



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, September 17, 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 - September 3, 2015**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agenda & Minutes for information on Public Question Period)
9. **Road Business**
 1. Open Quotes for the supply and delivery of 2,500 tonnes of winter sand
 2. Open Tenders for the 2015 Surface Treatment on various Township Roads
10. **Correspondence**
 - * Outside Board & Committee Minutes**
 1. Centre Dufferin Recreation Complex Board of Management - Special Meeting July 22, 2015
 2. Centre Dufferin Recreation Complex Board of Management - Meeting June 24, 2015
 - * Items for Information Purposes**
 1. Copy of a resolution passed by the Township of Springwater dated July 20, 2015, Re - Land Use - Agricultural Motion
 2. Copy of a motion passed by the Township of Mulmur dated September 8, 2015, Re - 2015 County Road Network Rationalization Study - Phase 1
 3. GRCA Current - September 2015 Volume 20 Number 8
 4. Heads Up Alert - Ontario Good Roads Association - September 1, 2015
 5. Highlights of the NVCA Board of Directors Meeting - No. 07-15 - August 28, 2015
 6. Shelburne & District Fire Board Hires New Full Time Fire Chief/FPO
 7. AMO Communications - AMO Policy Update - Health Funding Review Report and Funding Allocation Announcement
 8. POA Agenda Package - September 3, 2015 Meeting
 - * Items for Council Action**
 1. Letter from Sylvia Jones, MPP Dufferin-Caledon to Mayor White and Members of Council dated August 2015, Re - Bill 113 - the Police Record Checks Reform Act, 2015
 2. Email from Source Protection Funding dated September 9, 2015, Re - SPMIF Extension - Township of Melancthon
 3. Email from Pushminder Heer to Mayor White dated September 9, 2015, Re - Parks & Recreation Resident Fee vs Non-Resident Fee
 4. Email from John Aird, Spark Solar dated September 11, 2015, Re - Municipal Solar Resolution FIT 4 (Downey GECCO)
11. **General Business**
 1. By-law to appoint a Fire Chief for the Shelburne and District Fire Department
 2. Draft By-law to Permit Off Road Vehicles on Municipal Roads
 3. Applications to Permit
 4. New/Other Business & Additions to Agenda

1. Motion to direct the Drainage Superintendent to call tenders for the Stinson D. Drainage Works
2. Dundalk Fire Agreement Renewal - set date for the Committee of the Whole Meeting to invite Southgate Council for discussion (as per the direction from the April 16th COW meeting)
3. Bretton Estates - Mayor White
5. Unfinished Business
 1. Email from Christopher Fearon, Delivery Services Officer - GTA West, Canada Post dated September 10, 2015, Re - Mailbox Replacement in Corbetton and Riverview
 2. Appreciation Dinner for Volunteers
 3. Dufferin County Road Rationalization Study - comments due at the end of the month
 4. Building Permit Fees
 5. North Dufferin Recreation Agreement
 6. Email from Pam Hillock regarding the Conservation Authorities Act/Council Comments on the Conservation Authority Act Review - commenting deadline is October 19, 2015
 7. Ark II Shelter - Update
 8. Information Flyer
 9. Rogers Communications Tower - Request for Concurrence

12. Delegations

1. 5:30 p.m. - Dennis Sanford regarding his Application to Construct an addition to an existing building
2. 6:00 p.m. - COMMITTEE OF ADJUSTMENT
3. 7:00 p.m. - Coe/Pullen - Public Meeting for a Zoning By-law Amendment on East Part of Lot 27, Concession 3 OS

13. Closed Session (if required)

14. Notice of Motion

15. Confirmation By-law

16. Adjournment and Date of Next Meeting - Thursday, October 1, 2015 - 5:00 p.m.

17. On Sites

18. Correspondence on File at the Clerk's Office

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Special meeting held July 22, 2015 at the CDRC

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

Absent: Ron Webster

Meeting called to order by Chair, Laura Ryan at 5:30pm
A quorum was present.

Declaration of Pecuniary Interests:

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

Agenda:

Add: discussion of Seasonal Operators, Casual Youth for Fiddle Weekend and schedule Policies & Procedures Committee meeting.

MOTION #1 – Moved by J. Elliott seconded by W. Mills. Be it resolved we approve the agenda dated July 22, 2015 as amended and presented.

Carried

New Business:

Vacancy of Facility Maintenance Manager Position:

Resignation was received on June 29, 2015 from Facility Maintenance Manager, Rick Thompson.

In Camera Session:

MOTION #2 – Moved by J. Elliott seconded by W. Benotto. Be it resolved that the Board move into a closed session meeting pursuant to section 239 of the Municipal Act, 2001, as amended for the following reason:

Personal matters about an identifiable individual, including an employee.

Carried

MOTION #3 – Moved by W. Mills seconded by W. Benotto. That the CDRC Board of Management rise from “In Camera” with staff direction at 5:53pm.

Carried

Seasonal Operator Positions:

While filling the Maintenance Manager position, there will be a need to hire a full-time operator-Lead Hand as well as a Part-time operator.

Casual Youth:

Currently the CDRC is short staffed with casual youth and with the Fiddle Championship approaching, we will require some additional help during set up and tear down. There is currently a job posting for winter youth help. Management has been given direction to bring in suitable temporary staff to cover where needed.

Policies and Procedures Committee-Schedule Meeting:

The Committee will meet to review and discuss draft rental contracts on Wednesday, July 29, 2015 at 5:30pm.

Confirmation by By-law

MOTION #4 – Moved by W. Benotto seconded by J. Elliott. Be it resolved that leave be given for the reading and enacting of by-law #07-2015 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Special Board meeting held July 22, 2015.

Carried

Adjournment:

MOTION #5-Moved by W. Mills seconded by J. Elliott. That we now adjourn at 6:00pm to meet again at the call of the chair.

Carried

Secretary - Treasurer

Chairperson

Dated

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held June 24, 2015 at the CDRC

Attendance:	Laura Ryan	Mono
	Heather Foster	Amaranth
	Chris Gerrits	Amaranth
	Janice Elliott	Melancthon
	Ron Webster	Melancthon
	Kim Fraser	Facility Administration Manager

Absent: Dan Sample, Wade Mills, Walter Benotto, AJ Cavey, Rick Thompson

Meeting called to order by Chair, Laura Ryan at 6:15pm
A quorum was present.

Declaration of Pecuniary Interests:

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

Agenda:

Add: discussion on Procedural Bylaw to Policies & Procedures Committee Report

MOTION #1 – Moved by R. Webster seconded by C. Gerrits. Be it resolved we approve the agenda dated June 24, 2015 as amended and presented.
Carried

Discussion of Minutes of Previous Meetings:

MOTION #2 – Moved by J. Elliott seconded by R. Webster. That the minutes of the CDRC Board of Management regular board meeting held May 27, 2015 be approved as presented and circulated. And further that the minutes from the CDRC Board of Management special board meeting held June 8, 2015 be approved as presented and circulated.
Carried

Correspondence:

- Approval from Town of Shelburne Council to designate area along east side of berm as no parking.

MOTION #3 – Moved by J. Elliott seconded by C. Gerrits. That correspondence is received and placed on file.

Carried

Finance Committee Report:

MOTION #4 – Moved by H. Foster seconded by J. Elliott. That the bills and accounts, as presented in the amount of \$36,324.46 be approved and paid.

Carried

Policies and Procedures Committee Report:

Discussions revolved around clarifying Board Member attendance concerns. Staff has been directed to inquire to the Town of Shelburne and seek guidance to prepare a Procedural Bylaw.

MOTION – Moved by C. Gerrits seconded by J. Elliott. That we receive the verbal report from the Policies and Procedures Committee.

Carried

Facility Administration Manager's Report:

1. Ice user meeting report
2. No overnight camping on CDRC property
3. Advertising for snow removal tenders

MOTION #5 – Moved by C. Gerrits seconded by H. Foster. That we receive the verbal report from the Facility Administration Manager.

Carried

New Business:

Turn it Out Dance Studio-T&C Room Rental Request:

A request was made from Turn it Out Dance Studio seeking a rental rate discount. After discussion the Board of Management did not approve the request.

SMHA-Request to reclassify Friday Night Ice Rental Rate:

A request was made from SMHA seeking reclassification of Friday night 8-11pm ice rental rate from Super Prim to Prime. After discussion the following motion was presented:

MOTION #6 – Moved by J. Elliott seconded by C. Gerrits. Be it resolved that the CDRC Board of Management deny the request of SMHA to discount the Friday night ice time 8-11pm from Super Prime to Prime rate.

Carried

Confirmation by By-law

MOTION #7 – Moved by C. Gerrits seconded by R. Webster. Be it resolved that leave be given for the reading and enacting of by-law #06-2015 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Regular Board meeting held June 24, 2015.

Carried

Adjournment:

MOTION #8-Moved by J. Elliott seconded by C. Gerrits. That we now adjourn at 7:02pm to meet again at the call of the chair.

Carried

Secretary - Treasurer

Chairperson

Dated

To: Ontario Municipalities
From: Council of the Township of Springwater

Subject: Land Use – Agricultural Motion

The Council of the Township of Springwater adopted Resolution C 339B 2015 at a meeting on July 20, 2015; the Resolution is provided for your consideration.

Agricultural Motion
RESOLUTION C 339B 2015
Moved by: Allen
Seconded by: Ritchie

Whereas Agriculture is the largest single land use sector in Springwater, and

Whereas Agriculture is the number one value added sector in the Province of Ontario, and

Whereas in the Province of Ontario, the Provincial Policy Statement (2014), the Places to Grow Policies, the County of Simcoe Official Plan and the Township of Springwater Official Plan, independently and collectively, acknowledge the need to protect Prime Agricultural Land (defined as CLI Classes 1 to 3) for future generations,

Therefore be it resolved that as part of the Township's Official Plan review process, Staff be directed to give particular consideration to the need for new or additional policies, with the following clear and specific objectives:

- (i) protecting and promoting Prime Agricultural Land for long-term use for agriculture;
- (ii) ensuring that new land uses are compatible with, and do not hinder, agricultural operations on Prime Agricultural Land; and
- (iii) ensuring that any identification of settlement areas or expansion of a settlement area boundary fully complies with applicable Provincial policies aimed at protecting Prime Agricultural Land for the long term.

CARRIED

DISCLAIMER: This material is provided under contract as a paid service by the originating organization and does not necessarily reflect the view or positions of the Association of Municipalities of Ontario (AMO), its subsidiary companies, officers, directors or agents.

CORPORATION OF THE

township of mulmur

758070 2nd Line East

Mulmur ON L9V 0G8

TELEPHONE: 705-466-3341 • FAX: 705-466-2922



September 8, 2015

Mr. Scott Burns, P.Eng., C.E.T.
Director of Public Works and County Engineer
County of Dufferin
55 Zina Street,
Orangeville, Ontario. L9W 1E5

Dear Mr. Burns:

Re: 2015 County Road Network Rationalization Study – Phase 1

Mulmur Township Council at their meeting on September 2nd reviewed the above mentioned report and passed the following motion;

"That Mulmur Council register their opposition to the proposed road changes described in the Dufferin County Road Network Rationalization Plan – Phase 1."

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

Yours truly,

Terry Horner, AMCT
CAO/Clerk.

c. Dufferin Municipalities

Info 2 -

SEP 17 2015

GRCA Current



September 2015 • Volume 20 Number 8

GRCA General Membership

Chair Jane Mitchell

Vice-Chair Vic Prendergast

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

Townships of Mapleton and Wellington North Pat Salter

Township of Centre Wellington
Kelly Linton

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

City of Guelph
Bob Bell, Mike Salisbury

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

Municipality of North Perth and Township of Perth East
George Wicke

Halton Region Cindy Lunau

City of Hamilton George Stajanovic

Oxford County Bruce Banbury

County of Brant
Brian Coleman, Shirley Simons

City of Brantford
Dave Neumann, Vic Prendergast

Haldimand and Norfolk Counties
Bernie Corbett, Fred Morison

Good summer for revenue

A combination of sunny weekends and rainy weekdays has led to good revenue for the GRCA this summer.

Year-to-date park revenue is approximately \$800,000 higher than it was at the same time last year. Park revenue is generally closely tied to favourable weather for those who enjoy outdoor recreation. This increase may also be due to additional marketing efforts by the GRCA.

The GRCA's three hydro turbines have also been operating at full capacity due to rain that has mostly fallen on weekdays. The turbines have been generating a lot of power, which means the GRCA has higher revenue from this source as well.

Hydro production can be viewed on the GRCA's website at www.grandriver.ca/riverdata.

Three GRCA projects

Funding is in place for three projects to improve recreational facilities in 2016.

Improvements will be made to Apps' Mill Nature Centre in Brant County, as well as the Kay Marston Pavilion at the Elora Gorge Conversation Area. The boardwalk at the FWR Dickson Nature Trail just south of Cambridge will also be restored.

The Grand River Conservation Foundation will also help fund these projects on behalf of the GRCA.

Dam and dyke projects

Three tenders for dam and dyke projects have been approved.

Bronte Construction will repair concrete slabs along the Brantford dykes for \$226,000.

Belwood Electric Ltd. will supply and install gain heaters to melt ice at the Shand Dam gates, for about \$255,000.

Rehabilitation of a small section of the Conestogo River near Drayton will be carried out by R & M Construction of Acton at a cost of \$258,000.

These projects will be funded by the GRCA levy and matched by the provincial Water and Erosion Control Infrastructure program.

Work on these projects gets underway in September with completion expected by the end of the year.

Provincial review underway of conservation act

The province is reviewing the Conservation Authorities Act and comments related to a provincial discussion paper about the act are sought before Oct. 19.

The review of the act is focused on governance, funding mechanisms and the roles and responsibilities of conservation authorities. A working group of Conservation Ontario, the association of conservation authorities, is preparing a response to the discussion paper.

The GRCA's report on the issue was presented at the board meeting. It will be forwarded to partner watershed municipalities for consideration. Any resulting changes will be discussed at the GRCA's September board meeting, before being forwarded on to the province.

Caledonia mill proposal

A private group seeking to rebuild the Caledonia Mill and turn it into office space made a presentation to the GRCA board.

The mill was constructed in 1856 and operated as a mill until 1965. The interior of the building has not been used for 50 years. It is designated as an historic building and is a landmark for Haldimand County. Attempts by others to re-purpose and restore the mill have not succeeded.

This group plans to take the building down and rebuild it with a similar footprint. Components of the building as well as the foundation will be reused where possible. The intent is to maintain a similar structure, aside from an overhang that was a late addition onto the front of the building. The overhang will be removed to allow a river trail to continue through the property.



www.grandriver.ca

Grand River Conservation Authority

Info3

SEP 17 2015



It has been a great summer to get out and enjoy Grand River Parks. This young man was enjoying the Byng Island pool for the first time.

The mill is in an area that is regulated by the GRCA. Planning staff will report back on the project after they review the details of the proposal. The project has been endorsed by Haldimand County.

Water conservation urged in some areas

The low water response team decided Aug. 5 to place the lower Nith, Eramosa and Whitemans subwatersheds at Level 1 under the Ontario Low Water Response Plan.

By Sept. 2 this changed to Level 2 on Whitemans Creek. The team noted water levels in the creek dropped to below half of the average summer flow.

Also on Sept. 2, the Ministry of Natural Resources and Forestry asked anglers to refrain from fishing in Whitemans Creek. Low water levels and high water temperatures can put the fish under stress, which can be compounded by fishing.

Level 1 means water users are asked to cut their consumption by 10 per cent, because stream flows were below normal summer levels. Level 2 is a request for a voluntary 20 per cent reduction in water consumption by holders of water permits.

August had variable rain

Rainfall in many areas in the central and northern watershed was above average for August, while the southern watershed was drier than average.

For example, only about half the normal

rain fell in Brantford, while Conestogo's rainfall was 37 per cent above average.

August was 0.6 degrees warmer than the long-term average at the Shand Dam, where daytime temperatures there averaged in the mid- to high-20s, with one day reaching 30 degrees. But the central and southern watershed was warmer. Shade's Mills in Cambridge recorded daytime highs at or above 30 degrees on seven days.

Lake Erie remains above the long-term lake level. It is most likely that the lake levels will drop over the rest of the year, but will remain higher-than-normal. Reservoir levels in Shand, Luther and Guelph are within the normal range, while Conestogo is slightly above the normal range.

River augmentation increased slightly in August. On average, reservoir water accounted for about 60 per of the flow through Kitchener.

Planting trees for trout

A free workshop in Burford will help property owners learn about things they can do on their land to help improve the fish habitat in nearby waterways.

The Trees and Trout Workshop will be held Tuesday, Sept. 15 from 6 p.m. to 7:30 p.m. at the Scott family property in Burford. A rain date has been scheduled for Wednesday, Sept. 16, 2015.

The focus of the workshop is on planting native trees, shrubs and plants to create habitat and improve water quality in the nearby creek. The workshop will also pro-

vide information about funding opportunities for water quality improvement projects, and will include an electrofishing demonstration, weather permitting.

The workshop is an initiative of the GRCA's Conservation Services.

This issue of *GRCA Current* was published in September 2015.

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

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

Next board meeting:

Sept. 25 at 9:30 a.m.
GRCA Administration Centre

Subscribe to *GRCA Current*:

GRCAcurrent-subscribe@grandriver.ca

View meeting reports:

www.grandriver.ca/MeetingReports

View coming events:

www.grandriver.ca/Calendar

Grand Actions newsletter:

www.grandriver.ca/GrandActions



Working for Municipalities

Heads UP



keeping members informed.

September 1, 2015

New Rules of the Road Effective September 1, 2015

The following new rules of the road will take effect today, September 1st, 2015.

	Current	Penalty Effective September 1, 2015
Distracted Driving	\$60 - \$500 fine	\$490* fine and three demerit points; minimum 30-day suspension for novice drivers
"Dooring" of cyclists or vehicles	\$60 - \$500 fine	\$365* fine and three demerit points
Passing cyclists	None	Drivers must leave a one-metre distance when passing cyclists or face a \$110* fine and two demerit points; \$180* fine and two demerit points for failing to leave a one-metre distance when passing cyclists in a community safety zone
Improper lighting on bicycle	\$20 set fine	\$110* fine
Slow Down, Move Over	Slow Down, Move Over for emergency vehicles stopped at roadside to assist	Slow Down, Move Over requirement now also includes tow trucks stopped at roadside to assist; \$490* fine for violation

* Fine as listed is set fine including Victim Fine Surcharge and court costs.

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

Ontario Good Roads Association

1525 Cornwall Road, Unit 22
Oakville, ON L6J 0B2
PHONE: 289-291-OGRA (6472)
FAX: 289-291-6477

Info 4

SEP 17 2015



HIGHLIGHTS

of the NVCA BOARD OF DIRECTORS MEETING
No. 07-15 – August 28, 2015

Draft 2016 budget expected in September

Based on a recommendation from the Finance and Administration Advisory Committee, the board approved a revised budget timeline that will see a draft 2016 NVCA budget presented at the September 2015 board meeting. Further, the board approved a series of budget assumptions and guidelines to help direct the budget development process.

Reduced board size endorsed in principle

The board recommended endorsement, in principle, of reducing the number NVCA board members. The board directed the Chair and CAO to seek input from municipal members and the province regarding the reduction, which would see the board go from 27 to 18 members and voting protocols changed accordingly. The CAO will report her findings to the board at a future meeting.

Stewardship and environmental education programs highlighted

Details of several key lands, education and stewardship projects were either received for information or approved for implementation:

- The board learned of flagship stewardship projects taking place in 2015, including:
 - Pine River restoration in Angus at the LeClair Soccer Field
 - Beeton Creek restoration at Walton Development Property in Beeton
 - Nottawasaga River shoreline retaining wall demonstration sites in Wasaga Beach
 - Baker Creek trout stream restoration at dam and head pond sites in Mono.

These projects are funded by Environment Canada's Lake Simcoe South-Eastern Georgian Bay Clean-Up Fund, the Province of Ontario, and municipal partners.

- The board received an update from NVCA's environmental education department regarding progress against key recommendations and opportunities to move the program forward. Among the highlights, education staff have developed a "Wonderful Wetlands" program to be delivered to grade 3 students in Shelburne and area schools.
- The board received an overview of staff's plan for mapping the spread of Emerald Ash Borer on NVCA properties.

In brief

During this meeting, the board also:

- Received a delegation from the Midhurst Ratepayers' Association (MRA) regarding their concerns over contaminants entering the Willow Creek and Minesing Wetlands from a proposed sewage treatment plant. The board directed the MRA's concerns to staff for response.
- Approved changes to the reporting frequency for permits and approvals (from monthly to bi-annually) and budget statements (from monthly to quarterly). For the permit and approvals report, a new format will be adopted to allow for review in open session. These changes will reduce the staff time spent on reporting while maintaining transparency and openness.
- Thanked staff for their hard work in responding to the tornado that hit the Tiffin Conservation Area in June 2014. Byron Wesson, Director of Lands, Education and Stewardship Services, announced to the board that the final clean-up work from tornado, a rebuilding of the Rotary Gazebo, was completed in August.
- Received correspondence from the Honourable Lisa Raitt, P.C., M.P., Minister of Transport, updating the NVCA on its request to have the Nottawasaga River added to the *Navigation Protection Act* list of scheduled navigable waters. According to the letter, Transport Canada is in the process of developing a methodology for reviewing requests for adding waterways under the act.



NVCA Chair Doug Lougheed, Gayle Wood, CAO, and Vice Chair Gail Ardiel join in congratulating Sheryl Flannagan, Director of Corporate Services (2nd from left), on receiving her Certified Human Resource Professional designation.

For more information

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

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

Future meetings & events

South Simcoe Streams Volunteer Planting Event

September 12, 9 am to 1 pm
Adjala-Tosorontio
NVCA partner event

Nature League Green & Healthy Living Festival,

September 12 & 13, 10 am to 4 pm
Curling Club, Collingwood
NVCA booth at event

Nature Days for Homeschoolers

September 16, 9:30 am to 2:30 pm,
Tiffin Conservation Area, Utopia
New education program for
homeschooling families

South Simcoe Streams Volunteer Planting Event

September 16, 4 to 6 pm
New Tecumseth
NVCA partner event

South Simcoe Streams Volunteer Planting Event

September 19, 9 am to 12 pm
Bradford West Gwillimbury
NVCA partner event

Festival at Fort Willow

September 19, 10 am to 4 pm
Fort Willow Conservation Area, Grenfell
Sponsored by the Friends of Fort
Willow, NVCA, the Township of
Springwater and the Rotary Club of
Barrie

TD Tree Days - Minesing Planting Event (Volunteer Work Day)

September 20, 9 am to 12 pm,
Minesing Wetlands/Mad River
(9196 County Rd 10)
With support from TD Tree Days

NVCA Board of Directors Meeting

September 25, 9 am to 12 pm
Tiffin Centre for Conservation, Utopia

River Bends on the Mend Part 2 (Volunteer Work Day)

September 25, 9:30 am to 3 pm
Minesing Wetlands, near Angus
With Nature Conservancy of Canada

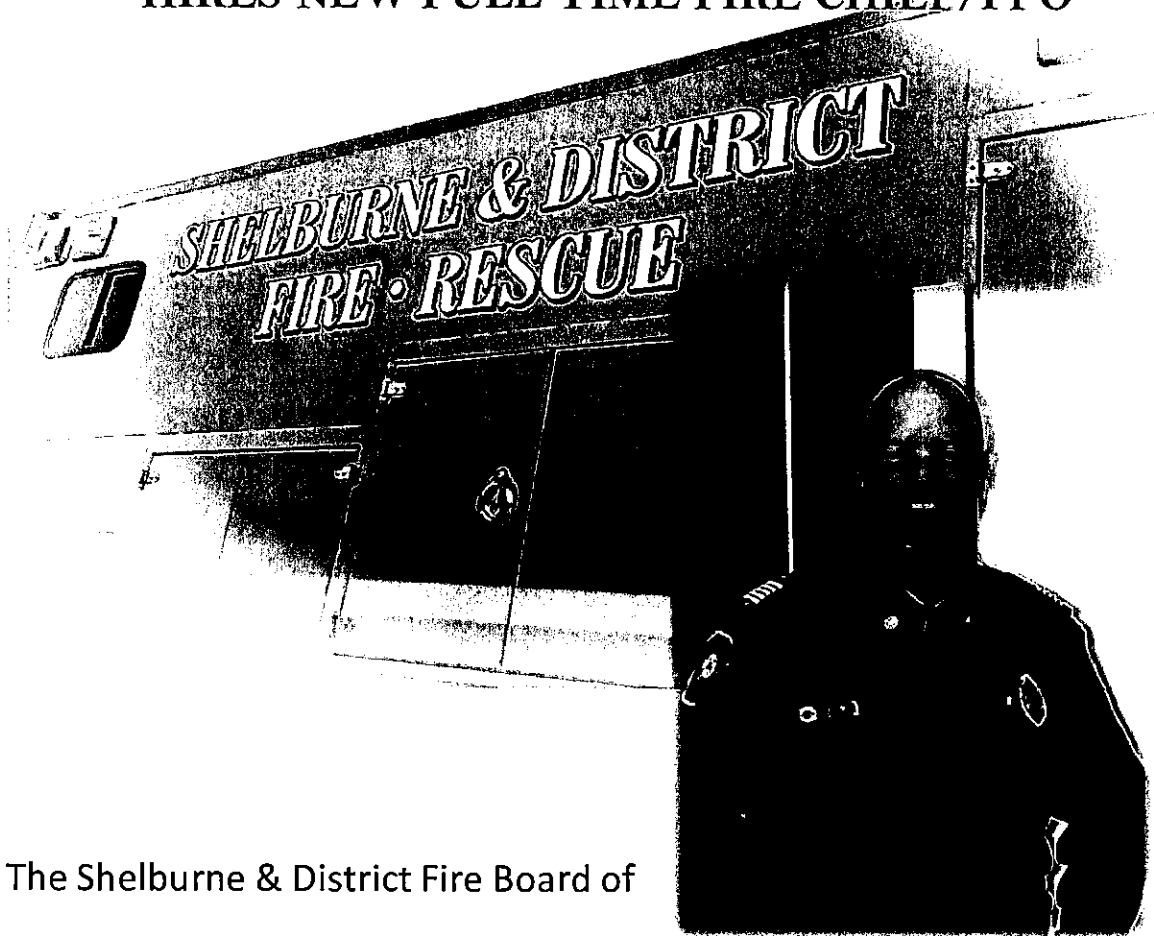
Reminder – Planning Fee Review, 2015 – Public Comment

NVCA's planning fees are under review to consider their effectiveness and fairness.

Members of the public are invited to comment on the fees as part of the review process. NVCA has created a short survey (www.nvca.on.ca/planning-permits/planning-fee-review) to gather these comments.

The results of the survey, along with the feedback from the fee review stakeholder subcommittee, will be incorporated into a draft fee schedule. It is anticipated that this draft schedule will be circulated to municipal planning directors for their comment in late fall.

**SHELBURNE & DISTRICT FIRE BOARD
HIRES NEW FULL TIME FIRE CHIEF/FPO**



The Shelburne & District Fire Board of Management is pleased to announce that Brad Lemaich will fill the newly created position of full time Fire Chief/Fire Prevention Officer effective October 15th, 2015. This is the first time in the history of the Shelburne & District Fire Department that a full time staff member will be part of a roster that has traditionally been volunteer only.

Chief Lemaich brings with him to Shelburne over 12 years' experience in the fire service with his most recent position as Fire Chief for the Municipality of Greenstone.

Thursday, September 3rd, 2015

Info6.

SEP 17 2015

Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: September-08-15 4:34 PM
To: watkinson@melancthontownship.ca
Subject: AMO Policy Update - Health Funding Review Report and Funding Allocation Announcement

September 8, 2015

Health Funding Review Report and Funding Allocation Announcement

The Ministry of Health and Long-Term Care has undertaken a review of provincial funding to public health units in Ontario. Public health services are primarily cost shared as a 75% provincial and 25% municipal responsibility with some programs 100% provincially funded. The stated purpose of the review was to look at how provincial funding to public health programs and services could be made more equitable, transparent, and accountable. A Funding Review Working Group was struck in 2010 made up of representatives from the public health sector and included an AMO representative. The Working Group's mandate was to: investigate the current status of public health funding; advise the Ministry on a future public health funding model; and, advise the Ministry on principles that could guide the implementation of a future funding model.

The Ministry has released the Final Report of the Funding Review Working Group. The Ministry has indicated that it has accepted the report and recommendations. As a next step, a new public health funding model for mandatory programs will be implemented. Mandatory programs include those required to meet the Ontario Public Health Standards such as food safety and infectious disease control.

Further, the Ministry announced new information on how they will allocate funds this year. \$11 million (or 2%) of growth funding will be distributed proportionately to the public health units that have not reached their share based on the new model. The base funding of other public health units that are currently above their model-based share for mandatory programs will not be reduced. However, it is not yet clear what impacts this will bring to these health units whose funding is basically capped. Specific provincial funding approvals for 2015 will be announced shortly.

The Ministry announcement raises concerns about the timing of the implementation of a new model within the current fiscal year. AMO will be monitoring the situation. AMO will also continue to raise the need for more public health funding. This is needed to address annual inflationary pressures as well to meet the requirements of the Ontario Public Health Standards.

In related news, the Ministry has also announced that it will be undertaking a review of the Ontario Public Health Standards starting this year. AMO will engage the Ministry about this review.

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

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

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

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



ONTARIO COURT OF JUSTICE – COUR DE JUSTICE DE L'ONTARIO
Provincial Offences Office – Bureau des Infractions Provinciales

DELIVERED VIA E-MAIL

September 8, 2015

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

Attention: Pam Hillock, Clerk

Township of Amaranth
3740268 - 6th Line
Amaranth, Ontario L9W 0M6

Attention: Heather Foster, Councillor
Susan Stone, CAO/Clerk-Treasurer

Town of Mono
347209 Mono Centre Road
Mono, Ontario L9W 6S3

Attention: Ken McGhee, Deputy Mayor
Keith McNenly, CAO/Clerk-Treasurer

Town of Shelburne
203 Main Street East
Shelburne, Ontario L9V 3K7

Attention: Patti Hossie, Deputy Registrar/Project Manager
John Telfer, Clerk

Township of Mulmur
758070 - 2nd Line East
Mulmur, Ontario L9V 0G8

Attention: Heather Boston, Treasurer
Terry M. Horner, CAO/Clerk-Treasurer

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

Attention: Denise B. Holmes, CAO/Clerk-Treasurer
Wendy Atkinson, Treasurer/Deputy Clerk



ONTARIO COURT OF JUSTICE – COUR DE JUSTICE DE L'ONTARIO
Provincial Offences Office – Bureau des Infractions Provinciales

Town of Grand Valley
5 Main Street North
Grand Valley, Ontario L9W 5S6

Attention: Jane M. Wilson, Clerk-Treasurer

Town of Orangeville
87 Broadway
Orangeville, Ontario L9W 1K1

Attention: Vern Douglas, Director of Building/Bylaw
Susan Greatrix, Clerk

Township of East Garafraxa
191282 - 13th Line
East Garafraxa, Ontario L9W 7B4

Attention: Karen Canivet, Deputy-Clerk
Susan Stone, Clerk-Treasurer

Dear Sir or Madam:

RE: Dufferin County Partners
Municipal Board Meeting
3 September 2015

Please review the attached materials for discussion at our meeting scheduled for September 3rd, 2015 at the County of Dufferin, Sutton Room, 2nd Floor at 9:30 am.

Thank you,

Darlene

Darlene Noakes
Court Services Manager
Provincial Offences
Town of Caledon



POA Board Agenda

Dufferin Court Services

September 3, 2015

9:30 AM

Sutton Room, 2nd Floor, Dufferin County, 55 Zina St., Orangeville

Agenda Topics

1. Call to Order
2. Approval of Agenda
3. Minutes from March 27, 2015
4. Statistical Review, D. Noakes, Manager of Court Services
5. 2104 Financial Statements Review, P. Tollett, Treasurer
6. Letter from Township of Amaranth
7. Quarterly Revenue Update, P. Tollett, Treasurer
8. Attorney General Updates, D. Noakes, Manager of Court Services
9. Draft Agreement Review (to be distributed at the meeting),
C. deGorter, Clerk/Director of Administration
10. Letters from Municipalities Re: Analysis of Operations
11. Next Meeting Date



POA Board Minutes

Dufferin Court Services

March 27, 2015

9:30 AM

Sutton Room, 2nd Floor, Dufferin County, 55 Zina St., Orangeville

Members:

Wendy Atkinson, Treasurer/Deputy Clerk, Melancthon Township
Heather Boston, Treasurer, Mulmur Township
Jane Wilson, CAO/Clerk Treasurer, Town of Grand Valley
Ken McGhee, Deputy Mayor, Town of Mono
Pam Hillock, Clerk, County of Dufferin
Karen Canivet, Deputy Clerk, East Garafraxa Township
Pattie Hossie, Deputy Registrar/Project Manager, Town of Shelburne
Peggy Tollett, Treasurer, Town of Caledon
Heather Haire, Manager of Finance, Town of Caledon

Others Present:

Carey deGorter, Clerk/Director of Administration, Town of Caledon
Darlene Noakes, Court Services Manager, Town of Caledon
Nicole Shearman, Supervisor of Court Services, Town of Caledon

Absent:

Heather Foster, Councillor, Amaranth Township
Vern Douglas, Director of Building/Bylaw, Town of Orangeville

1. Call to Order

The meeting was called to order at 9:33 am.

2. Approval of Agenda

Moved: P. Hossie Seconded: H. Boston

That the agenda for the POA Board, dated March 27, 2015, be approved.

Carried

3. Membership Introduction

Introductions of all members present were made around the table.

4. Background Introduction

D. Noakes, Manager of Court Services, provided a background summary of the Provincial Offences operations in the Dufferin Court Services area. She reviewed the staffing structure and associated responsibilities for the Dufferin Court Services area. Ms. Noakes described the processes required for the administration of the Dufferin Provincial Offences office. She explained the roles of the various stakeholders associated with the court administration. Members of the Board asked a number of questions and received responses from Ms. Noakes.

5. Structure of POA Board

C. deGorter, Director of Administration, reviewed the current agreements and the discrepancies between the agreements and the existing constitution. Members of the Board asked a number of questions and received responses from D. deGorter. It was directed that a review be conducted of the agreements and any proposal for consideration be brought to a future meeting.

6. Tour of POA Facility

A tour of the Provincial Offences office and courtroom was provided to those in attendance.

7. Statistical Review

D. Noakes, Manager of Court Services, presented the year-end operational statistics. Members of the Board asked a number of questions concerning the information and received responses from Ms. Noakes.

8. Budget

P. Tollett, Treasurer, presented the 2015 budget to the Board. She noted that there would be a clawback from each municipality for 2014. Ms. Tollett suggested that the disbursements to each municipality be allocated quarterly to keep the clawback/surplus to a minimum. Members of the Board asked a number of questions and received a response from Ms. Tollett. The Members of the Board requested that Ms. Tollett provide further information by email concerning the breakdown of revenues collected.

9. Next Meeting Date

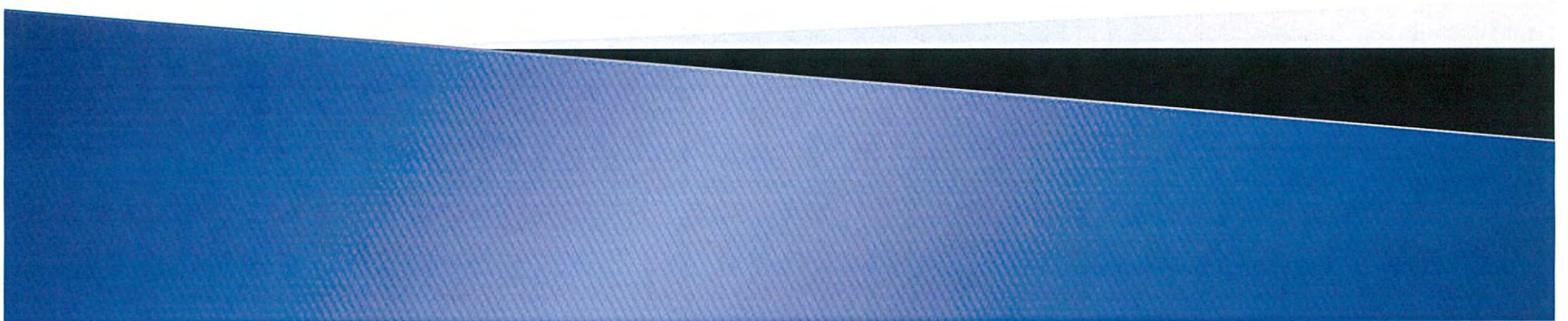
The next meeting date was set for June 5, 2015 at 9:30 a.m.

10. Adjournment

The meeting was adjourned at 11:35.

Dufferin County POA statistics

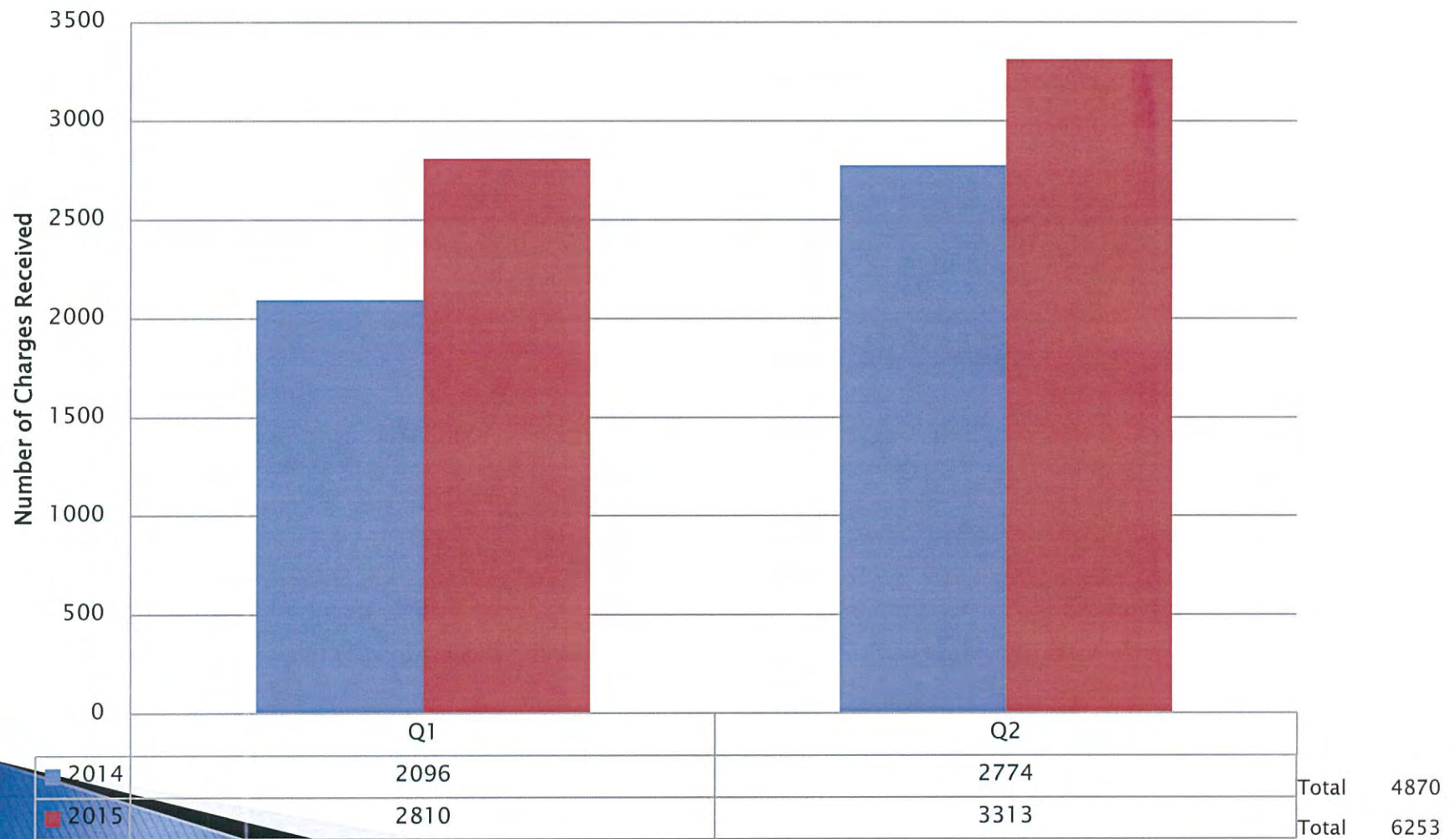
September 3, 2015



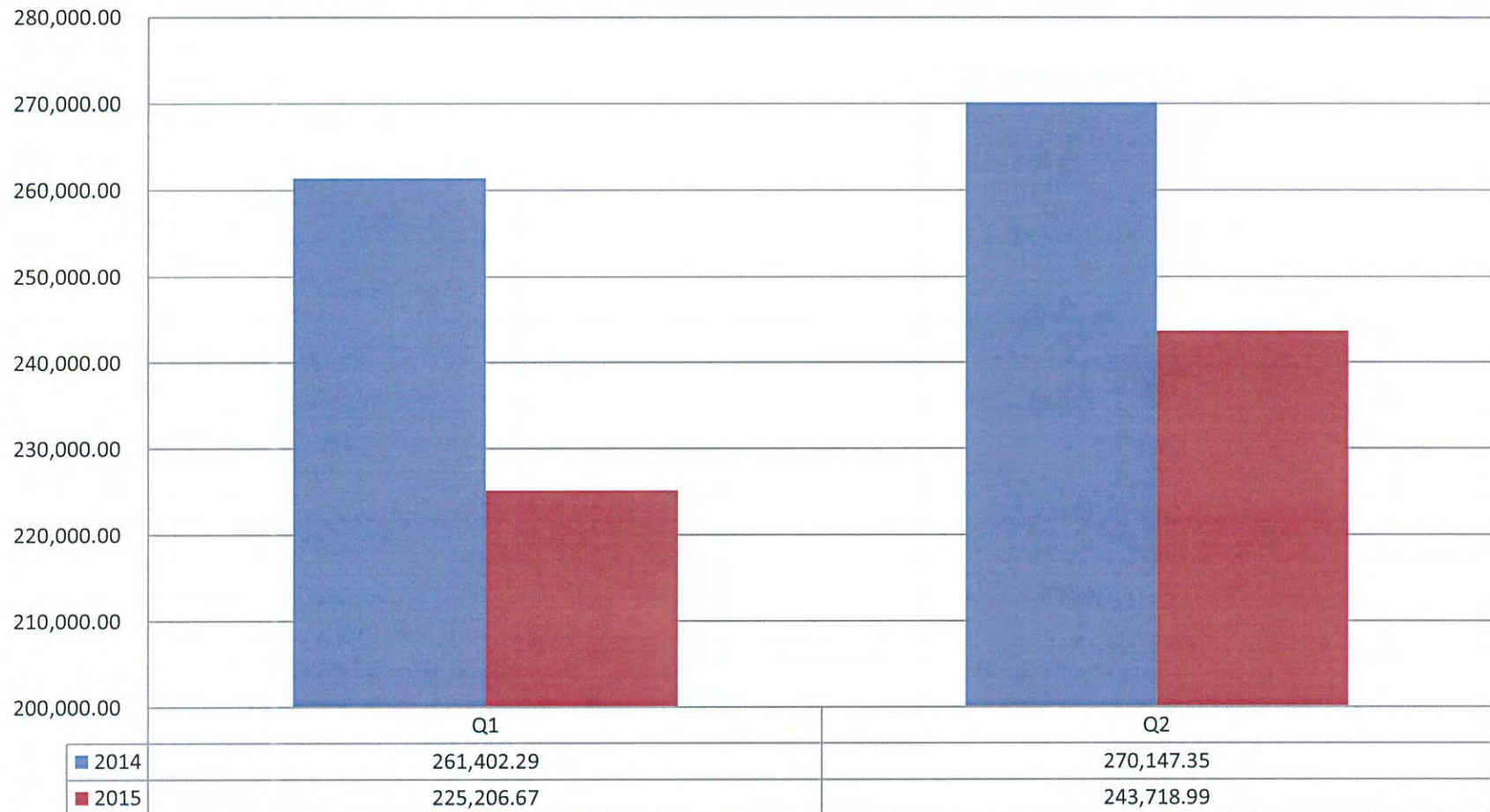
Part 1 Charges, Police Force Comparison 2014/2015

	Dufferin OPP		Orangeville Police		Shelburne Police		Combined	
	2014	2015	2014	2015	2014	2015	2014	2015
January	200	320	255	201	109	169		
February	232	241	287	251	134	184		
March	296	822	407	400	176	222		
Q1 Total	728	1383	949	852	419	575	2096	2810
April	289	341	432	520	143	260		
May	373	391	447	428	217	313		
June	307	269	383	467	183	324		
Q2 Total	969	1001	1262	1415	543	897	2774	3313
July	313		339		218			
August	340		217		160			
September	381		288		183			
Q3 Total	1034		844		561		2439	0
October	395		231		174			
November	360		246		132			
December	336		209		187			
Q4 Total	1091		686		493		2270	0
Yearly /YTD	3822	2384	3741	2267	2016	1472	9579	6123

Part 1 Charges Received



Gross Revenue 2014/2015



Part 1 Yearly Summary Chart by Municipality

AMARANTH	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	28	12	-16	-16
Feb	28	22	-6	-22
Mar	33	18	-15	-37
Apr	39	39	0	-37
May	27	34	7	-30
June	28	12	-16	-46
July	19	33	14	-32
Aug	33	34	1	-31
Sept	15	35	20	-11
Oct	27	31	4	-7
Nov	21	36	15	8
Dec	16	36		
Total	314	342		

E. GARAFRAXA	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	62	15	-47	-47
Feb	71	31	-40	-87
Mar	71	37	-34	-121
Apr	40	35	-5	-126
May	46	36	-10	-136
June	32	78	46	-90
July	20	49	29	-61
Aug	17	59	42	-19
Sept	22	46	24	5
Oct	33	70	37	42
Nov	45	52	7	49
Dec	24	37		
Total	483	545		

E.LUTHER/ GRAND VALLEY	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	33	5	-28	-28
Feb	29	15	-14	-42

Mar	42	29	-13	-55
Apr	37	36	-1	-56
May	28	33	5	-51
June	31	39	8	-43
July	16	42	26	-17
Aug	34	54	20	3
Sept	25	16	-9	-6
Oct	38	39	1	-5
Nov	27	42	15	10
Dec	7	20		
Total	347	370		

MELANCTHON	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	57	29	-28	-28
Feb	12	46	34	6
Mar	59	30	-29	-23
Apr	75	27	-48	-71
May	21	37	16	-55
June	33	67	34	-21
July	56	34	-22	-43
Aug	68	78	10	-33
Sept	17	60	43	10
Oct	32	43	11	21
Nov	42	36	-6	15
Dec	22	41		
Total	494	528		

MONO	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	190	75	-115	-115
Feb	162	120	-42	-157
Mar	172	168	-4	-161
Apr	180	144	-36	-197
May	143	149	6	-191
June	95	171	76	-115
July	154	102	-52	-167

Aug	172	110	-62	-229
Sept	134	95	-39	-268
Oct	136	118	-18	-286
Nov	142	138	-4	-290
Dec	45	76		
Total	1725	1466		

MULMUR	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	32	28	-4	-4
Feb	43	24	-19	-23
Mar	53	53	0	-23
Apr	45	26	-19	-42
May	45	38	-7	-49
June	24	68	44	-5
July	42	79	37	32
Aug	36	81	45	77
Sept	12	41	29	106
Oct	36	49	13	119
Nov	48	53	5	124
Dec	13	73		
Total	429	613		

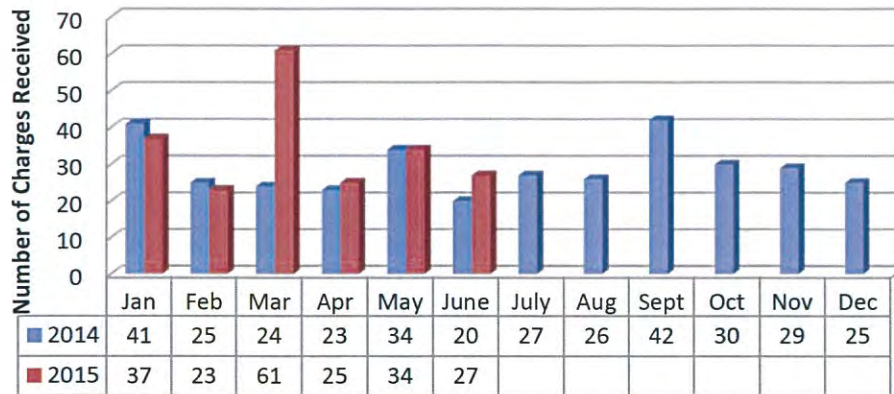
Orangeville	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	117	69	-48	-48
Feb	113	49	-64	-112
Mar	140	125	-15	-127
Apr	135	103	-32	-159
May	170	92	-78	-237
June	196	172	-24	-261
July	120	369	249	-12
Aug	128	339	211	199
Sept	153	338	185	384
Oct	104	347	243	627
Nov	138	347	209	836
Dec	51	265		

Total	1565	2615		
--------------	------	------	--	--

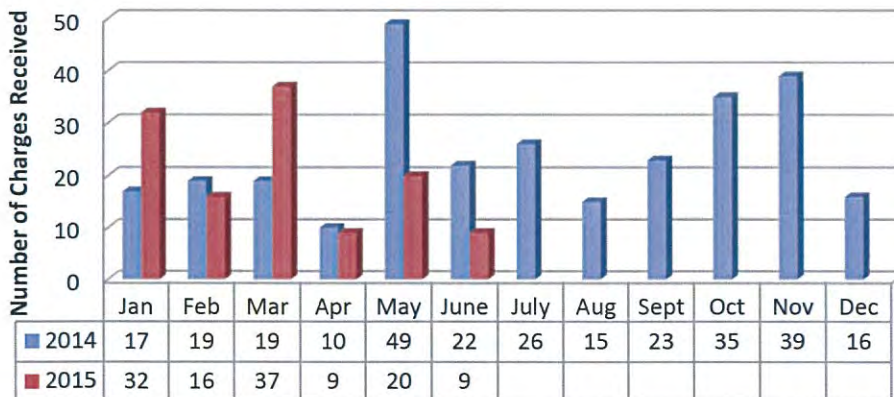
Shelburne	2010	2011	2010-2011 Monthly Difference	2010-2011 Accumulative Total
Jan	103	139	36	36
Feb	103	162	59	95
Mar	126	111	-15	80
Apr	102	113	11	91
May	143	231	88	179
June	218	129	-89	90
July	146	358	212	302
Aug	206	228	22	324
Sept	166	101	-65	259
Oct	151	187	36	295
Nov	116	139	23	318
Dec	31	56		
Total	1611	1954		

Dufferin OPP Part 1 Charges Received

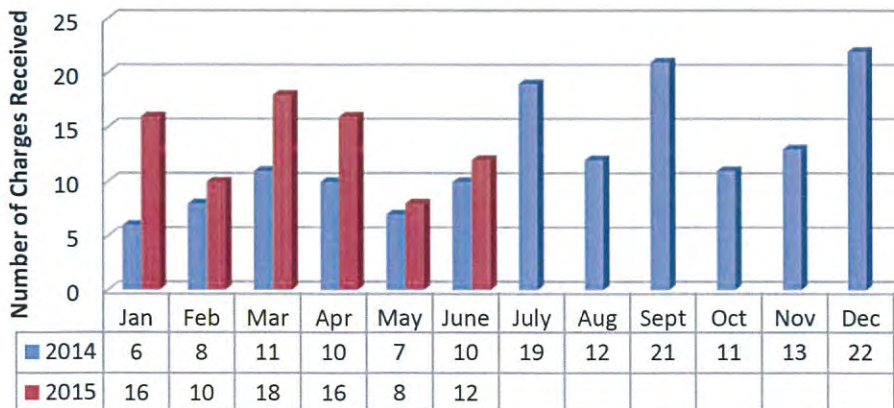
Amaranth Charges Received



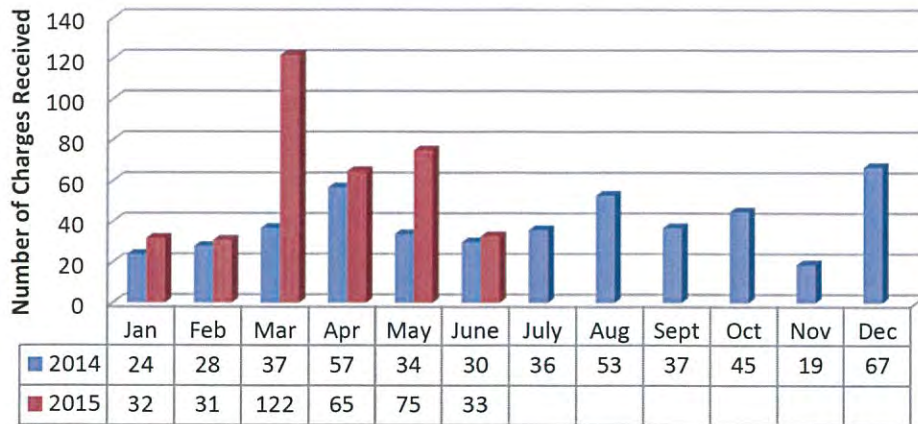
East Garafraxa Charges Received



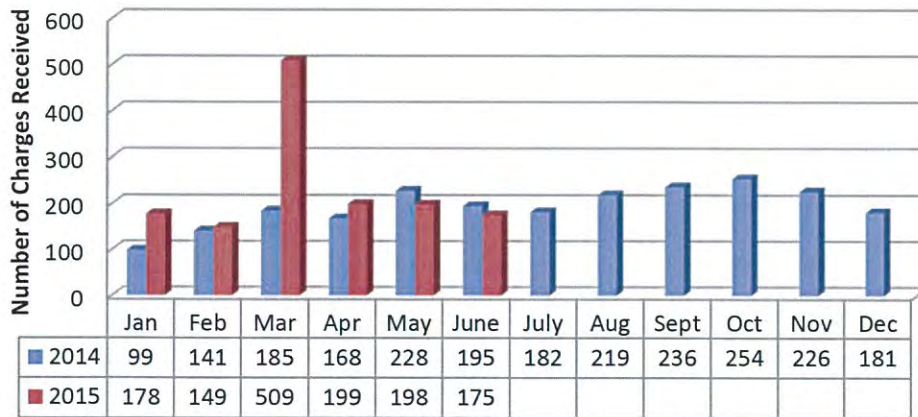
Grand Valley Charges Received



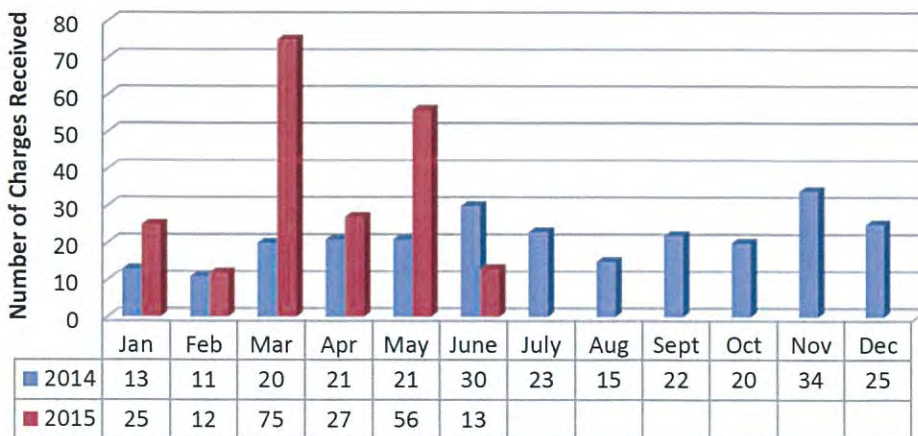
Melancthon Charges Received



Mono Charges Received



Mulmur Charges Received



**CORPORATION OF THE TOWN OF CALEDON
PROVINCIAL OFFENCES OFFICE**

**Combined Statement of
Revenue and Expenditures**

For the year ended December 31, 2014

**CORPORATION OF THE TOWN OF CALEDON
PROVINCIAL OFFENCES OFFICE**

For the year ended December 31, 2014

INDEX

	Page
INDEPENDENT AUDITORS' REPORT	1-2
PROVINCIAL OFFENCES ACT OPERATIONS	
Combined Statement of Revenue and Expenditures	3
Statement of Revenue and Expenditures - Caledon East	4
Statement of Revenue and Expenditures - Dufferin County	5
Notes to the Combined Financial Statement	6-8

INDEPENDENT AUDITORS' REPORT

To the Ministry of the Attorney General of Ontario and all Parties of the Intermunicipal Service Agreement

We have audited the accompanying combined statement of revenue and expenditures (as defined by the Memorandum of Understanding) for the year ended December 31, 2014 for the Corporation of the Town of Caledon Provincial Offences Office, and a summary of significant accounting policies and other explanatory information (together "the financial statement").

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of this financial statement in accordance with accounting principles as required by Section 8.1 of the Memorandum of Understanding, and for such internal control as management determines is necessary to enable the preparation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

The financial records of the Corporation of the Town of Caledon Provincial Offences Office are maintained and generated by the Integrated Court Offence Network (ICON) system, maintained by the Province of Ontario. The scope of our audit did not include a review over the controls of this system nor was a service auditor's report made available to us.

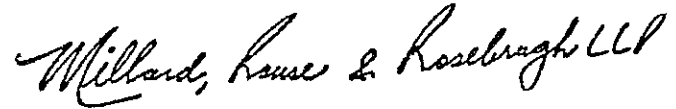
Included in revenue for the year ended December 31, 2014 are cash receipts collected on behalf of the Corporation of the Town of Caledon Provincial Offences Office by other courts located throughout the Province of Ontario. Excluded are revenues collected for other courts in the province not serviced by the Corporation of the Town of Caledon Provincial Offences Office. The scope of our audit did not include a review of the systems or controls over cash collections and deposits at these other court locations.

Qualified Opinion

In our opinion, except for the effects of the matters described in the Basis of Qualified Opinion paragraph, the financial statement presents fairly, in all material respects, the the revenue and expenditures of The Corporation of the Town of Caledon Provincial Offences Office for the year ended December 31, 2014 in accordance with accounting principles as required by Section 8.1 of the Memorandum of Understanding.

Basis of Accounting and Restriction on Use

Without modifying our opinion, we draw attention to Note 1 to the financial statement, which describes the basis of accounting. The financial statement is prepared to provide information to the Attorney General of Ontario and the parties of the Intermunicipal Service Agreement. As a result, the statement may not be suitable for another purpose. Our report is intended solely for the Corporation of the Town of Caledon Provincial Offences Office, the Attorney General of Ontario and the parties of the Intermunicipal Service Agreement and should not be used by parties other than the Corporation of the Town of Caledon Provincial Offences Office, the Attorney General of Ontario and the parties of the Intermunicipal Service Agreement.



June 24, 2015
Brantford, Ontario

CHARTERED PROFESSIONAL ACCOUNTANTS
Licensed Public Accountants

**CORPORATION OF THE TOWN OF CALEDON
PROVINCIAL OFFENCES OFFICE**

COMBINED STATEMENT OF REVENUE AND EXPENDITURES

For the year ended December 31	2014 Budget (Unaudited)	2014 Actual	2013 Actual
Revenue			
Caledon East	2,753,870	2,853,476	2,216,185
Dufferin County	1,275,000	965,435	1,217,727
	<u>4,028,870</u>	<u>3,818,911</u>	<u>3,433,912</u>
Expenditures			
Caledon East	1,078,373	1,064,422	1,062,739
Dufferin County	605,267	569,173	501,846
	<u>1,683,640</u>	<u>1,633,595</u>	<u>1,564,585</u>
Net Revenue Before Payments to Serviced Municipalities	2,345,230	2,185,316	1,869,327
Less: Payments to Serviced Municipalities (Note 4)	(669,733)	(396,262)	(698,045)
Net Revenue Before Capital Financing Charges	1,675,497	1,789,054	1,171,282
Less: Capital Financing Charges	(366,400)	(366,400)	(366,527)
Net Revenue	<u>1,309,097</u>	<u>1,422,654</u>	<u>804,755</u>

**CORPORATION OF THE TOWN OF CALEDON
PROVINCIAL OFFENCES OFFICE**

STATEMENT OF REVENUE AND EXPENDITURES - CALEDON EAST

For the year ended December 31	2014 Budget (Unaudited)	2014 Actual	2013 Actual
Revenue			
Fine revenues collected (Note 3)	2,753,870	2,823,545	2,174,257
Interest earned	-	29,931	41,928
	<u>2,753,870</u>	<u>2,853,476</u>	<u>2,216,185</u>
Expenditures			
Bank charges and interest	21,000	28,491	33,020
Computer services	55,000	48,664	46,670
Contracted services	359,954	343,717	333,005
Court, transcript, and witness fees	35,000	32,797	35,436
Legal forms	12,000	4,215	10,377
Memberships	500	200	250
Mileage	500	581	433
Office supplies	5,500	4,007	5,017
Printing and advertising	500	246	856
Training and development	6,415	6,569	7,205
Telephone	800	728	652
Wages and benefits	581,204	594,207	589,818
	<u>1,078,373</u>	<u>1,064,422</u>	<u>1,062,739</u>
Net Revenue Before Capital Financing Charges	1,675,497	1,789,054	1,153,446
Less: Capital Financing Charges	(366,400)	(366,400)	(366,527)
Net Revenue	1,309,097	1,422,654	786,919

**CORPORATION OF THE TOWN OF CALEDON
PROVINCIAL OFFENCES OFFICE**

STATEMENT OF REVENUE AND EXPENDITURES - DUFFERIN COUNTY

For the year ended December 31	2014 Budget (Unaudited)	2014 Actual	2013 Actual
Revenue			
Fine revenues collected (Note 3)	1,275,000	960,437	1,199,890
Interest earned	-	4,998	17,837
	<u>1,275,000</u>	<u>965,435</u>	<u>1,217,727</u>
Expenditures			
Bank charges and interest	12,000	18,408	17,855
Computer services	30,225	21,147	37,422
Contracted services	147,603	139,568	134,065
Court, transcript, and witness fees	14,000	11,942	9,882
Facility rental	12,000	12,211	12,211
Legal forms	7,500	1,706	4,939
Memberships	250	200	250
Mileage	500	691	529
Office supplies	5,300	4,900	3,981
Legal publications	800	246	341
Telephone	7,650	7,234	1,694
Training and development	2,000	2,000	1,898
Wages and benefits	365,439	348,920	276,779
	<u>605,267</u>	<u>569,173</u>	<u>501,846</u>
Net Revenue Before Payments to Serviced Municipalities	669,733	396,262	715,881
Less: Payments to Serviced Municipalities (Note 4)	<u>(669,733)</u>	<u>(396,262)</u>	<u>(698,045)</u>
Net Revenue	<u>-</u>	<u>-</u>	<u>17,836</u>

CORPORATION OF THE TOWN OF CALEDON PROVINCIAL OFFENCES OFFICE

NOTES TO THE FINANCIAL STATEMENT **For the year ended December 31, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Management Responsibility

The financial information is the responsibility of the municipality's management prepared in accordance with the basis of accounting described below. The preparation of periodic financial information involves the use of estimates and approximations. Actual results could differ from management's best estimates as additional information becomes available.

(b) Basis of Accounting

These financial statements present only the operations of the Provincial Offences Office of the Corporation of the Town of Caledon. These financial statements have been prepared in accordance with the significant policies set out below to comply with the reporting requirements of the Ministry of the Attorney General of Ontario and all parties of the Intermunicipal Service Agreement.

- (i) In accordance with the Ministry of the Attorney General of Ontario reporting requirements, capital financing charges, which represents the repayment of internal reserve fund borrowing related to the Caledon court house expansion, are recorded as a reduction to net revenue. This differs from generally accepted accounting policies as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants Canada.

- (ii) Revenue is recognized when fines are collected. Revenue does not include victim fine surcharges, dedicated fines remitted to the province, or payments received for courts in the province not serviced by the Corporation of the Town of Caledon Provincial Offences Office.

Since revenue has been recognized on a cash basis, accounts receivable balances for fines levied, but not paid, are not included as revenue.

- (iii) Expenditures are reported on the accrual basis of accounting. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

CORPORATION OF THE TOWN OF CALEDON PROVINCIAL OFFENCES OFFICE

NOTES TO THE FINANCIAL STATEMENT

For the year ended December 31, 2014

2. DESCRIPTION OF BUSINESS

The Corporation of the Town of Caledon has entered into a Memorandum of Understanding, being a transfer agreement with the Attorney General in 1999, wherein the Corporation of the Town of Caledon is appointed a "Municipal Partner" for a certain court services area subject to its terms and conditions.

All court administration and court support functions under the Provincial Offences Act, 1997 and prosecutions of matters commenced under Parts I and III of the Act for the said court services area have been transferred to the Corporation of the Town of Caledon as a Municipal Partner.

Municipalities within the Dufferin court services area are defined as "serviced municipalities". The serviced municipalities include:

- Town of Caledon
- 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
- County of Dufferin

The Dufferin County POA board, a board comprised of representatives from the serviced municipalities, approve the recovery of costs. A serviced municipality will pay to the Municipal Partner the cost recovery fee for services based on the serviced municipality's fine revenues collected, which may be deducted from the fine monies transferred to the serviced municipality.

3. GROSS FINE REVENUE

Fine revenues collected consist of the fines collected by the Provincial Offences Office for the year of January 1, 2014 to December 31, 2014. Under the service agreement, fines are to be distributed to municipalities based on location of offence and not ticketing officer. This excludes victim fine surcharges and all fines collected on behalf of the Province and other court areas.

CORPORATION OF THE TOWN OF CALEDON

PROVINCIAL OFFENCES OFFICE

NOTES TO THE FINANCIAL STATEMENT

For the year ended December 31, 2014

4. PAYMENTS TO SERVICED MUNICIPALITIES

The Dufferin County POA board approved a cost recovery fee to be estimated at 47%. During the year, payments to serviced municipalities totaled \$521,104. Based on the actual 2014 net revenue of \$396,262, the Dufferin County POA required a clawback of \$124,842 from the serviced municipalities due to the shortfall in revenue. This clawback has been reflected in the following amounts transferred to serviced municipalities:

	2014	2013
Township of Amaranth	14,500	23,346
Township of East Garafraxa	14,875	43,314
Town of Grand Valley	6,796	23,362
Township of Melancthon	24,007	34,130
Town of Mono	96,644	131,676
Township of Mulmur	13,923	28,975
Town of Orangeville	144,070	251,787
Town of Shelburne	46,418	70,228
Town of Caledon	35,029	91,227
	396,262	698,045

5. BUDGET AMOUNTS

The 2014 budget amounts for the Provincial Offences Office are reported based on figures approved by Town of Caledon Council for the Provincial Offences Office.

The budget information has not been audited.

BEN RYZEBOL, Director of Public Works
PUBLIC WORKS TELEPHONE: (519) 941-1065
FAX: (519) 941-1802
email: bryzebol@amaranth-eastgary.ca



SUSAN M. STONE, C.A.O./Clerk-Treasurer
TELEPHONE: (519) 941-1007
FAX: (519) 941-1802
email: suestone@amaranth-eastgary.ca

*Received
August 11/15*

AUG 21 2015

August 14, 2015

Peggy Tollett, CPA, CGA
Treasurer
Town of Caledon
6311 Old Church Road
Caledon ON L7C 1J6

Dear Ms. Tollett:

Re: Provincial Offences Office 2014 Financial Statements

Further to the Provincial Offences Office 2014 Financial Statements received by Council at their regular meeting held July 15, 2015, please advise the reason for a significant increase in Wages and Benefits for Dufferin County for 2014 (26%); and for the fine revenues decrease (also 26%).

We look forward to hearing from you.

Yours truly,

Susan M. Stone, A.M.C.T.
CAO/Clerk-Treasurer
Township of Amaranth

SMS/kp

Dufferin Court Service Area												
	2009		2010		2011		2012		2013		2014	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Revenue	\$838,562	\$883,546	\$864,203	\$788,900	\$910,000	\$803,707	\$960,000	\$1,353,644	\$972,902	\$1,217,727	\$1,275,000	\$965,435
Expenses	\$415,562	\$379,859	\$430,814	\$414,536	\$453,181	\$384,846	\$504,838	\$447,981	\$486,451	\$501,846	\$605,267	\$569,173
Payments to Serviced Municipalities	\$423,000	\$421,565	\$433,389	\$387,357	\$456,819	\$390,476	\$455,162	\$642,970	\$486,451	\$698,045	\$669,733	\$396,262
Net Revenue	\$0	\$82,122	\$0	-\$12,993	\$0	\$28,385	\$0	\$262,693	\$0	\$17,836	\$0	\$0
% of Recovery	50%	43%	50%	53%	50%	48%	53%	33%	50%	41%	47%	59%

* Accrued for Claw back
of \$124,842

Caledon Court Service Area												
	2009		2010		2011		2012		2013		2014	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Revenue	\$2,496,300	\$2,414,157	\$2,211,400	\$2,153,767	\$2,200,500	\$2,569,490	\$2,203,100	\$2,501,307	\$2,470,000	\$2,216,185	\$2,753,870	\$2,853,476
Expenses	\$1,234,046	\$842,963	\$1,150,366	\$879,723	\$1,027,636	\$887,732	\$1,198,077	\$986,655	\$1,107,389	\$1,062,739	\$1,078,373	\$1,064,422
Capital Financing Charge	\$177,700	\$177,648	\$177,700	\$177,700	\$366,400	\$366,380	\$366,400	\$366,527	\$366,400	\$366,527	\$366,400	\$366,400
Net Revenue	\$1,084,554	\$1,393,546	\$883,334	\$1,096,344	\$806,464	\$1,315,378	\$638,623	\$1,148,125	\$996,211	\$786,919	\$1,309,097	\$1,422,654

Reconciliation up to June 30, 2015

Dufferin Revenue for 2015		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Revenue Available	
January/April/July/October	\$	61,166.59	#REF!			#REF!	
February/May/August/November	\$	58,771.25	#REF!			#REF!	
March/June/September/December	\$	105,268.83	#REF!			#REF!	
Total Revenue YTD	A	225,206.67	#REF!	-	-	#REF!	A

POA Dufferin Court Costs (January - June 2015)

Revenues						
05-05-425-47270-930-50543 POA Orangeville	\$	-	\$	-	\$	-
05-05-425-47270-930-50580 Interest Earned	\$	(159.79)	\$	(134.96)	\$	(294.75)
05-05-425-47270-930-50595 Caledon/Dufferin Mgmt Fee	\$	(86,308.16)			\$	(86,308.16)
Total Revenues		(86,467.95)	(134.96)	0.00	0.00	(86,602.91)
Expenses						
05-05-425-47270-930-61510 Salaries-Permanent	\$	52,329.19	\$	70,928.30	\$	123,257.49
05-05-425-47270-930-61513 Benefits-Permanent	\$	16,475.29	\$	21,754.53	\$	38,229.82
05-05-425-47270-930-61520 Wages-Casual Temporary	\$	3,927.42	\$	4,566.46	\$	8,493.88
05-05-425-47270-930-61523 Benefits-Casual Temporary	\$	826.68	\$	957.35	\$	1,784.03
05-05-425-47270-930-62010 Legal Forms	\$	3,250.27	\$	1,785.89	\$	5,036.16
05-05-425-47270-930-62011 Office Supplies	\$	(0.75)	\$	224.63	\$	223.88
05-05-425-47270-930-62119 Maint & Repairs-Computers	\$	3,263.00	\$	6,124.95	\$	9,387.95
05-05-425-47270-930-62244 Bank Charges	\$	3,304.48	\$	4,715.44	\$	8,019.92
05-05-425-47270-930-62306 Publications	\$	-	\$	86.67	\$	86.67
05-05-425-47270-930-62308 Court & Transcript Fees	\$	-	\$	184.90	\$	184.90
05-05-425-47270-930-62310 Training/Development/Seminars	\$	815.10	\$	740.42	\$	1,555.52
05-05-425-47270-930-62311 Memberships/Dues	\$	200.00	\$	-	\$	200.00
05-05-425-47270-930-62314 Mileage	\$	152.48	\$	-	\$	152.48
05-05-425-47270-930-62315 Printing & Advertising	\$	-	\$	-	\$	-
05-05-425-47270-930-62321 Rental-Facility	\$	-	\$	4,070.40	\$	4,070.40
05-05-425-47270-930-62335 Contracted Services	\$	(392.62)	\$	12,589.02	\$	12,196.40
05-05-425-47270-930-62375 Meeting Expenses	\$	-	\$	-	\$	-
05-05-425-47270-930-62392 Witness Reimbursement	\$	716.40	\$	424.80	\$	1,141.20
05-05-425-47270-930-62395 Interpreter Fees	\$	1,316.13	\$	2,643.74	\$	3,959.87
05-05-425-47270-930-62396 Mobile Phones / Pagers	\$	270.10	\$	152.96	\$	423.06
05-05-425-47270-930-62416 Interdepartmental Charges	\$	-	\$	13,514.75	\$	13,514.75
Total Expenses	\$	86,453.17	\$	145,465.21	\$	231,918.38
Net Revenues/(Expenses)	\$	(14.78)	\$	145,330.25	\$	145,315.47
Total Amount to be paid to Dufferin Municipalities		138,738.72	#REF!	-	-	#REF!

D=A-B-C

Town/Township	Q1 Disbursement	Q2 Disbursement	Q3 Disbursement	Q4 Disbursement	Total Paid	% of Revenue
East Garafraxa	\$ 5,583.68	#REF!			#REF!	#REF!
East Luther Grand Valley	\$ 4,402.71	#REF!			#REF!	#REF!
Amaranth	\$ 6,428.40	#REF!			#REF!	#REF!
Mono	\$ 39,174.50	#REF!			#REF!	#REF!
Orangeville	\$ 49,394.35	#REF!			#REF!	#REF!
Mulmur	\$ 6,557.59	#REF!			#REF!	#REF!
Melancthon	\$ 8,571.78	#REF!			#REF!	#REF!
Shelburne	\$ 18,640.50	#REF!			#REF!	#REF!
Province - dedicated fines payable to the province		#REF!			#REF!	
	\$ 138,753.50	#REF!	\$ -	\$ -	#REF!	
Net Amount Owing (Overpaid)	\$ (14.78)	#REF!			#REF!	F=D-E

	Due from Municipalities	Payable to Municipalities (from E above)	Total due to/(from) Municipalities
CLAWBACK regarding 2014 Financial Statements			
East Garafraxa	(5,128.63)	#REF!	#REF!
East Luther Grand Valley	(2,342.91)	#REF!	#REF!
Amaranth	(4,999.30)	#REF!	#REF!
Mono	(33,382.19)	#REF!	#REF!
Orangeville	(49,893.92)	#REF!	#REF!
Mulmur	(4,800.41)	#REF!	#REF!
Melancthon	(8,276.81)	#REF!	#REF!
Shelburne	(16,017.70)	#REF!	#REF!
Total	(124,841.87)	#REF!	#REF!

Total Charges 2012-2014

	2012	2013	2014
Part 1 (Traffic Tickets)	13639	13846	9581
Part 2 (Parking Tickets)	1055	507	622
Part 3 (Summons)	620	711	462
Total	15314	15064	10665



Municipal Court Managers' Association of Ontario

c/o Seat of the President
City of Thunder Bay
Box 1600
101 S. Syndicate Avenue (Victoriaville Mall)
Thunder Bay ON P7C 6A9

August 20, 2015

Jeremy Griggs
POA Manager
Court Services Division
Ministry of the Attorney General
720 Bay Street
3rd Floor
Toronto ON M5G 2K1

Dear Jeremy,

I write to express the concern of our members respecting the Ministry's plan to increase the cost of monitoring and adjudication services, effective January 1, 2016. In addition to the size of the increase, our members are also surprised by the timing of these changes - particularly when the Deputy Attorney General could have flagged this at our May conference.

While the transfer agreement does outline that such charges are subject to an annual review, it also says that the Attorney General shall give the Municipal Partner reasonable notice of expected increases to assist the Municipal Partner in budgeting for the Municipal Partner's next fiscal year. I am hearing from many of our members that not having notice until late July, in the middle of summer, when many municipalities are well into 2016 budget planning, is not reasonable. The cycle of municipal budget planning should be well known by Provincial staff.

My sense is that the changes being introduced by the Ministry as of January 1, 2016, unless the Ministry is willing to extend this date, will provide the Province with an additional five to six million dollars in net new revenue next year, paid by Municipal Partners from, in the majority of cases, dwindling fine revenues.

...2/

Mr. Jeremy Griggs
August 20, 2015
Page 2

Therefore, it is likely no surprise in my suggesting that the Ministry accelerate and conclude the work that has been underway for years with respect to increasing the regulated default fee. The work undertaken by MCMA that led to our submission to MAG over two years ago was intended to reduce the effort required by the Ministry. I am confident that this timeframe has provided the Ministry with adequate time to conclude their legal and financial reviews of the submission and in light of this new announcement, the Ministry can now take action and support MCMA's recommendations contained within our document. The delay of this work cannot continue. I am also suggesting that other regulated court costs, last amended in 2009, be immediately reviewed and increased.

On that note, increasing the current \$5 court cost to \$10 and along with increasing the late payment fee (as recommended in our above noted submission) to an amount that the Ministry's Eurig analysis determines, with an effective date of January 1, 2016, is seen as a priority response to the increases passed along to your municipal partners. Assuming the new late payment fee is in the range of \$40, fines paid, after default and those that are subject to the \$10 court cost per ticket issued would greatly offset the impact of these additional costs in many municipalities. These changes, requiring amendments to Regulations, could be accomplished before January 1, 2016, where the other initiatives we have previously discussed would require legislative changes and would take much longer to review and/or implement.

As always, the MCMA looks forward to working, in partnership with the Ministry in moving ahead with our suggestions.

Yours truly,

A handwritten signature in blue ink, appearing to read 'K. Dallaire'.

Kathy Dallaire
President, MCMA

cc AMO, Craig Reid
MCMA, Board of Directors

Attorney General Judiciary Increase proposed January 1, 2016

MAG Dufferin

Year			\$200/hr	\$300/hr	Increased Amount
	Adjudication Actual Charges	Q Monitoring	Budget Amount	Budget With Increase	

2016			\$ 35,747.00	\$ 53,620.50	\$17,873.50	33%
2015	\$ 26,096.00		\$ 36,456.67			
2014	\$ 45,398.00		\$ 35,000.00			

MAG Caledon

Year			\$200/hr	\$300/hr	Increased Amount
	Adjudication Actual Charges	Q Monitoring	Budget Amount	Budget With Increase	

2016			\$ 104,301.00	\$ 140,189.50	\$ 35,888.50	26%
2015	\$ 110,784.00		\$ 93,459.67			
2014	\$ 97,818.00		\$ 90,000.00			



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;

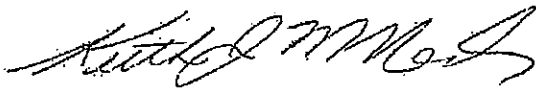
AND WHEREAS the County Of Dufferin may now be positioned to enter into a Memorandum of Understanding with the Province to administer Provincial Offences Court for the County of Dufferin municipalities;

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.

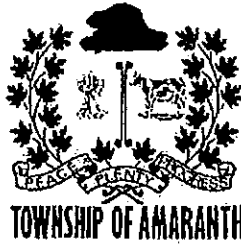
Yours truly,

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

BEN RYZEBOL, Director of Public Works
PUBLIC WORKS - TELEPHONE: (519) 941-1065
FAX: (519) 941-1802
email: bryzebol@amaranth.ca



SUSAN M. STONE, C.A.O./Clerk-Treasurer
TELEPHONE: (519) 941-1007
FAX: (519) 941-1802
email: suestone@amaranth-eastgary.ca

374028 6TH LINE, AMARANTH, ONTARIO
L9W 0M6

May 6, 2015

Keith McNenly
Chief Administrative Officer and Clerk
Town of Mono
347209 Mono Centre Road
Mono, ON L9W 6S3

Dear Mr. McNenly:

Re: POA Service Delivery within the County of Dufferin

At the regular meeting of Council held May 6, 2015, the following resolution was set forth:

Moved by J. Aultman – Seconded by G. Little

Resolved that Council do hereby support the resolution passed by the Town of Mono calling for the County of Dufferin in co-operation with the Town of Caledon to investigate the delivery of the POA service within the County of Dufferin, and that a discussion paper be prepared for the consideration of the County of Dufferin, local Dufferin municipalities, the Town of Caledon and the Province. **Carried.**

Should you require anything further please do not hesitate to contact this office.

Yours truly,

A handwritten signature in cursive script that reads "Susan M. Stone".

Susan M. Stone, A.M.C.T.
CAO/Clerk-Treasurer
Township of Amaranth

SMS/kp


cc: County of Dufferin
Town of Caledon
Ministry of the Attorney General



TOWNSHIP OF EAST GARAFRAXA

DATE: May 12, 2015

MOVED BY



SECONDED BY



BE IT RESOLVED THAT

Council do hereby support the resolution passed by the Town of Mono calling for the County of Dufferin in co-operation with the Town of Caledon, to investigate the delivery of the POA service within the County of Dufferin, and that a discussion paper be prepared for the consideration of the County of Dufferin, local Dufferin municipalities, the Town of Caledon and the Province.

CARRIED


Mayor

Recorded Vote

YEA

NAY

ABSTAIN

Deputy Mayor John Stirk
Councillor Lenora Banfield
Councillor Frances Pinkney
Councillor Tom Nevills
Mayor Guy Gardhouse

☐
☐
☐
☐
☐

☐
☐
☐
☐
☐

☐
☐
☐
☐
☐



THE CORPORATION OF THE TOWN OF GRAND VALLEY

NUMBER: 2015-0511

DATE: May 12, 2015

MOVED BY: Elizabeth Taylor

SECONDED BY: [Signature]

BE IT RESOLVED THAT: Council do hereby support the resolution passed by the Town of Mono calling for the County of Shufferin in co-operation with the Town of Leduc to investigate the delivery of the P.O.A. service within the County of Shufferin, and that a discussion paper be prepared for the consideration of the County of Shufferin local Shufferin municipalities, the Town of Leduc and the Province.

Defeated []

Carried []

Head of Council

[Signature]

Recorded Vote

Yea

Nay

Abstain

Councillor John Ince

[]

[]

[]

Councillor Philip Rentsch

[]

[]

[]

Mayor Steve Soloman

[]

[]

[]

Councillor Elizabeth Taylor

[]

[]

[]

Deputy-Mayor Rick Taylor

[]

[]

[]

CORPORATION OF THE

township of mulmur

758070 2nd Line East

Mulmur ON L9V 0G8

TELEPHONE: 705-466-3341 • FAX: 705-466-2922



May 7, 2015

Mr. Keith McNenly
CAO/Clerk
Town of Mono
347209 Mono Centre Road,
Mono, Ontario. L9W 6S3

Dear Mr. McNenly:

Re: Provincial Offences Act Administration

Mulmur Township Council at their meeting on May 6th, passed the following motion;

That the Council of the Township of Mulmur support the resolution passed by the Town of Mono calling for the County of Dufferin in co-operation with the Town of Caledon to investigate the delivery of the POA service within the County of Dufferin, and that a discussion paper be prepared for the consideration of Dufferin County, local Dufferin municipalities, the Town of Caledon and the Province.

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

Yours truly,

Terry Horner, AMCT

CAO/Clerk.

- c. Dufferin County Municipalities
- Town of Caledon
- Ministry of the Attorney General



Town of Orangeville
87 Broadway, Orangeville, Ontario L9W 1K1
Tel. 519-941-0440 Fax 519-941-9033 Toll Free 1-866-941-0440
www.orangeville.ca

June 1, 2015

The Honourable Madeleine Meilleur, Attorney General
Ministry of the Attorney General
McMurtry-Scott Building
720 Bay Street, 11th Floor
Toronto, ON M7A 2S9

Pam Hillock, Clerk/Director of Corporate Services
County of Dufferin
55 Zina Street
Orangeville ON L9W 1E5

Carey deGorter
Director of Administration/Town Clerk
Administration
Town of Caledon
6311 Old Church Road
Caledon, ON L7C 1J6

Re: Provincial Offences Act – Delivery of Services within Dufferin County

At its meeting on Monday, May 25, 2015, the Council of The Corporation of the Town of Orangeville approved the following resolution:

“That Council endorse the resolution of the Council of the Town of Mono calling for the County of Dufferin in co-operation with the Town of Caledon to investigate the delivery of the Provincial Offences Act service within the County of Dufferin, and that a discussion paper be prepared for the consideration of the County of Dufferin, local Dufferin municipalities, the Town of Caledon and the Province.”

Below is the resolution approved by the Town of Mono Council on April 28, 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;

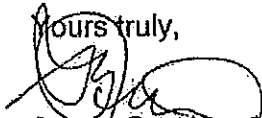
AND WHEREAS the County of Dufferin since that time, has constructed new POA office space and courtroom(s) that are occupied by the Town of Caledon staff;

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."

Yours truly,



Susan Greatrix, Clerk
Town of Orangeville

Tel: 519-941-0440, ext. 2242

Fax: 519-941-9033

Cell: 519-278-4948

sgreatrix@orangeville.ca | www.orangeville.ca

cc: Keith McNenly, CAO and Clerk
Town of Mono
347209 Mono Centre Road
Mono ON L9W 6S3

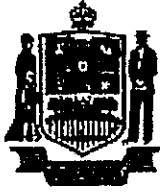
Jane M. Wilson, CAO/Clerk-Treasurer
Town of Grand Valley
5 Main St. N.
Grand Valley ON L9W 5S6

John Telfer, CAO / Clerk
Town of Shelburne
203 Main Street East
Shelburne ON L9V 3K7

Susan M. Stone, CAO/Clerk-Treasurer
Township of Amaranth
Township of East Garafraxa
374028 6th Line
Amaranth ON L9W 0M6

Denise B. Holmes, CAO/Clerk
Township of Melancthon
157101 Highway 10
Melancthon On L9V 2E6

Terry Horner, CAO/Clerk
Township of Mulmur
758070 2nd Line E
Mulmur ON L9V 0G8



TOWN OF SHELBURNE

COUNCIL RESOLUTION

No. 17a

Date: May 11, 2015

Moved by: Benotto

Seconded by: Mills

THAT the Council of the Town of Shelburne supports the resolution passed by the Town of Mono calling for the County of Dufferin in co-operation with the Town of Caledon to investigate the delivery of POA service within the County of Dufferin;

AND THAT a discussion paper be prepared for the consideration of Dufferin County, local Dufferin municipalities, the Town of Caledon and the Province.

CARRIED: K. Bennington

Requested Vote to be recorded ☐ **Yes** ☐ **No**

	Yea	Nay
Mayor Bennington	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Benotto	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Chambers	<input type="checkbox"/>	<input type="checkbox"/>
Deputy Mayor Dunlop	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Egan	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Mills	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Sample	<input type="checkbox"/>	<input type="checkbox"/>

To: POA Municipal Partners
Date: June 15, 2015
Re: POA Modernization Update

Municipal Managers and Staff:

I am writing as a follow-up to our discussions on POA modernization at the recent MCMA Annual Conference in Toronto. We are very grateful for your informed and interested participation in these discussions.

As you will recall, this initiative centres around approaching the regulation of certain POA offences through an administrative monetary penalty system that is administered online. We believe that this model could result in significant benefits to the public, municipalities, police services and the province by creating a more expeditious, resource-reduced, citizen-centric system.

As noted at the conference, we see this initiative as part of the ongoing evolution of the existing provincial-municipal POA partnership and recognize that any changes to the POA court system must be contemplated within the context of the POA transfer agreements between the Attorney General and Municipal Partners.

The Ministry is reviewing the submissions received from the consultation and planning for the next phase of this initiative, including a more focused engagement with stakeholders over the course of the summer and fall. At the conference, MCMA members clearly expressed a desire to be engaged in the next phases of this initiative. We agree that your expertise and experience are essential to the viability and success of this initiative.

While we work through our engagement options and plans for the next phase, we are also developing a cost-benefit analysis that will inform decisions on any proposed reforms. We would like to collect as much accurate data as possible for this analysis. We will be reaching out to you in the near future for information about costs related to the existing POA court system in your municipality.

In turn, we will be in touch with the MCMA Board in the very near future with regard to engagement in the next phase of this project.

Thank you for your continued support and co-operation.

Jeremy Griggs
Senior Manager, Provincial Offences Act Unit

BULLETIN CONTACT INFORMATION

For more information concerning this bulletin, please contact:

Teresa Maslach

Senior Policy and Business Advisor

POA Unit

720 Bay Street, 2nd Floor

Toronto, Ontario

M7A 2S9

E-mail: Teresa.Maslach@ontario.ca

Voice: (416) 326-4416

Fax: (416) 326-1869

To: POA Municipal Partners
Date: August 13, 2015
Re: Provincial Offences Act Cost Recovery Updates

Municipal Managers and Staff:

I am writing to advise you of the Ministry of the Attorney General's plans to increase POA cost recovery rates for adjudication services (i.e., justices of the peace) and the monitoring and enforcing of the POA transfer agreements, effective January 1, 2016.

As you know, when POA responsibilities were transferred to municipalities between 1999 and 2002, municipalities became entitled to the balance of POA fine revenues collected after the remittance of surcharges, special purpose fines and specific related costs incurred by the ministry. This includes costs for adjudication services (i.e., justices of the peace) and for monitoring the POA transfer agreements. Under the Act and the POA transfer agreements, the province is legally entitled to recover these costs.

While justice of the peace resources and their cost have increased dramatically over the past ten years, the adjudication cost recovery rate has not been updated since 2004. Similarly, the cost recovery rate for monitoring the transfer agreements has remained constant at 50 per cent of the ministry's costs since 2002. This means that the province has been subsidizing the municipal delivery of local court services for many years.

Given the province's fiscal situation, the ministry is no longer in a position to subsidize the municipal delivery of local court services. As a result, the ministry plans to increase the adjudication cost recovery rate from \$200 to \$300 per in-court hour, effective January 1, 2016. The ministry also plans to increase the monitoring cost recovery rate to reflect the full cost of delivering these services, effective January 1, 2016.

Starting in 2016, the ministry will annually review its justice of the peace and monitoring costs to determine if the cost recovery rates need to be adjusted.

As you know, we have been working with the Municipal Court Managers' Association and other municipal stakeholders on a range of initiatives that would reduce municipal POA costs and improve municipal fine collection. We will continue these efforts to mitigate the expected impacts of the planned POA cost recovery updates.

Thank you for your continued support and co-operation.

Jeremy Griggs
Senior Manager, Provincial Offences Act Unit

BULLETIN CONTACT INFORMATION

For more information concerning this bulletin, please contact:

Jeremy Griggs

Senior Manager
POA Unit
43 Beechgrove Lane
Kingston, Ontario
K7M 9A6

E-mail: Jeremy.Griggs@Ontario.ca

Voice: (613) 536-7253

Fax: (613) 536-7351



Albion, 1840

Alton, 1820

Belfountain, 1825

Bolton, 1823

Caledon East, 1821

Caledon Village, 1826

Campbell's Cross, c. 1820

Cataract, 1858

Chellenham, 1827

Claude, c. 1832

Inglewood, 1883

Mayfield West, 2006

Melville, 1831

Mono Road, 1871

Mono Mills, 1819

Palgrave, 1846

Sandhill, 1839

Terra Cotta, 1855

Tullamore, c. 1820

Victoria, c. 1850

Wildfield, 1833

Administration

6311 Old Church Road
Caledon, ON L7C 1J6
www.caledon.ca

T. 905.584.2272
1.888.225.3366
F. 905.584.4325

April 28, 2015

Sent by email to: poa-amp.feedback@ontario.ca

POA-AMP Consultation
Ministry of the Attorney General
720 Bay Street
11th floor
Toronto, ON M7A 2S9

Dear Sir/Madam:

RE: Administrative Monetary Penalty System for Provincial Offences

The Corporation of the Town of Caledon is pleased to provide a response to the consultation paper on the use of online Administrative Monetary Penalties for infractions of provincial statutes and municipal by-laws in Ontario from the Ministry of Attorney General.

The Town's response to the questions contained within the consultation paper is attached to this letter.


The provision of access to justice requires all of the parties involved in the judicial system to participate in a fair and equitable manner. Access to justice involves the rights of individuals to respond and defend one's actions before an impartial tribunal.

In order to provide a comprehensive response and opinion as to the viability of the project, the Town would ask that further details be provided, including information regarding the retention of AMPS revenues by the municipality, the types of offences to be included, proposed penalties such as demerit points, details regarding the process to either resolve or dispute matters, proposed online processes and process of the hiring of hearing officers.

Once further information has been provided to the stakeholders, it may be possible to address the impact upon the rights of individuals, the impact upon public safety, and the impact upon municipalities.

We thank you for the opportunity to become involved and look forward to being included in further consultation.

Yours truly,


Colleen Grant
Manager of Legal Services/Solicitor

cc. Douglas Barnes, Chief Administrative Officer
Carey deGorter, Director of Administration/Town Clerk
Darlene Noakes, Court Services Manager, Provincial Offences
Fuwing Wong, Chief Financial Officer

Encl.

POA Modernization

Administrative Monetary Penalties (AMPS)

Ministry Statement: Administrative monetary penalties are a civil mechanism for enforcing compliance with regulatory requirements.

Access to Justice refers to the right to defend one's actions with the judiciary. The burden of proof is on the prosecutor.



POA Modernization

Administrative Monetary Penalties (AMPS)

The following is The Corporation of the Town of Caledon's response to the Consultation Paper "Exploring an online Administrative Monetary Penalty System for infractions of provincial statutes and municipal by-laws in Ontario".

Question 1: not applicable

Question 2: not applicable

Question 3: What benefits and/or challenges do you foresee with creating an online AMP system for minor and/or straightforward matters currently dealt with under the POA?

- The diverse culture may dictate the limitations of an on-line system. Studies into the success of those systems already in place should be conducted and shared.
- The best use of an on-line system would be for payment or requesting an appointment as an initial phase.
- Consider alternative methods of filing trial requests such as on-line, electronic filing and not in person.

Question 4: What kinds of infractions do you think could be fairly and appropriately addressed in an online AMP system?

- The AMP system would be beneficial for parking offences and regulatory by-law charges. This system is successful for minor penalties without affecting road safety.
- Charges under the POA Statutes require a judicial process as strict or absolute liability is defined on a case by case basis.

Summary

...

Conduct and share studies that display the success in Ontario with AMPs.

Review the pilot AMP process in the west before changing legislation.

Increase the current threshold of the AMP process from \$100 to allow for all parking infractions to be heard and paid in one stream.

A few questions to consider.....

How many municipalities currently have an AMP system?

Is the parking process administered through the municipality or through the court?

Question 5: If the first phase of the transition to an online AMP system was to focus on traffic infractions, what should be included? What should be excluded?

- The first phase should be to implement AMPs for parking infractions and consider whether all municipalities will opt in or out.
- Charges contained within the Highway Traffic Act should be excluded as they require a judicial process.
- Often these charges are given together at the side of the road and could not be separated. If they were separated we would be adding another layer of process for the public.
- Until we have clarification on the proposed penalties, we cannot comment on the types of infractions that would be suitable.
- There needs to be a balance of all involved parties' interests. (i.e. Prosecution, Administration, Judiciary, Enforcement and Defendants).
- We cannot comment on how traffic infractions would be enforced through the AMPS system. Further consultation is needed with these stakeholders.
- In order to ensure that all members of the public are treated equally when enforcement takes place these rules would need to be imposed provincially.

Question 7: We encourage you to share your ideas for other approaches the ministry should consider achieving its Better Justice Together goals.

- Streamlining the process to assist the public once they are in the judicial process:
 - Allowing administrators to process and be given the authority to sign:
 - Extensions of Time to Pay
 - Re-opening Applications
 - FTR dockets
 - Administration has the historical data and staffing to manage this process, in coordination with collection staff, and assist the public with this stream in a more efficient and timely manner.
 - Defendants often remain unlicensed or suspended while they await a judicial decision regarding the Re-opening Application. Removing this task from the judiciary would free additional intake time for attendance in court.
 - Currently, parking infractions are reviewed by an administrator and a conviction is entered with an administrative authority.
 - This process could be moved along with Part 1 tickets requiring a conviction on a Fail to Respond docket in the same manner and removed from the judiciary as an intake task.
- Provide Legal Aid/Assistance to the public for POA matters when incarceration is imposed or for those with mental health issues.
 - All stakeholders invest a significant amount of judicial resources to unrepresented individuals facing serious consequences of conviction.
- Consider a review of the current appeal process to improve access to Justice for defendants.

POA Modernization

• • •

Question 8: What impact would a new AMP system have on your organization? What challenging implementation issues to you foresee? How might we address them?

- Currently, we do not use the AMP system, however, we would consider this option should all fine thresholds be included.
- Adding the AMP system would require new hiring for screening and hearing officers and therefore we could not be implemented without budget and council approval.
- The new form would need to be ordered and would also impact budget lines for municipalities.
- All police agencies would need to be on-board and fully trained.
- Local municipalities with opt-in and opt-out parking agreements would be impacted by new software, processes and staffing.
- Currently all POA tickets can be paid at any provincial court. How will the new system be implemented? Will the software be provincial? Having multiple payment systems will confuse the process for the public.

Reconciliation up to June 30, 2015

Dufferin Revenue for 2015		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Revenue Available
January/April/July/October	\$	61,166.59	\$ 82,680.75			\$143,847.34
February/May/August/November	\$	58,771.25	\$ 69,011.00			\$127,782.25
March/June/September/December	\$	105,268.83	\$ 92,027.24			\$197,296.07
Total Revenue YTD	A	225,206.67	243,718.99	-	-	468,925.66 A

POA Dufferin Court Costs (January - June 2015)						
Revenues						
05-05-425-47270-930-50543 POA Orangeville	\$	-	\$ -			\$ -
05-05-425-47270-930-50580 Interest Earned	\$	(159.79)	\$ (134.96)			\$ (294.75) B
05-05-425-47270-930-50595 Caledon/Dufferin Mgmt Fee	\$	(86,308.16)				\$ (86,308.16) Jan-March
Total Revenues		-86,467.95	-134.96	0.00	0.00	-86,602.91
Expenses						
05-05-425-47270-930-61510 Salaries-Permanent	\$	52,329.19	\$ 70,928.30			\$ 123,257.49
05-05-425-47270-930-61513 Benefits-Permanent	\$	16,475.29	\$ 21,754.53			\$ 38,229.82
05-05-425-47270-930-61520 Wages-Casual Temporary	\$	3,927.42	\$ 4,566.46			\$ 8,493.88
05-05-425-47270-930-61523 Benefits-Casual Temporary	\$	826.68	\$ 957.35			\$ 1,784.03
05-05-425-47270-930-62010 Legal Forms	\$	3,250.27	\$ 1,785.89			\$ 5,036.16
05-05-425-47270-930-62011 Office Supplies	\$	(0.75)	\$ 224.63			\$ 223.88
05-05-425-47270-930-62119 Maint & Repairs-Computers	\$	3,263.00	\$ 6,124.95			\$ 9,387.95
05-05-425-47270-930-62244 Bank Charges	\$	3,304.48	\$ 4,715.44			\$ 8,019.92
05-05-425-47270-930-62306 Publications	\$	-	\$ 86.67			\$ 86.67
05-05-425-47270-930-62308 Court & Transcript Fees	\$	-	\$ 184.90			\$ 184.90
05-05-425-47270-930-62310 Training/Development/Seminars	\$	815.10	\$ 740.42			\$ 1,555.52
05-05-425-47270-930-62311 Memberships/Dues	\$	200.00	\$ -			\$ 200.00
05-05-425-47270-930-62314 Mileage	\$	152.48	\$ -			\$ 152.48
05-05-425-47270-930-62315 Printing & Advertising	\$	-	\$ -			\$ -
05-05-425-47270-930-62321 Rental-Facility	\$	-	\$ 4,070.40			\$ 4,070.40
05-05-425-47270-930-62335 Contracted Services	\$	(392.62)	\$ 12,589.02			\$ 12,196.40
05-05-425-47270-930-62375 Meeting Expenses	\$	-	\$ -			\$ -
05-05-425-47270-930-62392 Witness Reimbursement	\$	716.40	\$ 424.80			\$ 1,141.20
05-05-425-47270-930-62395 Interpreter Fees	\$	1,316.13	\$ 2,643.74			\$ 3,959.87
05-05-425-47270-930-62396 Mobile Phones / Pagers	\$	270.10	\$ 152.96			\$ 423.06
05-05-425-47270-930-62416 Interdepartmental Charges	\$	-	\$ 13,514.75			\$ 13,514.75
Total Expenses	\$	86,453.17	\$ 145,465.21	\$ -	\$ -	\$ 231,918.38 C
Net Revenues/(Expenses)	\$	(14.78)	\$ 145,330.25	\$ -	\$ -	\$ 145,315.47
Total Amount to be paid to Dufferin Municipalities		138,738.72	98,388.74	-	-	237,127.46 D=A-B-C

Town/Township	Q1 Disbursement	Q2 Disbursement	Q3 Disbursement	Q4 Disbursement	Total Paid	% of Revenue
East Garafraxa	\$ 5,583.68	\$ 1,942.38			\$ 7,526.07	2.03%
East Luther Grand Valley	\$ 4,402.71	\$ 1,397.44			\$ 5,800.15	1.46%
Amaranth	\$ 6,428.40	\$ 3,718.99			\$ 10,147.39	3.89%
Mono	\$ 39,174.50	\$ 23,748.78			\$ 62,923.28	24.81%
Orangeville	\$ 49,394.35	\$ 39,060.27			\$ 88,454.62	40.81%
Mulmur	\$ 6,557.59	\$ 2,379.59			\$ 8,937.18	2.49%
Melancthon	\$ 8,571.78	\$ 6,572.89			\$ 15,144.67	6.87%
Shelburne	\$ 18,640.50	\$ 16,898.61			\$ 35,539.11	17.65%
Province - dedicated fines payable to the province		\$ 2,655.00			\$ 2,655.00	
	\$ 138,753.50	\$ 98,373.96	\$ -	\$ -	\$ 237,127.46 E	
Net Amount Owning (Overpaid)	\$ (14.78)	\$ 14.78			\$ (0.00)	F=D-E

	Due from Municipalities	Payable to Municipalities (from E above)	Total due to/(from) Municipalities
CLAWBACK regarding 2014 Financial Statements			
East Garafraxa	(5,128.63)	\$ 1,942.38	(3,186.25)
East Luther Grand Valley	(2,342.91)	\$ 1,397.44	(945.47)
Amaranth	(4,999.30)	\$ 3,718.99	(1,280.31)
Mono	(33,382.19)	\$ 23,748.78	(9,633.41)
Orangeville	(49,893.92)	\$ 39,060.27	(10,833.65)
Mulmur	(4,800.41)	\$ 2,379.59	(2,420.82)
Melancthon	(8,276.81)	\$ 6,572.89	(1,703.92)
Shelburne	(16,017.70)	\$ 16,898.61	880.91
Total	(124,841.87)	95,718.96	(29,122.91)

DISBURSEMENT SUMMARY - APRIL 2015

Town/Township	Fine	Cost	Enforcement Fee	Report	Suspense	Sub-Total	Dedicated Fines	Total Disbursement
East Garafraxa	\$0.00	\$95.00	\$20.00	\$1,283.00		\$1,398.00		\$1,398.00
East Luther Grand Valley	\$0.00	\$85.00	\$20.00	\$1,224.00		\$1,329.00		\$1,329.00
Amaranth	\$0.00	\$205.00	\$120.00	\$2,665.00		\$2,990.00		\$2,990.00
Mono	\$150.00	\$1,374.50	\$440.00	\$21,022.50		\$22,987.00		\$22,987.00
Orangeville	\$182.50	\$3,108.95	\$1,080.00	\$28,946.30		\$33,317.75		\$33,317.75
Mulmur	\$0.00	\$140.00	\$80.00	\$1,200.00		\$1,420.00		\$1,420.00
Melancthon	\$0.00	\$360.00	\$100.00	\$5,343.75		\$5,803.75		\$5,803.75
Shelburne	\$25.00	\$1,474.50	\$540.00	\$11,395.75		\$13,435.25		\$13,435.25
	\$357.50	\$6,842.95	\$2,400.00	\$73,080.30		\$82,680.75		\$82,680.75

DISBURSEMENT SUMMARY - May 2015

Town/Township	Fine	Cost	Enforcement Fee	Report	Suspense	Sub-Total	Dedicated Fines	Total Disbursement
East Garafraxa	\$0.00	\$120.00	\$60.00	\$1,869.25		\$2,049.25		\$2,049.25
East Luther Grand Valley	\$0.00	\$55.00	\$20.00	\$600.50		\$675.50		\$675.50
Amaranth	\$0.00	\$250.00	\$120.00	\$1,737.50		\$2,107.50		\$2,107.50
Mono	\$0.00	\$1,094.00	\$400.00	\$14,761.50		\$16,255.50	\$200.00	\$16,055.50
Orangeville	\$100.00	\$3,485.75	\$1,205.00	\$23,988.75		\$28,779.50		\$28,779.50
Mulmur	\$0.00	\$170.00	\$80.00	\$1,958.50		\$2,208.50	\$125.00	\$2,083.50
Melancthon	\$0.00	\$285.00	\$120.00	\$3,420.00		\$3,825.00		\$3,825.00
Shelburne	\$65.00	\$1,451.50	\$620.00	\$10,973.75		\$13,110.25		\$13,110.25
	\$165.00	\$6,911.25	\$2,625.00	\$59,309.75	\$0.00	\$69,011.00	\$325.00	\$68,686.00
						\$69,011.00		

DISBURSEMENT SUMMARY - June 2015

Town/Township	Fine	Cost	Enforcement Fee	Report	Suspense	Sub-Total	Dedicated Fines	Total Disbursement
East Garafraxa	\$0.00	\$80.00	\$40.00	\$1,452.50		\$1,572.50	\$125.00	\$1,447.50
East Luther Grand Valley	\$0.00	\$80.00	\$20.00	\$1,417.00		\$1,517.00		\$1,517.00
Amaranth	\$1,538.00	\$185.00	\$120.00	\$2,431.25		\$4,274.25		\$4,274.25
Mono	\$416.00	\$1,190.00	\$660.00	\$19,097.75		\$21,363.75	\$560.00	\$20,803.75
Orangeville	\$3,862.50	\$3,647.00	\$1,630.00	\$28,694.00		\$37,833.50	\$1,500.00	\$36,333.50
Mulmur	\$0.00	\$155.00	\$95.00	\$2,243.00		\$2,493.00		\$2,493.00
Melancthon	\$0.00	\$265.00	\$120.00	\$6,549.75		\$6,934.75		\$6,934.75
Shelburne	\$35.00	\$1,673.00	\$580.00	\$13,750.49		\$16,038.49		\$16,038.49
	\$5,851.50	\$7,275.00	\$3,265.00	\$75,635.74	\$0.00	\$92,027.24	\$2,185.00	\$89,842.24

DISBURSEMENT SUMMARY - Quarter 2

Town/Township	Fine	Cost	Enforcement Fee	Report	Suspense	Sub-Total	Dedicated Fines	Total Disbursement	
East Garafraxa	\$0.00	\$295.00	\$120.00	\$4,604.75		\$5,019.75	\$125.00	\$4,894.75	2.03%
East Luther Grand Valley	\$0.00	\$220.00	\$60.00	\$3,241.50		\$3,521.50	\$0.00	\$3,521.50	1.46%
Amaranth	\$1,538.00	\$640.00	\$360.00	\$6,833.75		\$9,371.75	\$0.00	\$9,371.75	3.89%
Mono	\$566.00	\$3,658.50	\$1,500.00	\$54,881.75		\$60,606.25	\$760.00	\$59,846.25	24.81%
Orangeville	\$4,145.00	\$10,241.70	\$3,915.00	\$81,629.05		\$99,930.75	\$1,500.00	\$98,430.75	40.81%
Mulmur	\$0.00	\$465.00	\$255.00	\$5,401.50		\$6,121.50	\$125.00	\$5,996.50	2.49%
Melancthon	\$0.00	\$910.00	\$340.00	\$15,313.50		\$16,563.50	\$0.00	\$16,563.50	6.87%
Shelburne	\$125.00	\$4,599.00	\$1,740.00	\$36,119.99		\$42,583.99	\$0.00	\$42,583.99	17.65%
Caledon	\$0.00								0.00%
	\$6,374.00	\$21,029.20	\$8,290.00	\$208,025.79	\$0.00	\$243,718.99	\$2,510.00	\$241,208.99	

Exploring an online Administrative Monetary Penalty System for infractions of provincial statutes and municipal by- laws in Ontario

Ministry of the Attorney General

March 3, 2015

Exploring an Online Administrative Monetary Penalty System for Infractions of Provincial Statutes and Municipal By-Laws in Ontario

Objectives of this Consultation

This consultation seeks public input on the merits and key features of an online Administrative Monetary Penalty (AMP) system for infractions of provincial statutes and municipal by-laws, excluding very serious offences (including those that result in imprisonment). This input will help the ministry make decisions about a potential framework and key features for the system, and draft proposals for legislative change needed for its implementation.¹

Introduction

When an individual violates a provincial statute or municipal by-law, the current system treats it as an “offence” to be prosecuted under the Provincial Offences Act (POA).

Last year in Ontario, roughly 1,650,000 Part I and Part III provincial offences charges were laid under provincial statutes and municipal by-laws. These charges are largely made up of traffic matters (e.g. driving without a license).

Although provincial offences are not crimes, the process for fighting them in court often mirrors the criminal trial process, which is designed to emphasize the seriousness of an offence and to protect defendants from being unfairly punished. Like the criminal court process, the process for dealing with these matters requires significant court and law enforcement resources, which are paid for by Ontario and municipal taxpayers – resources that could be redirected to other needs.

Compare and Contrast: POA vs. Criminal charges

Approximately **1,650,000** Part I and Part III provincial offences charges were laid in Ontario last year. In contrast, between **500,000 and 600,000** criminal charges are laid annually.

¹ Detail about how the system will operate, and specifically the elements of the online adjudication system, is beyond the scope of this consultation. The ministry plans to work with technological and subject-matter experts throughout the development process.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

The complexity of the current system may also pose barriers to meaningful access to justice. Those who wish to dispute provincial offence charges may find that the cost, length of time involved, formality and inconvenience of the court process are significant deterrents to fighting a ticket.

To help build a system that is effective, simpler, faster, less expensive – but still fair – for all Ontarians, the Ministry of the Attorney General (“the ministry”) is exploring whether to adopt an online administrative monetary penalty system (AMP) for select infractions of provincial statutes and municipal by-laws. The most serious provincial matters would continue to be prosecuted as offences in the Ontario Court of Justice.

An online AMP system has the potential to be a more appropriate and accessible way to deal with certain matters under the Provincial Offences Act. It may also meet the public’s expectation of electronic access to modern public services.

[See Appendix for more information about Ontario’s current system for provincial offences](#)

About administrative monetary penalties

Administrative monetary penalties (AMPs) are a civil (rather than quasi-criminal) mechanism for enforcing compliance with regulatory requirements. They are an effective, quick, clear and tangible way for regulators to respond to infractions of the law. In practice, a monetary penalty is assessed and imposed in the form of a notice with a prescribed date and time for payment. While monetary penalties do not lead to convictions or pose a risk of imprisonment, administrative decisions may still be made (e.g. demerit points, driver license suspensions).

Because AMPs are imposed without a court hearing, other protections are put in place (e.g. unbiased decision maker, right to be heard) to ensure that the process for imposing a penalty is fair and in accordance with the principles of natural justice. AMP systems have been upheld by the courts as appropriate for matters under provincial control.

The case for change

Costs of the current system

The resources required to enforce straightforward infractions of provincial statutes and municipal by-laws under the Provincial Offences Act are significant.

An AMP system could provide a more proportionate, efficient means to ensure enforcement. Last year, POA matters used over 17 per cent of court time at the Ontario

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Court of Justice², even though only three per cent of tickets resulted in a full trial. While criminal matters are given priority over provincial offences in scheduling, a significant portion of justice of the peace time must be set aside for provincial and municipal disputes.

Managing the cost of POA court in Toronto

In 2013, the City of Toronto was responsible for one quarter of all POA charges filed in the province.

As a result of a high volume of charges, the city has budgeted over \$50 million annually for POA courts in recent years. In 2014, the cost of having police officers appear in Toronto POA courts was over \$5.5 million.

In addition, most POA trials – even for minor traffic offences – require the in-person participation of a justice of the peace or judge, a prosecutor and the officer who laid the charge. POA trials are therefore often scheduled months in advance, extending the public's wait times to resolve their cases and tying up valuable court resources that could be used for more serious, including criminal, matters.

Justices of the peace and prosecutors also perform critical functions in the criminal justice system. Addressing the less complex, straightforward provincial and municipal matters, which are not criminal in nature, through a civil process would not only be more proportionate to the seriousness of the majority of these infractions, but would also allow the Ontario Court of Justice to focus its resources on the over 220,000 criminal cases heard before the court each year.

Other key costs associated with POA trials include the attendance of enforcement officers as witnesses and courtroom facilities. An online AMP system would not require most of these resources and their associated costs.

The Law Commission of Ontario's report

In its 2011 report, [Modernizing the Provincial Offences Act](#), the Law Commission of Ontario conducted an in-depth review of the POA system. The review was to ensure the POA system was appropriate for Ontario's current legal environment, and to determine

² The remainder of Ontario Court of Justice court time is comprised of criminal matters (74%) and family matters (9%).

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

whether a less expensive, but equally fair, forum for adjudicating provincial offences should be made available to the public.

In developing the report, the Commission consulted with the judiciary and a wide range of stakeholders, including municipalities, court administrators, prosecutors, the criminal defence bar, police and ministry officials.

The report recommended that all parking offences be resolved in an AMP system. It also recommended a review of other minor provincial infractions to ascertain their suitability for AMPs. These recommendations were based on three core factors:

1. The high volume of minor cases being heard within POA courts on a yearly basis
2. The significant costs associated with the administration of those courts
3. The increased use of AMP systems in Canada and Ontario as alternatives to traditional court processes

The Commissions' review of AMPs, and literature documenting their effectiveness and advantages as an enforcement tool, provided a compelling case for a gradual shift away from court-based processes. Aside from court and resource considerations, the Law Commission of Ontario suggested that a greater respect for the rule of law and administration of justice would be achieved if court and judicial resources were reserved for more serious matters.

Achieving Ontario's access to justice goals

The Ministry of the Attorney General is committed to working with justice partners in new and more collaborative ways to make the province's justice system simpler, faster and less expensive for all Ontarians.

To achieve this goal, the ministry is leading a comprehensive plan to build [Better Justice Together](#). This strategy seeks to improve access to justice for all Ontarians by implementing changes in thoughtful, evidence-based and innovative ways that uphold principles of justice and fairness while making the best use of resources.

Many of these changes leverage new technologies to target and meet the expectations of court users and the public. For example:

- Ontariocourtdates.ca now provides information to the public and lawyers about cases being heard the next day in the Superior Court of Justice and the Ontario Court of Justice.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

- Under a new pilot initiative, people or businesses can file small claims in Brampton, Oshawa, Ottawa and Richmond Hill online using an e-filing application.
- In the far North, the ministry is providing video solutions to connect First Nations people remotely with justice services.

Exploring the creation of an online administrative monetary penalty system for infractions of provincial statutes and municipal by-laws directly aligns with the ministry's vision.

Exploring an online administrative monetary penalty system

The provincial offences system is the part of the justice system that members of the public are most likely to use. Today, a significant number of people in the provincial offences courts are self-represented. An online AMP system for designated POA matters would provide an appropriate, efficient, accessible and fair process for challenging tickets, while decreasing costs to the public.

Specifically, the ministry is exploring a system that:

- takes place online, and provides essential educational and/or law-related resources to help users understand and navigate provincial or municipal infractions
- utilizes independent hearing officers, rather than judicial officers
- directs as many straightforward infractions out of the courts as possible
- resolves disputes through an informal, fair and accessible hearing process

The ministry is also interested in the views of the public and our justice partners about what kind of ticketable infractions could be captured within such a system.

Given the many kinds of offences currently prosecuted under the POA, a phased approach to implementation will help us to properly assess the suitability of an online AMP process. For example, the majority of POA matters heard in court are traffic-related. Some of these matters, along with parking and minor by-law tickets, might therefore appropriately be among the first to be dealt with in an alternative online AMP system.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Traffic-related charges in Ontario

Approximately **85 per cent** of POA charges result from violations of the Highway Traffic Act (e.g. speeding, no vehicle permit) and Compulsory Automobile Insurance Act.

The ministry recognizes that not all matters are suitable for an online administrative monetary penalty system. Very serious offences raising significant concerns about public safety and welfare, for example, would continue to be prosecuted as offences in the court system. This would include prosecutions under *Christopher's Law* where the penalty includes imprisonment, or the most serious provincial matters resulting in death or serious harm. As mentioned earlier, such matters would continue to be prosecuted as offences in the Ontario Court of Justice.

The widening use of AMPs generally, and for traffic offences

AMP systems are becoming widely accepted as the modern approach to regulation in Ontario, across Canada and around the world. There is a growing belief that using AMPs for straightforward infractions which are currently prosecuted as provincial offences more accurately reflects their regulatory nature, while also distinguishing them from criminal offences.

In Ontario, AMPs exist for many non-criminal violations of the law, including violations of energy licences, environmental damages and unfair insurance practices, among others. They are also being applied to parking infractions in several municipalities, including Oshawa, Brampton, Mississauga, and Windsor.

Ontario is not the only jurisdiction in Canada to explore the use of AMPs for some traffic matters. This is a relatively new concept taking shape in both British Columbia and Alberta. Like Ontario, both jurisdictions currently resolve traffic offences in provincial courts that are designed for prosecuting serious cases. Alberta, in particular, claims that this practice has become expensive, intimidating and confusing to taxpayers.

Both jurisdictions are currently in the design and development phases of their projects. British Columbia passed legislation in 2012 to set up an AMP system, which has not yet been implemented. Alberta consulted on their traffic court reform in early 2014. A pilot project is underway in Red Deer that removes traffic violations from local courts and redirects the public to a designated venue where their matters are heard before an impartial adjudicator.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Guiding principles for exploring an alternative system

Increase access to justice through online technologies

Online technologies have the potential to promote both efficiency and meaningful access to justice. While an online system for resolving POA disputes does not yet exist in Canada, it would have a number of advantages.

The current process for dealing with provincial and municipal infractions is primarily paper-based. Transitioning appropriate provincial and municipal matters to a user-friendly, online system could remove the barriers of complexity, formality and inconvenience experienced by some defendants.

There is growing consensus globally about the need to integrate technology into the provision of public services, including justice services. Today, Ontarians are growing increasingly accustomed to using computer and mobile devices to access business and government services, such as online shopping, banking, or applying for a new driver's licence or health card.

We are also seeing an increasing number of jurisdictions utilizing online technologies for the resolution of civil disputes. British Columbia began testing the use of online dispute resolution ("ODR") in 2011 for tenancy and consumer disputes. Since then, ODR models are being used by Consumer Protection BC and the Property Assessment Appeal Board with very promising results. BC is also finalizing the development and implementation of its Civil Resolution Tribunal, which it claims will rely heavily on modern information communication technologies, like ODR, to deliver its services. We can find examples of ODR being used globally in other areas including family law, housing or tenancy and employment. These examples demonstrate a shift towards alternative dispute resolution processes that are streamlined, user-focussed and complementary alternatives (or additions) to traditional court processes.

The Law Commission noted that the provincial offences system is the "face of the justice system" for most Ontarians and that most defendants are unrepresented. The POA must, therefore, have "simple, easily understood and accessible procedures". An online system could therefore provide a familiar and easy way for the public to access and efficiently resolve penalty disputes. It could also provide those wishing to challenge a penalty with important information about the dispute process, relevant legal considerations, including available defences and possible outcomes, and references to educational resources.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Proportionality

Proportionality is an important consideration in exploring an online AMP system. Proportionality means that the public resources allocated to resolving a dispute are justified by, and do not exceed what would be appropriate for, the severity of that dispute. The most costly procedures should be reserved for the most serious disputes. This concept has been supported in civil law all the way up to the Supreme Court of Canada.

Proportionality in the courts

There is, of course, always some tension between accessibility and the truth-seeking function, but as much as one would not expect a jury trial over a contested parking ticket, the procedures used to adjudicate civil disputes must fit the nature of the claim. If the process is disproportionate to the nature of the dispute and the interests involved, then it will not achieve a fair and just result.

Supreme Court, Madam Justice Karakatsanis writing for the court in *Hryniak v. Mauldin*, 2014 SCC 7 (CanLII) at para 29

Even in criminal law proportionality is one of many valid goals. For example, some years ago the federal government “reclassified” a number of criminal offences so that a prosecutor can now decide whether a particular case needs the most costly of procedures, for example a jury trial, or could be heard following a simpler and faster process.

Utilizing the same process for disputing some traffic, and other ticketable, matters that is required for prosecuting serious matters is disproportionate and unnecessary. Moving some POA matters from the courts to an administrative system would uphold the concept of proportionality while continuing to protect the public interest in using court resources where most appropriate.

Our next steps

The ministry has not made any decisions about a possible future online AMP system for infractions of provincial statutes or municipal by-laws, or what infractions would move to an AMP system. Your advice and input will help inform decisions about if and how the ministry will proceed with the AMP system, and the key components that could be included.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Determining the design elements of a delivery model, such as an online dispute resolution system, will require further consultation with technology and legal experts. These more detailed discussions will take place in future phases of this initiative.

Consultation questions

We would appreciate your input on any of these issues and on the questions below.

See **submissions** below for details on how to submit your input to the ministry.

- 1) What has been your experience with the current court process for prosecuting provincial offences, like traffic matters? Please provide details. For example:
 - Was it inconvenient to have to attend in person?
 - Was your matter resolved quickly?
 - Do you have concerns about the complexity of the process, significant lead times for trials, etc.?
- 2) Please tell us about your experiences with AMP systems (generally) in Ontario and/or other jurisdictions. Were you satisfied with the process and outcome? Why or why not?
- 3) What benefits and/or challenges do you foresee with creating an online AMP system for minor and/or straightforward matters currently dealt with under the POA? Also consider:
 - If the on-line system provided supporting information and guidance through the dispute or payment process, would this enhance access to justice for self-represented litigants?
 - What kinds of information and services could be provided on-line to help users (e.g. instructional videos, smart forms, on-line mediation, etc.?)
 - What is the best way for people without internet access to receive services, attain information or dispute a matter, e.g. over the telephone?
 - Would it be an advantage if the system was available 24-7?
- 4) What kinds of infractions do you think could be fairly and appropriately addressed in an online AMP system? For example:

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

- Matters that could result in jail time are not appropriate for AMPs. Are there others?
- 5) If the first phase of the transition to an online AMP system was to focus on traffic infractions, what should be included? What should be excluded?
- 6) If you live in a municipality that is using AMPs for parking infractions, please tell us about your experience. What did you like/dislike about the system? Also:
- Some Ontario municipalities employ screening and hearing officers to resolve parking infraction disputes. What training and expertise should be expected of a screening and/or hearing officer in a new online AMP system for infractions of other ticketable matters?
- 7) In the coming years, the Ontario government will be focusing its energy on modernizing ministry and court processes and technologies to make our services more efficient, and to improve access to justice. Exploring an AMP system for POA infractions, and the online delivery of that system, is just one of the many approaches the ministry is considering. We encourage you to share your ideas for other approaches the ministry should consider to achieve its [Better Justice Together](#) goals.
- 8) (For large organizations) What impact would a new AMP system have on your organization? What challenging implementation issues do you foresee? How might we address them?

Submissions

Please provide your submissions no later than **April 14, 2015**.

Both electronic and hard copy submissions will be accepted.

Electronic submissions may be sent by email to poa-amp.feedback@ontario.ca. Please use subject line: Administrative Monetary Penalty System for Provincial Offences.

Written submissions may be mailed to:

POA-AMP Consultation
Ministry of the Attorney General
720 Bay Street, 11th Floor
Toronto, Ontario
M7A 2S9

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Questions/Privacy Statement

Please note that unless agreed otherwise by the Ministry of the Attorney General, all responses received from organizations in response to this consultation will be considered public information and may be used and disclosed by the ministry to assist in evaluating and revising the proposal. This may involve disclosing any response received to other interested parties.

An individual who provides a response and who indicates an affiliation with an organization will be considered to have submitted the response on behalf of that organization.

Responses received from individuals who do not indicate an affiliation with an organization will not be considered public information. Responses from individuals may be used and disclosed by the ministry to assist in evaluating and revising the proposal. Any personal information such as an individual's name and contact will be handled in accordance with the Freedom of Information and Protection of Privacy Act and will not be disclosed by the ministry except in accordance with that Act or as may otherwise be required by law.

If you have any questions about the collection of this information or about any other aspect of the review, please contact: poa-amp.feedback@ontario.ca

Appendix A: About Ontario's current system for provincial offences

Canada's constitution enables the federal government to make substantive criminal law. It also grants provinces with the power to impose punishments by fine, penalty or imprisonment for the purpose of enforcing otherwise valid provincial law. In Ontario, the Provincial Offences Act (POA) is the procedural code for prosecuting offences created by provincial statutes, regulations and municipal by-laws. This means that while charges are laid under the legislation that created the offences (e.g. speeding and many other traffic-related charges are laid under the Highway Traffic Act), the forms used and the procedures followed are set out in the POA.

POA offences are divided into three categories:

Part I: Minor ticketable offences with a maximum penalty of a \$1,000 fine. There were 1,500,000 charges received in 2014.

Part II: Parking tickets. About 4 million are issued each year. These matters take up a minimum amount of POA court time.

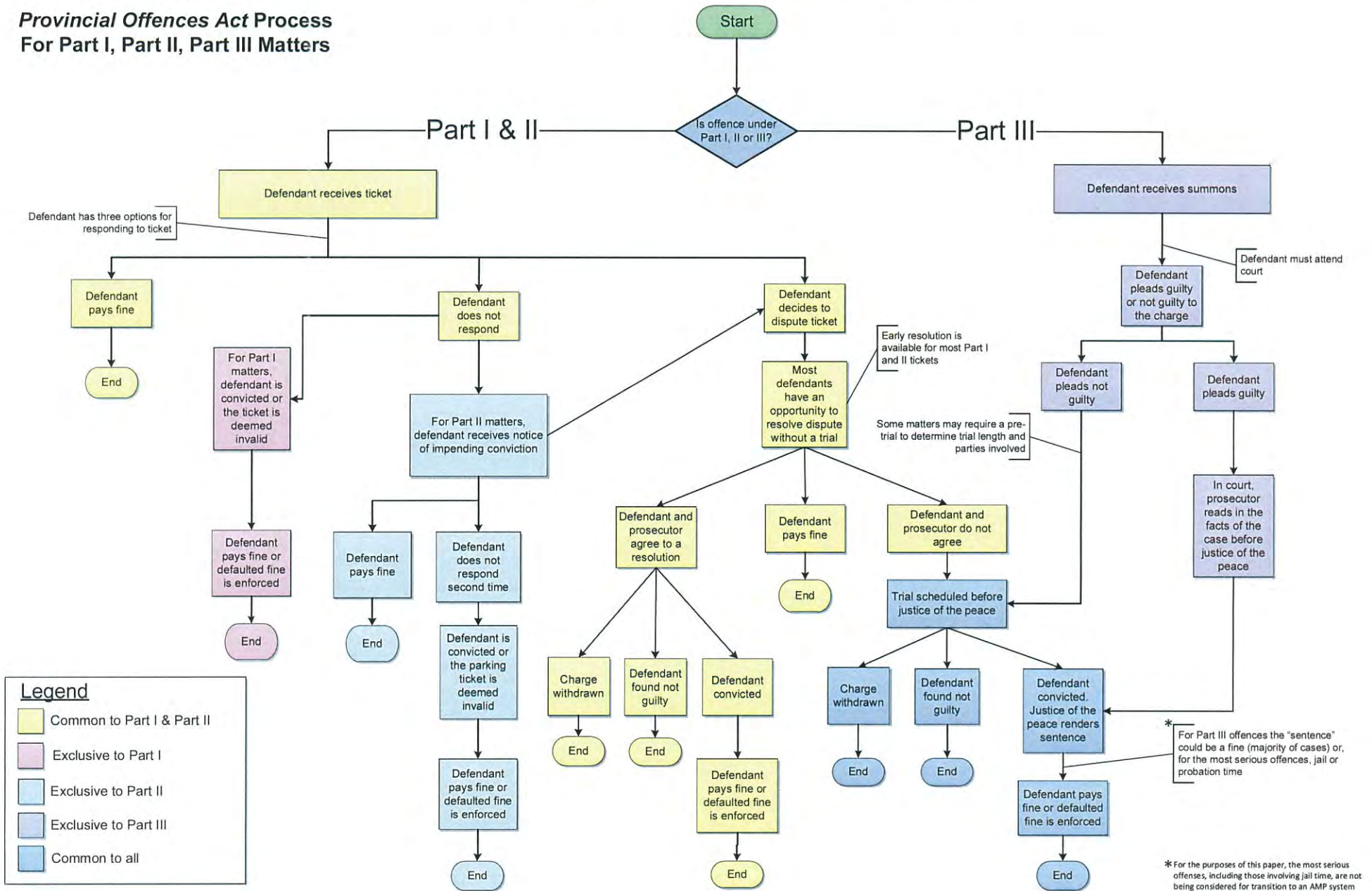
Part III: Serious matters where defendants are required to appear before the court and the maximum penalty could be a significant fine and/or jail time. There were 145,000 charges received in 2014.

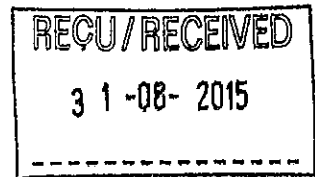
Municipalities administer the courts where provincial offences trials are heard. Justices of the peace adjudicate most provincial offence trials. Some provincial offences trials – usually those pertaining to serious matters— are heard by judges. Depending on the type of charge, prosecutions are conducted by either municipal or provincial prosecutors, or by Crown counsel in the Ministry of the Attorney General.

The following page provides a map of the Part I, Part II, and Part III processes for resolving disputes in the current POA model. For a complete written description of each process, please see the **Provincial Offences Act Process Map-Text Version** which is also posted on the ministry's website. If you require an alternative format to either the map or the written document, you may submit your request to the contact provided in the **submissions** section of this paper.

An Online AMP System for Infractions of Provincial Statutes and Municipal By-Laws

Provincial Offences Act Process For Part I, Part II, Part III Matters





Sylvia Jones, MPP
Dufferin-Caledon

August 2015

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

244 Broadway
Orangeville, Ontario
L9W 1K5

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

12596 Regional Road 50
Bolton, Ontario
L7E 1T6

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

1-800-265-1603
E-mail: sylvia.jonesco@pc.ola.org

Dear Mayor White and Members of Council:

I wanted to make you aware of government legislation that was introduced this spring, Bill 113 – the *Police Record Checks Reform Act, 2015*. Bill 113 proposes reforms surrounding police record checks.

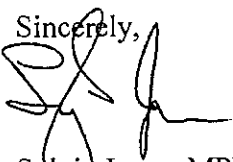
As you know, volunteers play an important role in our communities. Schools, hospitals and many community based organizations that assist others depend on committed and engaged volunteers. Statistics show that Canadians, who volunteer, tend to volunteer with more than one organization or charity. Many organizations require volunteers to obtain a criminal record check before they can participate. While most individuals are willing to pay for this important precaution, if the volunteer is willing to give-back to multiple organization, it can become costly because a criminal record check must be prepared for each charity who requests it.

That is why I introduced my private member's bill, Bill 79 – the *Helping Volunteers Give Back Act, 2015*. My private member's bill would allow volunteers to pay for a criminal record check once per year yet access this record to distribute to multiple organizations at no additional cost to the volunteer or organization.

If you agree that incorporating my private member's bill into Bill 113 would assist your volunteers and encourage more volunteers to participate, I would ask to you to write or e-mail the Minister of Community Safety and Correctional Services to incorporate my private member's bill into Bill 113.

I have attached a sample letter that can be sent to the Minister. I would appreciate a copy of your letter to the Minister so I can use your support to convince committee members and the Minister to support an amendment to Bill 113.

Thank you for your support in promoting volunteerism in Ontario.

Sincerely,

Sylvia Jones, MPP
Dufferin-Caledon

Encl:

ACT 1-

SEP 17 2015



Date

Minister Yasir Naqvi
Ministry of Community Safety & Correctional Services
25 Grosvenor Street
18th Floor, George Drew Bldg.
Toronto ON M7A 1Y6

Dear Hon. Naqvi:

I was pleased to see the introduction of Bill 113 – the *Police Record Checks Reform Act, 2015*. I believe the legislation is important to ensure that police record checks are appropriately used by both organizations and individuals. I have one recommendation for an amendment that I believe would strengthen our volunteer sector and allow volunteers to assist multiple organizations without unnecessary costs or duplication of service.

As you know, volunteers play an important role in our communities; volunteering at a school or hospital or for the numerous community organizations that assist our elderly and children, our communities depend on committed and engaged volunteers. Statistics show that Canadians who volunteer, tend to volunteer with more than one organization or charity. Many organizations require volunteers to obtain a criminal record check before they can participate. While most individuals are willing to pay for this important precaution, if the volunteer is willing to give-back to multiple organization, it can become costly because a criminal record check must be prepared for each organization who requests it.

MPP Sylvia Jones' private member's bill, Bill 79 – the *Helping Volunteers Give Back Act, 2015* would allow volunteers to pay for a record check once per year, and access this record to distribute to multiple organizations. Please incorporate MPP Jones' private member's bill into Bill 113. Thank you for interest in this issue, I look forward to seeing Bill 113 amended to strengthen the volunteer sector.

Sincerely,

(Organization's Name)

Bill 79 – The Helping Volunteers Give Back Act

SYLVIA JONES, MPP

Dufferin-Caledon

244 Broadway
Orangeville ON L9W 1K5
Tel: 519-941-7751



Toll Free: 1-800-265-1603
E-mail: sylvia.jonesco@pc.ola.org
twitter @sylviajonesmpp
facebook Sylvia Jones

12596 Regional Road 50
Bolton ON L7E 1T6
Tel: 905-951-9382



Support Sylvia Jones' Private Members Bill – Bill 79 Legislation to Encourage Volunteerism in Ontario

Volunteers are the heart of many organizations and charities across Ontario. I have seen the tremendous work by volunteers, whether it is delivering meals for Meals on Wheels, or being a volunteer driver for HomeJames; the commitment and passion of volunteers allow organizations to offer programs that help our communities. In 2007, almost half of all Canadians volunteered. Of these volunteers, forty percent were involved with two or more organizations.

Many volunteer organizations, particularly those dealing with children require their volunteers to submit a criminal record check. In many cases volunteers have to pay out of pocket or the organization has to fundraise to underwrite the cost of the criminal record check. This is why I introduced my private member's bill, Bill 79 – the Helping Volunteers Give Back Act, 2015. Bill 79 would allow volunteers to pay for their criminal record check once per year, yet access this record and distribute up to five copies to organizations, at no additional cost to the volunteer or organization. This cost saving initiative would encourage more volunteers to donate their time to more causes, without feeling the unnecessary financial burden. Volunteerism is important to communities and without volunteers in our schools, hospitals and community groups, our communities would suffer.

Benefits of Volunteering

Economic Benefits: activities undertaken by volunteers reduce costs of organizations, which allows them to increase programs within our communities.

Social Benefits: volunteering helps build better communities and better families. It fosters a greater trust between people and society. Volunteers also benefit from the feeling they get from helping others.

Career Benefits: recent graduates or the unemployed have the opportunity to meet people and gain valuable work experience through volunteering. Youth may discover a hidden career path by volunteering.

Sylvia Jones, MPP - Dufferin-Caledon www.sylviajonesmpp.ca

How YOU Can Help

- If keeping the spirit of volunteerism alive is important to you, write to your local MPP and ask them to support Bill 79. You can find the contact information for your MPP by visiting the website of the Ontario Legislative Assembly at: www.ontla.on.ca and clicking on "Contact an MPP." Please be sure to copy MPP Sylvia Jones in your correspondence at sylvia.jonesla@pc.ola.org.
- To get a copy of Bill 79 go online to www.ontla.on.ca and click on "Bills and Lawmaking" or call **416-325-1898**.
- Share this information with friends, family, and organizations you volunteer with.
- Send us your feedback at sylvia.jonesla@pc.ola.org.

Support for Bill 79

"Volunteer Toronto wholeheartedly supports Bill 79. This legislation will encourage more people to volunteer by streamlining the screening process required by organizations when recruiting volunteers. Many individuals volunteer for multiple organizations at the same time. The current process for obtaining criminal reference checks often entails duplication of effort and cost. By reducing the frequency for a criminal reference check to one year, and making it transferrable to other organizations for the same individual, we expect participation rates by volunteers to increase significantly. A major administrative barrier will be eased for getting volunteers started or renewed in their selfless efforts."

- David Allen, Executive Director, Volunteer Toronto

If you would like more information or have questions about Bill 79, please contact the office of Sylvia Jones, MPP for Dufferin-Caledon at:

Room 443, Legislative Building, Queens Park, Toronto, ON, M7A 1A8, (416) 325-1898 or
244 Broadway, Orangeville, ON, L9W 1K5, 1-800-265-1603 or
12596 Regional Road 50, Bolton, ON, L7E 1T6

Email: sylvia.jonesla@pc.ola.org

Working For You!

Denise Holmes

From: Source Protection Funding (MOECC) <SourceProtectionFunding@ontario.ca>
Sent: Wednesday, September 09, 2015 1:02 PM
To: Denise Holmes
Cc: 'Wendy Atkinson'
Subject: RE: SPMIF Extension - Township of Melancthon
Attachments: SPMIF_1314_056_MEL_Amend1_Ext.pdf

Importance: High

Good afternoon Denise,

Thank you for your interest in extending your SPMIF grant funding agreement for an additional year (i.e. agreement to end March 31, 2017, with all activities to be completed by December 5, 2016).

In order to receive this twelve-month timeline extension, your agreement must be amended.

To amend your agreement:

1. Print off two copies of the attached amendment,
2. Have the agreement signed by someone with the authority to bind the municipality;
3. Scan and send the signed copy to sourceprotectionfunding@ontario.ca using the subject line: "SPMIF – Township of Melancthon – Extension Amendment".
4. Return two original signed copies to the address below **by September 23, 2015.**
Ministry of the Environment and Climate Change
Source Protection Programs Branch
40 St. Clair Avenue W., 14th Floor
Toronto, ON M4V 1M2
Attn: Pat Kinch, Manager, Source Protection Implementation

We will return an original duly executed amendment to you once signed at the Ministry for your files.

Best regards,

The Source Protection Funding Team
Ministry of the Environment and Climate Change

From: Denise Holmes [<mailto:dholmes@melancthontownship.ca>]
Sent: September-08-15 3:50 PM
To: Source Protection Funding (MOECC)
Cc: 'Wendy Atkinson'
Subject: SPMIF Extension - Township of Melancthon

Good afternoon,

Please find attached a request for a one-year extension to the Source Protection Funding Agreement (SPMIF 1314-056) for the Township of Melancthon.

We look forward to receiving your response and an amendment to the grant funding contract accordingly.

Thank you.

Regards,

Denise Holmes



Denise B. Holmes, AMCT | CAO/Clerk | Township of Melancthon | dholmes@melancthontownship.ca | PH: 519-925-5525
ext 101 | FX: 519-925-1110 | www.melancthontownship.ca |

Please consider the environment before printing this e-mail This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

Message Score: 1

High (60): Pass

From:

My Spam Blocking Level: High

Medium (75): Pass

sourceprotectionfunding@ontario.ca

Low (90): Pass

[Block](#) this sender

[Block](#) ontario.ca

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

**AMENDMENT NO. 1
to a Grant Funding Agreement under the
2013-14 Source Protection Municipal Implementation Fund (SPMIF_1314_056)**

THIS AMENDMENT NO. 1 made in duplicate, as of the 8th day of September 2015,

B E T W E E N:

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO,
as represented by the Minister of the Environment and Climate Change**

(the "Province")

- and -

The Corporation of the Township of Melancthon

(the "Municipality")

WHEREAS the parties entered into a grant funding agreement under the Source Protection Municipal Implementation Fund dated as of December 13, 2013 for the Municipality to build municipal capacity to implement source protection plans and support sustainable, local actions to protect drinking water (the "**Agreement**");

AND WHEREAS on June 24, 2014, the name of the Ministry of the Environment was changed to the Ministry of the Environment and Climate Change;

AND WHEREAS pursuant to Section 20.2 of the Agreement, the parties may amend the agreement in writing;

NOW THEREFORE in consideration of the contractual relationship between the Municipality and the Province referred to above and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both parties, the Municipality and the Province hereby acknowledge, agree and undertake as follows:

1. Unless otherwise specified in this Amendment No. 1, capitalized words and phrases have their prescribed meaning as set out in the Agreement.
2. The Agreement is amended as follows:
 - (a) Section 2.1 is deleted in its entirety and replaced with the following:
 - 2.1 The term of the Agreement shall commence on the Effective Date and shall expire on March 31, 2017 unless terminated earlier pursuant to Article 9. The Municipality shall, upon expiry or termination of the Agreement, return to the Province any Funds remaining in its possession or under its control.

- (b) The reference to "December 7, 2015" in Section B.1 (Eligible Activities) of Schedule "B" to the Agreement is deleted and replaced by "December 5, 2016".
- (c) The chart in Schedule "D" (Reports) is deleted in its entirety and replaced with the following:

Name of Report	Due Date
Collaboration Statement (if applicable)	December 12, 2014
Progress Report 1	December 12, 2014
Progress Report 2	December 11, 2015
Final Report	December 9, 2016
Other Reports as specified from time to time	On a date or dates specified by the Province.

- 3. This Amendment No. 1 shall be in force from September 8, 2015 and shall have the same expiry or termination date as the Agreement.
- 4. All other terms and conditions of the Agreement shall remain in full force and effect unchanged and unmodified.
- 5. This Amendment No. 1 shall enure to the benefit of and be binding upon the Municipality and the Province and each of their administrators, permitted successors and permitted assigns, respectively.

6. This Amendment No. 1 may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF the parties have executed this Amendment No. 1 as of the date first written above.

HER MAJESTY THE QUEEN in Right of Ontario
as represented by the Minister of the Environment and Climate Change

Name: Ling Mark
Title: Director
Source Protection Programs Branch

Pursuant to delegated authority.

The Corporation of the Township of Melancthon

Name: Darren White
Title: Mayor

Name: Denise Holmes
Title: CAO/Clerk

We have authority to bind the Municipality.

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Wednesday, September 09, 2015 11:22 AM
To: dholmes@melancthontownship.ca
Subject: FW: Parks & Recreation Resident Fee vs Non-Resident Fee

From: Pushminder Heer []
Sent: September-09-15 8:28 AM
To: Lvanalstine@melancthontownship.ca
Subject: Parks & Recreation Resident Fee vs Non-Resident Fee

Hi Lynn,

As per our discussion please could you forward this email to Mayor White and I look forward to hearing back.

Attn: Mayor White,

I am a resident in the Township of Melancthon and my nearest recreation center to me is in the township of Orangeville where I am currently participating in some recreational programs there. I was advised to call the Melancthon Township to see if I am eligible to get a refund between the resident fee and non-resident fee for the programs Orangeville Parks & Recreation offers.

I was advised by Lynn to write to council explaining this. I am surprised that Melancthon Township does not reimburse residents for recreational programs when the Township of Shelburne and Mono reimburse the fee difference for non-resident programs they individuals would like to participate in. Most Townships do reimburse so I am not sure why Melancthon township does not.

I was advised to submit this letter to you in writing explaining this and would like to know if there would be any consideration for future reimbursements for these recreational programs for adults and children that Orangeville offers.

Please advise?

Pushminder Heer

Melancthon, ON,

Denise Holmes

From: John Aird Spark <johna@sparksolar.ca>
Sent: Friday, September 11, 2015 10:53 AM
To: dholmes@melancthontownship.ca
Subject: Municipal Solar Resoulution FIT 4
Attachments: DowneyGECO.PDF; ATT00001.txt

Good Morning Denise:

Sorry for the delay in getting this to you. Please find attached a Municipal Solar Resolution provided by the IESO regarding the development of a roof-top solar application.

Please let me know if you have any questions or concerns.

I hope all goes well at council next week.

Thank you for your assistance in this matter, much appreciated.

Have a good day,

John B. Aird
416-725-6458

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca
From: johna@sparksolar.ca

Message Score: 30
My Spam Blocking Level: High

High (60): Pass
Medium (75): Pass
Low (90): Pass

[Block](#) this sender
[Block](#) sparksolar.ca

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

INSTRUCTIONS: MUNICIPAL COUNCIL SUPPORT RESOLUTION

Section 5.1(g)(i) of the FIT Rules, Version 4.0

Page i of i Apr 2015 IESOMRD/f-FIT-010r1

Capitalized terms not herein defined have the meanings ascribed to them in the FIT Rules, Version 4.0.

INSTRUCTIONS APPLICABLE TO ALL RESOLUTIONS

1. The instruction page is not required to be submitted with the hard copy Application materials.
2. The first page of the resolution must be marked, by the Applicant, with the FIT Reference Number associated with the Application.
3. Where the resolution has multiple pages, the resolution should be stapled.
4. Information provided in the resolution must be consistent with the information provided in the electronic Application Form in order for the Application to be awarded Priority Points.
5. Apart from the completion of any blanks in the template resolution, no amendments, other than those outlined in paragraph 6 below, may be made to the wording of this form.
6. Words in between square brackets (i.e. "[]") are immaterial to the intent of the template resolution and may be modified to follow standard procedure of the issuing body. Wording not contained within square brackets must not be changed in order for the Application to be awarded Priority Points.
7. The entirety of the resolution (all blanks) must be completed and it must be signed by an appropriate individual(s) in order for the Application to be awarded Priority Points, and all Prescribed Forms must be signed to be considered complete.

INSTRUCTIONS SPECIFIC TO THE RESOLUTION

8. Councils of Local Municipalities have the option of drafting the Template: Municipal Council Support Resolution on the Council or equivalent governing body letterhead. The language of the Template: Municipal Council Support Resolution must be the same as shown in the template in order for the Applicant to obtain Priority Points. Priority Points will not be awarded if the resolution includes additional conditions or delegation of authority to staff for additional approvals.
9. The separate Prescribed Form: Municipal Council Support Resolution Confirmation may be completed and included in the Application by an Applicant that had received a FIT Rules, Version 3.0 Template: Municipal Council Support Resolution (that was not a blanket support resolution) that was issued by the Local Municipality and that is still in effect in relation to the Applicant and the Project. The Prescribed Form: Municipal Council Support Resolution Confirmation may not be used as a substitute for a Municipal Council Support Resolution where no Municipal Council Support Resolution was previously issued for the Project.
10. Where no resolution number exists, insert "N/A" into the appropriate field.
11. Applicant legal name, Project address and Renewable Fuel type must match the information provided in the electronic Application.

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



Independent Electricity
System Operator

**FEED-IN TARIFF
PROGRAM**

WRITABLE FORM

120 Adelaide Street West, Suite 1600
Toronto, Ontario M5H 1T1
T 416-967-7474
F 416-967-1947
www.ieso.ca

TEMPLATE: MUNICIPAL COUNCIL SUPPORT RESOLUTION

Section 5.1(g)(i) of the FIT Rules, Version 4.0

Page 1 of 1 | Apr 2015 | IESOMRD/f-FIT-010r1

<p>1</p> <p>Resolution number: _____</p> <p>Date resolution was passed: _____</p>	<p>FIT Reference Number: _____</p> <p><i>(The FIT Reference Number must be inserted by the Applicant in order for the resolution to comply with the FIT Rules, even where Local Municipality letterhead is used. This is not to be inserted by the Local Municipality.)</i></p>
--	---

<p>2</p> <p>[WHEREAS] capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0.</p> <p>[AND WHEREAS] _____ Downey GECO _____ (the "Applicant") proposes to construct and operate a _____</p> <p style="text-align: center;">Rooftop Solar PV Project</p> <p>(the "Project") on _____ 477476 3rd Line, MELANCTHON, L9V 1T6 _____ (the "Lands") in _____</p> <p style="text-align: center;">DUFFERIN _____ under the province's FIT Program;</p> <p>[AND WHEREAS] the Applicant has requested that Council of _____ DUFFERIN _____</p> <p>indicate by resolution Council's support for the construction and operation of the Project on the Property.</p> <p>[AND WHEREAS] pursuant to the FIT Rules, Version 4.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts;</p>	<p>[NOW THEREFORE BE IT RESOLVED THAT]</p> <p>Council of the _____ DUFFERIN _____ supports the construction and operation of the Project on the Lands.</p> <p>This resolution's sole purpose is to enable the Applicant to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project, or for any other purpose.</p>
--	---

<p>3</p> <p>Signed: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p>Signed: _____</p> <p>Title: _____</p> <p>Date: _____</p> <p><i>(Signature lines for elected representatives. At least one signature required.)</i></p>
---	---

Denise Holmes

From: FEARON, Christopher <christopher.fearon@canadapost.postescanada.ca>
Sent: Thursday, September 10, 2015 3:44 PM
To: Denise Holmes
Subject: RE: Mailbox Replacement in Corbetton and Riverview

Hi Denise,

These locations have been added to our list for review this fall.

I attended both hamlets last week to get a feel for the areas and to inspect the existing equipment and can confirm that the condition of the mailboxes in both areas does justify an upgrade. Unfortunately the site locations in each hamlet would not meet our site selection criteria. In order to facilitate a conversion to current generation equipment, we would like for us to come to agreement on new locations that will meet with the Town's approval and with our siting requirements.

There are a couple of opportunities in each area (i.e. South side of 260 Sideroad, west of 7th Line, or West side of Shook St, North of 260 Sideroad) for mailbox relocation but the Town would need to sign off on these before we proceed.

Christopher Fearon

Delivery Services Officer - GTA West

The information contained within this e-mail transmission is privileged and/or confidential information that is intended solely for the use of the party to which it is addressed. Its dissemination, distribution or copying is strictly prohibited. If you have received this e-mail in error, or are not named as a recipient within such e-mail, please immediately notify the sender and also destroy any and all copies you have made of this e-mail transmission.

From: Denise Holmes [<mailto:dholmes@melancthontownship.ca>]
Sent: Thursday, September 10, 2015 12:04 PM
To: FEARON, Christopher
Subject: Mailbox Replacement in Corbetton and Riverview

Hi Chris,

I have a Council meeting next week and I am working on the Agenda. I was just wondering if you had received my letter requesting the replacement of Community mailboxes in the above Hamlets and if you could provide an update on it.


Thanks so much.

Regards,

Denise Holmes



Denise B. Holmes, AMCT | CAO/Clerk | Township of Melancthon | dholmes@melancthontownship.ca | PH: 519-925-5525
ext 101 | FX: 519-925-1110 | www.melancthontownship.ca |

 **Please consider the environment before printing this e-mail** This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

Message Score: 1

High (60): Pass

From:

My Spam Blocking Level: High

Medium (75): Pass

christopher.fearon@canadapost.postescanada.ca

Low (90): Pass

[Block](#) this sender

[Block](#) canadapost.postescanada.ca

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

Denise Holmes

From: Pam Hillock <phillock@dufferincounty.ca>
Sent: Thursday, September 10, 2015 2:41 PM
To: Sue Stone; Jane Wilson; Denise Holmes
Cc: Pam Hillock
Subject: Conservation Authorities Act Review - Grand River Conservation Authority Comments
Attachments: 2015-09-02 Grand River Conservation - Conservation Authorities Act Review.pdf

Hi Everyone:

I've attached a letter from the Grand River Conservation Authority regarding the review of the Conservation Authorities Act which includes their comments. Not sure if was circulated directly to your municipalities. They are encouraging their watershed municipalities to comment directly to the Province. We'd be happy to co-ordinate a response to the Province if your councils would like to provide comments. Thanks!

Regards,

Pam Hillock | County Clerk/Director of Corporate Services
County of Dufferin | Phone: 519-941-2816 Ext. 2503 |
phillock@dufferincounty.ca | 55 Zina Street, Orangeville, ON L9W 1E5

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

Total Control Panel

[Login](#)

To: dholmes@melanctontownship.ca [Remove](#) this sender from my allow list
From: phillock@dufferincounty.ca

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



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6
Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca

Pam Hillock, Clerk
Dufferin County
55 Zina Street
Orangeville, ON L9W 1E5

August 28, 2015

Dear Ms. Hillock:

Re: Conservation Authorities Act Review

The Province of Ontario is conducting a review of the *Conservation Authorities Act*. On August 28, 2015 the members of Grand River Conservation Authority (GRCA) received the attached report. GRCA will be forwarding the report to the province as a formal response to the review.

In addition to the comments set out in the report, the Members of GRCA provided the following comments:

- GRCA is prepared to work with watershed municipalities and the Province to ensure that there is no duplication of effort among those organizations.
- GRCA will be submitting an application under the Feed-in Tariff Program for a hydro production project. The Members would encourage the Province to support this type of revenue generation opportunity for Conservation Authorities.
- GRCA Members would like the Province to recognize the importance of Conservation Authorities' lands and outdoor recreation facilities.
- The enclosed report identifies the need for funding support and GRCA members would like to strongly emphasize this point.
- If the Province elects to appoint representatives to the Board of a Conservation Authority, GRCA Members would prefer that such representatives be staff with experience in water and natural resource management.

The Provincial Discussion Paper is also enclosed for your consideration. We are encouraging Grand River watershed municipalities to provide comments directly to the province.

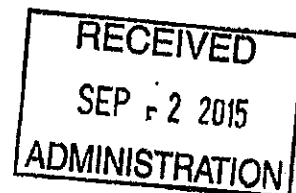
If you would like further information please contact Joe Farwell or Keith Murch at (519) 621-2761.

Yours truly,

A handwritten signature in cursive script that reads "Jane Mitchell".

Jane Mitchell
Chair
Grand River Conservation Authority

c.c. Guy Gardhouse, GRCA Member (cover letter only)



Grand River Conservation Authority

Report number: GM-08-15-82
Date: August 28, 2015
To: Members of the Grand River Conservation Authority
Subject: Grand River Conservation Authority response to the *Conservation Authorities Act* Review

Recommendation:

That Report GM-08-15-83 - *Conservation Authorities Act* Review be received as information,
AND THAT the report be forwarded to watershed Municipalities for consideration.

Report:

The Province of Ontario (Ontario) is carrying out a review of the *Conservation Authorities Act (CA Act)*. A discussion paper is posted on the Environmental Registry, and it poses a series of questions. The comment period for the posting runs through to October 19, 2015. A link to the discussion paper is found at http://apps.mnr.gov.on.ca/public/files/er/Discussion_Paper_2015.pdf. The review is focused on governance, funding mechanisms, and the roles and responsibilities of Conservation Authorities (CAs).

Conservation Ontario has formed a working group to prepare a response to the discussion paper. The response will be considered by Conservation Ontario Council at its September 28, 2015 meeting. The working group has identified four key messages that will be conveyed to the province:

1. CA activities around Ontario's natural resources have changed significantly over the years in response to increasing challenges to water and land resources. Stresses such as climate change, rapid growth, and changing land uses significantly challenge the ability of natural ecosystems to support economic growth, a sustainable environment, and the lifestyles and health of residents.
2. CAs are recognized for watershed management, science-based expertise and for being able to adapt to changing conditions. Sustainable provincial funding would ensure greater consistency and continuation of programs.
3. CA programs contribute significantly to addressing key provincial priorities including: climate change, Great Lakes, urbanization and growth, healthy people and a strong economy.
4. A more streamlined approach to environmental management is needed in Ontario and this will be achieved through a more integrated working relationship between CAs and Ontario.

From the perspective of CAs the goal for the review is that through any changes to the *Conservation Authorities Act*, Ontario will fully recognize and support the significant integrated watershed management role that CAs play in keeping Ontarians safe and keeping communities healthy.

CAs are recommending four areas for discussion:

1. Confirm the current CA mandate as outlined in the CA Act which is to undertake watershed-based programs for the conservation, restoration, development and management of natural resources;
2. Formalize and expand the CA working relationships across Ontario Provincial Ministries in order to capitalize on the important contributions of CA programs and services, and to more widely leverage and support CA efforts in local watersheds;
3. Discuss the governance model in relation to the funding model;
4. Sustainable provincial funding formula that captures and reflects the actual range of CA programs and services that support multiple provincial objectives.

In addition to providing the Province with the overview comments noted above, there is an opportunity to respond to specific questions from the discussion paper. Questions fall under the general headings of Governance, Funding Mechanisms, and Roles and Responsibilities. A brief description of the current status of the three matters under consideration and a proposed Grand River Conservation Authority (GRCA) response to each question follows.

Governance

The Province, through the CA Act, defines the objectives to be pursued by CAs and the power granted to achieve these objectives. The activities undertaken by a CA are directed by a municipally appointed board of directors. The Province has established legislative, regulatory and policy requirements. In the past, the Province played a more direct role in overseeing CAs by approving budgets and programs, appointing provincial representatives to CA boards, and selecting the Chair of the board. While oversight of CAs is still shared between the Province and the municipalities, changes to the CA Act, policy and general practice over time have resulted in less direct provincial oversight.

QUESTION #1: In your view, how well is the current governance model as provided in the CA Act working?

- a. What aspects of the current governance model are working well?

Members of the board of directors are appointed by the watershed municipalities. This is an effective method for assuring local accountability. It also allows the CA to tailor programs to meet local needs. The CA Act allows for a range of partnerships with the Province to address watershed management issues like water quantity and quality, and managing natural resources. CAs implement local programs to address provincial and federal priorities like great lakes quality, and natural hazard management.

- b. What aspects of the current governance model are in need of improvement?

CAs provide an integrated watershed management approach. They deliver local programs, while meeting provincial science, policy, and legislative objectives. It is an efficient service delivery model. Closer collaboration between CAs, watershed municipalities and provincial ministries would assist in efficient delivery on provincial objectives.

CAs assist several provincial ministries to achieve their objectives. The attached document titled "Adding Value – How Conservation Authorities support provincial priorities" provides a summary of the programs that have a direct link to provincial priorities. These Ministries include Natural Resources and Forestry (MNRF), Environment and Climate Change (MOECC), Municipal Affairs and Housing (MMAH),

and Agriculture, Food and Rural Affairs (OMAFRA). There is a need for increased coordination of effort and communication between the Province, Municipalities and CAs.

c. In terms of governance, what should be expected of:

i. The board and its members?

The role of the members is described in the GRCA by-laws. Consistent with this role, the board meets current best practices of and requirements for any not-for-profit corporation board. Voting should be done in accordance with the best interest of the watershed. The board adheres to Municipal Conflict of Interest legislation, policies, and protocols.

ii. The General Manager (GM) or Chief Administrative Officer (CAO)?

The role of the CAO is outlined in the GRCA by-laws. The principle role of the CAO is to ensure operational delivery is consistent with applicable legislation and contractual commitments and board approved policies, and to direct CA staff accordingly.

iii. Municipalities?

The role of the municipalities is to appoint members and establish a process for them to report back; to work with the CA in the budget development and approval process; to engage and collaborate with CAs in the developing and implementing strategic initiatives like climate adaptation strategies, subwatershed planning and water management strategies. Municipalities play a further role in continuing to fund programs like the Rural Water Quality Program (RWQP), which support local environmental sustainability.

iv. The Ministry of Natural Resources and Forestry (MNRF)?

The role of the MNRF is to lead the update of the provincial policy, science and standards that guide the natural hazards program and water management programs in Ontario. In addition, the MNRF should address the shortfall in transfer payments for this delegated program responsibility.

v. Other provincial ministries?

Other provincial ministries with an interest in managing natural resources should participate on a cross-ministry and municipal committee, to ensure coordinated delivery of provincial science, policy, and legislative objectives, and to proactively fund programs supporting provincial environmental sustainability.

vi. Others?

Various watershed stakeholders could continue to participate in the developing and implementing local projects. Examples in the Grand River watershed include the RWQP and Fisheries Management Plan Implementation Committee.

d. How should the responsibility for oversight of CAs be shared between the Province and municipalities?

Oversight of CAs should rest with the *CA Act*. Municipalities are critical partners; they decide on the formation of a CA, appoint representatives to the board, and provide funding support for CAs. The Province should establish a committee that includes CAs, municipalities, and Provincial Ministries with an interest in water and resource management. This committee would assist with coordinated delivery

of provincial science, policy, and legislative objectives. The Province should return to a more equitable cost sharing partnership between the province and municipalities.

- e. Are there other governance practices or tools that could be used to enhance the existing governance model?

Improvements from the proposed *Ontario Not for Profit Corporations Act* and other legislation that institutes best practices could be integrated into the *CA Act*.

Funding Mechanisms

The *CA Act* establishes a number of mechanisms which CAs use to fund programs. The *CA Act* allows the MNRF to provide CAs with funding to support Ministry approved programs. A CA may also apply for funding from the Province to deliver programs on its behalf. Local resource management programs and services are funded through Municipal levies. CAs can generate revenue through service and user fees, resource development and fundraising. CA funding needs vary depending on watershed size, population levels, watershed characteristics (such as the amount of hazard land and the potential for flood, drought, etc.). The number of water and erosion control structures owned or operated by a CA has a significant impact on its budget requirements.

QUESTION #2: In your view, how are the programs and services delivered by CAs best financed?

- a. How well are the existing funding mechanisms outlined within the *CA Act* working?

The funding partnership between the Province and Municipalities has undergone many changes over time. It has moved from a 50/50 partnership to a point where, today, CAs derive a large portion of their budgets from local Municipalities through the levy. Funding for CAs is derived from a variety of sources, but on the average 48% is provided through Municipal levies; 40% comes from self-generated revenues; 10% comes from the Province for flood management and source water protection programs; 2% is provided by Federal grants or contracts (2013 Conservation Ontario Survey). GRCA's revenue sources include 36% from Municipal levy, 47% self-generated, 10% from provincial grants and 7% from reserves and from other Municipal grants like the RWQP.

As many of the benefits are local, it is fitting that funding of watershed-based programs is derived from the local tax base (the Municipal levy). However, many of the benefits are in the broader public interest and require financial support from the Province. It is appropriate that a portion of the funding to be derived from the Provincial tax base.

Since the mid-1990s, MNRF has only approved provincial funding for the water related natural hazard management role of CAs. This includes flood and erosion control. Funding for this program was cut in the mid-1990's, and again 2012 for GRCA. At the GRCA aging infrastructure and climate change are placing increased demand on the water management infrastructure. Increasing population and the accompanying development causes increased service demand in the areas of plan review and natural hazard regulation. In addition, the growing population places increased demand on natural areas acquired by the GRCA for protection, but without a revenue source for managing the lands. Provincial funding support is required for these program areas which provide a broader public benefit.

In 2015, Conservation Ontario requested an additional \$5.9 million to enable CAs to improve floodplain mapping, conduct strategic asset management planning, and improve delivery of cost

effective flood warning and prevention programs. This funding would have complemented current provincial annual funding shared between 36 CAs: Water and Erosion Control Infrastructure (\$5 million) and Provincial transfer payment of \$7.4 million towards flood operations. In the delivery of the natural hazards and flood control program other provincial partners are involved. Ministries with responsibility for infrastructure management, land use planning policies to prevent development in hazard lands, flood emergency management and, low impact development approaches to stormwater management work together with CAs to achieve provincial objectives. This reinforces the need for the transfer payment for this program area to be more than just an MNRF responsibility.

- b. What changes to existing funding mechanisms would you like to see if any?

It is recommended that the Province establish an Inter-Ministry approach to transfer payments in support of the water related natural hazard prevention and management. To achieve the greatest environmental and economic benefit for the residents of Ontario, the Province should develop a sustainable Multi-Ministry funding formula for basic operational activities of CAs that support multiple Provincial objectives. Without this investment, there will continue to be limited capacity to deliver on existing and any additional Provincial priorities.

- c. Which funding mechanisms, or combination of funding mechanisms, are best able to support the long term sustainability of CAs?

There should be continued Municipal and Provincial funding to support the core operating capacity of CAs. Carbon pricing revenues could be used as a potential new source of Provincial revenue that could be used to support growth planning and climate change mitigation and adaptation activities of CAs.

- d. Are there other revenue generation tools that should be considered?

Other sources of revenue that could be facilitated through legislative amendment or policy for CA eligibility include: *Development Charges Act*, stormwater fees or rates, Trillium Foundation, Infrastructure funding for recreational or outdoor education facilities.

Roles and Responsibilities

The *CA Act* enables CAs to undertake a wide range of activities on behalf of Provincial, Municipal and other interests. CAs are the only resource management agencies in Ontario that are organized on a watershed basis. The *CA Act* provides CAs with the power to develop their own programs and services tailored to the local needs and interests they serve. This flexibility allows CAs, and the Municipalities that fund them, to focus their resources on areas of greatest need to the local population. It also results in variability in the scale and range of programs and services delivered by any individual CA. Recent years have seen an increased interest in reviewing CA roles in resource management in Ontario. The *Commission on the Reform of Ontario's Public Service* called on the Province to undertake a review of the programs and services delivered by both the MNRF and CAs to clarify responsibilities and eliminate any duplication. In 2007 the Provincial government created a CAs Liaison Committee with representatives from the building industry, Province, Municipalities, CAs, Conservation Ontario and environmental organizations. MNRF approved the 2010 *'Policies and Procedures for Conservation Authority Plan Review and Permitting Activities'* developed by the committee that clarifies the role of CAs in the Municipal planning process, and in issuing CA permits.

QUESTION #3: In your view, what should be the role of CAs in Ontario?

- a. What resource management programs and activities may be best delivered at the watershed scale?

From a science perspective the watershed is at a right scale for the managing of water. The watershed is the most natural unit for modeling responses to various land use and climate change scenarios. Ontarians are interested in the quality and quantity of water and natural areas where they live, locate their businesses and enjoy recreation. CAs provide science-based advice to deliver services within their watersheds including: watershed planning, water quality and quantity monitoring and modeling, natural hazards management and regulation, natural heritage and forestry, source protection, watershed stewardship and restoration, technical input and review for Municipal land use planning and development. Under the CA Act, the watershed boundary was chosen for CA jurisdictions as an important ecosystem boundary to manage water and other natural resources.

- b. Are current roles and responsibilities authorized by the CA Act appropriate? Why or why not? What changes, if any, would you like to see?

The current CA mandate, as outlined in sections 20 and 21 of the CA Act, remains relevant today. It enables integrated watershed management. The legislation provides a broad mandate and empowers CAs to set local programs and priorities in collaboration with member Municipalities, Government Ministries and partners. Section 21 of the CA Act outlines the 'Powers of Authorities' including the ability to establish watershed-based resource management programs as well as other 'powers' necessary for effective program delivery. It allows conservation authorities to charge fees for services approved by the MNRF and to enter into agreements with other implementers. The legislation allows for partnerships to develop solutions to current issues like flood management, drinking water and Great Lakes water quality, climate change, rapid urbanization/growth. CAs would like to have a stronger relationship the Province which is sufficiently funded to maximize use of CAs as an efficient, local service delivery model.

- c. How may the impacts of climate change affect the programs and activities delivered by CAs? Are CAs equipped to deal with these effects?

Impacts of climate change, including rising temperatures and changing precipitation patterns in Ontario, have already changed river flows, warmed surface waters and impacted wetlands. These impacts will likely continue. Other threats to environmental, public health and our economy are expected. Threats include increased flooding and reduced quantity and quality of drinking water, disruption to businesses, and damage to infrastructure.

CAs cannot deal with these effects alone. They need the Province to take a leadership role in providing policies/technical guidelines and the best available science to facilitate mitigation and adaptation. These initiatives should be pursued together and be supported by Provincial funding.

The large flood control system in the Grand River watershed was built in partnership between the Province and watershed Municipalities. Climate change will put additional stress on the dams and dikes. As the infrastructure ages, Provincial funding support is key to ensuring it can be operated to provide protection to watershed communities.

- d. Is the variability in CAs' capacity and resourcing to offer a range of programs and services a concern? Should there be a standard program for all CAs to deliver? Why or why not?

Provincial priorities (e.g. climate change, Great Lakes protection, source water protection, natural hazards management, growth, economy) that are best delivered at the watershed scale should be funded by the province, with standard program design for all CAs. The existing flexibility should be retained for CA board approved programs that support local watershed needs.

- e. What are some of the challenges facing CAs in balancing their various roles and responsibilities? Are there tools or other changes that would help with this?

The Provincial funding shortfall is a major challenge in delivery of the natural hazards management program. There is a need for the MNRF and partner Ministries to provide leadership and support in modernizing the Provincial technical guidelines. The lack of sustainable funding that recognizes the multi-ministry benefits of the CA watershed management program is another major challenge.

- f. Are there opportunities to improve consistency in service standards, timelines and fee structures? What are the means by which consistency can be improved? What are some of the challenges in achieving greater consistency in these areas?

To improve consistency, the Province should provide regular training sessions for the Municipal and development sectors with CAs to discuss Provincial expectations of CAs, their role and service delivery. As well, MNRF could undertake a CA audit/review where complaints about service levels are most prevalent.

6.4. Other Areas of Interest

Broad input is critically important to ensure that a range of perspectives, opinions and ideas are collected. While we encourage respondents to focus on the discussion questions provided above we welcome feedback on additional areas.

QUESTION #4: Are there any other areas, questions or concerns regarding the CA Act or CAs in general that you feel should be considered as part of the review?

GRCA plays a significant role in the watershed it serves. Flood forecasting and warning is important to the safety of watershed communities. The operation of large dams provides flood protection and supplies water to the rivers during the summer low flow periods. With 19,400 hectares of land GRCA is able to protect natural spaces and provide outdoor recreation opportunities for Ontario residents. There are programs to teach children about the importance of protecting the natural environment. Resource planning and natural hazards management programs help to minimize future risk from development in floodplains, wetlands, and erosion prone areas. The Province, watershed Municipalities and GRCA should continue to work together to deliver effective resource management in the watershed.

Prepared by:

Joe Farwell, P.Eng.

Chief Administrative Officer

**NOTICE OF A PUBLIC MEETING
TO INFORM THE PUBLIC OF A PROPOSED
ZONING BY-LAW AMENDMENT**

RECEIPT OF COMPLETE APPLICATION

TAKE NOTICE that Township of Melancthon has received a complete application to amend Municipal Zoning By-law 12-79. The purpose of the rezoning is amend the Township's Comprehensive Zoning By-law to zone lands located at East Part Lot 27, Concession 3 O.S., that were the subject of a recent severance approval.

AND PURSUANT to Section 34 (10) of the Planning Act, the application file is available for review at the Municipal Office. Please contact the Municipal Clerk to arrange to review this file.

NOTICE OF PUBLIC MEETING WITH COUNCIL

TAKE NOTICE that the Council for The Corporation of the Township of Melancthon will be holding a public meeting (described below) under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to allow the public to comment on the proposed Zoning By-law Amendment.

DATE AND LOCATION OF PUBLIC MEETING

Date: Thursday, September 17th, 2015
Time: 7:00 pm
Location: Township of Melancthon Municipal Office (Council Chambers)

DETAILS OF THE ZONING BY-LAW AMENDMENT

The application affects lands located in Part of the East Half of Lot 27, Concession 3 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 the Restricted Area (Zoning) By-Law No. 12-79 as amended to rezone the severed and retained lands resulting from consent application B11/14, which was approved on October 16, 2014. The severed lands will be rezoned to a Rural Residential Exception (RR-160) Zone, the purpose of which is to recognize an existing non-compliant front yard setback. In addition, the proposed zoning amendment will rezone the retained farm holding to a General Agricultural Exception (A1-130) Zone, the purpose of which is to restrict future use of the lands to agricultural uses only with no permission for future residential uses.

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.

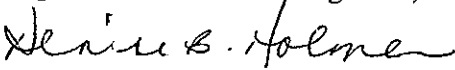
The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the meeting shall be afforded an opportunity to make representations in respect of the proposed amendment.

If you wish to be notified of the decision of the Council for the Corporation of the Township of Melancthon 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 fax (519) 925-1110

If a person or public body files an appeal of a decision of the Council for the Corporation of the Township of Melancthon, as the approval authority in respect of the proposed Zoning By-law Amendment, but does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendment is approved or refused, the Ontario Municipal Board may dismiss all or part of the appeal.

Further information regarding 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: August 26, 2015


Denise Holmes, CAO/Clerk
Township of Melancthon

DEL . SEP 17 2015

LANDS SUBJECT TO APPLICATION FOR
ZONING BY-LAW AMENDMENT

