Moving Ontario Forward plan for a total of \$31.5 billion in dedicated funds available over 10 years. The government has indicated that about \$16 billion will be allocated for infrastructure projects within the GTHA and about \$15 billion in the rest of the province. These amounts are higher than set out in last year's budget (\$1.4 billion for the GTHA and \$1.2 billion for elsewhere in Ontario). Municipal governments will be anxious to see the funds put to work across all of Ontario.

### **1) Energy Assets**

The report on the electricity sector focuses on extracting one-time capital plus ongoing financial benefits from Hydro One. First, as the result of a mutual agreement, Hydro One Brampton will be merged with three local distribution companies (Enersource Corporation, PowerStream Holdings Inc., and Horizon Holdings Inc.) to create a new large-scale company (MergCo Inc.) serving the central/western portion of the Greater Toronto and Hamilton Area (GTHA).

Second, Hydro One, as an integrated entity (both distribution and transmission) will be subject to partial sale through a phased Initial Public Offering (IPO) process. There are a number of recommendations concerning how to maintain the interests of Ontario in terms of rates, service quality, governance, and impacts to pensions.

A third initiative is to suspend the transfer tax (which was to help pay down stranded debt in the sector) and the departure tax for municipal electricity utilities under 30,000 customers on a three-year basis to encourage and facilitate acquisitions and mergers between Local Distribution Companies.

Clark argues that these steps will protect the public interest, stimulate LDC consolidation, and extract the best ongoing value for these assets.

There is little detail on the recommendation related to strengthening the mandate and powers of the OEB so that upward pressure on rates as a result of these changes in the industry can be managed. As well, the numbers provided in the report are theoretical; the market realities may alter the planned outcomes.



The AMO Energy Task Force will be meeting soon to examine today's announcement in detail and to seek greater clarity around elements of implementation. An update will be provided as further information is available.

## 2) Beer Store

The report outlines a new retail and distribution framework that is part of a negotiated agreement with The Beer Store. Among other matters, the sale of beer will occur in up to 450 grocery stores across the province and in a segregated portion of grocery stores on top of the current outlets. There are other elements of the agreement that focus on consumer convenience, pricing, supplier treatment, and The Beer Store governance.

The current bottle recycling program between The Beer Store and LCBO is being extended, although funded differently. The impact of this change is not expected to change current recycling behaviours. AMO is working with a number of organizations on recycling related issues and will be working to ensure that this change does not result in a greater amount of glass in blue boxes.

Copies of the Premier's Advisory Council Reports are available here:

[Premier's Advisory Council on Government Assets](#)

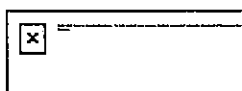
**AMO Contact:** Cathie Brown, Senior Advisor, E-Mail: [Cathiebrown@amo.on.ca](mailto:Cathiebrown@amo.on.ca), 416.971.9856 ext. 342.

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## Wendy Atkinson

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-17-15 3:47 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** AMO Policy Update - What Happened in Waste this Week

April 17, 2015

### What Happened in Waste this Week

#### Municipal Discussion Paper:

The Association of Municipalities of Ontario (AMO), the City of Toronto, the Regional Public Works Commissioners of Ontario (RPWCO), and the Municipal Waste Association (MWA) worked together on a Municipal Discussion Paper:

[New Waste Reduction and Resource Recovery Framework Legislation - Letter and Paper](#)

for Minister Glen Murray's consideration as a new provincial legislative framework for waste reduction is being developed.

The submitted paper outlines the municipal critical needs and interests the new framework needs to address including:

- minimizing the environmental impacts of waste
- preserving limited disposal capacity
- ensuring fair compensation for municipalities for services provided as well as any assets and associated costs that are stranded as a new system is implemented.

#### 2015 Municipal Blue Box Program Payments:

AMO and the City of Toronto have been working with Stewardship Ontario (SO) and Waste Diversion Ontario (WDO) at the MIPC table to determine the 2015 Steward Obligation for the 2015 municipal payments for the 2013 Blue Box program. As you are aware, the 2014 Steward Obligation was decided by arbitration and municipalities were awarded 50% of reported net costs. AMO/City of Toronto have requested that WDO should use the methodology the Arbitrator, Mr. Armstrong, based his decision on for the 2015 and all future Steward Obligations until new waste recovery legislation is implemented. He ruled that the reported net costs as determined through the annual WDO Datacall and verification process pass the test of reasonableness and is sensible, thorough, and reliable.

Not surprisingly, SO does not agree with following this recommended methodology for 2015 and has a different interpretation of Mr. Armstrong's decision.

AMO/City of Toronto and SO presented their respective positions separately to the WDO Board of Directors on April 16<sup>th</sup>. We are now awaiting a decision by the WDO Board on how to proceed to determine the 2015 Steward Obligation. Further, AMO/City of Toronto requested WDO consider interim 2015 payments for municipalities until the Steward Obligation is determined as the first quarterly installments are due to municipalities in June.

We will continue to provide you with updates as this important issue moves forward.

#### Municipal Council Resolutions on Producer Responsibility:

We understand that some municipal leaders have been approached by organizations asking Councils to support resolutions regarding full producer responsibility. As noted above, the municipal sector has just sent a discussion paper to the Minister on this topic.

If individual municipal governments want to put forward resolutions in support of full producer responsibility and the development of a new Provincial legislative framework for waste recovery, we have attached a sample resolution for your consideration:

#### Draft waste diversion motion:

"Whereas municipalities have no control over the form of municipal solid waste that is generated from packing and products that enter their jurisdiction;

Whereas municipal taxpayers bear more than 50% of the cost of waste disposal and recycling of packaging and printed paper in the waste stream, which products are increasingly complex, multi-material and expensive to recycle, reclaim or dispose of;

Whereas the Minister of the Environment and Climate Change has committed to replacing the current waste diversion legislation, but has not yet introduced replacement legislation to the legislature;

Whereas producer responsibility provides that producers be responsible for 100% of the costs of certain designated wastes for full cost of end-of-life management for such products and packaging;

Whereas municipalities should not have to bear the cost of managing the disposal of these materials;

Whereas waste is a valuable resource;

Whereas producer responsibility would provide considerable savings to \_\_\_\_\_ residents and grow the local economy as producers innovate to reduce waste, develop more easily recyclable packaging and work with municipalities on better ways to collect and process it;

Whereas increased recycling and reclamation could add 13,000 good, high-quality jobs in Ontario and contribute more than \$1.5 billion every year to Ontario's economy;

Therefore be it resolved that the Municipality of \_\_\_\_\_ calls on the Ontario Government to introduce legislation to replace the *Waste Diversion Act* with a system based on full Producer Responsibility, ensuring that producers are responsible for 100% of the end-of-life costs of designated waste, and that producers need to work with the municipal sector on those Producer Responsibility programs that affect the municipal integrated waste management system so that municipalities are fairly compensated for services provided to manage designated waste that enters the municipal system."

**AMO Contact:** Dave Gordon, Senior Advisor, Waste Diversion, E-mail: [dgordon@amo.on.ca](mailto:dgordon@amo.on.ca), 416.971.9856 ext. 371.

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## Wendy Atkinson

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-21-15 6:30 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** AMO Policy Update - Federal Budget Provides New Public Transit Fund, Limited Housing Support

April 21, 2015

### **Federal Budget Provides New Public Transit Fund, Limited Housing Support**

Finance Minister Joe Oliver brought down his first Budget in the House of Commons today. The Budget included targeted investments that impact municipalities.

#### **Highlights for Municipal Governments:**

- Commitment to create a new permanent Public Transit Fund for expanding infrastructure in major mass transit systems across Canada. The fund will start in 2017-18 with \$750 million over two years and increase to \$1 billion annually thereafter. Funding design and eligibility are not yet known. AMO will work with the Federation of Canadian Municipalities (FCM) to provide input.
- The federal government did not alter the 10-year New Building Canada Fund. All its parts – Provincial Territorial Component, Small Communities Fund, and National Component remain as is.

#### **Housing:**

- The federal government retained its commitment to social housing support in the amount of \$1.7 billion annually to support 570,000 households that depend on social housing support, both off and on reserve.
- The government will provide \$150 million to allow non-profit and cooperative housing providers to pre-pay long-term mortgages with CMHC. These providers augment affordable housing provision in our communities.

AMO will be reviewing the budget documents in detail and will report to members as appropriate. We look forward to FCM's detailed analysis of today's budget and its perspective on impacts across the country.

**AMO Contact:** Craig Reid, Senior Advisor, E-mail: [creid@amo.on.ca](mailto:creid@amo.on.ca), 416.971.9856 ext. 334.

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## Wendy Atkinson

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** April-22-15 4:00 PM  
**To:** watkinson@melancthontownship.ca  
**Subject:** AMO Policy Update

April 22, 2015

### 2015 Steward Obligation for Blue Box

As communicated to members last Friday, AMO/City of Toronto and Stewardship Ontario (SO) have not been able to agree on the value of the 2015 Steward Obligation for the 2015 payments to municipalities for blue box services.

AMO/City of Toronto and SO made presentations to Waste Diversion Ontario's (WDO) Board of Directors last week to outline our respective positions. AMO/City of Toronto have requested that WDO should use the methodology the Arbitrator, Mr. Armstrong, used to decide the 2014 Steward Obligation and that interim funding be provided to municipalities in 2015 while the Steward Obligation is being determined.

Following the presentations, the WDO Board has directed:

- AMO/City of Toronto and SO to go through a mediation process to explore all possible options to determine the 2015 Steward Obligation.
- Stewardship Ontario to start paying municipalities interim 2015 Blue Box funding with the first payment on June 30, 2015, if the final 2015 steward obligation is not determined before then. Interim 2015 Blue Box funding will be calculated using the arbitrator's method of determining the 2014 steward obligation.

WDO has requested that the parties select a mediator by April 30 and that a status report from the mediator be provided to WDO by June 1.

We will continue to provide you with updates as this important issue moves forward.

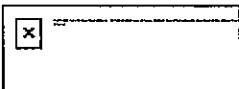
**AMO Contact:** Dave Gordon, Senior Advisor, Waste Diversion, e-mail: [dgordon@amo.on.ca](mailto:dgordon@amo.on.ca) 416.971.9856 ext. 371.

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## Denise Holmes

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**From:** Sylvia Muir <Sylvia.Muir@wdgpublichealth.ca> on behalf of Nicola Mercer <Nicola.Mercer@wdgpublichealth.ca>  
**Sent:** April-09-15 3:19 PM  
**To:** undisclosed-recipients:  
**Subject:** WDGP 2014 Community Report

Dear Community Partner:

I am attaching the link to an interactive PDF version of our *2014 Community Report* for Wellington-Dufferin-Guelph Public Health.

<http://www.wdgpublichealth.ca/sites/default/files/wdgphfiles/2014%20Community%20Report%20-%20WEB%20FINAL.pdf>

I hope you will enjoy reading about some of the work we do.

If you have any questions or would like more information about any of our programs and services, please visit [www.wdgpublichealth.ca](http://www.wdgpublichealth.ca) or call 1-800-265-7293.

Regards,

**Nicola J. Mercer, MD, MBA, MPH, FRCPC**  
Medical Officer of Health and CEO  
Wellington-Dufferin-Guelph Public Health

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# COMMUNITY REPORT



**PublicHealth**  
WELLINGTON-DUFFERIN-GUELPH  
*Stay Well.*



# 2014 Board of Health Members

Visit us online for the most up-to-date list of **Board of Health members**.

## ■ Amanda Rayburn Fines

CHAIR

Provincial Appointee,  
*County of Dufferin*

## ■ Doug Auld

VICE-CHAIR

Provincial Appointee,  
*County of Wellington*

## ■ Keith Perron

SECRETARY-TREASURER

Provincial Appointee,  
*City of Guelph*

## ■ Margaret Abbink

Provincial Appointee,  
*City of Guelph*

## ■ Maggie Laidlaw

Councillor, *City of Guelph*

## ■ Rose Silvestro

Provincial Appointee,  
*County of Wellington*

## ■ George Bridge

Councillor, *County of Wellington*

## ■ Dianne Lindsey

Provincial Appointee,  
*County of Wellington*

## ■ Nancy Sullivan

Provincial Appointee,  
*City of Guelph*

## ■ Karen Farbridge

Mayor, *City of Guelph*

## ■ Dr. Nicola Mercer

Ex-Officio Member  
MOH & CEO, *WDG Public Health*

## ■ Allen Taylor

Councillor, *County of Dufferin*  
Mayor, *Township of East Garafraxa*

## ■ John Green

Councillor, *County of Wellington*

## ■ Laura Ryan

Councillor, *County of Dufferin*  
Mayor, *Town of Mono*

## ■ Chris White

Warden, *County of Wellington*

## VISION

A community where individuals can achieve their highest level of health.

## MISSION

The Health Unit works to improve the health of communities and individuals in Wellington, Dufferin and Guelph through promotion, protection and prevention.

## CORE VALUES

- A community-centred focus
- Professionalism
- Respect
- Accountability
- A balanced approach



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# Message from Dr. Nicola Mercer, Medical Officer of Health and CEO



There is an enormous amount of information available telling people what to do to achieve good health. The contradictory messages in the media, on the internet and elsewhere can make it very difficult to decide what to do. To ensure that the health information you are getting is accurate and reliable, it is very important to consider

the source. Individuals and the community can rely on Public Health for a professional approach using the best evidence-based research available.

Consider the vaccine debate. New parents who want to make the healthiest choices for their children may be swayed by the anti-vaccination movement. As a result of some parents choosing not to vaccinate their children, there is a resurgence in Canada of vaccine-preventable diseases such as pertussis (whooping cough), the measles and the mumps. For anyone confused by the messages of the anti-vax movement, the scientific evidence is straightforward: the potential risk to your children or yourself when you are not immunized is far greater than a rare side effect.

Public Health has many evidence-based programs and services to help families ensure their children grow up to be as healthy as they can be. Parents and those who are expecting can benefit from prenatal education, breastfeeding clinics, publicly funded immunization, speech and language services, dental clinics, parenting classes and home visits by a Public Health nurse. Teens and adults can come to us for confidential birth control, sexual health services and testing for sexually transmitted infections and HIV.

There are other ways that Public Health protects growing children and families in our community. Public Health inspectors ensure that restaurants are safe to eat at; beaches are safe for swimming; personal services settings like spas, salons, and tattoo or piercing establishments are taking appropriate steps to reduce the risk of infection; and retailers do not sell tobacco products to people under age 19. We are also prepared to respond to any health emergencies or disease outbreaks in the community.

Public Health has the up-to-date and reliable information you need to be as healthy and safe as possible.

Visit a **clinic**, call us, **check out our website**, read our **blog** and **follow us on Twitter**.





## Message from Amanda Rayburn Fines, 2014 Board of Health Chair



For the last 10 years, I have had the privilege of serving on the Board of Health for Wellington-Dufferin-Guelph Public Health. The Board of Health consists of elected and appointed representatives from Wellington and Dufferin Counties and the City of Guelph. It has been a great pleasure to serve as a provincial appointee for the County of Dufferin.

For the last four years, I have had the added responsibility of serving as Chair. I would like to thank my current and past colleagues on the Board for their support during this time. Working together as a group, we have had a tremendous opportunity to advance the work of Public Health.

After many years of planning for new facilities and many months of construction, one of the highlights of 2014 was the grand opening of 160 Chancellors Way in Guelph and 180 Broadway in Orangeville. We now have facilities that will meet the needs of the community for many years to come.

As my time on the Board of Health comes to an end, I am reminded that Public Health will continue to touch my family's life in the work it does to keep the community safe and healthy. I know I leave the Board of Health in very capable hands. After four years of serving as Vice-Chair, Doug Auld takes on the responsibility of Chair of the Board of Health in January 2015.

Finally, I would like to thank the staff at Public Health for the great work they do. They are committed to helping individuals and families in the community. I highly recommend them to you.

## Message from Doug Auld, 2015 Board of Health Chair



Public funds, local and provincial, allocated to develop and deliver Public Health services are an investment in the future of our community. Each dollar spent on vaccination programs, health promotion, water protection and many other activities generates a measureable return in the form of less hospital spending in the years ahead, a healthier and therefore more productive workforce and lower medical bills. In addition, Public Health services support one of the most fundamental foundations of a strong community; compassion and care.

Public Health services and programs are provided in our region by a highly professional, enthusiastic and dedicated staff working from facilities that are both cost effective and allow a high degree of service efficiency. Our Board of Directors is composed of municipal and provincial government appointments exhibiting a wide range of backgrounds and skills. There is one common element within the board: a passion for the role of Public Health in our community.

The next time you make a reservation at a restaurant, take the family to the local beach for a swim, wonder how a single mother with a new baby and no job is doing and worry about how your community would fare if there was an outbreak of a contagious disease, think about Public Health. There is a healthcare professional responding to and preparing to meet a range of health needs in our community.





# How Public Health can help you and your family *Stay Well*

By protecting the health of individuals, families and communities and by promoting healthy behaviours, Public Health helps you stay well. This is a sample of the programs and services provided by Public Health.

## ■ Family Health

Public Health offers many programs that help with pregnancy and parenting. You can find out which ones will help you and your family by calling Public Health's **KIDS LINE at 1-800-265-7293 ext. 3616**.

## ■ Breastfeeding

We offer a **prenatal breastfeeding class** for you and your partner to help you feel confident and breastfeed successfully. After your baby is born a Public Health nurse will call and answer your questions. If you have concerns a Public Health nurse can visit you, or you can attend a **breastfeeding clinic**.

## ■ Healthy Babies Healthy Children

**Healthy Babies Healthy Children** is a home-visiting program for families experiencing difficult or stressful situations. The program supports pregnant women and families with children up to age 6. **The goal is to ensure that all children have the healthiest possible start in life by helping families find and access community services and by strengthening parent/child relationships through positive parenting skills.** Find out more by calling Public Health's **KIDS LINE at 1-800-265-7293 ext. 3616**.

## ■ Let's Grow e-Newsletter

You can receive a free email newsletter about pregnancy and parenting. Each issue corresponds to a different stage of your child's development, from before birth to age 5½. Go to **[wdgpublichealth.ca](http://wdgpublichealth.ca)** to subscribe.

## ■ Dental Health

Qualifying children and youth, 17 years of age and under, can get dental health screenings, preventive and treatment services for free. Public Health also works in schools providing fluoride clinics and screening children for dental needs.

## ■ Prenatal Health

You can attend a class or participate through online prenatal classes to learn about labour and delivery, breastfeeding, how to keep yourself healthy during pregnancy and what to expect when you bring your baby home.

## ■ Preschool Speech and Language

Public Health partners with several agencies in a system called "Wee Talk" which provides speech and language services for preschoolers. You can contact Public Health's **KIDS LINE at 1-800-265-7293 ext. 3616** to get a referral to a community service or to obtain information on how babies and young children learn to talk.

## ■ Environmental Health Hazards

Public Health works to prevent the onset of health problems by protecting the health of individuals in the community. Larvicide programs cut down the mosquito population and the risk of West Nile virus. All animal bites are investigated for the risk of rabies and Public Health provides healthcare providers with the rabies vaccine when needed. Raising awareness about the risk of radon gas exposure, Public Health is encouraging homeowners to test for radon levels in their homes.





### ■ Food Safety

Public Health inspects restaurants, grocery stores and food carts to make sure they follow food safety standards. Before you decide where to eat check our online inspection results at [\*\*checkbeforeyouchoose.ca\*\*](#). We also inspect food safety in daycares and long-term care homes. If you work in the food industry Public Health offers a food safety training and certification course.

### ■ Immunization

Immunization is a safe and effective way to protect you and your family from serious disease. Public Health can tell you what vaccines you or your children need, and you can get immunized at one of our clinics. Many vaccines are free of charge, while others are available at a low cost.

### ■ Preventing Chronic Disease

We work to promote good nutrition and physical activity in local schools and to build healthier communities. Public Health raises awareness about **low-risk drinking, the dangers of tobacco and other substances**, as well as **cancer** and **injury prevention**.

### ■ Infection Control and Preventing Infectious Disease

Public Health inspectors and nurses are working in the community to keep the public safe from vaccine-preventable diseases, sexually transmitted and blood-borne infections, tuberculosis, rabies and other infectious diseases. We manage outbreaks of infectious diseases like influenza, measles and tuberculosis to protect the public.

### ■ Sexual Health, Birth Control and Sexually Transmitted Infections (STIs)

Public Health provides confidential services to **teens** and **adults** about birth control, pregnancy, STIs and maintaining your sexual health. Our clinics are a safe place to talk about your sexual health. To set up an appointment, or to talk to a nurse if you don't want to come in, call **1-800-265-7293**.

### ■ Safe Water

To help ensure water is safe, Public Health Ontario offers water-quality testing for bacteria in all private wells and we work with municipalities to monitor the safety of public drinking water. If there is a threat to safe water, Public Health may issue a water advisory alerting the public to boil water or avoid using it entirely. Public Health monitors the quality of recreational water to make sure it's safe to enjoy. We test local beaches from June to August. You can get test results on our website or by following [\*\*@WDGBeachTesting\*\*](#) on Twitter.

### ■ Travel Health

Book an appointment with a Public Health nurse and get good health advice about your intended destination. You will learn about the country's local health risks and the vaccines you need before you travel.



# THE BATTLE TO ERADICATE MEASLES ... AGAIN?

Measles is a highly contagious viral infection. It causes fever, rash, cough, runny nose and red eyes. Complications can occur including ear infections, pneumonia, seizures and encephalitis (swelling of the brain).

Prior to there being a vaccine, most Canadians got sick from measles by the time they celebrated their 20th birthday. On average, every year 5000 people were hospitalized and 400 suffered cases of encephalitis, leading to brain damage and hearing loss for many children. And about 50 individuals died of the measles.

Today measles has been virtually eliminated in Canada. The number of measles cases has dropped by over 99 percent and in the last 15 years there have been only 5 deaths from measles.

Measles is still common in many parts of the world. The World Health Organization reported there were almost 150,000 deaths globally in 2013. But when a Canadian traveller brings back the virus, it shouldn't be able to take up citizenship here because the population is vaccinated against it.

**In 2014, there was a sharp increase in the number of laboratory-confirmed cases mostly among Canadians**

**who choose not to vaccinate. As a result, Public Health is taking steps to remind the community that vaccination is the best protection in the fight against measles.**

Although most people recover, it can be especially dangerous for infants too young to be immunized and anyone with a weakened immune system.

Any parent can prevent their young child from the relentless high fever, hacking cough and potential complications of measles by getting them vaccinated.

Public Health advises local healthcare providers and hospitals of any laboratory-confirmed cases of measles in our community and follows up with all of the sick person's contacts to prevent others from suffering with measles.







## Get the ImmunizeCA App

The Canadian Public Health Association (CPHA), Immunize Canada and the Ottawa Hospital Research Institute (OHRI) have collaborated to develop a free app for smart phones and other mobile devices that will help Canadians keep track of their vaccinations.



- Easily record and store vaccine information
- Access vaccination schedules
- Manage vaccination appointments for the entire family
- Access evidence-based and expert-reviewed information about recommended and routine vaccinations for children, adults and travellers
- Receive alerts about disease outbreaks in their area

The ImmunizeCA app is free. It can be downloaded from iTunes, GooglePlay or BlackBerry World.

## What you need to know

- The measles is characterized by a red blotchy rash that starts on the face and spreads to other areas of the body. Most of the people who get the measles are unvaccinated.
- Currently, the measles vaccine is given in combination with mumps and rubella at 12 months of age. A second dose is given at 4 to 6 years of age. For children who receive two doses of the vaccine, protection from measles is almost 100 percent.
- For more information about the measles vaccine, contact Public Health or your healthcare provider.



# HEALTH STARTS

**where you live, work, learn & play**

Some people have less opportunity to make healthy choices in one or all of these places. And that can impact their overall health.



It is a fact that having less opportunity for things like gainful employment, education opportunities, secure housing or a community of support, has consequences for a person's physical and mental health. And we know that living with less can put children on a lifelong journey of real and measurable health risks.

Health, or the lack of it, can be influenced by the opportunities each of us has. Those opportunities are not random but are based on patterns in our society that can deny someone their good health and create greater healthcare costs for the wider society.

Public Health is working to ensure everyone has the opportunity to access any of our programs by using the Health Equity Impact Assessment (HEIA) or Health Equity tool. The tool allows program planners to consider





how any member of the public can benefit from any Public Health program even when there may be significant differences in education, income or other socioeconomic status indicators between clients.

The **Health Equity tool** was developed by the Ministry of Health and Long-Term Care and Toronto Public Health in collaboration with the Local Health Integration Networks (LHINs). It is also recognized by the World Health Organization as a reliable tool for advancing quality and equity in healthcare service design and delivery.

**In 2014, we began implementing the Health Equity tool in several programs in order to ensure everyone can access and benefit from Public Health initiatives regardless of where they live, learn, work or play.**

### What you need to know

- It is a medical fact that living with less impacts your health. Hereditary factors and lifestyle choices both influence our well-being. However, what matters most is often related to socioeconomic factors like employment, work status, income, housing, food security and having access to a community of support.
- Anyone wanting more information about Public Health programs and services can call 1-800-265-7293 or visit us online at [wdgpublichealth.ca](http://wdgpublichealth.ca).







# Raising the next generation of kids

Are you planning to have children some day? Do you have a plan to get pregnant? Or a plan to avoid pregnancy? Your personal goals for having children, or not having children, and how to achieve these goals is called a reproductive life plan. **Public Health is working with healthcare providers to encourage preconception health screening among all women and men of reproductive age.** The goal is to achieve optimal health whether or not you're planning to have a baby, with the long-term goal of healthy birth outcomes in the future.

Lack of planning results in unintended pregnancies, poorer health status for women, and an increased risk of poor birth outcomes, such as preterm and low birth weight, birth defects and even infant mortality. Many of the risk factors (e.g., poor nutrition, alcohol and tobacco use) can be modified prior to conception.

Getting a good start in the early years is critical for a child's long-term health and development. Early intervention is important to ensure children at risk can achieve their potential.

Public Health helps parents and parents-to-be gain knowledge and confidence in their parenting role. We

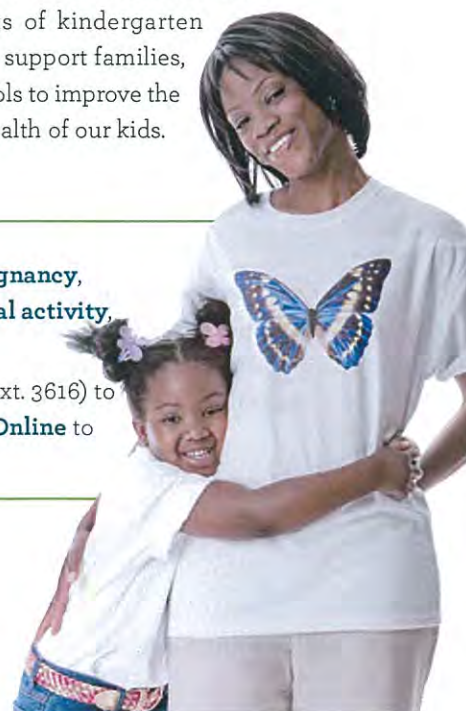
can provide information about pregnancy, breastfeeding, healthy nutrition, physical activity, healthy relationships, maternal and emotional health, substance use prevention, child development, positive parenting, injury prevention and referrals to community services.

One of the pressing issues facing our kids is that many are overweight or obese. Approximately 30 percent of local kindergarten students fall into one of these two categories putting them at immediate and future risk of health problems. Up until now, there has been limited information available regarding the eating and activity habits of local preschool children.

**As a result, in 2014 Public Health partnered with the Upper Grand District School Board and the Wellington Catholic District School Board and invited parents of kindergarten students to complete a nutrition screening tool.** The tool, a questionnaire called **NutriSTEP**, provides information about the eating and activity habits of kindergarten students. This will help us support families, childcare centres and schools to improve the nutritional and physical health of our kids.

## What you need to know

- Visit [wdgpublichealth.ca](http://wdgpublichealth.ca) for helpful information about childhood including **pregnancy, breastfeeding, parenting, immunization, dental health, healthy eating, physical activity, speech and language, mental health** and **diseases**.
- **Parents and parents-to-be** can call Public Health's **KIDS LINE** (1-800-265-7293 ext. 3616) to speak with a Public Health nurse. You can also follow us on Twitter [@KIDSLINEOnline](https://twitter.com/KIDSLINEOnline) to learn positive parenting tips, advice and strategies.





# Dental health during pregnancy and childhood

Did you know that it is safe to receive dental care during pregnancy? Dental health is important for a woman's health and the health of her unborn child. Unfortunately, some pregnant women in our community face barriers to receiving dental care.

**In 2014, Public Health completed the first year of a pilot program offering dental health services to women who were pregnant and had an increased risk of poor health.** All the women who participated received free oral health education and dental screening, and some received preventive services. The women were provided with information about publicly funded dental programs and dental care for newborns and young children.

**One of the mandates of Public Health is to help families care for their children's teeth.** Since 2008, we have been assisting urban and rural families to access publicly funded dental services by taking these services to them.

**In 2014, we offered 24 days of portable dental clinics at seven locations in Wellington and Dufferin Counties.** About 430 children and youth received dental cleanings, scaling, polishing and fluoride. We assisted those with urgent dental needs (20 percent of those who attended) to obtain treatment at a local dentist.

## What you need to know

- It is safe for women to receive dental care during pregnancy.
- Public Health encourages families to take their children for their first visit to the dentist around their first birthday.
- Information about free dental programs for children and youth 17 years of age and under is available at [wdgpublichealth.ca](http://wdgpublichealth.ca) or call 1-800-265-7293.



SMILE!  
(IT'S FREE!)



FREE DENTAL CARE

For eligible children and youth 17 and under

1-800-265-7293  
EXT. 2661

[wdgpublichealth.ca](http://wdgpublichealth.ca)



**PublicHealth**  
WELLINGTON-DUFFERIN-GUELPH  
*Stay Well.*







# NOSODES: MEDICINE OR MYTH?

Do you like to take charge of your own health? Perhaps you read food and drug labels because you are concerned about what you put into your body. Public Health would also like you to be concerned about alternative medicines you might take, especially ones that claim to protect you from infectious diseases.

A nosode is a so-called remedy made from bodily tissues and fluids such as blood, sweat, urine, feces and pus that are sterilized and diluted. **Even though there is no scientific evidence that they work, some people choose to use nosodes instead of vaccines for measles, polio, chicken pox and other serious illnesses.**

Health Canada has not authorized the use of any homeopathic remedy, including nosodes, as an alternative to vaccines. Since March 2014, all nosode packaging must state: *"This product is not intended to be an alternative to vaccination."*

Public Health is concerned that decreasing vaccination rates have led to outbreaks of diseases that previously were under control. Locally, outbreaks of pertussis (whooping cough) and measles occur when some parents opt out of vaccinating their children.

When widescale immunity declines, more people are at risk of getting serious infectious diseases. Public Health promotes immunization to reduce the unnecessary burden of vaccine-preventable diseases to the individual and the community.

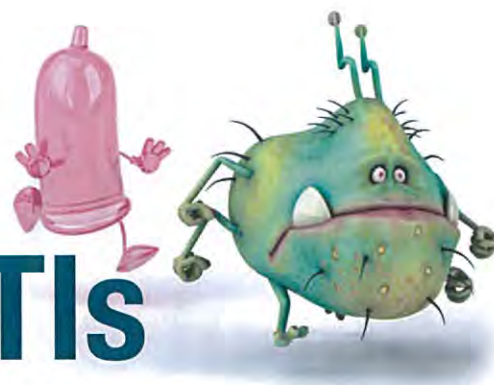
## What you need to know

- False and exaggerated claims suggest that nosodes are a safe alternative to vaccines. There is no scientific basis for these claims.
- Many serious infectious diseases have been virtually eliminated because of the use of vaccines.
- All vaccines are tested and approved by Health Canada.
- To find out **what vaccines are recommended** for you and your children, contact Public Health. You can get **immunized** at one of our clinics.





# SEX and STIs



Most people know that an STI is a sexually transmitted infection and that you can get one from unprotected sex. Still, while educated in the risks associated with having unprotected sex, many are lackadaisical about the use of condoms.

Worldwide and locally, the rates of some STIs are on the rise and are disproportionately high among the young adult population. In an effort to prevent the spread of STIs in the community, Public Health's confidential testing and treatment services also promote responsible sexual behaviours.

Sexually transmitted infections are communicable diseases that spread from one person to another through unprotected sex. The two most common STIs caused by bacteria are chlamydia and gonorrhea. Both are curable

with appropriate treatment. Left untreated, STIs can have long-term health risks.

Public Health has increased efforts to educate the community about the health risks associated with **chlamydia** and **gonorrhea** — because with local rates on the rise these STIs are an emerging Public Health concern.

Public Health nurses have increased involvement with high school and university students to raise awareness about chlamydia and gonorrhea including providing access to information, free condoms and testing.

## What you need to know about chlamydia and gonorrhea

- Someone could be infected with chlamydia and not know it. Sometimes there are no symptoms. This bacterial infection causes inflammation of the cervix in women, and the rectum and urethra in both men and women. Left untreated, this STI can cause serious health problems such as infertility and pelvic inflammatory disease in women. Fortunately, chlamydia can be treated effectively with antibiotics.
- Anyone who has unprotected sex can get gonorrhea. The most common symptoms in men and women include abnormal genital discharge, painful urination, itching and discomfort. Though most common among 15 to 24 year olds, more cases are being reported in middle-aged and older adults. The bacteria that causes gonorrhea is becoming resistant to antibiotics.
- To help prevent sexually transmitted infections use condoms for all sexual activity. Free condoms are available at all Public Health locations. And, before you begin sexual activity with a new partner, you and your new partner should **get tested for STIs**. Free confidential testing is available at a Public Health clinic.





# Talking to your kids about sex, cancer and the Gardasil vaccine

It isn't a comfortable conversation to have with your kids; sex and protection from infection. But when you do, make sure they know about the Gardasil vaccine that can protect them from the most common sexually transmitted infection called the human papillomavirus (HPV).

Most HPV infections will resolve on their own within 24 months. Yet each year in Ontario there are still 550 new cases of cervical cancer and 160 women will die of it. These numbers don't include the many other cancers associated with, or caused by HPV, including vaginal, vulvar, anal and oral cancer.

In fact, HPV is so common that 75 percent of sexually active Canadians will get at least one infection in their lifetime. Consequently, Public Health is encouraging everyone to get the vaccine before becoming sexually active to lower the risk of getting HPV.

Since 2007, Public Health has been visiting schools to give grade 8 girls a series of three shots of the Gardasil vaccine. The vaccine prevents the main cancer and genital wart-causing strains of HPV. It is 95 percent effective at doing so when given prior to a person's first exposure to HPV, or in other words, before becoming sexually active.







Wellington-Dufferin-Guelph Public Health supports the expansion of the publicly funded immunization program to include males from age 9 to 26 who are also at risk. Currently, males can get the vaccine but for a fee of between \$200 to \$400 per dose. Prince Edward Island and Alberta have already expanded their programs to include males.

Wellington-Dufferin-Guelph Public Health has asked the Ontario Ministry of Health and Long-Term Care to expand the publicly funded program to remove the financial barrier to this cancer-preventing vaccine. Not only is the vaccine costly to the individual, the Society of Obstetricians and Gynaecologists of Canada estimates that diagnosis and treatment cost the healthcare system 300 million dollars annually.



## What you need to know

- The human papillomavirus (HPV) is the most common sexually transmitted infection.
- It is the virus that causes genital warts.
- In women, HPV can also cause cancer of the cervix, vagina, anus, mouth and throat. The Gardasil vaccine is recommended for females up to 45 years of age.
- In men, HPV can cause cancer of the penis, anus, mouth and throat. The Gardasil vaccine is recommended for males 9 to 26 years of age. It is also recommended for men 27 and older who have sex with men.
- To protect yourself from HPV:
  - ✓ Get the full series of three shots of the Gardasil vaccine.
  - ✓ Use a condom for all sexual activity to lower the risk of getting HPV. Be aware that condoms do not provide complete protection as they do not cover all skin areas.
  - ✓ Women should get **regular Pap tests** to screen for abnormal cervical cells and cervical cancer.



# BUTTING OUT E-CIGARETTES

Whether you accept the claims of manufacturers that e-cigarettes are a healthier alternative to traditional cigarettes or not, their popularity is increasing.

Photographs of movie stars like Leonardo DiCaprio and Katherine Heigl “vaping” are undoubtedly a contributing factor. **Public Health is urging Health Canada to address the current situation where e-cigarettes containing nicotine and other dangerous substances are illegal but widely available.**



E-cigarettes that do not contain nicotine and do not make a health claim can be advertised and sold in Canada without restrictions. Some people who use these devices do choose the nicotine-free option. Although an alternative to inhaling tobacco smoke, they are not an approved smoking cessation device.

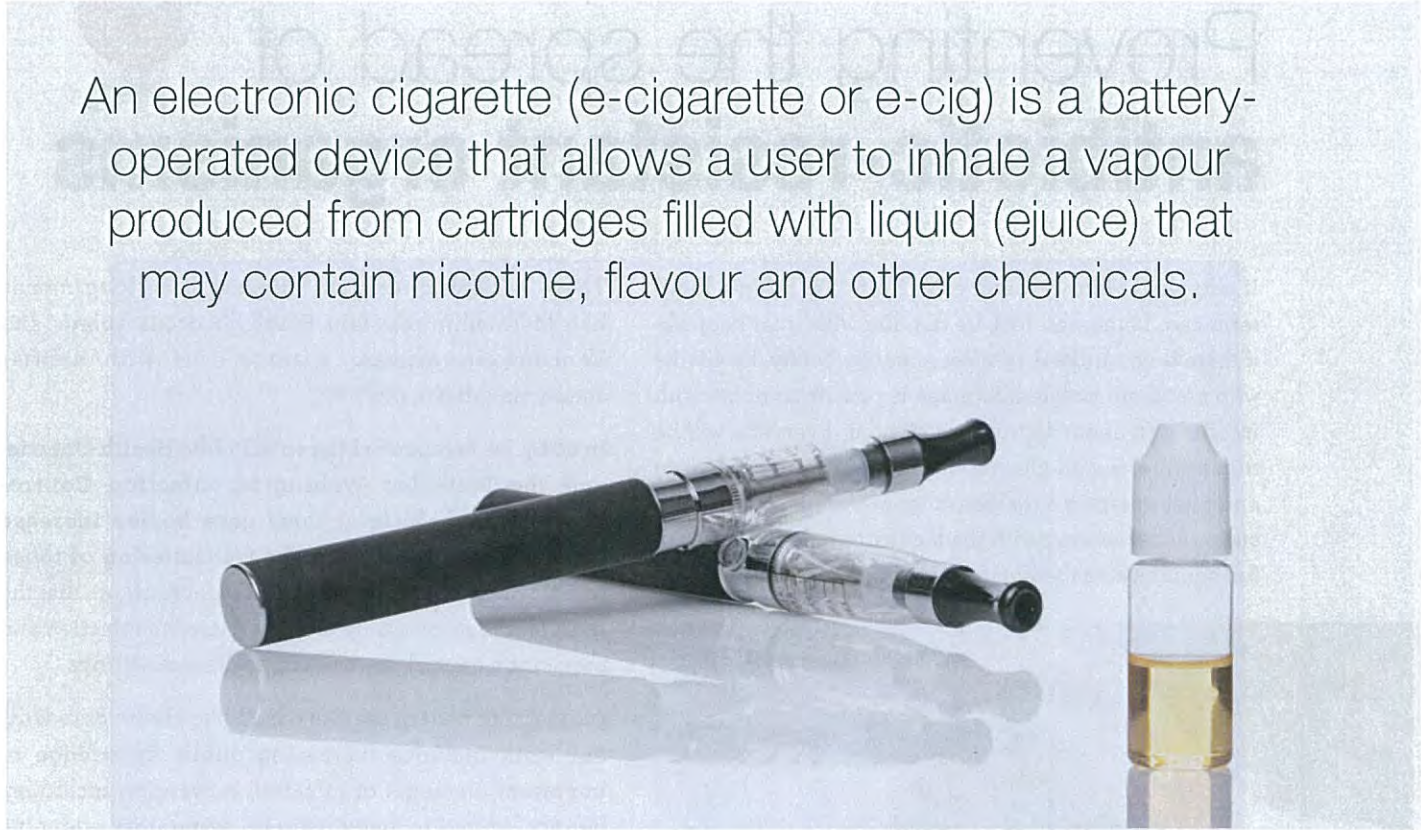
Youth are obviously a target market with hundreds of flavours like carnival cotton candy, watermelon bubble gum, banana taffy and pizza. Public Health is concerned that youth-targeted marketing has the potential to encourage a new generation to start smoking.

In 2013, the Centre for Addiction and Mental Health reported that approximately 15 percent of Ontario high school students had used e-cigarettes without nicotine. Subsequently, five percent made the choice to switch to ejuice (the liquid in e-cigarettes) that contains nicotine.

Public Health supports proposed legislation in Ontario (**Bill 45, Making Healthier Choices Act**) that will ban all flavoured tobacco and treat e-cigarettes like their traditional counterparts. This will ban their use throughout the province for anyone under 19 years of age.



An electronic cigarette (e-cigarette or e-cig) is a battery-operated device that allows a user to inhale a vapour produced from cartridges filled with liquid (ejuice) that may contain nicotine, flavour and other chemicals.



### What you need to know

- There is insufficient scientific evidence to claim that e-cigarettes are a safe alternative to traditional cigarettes or an effective smoking cessation tool.
- The **Smoke-Free Ontario Act** makes it illegal to smoke in any enclosed workplace, public place and designated outdoor places. This legislation currently does not cover e-cigarettes.
- **E-cigarettes** with nicotine or which make a health claim are not approved for sale in Canada but are still being sold in Ontario.
- Want to quit smoking? Smokers' Helpline has proven tips and tools. Information, support and advice are free, confidential (private), personalized and non-judgmental. Call 1-877-513-5333 or visit [smokershelpline.ca](http://smokershelpline.ca) for online and text messaging options.
- Contact Public Health or visit our website for more information about **smoking cessation programs**.





# Preventing the spread of antibiotic-resistant organisms



If you visit a family member or friend living in a long-term care home, you may be familiar with what happens if there is an outbreak of disease in the facility. Residents who are ill are isolated. Signage is posted on doors with information about visiting restrictions. Everyone will be required to use an alcohol-based hand sanitizer before and after entering a resident's room. And, Public Health staff will be working with the facility to reduce the risk of further illness to the home and the community.



The control of infectious diseases at long-term care homes is a priority for Public Health. In recent years, a number of infectious diseases have become increasingly resistant to treatment with antibiotics. This is a serious health concern and a particular problem in long-term care homes where these diseases spread easily and put vulnerable people at risk.

These antibiotic-resistant diseases have long names like Methicillin-resistant *Staphylococcus aureus* and Vancomycin-resistant enterococcus with shorter acronyms (MRSA and VRE).

**In 2014, we began working with Public Health Ontario, and the Waterloo Wellington Infection Control Network to help long-term care homes increase their capacity to prevent the transmission of these antibiotic-resistant organisms.** Evidence shows that the rates of transmission are directly related to infection and prevention control practices in healthcare settings.

As a requirement of the Ontario Public Health Standards our work includes increasing public knowledge of important elements of infection prevention including, but not limited to, hand hygiene, respiratory etiquette, immunization, the use of personal protective equipment and appropriate environmental cleaning.

## What you need to know

- A microorganism that has developed resistance to the antibiotics that are used to treat it is referred to as an antibiotic-resistant organism.
- Public Health declares an outbreak when there is an increase in the number of cases above the number that normally occur over a defined period of time.
- Proper hand washing with soap and water is the best way to stop the spread of infectious disease.





# Get inspection results online for personal services



At the spa, you're expecting to get a little relaxation and pampering from a seaweed body wrap, moor mud facial or some other treatment. What you're probably not expecting to get is an infection from exposure to unsanitary instruments or unwashed hands. How do you avoid this? By checking Public Health inspection results before you choose where to go at [checkbeforeyouchoose.ca](http://checkbeforeyouchoose.ca).

Since the fall of 2014, the Check Before You Choose website makes it more convenient for the public to access inspections for all businesses that provide personal services such as tattooing, body piercing, hair and barbering, aesthetics, manicures, pedicures and non-registered massage therapy. Public Health ensures establishments minimize the risk of infection and comply with the best practices required by the Health Protection and Promotion Act.

Businesses that offer personal services must follow procedures to control the risk of infectious diseases. In compliance with the Ontario Public Health Standards, Public Health annually inspects businesses offering

personal services to ensure they are minimizing the risk of infection and the spread of disease. Public Health looks for a clean environment and makes sure staff are following proper procedures. More information about what they look for is available on the website [checkbeforeyouchoose.ca](http://checkbeforeyouchoose.ca).

An inspection concern is categorized as either critical or non-critical. For instance, running out of paper towels at a handwashing sink is an example of a non-critical infraction. Not disposing of needles in a safe and appropriate way is a critical infraction as it increases the risk of exposure to infectious diseases. The posting of inspection results online gives members of the public a convenient way to make informed decisions about where to go for personal services.

## What you need to know

- Public Health inspects businesses where there is a risk of exposure to blood including hairdressing and barber shops, tattoo and body piercing studios, electrolysis and aesthetic services.
- You can access Public Health inspection results for personal services settings and food establishments at [checkbeforeyouchoose.ca](http://checkbeforeyouchoose.ca).
- **Public Health does not inspect businesses operated by a regulated health professional (e.g., acupuncturists, chiropractors and podiatrists) though we do investigate complaints made by members of the public.**
- If you have a health concern about any personal service or infection control practices of a regulated health professional, contact Public Health.





# WHERE YOU LIVE MATTERS

Location, location, location. It's understood to be very important when it comes to establishing the value of real estate. But did you know that where you live is also very important when it comes to the quality of your health and well-being?

Public Health is working with stakeholders to ensure that the physical environment supports the entire population of our region to stay well. Our vision is a community where individuals can achieve their highest level of health.

In urban and rural areas, the human-made physical environment is referred to as the built environment. It includes places where people live, work, learn and play. To improve the health of our community, it is critical that all stakeholders work together including Public Health, government agencies, city planning departments, environmental groups, healthcare organizations and transportation services.

We know that where you live can affect the quality of the air you breathe, the amount of exposure you get to ultraviolet radiation or other health hazards, and your ability to access nutritious food and get enough physical activity. **In 2014, Public Health worked with municipal and school board planners to determine how we can best support healthy land-use policies in Wellington County, Dufferin County and the city of Guelph.**

Next steps include a review of official plans and bylaws to identify strengths and opportunities to address health impacts. A sustainable community checklist will be developed to support planners when they are reviewing development applications.

Public Health is available to provide health-based evidence to support municipalities with healthy community design. Planners have specifically asked for more information regarding active transportation, access to healthy food and the need for shade in green spaces.

## What you need to know

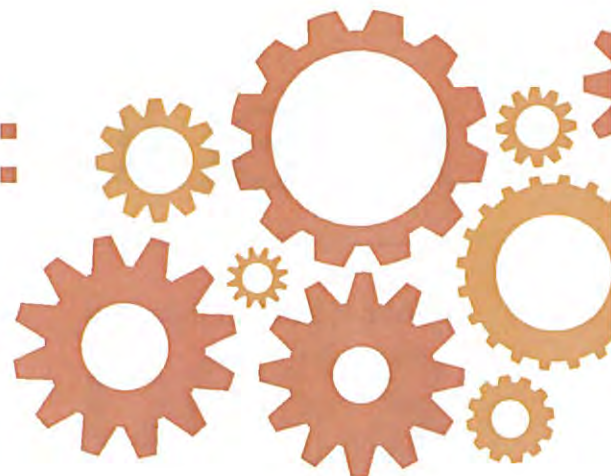
- The **built environment** refers to the human-made physical environment. It includes physical elements like buildings, roads, schools and any other infrastructure that is part of our daily lives.
- Neighbourhood design impacts certain populations in the community disproportionately. The built environment can be designed so anyone has the opportunity to achieve their highest level of health.





# The Enterprise:

## A human model of service delivery



There are occasions when individuals or families facing a deep crisis are not equipped to meet their own needs. A situation can decline to a point where serious intervention is required, including involvement with emergency services or the police. **In 2014, former Guelph Police Chief Bryan Larkin formed The Guelph Enterprise for Innovation in Human Services with local organizations, including Public Health, to improve outcomes for those most at risk in the community.**

Individuals and families often need the support of multiple services in the community. When services are fragmented, individuals must go to a number of places to have their needs met. Those who are discouraged or

depressed may not use, or may discontinue to use services until the next crisis. To improve outcomes, the systems that serve them must work together.

The Enterprise, a shortened version of the name, is a social initiative with a mission to build a safer and healthier community by reducing crime, addressing families at risk and focusing on long-term community goals. It is a team of organizations and professionals working to improve the well-being of individuals and families in our community. This strategy is modelled on the Communication Mobilization Prince Albert project in Saskatchewan. There's evidence this type of strategy works. Saskatchewan police reported a reduction in crime rates within a year of implementation.

Services are delivered through a multi-agency collaborated approach using evidence-based strategies. Intervention at the earliest opportunity saves money, but more than that it makes a difference in peoples lives. Working together, we are better able to do what we cannot do in isolation.

 **The Guelph  
enterprise**  
for Innovation in Human Services



[guelphenterprise.ca](http://guelphenterprise.ca)

### What you need to know

- For more information about The Guelph Enterprise for Innovation in Human Services (The Enterprise), visit [guelphenterprise.ca](http://guelphenterprise.ca).





# PUBLIC HEALTH IN 2014

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Public Health distributed

**2300**

information packages to  
new parents through local  
*doctors and midwives*

After the birth of their baby,  
1800 new parents



received phone  
support and  
advice from  
**PUBLIC HEALTH  
NURSES**

**PUBLIC HEALTH NURSES**

*helped 576 new moms*  
**to breastfeed  
their babies**



at breastfeeding clinics

We received over  
**3600 calls to  
KIDS LINE**

our telephone support line for families

We launched   
**KIDS  
LINE** **online**

on Twitter to give parents easy  
access to advice from a  
**Public Health nurse**

**Over 2500 people subscribed  
TO THE LET'S GROW NEWSLETTER**

about child growth & development from birth to age 5



**PUBLIC HEALTH NURSES AND HOME VISITORS MADE**

**4140 visits**

to families to help them with  
parenting and family issues

**The Wee Talk program assessed  
591 children** for speech and language





Public Health nurses gave the  
**HPV VACCINE**  
for the human papillomavirus to



**1075**  
**GRADE 8**  
**GIRLS**

to protect them from  
**cervical cancer**

**WE IMMUNIZED**

*2196 children*  
for hepatitis B

— **AND** —

*2345 children*  
for meningococcal disease  
**AT LOCAL SCHOOLS**



Public Health inspectors visited

**396 personal**  
**services settings**

to ensure they were following safe procedures

We completed the  
annual inspection of **1357 food premises**

We annually inspect



**348 small drinking**  
**water systems**

to ensure water is safe  
for the public to drink

We investigated



**727**

**animal bites**



**We treated 22 255 catch basins with larvicide**  
to reduce the mosquito population and the risk of  
West Nile virus (there were 0 confirmed cases)

Public health dental hygienists gave

**FLUORIDE**  
**VARNISH**

to **2692** children  
at local schools



WE GAVE GRADE 9 YOUTH

**4589 dental kits**

including information about  
*free dental programs*



*Public Health provided*



**DENTAL**  
**SERVICES**

to **455** children and youth  
at **community clinics**

Community Food Advisors made

**48 presentations**

to local groups and schools about

**healthy eating**

**We trained 84 personnel**

**FROM EMERGENCY**

**SERVICE PROVIDERS**

on responding to exposure to  
blood and body fluids

We have over

**2400 followers**

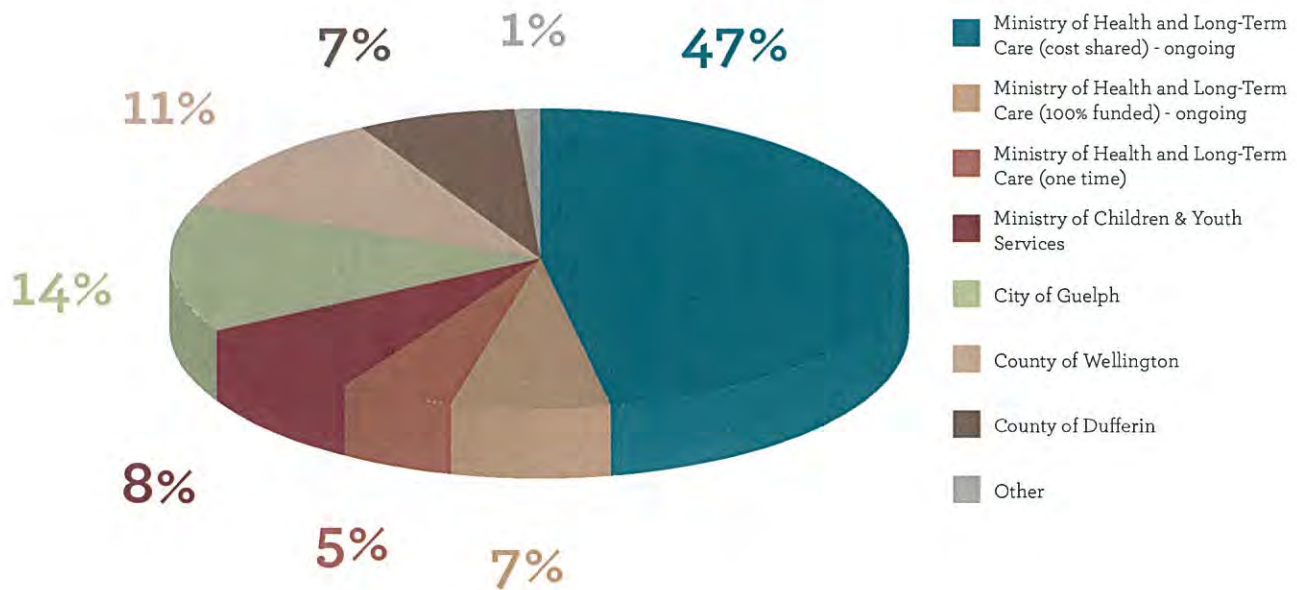


**on Twitter**



# Funding Public Health

In 2014, the total operating budget for Wellington-Dufferin-Guelph Public Health was \$26,471,530.



Public Health receives funding from multiple sources:

- The Province of Ontario provides funding through the Ministry of Health and Long-Term Care and the Ministry of Children and Youth Services. In 2014, the Province of Ontario provided funding for 68% of the total operating budget.
- The municipalities of Wellington, Dufferin and Guelph provide funding based on the population of each municipality relative to the total population of the region. Population numbers are determined by the most recent Census. In 2014, the County of Wellington contributed 11% of the total operating budget; the County of Dufferin contributed 7%; and the City of Guelph contributed 14%.

As a publicly funded organization, Wellington-Dufferin-Guelph Public Health is subject to reporting for the purposes of audited financial statements, under the accounting standards of the Public Sector Accounting Board (PSAB). The financial statements are subject to an audit by the City of Guelph's external audit firm. The Municipal Act requires WDGPH to use the same external auditor as the largest municipal funder. After the 2014 audit is complete, the full audited financial statements for the year will be found at [wdgpublichealth.ca](http://wdgpublichealth.ca).



# 1-800-265-7293

[wdgpublichealth.ca](http://wdgpublichealth.ca)

## **Fergus**

474 Wellington Road #18,  
Suite 100

## **Guelph**

- 160 Chancellors Way
- 20 Shelldale Crescent

## **Mount Forest**

311 Foster Street

## **Orangeville**

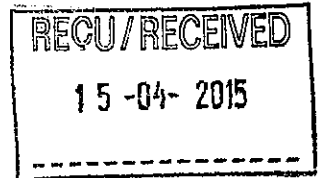
180 Broadway

## **Shelburne**

167 Centre Street  
(Mel Lloyd Centre)



**PublicHealth**  
WELLINGTON-DUFFERIN-GUELPH  
*Stay Well.*



April 10, 2015

**Via: Mail**

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

Dear Denise:

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

As we are into the second quarter of the business year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from January 1, 2015 through March 31, 2015.

The work undertaken during this period includes the following:

**January 2015**

- Completed Application for Grant on Costs of Employing a Drainage Superintendent for the 2014 calendar year for submission to the Ministry of Agriculture and Food;
- Meeting with CAO/Clerk and Treasurer regarding 2015 budget allocation for Drainage Superintendent services;
- Completed Grant Allocation Request Form – Fiscal Year 2015/16 for submission to the Ministry of Agriculture and Food;
- Received copy of Council's resolution to investigate the Ballinger Drainage Works;
- Telephone discussion with Manasus Bauman (Lots 261 and 262, Concession 3 S.W.) regarding maintenance of the Henderson Drainage Works;
- Telephone discussion with Blaine Oakes (Pt. Lot 32, Concession 5 N.E.) regarding Branch 'E' of the Bradley Drainage Works; and
- Request from Tiling Contractor regarding proposed tile outlet to Connor Extension Drain including closing-in part of the open ditch. Review drain file and general discussion with Contractor that open ditch for proposed closing-in or tiling is not part of the Municipal Drain and has no status under the Drainage Act. Any work and approval needs to be done privately or may be petitioned for under the Act.

**February 2015**

- Received copy of Council's resolution to investigate the Henderson Drainage Works;
- Meeting with CAO/Clerk and Road Superintendent regarding approximate 2015 drain maintenance assessment to Township Roads;

Info 3 - May 7, 2015



- Site meeting with Blaine Oakes, County of Dufferin representative and Township Road Superintendent regarding Branch 'E' of the Bradley Drainage Works;
- Telephone discussion with Kevin Fluney regarding removal of the spoil from the clean-out of the McCue Drainage Works; and
- Request from Brinke regarding proposed systematic tile system and outlet issues into Stewart Drain. Review drain file and general discussion with Tiling Contractor regarding crossing the wetland to outlet the tile system in the Stewart Drain. Review Conservation Authority wetland maps and discussion with representative of Grand River Conservation Authority regarding various alternatives for traversing the wetland to obtain an outlet for the above proposed farm tiling. Further discussion with Township staff regarding their planning policies on wetlands. Review Township planning maps regarding the above.

### March 2015

- Received copy of Council's resolution to investigate the McCue Drainage Works;
- Attend at Brinke's regarding outlet options into the Stewart Drain. General discussion regarding approval issues with the Conservation Authority including marked-up map from their office. Further options discussed as to privately tiling part of the property with no issues from the CA and petitioning for a drainage outlet for the balance of the property;
- Reviewed Henderson Drain 1982 file and Ballinger Drain file for requested maintenance work; and
- Obtain current ownerships for the Ballinger Drain plan from Township staff and revise drain plan to reflect new ownerships and new severances.

As you are aware, the cost of employing a Drainage Superintendent is eligible for a 50% grant. The Ministry has requested that the grant application be submitted yearly. As such the application will be completed for you at year's end.

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

Yours truly,

**R.J. Burnside & Associates Limited**  
Drainage Superintendent



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

Enclosure(s)      Invoice No. MSO019743.2015-1

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



# BURNSIDE

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

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

April 08, 2015  
Invoice No: MSO019743.2015 - 1

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

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	15.50		
Tech IV			
Uderstadt, Gerd	35.00		
Totals	50.50		
<b>Total Labour</b>			<b>6,321.50</b>
Travel - Mileage		34.41	
<b>Total Reimbursables</b>		<b>34.41</b>	<b>34.41</b>
BW Letter Copy/Print			
Colour Letter Copy/Print			
Colour Tabloid Copy/Print			
			<b>62.78</b>
HST #885871228	13.00 % of 6,418.69	834.43	
<b>Total Tax</b>		<b>834.43</b>	<b>834.43</b>
	<b>Total Amount Due</b>		<b>\$7,253.12</b>

## Billings to Date

	Current	Prior	Total
Labor	6,321.50	0.00	6,321.50
Expense	97.19	0.00	97.19
Tax	834.43	0.00	834.43
<b>Totals</b>	<b>7,253.12</b>	<b>0.00</b>	<b>7,253.12</b>

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

**From:** AMCTO <amcto@amcto.com>  
**Sent:** April-15-15 1:01 PM  
**To:** dholmes@melancthontownship.ca  
**Subject:** AMCTO Position Paper – Time to Fix the Voters' List

If this email does not display properly, please view our [online version](#).



*April 15, 2015*

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## **AMCTO Position Paper – Time to Fix the Voters' List**

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AMCTO is pleased to release the following Position Paper on the Municipal Voter's List. Since the 2014 municipal elections, AMCTO has heard clearly from its members that the ongoing issues surrounding the Voter's List remain a significant concern for election administrators.

Most notably, AMCTO members believe the administration of municipal elections has been hindered by an enumeration process that has resulted in gross inaccuracies. These inaccuracies directly impact the entire process of our municipal democracy. It makes election administration costly and complicated, and, hinders the growth of innovative election technology; for which our sector is a global leader.

AMCTO stands behind the professionals who administer and are fully accountable for delivering fair and free municipal elections. Despite meaningful efforts to seek out improvements to the enumeration process; AMCTO believes that a series of systemic challenges have contributed to a system that currently does not work.

AMCTO's new Position Paper titled "Time to Fix the Voters' List" highlights a series of concerns and makes the case for a new approach to building the Voters' List in Ontario; a position that clearly places the administration and integrity of the municipal election process as fundamental to our democracy.

AMCTO will continue to work and advocate on behalf of our members, the municipal sector and the voting public for a new approach. Any updates over the coming months will be shared with members.

### **AMCTO – The Municipal Experts**

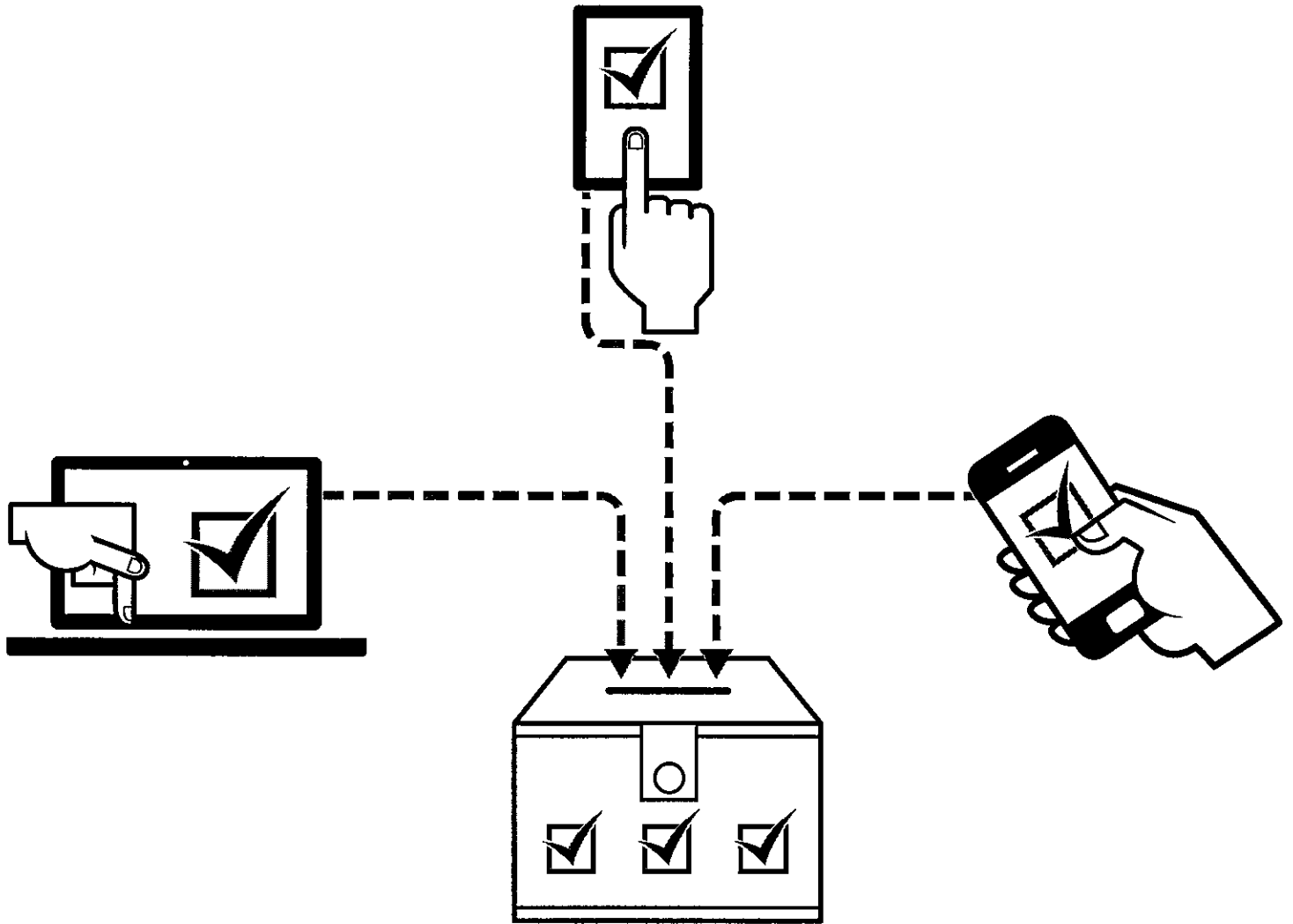
2680 Skymark Avenue Suite # 610, Mississauga ON L4W-5L6

Phone - 905-602-4294 | Fax - 905-602-4295

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# AMCTO POSITION PAPER

TIME TO FIX THE VOTERS' LIST



**AMCTO**  
THE MUNICIPAL EXPERTS

**About AMCTO:**

AMCTO represents excellence in local government management and leadership. AMCTO has provided education, accreditation, leadership and implementation expertise for Ontario's municipal professionals for over 75 years.

With approximately 2,200 members working in 98 per cent of municipalities across Ontario, AMCTO is Canada's largest voluntary association of local government professionals, and the leading professional development organization for municipal administrative staff.

Our mission is to provide management and leadership service to municipal professionals through continuous learning opportunities, member support, and legislative advocacy.

**For more information about this paper, contact:**

Rick Johal  
Director, Member and Sector Relations  
rjohal@amcto.com | 905.602.4294 ext. 232

Eric Muller  
Coordinator, Legislative Services  
emuller@amcto.com | (905) 602-4294 x234

**Contact us:**

AMCTO | Association of Municipal Managers, Clerks and  
Treasurers of Ontario  
2680 Skymark Avenue, Suite 610  
Mississauga, Ontario L4W 5L6  
Tel: (905) 602-4294 | Fax: (905) 602-4295  
Web: [www.amcto.com](http://www.amcto.com) | @amcto\_policy

# INTRODUCTION

Every four years millions of Ontarians exercise their democratic franchise by voting in municipal elections. Municipal Clerks, as the professionals who administer local government elections, work hard to ensure that these elections are free and fair, and that the right to vote is protected for all who seek to exercise it.

Over the past 20 plus years in Ontario, the rapid expansion of the information age has made elections increasingly more complex to administer. At the same time, citizens have become progressively disengaged and voter turnout for elections at all three levels of government has steadily dropped. In response, election administrators at the municipal level have pioneered the use of electronic tabulators and other new vote-counting technologies and introduced Internet voting alongside a range of other alternative voting methods. Yet, their best efforts to offer a high-level of service, have been consistently compromised by one of the most elementary ingredients of a free and fair election: an accurate list of eligible voters.<sup>1</sup>

The voters' list in Ontario is plagued by inaccuracies, and despite previous promises of reform, has remained a thorn in the side of election administrators across the province, and a constant source of frustration for voters. Neither the use of new technology, nor a willingness to explore new methods of voting have altered the reality that every four years municipalities will be provided with a list of electors that is deeply flawed.

The purpose of this position paper is to advocate for a new approach to building the voters' list in Ontario, a position that AMCTO has long supported for its impact on election administration and the integrity of the election process. There are few issues affecting AMCTO's approximately 2,200 members that generate such a visceral reaction as the state of the voters' list for municipal elections in Ontario. The status quo is no longer an option.

## PROBLEMS WITH THE CURRENT APPROACH

The current approach to the voters' list has been premised on two underlying assumptions: that municipal elections are particularly susceptible to fraud, and that the property assessment roll should serve as the basis for developing the list of eligible electors.

However valid these building blocks may have been for the creation of our voters' list regime at conception, their relevance for today's context is questionable. For one, since the creation of our current system the risk of voter fraud has decreased significantly. New sophisticated and secure forms of personal identification have been developed, election administration has become more sophisticated, and the penalties for voter fraud have been strengthened. Even

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<sup>1</sup> The voters' list in Ontario is supplied by data from the Municipal Property Assessment Corporation (MPAC). Though MPAC does not explicitly create the "voters' list," they create the Provincial List of Electors (PLE), which forms the voters' list. This paper will refer to the PLE as the "voters' list."



in jurisdictions with alternative systems, such as Alberta where there is no voters' list, there is no evidence to suggest that voter fraud is a significant concern.

Increasingly, there is also little justification for the voters' list to be based on the property assessment roll. Aside from concerns about equity and representation, this system was designed with what data was available, rather than what information was needed. Better sources of information are now available, and using the property assessment role as a starting point is no longer a viable or desirable way to provide this service.

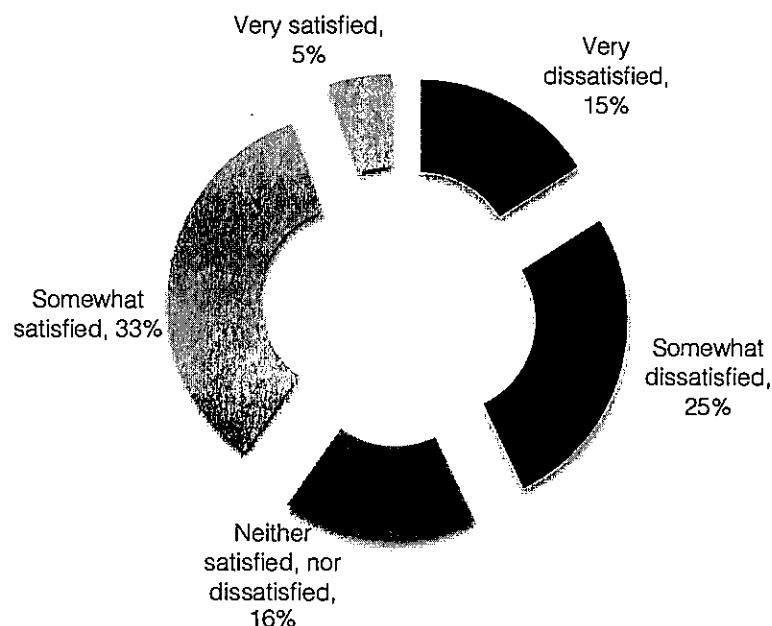
However, the larger concern is that these assumptions have given rise to a method for creating the voters' list that simply does not work. Instead the voters' list is plagued by a host of problems that not only create an administrative nightmare every four years, but also threatens the legitimacy of municipal elections in Ontario.

## ACCURACY

The most obvious, and potentially severe problem with the voters list is its inaccuracy. The errors with the voters' list are widespread and systematic. They occur in large and small municipalities, rural and urban, northern and southern, and whether there has been significant voter migration since the last election, or none.

Figure 1:

Overall, how satisfied were you with MPAC's service during the 2014 election?



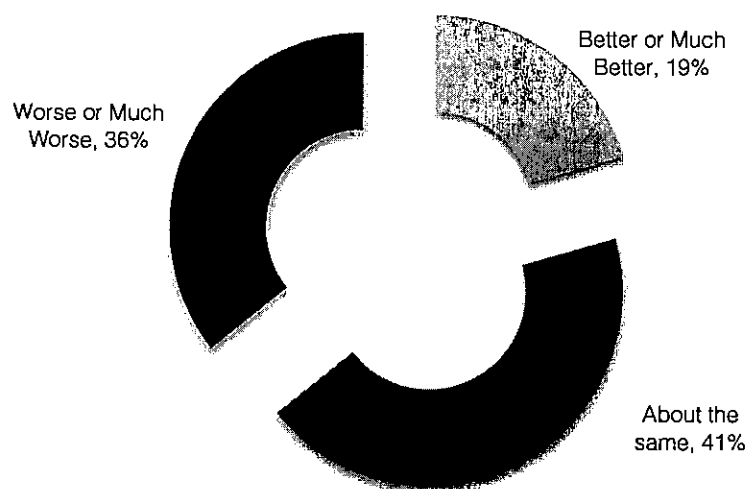
Source: AMCTO 2014 Post Election Survey, January 2015 (n=112)

In 2014 for example, data was often incomplete, incorrect or simply inaccurate. Many eligible electors, even those who had voted in the last election in the same municipality, were not on the voters' list, while many ineligible electors were. Election administrators feel this reality acutely. For instance, Figure 1 shows that 40 per cent of respondents to AMCTO's post-election survey were either 'somewhat dissatisfied,' or 'very dissatisfied,' with MPAC's ability to provide accurate and useful data for the 2014 voters' list.

The accuracy of the voters' list was a significant issue during the 2014 election, but it was far from being a novel concern. Following municipal elections in 2010<sup>2</sup>, administrators across the province declared 2010 to be one of the most challenging election years ever experienced, as a result of the volume of errors on the voters' list. However, Figure 2 shows that 36 per cent of respondents to AMCTO's 2014 post-election survey indicated that data supplied by MPAC for the 2014 voters list was 'worse,' or 'much worse' than in 2010, while 41 per cent felt that it was 'about the same.' Clearly this is a situation that is not improving, and indeed appears to be getting worse.

*Figure 2:*

Compared to 2010, how would you rate the accuracy of MPAC's data in 2014?



*Source: AMCTO 2014 Post Election Survey, January 2015 (n=112)*

Creating a voters' list that is 100 per cent accurate is not possible in a province that experiences as much internal and external migration as Ontario. However, there is an acceptable threshold of errors, and our current voters' list does not come close to meeting it.

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<sup>2</sup> AMCTO, *AMCTO Discussion Paper: Issues and Options on the Use of a Voters' List for Municipal Elections in Ontario*, January 30, 2012, 8.

## COSTS

While the accuracy of the voters' list is the most consequential concern, it is not the only one. There is also an increasing level of unease about the costs, in staff time and, data storage, cleansing and management that municipalities and MPAC are being forced to pay to maintain a broken system. During the 2010 municipal election, MPAC spent over 4 million dollars to deliver the Preliminary List of Electors (PLE). As Table 1 indicates, however, despite this significant expenditure, municipalities also incurred significant costs to revise and correct the data that they received from MPAC.

*Table 1:*

**Sample of Financial Costs for Municipalities to Revise MPAC Data During 2010 Municipal Election**

Activity	Cost, by population		
	87,000	121,000	350,000
MPAC PLE Revisions	\$10,750	\$15,000	\$6,500
Voters' List Revisions	\$15,750	\$20,500	\$15,000
Advance Vote and Election Day Revisions	\$19,500	\$23,600	\$91,500
Post-voting Revisions	\$1,000	\$16,000	\$31,500
Operating expenses (to complete revisions)	\$5,600	\$4,000	\$11,300
<b>Total</b>	<b>\$51,600</b>	<b>\$79,100</b>	<b>\$155,800</b>

*Source: AMCTO Discussion Paper: Issues and Options on the Use of a Voters' List for Municipal Elections in Ontario, January 30, 2012, 11*

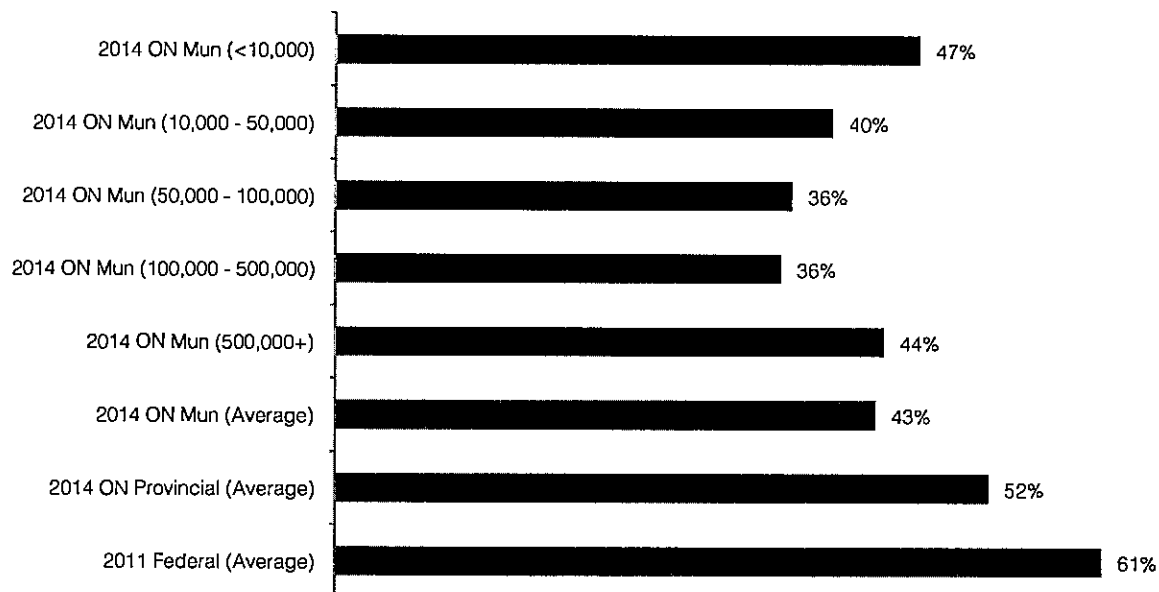
Creating a voters' list is a difficult task, and municipal administrators recognize this. However, municipalities are required to pay MPAC to create the PLE and then spend additional resources correcting it. Several AMCTO members have noted that the current quality relative to costs of the voters' list would not be tolerated in any other procurement process. Surely, the standards for fiscal responsibility and proper stewardship of increasingly scarce taxpayer dollars should apply to the voters' list as well.

## VOTER TURNOUT AND THE DEMOCRATIC PROCESS

There is also mounting concern about the possible effects that the poor quality of the voters' list is having on citizen participation, voter turnout, and the democratic process. Low voter

turnout is a concern at all three levels of government in Canada. However, as seen in Figure 3, participation during municipal elections is especially low.

*Figure 3:*  
**Voter Turnout by Population, 2014 Ontario Municipal Election<sup>3</sup>**



*Source: AMCTO 2014 Post Election Survey, January 2015 (n=112)*

There is no doubt that multiple factors cause citizens to disengage with the democratic process, or forgo voting. A poor quality voters' list is not the sole, or even likely the most important factor contributing to low and declining levels of voter turnout. However, while there are many conditions that election administrators cannot control, ensuring an accurate voters' list is one thing that can be ensured. There is no need to risk inadvertently creating a barrier to eligible electors participating in elections.

## **ACCESSIBILITY**

There is also no need to create unnecessary barriers for the use of alternative and unsupervised voting technologies. The use of unsupervised voting is increasing at a rapid pace in Ontario, especially with respect to Internet voting, with over 20 per cent of municipalities using it in 2014. Similarly, close to 60 per cent of respondents to AMCTO's post-election survey indicated that they would recommend that their municipality use Internet

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<sup>3</sup> Voter turnout average for the 2014 Ontario Municipal Election is based on responses to AMCTO's 2014 Post-Election Survey, and is not meant to serve as a statistically representative sample of the province as a whole.

voting in the 2018 municipal election<sup>4</sup>. However, unsupervised voting requires an accurate and legitimate list of electors, and the current problems with the voters' list threaten to jeopardize the use of this technology. Some AMCTO members have opted to forgo the data provided by MPAC and create their own lists in order to ensure that their data can be trusted, thus protecting their ability to innovate and make use of alternative forms of voting.

## ***ACCOUNTABILITY***

The current approach to the voters list is also bereft of any rational accountability. While Clerks are the mandated authority to administer free and fair elections, they have limited control over the voters' list. This creates a fragmented accountability relationship, where though MPAC is responsible for delivering the data that forms the municipal voters list, they are one step removed from the implementation and delivery of municipal elections. As a result, their accountability to the voter, who relies on the list to exercise their democratic franchise, is unclear. In the eyes of the public the burden of this responsibility rests with the municipality, unfair as that may be.

## ***ONE VOTER, THREE LISTS***

The accountability relationship is further complicated by the confusing structure of elections in Ontario, where there is one voter, and three separate voters' lists. Regardless of the merits of this composition, it creates confusion and frustration amongst the public, who wonder why they get a voting card for federal or provincial elections, but not for those at the local level.

The average voter may or may not be able to differentiate the responsibilities or functions of different levels of government, or understand why they are all creating their own separate lists. Regardless, the fragmentation of the one voter, three lists system in Ontario only serves to further confuse, disenchant and disengage Ontarians.

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<sup>4</sup> AMCTO 2014 Post Election Survey, January 2015 (n=112)

## WHY NOW?

Concern over the quality of the voters' list is not a new phenomenon, and neither is the desire to see it improved. In December of 2012 representatives of a number of municipalities, associations, and MPAC agreed that a different approach to the voters' list was necessary<sup>5</sup>. Since that time AMCTO has attempted to work with MPAC to find a solution and improve the enumeration process, yet fundamentally nothing has changed. Minor reforms have been implemented, but the larger system has not changed, and therefore not improved.

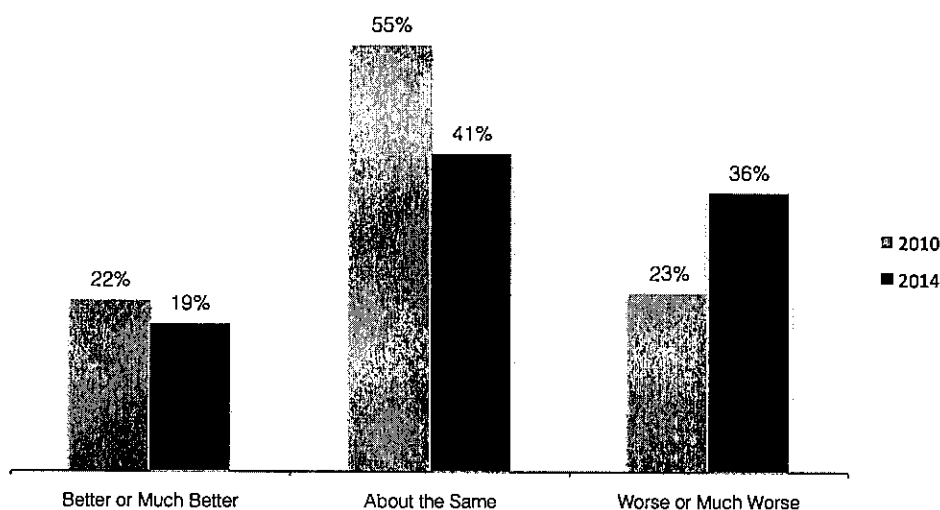
***“Something has to be done about the quality of the voters' list. Each election it is the same excuse and nothing changes.”***

—AMCTO Member (Source: AMCTO 2014 Post-Election Survey, January 2015)

The simple truth is that the current system is broken, and cannot be fixed. Since the municipal election in 2010, the quality of data that makes up the voters' list has not improved, and appears to have gotten worse (see Figure 4). Regardless of whether they lack the tools or the access, MPAC has not been able to fix the data for the voters' list, despite their attempts to do so.

Figure 4:

Quality of MPAC's Data, Compared to Previous Election (2010 and 2014)



Source: AMCTO 2014 Post Election Survey, January-February 2015 (n=112); and, AMCTO 2010 Post Election Survey, February-March 2011 (n=168)

<sup>5</sup> ICA Associates Inc., Results: Ontario Voters' List Forum, December 5, 2012.

## CONCLUSION

Ontario's municipal professionals take pride in being able to offer a high-level of service to the members of their respective communities. However, when it comes to elections their ability to do so is unjustifiably constrained by an unclear, inaccurate, and broken system for managing the voters' list.

There are no shortage of options to create a better outcome for all citizens and stakeholders. In 2012 AMCTO produced a discussion paper, which outlined many of these potential options. The purpose of this paper was not to advocate for a particular solution to the problem, but simply to state that this is a problem that can no longer go unaddressed. It is an issue that affects every citizen, and the very sanctity of the democratic process.



FOR IMMEDIATE RELEASE

## NVCA RECOGNIZES 2015 WATERSHED 'CHAMPIONS'

**UTOPIA, Ontario, April 17, 2015** – Volunteers and community supporters were the stars at the Nottawasaga Valley Conservation Authority's Evening of Thanks last night.

The event, held during National Volunteer Week, celebrated the contributions of individuals, organizations and businesses that provide their time and talent to protect and enhance the environment of the Nottawasaga Valley watershed.

"This year, National Volunteer Week's theme is 'Volunteers are part of the ripple effect.' For a watershed-based organization like NVCA, this couldn't be more true," said Innisfil Councillor Doug Lougheed, chair of the NVCA board of directors. "While our volunteers, partners and financial supporters all contribute to our success today, the 'ripples' from their efforts will be seen in our healthy waters and sustainable communities for years to come."

"Without the support of our volunteers and community partners, NVCA would not be able to undertake the stewardship work and offer the recreational programming we do," said Gayle Wood, NVCA's CAO. "I thank them for their dedication to the wellbeing of our watershed."

NVCA also announced the recipients of the 2015 Conservation Champion Awards at the event. Champions are individuals, community groups, businesses, partners or agencies who have contributed to an environmental improvement project in one of the NVCA's 18 member municipalities, spanning across Simcoe, Dufferin and Grey counties.

From a pool of very worthy nominees, Brian and Terri Boake of Mono received the Conservation Champion, Individual, award for the stewardship initiatives they have undertaken on their farm. They improved water quality and stream health by restricting livestock from streams and wetlands, and created a wetland with turtle nesting sites and basking logs.

The Georgian Triangle Anglers' Association received the Conservation Champion, Group, award for their work in restoring 275 metres of juvenile rainbow trout habitat in Black Ash Creek, which runs through Collingwood. The association has a longstanding involvement with the Nottawasaga Watershed Improvement Program, or N-WIP.

### Member Municipalities

Adjala-Tosorontio

Amaranth

Barrie

The Blue Mountains

Bradford-West Gwillimbury

Clearview

Collingwood

Essa

Innisfil

Melancthon

Mono

Mulmur

New Tecumseth

Oro-Medonte

Grey Highlands

Shelburne

Springwater

Wasaga Beach

### Watershed Counties

Simcoe

Dufferin

Grey

Member of



Conservation  
ONTARIO  
Natural Champions

*Conserving our Healthy Waters*

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

Info 5 - May 7, 2015



The Township of Essa and the Essa Healthy Community Committee were recognized with the Conservation Champion, Municipal, award for their efforts to restore and enhance the Pine Creek.

The Young Conservation Champion award went to the 1<sup>st</sup> Alliston, 3<sup>rd</sup> Beeton, and 1<sup>st</sup> Tottenham Girl Guides troops and the 4<sup>th</sup> Alliston Brownie troop. The Guides and Brownies have volunteered with the South Simcoe Streams Network "Trees for Streams" project for more than five years. Last year they planted more than 900 trees and shrubs along Beeton and Spring Creeks.

Finally, NVCA recognized the Brereton Field Naturalists of Barrie with the Conservation Partner Award. For more than a decade, the Brereton's have worked with NVCA on projects to protect and enhance the Minesing Wetlands, and in support of NVCA's public education programs.

- 30 -

**About the 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. [www.nvca.on.ca](http://www.nvca.on.ca)

**Media contacts:**

Heather Kepran, NVCA Communications Coordinator  
705-424-1479, ext. 254 – [hkepran@nvca.on.ca](mailto:hkepran@nvca.on.ca)

**Photo: (high-res jpeg attached to e-mail)**



Recipients of the 2015 NVCA Conservation Champion Awards

**To:**

**Subject:** OPP Initiatives  
**Attachments:** OPP Letter.pdf

The OPP is pleased to announce the expansion of the citizen self-reporting program and the new capacity to receive emergency calls for service via *Text with 911* (T9-1-1) from people who are deaf, hard of hearing, or speech impaired (DHHSI) and for which the OPP is the Primary Public Safety Answering Point (P-PSAP).

The OPP's *Citizen Self Reporting* is an easy to use internet reporting tool that provides members of the public with the option of reporting minor incidents to police by completing an online report on their computer or mobile device.

Please see the enclosed attachments, including a letter from Communications and Technology Services Bureau Chief Superintendent Rick Barnum and information for your Municipal website on the citizen self-reporting initiative, and the media release on *Text with 911* initiative.

Thank you for your continuous support and collaboration.

Regards,  
R. A. (Rick) Philbin  
Superintendent  
Bureau Commander  
Municipal Policing Bureau  
Ontario Provincial Police

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To: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

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777 Memorial Ave.  
Orillia ON L3V 7V3

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File Number/Référence:

Edifice Lincoln M.  
Alexander  
777, avenue Memorial  
Orillia ON L3V 7V3  
(705) 329-6177  
(705) 329-6176  
GOV 3750 00

April 13, 2015

Dear Mayor / Reeve,

On July 7<sup>th</sup>, 2014 the Ontario Provincial Police (OPP) introduced Citizen Self Reporting (CSR), an internet-based reporting system, as an alternate means of reporting non-emergency incidents to police from the traditional phone call to a Communications Centre. Utilizing this system is completely optional and has been introduced as a simple and convenient method to use a computer or mobile device to report specific incidents that are not deemed to be an emergency, or where there are no suspects or no injuries involved.

Since the program was implemented, the OPP has received hundreds of online reports from citizens across Ontario. With this information, police have been able to use these online reports to make linkages to property crime investigations, some of which have led to the arrest and charging of suspect(s).

The OPP is constantly looking for ways to improve efficiencies and increase public safety and we are confident that online reporting has greater potential moving forward now that citizens can report non-emergency incidents anywhere, anytime.

The OPP are collaborating with our municipal partners to promote and support Citizen Self Reporting throughout the province. Citizen Self Reporting will be instrumental in allowing members of the public to report less serious occurrences on their own time. As members of the public engage the Citizen Self Reporting system more frequently, it will permit valuable front line resources to be focused on more serious crimes and community based projects.

Municipalities can assist in supporting this system by posting the enclosed web information on your municipal website. The following link will take you directly to the CSR website:  
<http://www.opp.ca/reporting/>

Community safety and well-being in Ontario is everyone's responsibility. Your ongoing support will make a difference.

Yours truly,

R.W. (Rick) Barnum, Chief Superintendent  
Bureau Commander  
Communications and Technology Services Bureau  
Ontario Provincial Police

To:

**Subject:** RE: OPP Initiatives  
**Attachments:** Intro for Municipal Websites final.docx; T911.docx

My apologies as two of the attachments did not go through.

---

**From:** OPP GHQ Municipal Policing Bureau (JUS)  
**Sent:** 17-Apr-15 9:55 AM  
**To:**  
**Subject:** OPP Initiatives

The OPP is pleased to announce the expansion of the citizen self-reporting program and the new capacity to receive emergency calls for service via *Text with 911* (T9-1-1) from people who are deaf, hard of hearing, or speech impaired (DHHSI) and for which the OPP is the Primary Public Safety Answering Point (P-PSAP).

The OPP's *Citizen Self Reporting* is an easy to use internet reporting tool that provides members of the public with the option of reporting minor incidents to police by completing an online report on their computer or mobile device.

Please see the enclosed attachments, including a letter from Communications and Technology Services Bureau Chief Superintendent Rick Barnum and information for your Municipal website on the citizen self-reporting initiative, and the media release on *Text with 911* initiative.

Thank you for your continuous support and collaboration.

Regards,  
R. A. (Rick) Philbin  
Superintendent  
Bureau Commander  
Municipal Policing Bureau  
Ontario Provincial Police

---

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Medium (75): Pass  
Low (90): Pass

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The Ontario Provincial Police is pleased to offer *Citizen Self Reporting*, an alternative reporting option that allows the public to report specific crimes to police via the internet, anywhere, anytime. The OPP's Citizens Self Reporting system allows members of the public to use a computer or mobile device to report an incident without requiring an officer to attend the scene.

*Citizen Self Reporting* is simple and convenient and can be used when reporting incidents that do not involve injury or a suspect, or a crime that is not an emergency. The use of this new system is completely optional. Police will still attend a call for service if desired.

Visit the website yourself to check it out:

<http://www.opp.ca/reporting/>

The Ontario Provincial Police (OPP) is improving its capacity for emergency response and enhancing the safety for an important segment of the communities it serves.

Beginning Wednesday, April 15, the OPP will be equipped to receive emergency calls for service via *Text with 911* (T9-1-1) from people who are deaf, hard of hearing, or speech impaired (DHHSI) and for which the OPP is the Primary Public Safety Answering Point (P-PSAP).

T9-1-1 enables emergency communication with OPP 9-1-1 call takers via text message (or SMS). In order to use T9-1-1, members of the DHHSI community must register their cell phones with their wireless carrier in advance. Some older model phones may not be compatible. Those who have more than one cell phone will need to register each phone individually. The T9-1-1 service is not intended for use by the general public.

An Information Card is available on the OPP website at this address (<http://www.opp.ca/ecms/index.php?id=620>) and via several OPP-serviced jurisdictions. More information is also available through the Canadian Wireless Telecommunication Association at [www.cwta.ca](http://www.cwta.ca).

## QUOTES

"The OPP is committed to increasing accessibility for persons with disabilities, and has made extensive network upgrades to be able to offer *Text with 9-1-1* service in the communities we serve." -- Commissioner J.V.N. (Vince) HAWKES

"Preparing to offer *Text with 9-1-1* was complex and involved months of collaboration with our service provider and the communities. The OPP appreciates the patience of many stakeholders while we implemented the necessary changes to provide this important and innovative service."  
– Chief Superintendent Rick BARNUM, Commander – OPP Communications and Technology Services Bureau



## Denise Holmes

---

**From:** Bluewater Geoscience <blemieux@rogers.com>  
**Sent:** April-22-15 11:31 AM  
**To:** dholmes@melancthontownship.ca  
**Subject:** Strada Melancthon Pit Compliance Groundwater Monitoring Report 2014  
**Attachments:** BG-535-Melancthon-Strada-Melancthon Pit 2014-review.pdf

Denise: I have reviewed that Strada report and attached a summary letter above for Council.

Short version is they have installed a satisfactory monitoring well network on the site in accordance with what we had determined during previous discussions. An initial groundwater sampling was completed in 2014 during which several detections were noted for VOC and PHC parameters. A re-sampling was completed that did not have the same detections. Recommendations for an enhanced sampling protocol on the affected wells for 2015 was made by Whitewater. I concur with these recommendations and have offered a couple other recommendations.

Thanks,

Bret

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# **BLUEWATER GEOSCIENCE CONSULTANTS INC.**

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April 22, 2015

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

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

**Re: Review of Strada Aggregates 2014 Compliance Groundwater Monitoring Report,  
Melancthon Pit, dated March 30, 2015 prepared by Whitewater Hydrogeology Ltd.**

Ms. Holmes:

The Council of the Township of Melancthon requested that Bluewater Geoscience Consultants Inc. (Bluewater) review the above-captioned report and advise Council on the findings. The report was forwarded to Bluewater on April 17, 2015.

The 2014 Compliance Groundwater Monitoring Report is the first compliance report for the newly-operational Melancthon Pit. Based upon the report entitled "Hydrogeological Assessment Report; Proposed Melancthon Pit" dated March 2010 and subsequent review by the Township with recommendations for expanded monitoring and sampling, the 2014 monitoring was completed.

Site preparation was initiated in 2013 and completed in early 2014. Included in the site prep work was the installation of additional groundwater monitoring locations around the pit property. In total, 23 groundwater monitoring wells at 12 locations have been installed by Strada. These include wells installed within the surficial sand and gravel unit (including wells with screened sections straddling the shallow groundwater table and able to detect potential PHC impacts), the deeper Tavistock Till unit and the underlying bedrock unit. Groundwater levels were gathered at all available monitoring locations during 2014. The groundwater sampling program for 2014 consisted of obtaining VOC (volatile organic compounds) and PHC (Petroleum Hydrocarbon) samples at 13 well locations and General Chemistry parameters at 17 locations. Additionally, 2 surface water locations are included in the monitoring and sampling program. The 2014 groundwater sampling was completed during November 2014.

The completed groundwater monitoring concluded that shallow groundwater flow beneath the Pit is generally to the east based on measured groundwater elevations around the property. The initial groundwater sampling completed during November 2014 indicated that detectable concentrations of VOC and PHC parameters (toluene, F3 PHC, F4 PHC, chloromethane and methyl isobutyl ketone) were determined at five monitoring locations (OW's 5-A, 5-B, 4-A, 8-A and 12-A). These included a determined concentration of toluene of 860 ug/L at OW5-A. This concentration is in excess of the

# **BLUEWATER GEOSCIENCE**

Ont. Reg. 153/04 Site Condition Standard (SCS) of 500 ug/L for toluene in a potable groundwater condition.

Based on these initial detections, Strada undertook re-sampling of the affected wells during November 2014. The re-sampling indicated that these initial detections were not repeated.

While it is not unusual to have small detections during the initial sampling of wells due, most likely, to well drilling equipment that may contain residues of hydrocarbons etc., the significantly elevated toluene levels determined at some monitors could be a concern. The fact that re-samplings did not again find these detections may indicate that the drilling-caused impacts have been removed from the wells through additional purging. We would suggest that Strada review monitoring and sampling decontamination protocols to ensure that if further detections are noted, that these may not be attributed to monitoring and sampling methods. In the report, Whitewater states that "the samples obtained for VOC/PHC analyses were obtained from the top of the water column within the well utilizing dedicated bailers prior to any purging". This may also have contributed to the low level VOC and PHC detections as no samples should be obtained prior to purging the wells thoroughly on each sampling occasion. We recommend that in future all samples be obtained only immediately after thorough purging of each well.

In further response to the initial detections, Whitewater has suggested that they add duplicates, field and trip blanks to the 2015 VOC/PHC sampling of wells OW4-A, OW5-A, OW8-A and OW12-A. We agree this would be a good idea until further confirmation that this is not an issue is made.

In review, the groundwater monitoring and sampling network established by Strada/Whitewater is in compliance with the agreement with the Township and is adequate to assess any impacts to groundwater that may be caused by the Pit operation. Continuing monitoring and sampling as recommended by Strada for 2015 should be undertaken and annual reports submitted to the Township of Melancthon for review.

Sincerely,

**BLUEWATER GEOSCIENCE CONSULTANTS INC.**



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

Date: April 22, 2015

## Denise Holmes

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**From:** Gord Feniak <Gord.Feniak@rjburnside.com>  
**Sent:** April-27-15 10:12 AM  
**To:** dholmes@melancthontownship.ca  
**Subject:** Underground Locates  
**Attachments:** Bill8\_locates.pdf

Good Morning Denise... you may already be aware of this, but I thought I should pass along a few comments on Bill 8, which came through our Health and Safety Committee about a month ago. It is a bill dealing with underground infrastructure, and Section 5(1)5 applies to operators of distribution systems under the Electricity Act. In Melancthon that would include Dufferin Wind, Skyway, Plateau, and TransAlta. In some of those agreements we made arrangements requiring them to provide stake out services for a limited number of times per year. Bill 8 would now seem to make all of that obsolete, as my understanding is that they will have to participate in One Call. That will make things a lot simpler in Melancthon.... gf



Gord Feniak

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1ST SESSION, 40TH LEGISLATURE, ONTARIO  
61 ELIZABETH II, 2012

1<sup>re</sup> SESSION, 40<sup>e</sup> LÉGISLATURE, ONTARIO  
61 ELIZABETH II, 2012

## Bill 8

*(Chapter 4  
Statutes of Ontario, 2012)*

**An Act respecting  
an underground infrastructure  
notification system for Ontario**

**Co-sponsors:**  
Mr. Bailey  
Mr. P. Miller

1st Reading	November 24, 2011
2nd Reading	December 1, 2011
3rd Reading	June 14, 2012
Royal Assent	June 19, 2012

Printed by the Legislative Assembly  
of Ontario

## Projet de loi 8

*(Chapitre 4  
Lois de l'Ontario de 2012)*

**Loi sur un système d'information  
sur les infrastructures souterraines  
en Ontario**

**Coparrains :**  
M. Bailey  
M. P. Miller

1 <sup>re</sup> lecture	24 novembre 2011
2 <sup>e</sup> lecture	1 <sup>er</sup> décembre 2011
3 <sup>e</sup> lecture	14 juin 2012
Sanction royale	19 juin 2012

Imprimé par l'Assemblée législative  
de l'Ontario



## EXPLANATORY NOTE

*This Explanatory Note was written as a reader's aid to Bill 8 and does not form part of the law. Bill 8 has been enacted as Chapter 4 of the Statutes of Ontario, 2012.*

The Bill enacts a new Act, the *Ontario Underground Infrastructure Notification System Act, 2012*.

Ontario One Call is a corporation currently operating in Ontario. Ontario One Call provides information to excavators about the location of underground infrastructure. The Act continues the Corporation and requires that the persons or entities specified in the Act become members of the Corporation and provide information to it. When a member of the Corporation receives information about a proposed excavation or dig, the member is required to mark the location of its underground infrastructure that may be affected by the excavation or dig, or indicate that its underground infrastructure will not be affected by the excavation or dig. The Act also requires excavators to obtain information respecting underground infrastructure before beginning an excavation or dig. The Act creates offences for failure to comply with the Act or regulations made under it.

## NOTE EXPLICATIVE

*La note explicative, rédigée à titre de service aux lecteurs du projet de loi 8, ne fait pas partie de la loi. Le projet de loi 8 a été édicté et constitue maintenant le chapitre 4 des Lois de l'Ontario de 2012.*

Le projet de loi édicte une nouvelle loi intitulée *Loi de 2012 sur un système d'information sur les infrastructures souterraines en Ontario*.

La société Ontario One Call, qui exerce actuellement ses activités en Ontario, donne des renseignements aux entreprises d'excavation au sujet de l'emplacement des infrastructures souterraines. La Loi proroge la Société et exige que les personnes ou les entités qui y sont précisées deviennent membres de la Société et lui communiquent des renseignements. Lorsqu'il reçoit des renseignements concernant un projet d'excavation ou de creusage, le membre de la Société est tenu de marquer l'emplacement de ses infrastructures souterraines qui peuvent être perturbées par les travaux ou de signaler que celles-ci ne seront pas perturbées par les travaux. La Loi exige également que les entreprises d'excavation obtiennent des renseignements sur les infrastructures souterraines avant de commencer l'excavation ou le creusage. La Loi érige en infraction la non-conformité à la Loi ou aux règlements pris en vertu de celle-ci.



**An Act respecting  
an underground infrastructure  
notification system for Ontario**

**Loi sur un système d'information  
sur les infrastructures souterraines  
en Ontario**

Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

**Definitions**

1. In this Act,

“Corporation” means the corporation continued under subsection 2 (1); (“Société”)

“excavator” means any individual, partnership, corporation, public agency or other person or entity that digs, bores, trenches, grades, excavates, moves or breaks earth, rock or the materials in the ground, and “excavation” has a corresponding meaning. (“entreprise d’excavation”, “projet d’excavation”, “travaux d’excavation”)

**Ontario One Call continued**

2. (1) Ontario One Call, continued under the *Corporations Act*, is continued as a corporation without share capital.

**Letters patent revoked**

(2) The letters patent issued to continue the Corporation are revoked, but the revocation does not affect the rights or obligations of the Corporation or any by-law, resolution or appointment of the Corporation except to the extent that the by-law, resolution or appointment is inconsistent with this Act.

**Board of directors**

(3) The affairs of the Corporation shall be governed and managed by its board of directors.

**Members of board**

(4) On the day this Act comes into force, the members of the board of the Corporation shall be the members of the board who held office immediately before that day.

**Not a Crown agency**

(5) The Corporation is not a Crown agency within the meaning of the *Crown Agency Act*.

**Powers**

(6) The Corporation has the capacity and the rights, powers and privileges of a natural person, subject to the limitations set out in this Act.

Sa Majesté, sur l’avis et avec le consentement de l’Assemblée législative de la province de l’Ontario, édicte :

**Définitions**

1. Les définitions qui suivent s’appliquent à la présente loi.

«entreprise d’excavation» Particulier, société de personnes, société, organisme public ou autre personne ou entité qui effectue, dans de la terre, de la roche ou tout autre matériau qui se trouve dans le sol, des travaux de creusage, de forage, de tranchée, de nivellement, d’excavation, de terrassement ou de cassage. Les termes «projet d’excavation» et «travaux d’excavation» ont un sens correspondant; («excavator», «excavation»)

«Société» S’entend de la société prorogée par le paragraphe 2 (1). («Corporation»)

**Prorogation d’Ontario One Call**

2. (1) Ontario One Call, prorogée sous le régime de la *Loi sur les personnes morales*, est prorogée en tant que personne morale sans capital-actions.

**Révocation des lettres patentes**

(2) Les lettres patentes prorogeant la Société sont révoquées, mais cette révocation n’a aucune incidence sur les droits ou les obligations de la Société ni sur ses règlements administratifs, ses résolutions ou ses nominations, sauf en cas d’incompatibilité entre un règlement administratif, une résolution ou une nomination et la présente loi.

**Conseil d’administration**

(3) Les affaires de la Société sont régies et gérées par son conseil d’administration.

**Membres du conseil d’administration**

(4) Le jour de l’entrée en vigueur de la présente loi, les membres du conseil d’administration de la Société sont ceux qui étaient en fonction la veille de ce jour.

**Non un organisme de la Couronne**

(5) La Société n’est pas un organisme de la Couronne au sens de la *Loi sur les organismes de la Couronne*.

**Pouvoirs**

(6) Sous réserve des restrictions énoncées dans la présente loi, la Société a la capacité ainsi que les droits, les pouvoirs et les privilèges d’une personne physique.

**Objects**

3. (1) The following are the objects of the Corporation:

1. To operate a call system to receive excavator requests for the location of underground infrastructure within Ontario.
2. To identify for excavators whether underground infrastructure is located in the vicinity of a proposed excavation or dig site.
3. To notify a member of the Corporation of proposed excavations or digs that may affect the underground infrastructure of the member.
4. To raise public awareness of the Corporation and the need for safe digging.

**Non-profit corporation**

(2) The business and affairs of the Corporation shall be carried on without the purpose of gain and any profits shall be used by the Corporation for the purpose of carrying out its objects.

**No fee for request**

4. (1) The Corporation shall not charge a fee to any person making a request for the location of underground infrastructure.

**Requirements and standards**

(2) The Corporation shall ensure that the call system's operations satisfy any requirements and standards set out in the regulations made under this Act.

**Call centre in Northern Ontario**

(3) The Corporation shall operate, as part of its call system, at least one call centre located in Northern Ontario.

**Definition**

(4) In subsection (3),

“Northern Ontario” means the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming and The City of Greater Sudbury.

**Members**

5. (1) A person or entity described in one or more of the following paragraphs is a member of the Corporation if the person or entity owns or operates underground infrastructure:

1. Every municipality in Ontario.
2. Hydro One Inc., as defined in the *Electricity Act, 1998*.
3. Ontario Power Generation Inc., as defined in the *Electricity Act, 1998*.
4. Every gas distributor and every gas transmitter, as those terms are defined in the *Ontario Energy Board Act, 1998*.

**Mission**

3. (1) La Société a pour mission ce qui suit :

1. Exploiter des centres d'appels pour recevoir les demandes de renseignements de la part des entreprises d'excavation sur l'emplacement des infrastructures souterraines en Ontario.
2. Déterminer, pour le compte des entreprises d'excavation, si des infrastructures souterraines sont situées à proximité de l'emplacement d'un projet d'excavation ou de creusage.
3. Aviser les membres de la Société des projets d'excavation ou de creusage qui peuvent perturber leurs infrastructures souterraines.
4. Sensibiliser le public à la Société et à la nécessité d'assurer la sécurité des travaux de creusage.

**Organisation sans but lucratif**

(2) La Société exerce ses activités et mène ses affaires sans but lucratif et affecte tout gain éventuel à la réalisation de sa mission.

**Demande de renseignements gratuite**

4. (1) La Société ne doit pas exiger de droits de quiconque fait une demande de renseignements sur l'emplacement d'infrastructures souterraines.

**Exigences et normes**

(2) La Société fait en sorte que les activités de ses centres d'appels respectent les exigences et les normes énoncées dans les règlements pris en vertu de la présente loi.

**Centre d'appels dans le Nord de l'Ontario**

(3) La Société exploite au moins un de ses centres d'appels dans le Nord de l'Ontario.

**Définition**

(4) La définition qui suit s'applique au paragraphe (3).

«Nord de l'Ontario» Les districts territoriaux d'Algoma, de Cochrane, de Kenora, de Manitoulin, de Nipissing, de Parry Sound, de Rainy River, de Sudbury, de Thunder Bay et de Timiskaming et la ville du Grand Sudbury.

**Membres**

5. (1) Sont membres de la Société les personnes ou entités visées à l'une ou plusieurs des dispositions suivantes qui sont propriétaires ou exploitantes d'infrastructures souterraines :

1. Toutes les municipalités de l'Ontario.
2. Hydro One Inc., au sens de la *Loi de 1998 sur l'électricité*.
3. Ontario Power Generation Inc., au sens de la *Loi de 1998 sur l'électricité*.
4. Tous les distributeurs de gaz et tous les transporteurs de gaz, au sens que la *Loi de 1998 sur la Commission de l'énergie de l'Ontario* donne à ces termes.

5. Every operator of a distribution system, as defined in the *Electricity Act, 1998*.
6. Every person or entity regulated under the *Oil, Gas and Salt Resources Act*.
7. Every person or entity that owns or operates underground infrastructure that crosses a public right of way or is in the vicinity of a public right of way.

#### Members to provide information

(2) A member of the Corporation shall provide, at the time or times specified in the regulations, such information to the Corporation as is necessary for the Corporation to fulfil its objects.

#### When current persons or entities to become members

(3) Subject to subsection (4), if, on the day this Act comes into force, a person or entity described in subsection (1) is not a member of the Corporation, the person or entity is deemed to become a member on the first anniversary of that day, unless admitted to membership before that day.

#### When current municipalities to become members

(4) If, on the day this Act comes into force, a municipality described in paragraph 1 of subsection (1) is not a member of the Corporation, the municipality is deemed to become a member on the second anniversary of that day, unless admitted to membership before that day.

#### When current members to provide initial information

(5) A person or entity who becomes a member of the Corporation under subsection (3) or (4) shall provide, immediately upon the person or entity becoming a member, such initial information to the Corporation as is necessary for the Corporation to fulfil its objects.

#### Where infrastructure affected by dig

6. (1) If a member of the Corporation receives a notification from the Corporation about a proposed excavation or dig that may affect underground infrastructure owned by the member, the member shall,

- (a) mark on the ground the location of its underground infrastructure and provide a written document containing information respecting the location of the underground infrastructure; or
- (b) state in writing that none of its underground infrastructure will be affected by the excavation or dig.

#### Member to respond within five days

(2) The member shall make all reasonable attempts to do the things required by subsection (1) within five business days of the day the member receives notification about the proposed excavation or dig, unless there is a reasonable expectation that the excavation or dig will not start within 30 business days of the day the member receives the notification.

5. Tous les exploitants d'un réseau de distribution, au sens de la *Loi de 1998 sur l'électricité*.
6. Toutes les personnes ou entités réglementées par la *Loi sur les ressources en pétrole, en gaz et en sel*.
7. Toutes les personnes ou entités qui sont propriétaires ou exploitantes des infrastructures souterraines qui traversent un emplacement grevé d'un droit de passage public ou qui sont situées à proximité d'un tel emplacement.

#### Communication de renseignements par les membres

(2) Tout membre de la Société communique à cette dernière, dans les délais précisés dans les règlements, les renseignements nécessaires pour lui permettre de réaliser sa mission.

#### Admission de personnes ou d'entités à titre de membres

(3) Sous réserve du paragraphe (4), toute personne ou entité visée au paragraphe (1) qui n'est pas membre de la Société le jour de l'entrée en vigueur de la présente loi est réputée en devenir membre au premier anniversaire de ce jour, sauf si elle est admise à en devenir membre avant ce jour.

#### Admission de municipalités à titre de membres

(4) Toute municipalité visée à la disposition 1 du paragraphe (1) qui n'est pas membre de la Société le jour de l'entrée en vigueur de la présente loi est réputée en devenir membre au deuxième anniversaire de ce jour, sauf si elle est admise à en devenir membre avant ce jour.

#### Communication de renseignements initiaux par les nouveaux membres

(5) Toute personne ou entité qui devient membre de la Société en application du paragraphe (3) ou (4) communique immédiatement à cette dernière les renseignements initiaux nécessaires pour lui permettre de réaliser sa mission.

#### Infrastructures perturbées par des travaux de creusage

6. (1) Le membre de la Société qui reçoit un avis de celle-ci au sujet d'un projet d'excavation ou de creusage qui peut perturber des infrastructures souterraines dont il est propriétaire prend l'une ou l'autre des mesures suivantes :

- a) il marque sur le sol l'emplacement de ses infrastructures souterraines et fournit un document écrit faisant état de l'emplacement;
- b) il indique par écrit qu'aucune de ses infrastructures souterraines ne sera perturbée par le projet.

#### Réponse du membre dans un délai de cinq jours

(2) Le membre fait tous les efforts raisonnables pour se conformer au paragraphe (1) dans les cinq jours ouvrables suivant le jour où il reçoit l'avis du projet d'excavation ou de creusage, à moins qu'il soit raisonnable de s'attendre à ce que les travaux d'excavation ou de creusage ne commencent pas dans les 30 jours ouvrables suivant ce jour.

**Time limits**

(3) The time limit set out in subsection (1) shall not apply and a different time limit shall apply if,

- (a) the member and the excavator agree to a different time limit; or
- (b) the regulations set out a different time limit applicable to the circumstances.

**Excavator duties re locates**

7. (1) For the purposes of this section, a member of the Corporation properly provides a locate if,

- (a) it makes a mark on the ground indicating the location of its underground infrastructure; and
- (b) it provides a written document containing information respecting the location of its underground infrastructure.

**Same**

(2) No excavator shall commence an excavation or dig unless,

- (a) it has contacted the Corporation to request locates for all underground infrastructure that may be affected by the excavation or dig;
- (b) each member that owns or operates underground infrastructure that may be affected by an excavation or dig has properly provided locates for its affected underground infrastructure or has stated in writing that none of its underground infrastructure will be affected by the excavation or dig; and
- (c) if locates are properly provided, the excavator has ensured that the locate markings on the ground do not conflict with the written information provided respecting the underground infrastructure.

**Same**

(3) No excavator shall excavate or dig in a manner that the excavator knows or reasonably ought to know would damage or otherwise interfere with any underground infrastructure.

**Penalties**

8. A person or entity who does not comply with section 5, 6 or 7 is guilty of an offence and on conviction is liable to the fine set out in the regulations made under this Act.

**Regulations**

9. The Lieutenant Governor in Council may make regulations,

- (a) respecting the governance of the Corporation and the administration of this Act and the regulations;
- (b) establishing requirements and standards regarding the operations of the Corporation's call system;

**Délais**

(3) Le délai énoncé au paragraphe (1) est remplacé par un autre délai si, selon le cas :

- a) le membre et l'entreprise d'excavation s'entendent sur un délai différent;
- b) les règlements énoncent un délai différent qui s'applique dans les circonstances.

**Obligations de l'entreprise d'excavation : localisations**

7. (1) Pour l'application du présent article, le membre de la Société qui satisfait aux exigences suivantes fournit une localisation de façon adéquate :

- a) il marque sur le sol l'emplacement de ses infrastructures souterraines;
- b) il fournit un document écrit faisant état de l'emplacement de ses infrastructures souterraines.

**Idem**

(2) Aucune entreprise d'excavation ne doit entreprendre des travaux d'excavation ou de creusage à moins de satisfaire aux exigences suivantes :

- a) elle a communiqué avec la Société pour demander la localisation de toutes les infrastructures souterraines qui peuvent être perturbées par les travaux;
- b) chaque membre qui est propriétaire ou exploitant d'infrastructures souterraines qui peuvent être perturbées par les travaux en a fourni la localisation de façon adéquate ou a indiqué par écrit qu'aucune de ses infrastructures souterraines ne sera perturbée par ces travaux;
- c) lorsque la localisation a été fournie de façon adéquate, l'entreprise d'excavation s'est assurée que les marques de localisation sur le sol correspondent aux renseignements écrits fournis à l'égard des infrastructures souterraines.

**Idem**

(3) Aucune entreprise d'excavation ne doit effectuer des travaux d'excavation ou de creusage d'une manière dont l'entreprise sait ou devrait raisonnablement savoir qu'elle aurait pour effet de porter atteinte à des infrastructures souterraines notamment en les endommageant.

**Pénalités**

8. Toute personne ou entité qui ne se conforme pas à l'article 5, 6 ou 7 est coupable d'une infraction et passible, sur déclaration de culpabilité, de l'amende prévue par les règlements pris en vertu de la présente loi.

**Règlements**

9. Le lieutenant-gouverneur en conseil peut, par règlement :

- a) traiter de la régie de la Société et de l'application de la présente loi et des règlements;
- b) fixer des exigences et des normes concernant les activités des centres d'appels de la Société;

- (c) identifying persons or entities, in addition to those listed in subsection 5 (1), who are required to become members of the Corporation and specifying the date by which such persons or entities shall become members;
- (d) specifying times when a member must provide information under subsection 5 (2);
- (e) governing fees to be paid by members of the Corporation;
- (f) respecting situations in which the time limit for locating and marking underground infrastructure is to be shorter or longer than the time limit described in subsection 6 (1), and specifying the shorter or longer time limits;
- (g) respecting whether underground infrastructure crosses a public right of way or is in the vicinity of a public right of way, for the purposes of paragraph 7 of subsection 5 (1);
- (h) respecting whether a proposed excavation or dig is in the vicinity of underground infrastructure owned by a member, for the purposes of subsection 6 (1);
- (i) specifying the fines to be paid for offences under this Act.

#### Commencement

**10. This Act comes into force on the day it receives Royal Assent.**

#### Short title

**11. The short title of this Act is the *Ontario Underground Infrastructure Notification System Act, 2012*.**

- c) indiquer les personnes ou les entités, outre celles énumérées au paragraphe 5 (1), qui sont tenues de devenir membres de la Société et préciser dans quel délai elles doivent le devenir;
- d) préciser les délais dans lesquels les membres doivent fournir des renseignements en application du paragraphe 5 (2);
- e) régir les droits que doivent acquitter les membres de la Société;
- f) traiter des situations dans lesquelles le délai imparti pour repérer et marquer l'emplacement des infrastructures souterraines est différent de celui prévu au paragraphe 6 (1) et préciser quel est alors le délai;
- g) déterminer si des infrastructures souterraines traversent un emplacement grevé d'un droit de passage public ou sont situées à proximité d'un tel emplacement, pour l'application de la disposition 7 du paragraphe 5 (1);
- h) déterminer si un projet d'excavation ou de creusage est situé à proximité des infrastructures souterraines dont un membre est propriétaire, pour l'application du paragraphe 6 (1);
- i) préciser les amendes imposées en cas d'infraction à la présente loi.

#### Entrée en vigueur

**10. La présente loi entre en vigueur le jour où elle reçoit la sanction royale.**

#### Titre abrégé

**11. Le titre abrégé de la présente loi est *Loi de 2012 sur un système d'information sur les infrastructures souterraines en Ontario*.**

The Corporation of the Township of Hornepayne  
68 Front Street, PO Box 370  
Hornepayne, Ontario  
P0M 1Z0



## COUNCIL RESOLUTION

MOVED BY: *[Signature]*  
signature

NO. 12177

SECONDED BY: *[Signature]*  
signature

DATE: APR 29 2015

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of Hornepayne support the resolution enacted by the Corporation of the Township of Madawaska Valley which calls, on Premier Wynne and the Province of Ontario to take immediate action to prevent hydro rate increases from being implemented:

**AND FURTHER BE IT RESOLVED** that Premier Wynne and the Province of Ontario be encouraged to do something to bring the Hydro One rates down to a reasonable level and to do so as quickly as possible;

**AND FURTHER BE IT RESOLVED** that this motion be circulated to all Ontario Municipalities for support.

☒ Carried ☐ Defeated ☐ Deferred

*[Signature]*  
signature of presiding officer

### RECORDED VOTE:

Councillor Ginger Latoski  
Councillor Willy Liebigt  
Councillor Drago Stafanic  
Councillor Paul Stewart  
Mayor Morley Forster

YES

NO

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_

### Disclosure of pecuniary interest and the general nature thereof.

(Name) \_\_\_\_\_ (Name) \_\_\_\_\_

Disclosed the pecuniary interest and the general nature thereof and abstained from the discussion, vote and influence.



Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

777, avenue Memorial  
Orillia ON L3V 7V3

Tel: 705 329-6051  
Fax: 705 329-6050

Tél. : 705 329-6051  
Télé.: 705 329-6050

File Reference:

April 14, 2015

Dear Mayor/CAO:

We would like to thank you for the sign-off of your short-term, six month agreement for policing services with the Ministry of Community Safety and Correctional Services. The short-term agreement option was provided to your municipality to build up your knowledge of the new Ontario Provincial Police (OPP) billing model and accommodate your transition to a long-term contract.

This letter is to remind you that your agreement for the OPP policing services will expire on June 30, 2015. Starting July 1, 2015 all the municipalities that are currently policed under the short-term agreement, which have not entered into a long-term three to six year agreement will start to be policed and billed under s.5.1 of the *Police Services Act* (PSA).

If your municipality is considering receiving policing services under s.10 of the PSA starting July 1, 2015, please contact your Contract Analyst, Municipal Policing Bureau, OPP to arrange for a meeting as soon as possible.

Please let me know if you have any questions and/or would like to discuss any matters related to your contract status.

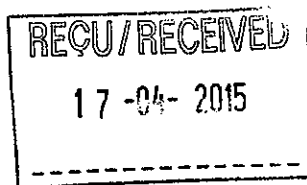
I appreciate your continued support and cooperation.

Yours truly,

A handwritten signature in black ink, appearing to read "R. Philbin", is written over the typed name.

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

/nv



## Lynn Van Alstine

---

**From:** David Thwaites <davidgthwaites@hotmail.com>  
**Sent:** April-25-15 12:56 PM  
**To:** lvanalstine@melancthontownship.ca  
**Subject:** police service

### Report on Municipal Police Board meeting April 24, 2015:

The Police Service Boards in Dufferin County that work with the OPP met on April 24, 2015. Minutes from the Meeting will ultimately be prepared and circulated but this report is for the Melancthon Board and makes recommendations for follow-up as it impacts our community. The report and recommendations result from the input of both David Thwaites and Lynn VanAlstine. The Report is not intended to reflect all of the discussion or the minutes.

Report from OPP - Steve Sills provided an overview of the OPP policing in Dufferin County including a report on the new billing model which is in the process being implemented. The essence of the model essentially reduces the difference in contract and non-contract municipalities with the OPP but underlines the need for the Boards to focus on the service component of policing with the ability to accent the needs of particular municipalities.

Presently the service component has its focus on the traffic demands as fortunately the stats on criminal activities are reducing. There was discussion of how the OPP are attempting to become more efficient in the handling of non-criminal matters, ie noise/barking dog matters. The Detachment is further trying to implement and become more effective in its community policing with a higher value being placed on education and building bridges into the communities they serve.

As part of the report we received reports on the Community Policing initiative which dealt with connection with the schools and various municipal service providers, eg mental health, hospitals and domestic violence service providers. The connects at the schools are addressing items such as bullying and drugs etc. The OPP by virtue of the secondary schools being in Orangeville and Shelburne are working with the OV and Shelburne Police Forces.

The OPP report that they are wishing to increase their connections into the communities not only to educate but also recognizing that they are more effective in their service if the community is connected into the police service, ie property and traffic. The reality is that the OPP can only do so much and by necessity the community must participate.

The OPP are seeking to make deliberate efforts to build the bridges, even in areas such as educating in areas of traffic issues. The demands on the Police in monitoring traffic on the busy roads such as Hwy 10, 89, 24 and Airport Road, especially during holiday weekends are significant. There is a need to educate and remind drivers of issues such as speeding, how weather impacts traffic/driving etc. There is a need to build that education not only by the police enforcement/writing tickets but through social media and other forms of advertising/education.

The Police are trying to make themselves available to build these connects.

Report from Steve Murphy (Dufferin Emergency Management) - We received a report from Steve Murphy on issues that have and are impacting the County as efforts are made to be better prepared to address/handle emergency/weather related demands within the County be it school closures in winter or winter storms that

result in road closures etc. He reported on some of the efforts being made including the production of Dufferin road maps with some emergency planning tips that are available for circulation.

Recommendations:

1. Dufferin Maps - that the Township acquire a supply of the maps for distribution at the municipal office. The maps would also be distributed to municipal service providers, eg. bylaw enforcement, police, fire and even perhaps in Township Road vehicles/snowplows.

To the extent that the Township can facilitate the distribution of the maps to businesses such as gas stations (Masonville, Dundalk) and tow-truck service businesses this should be done.

2. Community Policing- that local communities/hamlets within the Township meet with the OPP to develop a relationship for community policing. The hamlets of Riverside, Corbetton and Hornings Mills would be well-served to have undertaken this initiative for not only does it provide a valuable education component but it also builds positive community relations with the police and with neighbours within the community. To this end it is recommended that members within each of the hamlets take the initiative in connecting and providing a forum for this initiative sooner than later. The initiative will not be as effective if the initiative comes from outside.

It would further be recommended that as part of those initiatives that the Township coordinate education on bylaw enforcement in areas that are of specific concern within the community.

David Thwaites

Chairperson Melancthon Police Service Board

Lynn - your thoughts and input. I would like to have the report circulated to Dave and Bart asap and even before the next Municipal Council meeting so we might forward the report, if Dave and Bart endorse, to and for the next Council meeting on May 7th, especially as Steve Sills is to be at the next Council meeting on the 7th.



# Town of Mono

347209 Mono Centre Road  
Mono, Ontario L9W 6S3

April 30, 2015

Pam Hillock,  
Clerk/Director of Corporate Services  
County of Dufferin  
55 Zina Street  
Orangeville, ON L9W 1E5

Carey deGorter,  
Director of Administration/Town Clerk  
Town of Caledon  
6311 Old Church Road  
Caledon, ON L7C 1J6

Dear Ms. Hillock and Ms. deGorter,

**RE: Provincial Offences Act Administration**

---

Town of Mono Council passed the following resolution on during its regular Council meeting, April 28, 2015.

**Resolution #10-7-2015**

*WHEREAS the Province and the Town of Caledon entered into a Memorandum of Understanding on March 18th, 1999 for the transfer of court administration and court support functions for proceedings commenced under Part 1 and Part 2 of the Provincial Offences Act, prosecution of proceedings under Part 1 and Part 2 of the Provincial Offences Act, appeals of proceedings, and other certain delegations;*

*AND WHEREAS some terms in the original MOU are outdated, including the management fee which was established at 20% and has since increased to nearly 60% of the fines revenue;*

*AND WHEREAS the County of Dufferin since that time, has constructed new POA office space and courtroom(s) that are occupied by the Town of Caledon staff;*

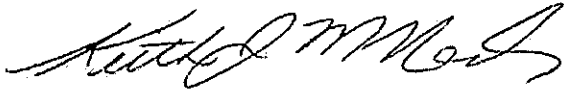
*AND WHEREAS the County Of Dufferin may now be positioned to enter into a Memorandum of Understanding with the Province to administer Provincial Offences Court for the County of Dufferin municipalities;*

*NOW THEREFORE we request, with the consent of the Dufferin County municipalities, that the County of Dufferin, in co-operation with the Town of Caledon, investigate delivery of the of POA service within the County, and that a discussion paper be prepared for consideration of the County, the Dufferin local municipalities, the Town of Caledon and the Province.*

*AND THAT this resolution be circulated to the County of Dufferin, the Town of Caledon, the Ministry of the Attorney General, and Dufferin local municipalities. "*

For your consideration and any attention deemed necessary.

Yours truly,

A handwritten signature in black ink, appearing to read 'Keith J. McNenly', written in a cursive style.

Keith J. McNenly,  
CAO/Clerk.

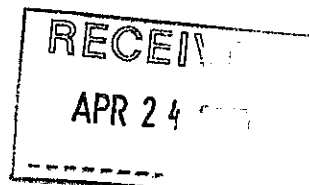
C. Dufferin Municipalities  
Ministry of the Attorney General



## SHELBURNE PUBLIC LIBRARY

201 Owen Sound Street  
Shelburne, Ontario L9V 3L2  
www.shelburnelibrary.ca

Telephone: 519-925-2168  
Fax: 519-925-6555



April 16, 2015

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

### **Renovation of Children's Library**

I am writing to you with regard to the Children's Library expansion project which was approved by the Shelburne Public Library Board in 2014 but is coming to completion this year, 2015.

The Board decided that as a result of continuing growth in our patron base, and as a result of lack of space, the most appropriate way of dealing with this situation was to move the Children's Library downstairs to one of the meeting rooms.

Since the need for the additional space is growth related and is a result of growth in all of our Municipalities, the option to request Development Charges monies which are designated for growth related projects seems quite feasible. In this way, there is no impact on the budgets of any of our partnering municipalities.

We know this new library space will benefit everyone, creating a more spacious area upstairs and providing a colourful learning environment for the youngsters downstairs.

The protocol surrounding the use of Development Charge monies is that the Library budget covers 10% of the total cost of the project. This amount will come out of our Building Fund Reserve. The total cost of the expansion is under \$55,000.00.

The Town of Shelburne will contribute approximately 54% for the cost of the renovation as well as an additional 54% for new collection materials. The percentage contribution reflects the percentage amount the Town of Shelburne contributes to the budget.

It is in this regard, that we would ask the Township of Melancthon to consider contributing funding from their Development Charges to an amount reflecting their percentage of contribution to the operating budget. This would be approximately 16% of the \$49,500 and amounts to \$7,920.



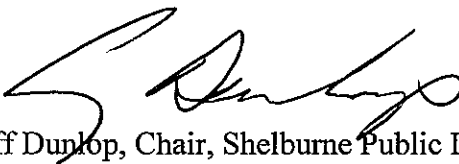
We invite you in to visit the space. I am sure that you will see how beneficial and relevant this attractive space is in promoting and supporting Literacy in our community. It all starts with supporting our youngsters by promoting the love of reading.

Your support of YOUR library has always been very much appreciated as we strive to provide excellent service to all our patrons in meeting their recreational and informational needs.

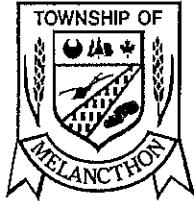
Sincerely,

A handwritten signature in cursive script, reading "Rose Dotten".

Rose Dotten, CEO

A handwritten signature in cursive script, reading "Geoff Dunlop".

Geoff Dunlop, Chair, Shelburne Public Library Board



*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](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

**REPORT TO COUNCIL**

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

**FROM: DENISE HOLMES, CAO/CLERK**

**DATE: APRIL 27, 2015**

**SUBJECT: BAYSHORE BROADCASTING TELECOMMUNICATIONS TOWER**

---

**RECOMMENDATION**

1. That the Mayor and CAO/Clerk be directed to sign the Agreement between the Corporation of the Township of Melancthon & Bayshore Broadcasting Corporation for a Telecommunications Tower on Part of Lot 27, Concession 10 NETSR - 358112 10<sup>th</sup> Line NE
2. That the Council of the Township of Melancthon inform Industry Canada of the Township's concurrence with the approval of the company's Application for a Telecommunication tower as they have now completed the requirements of the Township's Protocol for Establishing Telecommunications Facilities.

**BACKGROUND AND DISCUSSION**

In September, 2013, Bayshore Broadcasting submitted documentation to the Township under the provisions of the Township's Telecommunications Protocol. The documentation was forwarded to the Township's Planner for review and comment. The Planner reviewed the material and noted several deficiencies or problems with the material submitted and advised the Township of this in a letter dated October 10, 2013. The applicant was subsequently notified of the information that would be required to continue processing the application.

On July 16, 2014, the consultants for Bayshore Broadcasting met with Township Staff to review the deficiencies contained in the Planner's letter of October 10, 2013 and a new application was submitted. The application was reviewed and the Planner noted a few items that would be

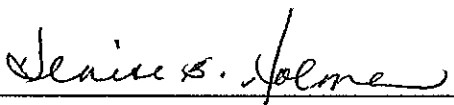
required before the consultants could go to the Public Participation Stage – one of them being approval from the Nottawasaga Valley Conservation Authority. The approval from NVCA was reviewed at Council on October 20, 2014 and Council directed that the applicants could move on to the Public Participation Stage. On December 15, 2014, a Public Open House was held with only one person in attendance. Bayshore Broadcasting, in an email dated January 13, 2015, submitted a report summarizing their public consultation and requesting concurrence. That Report was forwarded to the Township Planner for comment. As a result, Bayshore Broadcasting's Report as well as the Township Planner's report was reviewed at the February 5, 2015 Council meeting and Council accepted the recommendations contained in the Township Planner's Report. One of the recommendations was to enter into a Road Agreement with the Township and once an agreement was executed, the Township would provide concurrence to the Township.

On February 12, 2015, a draft Road Agreement was presented and reviewed by Council. Council directed Staff to send the Agreement to Bayshore Broadcasting for execution. The executed Road Agreement was received on April 8, 2015.

#### **FINANCIAL**

There is no financial impact to the Township.

Respectfully submitted,

  
\_\_\_\_\_  
Denise B. Holmes, CAO/Clerk

**MELANCTHON & BAYSHORE BROADCASTING CORPORATION  
TELECOMMUNICATIONS TOWER - PART OF LOT 27, CONCESSION 10 NETSR  
358112 10<sup>th</sup> LINE**

Made as of the                      day of February, 2015.

B E T W E E N

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
(Hereinafter referred to as the “**Municipality**”)  
OF THE FIRST PART

- AND -

**BAYSHORE BROADCASTING CORPORATION**  
(Hereinafter referred to as the “**Developer**”)  
OF THE SECOND PART

WHEREAS the Developer is desirous of installing a Telecommunications Tower (Project) on Part of Lot 27, Concession 10 NETSR - 358112 10<sup>TH</sup> Line NE;

AND WHEREAS the Developer, acknowledges that the Municipality has the ultimate statutory obligation to maintain its municipal roads;

AND WHEREAS the parties acknowledge that the construction of the Project will involve the travel and transport of construction equipment and materials on the Municipality’s roads;

NOW THEREFORE, in consideration of the mutual agreements contained here, the Municipality and the Developer agree as follows:

**Haul Routes**

1. Within the Municipality, the haul route for all Project related equipment and trucks on the Municipality’s roads shall be only the roads as highlighted in Schedule A attached hereto.
2. The Developer acknowledges the haul route defined in Section 1 and agrees to have its employees, agents and contractors use only that haul route when travelling on the Municipality’s roads.
3. The Developer shall, if requested by the Municipality, provide the names and contact information for all persons and companies engaged by the developer in Project related construction and haulage operations.

**Road Maintenance**

4. The Developer shall be responsible for all costs of haul route maintenance and repairs that are directly related to traffic associated with the Project.
5. The Developer shall give the Municipality at least two weeks notice of its intended start of construction and haulage operations. The Road Superintendent will complete a review of road conditions along the haul route during that two week period.
6. The Developer shall notify the Municipality immediately concerning any damages to haul route roads that occur during any construction and haulage related operations.

7. The Municipality shall inspect the haul route on a regular basis during the Project's construction and shall increase road maintenance if necessary as a result of traffic associated with the Project, with the Developer being invoiced for the related costs of increased maintenance.
8. The Municipality shall repair any damages to the haul route resulting from traffic associated with the Project and shall invoice the Developer for the related costs.
9. The Developer may use its own equipment to keep the haul route free of debris and dust resulting from traffic associated with the Project. If such work is requested by the Road Superintendent and is not done by the Developer, the Municipality may carry out the work and invoice the Developer.
10. The invoices referred to in the previous three sections shall be payable upon rendering and shall bear interest at the rate of 15% per annum from their date. In the event that the Developer fails to pay the invoices referred to in the previous three sections, the Municipality may have recourse to the security provided under this Agreement or commence legal action.
11. Construction work shall be carried out between the hours of 7 AM and 7 PM, Monday to Saturday only and excluding statutory holidays.
12. The Developer shall be responsible for advising the Municipality within two weeks of the completion of construction and haulage related operations. The Road Superintendent will then have a two week period to inspect the haul route and determine if its condition is substantially the same as in the preconstruction inspection. If the results of that inspection, are positive, the balance of the security will be returned to the Developer and the Agreement terminated. If the inspection finds that the condition of any haul route road is not substantially the same as in the preconstruction inspection, the Municipality will undertake the required maintenance or repair works utilizing the security provided under this agreement after which the balance of the security will be returned to the Developer and the Agreement will be terminated.

### **Security**

13. Forthwith after the execution of this Agreement and as a pre-condition of this Agreement coming into force, the Developer shall deposit with the Municipality cash or an irrevocable letter of credit from a Canadian Chartered Bank, issued in terms satisfactory to the Municipality, in the sum of \$10,000.00 to guarantee compliance with the terms of this Agreement.
14. Upon the default of the Developer in complying with this Agreement, the Municipality may have recourse to the security provided pursuant to the provisions of section 13 above to address the default. At the time of termination of this Agreement, the Municipality shall refund to the Developer the balance of the security.
15. This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

IN WITNESS WHEREOF the parties hereto affix their hands and seal or corporate seals, attested to by the hand of their authorized officers, as the case may be, as of the effective date first above noted.

**THE CORPORATION OF THE TOWNSHIP  
OF MELANCTHON**

**PER:** \_\_\_\_\_  
**DARREN WHITE, MAYOR**

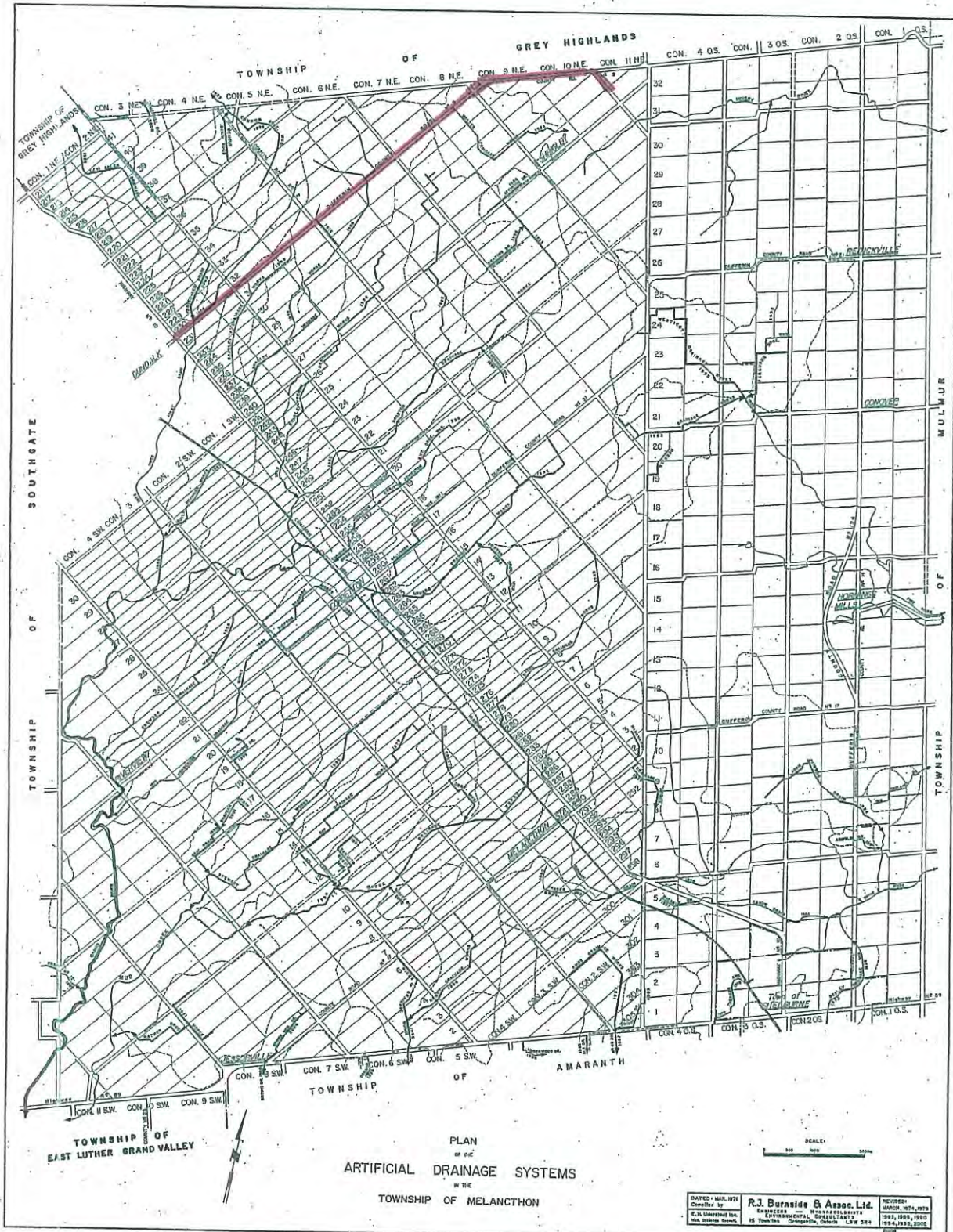
**PER:** \_\_\_\_\_  
**DENISE B. HOLMES, CAO**

We have the authority to bind the Corporation

**BAYSHORE BROADCASTING CORPORATION**

**PER:**  \_\_\_\_\_  
**ROSS KENTNER, GENERAL MANAGER**





PLAN  
OF THE  
ARTIFICIAL DRAINAGE SYSTEMS  
IN THE  
TOWNSHIP OF MELANCTHON

DATED: MAY 1971  
Compiled by  
R.J. Burnside & Assoc. Ltd.  
ENGINEERS, CONSULTANTS  
15 Toronto - Oregan, Ontario, L4W 2B4  
REVISED: 1974, 1975  
1981, 1988, 1990  
1994, 1995, 2000



## Denise Holmes

---

**From:** Jennifer Willoughby <jwilloughby@shelburne.ca>  
**Sent:** April-30-15 11:40 AM  
**To:** Jennifer Willoughby  
**Subject:** Town of Shelburne Zoning Bylaw Amendment Application & Draft Plan of Subdivision Application  
**Attachments:** DPS 15.01 Z15.01 Circulation Letter.pdf; Z 15 01 - Circulation Response Form.pdf; Cover letter for Town of Shelburne.pdf; Z15-01 Application Form - Complete.pdf; DPS 15-01 Application Form - Complete.pdf; DP Jan 22 15\_Colour.pdf; Draft ZBL Amendment.pdf; Shelburne Phase 8 Planning Justification Report FINAL.pdf; Cole Engineering - Servicing Conformance Brief.pdf; JE Coulter - Noise Impact Feasibility Study.pdf

Good Morning

The Town of Shelburne has received applications for a Zoning Bylaw Amendment and Draft Plan of Subdivision for the Greenbrook Village subdivision.

Attached please find all matters relating to the applications. We would appreciate receiving comments and responses to the applications by Friday May 15, 2015.

Thank You

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

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Total Control Panel

[Login](#)

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

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



## TOWN OF SHELBURNE

### Planning & Development Department

April 27, 2015

#### CIRCULATED TO:

- Ministry of Municipal Affairs and Housing\*\*
- County of Dufferin (x2)\*
- Upper Grand District School Board\*\*
- Dufferin-Peel Catholic District School Board\*\*
- Nottawasaga Valley Conservation Authority\*\*
- Hydro One\*\*\*
- Ontario Power Generation\*\*\*
- Township of Amaranth\*\*
- Township of Melancthon\*\*
- Canada Post Corporation\*
- Bell\*\*
- Rogers Communications\*\*
- Enbridge Gas\*
- Public Works\*
- Engineering\*
- Shelburne & District Fire Department\*\*
- Shelburne Police Service\*\*
- Shelburne EDC\*\*
- Legal\*\*
- Council\*

\*Email and hard copy circulation

\*\*Email circulation only

\*\*\*Hard copy circulation only

#### APPLICATIONS FOR ZONING BY-LAW AMENDMENT AND DRAFT PLAN OF SUBDIVISION

**FILE NO: Z15/01, DPS 15/01**  
**PROJECT: Greenbrook Village Phase 8**

Please take notice that applications have been submitted to the Town of Shelburne for a Zoning By-law Amendment and for the approval of a Draft Plan of Subdivision for land within the Greenbrook Village Subdivision, legally described as Part of the East half of lot 2, Concession 2, Plan 7M-49 Blocks 91 & 94 in the Town of Shelburne, County of Dufferin. A copy of the completed Zoning By-law Amendment and Draft Plan of Subdivision application forms are attached for your consideration. A copy of the draft plan of subdivision submitted by the applicant is also attached. Please contact me should you require additional information to complete your review.

I would appreciate any comments, concerns or conditions you may have by:

**Friday, May 15, 2015.**

Please provide comments in an electronic format via email to [planning@townofshelburne.on.ca](mailto:planning@townofshelburne.on.ca). Alternatively, if you have no comment or objection, please complete the attached response sheet and return it by email or fax it to the Town of Shelburne Planning Department at (519) 925-6134. Should you have any questions or require any additional information, please contact me.

Sincerely,

Steve Wever, MCIP, RPP  
Town Planner

Attachment(s)



## TOWN OF SHELburne PLANNING & DEVELOPMENT

**Zoning By-law Amendment Application (Z15/01)**  
**Draft Plan of Subdivision (DPS 15/01)**  
**Circulation Response Form**

**File:** Z15/01 & DPS 15/01– Greenbrook Village Phase 8  
**Project:** Zoning By-law Amendment Application & Draft Plan of Subdivision Application

If you have no comments or objection to the approval of the above noted application please complete this form and fax it to the Town of Shelburne by **May 15, 2015**.

**Fax Number: 519-925-6134**

(No cover page is necessary)

---

***By signing this document I acknowledge that as a representative of the noted organization / body / or person, I have reviewed this application and as a result have no comments or concerns related to this matter.***

---

Agency Name  
(Please Print)

---

Representative Name  
(Please Print)

---

Representative Title  
(Please Print)

---

Signature

---

Date



**GLEN SCHNARR & ASSOCIATES INC.**  
URBAN & REGIONAL PLANNERS, LAND DEVELOPMENT CONSULTANTS

PARTNERS:  
GLEN SCHNARR, MCIP, RPP  
GLEN BROLL, MCIP, RPP  
COLIN CHUNG, MCIP, RPP

ASSOCIATES:  
JASON AFONSO, MCIP, RPP  
KAREN BENNETT, MCIP, RPP  
CARL BRAWLEY, MCIP, RPP  
JIM LEVAC, BAA, MCIP, RPP

March 18, 2015

Refer To File: 757-002

Planning Department  
Town of Shelburne  
203 Main Street East  
Shelburne, ON L9V 3K7

Attention: Mr. Steve Wever, MCIP, RPP  
Planner

**Re: Application for a Plan of Subdivision and Zoning By-Law Amendment  
Blocks 91 & 94, Registered Plan 7M-49  
Part of the East Half of Lot 2, Concession 2, Old Survey  
Town of Shelburne, County of Dufferin**

We are pleased to submit this Application for a Plan of Subdivision and Zoning By-Law Amendment for the above-noted property on behalf of our client, 2226508 Ontario Inc. (Giampaolo Investments Limited), the owner of approximately 2.89 hectares (7.14 acres) of land located in the northeast quadrant of the Town of Shelburne for single detached residential uses. The subject lands are legally described as Blocks 91 & 94, Registered Plan 7M-49, Part of the East Half of Lot 2, Concession 2, Old Survey. The subject lands are currently designated as 'Residential' under the Town of Shelburne Official Plan. The subject lands are zoned 'Development - D' under the Town of Shelburne Zoning By-law #38-2007. A previous Plan of Subdivision and associated Zoning By-law Amendment was submitted to the Town of Shelburne in April, 2006. This plan was approved by the Town of Shelburne Council on August 28, 2006 and was subsequently approved by the Ministry of Municipal Affairs & Housing (MMAH) on November 29, 2006.

As part of the Plan of Subdivision submitted in 2006, Blocks 91 and 94 were also included as part of the Plan of Subdivision and associated Zoning By-law Amendment; however, they were not developed due to insufficient sewage capacity at the time of approval. Subsequently, the subject lands were left as two (2) vacant parcels totaling 2.92 hectares (7.22 acres) in size and zoned 'Development - D', which permits existing buildings and structures, public utility, resource management and single detached dwelling on an existing lot of record

10 KINGSBRIDGE GARDEN CIRCLE  
SUITE 700  
MISSISSAUGA, ONTARIO  
L5R 3K6  
TEL (905) 568-8888  
FAX (905) 568-8894  
www.gsai.ca



**GLEN SCHNARR & ASSOCIATES INC.**  
URBAN & REGIONAL PLANNERS, LAND DEVELOPMENT CONSULTANTS

The purpose of this application is subdivide the remaining 2.92 hectares (7.22 acres) in order to facilitate the development of the subject lands for 45 single detached residential lots. The current proposal is to develop 18 single detached residential units in Block 91 and 27 single detached residential units in Block 94. 31 of the 45 proposed lots will have a minimum lot frontage of 12.2 metres and 14 lots will have a minimum frontage of 13.1 metres. In order to facilitate the proposed land uses, an associated Zoning By-law Amendment application has been filed to rezone the subject lands from 'Development – D' to 'Residential Type Three – R3'.

Please find the enclosed documents in support of our application for a Plan of Subdivision and Zoning By-law Amendment approval:

- One (1) original and nine (9) copies of the completed Town of Shelburne Plan of Subdivision application form;
- One (1) original and one (1) copy of the completed Town of Shelburne Zoning By-law Amendment application form;
- Two (2) signed letters of Authorization of Owner for Agent to Make the Application;
- Two (2) signed Permission to Enter forms;
- One (1) certified cheque in the amount of \$22,250.00 made payable to the Treasurer, Town of Shelburne for the Plan of Subdivision Application fees;
- One (1) certified cheque in the amount of \$7,750.00 made payable to the Treasurer, Town of Shelburne for the Zoning By-law Amendment Application fees;
- One (1) certified cheque in the amount of \$25,125.00 made payable to the Nottawasaga Valley Conservation Authority for the Plan of Subdivision and Zoning By-law Amendment review fees;
- Fifteen (15) folded full size copies and one reduced copies on "8 ½ x 14" of the Draft Plan of Subdivision, as prepared by Glen Schnarr & Associates Inc., dated January 22, 2015;
- Five (5) copies of the Draft Zoning By-law Amendment and related Zoning Schedule, as prepared by Glen Schnarr & Associates;
- Three (3) copies of the Planning Justification Report as prepared by Glen Schnarr & Associates Inc., dated March, 2015;
- Three (3) copies of the Servicing Conformance Brief, as prepared by Cole Engineering Group Limited, dated March, 2015; and
- Three (3) copies of the Noise Impact Feasibility Study, as prepared by J.E. Coulter Associates, dated March 2015




**GLEN SCHNARR & ASSOCIATES INC.**  
URBAN & REGIONAL PLANNERS, LAND DEVELOPMENT CONSULTANTS

We trust that this meets the requirements for submission for a Draft Plan of Subdivision and Zoning By-law Amendment application. We look forward to your circulation and review of our application. Please feel free to contact us if you have any questions or require more information.

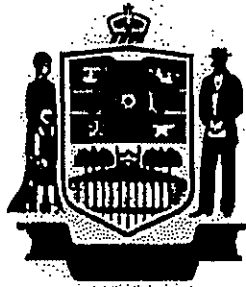
Yours very truly,

GLEN SCHNARR & ASSOCIATES INC.

  
Glen Broll, MCIP RPP  
Partner

c. Todd Kerr, Giampaolo Investments Limited.

203 Main Street East  
Box 69  
Shelburne, Ontario  
L0N 1S0  
Tel: (519) 925-2600  
Fax: (519) 925-6134  
www.townofshelburne.on.ca



***For Office Use Only***

File #: Z15/01  
Date Received: March 19, 2015  
Date Accepted: April 20, 2015  
Application Fees:  
\$7,750 - Paid by Cheque #0128

**TOWN OF SHELBURNE  
APPLICATION FORM FOR AN ZONING BY-LAW AMENDMENT**

Date Received: March 19, 2015

**1. APPLICATION INFORMATION**

Name of Applicant: Glen Schnarr & Associates Inc. (Attention: Glen Broll)

Mailing Address: 10 Kingsbridge Garden Circle - Suite 700, Mississauga, Ontario

Telephone Number (Home): \_\_\_\_\_ Fax Number: \_\_\_\_\_

Telephone Number (Business): 905 568-8888 ext. 236 Email Address: glenb@gsai.ca

**2. OWNER**

If the Applicant is not the Owner of the subject lands, than authorization from the Owner is required, as well as the following information:

Name: 2226508 Ontario Inc. (Attention: Todd Kerr)

Mailing Address: 471 Intermodal Drive Brampton, Ontario

Telephone Number: (905) 790-3095 Fax Number: \_\_\_\_\_

**3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES**

Name: N/A

Mailing Address: N/A

Name: N/A

Mailing Address: N/A



#### 4. SUBJECT LANDS

Lot: Part of the East Half of Lot 2 Concession: 2

Reference Plan: \_\_\_\_\_ Part/Block/Lot: Blocks 91 & 94

Street Name and Number: \_\_\_\_\_  
(if corner lot please include both street names)

Area of subject lands: 2.62 ha (7.22 ac) Frontage: North Block: 87 m; South Block: 87 m

Depth: North Block: 144 m; South Block: 210 m

What is the current use of the subject land? The subject lands are currently vacant

What is the proposed use of the subject lands? 45 single detached residential dwellings

When were the subject lands acquired by the current owner? \_\_\_\_\_

How long have the existing uses continued on the subject lands? Decades

---

#### 5. ZONING AND OFFICIAL PLAN INFORMATION

What is the present Official Plan designation of the subject lands? Residential

What is the present zoning? Development - D

What is the purpose of the proposed Zoning By-law Amendment? \_\_\_\_\_

The subject lands are currently zoned 'Development - D', which does not permit the proposed  
use of single detached residential lots. Subsequently, we are requesting the zoning by-law  
be amended to 'Residential Three - R3' in order to permit the proposed development.

---

#### 6. PROPOSED DEVELOPMENT

Please describe any proposed development on the subject lands (include buildings, floor area, height, parking spaces, etc. and attached plans with site and development statistics):

2226508 Ontario Inc. is proposing to develop the subject lands for 45 single detached residential  
dwellings. 31 units will have a lot frontage of 12.2 metres (40'), while the remaining 14 units  
will have a lot frontage of 13.1 metres (43').

---

## 7. ACCESS

Is the subject land accessible by:

- ☐ Provincial highway  
☒ Municipal road (maintained year round)  
☐ Right of way  
☐ Other, describe \_\_\_\_\_
- 

## 8. SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by:      ☒ Sewer      ☐ Ditch      ☐ Swale  
   ☐ Other, describe \_\_\_\_\_

---

## 9. OTHER APPLICATIONS

When was the draft plan application submitted to the Ministry of Municipal Affairs and Housing?

Concurrently with this Draft Plan of Subdivision application

---

Please provide the Ministry file number: N/A

---

Are the subject lands the subject of any other applications under the Planning Act?

☒ yes      ☐ no

If yes, please describe and provide file numbers: A zoning by-law amendment has been submitted with this Plan of Subdivision.

---

## 10. DRAWINGS AND REPORTS

Drawings and required reports should be provided in accordance with the requirements set out on the Plan of Subdivision Process Sheet.

---

## 11. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape architectural and/or external planning consulting expenses incurred by the Town of Shelburne during the processing of this application, in addition to any application fee set by the Town of Shelburne.

27-FEB-15  
Date

  
Signature of Owner/Applicant

04/04/2013

## 12. AUTHORIZATION

I/We Todd Kerr (2226508 Ontario Inc.) am/are the owner(s) of the subject lands for which this application is to apply. I/We Todd Kerr do hereby grant authorization to Glen Schnarr & Associates Inc. to act on my/our behalf in regard to this application.

27-FEB-15  
Date

[Signature]  
Signature of Registered Owner(s)

## 13. AFFIDAVIT

I, Glen Broll of the City of Toronto in the N/A solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act".

Note: All invoices for payment shall be sent to the person indicated in section 2 of this application, unless otherwise requested.

DECLARED BEFORE ME AT the City of Mississauga  
in the Region of the Peel  
this 12 day of MARCH, 2015

[Signature]  
Witness Elizabeth E. Hunt  
Elizabeth E. Hunt, a Commissioner, etc.  
Regional Municipality of Peel, for  
Glen Schnarr & Associates Inc.  
Expires March 23, 2017.

[Signature]  
Signature of Registered Owner(s) or Agent

## 14. PERMISSION TO ENTER

I hereby authorize the members of staff and/or elected members of Council of the Town of Shelburne to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

27-FEB-15  
Date

[Signature]  
Signature of Registered Owner(s) or Agent

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council agenda. The agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-2800.



203 Main Street East  
Box 69  
Shelburne, Ontario  
L0N 1S0  
Tel: (519) 925-2600  
Fax: (519) 925-6134  
www.townofshelburne.on.ca



***For Office Use Only***

File #: DPS 15/01  
Date Received: March 19, 2015  
Date Accepted: April 23, 2015  
Application Fees:  
\$22,250 - Paid by Cheque #0129

**TOWN OF SHELBURNE  
APPLICATION FORM FOR  
PLANS OF SUBDIVISION & CONDOMINIUM**

Date Received March 19, 2015

**1. APPLICATION INFORMATION**

Name of Applicant: Glen Schnarr & Associates Inc. (Attention: Glen Broll)

Mailing Address: 10 Kingsbridge Garden Circle - Suite 700, Mississauga, Ontario

Telephone Number (Home): \_\_\_\_\_ Fax Number: \_\_\_\_\_

Telephone Number (Business): 905 568-8888 ext. 236 Email Address: glenb@gsai.ca

**2. OWNER**

If the Applicant is not the Owner of the subject lands, then authorization from the Owner is required, as well as the following information:

Name: 2226508 Ontario Inc. (Attention: Todd Kerr)

Mailing Address: 471 Intermodal Drive Brampton, Ontario

Telephone Number: (905) 790-3095 Fax Number: \_\_\_\_\_

**3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES**

Name: N/A

Mailing Address: N/A

Name: N/A

Mailing Address: N/A

04/04/2013

#### 4. SUBJECT LANDS

Lot: Part of the East Half of Lot 2 Concession: 2

Reference Plan: \_\_\_\_\_ Part/Block/Lot: Blocks 91 & 94

Street Name and Number: N/A  
(if corner lot please include both street names)

Area of subject lands: 2.62 ha (7.22 ac) Frontage: North Block: 87 m; South Block: 87 m

Depth: North Block: 144 m; South Block: 210 m

	Yes	No	Unknown
(i) Has the grading of the subject land been changed by adding earth or other material?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(ii) Has a gas station been located on the subject land or land adjacent to the subject land at any time?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(iii) Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(iv) Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Are there any easements or restrictive covenants affecting the subject lands? If so, please describe \_\_\_\_\_

#### 5. ZONING AND OFFICIAL PLAN INFORMATION

What is the present Official Plan designation of the subject lands? Residential

What is the present zoning? Development - D

#### 6. PROPOSED AND CURRENT USE

What is the existing use of the subject land? The subject lands are currently vacant and undeveloped

Are there any buildings or structures on the subject lands?  
☐ yes ☒ no

Are the existing buildings proposed to be demolished?  
☐ yes ☒ no

When were the subject lands acquired by the current owner? Unknown

How long have the existing uses continue don the subject lands? Decades

04/04/2013

Is the application for a plan of subdivision or plan of condominium? Yes, Plan of Subdivision

If the application is for a plan of condominium, is a site plan agreement proposed and what is the status of such application? N/A

Please complete the following table to describe the proposed land use:

Proposed Land Use	Number of Units or Dwellings	Number of Lots and/or Blocks	Area (ha)	Density (Units/Dwellings per ha)
Residential:				
Detached	45	45	2.24 hectares	20.08
Semi-Detached				
Multiple				
Apartments				
Other				
Commercial	N/A	N/A	N/A	N/A
Industrial	N/A	N/A	N/A	N/A
Institutional	N/A	N/A	N/A	N/A
Open Space	N/A	N/A	N/A	N/A
Natural Environment	N/A	N/A	N/A	N/A
Roads	N/A	N/A	0.68 hectares	N/A
Other – specify				
Totals	45	45	2.92 hectares	20.08

## 7. ACCESS

Is the subject land accessible by:

- ☐ Provincial highway  
☒ Municipal road (maintained year round)  
☐ Right of way  
☐ Other, describe \_\_\_\_\_

## 8. SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by:

<input checked="" type="checkbox"/> Storm Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
<input type="checkbox"/> Other, describe _____		

## 9. STATUS OF OTHER APPLICATION

Are the subject lands the subject of any other applications under the Planning Act?

☒ Yes      ☐ No      ☐ Unknown

If yes, describe the application(s)? A Draft Plan of Subdivision has been concurrently submitted

## 10. DRAWINGS

Drawings shall be provided as required in the Official Plan Amendment Process sheet.

## 11. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape architectural and/or external planning consulting expenses incurred by the Town of Shelburne during the processing of this application, in addition to any application fee set by the Town of Shelburne.

22-FEB-15  
Date

[Signature]  
Signature of Owner/Applicant

Note: All invoices for payment shall be sent to the person indicated in section 2 of this application, unless otherwise requested.

04/04/2013



## 12. AUTHORIZATION

I/We Todd Kerr (2226508 Ontario Inc.) am/are the owner(s) of the subject lands for which this application is to apply. I/We Todd Kerr do hereby grant authorization to Glen Schnarr & Associates Inc. to act on my/our behalf in regard to this application.

27-FEB-15  
Date

[Signature]  
Signature of Registered Owner(s)

## 13. AFFIDAVIT

I, Glen Broll of the City of Toronto in the N/A solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME AT the City of Mississauga in the Region of the Peel this 12 day of March, 2015

[Signature]  
Witness Glen Broll  
Regional Municipality of Peel, for  
Glen Schnarr & Associates Inc.  
Expires March 23, 2017.

[Signature]  
Signature of Registered Owner(s) or Agent

## 14. PERMISSION TO ENTER

I hereby authorize the members of staff and/or elected members of Council of the Town of Shelburne to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

27-FEB-15  
Date

[Signature]  
Signature of Registered Owner(s) or Agent

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council agenda. The agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-2600.

THE CORPORATION OF THE TOWN OF SHELBURNE

BY-LAW NO. \_\_-2015

BEING A BY-LAW TO AMEND BY-LAW 38-2007, AS AMENDED.

**WHEREAS** authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this By-law.

**NOW THEREFORE** the Council of the Corporation of the Town of Shelburne enacts as follows:

1. That Schedule "A" of By-law 38-2007, as amended, be further amended by rezoning lands in Blocks 91 and 94, Registered Plan 7M-49, Part of the East Half of Lot 2, Concession 2, Old Survey, Town of Shelburne, County of Dufferin from Development (D) Zone to Residential Type Three (R3) Zone as identified in Schedule "A1" attached hereto and forming part of this By-law.

2. That Section 4.16 of By-law 38-2007 be amended by adding the following Residential Type Three R3 Zone:

**"4.3 Residential Type Three (R3) Zone**

**Uses permitted in the R3 Zone:**

On the lands zoned R3 on Schedule "A1" hereto, no person shall use any land or erect, alter or use any building or structure for any purpose except in accordance with the provisions of Subsection 4.3.1 hereof.

**Regulations for Permitted Uses in the R3 Zone:**

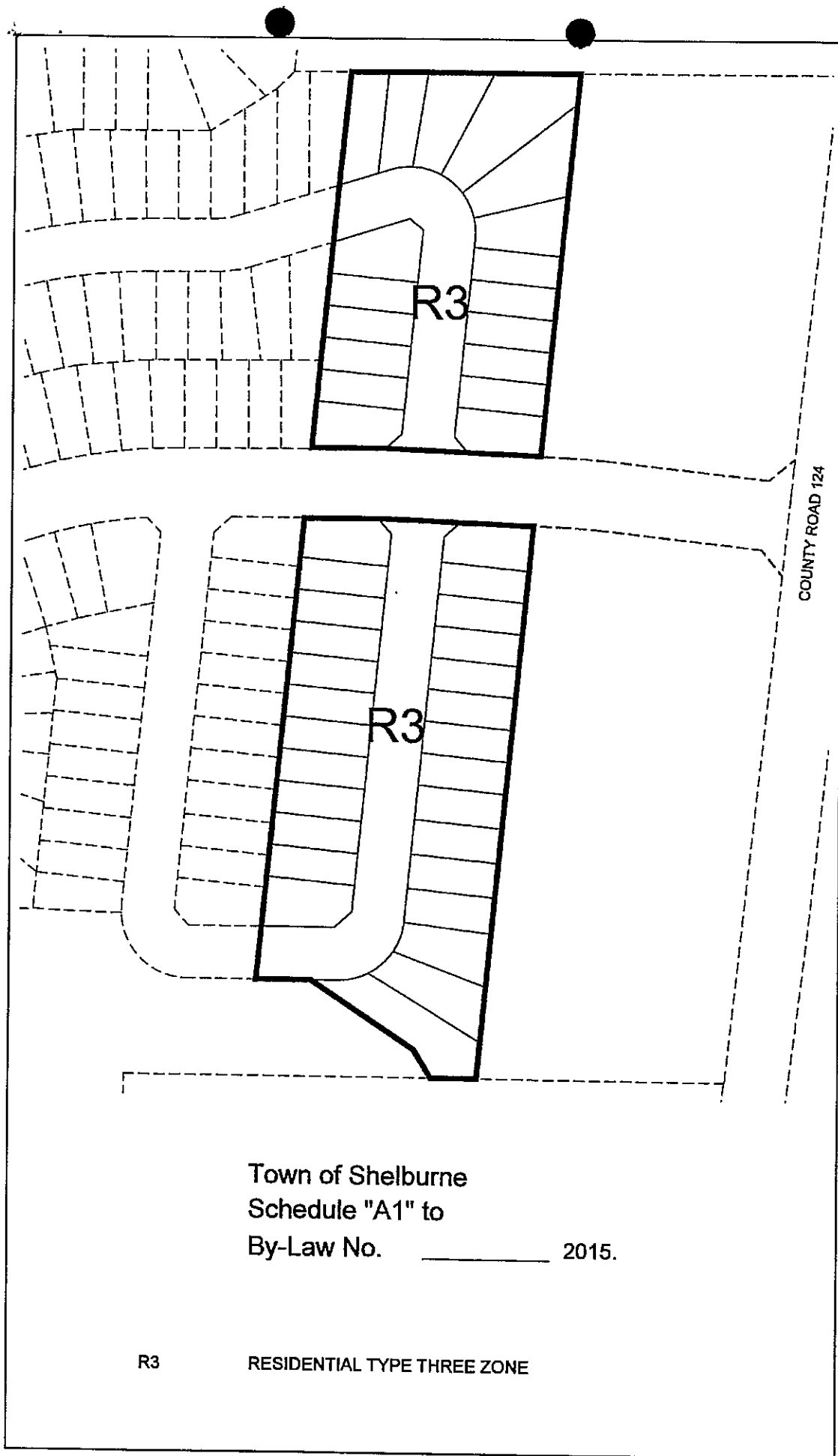
On the lands zoned R3 on Schedule "A1" hereto, no person shall use any land or erect, alter or use any building or structure for any purpose except in accordance with the provisions of Subsection 4.3.2 hereof

3. That except as amended by this By-law; the subject lands as shown on the attached Schedule to this By-law, shall be subject to all other applicable regulations of By-law 38-2007, as amended.
4. Schedule "A1" attached hereto forms this By-law.
5. This By-law shall take effect from its date of passage by Council and shall come into force either upon approval by the Ontario Municipal Board or upon compliance with Section 34 of the Planning Act R.S.O. 1990, C.P.13.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME IN OPEN COUNCIL AND FINALLY PASSED THIS \_\_\_\_\_**  
**DAY OF \_\_\_\_\_ 2015**

\_\_\_\_\_  
**MAYOR**

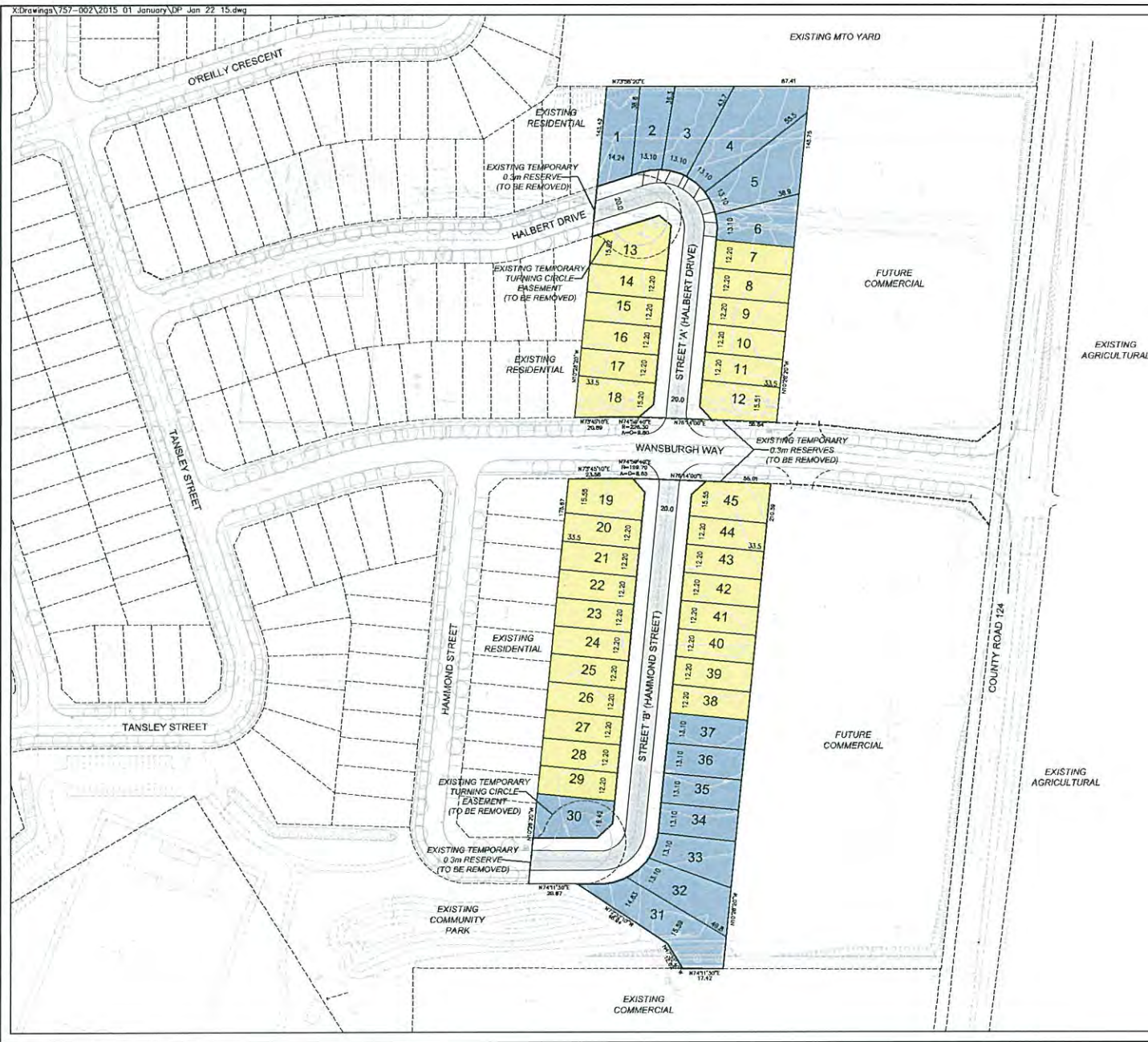
\_\_\_\_\_  
**CLERK**



Town of Shelburne  
Schedule "A1" to  
By-Law No. \_\_\_\_\_ 2015.

R3

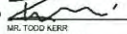
RESIDENTIAL TYPE THREE ZONE



# **DRAFT PLAN OF SUBDIVISION** **FILE #** **2226508 ONTARIO INC.** **GREENBROOK VILLAGE** BLOCKS 91 & 94, REGISTERED PLAN 7M-49, TOWN OF SHELBURNE COUNTY OF DUFFERIN

## **OWNERS CERTIFICATE**


I HEREBY AUTHORIZE GLEN SCHMARR & ASSOCIATES INC., TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING FOR APPROVAL.

SIGNED   
 MR. TODD KERR  
 2226508 ONTARIO INC.,  
 GREENBROOK VILLAGE

DATE: MARCH 10, 2015

## **SURVEYORS CERTIFICATE**

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE CORRECTLY AND ACCURATELY SHOWN.

SIGNED   
 ALISTER SANKEY, O.L.S.,  
 DAVID R. SPANIS SURVEYING LTD.,  
 4256 SHERWOOD DRIVE, WILSONBURG, ON  
 L4C 1Y5

DATE: MARCH 10, 2015

## **ADDITIONAL INFORMATION**

(UNDER SECTION 51(17) OF THE PLANNING ACT) INFORMATION REQUIRED BY CLAUSES A,B,C,D,E,F,G, & J ARE SHOWN ON THE DRAFT AND KEY PLANS.

- H) MUNICIPAL AND PIPED WATER TO BE PROVIDED
- I) SANDY LOAM AND CLAY LOAM
- K) SANITARY AND STORM SEWERS TO BE PROVIDED

## **LAND USE SCHEDULE**

LAND USE	LOTS	AREA (ha)	AREA (ac)	UNITS
DETACHED - 12.2m (40')	7-29, 35-45	1.33	3.34	31
DETACHED - 13.1m (43')	1-6, 30-37	0.89	2.20	14
20.0m ROW (340m LENGTH)		0.65	1.68	
<b>TOTAL</b>		<b>2.92</b>	<b>7.22</b>	<b>45</b>

## **NOTES**

- DAYLIGHT TRIANGLES = 6m x 6m
- ROW CORNER RADIUS = 25m
- FRONTAGE SETBACK = 6m, REAR YARD = 7.5m, INTERIOR YARD = 1.2m,
- EXTERIOR SIDE YARD = 4.5m
- PAVEMENT ILLUSTRATION IS DIAGRAMMATIC

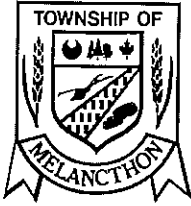
## **REVISIONS**

1. JANUARY 22, 2015 - ORIGINAL SUBMISSION



SCALE: 1:750  
 (24 x 36)  
 JANUARY 22, 2015

**GLEN SCHMARR & ASSOCIATES INC.**  
 DESIGN & RECORDING PLANNED LAND DEVELOPMENT CONSULTANTS  
 4256 SHERWOOD DRIVE, WILSONBURG, ONTARIO L4C 1Y5  
 TEL: (519) 304-8800 FAX: (519) 304-8804 WWW.GSINC.COM



*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](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

**REPORT TO COUNCIL**

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

**FROM: DENISE HOLMES, CAO/CLERK**

**DATE: APRIL 23, 2015**

**SUBJECT: RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE MEETING HELD ON APRIL 16, 2015**

---

**RECOMMENDATION**

The Committee of the Whole recommends to Council the following with regards to the review of the Southgate Fire Agreement, Mulmur-Melancthon Fire Agreement and Shelburne and District Fire Agreement, as well as OFM 30 Recommendations - Response Number 6:

**Southgate** - as the current agreement expires in December of this year and the CAO/Clerk has diarized this matter for the Fall to begin the renewal process, Staff be directed to book Southgate in as delegation, at that time, for a Committee of the Whole meeting to discuss the new Agreement.

Also, the CAO/Clerk to contact Southgate and find out if they will be hiring a Fire Chief who will also be doing the inspections, and if they would allow this person to go outside of the catchment area to do inspections on a contract basis.

**Mulmur-Melancthon Agreement** - amendments to the following sections:

# 7 - remove the word "draft" from the minutes and change this to "approved" so that copies of all "approved" minutes of regular and special meetings of the Fire Board are submitted to each Council.

# 8 - remove the 30<sup>th</sup> of September for submission of budgets and change this to receive them in January.

## **Shelburne**

There was only one item raised and that dealt with Section 6 regarding the quarterly unaudited financial statements. These are to be forwarded to the Councils of each participating municipality after consideration by the Fire Board. It was advised that the 'Year To Date' balances are being reviewed at the fire board meetings but these are not being forwarded to the Councils. And the recommendation is to ask the Secretary-Treasurer to forward financials to the Councils.

### **OFM Recommendations - Response # 6**

The recommendation to Council is that a checklist be developed of items that need to be reviewed annually. This checklist to be forwarded to the fire boards in January of every year.

#### **PURPOSE**

The purpose of this Report is to provide the Recommendations to Council from the Committee of the Whole meeting held on April 16, 2015.

#### **BACKGROUND AND DISCUSSION**

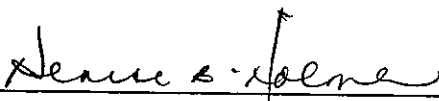
On March 5, 2015 the Committee of the Whole met to begin the review of the Fire Service Agreements for the Fire Departments servicing the Township – Southgate, Mulmur-Melancthon and Shelburne and District. This came as a result of the OFM's 30 Recommendations to Council in 2013/2014 when Council were made very aware, at that time, of what their responsibilities were under the Fire Protection and Prevention Act, 1997. Council wanted to ensure the same level of fire service was being provided by all fire departments.

The Committee met three more times on the following dates: March 19<sup>th</sup>, April 2<sup>nd</sup> and April 16<sup>th</sup>, 2014 and the recommendations were put forth at the April 16<sup>th</sup> meeting when the review was completed.

#### **FINANCIAL**

There is no financial impact.

Respectfully submitted,

  
Denise B. Holmes, CAO/Clerk

## Denise Holmes

---

**From:** Restivo, David <drestivo@dillon.ca>  
**Sent:** May-01-15 12:02 AM  
**To:** Denise Holmes  
**Cc:** Rebecca Crump; chad.mcallister@clypg.ca; Christina Pilz; arborvitae@live.ca; 138287  
**Subject:** Notice of Commencement for Restoration Planting Works

Denise,

Please accept this email as a Notice of Commencement for Restoration Planting Works at the Dufferin Wind Project, which includes works within the transmission line easement of the County-owned former rail corridor in the Township of Melancthon. Works will commence next week (May 4, 2015) and potentially extend until late June or early July 2015. Public access along the County recreation trail will be maintained, with the occasional, localized temporary public access restriction for safety purposes when plant material is off-loaded. Plant material off-loading will generally be done in the early morning. Appropriate signage (as required) and Health and Safety PPE (e.g., safety vests) will be used.

The Contractor for this project is:

Andrew MacDonald, President  
Arborvitae Ecological Landscapes Ltd.  
6261 Guelph Line  
Burlington, Ontario  
L7P 0A6  
C - 416-735-6649  
E - [arborvitae@live.ca](mailto:arborvitae@live.ca)

If you have any questions or concerns, don't hesitate to contact me.



**David Restivo**

*Associate*

**Dillon Consulting Limited**

235 Yorkland Blvd Suite 800

Toronto, Ontario, M2J 4Y8

T - 416.229.4647 ext. 2438

F - 416.229.4692

M - 416.300.4918

[DRestivo@dillon.ca](mailto:DRestivo@dillon.ca)

[www.dillon.ca](http://www.dillon.ca)



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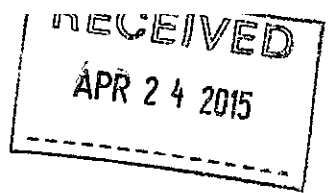
Municipal Services Office  
Central Ontario  
777 Bay Street, 2<sup>nd</sup> Floor  
Toronto ON M5G 2E5  
Phone: 416-585-6226  
Fax: 416-585-6882  
Toll-Free: 1-800-668-0230

**Ministère des  
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Bureau des services aux municipalités  
Centre de l'Ontario  
777, rue Bay, 2<sup>nd</sup> étage  
Toronto ON M5G 2E5  
Téléphone: 416-585-6226  
Télécopieur: 416-585-6882  
Sans frais: 1-800-668-0230



**Ontario**



April 22, 2015

Denise Holmes, CAO/Clerk  
Township of Melancthon  
157101 Highway 10  
Melancthon, ON  
L9V 2E6

Dear Ms. Holmes:

Subject: Township of Melancthon Official Plan  
MMAH File No. 22-OP-142029

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This letter is further to the Notice of Decision given on March 13, 2015 under subsection 17(35) of the Planning Act with respect to the Township of Melancthon Official Plan.

It is intended to provide you with a status of the decision on the Official Plan pursuant to subsection 17(36) and (38) of the Planning Act which pertain to appeals, when a decision becomes final, and when approvals come into effect.

The last day for filing an appeal to the Ministry's decision was April 2, 2015.

Please be advised that the only appeal that was received by the Ministry was submitted by the Township of Melancthon which, as you are aware, pertained to the modification of 3 specific policies and the replacement of Schedule G in the Official Plan.

Please be advised, that our office has prepared the required record and submitted it to the Ontario Municipal Board.

Please contact me at (416) 585-6063 if you have any questions.

Yours truly,

Marcia Wallace, PhD, MCIP, RPP  
Regional Director

c. Partner Ministries

**Ministry of  
Municipal Affairs  
and Housing**

Municipal Services Office  
Central Ontario  
777 Bay Street, 13<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Phone: 416-585-6226  
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Toronto ON M5G 2E5  
Téléphone: 416-585-6226  
Télécopieur: 416-585-6882  
Sans frais: 1-800-668-0230



April 30, 2015

Denise Holmes, CAO/Clerk  
Township of Melancthon  
157101 Highway 10  
Melancthon, ON  
L9V 2E6

Dear Ms. Holmes:

**Subject: Township of Melancthon Official Plan  
MMAH File No. 22-OP-142029**

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We received your letter of April 28, 2015, inquiring about the status of the Township's Official Plan, given the Township's appeal of the Minister's Decision on April 2, 2015.


To assist you in this matter, we have included an excerpt from the *Planning Act* - Section 17(38) below, which states:

- "(38) **Decision final** - If no notice of appeal is filed under subsection (36) in respect of all or part of the decision of the approval authority and the time for filing appeals has expired,
- (a) the decision of the approval authority or the part of the decision that is not the subject of an appeal is final; and
  - (b) the plan or part of the plan that was approved and that is not the subject of an appeal comes into effect as an official plan or part of an official plan on the day after the last day for filing a notice of appeal."

As the Township's appeal to the Minister's Decision to the Official Plan was policy and schedule specific, the remainder of the Plan (the parts that were not appealed) would be in effect, as per the *Planning Act*. The Ministry has identified the parts of the Plan that are under appeal, based on its understanding of the Township's appeal (see Schedule 1).

If you require further clarification or have any questions, please contact Andrew Doersam at (416) 585-6451.

Yours truly,

  
Marcia Wallace, PhD, MCIP, RPP  
Regional Director

Schedule 1:  
Parts of the Township of Melancthon  
Official Plan – Under Appeal

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1. Policy 3.18(b) – the deleted part only, as highlighted below:

- (b) *Wayside pits and quarries* and any associated portable asphalt or concrete plants shall be operated so as to maintain and, where possible, improve the quality of groundwater and surface water. ~~There shall be no extraction in such pits and quarries within 1.5 metres of the water table.~~

2. Policy 5.6.2k)(iii) – the deleted part only, as highlighted below:

~~iii. Complete rehabilitation to an agricultural condition is not required if:~~

~~outside of a specialty crop area, there is a substantial quantity of mineral aggregate resources below the water table warranting extraction, or the depth of planned extraction in a quarry makes restoration of pre-extraction agricultural capability unfeasible;~~

~~in a specialty crop area, there is a substantial quantity of high quality mineral aggregate resources below the water table warranting extraction, and the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible;~~

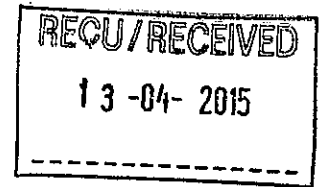
~~iv. other alternatives have been considered by the applicant and found unsuitable. The consideration of other alternatives shall include resources in areas of Canada Land Inventory Class 4 through 7 lands, resources on lands identified as settlement areas, and resources on prime agricultural lands where rehabilitation is feasible. Where no other alternatives are found, prime agricultural lands shall be protected in this order of priority: specialty crop areas, Canada Land Inventory Class 1, 2 and 3 land; and~~

~~v. agricultural rehabilitation in remaining areas is maximized. On a site designated Agricultural, the mineral aggregate operation shall be limited to a size and to a depth, both below the existing grade and above the water table, that makes it feasible through rehabilitation to restore a minimum of 90 percent of the area to be extracted, as shown on site plans approved by the Ministry of Natural Resources, back to the same soil quality for agriculture as existed prior to the mineral aggregate operation.~~

3. Policy 5.6.2y)(iii) – the deleted subsection, as highlighted below:

~~iii. The maximum depth of extraction shall be limited to 1.5 metres above the water table.~~

4. Schedule G – As deleted and replaced.



April 13, 2015

Local Municipal Clerks:   Amaranth  
                                  East Garafraxa  
                                  Grand Valley  
                                  Melancthon  
                                  Mono  
                                  Mulmur  
                                  Orangeville  
                                  Shelburne

Marcia Wallace, Regional Director, Ministry of Municipal Affairs & Housing  
777 Bay Street, Toronto, ON, M5G 2E5

**Re:   Notice of Delegation under Subsection 51.2(2) of the Planning Act**

In accordance with Regulation 297/97, notice is given that the County of Dufferin at its May 14, 2015 meeting, intends to enact a by-law to delegate authority under subsection 51.2(2) of the Planning Act in respect of the approval of plans of subdivision, to the municipalities of Amaranth, East Garafraxa, Grand Valley, Melancthon, Mono, Mulmur, Orangeville and Shelburne.

The approximate date of the delegation of authority to come into force is May 14, 2015.

Please contact the undersigned if you have any questions/comments.

DATED at Orangeville, Ontario this 13th day of April, 2015.

Pam Hillock,  
County Clerk/Director of Corporate Services  
County of Dufferin  
55 Zina Street  
Orangeville, Ontario  
L9W 1E5  
Email: clerk@dufferincounty.ca

cc:   Sybelle von Kursell, Team Lead  
      Ministry of Municipal Affairs and Housing

## Denise Holmes

---

**From:** Michelle Dunne <mdunne@dufferincounty.ca>  
**Sent:** April-13-15 11:46 AM  
**To:** dholmes@melanctontownship.ca; jtelfer@townofshelburne.on.ca;  
jwilson@eastluthergrandvalley.ca; keith@townofmono.com; suestone@amaranth-  
eastgary.ca; Susan Greatrix; thorne@mulmurtownship.ca  
**Cc:** Pam Hillock  
**Subject:** Authority to Give Consent By-law  
**Attachments:** 2015-12 Authority to Give Consent to Local Municipalities.pdf

Good morning,

Attached for your information is a copy of County of Dufferin By-law 2015-12, a by-law to delegate the authority to give consent to the Councils of local municipalities and to repeal by-laws 1983-27, 1983-28, 1983-29, 1983-30, 1983-31, 1983-32, 1983-34 and 1983-35.

Regards,

**Michelle Dunne | Deputy Clerk | Corporate Services**

**County of Dufferin** | Phone: 519-941-2816 Ext. 2504 | [mdunne@dufferincounty.ca](mailto:mdunne@dufferincounty.ca) | 55 Zina Street,  
Orangeville, ON L9W 1E5

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From: [mdunne@dufferincounty.ca](mailto:mdunne@dufferincounty.ca)

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# **CORPORATION OF THE COUNTY OF DUFFERIN**

## **BY-LAW 2015-12**

### **A BY-LAW TO DELEGATE THE AUTHORITY TO GIVE CONSENT TO THE COUNCILS OF LOCAL MUNICIPALITIES AND TO REPEAL BY-LAWS 1983-27, 1983-28, 1983-29, 1983-30, 1983-31, 1983-32, 1983-34 AND 1983-35**

WHEREAS authority to give consent in respect of land situate in the County of Dufferin has been vested in the Council of the County under Subsection 501 (b) of the Planning Act R.S.O. 1990, as amended;

AND WHEREAS the County has the ability to delegate the authority to give consent to any or all of its member Municipalities;

AND WHEREAS the County of Dufferin has been requested and deems it appropriate to delegate the authority to give consent to its member Municipalities;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. That all authority of the Council of the Corporation of the County of Dufferin to give consent, under Section 53 of the Planning Act R.S.O. 1990 as amended, is hereby delegated under Subsection (1) of Section 54 of the Act, to the respective Councils of the following Municipalities upon final approval of the Dufferin County Official Plan:

Township of Amaranth

Township of East Garafraxa

Town of Grand Valley

Township of Melancthon

Town of Mono

Township of Mulmur

Town of Orangeville

Town of Shelburne

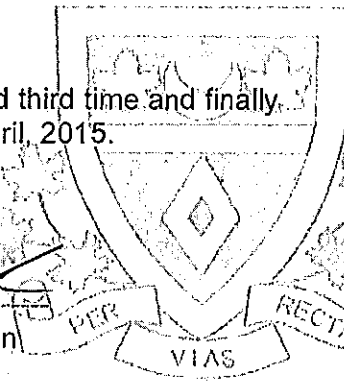
2. That the Councils of the delegated Municipalities in exercising the authority so delegated, shall comply with the rules of procedure as established, shall have regard to such matters as are prescribed in The Planning Act R.S.O. 1990, as amended or any Regulation made thereunder;
3. In addition to those responsibilities referred to under Section 2 of this By-law, the Councils of the local Municipalities or their delegate(s) shall send all Notices of Application and Notices of Decision for Consent to the Clerk of the County of Dufferin specified in the Regulation;

4. All delegated Municipalities shall provide detailed reporting to the County of Dufferin on an annual basis, reporting to be received by the County no later than January 15 of each year, in a format to be developed by the County of Dufferin in order to address the requirements of the County of Dufferin Official Plan.
5. This By-law shall come in to force and take effect on the day of the final approval of the County of Dufferin Official Plan.

READ a first, second and third time and finally,  
passed this 9<sup>th</sup> day of April, 2015.

  
Warren Maycock, Warden

  
Pam Hillock, Clerk





CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2015

A By-law to provide remuneration, allowances and expenses for members of Council.

WHEREAS the Municipal Act provides that Council may pass by-laws for payment of its members.

NOW THEREFORE the Township of Melancthon enacts as follows:

- 1. The annual remuneration for Mayor shall be \$14,808.80 per annum effective the first day of January each year.
- 2. The annual remuneration for the Deputy Mayor shall be \$10,265.01 per annum effective the first day of January in each year.
- 3. The annual remuneration of a Councillor shall be \$9,255.55 per annum effective the first day of January in each year.
- 4. In addition to the annual remuneration, a member of Council attending meetings outside Municipality shall receive \$60.00 per diem and \$0.50 per km. for functions authorized by Council. Any meetings over 5 hours will be paid at the rate of \$100.00 per meeting.
- 5. The Mayor as an ex officio member of other Boards and Committees and each member of Council appointed by Council to serve on the following Boards shall be paid for attendance at meeting at the following rates:

Board	Rate
Cemetery Board .....	\$60.00 or \$100.00 if over 5 hours
Park Board .....	\$60.00 or \$100.00 if over 5 hours
Community Hall Board.....	\$60.00 or \$100.00 if over 5 hours

For attendance on the above Boards the members of Councils shall receive \$0.50 per km. necessarily travelled in connection with their duties.

- 6. Each member of Council appointed by Council to a Sub-Committee of Council shall be paid the following meeting rates:

Up to 1 hour .....	\$30.00
One to three hours .....	\$50.00
Three to five hours .....	\$60.00
Over five hours .....	\$100.00
- 7. Members of Council shall be reimbursed their actual expenditures associated with their authorized attendance at Conferences.
- 8. Members of Council, with the exception of the Mayor shall receive a monthly allowance of \$75.00 for IT and supplies. (Note: Mayor receives an allowance from the County of Dufferin).
- 9. The members of Council shall be paid \$0.50 per km. necessarily travelled in connection with their duties.
- 10. All by-laws inconsistent with this by-law are hereby repealed.

By-law read a first and second time this , 2015.

By-law read a third time and passed this , 2015.

MAYOR CLERK

**CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NO. -2013**

Being a By-law to amend By-law No. 27-2012 passed in open Council on July 19, 2012.

**WHEREAS** the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 27-2012.

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

That Schedule "A" of By-law No. 27-2012 pertaining to the 4<sup>th</sup> Line OS from Highway 10 to County Road 17 be amended to the following:

<u>Road</u>	<u>From</u>	<u>To</u>	<u>When Prohibited</u>
4 <sup>th</sup> Line OS	Highway 10	Alliston Sand and Gravel Entrance (East Part of Lot 9, Concession 4 OS)	Anytime

This By-law shall take effect and come into force on the passing thereof.

By-law read a first and second time this 7<sup>th</sup> day of May, 2015.  
By-law read a third time and passed this 7<sup>th</sup> day of May, 2015.

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MAYOR

---

CLERK

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NO. -2015**

Being a By-law to amend By-law 54-2014 passed in open Council on December 4, 2014, to appoint a Board of Management for the Horning's Mills Community Hall.

**WHEREAS** the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 54-2014.

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

That Ruth Plowright be appointed to the Board of Management for the Horning's Mills Community Hall in the place of Sarah Earley who resigned from the Board.

This by-law shall take effect and come into force on the passing thereof.

By-law read a first and second time this 7<sup>th</sup> day of May, 2015.

By-law read a third time and passed this 7<sup>th</sup> day of May, 2015.

MAYOR \_\_\_\_\_

CLERK \_\_\_\_\_

**TOWNSHIP OF MULMUR**  
**CODE OF CONDUCT FOR MEMBERS OF COUNCIL**

**1. INTRODUCTION**

The citizens of Mulmur Township expect their elected officials to serve the public interest and to safeguard public trust and confidence in the democratic political process. They are entitled to expect the highest standards of conduct from their elected officials, and that their local government will carry out its duties at all times in an accountable, responsive, impartial, and transparent manner. Members of Council understand the public's high expectations of them and that their adherence to the highest standards of conduct in carrying out their duties and responsibilities, and in working together, will help to improve the quality of public administration and governance and to protect and maintain the integrity and reputation of the Township of Mulmur.

To encourage and support a culture of integrity, The Council of the Township of Mulmur adopted a Code of Conduct for Members of Council ("Code of Conduct") after a public consultation process.

**2. PURPOSE**

The purpose of this Code of Conflict is fourfold:

- 2.1 To set out clear expectations and guidelines for the behaviour of Members of Council;
- 2.2 To provide the citizens of Mulmur Township with information about the behaviour they can expect from Members of Council;
- 2.3 To provide guidance to Members of Council with respect to the conduct of their duties as elected officials; and
- 2.4 To provide a mechanism for responding to alleged breaches of the Code of Conduct.

**3. KEY PRINCIPLES**

The Code of Conduct is founded on the following key principles:

- 3.1 Members of Council shall serve and be seen to serve their constituents in a conscientious, diligent and responsive manner and thereby foster respect for government and for members of the public;
- 3.2 Members of Council shall perform their duties and responsibilities with integrity and avoid the improper use of the influence of their Office and conflicts of interest, both apparent and real. In the discharge of their duties, They shall not extend preferential treatment to family members, organizations or groups in which they or their family member has a pecuniary interest. Furthermore, they shall not participate in any decision-making in which they have a partiality towards or against any person real or reasonably perceived.
- 3.3 Members of Council shall ensure that their decision-making process is transparent, accessible and equitable. Members of Council shall recognize the public's right to reasonable access to information related to the political decision-making process, which must be balanced against the requirement to protect the legitimate interests of the Township;
- 3.4 Members of Council are expected to perform their duties in Office and arrange their private affairs in a manner that promotes public confidence and will bear the burden of close public scrutiny; and
- 3.5 Members of Council shall seek to serve the public interest by upholding both the letter and the spirit of the laws and policies of the Federal Parliament of Canada, the Ontario Legislature (e.g., *Municipal Conflict of Interest Act, 1990*; *Municipal Elections Act, 1996*; the *Municipal Freedom of Information and Protection of Privacy Act, 1990*), and the Township of Mulmur Council.

#### **4. APPLICATION AND RESPONSIBILITY**

This Code of Conduct applies to all Members of Council of the Township of Mulmur. It is the responsibility of every Member of Council to adhere to this Code of Conduct.

#### **5. DEFINITIONS**

- 5.1 "gifts and benefits" mean any cash or monetary equivalent, fee, object of value, service, travel and accommodation, or entertainment.
- 5.2 "confidential information" includes any information that is not available to the public and that the Township is either prohibited from disclosing under the *Municipal Freedom of Information and Protection of Privacy Act, 1990* (including information received in confidence from third parties of a corporate, commercial, scientific or technical nature; information that is personal; and information that is subject to solicitor-client privilege), or other legislation.

## **6. GIFTS AND BENEFITS**

- 6.1 Members of Council must make their decisions objectively and free from the influence of gifts, hospitality or benefits, thereby avoiding both the reality and the appearance of impropriety with individuals, groups and organizations.
- 6.2 Members of Council shall not accept any fee, advance, gift, loan, service or personal benefit that could be seen to compromise their decision on a matter or create any obligation or special consideration by an individual, group or organization.
- 6.3 Members of Council may accept gifts or benefits that normally accompany the responsibilities of elected Office and are received as an incident of protocol or social obligation.
- 6.4 With the exception of the following, Members of Council may not accept a gift or benefit worth in excess of \$100.00 or gifts and benefits from one source during a calendar year worth in excess of \$100.00:
  - 1. compensation authorized by law;
  - 2. political contributions otherwise reported by law for Members running for Office;
  - 3. food, lodging, transportation and entertainment provided by federal, provincial, regional and local governments or events where the Member is speaking or attending in an official capacity;
  - 4. sponsorships and donations for community events organized or run by a member of a third party on behalf of a Member of Council.
- 6.5 Where the value of a single gift or benefit exceeds \$100.00, or if the total value of gifts or benefits received from one source in a calendar year exceeds \$100.00, the Member shall, within 30 days of receipt of the gift or reaching the annual limit, complete a Disclosure Statement (Appendix A) and submit it to the Chief Administrative Officer/Clerk or designate. Further, the Member shall make a cash donation to the Township of Mulmur equal to the excess amount.

Disclosure Statements are a matter of public record.

## **7. CONFIDENTIAL INFORMATION**

- 7.1 Members of Council shall not disclose or release by any means to any member of the public, any confidential information acquired by virtue of their Office, in either oral or written form, except when required by law or authorized by Council to do so.
- 7.2 Members of Council shall not disclose the content of any matter or the substance of deliberations of an in-camera (closed) meeting of Council in accordance with the

*Municipal Act, 2001*, as amended. All information, documentation and deliberations received, reviewed or taken in closed session of Council and its committees are confidential until Council authorizes the information to be released to the public.

In accordance with section 239 (2) of the *Municipal Act, 2001*, as amended, a meeting or part of a meeting may be closed to the public if the subject matter being considered is:

1. the security of the property of the municipality or local board;
2. personal matters about an identifiable individual, including municipality or local board;
3. a proposed or pending acquisition or disposition of land by the municipality or local board;
4. labour relations or employee negotiations;
5. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
6. advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
7. a matter in respect of which a Council, board, committee or other body may hold a closed meeting under another Act. 2001, c. 25, s. 239 (2).

7.3 Members of Council shall not use confidential information for personal or private gain or for the gain of relatives or any person or corporation.

7.4 Members of Council shall not permit any persons other than those who are entitled thereto to have access to information that is confidential.

7.5 Members of Council shall not access or attempt to gain access to confidential information in the custody of the Township unless it is necessary for the performance of their duties and not prohibited by Council policy.

## **8. USE OF TOWNSHIP PROPERTY, SERVICES AND OTHER RESOURCES**

8.1 Members of Council shall only use Township property or services for:

- 1) activities connected with the discharge of their official duties;
- 2) associated community activities having the sanction of Council or its committees.

8.2 Members of Council shall not use or permit the use of Township property, facilities, equipment, supplies, services, staff or other resources (e.g., Township-owned materials, websites, transportation delivery services and Member of Council expense budgets) for activities other than for purposes connected with the discharge of their official duties.

8.3 Furthermore, Members of Council shall not obtain financial gain from the use or sale of Township-developed intellectual property, computer programs, technological innovations



or other patentable items while an elected official or thereafter. All such property remains exclusively that of the Township of Mulmur.

**9. ELECTION CAMPAIGN WORK**

- 9.1 Members of Council are required to follow the provisions of the *Municipal Elections Act, 1996*.
- 9.2 Members of Council shall not use the facilities, equipment, supplies, services or other resources of the Township for any election campaign or related purpose.
- 9.3 Members of Council shall not use the services of persons for campaign-related activities during hours in which those persons receive any compensation from the Township.

**10. CONDUCT RESPECTING STAFF**

- 10.1 Members of Council shall be respectful of the role of staff to advise Council based on political neutrality and objectivity and without undue influence from any individual Member or faction of the Council.
- 10.2 Members of Council shall refrain from criticizing individual members of staff.
- 10.3 Members of Council shall not compel staff to engage in partisan political activities or be subjected to threats or discrimination for refusing to engage in such activities.
- 10.4 Members of Council shall not use, or attempt to use, their authority for the purpose of intimidating, threatening, coercing, commanding, or influencing any staff member with the intent of interfering in his or her duties, including the duty to disclose improper activity.

**11. BUSINESS RELATIONS**

- 11.1 Members of Council shall not borrow money from any person who regularly does business with the Township unless such person is an institution or company whose shares are publicly traded and who is regularly in the business of lending money.
- 11.2 Members of Council shall not act as a paid agent before Council or its committees except in compliance with the terms of the *Municipal Conflict of Interest Act, 1990*.
- 11.3 Members of Council shall not refer a third party to a person, partnership or corporation in exchange for payment or other personal benefit.

- 11.4 Members of Council shall not engage an individual whose purpose is to lobby the Council on behalf of a particular economic or other interest. Members of Council shall refer the individual to Council.

## **12. CONDUCT AT COUNCIL AND COMMITTEE MEETINGS**

- 12.1 Members of Council recognize the importance of cooperation and strive to create an atmosphere during Council and Committee meetings that facilitates discussion and the resolution of issues in the public interest. Members shall conduct themselves at Council and Committee meetings with decorum, using respectful language and behaviour in relation to all in attendance.

## **13. CONDUCT REGARDING CURRENT AND PROSPECTIVE EMPLOYMENT**

- 13.1 Members of Council shall not allow the prospect of their future employment by persons or entities to affect detrimentally the performance of their duties to the Township.

## **14. IMPROPER USE OF INFLUENCE**

- 14.1 Members of Council shall not use the influence of her or his office for any purpose other than for the exercise of their official duties.

## **15. PUBLIC COMMUNICATIONS**

- 15.1 Members of Council shall show respect for the decision-making process of Council. When one or more Members of Council disagree with the majority decision of Council, they have a duty to communicate the decision of Council accurately so that there is respect for and integrity in the decision-making process of Council.

## **16. REPRISALS AND OBSTRUCTION**

- 16.1 Members of Council shall respect the integrity of the Code of Conduct and inquiries conducted under it.
- 16.2 Members of Council shall not obstruct the Integrity Commissioner in the carrying out of her or his responsibilities (e.g., destroying documents/erasing electronic communications or refusing to respond in writing to a formal complaint lodged pursuant to the Code of Conduct Complaint Protocol passed by Council).

- 16.3 Any reprisal or threat of reprisal against a person initiating an inquiry or complaint under the Code of Conduct or who provides information to the Integrity Commissioner in any inquiry is prohibited.

## 17. COMPLIANCE WITH THE CODE OF CONDUCT

All Members of Council shall be aware of and comply with this Code of Conduct.

- 17.1 Upon receipt of the recommendation of the Integrity Commissioner, Council may impose either of the following two penalties\* where the Integrity Commissioner reports that in her or his opinion, there has been a violation of the Code of Conduct:

1. a reprimand; or
2. suspension of the remuneration paid to the Member in respect of his or her services as a Member of Council or the local committee for a period of up to 90 days. \*Municipal Act, 2001

- 17.2 The Integrity Commissioner may also recommend that Council take the following actions:

1. removal from membership of a Committee;
2. removal as Chair of a Committee;
3. repayment or reimbursement of moneys received;
4. return of property or reimbursement of its value;
5. a request for an apology to Council, the complainant, or both.

## 18. IMPLEMENTATION

- 18.1 The Code of Conduct and Code of Conduct Complaint Protocol come into force by resolution of Council. Inquiries into alleged breaches of this Code of Conduct shall not precede the date the Code of Conduct comes into force.
- 18.2 At the beginning of each term of Office, Members of Council shall meet with the Integrity Commissioner to review the Code of Conduct.
- 18.3 At the beginning of each term, Members of Council shall sign two copies of the Code of Conduct – one for the Member and one to be filed at the Township – to convey that they have read, understand and accept it.
- 18.4 Council Members shall monitor their compliance with the Code of Conduct on an ongoing basis and at the request of Council.

# **TOWNSHIP OF MULMUR**

## **Appendix A**

### **Code of Conduct for Members of Council Disclosure Statement**

Section 6.5 of the Code of Conduct for Members of Council regarding the acceptance of gifts and benefits requires Members of Council to disclose the receipt of certain gifts and benefits if the dollar value of a single gift or benefit exceeds \$100.00 or if the total value of gifts and benefits received from one source in a calendar year exceeds \$100.00. Members of Council shall use this Disclosure Statement to report such gifts and benefits and shall file it with the Chief Administrative Officer/Clerk or designate within 30 days of receipt of such gift or benefit, or upon reaching the annual limit. Disclosure Statements are a matter of public record.

Nature of Gift or Benefit Received: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Circumstances Under Which Gift or Benefit Received: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Value of Gift or Benefit: \$ \_\_\_\_\_

Date Gift or Benefit Received: \_\_\_\_\_

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

Date Statement Received by CAO/Clerk or designate \_\_\_\_\_

## **TOWNSHIP OF MULMUR**

### **CODE OF CONDUCT COMPLAINT PROTOCOL**

Revised Motion #33-2013

February 6, 2013

#### **1. AUTHORITY**

*Sections 223.3 to 223.8 of the Municipal Act, 2001, as amended, and as adopted by The Council of the Township of Mulmur at its meeting held on December 13, 2011.*

- 1.1 From the date of Council's adoption of the Code of Conduct for Council Members ("Code of Conduct"), only complaints relating to behaviour or activity occurring subsequent to the date of adoption will be addressed by this Code of Conduct Complaint Protocol.
- 1.2 After December 13, 2011, all complaints of alleged violations must be addressed in accordance with the timelines outlined in Article 2.4 below or no action will be taken on the complaint.

#### **2. COMPLAINTS OF NON-COMPLIANCE WITH THE CODE OF CONDUCT**

- 2.1 Individuals including members of the public, Township employees and Members of Council who identify or witness behaviour of a Member of Council that they believe is in contravention of the Code of Conduct may proceed with an informal or formal complaint as outlined in Option A or B below.
- 2.2 Individuals are encouraged to pursue the Informal Complaint Procedure (Option A) as their first option in stopping and remedying a prohibited behaviour or activity under the Code of Conduct. It is not required, however, that complainants participate in the informal complaint procedure before pursuing the Formal Complaint Procedure (Option B).
- 2.3 A Member of Council or a member of the public may request the Integrity Commissioner to conduct an inquiry to determine whether a Member of Council has contravened the Code of Conduct.
- 2.4 The complainant must submit the alleged violation within 30 days of the matter becoming known to the individual and no more than 6 months after the alleged violation occurred. No action will be taken on a complaint received beyond these deadlines.

### **3. OPTION A – INFORMAL COMPLAINT PROCEDURE**

3.1 Individuals (including Township employees, members of the public, Members of Council or local committees) who identify or witness behaviour or activity by a Member of Council that appears to be in contravention of the Code of Conduct may address the prohibited behaviour or activity themselves as follows:

1. Advise the Member of Council that his or her behaviour or activity contravenes the Code of Conduct;
2. Encourage the Member of Council to stop the prohibited behaviour or activity;
3. Document the incident(s) including dates, times, locations, other persons present, and any other relevant information;
4. If applicable, advise the Member of Council of his or her satisfaction with the response; or conversely, advise the Member of Council of his or her dissatisfaction with the response.
5. Consider the need to pursue the matter in accordance with the formal complaint procedure outlined in Option B, or in accordance with any other applicable judicial or quasi-judicial process or complaint procedure.
6. Individuals are encouraged initially to pursue this informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the Code of Conduct. With the consent of the complainant and the Member of Council, the Integrity Commissioner may be part of any informal process. However, it is not a precondition or a prerequisite that those complaining pursue the informal complaint procedure before pursuing the Formal Complaint Procedure in Section 4. Subject to the agreement of both the complainant and the Member of Council, the Integrity Commissioner may participate in the informal complaint resolution process.

### **4. OPTION B – FORMAL COMPLAINT PROCEDURE**

#### **Requests for Inquiries**

4.1 All complaints must be submitted on the Code of Conduct for Council Members – Formal Complaint Form/Affidavit (Appendix A), and shall be dated and signed by the complainant.

- 4.2 The complaint must include an explanation as to why the issue raised may be a contravention of the Code of Conduct and the Affidavit must set out the evidence in support of the complaint. The Affidavit must include the name of the Member of Council alleged to have breached the Code of Conduct, the section of the Code allegedly contravened, the date, time, location and other facts relevant to the alleged contravention, the names and contact information of witnesses and contact information for the complainant.
- 4.3 No Code of Conduct complaint may be filed after August 1 in any year in which a regular municipal election will be held. The time elapsed between August 1 in a regular election year and the inaugural meeting of the newly elected Council shall not be included in the time calculation referred to in section 2.4.
- 4.4 The complainant may abandon the request for an inquiry at any time and seek informal resolution to the complaint.
- 4.5 If a complaint is abandoned, the Integrity Commissioner may, in her or his sole discretion, continue the inquiry if it is in the public interest to do so.

**5. Filing of Complaint and Classification by Integrity Commissioner**

- 5.1 The complaint shall be filed with the Chief Administrative Officer/Clerk or designate who shall confirm that the information as noted in sections 4.1 and 4.2 is complete. The Chief Administrative Officer/Clerk or designate shall then forward the Formal Complaint Form/Affidavit to the Integrity Commissioner for initial classification to determine if the matter is, on its face, a complaint with respect to non-compliance with the Code of Conduct and not covered by other legislation or other Council policies.
- 5.2 If the complaint is not in the prescribed form, the Integrity Commissioner may defer the classification until a Formal Complaint Form/Affidavit is received.
- 5.3 The Integrity Commissioner may request additional information from the complainant.

**6. Response of Integrity Commissioner, if No Code of Conduct Violation**

- 6.1 If the Integrity Commissioner finds that the complaint is not, on its face, a complaint with respect to non-compliance with the Code of Conduct, or that it is covered by other legislation, complaint procedure, or another Council policy, the Integrity Commissioner shall advise the complainant in writing as follows:
1. Criminal Matter - If the complaint is an allegation of a criminal nature consistent with the *Criminal Code of Canada*, the complainant shall be advised that if the complainant wishes to pursue any such allegation, the complainant must pursue it with the appropriate Police Service.



2. Municipal Conflict of Interest Act - If the complaint is an allegation with respect to non-compliance with the *Municipal Conflict of Interest Act, 1990*, the complainant shall be advised to review the matter with the complainant's own legal counsel.
3. Municipal Freedom of Information and Protection of Privacy - If the complaint is more appropriately addressed under the *Municipal Freedom of Information and Protection of Privacy Act, 1990* the complainant shall be advised that the matter must be referred to the Chief Administrative Officer/Clerk or designate for access and privacy review.
4. Other Legislation or Policies - If the matter is covered by other legislation or policies, the complainant will be advised to proceed in accordance with the requirements of the legislation or policy.

## **7. Integrity Commissioner Inquiries**

### **7.1 Suspension of Inquiry**

If the complaint is in relation to a matter which is subject to an outstanding complaint under another process such as a court proceeding, Human Rights complaint or similar process, the Integrity Commissioner may, in her or his sole discretion, suspend any inquiry pending the result of the other process.

### **7.2 Refusal to Conduct Inquiry**

If the Integrity Commissioner is of the opinion that the referral of a matter to her or him is frivolous, vexatious or not made in good faith, or that there are no grounds or insufficient grounds for an inquiry, the Integrity Commissioner shall not conduct an inquiry, and where this becomes apparent in the course of an inquiry, terminate the inquiry.

### **7.3 Opportunity for Resolution**

If at any time following the receipt of a formal complaint or during the inquiry the Integrity Commissioner believes that an opportunity to resolve the matter may be successfully pursued without a formal inquiry, and both the complainant and the Member agree, efforts may be pursued to achieve an informal resolution.

### **7.4 Inquiry**

If the Integrity Commissioner determines that a formal inquiry is required, the Integrity Commissioner will proceed as follows:

1. Provide a copy of the complaint and any supporting materials to the Member of Council whose conduct is in question with a request that a written response to the allegation be provided within 10 days. The inquiry commences at the time the Integrity Commissioner provides notice to the Member of Council.
2. Give a copy of the response provided by the Member of Council to the complainant with a request for a written reply within 10 days.
3. If necessary, after reviewing the submitted materials, the Integrity Commissioner may speak to anyone, access and examine any other documents or electronic materials and may enter any Township work location relevant to the complaint for the purpose of inquiry and potential resolution.
4. The Integrity Commissioner may make interim reports to Council where necessary and as required to address any instances of interference, obstruction, delay or retaliation encountered during the inquiry.

#### **8. Report of Findings and Recommendation to Council**

- 8.1 Upon completion of an inquiry, the Integrity Commissioner shall report to the complainant and the Member of Council generally no later than 90 days after the receipt of the Complaint Form/Affidavit. If the inquiry process takes more than 90 days, the Integrity Commissioner shall provide an interim report and must advise the parties the date the report will be available.
- 8.2 If the Integrity Commissioner finds that a breach of the Code of Conduct has occurred, the Integrity Commissioner shall report to Council outlining the findings, the terms of any settlement, and recommended action, including a recommendation as to the imposition of a penalty as set out in the *Municipal Act, 2001*, as amended.
  1. a reprimand;
  2. suspension of the remuneration paid to the Member in respect of his or her services as a Member of Council for a period of up to 90 days.
- 8.3 If the Integrity Commissioner determines that there has been no contravention of the Code of Conduct or that a contravention occurred although the Member of Council took all reasonable measures to prevent it, or that a contravention occurred that was trivial or committed through inadvertence or an error of judgment made in good faith, the Integrity Commissioner shall present these findings in the report to Council.
- 8.4 The Chief Administrative Officer/Clerk or designate shall give a copy of the report to the complainant and the Member of Council concerned.
- 8.5 The Chief Administrative Officer/Clerk or designate shall process the report for the next meeting of Council.

**9. Duty of Council**

- 9.1 Council shall consider and respond to the report within 60 days after the day the report is presented to it.

**10. Confidentiality During Inquiry and Public Disclosure of Report**

- 10.1 The Integrity Commissioner and every person acting under her or his jurisdiction shall preserve the confidentiality of all information that comes to her or his knowledge in the course of any inquiry except as required by law in a criminal proceeding and as required by this Code of Conduct Complaint Protocol.
- 10.2 At the time of the Integrity Commissioner's report to Council, and as between the parties, the identity of a complainant and the identity of the person who is the subject of the complaint shall not be treated as confidential information.
- 10.3 All reports from the Integrity Commissioner to Council will be made available to the public.

**11. Reimbursement of Legal Expenses for Consultation**

- 11.1 A Member of Council who is subject of one or more complaints under Option B (Formal Complaint Procedure) is entitled to reimbursement of expenses for consultation with a lawyer of up to a maximum of \$500.00 yearly.

**TOWNSHIP OF MULMUR**

**Council Code of Conduct – Formal Complaint Form (Appendix A)  
Affidavit, Required at Section 4.1, Code of Conduct Complaint Protocol**

**AFFIDAVIT OF** \_\_\_\_\_ (full name)

I, \_\_\_\_\_ (full name), of the (Township, City, etc.) \_\_\_\_\_  
\_\_\_\_\_ (Municipality of residence) in the Province of Ontario.

**MAKE OATH AND SAY (or AFFIRM):**

1. I have personal knowledge of the facts as set out in this affidavit, because \_\_\_\_\_

\_\_\_\_\_  
(insert reasons e.g., I work for... I attended a meeting at which... etc.)

2. I have reasonable and probable grounds to believe that a Member of the Township of Mulmur Council  
(specify name) \_\_\_\_\_

has contravened section (s) \_\_\_\_\_ of the Council Code of Conduct of the  
Township of Mulmur, the particulars of which are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
If you require more space, please use the attached Schedule A and check the appropriate box below. If you wish to include exhibits to support this complaint, please refer to the exhibits as Exhibit A, B, etc. and attach them to this affidavit. Please see the attached Schedule A .

1. This affidavit is made for the purpose of requesting that this matter be reviewed by the Township of Mulmur appointed Integrity Commissioner and for no other purpose.

SWORN (or AFFIRMED) before me at the \_\_\_\_\_ )

\_\_\_\_\_ (Township, City, etc. of) )

in the Province of Ontario on \_\_\_\_\_ )

\_\_\_\_\_ (date) )

\_\_\_\_\_  
Signature of Commissioner

A Commissioner for taking affidavits, etc.

\_\_\_\_\_  
Signature

A copy of this affidavit will be provided to the Member of Council named in the affidavit.

Please note that signing a false affidavit may expose you to prosecution under Sections 131 and 132 or 134 of the Criminal Code, R.S.C. 1985, c. C-46 and also to civil liability for defamation.

**SCHEDULE A**  
(Additional Information)

To the affidavit required under subsection 4.1 of the Formal Complaint Procedure of the Code of Conduct Complaint Protocol for Members of Council.

If more than one page is required, please photocopy this blank page and mark each additional page as 2 of 2, 2 of 3, etc. at the top right corner.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or printed text on the paper.

**This Schedule A referred to in the affidavit of**

\_\_\_\_\_ (full name)

Sworn (or Affirmed) before me on this \_\_\_\_\_ day

of \_\_\_\_\_.

A Commissioner for taking affidavits, etc.

## Appendix B

**Council Code of Conduct – Request for Advice Form**

Name of Member: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Advice Requested:** (Provide as much detail as possible relating to the issue. Attach additional pages if required).

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins or other markings visible.

Signature of Requestor

Date Received by Integrity Commissioner

Date \_\_\_\_\_

Date Reply Issued \_\_\_\_\_



## POLICY & PROCEDURE MANUAL

SECTION	COUNCIL RELATED POLICIES	POLICY NUMBER	1.2.6
SUB-SECTION	GENERAL CORPORATE POLICY	EFFECTIVE DATE	February 14, 2008
SUBJECT	Council Member Code of Conduct		
AUTHORITY	General Government Services Committee – January 28, 2008 Council – February 14, 2008 – By-law 2008-5		

### PURPOSE:

This policy is authorized under Section 270.1 of the Municipal Act, S.O. 2001.

### STATEMENT:

This policy provides a code of conduct for the members of Council

### PROCEDURES:

1. Interpretation – Members seeking clarification of any part of the Code of Conduct should consult with the Chief Administrative Officer.
2. Complaints will be received through the Chief Administrative Officer.
3. The Chief Administrative Office, in the form of an affidavit, will then forward the complaint to the appointed Integrity Officer for completion of an investigation and reporting back.
4. The Integrity Commissioner's report will then be presented to County Council for consideration.



**CORPORATION OF THE COUNTY OF DUFFERIN**

**BY-LAW NUMBER 2008-5**

**A BY-LAW TO ADOPT A CODE OF CONDUCT FOR  
MEMBERS OF COUNCIL.**

WHEREAS the Municipal Act, S.O., 2001, Chapter 25, as amended, provides that municipalities are authorized to establish codes of conduct for members of the council of the municipality and of local boards of the municipality;

AND WHEREAS Section 5 (3) of the Municipal Act, 2001, as amended, provides that municipal powers shall be exercised by by-law;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

Code of Conduct	1.1	Members shall conduct themselves according to the Code of Conduct.
Preamble	1.2	A written Code of Conduct helps to ensure that the members of Council share a common basis for acceptable conduct. These standards are designed to provide a reference guide and a supplement to the legislative parameters within which the members must operate. These standards should serve to enhance public confidence that County's elected representatives operate from a base of integrity, justice and courtesy.
General	1.3	The County of Dufferin Council Code of Conduct is a general standard that augments the provincial laws and municipal by-laws that govern their conduct. It is not intended to replace personal ethics.
		All members shall serve their constituents in a conscientious and diligent manner. No member shall use the influence of office for any purpose other than the exercise of his or her official duties.
Gifts and Benefits	1.4	<p>Members shall not accept fees, gifts, hospitality or personal benefits that are connected directly or indirectly with the performance of duties as County Councillors, except compensation authorized by law.</p> <p>This section does not apply to tokens, mementoes, souvenirs, or such gifts or benefits up to and including a value of \$100.00 that are received as an incident of protocol or social obligation that normally accompanies the responsibilities of office. Tokens, mementoes, souvenirs or gifts with a value of greater than \$100.00 shall be the property of the municipality.</p>

		<p>No Member shall seek or obtain by reason of his or her office any personal privilege or advantage with respect to County services not otherwise available to the general public and not consequent to his or her official duties.</p>
Confidentiality	1.5	<p>All information, documentation or deliberation received, reviewed or taken in closed session of Council and its committees are confidential, except as otherwise directed by Council.</p> <p>Members shall not disclose or release by any means to any member of the public either in verbal or written form any confidential information acquired by virtue of their office, except when required by law to do so.</p> <p>Members shall not permit any persons other than those who are entitled thereto to have access to information that is confidential.</p> <p>Particular care should be exercised in ensuring confidentiality of the following types of information:</p> <ul style="list-style-type: none"> <li>• Labour negotiations</li> <li>• Information about suppliers provided for evaluation which might be useful to other suppliers</li> <li>• Matters relating to the legal affairs of the County</li> <li>• Sources of complaints where the identity of the complainant given in confidence</li> <li>• Items under negotiation</li> <li>• Schedules of prices in contract tenders</li> <li>• Information defined as "personal information" under the Municipal Freedom of Information and Protection of Privacy Act</li> </ul> <p>This list is provided for example and is not inclusive. Requests for information should be referred to the Office of the Clerk to be addressed as a formal request under the Municipal Freedom of Information and Protection of Privacy Act.</p>
Use of County Property	1.6	<p>No member shall use for personal purposes any County property, equipment, supplies, or services of consequence other than for purposes connected with the discharge of County duties or associated community activities of which County Council has been advised.</p> <p>No member shall obtain financial gain from the use of County-developed intellectual property, computer programs, technological innovations, or other patentable items, while an elected official or thereafter. All such property remains the exclusive property of the County of Dufferin.</p> <p>No member shall use information gained in the execution of his or her duties that is not available to the general public, for any purposes</p>

		other than his or her official duties.
Work of a Political Nature	1.7	<p>No member shall use County facilities, services, or property for his or her re-election campaign.</p> <p>No member shall use the services of County employees for his or her re-election campaign, during hours in which the employees are in the paid employment of the County.</p>
Conduct at Meetings	1.8	During meetings, members shall conduct themselves with decorum. Respect for delegations and fellow members and staff requires that all members show courtesy and not distract from the business of the Council or Committee during presentations and when other members have the floor.
Representing the County	1.9	Members shall make every effort to participate diligently in the activities of the agencies, boards, and commissions to which they are appointed.
Influence On Staff	1.10	<p>Members shall be respectful of the fact that staff work for the County as a body corporate and are charged with making recommendations that reflect their professional expertise and corporate perspective, without undue influence from any individual member or group of Members of Council.</p> <p>In addition, members shall be respectful of the fact that staff carry out directions of Council and administer the policies of the municipality, and are required to do so without any undue influence from any individual member or group of members of Council.</p>
Business Relations	1.11	No member shall borrow money from any person who regularly does business with the County unless such person is an institution or company whose shares are publicly traded and who is regularly in the business of lending money.
No Member shall Act as a Paid Agent	1.12	No member shall act as a paid agent before Council or a committee of Council or any agency, board, or committee of the County.
Encouragement and Respect for County	1.13	Members shall encourage public respect for the County and its by-laws.
Harassment	1.14	Harassment of another member, staff or any member of the public is misconduct. Harassment may be defined as any behaviour by any person that is directed at or is offensive to another person on the grounds of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, age, handicap, sexual orientation, marital status, or family status and any other grounds under the provisions of the Ontario Human Rights Code.

Interpretation	1.15	Members of Council seeking clarification of any part of this Code of Conduct should consult with the County Chief Administrative Officer (CAO).
Effective date	1.16	This by-law shall take effect on the date of its final passing.
Alleged Breaches of the Code of Conduct	1.17	If a breach of the Code of Conduct is alleged the complaint shall be lodged with the Chief Administrative Officer in the form of an affidavit. The CAO shall report the nature of the complaint to Council and Council shall appoint a person to act as an Integrity Commissioner to investigate the alleged breach. The CAO will keep an updated list of individuals who are willing to serve as an Integrity Commissioner.

READ a first, second and third time and  
finally passed this 14th day of February, 2008.

*"Original Signed By"*

\_\_\_\_\_  
John K. Oosterhof, Warden

*"Original Signed by"*

\_\_\_\_\_  
Pam Hillock, Clerk

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## 2015 MUNICIPAL LICENSING & LAW ENFORCEMENT FORUM

### Emerging Issues & Trends in Municipal Licensing and Enforcement

AMCTO presents

#### the Premier Annual Event for Municipal Licensing and Law Enforcement Professionals

This forum will help you stay ahead of the curve on developments in the field of municipal licensing and law enforcement, while providing you with great interaction and professional networking opportunities.

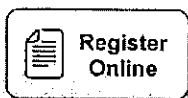
This forum is developed by AMCTO in partnership with the Municipal Law Enforcement Officers' Association (MLEOA), Ontario Association of Property Standards Officers (OAPSO) and the Prosecutors Association of Ontario (PAO).

When: May 14 -15, 2015  
8:30 am - 4:00 pm  
(Registration begins at 8:00 am)

Where: Novotel Toronto Mississauga Hotel  
3670 Hurontario Street, Mississauga, Ontario L5B 1P3  
Paris A Ballroom - Upper Lobby  
Telephone: (905) 896-1000

[Please click here for map and directions](#)

#### REGISTRATION



OR

[Please click here to print and fax registration form.](#)

**Fee: \$446.35** (\$395+\$51.35 HST)

Fee includes Materials, Continental Breakfast, Lunch and Refreshments

**Refund Policy:** All Cancellations must be confirmed in writing. A cancellation charge of \$56.50 (includes HST) will be applied to every cancellation received up to seven (7) business days prior to the holding of the session. No refunds will be made for cancellations of less than seven (7) business days prior to the holding of the session.

#### AGENDA HIGHLIGHTS:

**Keynote Speaker:** Noah Zon, *Practice Lead, Intergovernmental Economic & Social Policy, Mowat Centre*

New technology platforms such as Uber, Airbnb and TaskRabbit are accelerating the advent of the "sharing economy" with rapid speed and massive scale. As these marketplaces expand and threaten to disrupt established business models, policymakers around the world are trying to develop appropriate responses to the sharing economy. Noah's presentation will share highlights of his report *Policy for the Sharing Economy: Beyond 'Whack-a-Mole'*. It will discuss the policy context for the sharing economy, the structural and cultural challenges that make it difficult for governments to respond, and opportunities for more constructive relationships between local governments and the sharing economy.

UNF-5  
MAY - 7 2015

## Regulatory Challenges with Technology

**Moderator:** Susan Jones, *Acting Deputy City Manager of City Operations, City of Ottawa*

This session will be divided into two segments with an overriding theme on the implications and opportunities that technology is presenting to municipal law enforcement regulators and administrators in Ontario.

The first part of the session will discuss the challenges that regulators are facing in a rapidly changing environment where the use of innovative technologies such as APPS for vehicle for hire transportation and tourist accommodation services have challenged the workings of municipal regulators. The municipality as a regulator has the role to ensure consumer protection, health, safety and mitigation of public nuisance while equally balancing the heightened expectations of the public. The panel will share their experiences and different aspects of this issue including a variety of enforcement and policy development strategies that cities have been using or may want to look at going forward.

The second part of the session will share the experiences and challenges of Cities such as Burlington and Ottawa with the procurement and implication of e-government solutions for on-line licensing including licensing related to taxis, businesses, adult entertainment and pet registration. The panel will also review the challenges and related implications of the Freedom of Information and Protection of Privacy Act.

**Tracey Burrows**, *Manager, By-law Enforcement and Licensing, City of Burlington*

**Tracey Cook**, *Executive Director, Municipal Licensing & Standards, City of Toronto*

**Philip Powell**, *Program Manager, Licensing and Permits, Emergency and Protective Services, City of Ottawa*

## Social Media, Licensing and Enforcement: Challenges and Opportunities

Municipalities are capitalizing on the reach of social media for their programs and services to the widest variety of audience especially via Facebook and Twitter. This panel will discuss the various aspects of this heightened interface with social media including the kinds of information that is disseminated, the social media tools that municipalities are successfully using, the prosecutor's perspective of gathering evidence for investigations or enforcement, the hidden opportunities for service evaluations and so much more.

**Thomas Agnew**, *Hicks Morley Hamilton Stewart Storie LLP, Toronto*

Thomas will discuss the ethical and legal dimensions of the role that social media can play in investigations and enforcement.

**Scott Mills**, *Social Media Officer, Corporate Communications Office, Toronto Police Service*

There is a need for an improved understanding of social media opportunities and threats, the risks, the image building, tools and tricks. Scott will share information on internet crime and effective practices or techniques being used by the Toronto Police for prevention and enforcement.

## A Review of the Elliot Lake Inquiry and Related Risk Factors that Exist in Municipal Licensing and Enforcement

This session will provide an overview of the recommendations resulting from the Elliot Lake inquiry. Also included will be a review of various risk factors currently being experienced within the municipal law enforcement environment.

**Jon Popple**, *President, Municipal Law Enforcement Officers' Association (MLEOA)*

**Warwick R. Perrin**, *President, Ontario Association of Property Standards Officers (OAPSO)*

**Shayne Turner**, *Director of Enforcement, By-Law Enforcement Division, City of Kitchener*

## Freeman on the Land

The focus of this session is on strategies for regulating situations with groups of people who have different belief and value systems. The issues range from failure to pay taxes to enforcement for non-compliance.

Our panelists will provide strategies, tips, effective practices and trends to address this issue from a variety of perspectives.

**Shawn Mather**, *A / Sergeant Investigator / Security Specialist JOPIS, Ontario Provincial Police*

**Tracey Burrows**, *Manager, By-law Enforcement and Licensing, City of Burlington*

## Tow Truck Licensing

Expert Panelists will report on the proposed changes governing how the industry is regulated now and in the future for the provincial licensing of this industry, including driver and operator requirements and how these regulations will work with existing licensing regimes in Municipalities.

**James Blisson**, *Manager of Licensing and Enforcement, City of Brampton*

**Larry Gold**, *Facilitator, Co-chair of the Industry Fair Value Committee*

**Melissa Martin**, *Senior Policy Advisor, Consumer Policy and Liaison Branch Ministry of Consumer Services*

## Case Law and Legislative Update: Recent Decisions from Ontario's Courts

**Charlene Perrotta**, *President (PAO); Manager – Prosecutions, City of Mississauga*

## Presumptive Legislation on Post Traumatic Stress Disorders (PTSD)

This session will discuss the risk of Presumptive legislation around post traumatic stress disorders (PTSD) for emergency service workers. The fact that PTSD could be considered for presumptive legislation is all the more reason for municipalities to demonstrate how they are managing this issue with staff and for staff.

**Samantha Seabrook**, *Associate, Hicks Morley Hamilton Stewart Storie LLP, Toronto*

## Mental Health Workplace Strategies for Municipal Licensing and Enforcement Officers

Using environmental design, site-specific narrative, and urban placemaking frameworks, this session will explore the social and spatial design factors impacting the mental health of By-law officers who face increasingly complex, traumatic, and in some instances, unsafe situations in the field. This participatory session will include: case studies, new progressive workplace mental health placemaking strategies, a spatial + social design checklist, and a debriefing template. The goal of this session is to unpack the multiple issues impacting the mental health and wellness of By-law officers while providing tangible tools for making positive changes within and outside of the workplace.

**Jay Pitter**, *MES, Site-Specific Narratologist, Urban Placemaker, and Communications Specialist*

Please click [here](#) for full agenda details



**MEMORANDUM**

**To:** Ms. Denise Holmes, CAO  
**From:** Chris D. Jones MCIP, RPP  
**Date:** May 4, 2015  
**Re:** On Farm Uses By-law and Ontario Guideline for Ag-related Uses

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As per your request I have reviewed the draft document entitled "Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas", which was released by the Province in February 2015. I have also compared these proposed Provincial guidelines with the Township of Melancthon's On-Farm Uses By-law 44-2012.

The primary purpose of the new Provincial document is to provide municipalities with new insight and direction on how to define and implement the new Provincial Policy Statement definitions of "*agricultural-related use*" and "*on-farm diversified use*".

The draft guidelines establish the following criteria for "*agricultural-related*" and "*on-farm diversified uses*":

**Criteria for Permitted Uses**

***Agricultural-Related Uses:***

- Farm-related commercial and farm-related industrial uses;
- Compatible with and shall not hinder surrounding agricultural operations;
- Directly related to farm operations in the area;
- Support agriculture;
- Provide direct products and/or services to farm operations as a primary activity; and,
- Benefit from being in close proximity to farm operations;

***On-Farm Diversified Uses:***

- Located on a farm;
- Secondary to the principle agricultural use of the property;
- Limited in area;
- Includes, but is not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value added agricultural products; and,
- Compatible with, and shall not hinder, surrounding agricultural operations.

In my opinion, the key difference between the two uses is an agricultural-related use may be larger in scale and may exist independently from a farm (i.e. on its own), where an on-farm diversified use is required to be a secondary or accessory use to a farm

operation.

### **Provincial Policy Statement 2005 (PPS 2005)**

The Township of Melancthon's On Farm Uses By-law was approved in 2012 under the authority of the former Provincial Policy Statement (i.e. PPS 2005). It is noted that under the former PPS, permissible uses within prime agricultural areas included:

**Agricultural-related uses** defined as *"those farm-related commercial and farm-related industrial uses that are directly related to the farm operation and are required in close proximity to the farm operation"; and,*

**Secondary uses** defined as *"secondary uses to the principle use of the property, including but not limited to, home occupations, home industries, and uses that produce value-added agricultural products from the farm operation of the property".*

In my opinion the key difference between the permissible uses under PPS 2005 and PPS 2014 are:

- Agricultural-related uses are to have a direct relationship to farm operations in the area and are to provide products or services to farm operations as a primary activity; and,
- On-farm diversified uses (formerly secondary uses) are now to be limited in lot area and may include agri-tourism uses.

### **Township of Melancthon By-law 44-2012 (On Farm Uses By-law)**

Table 1, which is attached to this memo, lists the range of uses permitted by By-law 44-2012 and, for comparison, also lists examples of potential agricultural-related and on-farm diversified uses suggested by the new Provincial guideline.

Based on my review of the regulations in the Township's On-Farm Uses By-law it appears the By-law is premised on the primary requirement that all on-farm uses are to be "accessory" or "secondary" to an existing farm operation. This may have been intentional to avoid the establishment of new uses on vacant lots that do not include a farm operation.

### **Suggested Comments on the New Provincial Guidelines**

Overall we find the intent of the Ministry to provide assistance with the interpretation of the definitions of permissible uses in prime agricultural to be helpful and supportive of

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• Municipal Planning Services Ltd. •

Chris D. Jones BES, MCIP, RPP  
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Barrie, Ontario  
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L4N 8Z5



agricultural based communities who rely upon agri-business as a primary economic driver. However, in our opinion we find the definitions themselves establish very definitive requirements that the proposed guidelines cannot change. Notwithstanding, we offer the following comments:

1. The reference in Section 2.2 to an "agricultural-related use" being permitted on a separate "commercial or industrial property" is somewhat confusing as lands within a prime agricultural area are generally not zoned for commercial or industrial uses. It is suggested this statement would be clearer if it was revised to state, *"These uses may be co-located with a farm operation or on a separate lot, independent of a farm operation, provided the lot is zoned to permit the use"*.
2. The definition of an agricultural-related use requires such a business to *"provide direct products and/or services to farm operations as a primary activity"*. We note one of the examples provided in the draft guideline is, *"winery using local grapes"*. In our opinion, such a use would not *"provide products to farm operations as a primary activity"*. The guidelines should provide some clarification on the interpretation of this aspect of the definition.
3. Section 2.3.3 of the guideline identifies *"institutional uses (churches, schools, cemeteries)"* as examples of uses which would not meet the definition of an on-farm diversified use. However, Figure 3 lists *"daycare", "classes" or "workshops"* as examples of uses that would meet the definition. Given that the Township has recently experienced an in-migration of Mennonite residents we believe it would be appropriate and respectful to accommodate on-farm churches or schools in these communities as part of a farm cluster given such a use would be virtually the same as *"daycare, classes or workshops"*.
4. The definition of an on-farm use requires such a use to be *"limited in area"*, and Section 2.3.1, Item 1 of the guideline requires the host site for an on-farm use to be *"actively farmed"*. Furthermore Item 2 states that such a use must be *"less significant than the agricultural use on the property in spatial or temporal terms"*. In my experience, I have seen "active farming" interpreted to mean the keeping of a flock of chickens or the intermittent pasturing of someone else's livestock or the removal of a single hay crop. If the guidelines wish to see on-farm uses established in conjunction with more fulsome agricultural operations, it would be recommended that more definitive criteria be established with respect to this item.

If you have any questions with respect to this memo, do not hesitate to call me.

-original signed-

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Chris D. Jones MCIP, RPP

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**TOWNSHIP OF MELANCTHON**  
**NOTICE OF RECEIPT OF A COMPLETE APPLICATION**  
**FOR A ZONING BY-LAW AMENDMENT**  
**AND**  
**NOTICE OF A PUBLIC MEETING CONCERNING A RELATED**  
**PROPOSED ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Township of Melancthon has received a complete application to amend Municipal Zoning By-law 12-79, as amended. The purpose of the rezoning is to amend the Township's Comprehensive Zoning By-law to zone lands located in Part of Lot 15, Concession 4, O.S., that were the subject of a recent severance approval.

AND PURSUANT to Section 34 (12) of the Planning Act, the Zoning By-law amendment application file is available for review at the Township Office. Please contact the Township Clerk to arrange to review this file.

**NOTICE OF PUBLIC MEETING WITH COUNCIL**

TAKE NOTICE that the Council for the Corporation of the Township will be holding a Public Meeting under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13, as amended, to explain the proposed Zoning By-law amendment as described below and to receive public comments on it.

**DATE AND LOCATION OF THE PUBLIC MEETING**

Date: Thursday, May 7, 2015  
 Time: 6:00 p.m.  
 Location: Township of Melancthon Municipal Office (Council Chambers)

**DETAILS OF THE ZONING BY-LAW AMENDMENT**

The application affects lands located in Part of Lot 15, Concession 4, O.S. in the Township of Melancthon. A key map has been appended to this Notice which identifies the subject lands.

The purpose of the proposed By-law is to amend Restricted Area (Zoning) By-law No. 12-79, as amended, to rezone lands that were the subject of consent application B9/14. The By-law would implement two approval conditions for that application. The severance would create a lot containing an existing residence which is surplus to the needs of the land owner as a result of farm consolidation. The By-law would rezone that proposed lot from the General Agricultural (A1) Zone to the Rural Residential Exception (RR-157) zone to permit its continued use for a detached dwelling and accessory uses normally associated with such a use, provided such accessory uses are limited to a total floor area of 200 square metres. The By-law would also rezone most of the retained lands, as identified in the consent application, from the General Agricultural (A1) zone to the General Agricultural Exception (A1-126) zone. All uses permitted in the A1 zone would be permitted in the A1-126 zone except that a dwelling would be prohibited in compliance with the requirements of the Provincial Policy Statement for surplus dwelling severances. The effect of the proposed By-law would be to recognize the residential use of the severed lot and to permit agriculture on the retained lands while prohibiting any new dwelling on those retained lands.

Information relating to this application is available at the Township of Melancthon Municipal Office for public review during regular office hours.

**FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION**

A key map has been appended that identifies the lands that are subject to this amendment.

The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the meeting shall be afforded an opportunity to make representations in respect of the proposed amendment.

If you wish to be notified of Township Council's decision in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6. Phone: (519) 925-5525. Fax (519) 925-1110

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Melancthon before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Township of Melancthon to the Ontario Municipal Board.

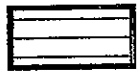
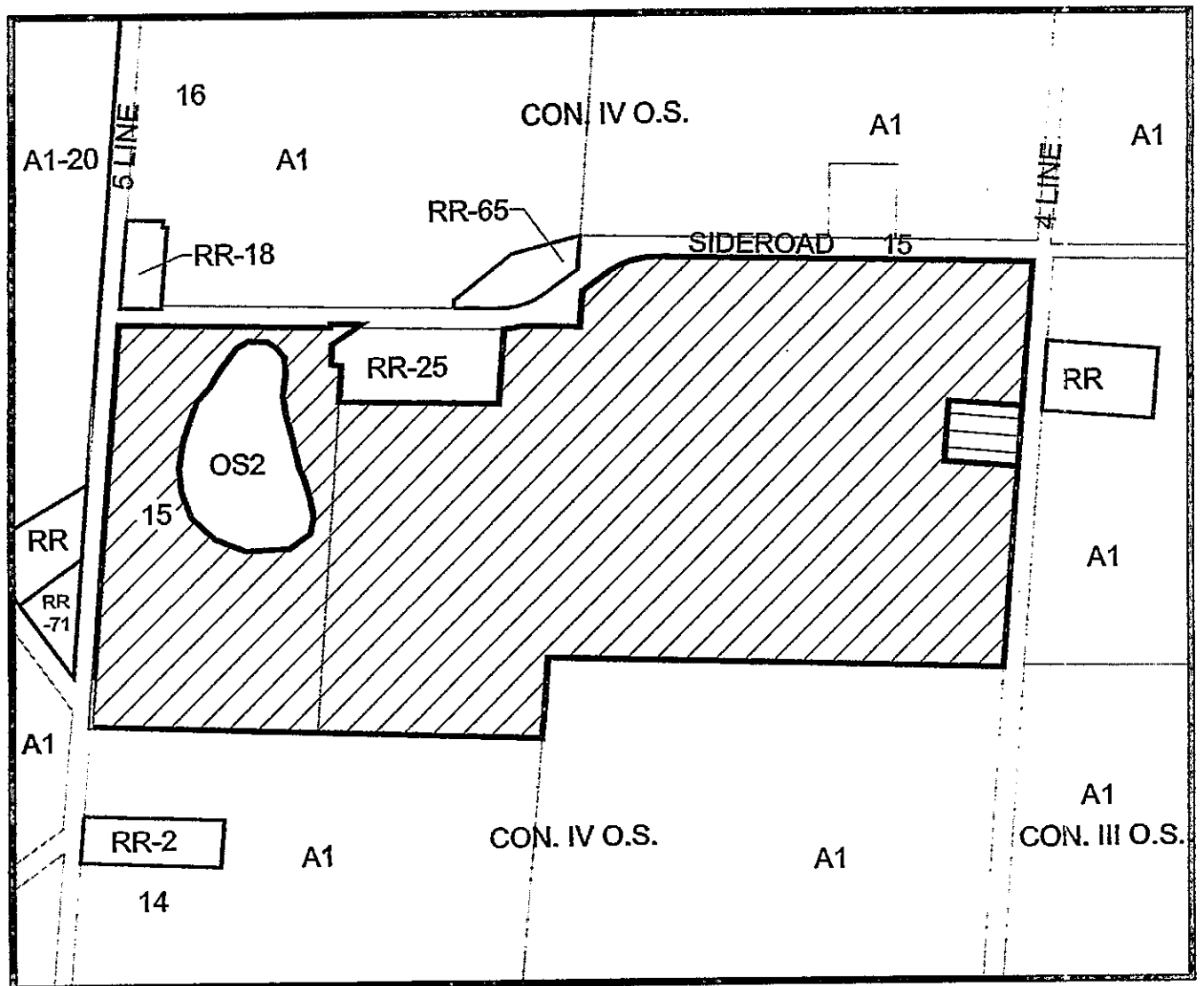
If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Melancthon before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Further information relating to the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

Mailing Date of this Notice: March 26, 2015

*Denise B. Holmes*  
 Denise Holmes, CAO/Clerk  
 Township of Melancthon

*Del* - MAY - 7 2015



Areas Affected by Proposed By-law

BY-LAW NO. \_\_\_\_\_, 2015

TOWNSHIP OF MELANCTHON

STINSON DRAINAGE WORKS, D DRAIN

A By-law to provide for a drainage works in the Township of Melancthon in the County of Dufferin.

Whereas the requisite number of owners have petitioned the Council of the Township of Melancthon in the County of Dufferin in accordance with the provisions of the **Drainage Act**, R.S.O. 1990, requesting that the following lands be drained by a Drainage Works:

Pt. Lot 11, Concession 5 N.E.

And whereas the Council of the Township of Melancthon in the County of Dufferin has procured a report made by R. J. Burnside & Associates Limited. The report is attached hereto and forms part of this by-law.

And whereas the estimated total cost of constructing the drainage works is \$30,000.00.

And whereas the Council of the Township of Melancthon pursuant to the Drainage Act, R.S.O. 1990, enact as follows:

1. The report dated March 25, 2015 and attached hereto as Schedule A is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. The Corporation of the Township of Melancthon may borrow on the credit of the Corporation the amount of \$30,000.00 being the amount necessary for construction of the drainage works.
3. A special rate shall be levied upon the lands and roads as set forth in the assessment schedule included in Schedule A to the by-law to be collected in the same manner as other taxes are collected.
4. For paying the amount of \$15,000.00 being the amount assessed upon lands and roads belonging to or controlled by the municipality, a special rate sufficient to pay the amount assessed plus interest therein shall be levied upon the whole rateable property in the Township of Melancthon for one year after the passing of this by-law, to be collected in the same manner and at the same time as other taxes are collected.
5. All assessments are payable in the same year as the assessment is imposed.
6. This by-law comes into force on the passing thereof and may be cited as the "Stinson Drainage Works, D Drain By-law".

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Provisionally adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Mayor: \_\_\_\_\_

CAO/Clerk: \_\_\_\_\_

Third Reading \_\_\_\_\_

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Mayor: \_\_\_\_\_

CAO/Clerk: \_\_\_\_\_