

TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, January 9, 2014 - 9:00 a.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 - December 19, 2013**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
9. **County Council Update**
 1. County of Dufferin Council in Brief, December 12, 2013
10. **Committee Reports**
11. **Correspondence**

*** Items for Information Purposes**

1. Letter from Premier Kathleen Wynne responding to Mayor Hill's letter regarding the Green Energy Act
2. Highlights of the NVCA Board of Directors Meeting - December 13, 2013
3. Copy of resolution passed by The Township of Algonquin Highlands re: OPP Proposed New Billing Model
4. Copy of resolution passed by The Town of Mississippi Mills, re: OPP Proposed New Billing Model
5. Copy of resolution passed by The Municipality of Huron Shores, re: OPP Proposed New Billing Model
6. Copy of resolution passed by The Village of Oil Springs, re: OPP Proposed New Billing Model
7. Copy of resolution passed by The Township of Champlain, re: OPP Proposed New Billing Model
8. Copy of letter sent to Ken East, President, OAPSB from Colin Cope - Chair, OAPSB Zone 4, re: OPP Proposed New Billing Model
9. Letter from Chris D. Lewis, Commissioner, OPP, re: police officers authorized to carry CEW's (conducted energy weapon)
10. GRCA Newsletter January 2014
11. Copy of request sent to The Honourable Linda Jeffrey, Minister of MAH, from The County of Lambton seeking support in opposing the requalification of Building Officials under Ontario Regulation 332/12 and the Ontario Building Code
12. Copy of resolution passed by the Town of Mono on December 10, 2013, re: 2014 Operating Budget from the Shelburne and District Fire Board
13. AMO Communications - AMO Watch File - December 19, 2013
14. The Township of Mulmur Notice of Adoption of Zoning By-law Amendment No. 50-13 on December 11, 2013
15. Update from Tom Pridham, P. Eng., re: Bradley-French Drainage Works
16. E-mail from Jerry Jorden, re: Reports on Official Plan
17. AMO Communications, re: AMO Online Course - "So You Want to Run for Council"
18. AMO Breaking News - Report of the Special Purpose Business Property Assessment

- Review
- 19. Ontario Sport and Recreation Communities Fund Announced
- 20. Report from Denise Holmes, CAO/Clerk, re: Draft Official Plan Reports

*** Items for Council Action**

- 1. Watson & Associates Proposal for the Preparation of a Development Charges Study
- 2. Copy of letter sent to Premier Kathleen Wynne from the Municipality of East Ferris, re: The Small, Rural and Northern Municipal Infrastructure Fund

12. General Business

- 1. By-law to Authorize the Borrowing of Monies to meet the 2014 expenditures of the municipality until the taxes are collected
- 2. 2014 Interim Tax Billing By-law
- 3. By-law to appoint a Board of Management for the Horning's Mills Community Hall
- 4. By-law to appoint Municipal Officials from December 1, 2013 to November 30, 2014
- 5. By-law to amend By-law No. 57-2004 Procurement By-law
- 6. Resolution to transfer monies from the Gas Tax Reserve Account to the General Account (20 Sideroad OS Holdback 2013)
- 7. Accounts
- 8. Applications to Permit
- 9. Draft 2014 Operating and Capital Budget - Discussion
- 10. New/Other Business
- 11. Unfinished Business
 - 1. Memo from Denise Holmes, CAO, re: Proposed Transfer Station - Costs
 - 2. Memo from Denise Holmes, CAO, re: Council Remuneration - 2014-2018
 - 3. Southgate Public Library Budget 2014
 - 4. Township Draft Newsletter
 - 5. Information Only Correspondence Item No. 1 from December 19th meeting regarding Transit Funding - Deputy Mayor White drafting resolution
 - 6. OFM Recommendations - Updates

13. Road Business

- 1. Accounts

14. Delegations

- 1. 9:30 a.m. - Ken Copeland - interested in opening a small home based auto repair shop on his property - 156259 Highway 10
- 2. 9:40 a.m. - Scott Funston - to speak on non compliant turbine set backs in the Dufferin Wind Project
- 3. 10:00 a.m. - Steven Sills, Detachment Commander, Dufferin OPP to speak on the 2014 Policing Costs (invited by Council to attend this meeting)
- 4. 10:30 a.m. - Sylvia Jones, MPP to speak on the Aggregate Resources Act Review Report. (invited by Council to attend this meeting)

15. Closed Session

16. Notice of Motion

17. Confirmation By-law

18. Adjournment and Date of Next Meeting - Thursday, January 23, 2014 - 9:00 a.m.

19. On Sites

20. Correspondence on File at the Clerk's Office

- 1. Minutes of the CDRC Board of Management meeting, November 1, 2013
- 2. Ontario's New Long-Term Energy Plan

Dufferin County's Official E-Newsletter

[View this email in your browser](#)

COUNCIL IN BRIEF

For December 12, 2013

The following is a brief overview of the latest Dufferin County Council Meeting. [For the full agenda and minutes, please visit our website.](#)



Justice of the Peace John Creelman administering the Oath of Office. Councillors McGhee and Maycock are looking on.

NEW WARDEN ELECTED

Mayor of Melancthon Bill Hill was elected Warden for Dufferin County for the term 2013/2014. Congratuations Warden Hill.

JAN - 9 2014



WE NEED YOUR INPUT ON THE OFFICIAL PLAN PROCESS (Background Study)

Public Information Centres will be held:

Saturday, January 11 at 10AM - Mel Lloyd Centre, Shelburne

Wednesday, January 15 at 7PM - 55 Zina Street, Orangeville

NEW EMERGENCY PLAN ADOPTED

Pursuant to the requirements of the Emergency Management and Civil Protection Act RSO 1990 3(1) every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under

and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan. Council passed a new updated plan along with the eight area municipalities in Dufferin County.



ASSISTANCE WITH INCOME TAX

Community Services

staff will provide assistance with income tax returns. Clients of Ontario Works and Social Housing are eligible to receive assistance with their income tax return if their income is below a certain threshold. For information on this program call 519-941-6991 or email info@dufferincounty.ca

HOUSING PLAN APPROVED

The Ten-Year Housing and Homelessness Plan was approved as mandated by the Province. This plan outlines how the County of Dufferin will address housing and homelessness issues.

High Level Outcomes

1. Increase supply of affordable housing in Dufferin
2. Create more affordable seniors housing
3. Assisted Living for Seniors in Central/North Dufferin
4. Maintain Operating Agreements
5. Enhance Asset Management Tools
6. Collaborate with member municipalities on addressing future social housing needs
7. Greater Partnerships/Collaboration with local agencies
8. Addressing Special Priority Policy (SPP) for those suffering domestic violence

9. Enhancing Homelessness Services
10. Recommending more Accessible and Modified Housing Units
11. Considering Services for Aboriginal Peoples
12. Dufferin Initiatives on Transitional home development for men
13. Consultations and Engagement of Town and Townships
14. Assist Low to Moderate Income Households

FRIENDS OF ISLAND LAKE

Mr. Mike Walker and Mr. Dave Dyce, Friends of Island Lake, provided Council with an update on the status of the Island Lake Community Trails Project and circulated a "Bridge the Gap" Final Campaign Report. He thanked Council for their involvement in the project and noted that the current campaign successfully raised over \$600,000 to construct five boardwalks, three water crossings and two land crossings. The final phase will be named 'Close the Gap, and it will provide the final 2 kilometer connection of the north and south shore trail.



519.941.2816 ext. 2500



Facebook



Twitter



Website



Email

Did you know you can receive other information from Dufferin County directly to your email inbox? For timely information and reminders about garbage, recycling, and our other waste collection programs, [sign up here!](#)
For weather watches and information on emergency preparedness, [sign up here!](#)



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To: dholmes@melancthontownship.ca

Message Score: 1

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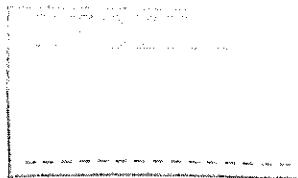
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The Premier
of Ontario

Legislative Building
Queen's Park
Toronto, Ontario
M7A 1A1

La première ministre
de l'Ontario

Édifice de l'Assemblée législative
Queen's Park
Toronto (Ontario)
M7A 1A1



December 9, 2013

His Worship Bill Hill
Mayor
Township of Melancthon
157101 Highway 10
RR 6
Shelbourne, Ontario
L0N 1S9

Dear Mayor Hill:

Thank you for taking the time to send your letter regarding the Green Energy Act and how it is affecting your community. I appreciate hearing from you.

I note that you have sent a copy of your correspondence to my colleague the Honourable Bob Chiarelli, Minister of Energy. As the issue you raised falls within the minister's area of responsibility, I have asked that he or a member of his staff respond to you directly.

Once again, thank you for raising this issue with me. Please accept my best wishes.

Sincerely,

Kathleen Wynne
Premier

c: The Honourable Bob Chiarelli



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Nottawasaga Valley Conservation Authority

HIGHLIGHTS

of the NVCA BOARD OF DIRECTORS MEETING - No. 10/13 – Dec. 13, 2013

AGRICULTURAL ADVISORY COMMITTEE TO FORM IN FIRST QUARTER 2014

The terms of reference (TOR) for the Nottawasaga Valley Agricultural Advisory Committee have been approved by the NVCA Board of Directors. A letter to invite members will be forwarded to a wide range of agricultural organizations in Simcoe, Dufferin and Grey Counties, as identified in the TOR, with the aim of having 12 members. The purpose of the Advisory Committee is to improve two-way communications between the agricultural community and the NVCA. Organizations will be asked to appoint their representatives by January 30, 2014.

NVCA TO POST RFP FOR EFFICIENCY AUDIT

The final Request for Proposals for an efficiency audit at the NVCA was approved for immediate posting. Submissions will be accepted until January 10, 2014, and reviewed by the Efficiency Audit Committee with a recommendation returned to the Board at the February meeting.

AWARE SEEKS SUPPORT FOR NAVIGATION PROTECTION ACT PETITION

AWARE Simcoe made a deputation to the Board requesting endorsement of their petition to have the Nottawasaga River included under the Navigation Protection Act. The Board directed staff to look into the matter further and bring a staff report back to the Board for consideration.

NVCA BOARD PLEDGES SUPPORT IN PRINCIPLE OF "FOOD AND WATER FIRST" CAMPAIGN

At the request of the North Dufferin Agricultural and Community Taskforce (NDACT), Vice-Chair Darren White brought forward a motion asking for support of NDACT's "Food and Water First" campaign, aimed at preserving Class 1 farmland in Ontario. The NVCA Board of Directors voted in favour of a motion to support in principle the "Food and Water First" campaign.

AUGMENTED REALITY COMING TO HISTORIC FORT WILLOW

The Friends of Fort Willow play an integral role in assisting NVCA with the management and promotion of the Fort Willow Conservation Area. A recent project funded by the Barrie Rotary Club and conducted by local high school teacher Trevor Carter and his students is designed to bring history to life through mobile technology. The Board enjoyed a video showing how visitors to the Fort can use their mobile device and data plan to superimpose clickable images over the surrounding scenery, allowing access to a wealth of information about the former uses of the site. The content will be advertised and rolled out early in 2014.

***NVCA, ORO-MEDONTE AND SEVERN SOUND ENVIRONMENTAL ASSOCIATION
EXTEND MOU***

In 2003 the jurisdiction of the NVCA was expanded to include portions of land in the Township of Oro-Medonte that are located within the Severn Sound Watershed. The Severn Sound Environmental Association (SSEA) was already providing some of the services the NVCA would provide, so in 2011 all parties entered into a Memorandum of Understanding (MOU) to ensure that they worked together to provide effective, coordinated environmental programs and services within the Severn Sound Watershed portion of Oro-Medonte. The MOU includes a reduction in levy paid by Oro-Medonte reflecting the change in service delivery. At their December meeting, the Board voted in favour of extending the MOU for an additional three years.

For the full agenda including documents and reports, please visit our website:
<http://nvca.on.ca/meetings/BoardofDirectors/Agendas/>

Future meetings and events:

Board Meeting 11/13 and 2014 AGM
– January 10, 2014

For more information, please contact:

Wayne Wilson, CAO/Secretary-Treasurer
(705) 424-1479 ext. 225
wwilson@nvca.on.ca



Township of Algonquin Highlands

The Township of Algonquin Highlands

RESOLUTION

12 Dec 2013

Motion No.

Moved by:

[Signature]

Seconded by:

[Signature]

WHEREAS the Ontario Provincial Police are proposing a new billing model for charging municipalities for policing service, starting 2015;

AND WHEREAS the current billing model is a deployment model, in which cost recovery is based on percentage of detachment workload, actual detachment staffing levels, wages and benefits, and a cost recovery component for other expenditures, which model has been in place for over 15 years;

AND WHEREAS the new methodology would charge each municipality a flat \$260 per household fee for the base costs related to providing police service, plus a variable charge for each call for service in that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

AND WHEREAS the actual specifics of the cost for the calls for service have not been released or calculated, the OPP has estimated that the average cost per household in Ontario for policing services, including both the base cost and the calls for service, would be approximately \$369;

AND WHEREAS this model would see the OPP costs for the Township of Algonquin Highlands increase from \$362,313.00 (per 2012 FIR) to \$1,665,666.00, an increase of \$1,303,353.00 or \$360%;

AND WHEREAS this increase would result in a 35% increase on the Township of Algonquin Highlands municipal tax levy;

AND WHEREAS this model is fundamentally flawed, unfair and inequitable.

THEREFORE BE IT RESOLVED THAT the Province of Ontario and Premier Wynne be petitioned to recognize that this model is unfair to rural Ontario and further that his funding model be abandoned immediately and replaced by a proposal that deals directly with lowering the high cost of policing in Ontario.

AND FURTHER THAT this resolution be forwarded to The Honourable Kathleen Wynne, Premier of Ontario, the Honourable Madeline Meilleur, Minister of Community Safety & Correctional Services, the Honourable John Gerretsen, Attorney General of Ontario, Federation of Northern Ontario Municipalities (FONOM), Association of Municipalities of Ontario (AMO), and all rural Ontario municipalities with a permanent population of 10, 000 or less.

CERTIFIED TRUE COPY

[Signature]
Dawn Newhook, Municipal Clerk
Township of Algonquin Highlands
(705) 489-2379

Reeve Carol Moffatt	Yea	Nay
Deputy Reeve Liz Danielsen	Yea	Nay
Councillor Lisa Barry	Yea	Nay
Councillor Gord Henderson	Yea	Nay
Councillor Marlene Kyle	Yea	Nay

Carried ☒

[Signature]

Deferred ☐

Deferred ☐

[Signature]
Clerk Dawn Newhook

Reeve Carol Moffatt

JAN - 9 2014 (3)



Mississippi
Mills

COUNCIL RESOLUTION

No. 142 - 13

December 17, 2013

MOVED BY:

SECONDED BY:

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills supports the resolution passed by the Township of Sequin and requests that the Province of Ontario abandon the new OPP billing model.

- | | |
|---|-----------------------------------|
| <input checked="" type="checkbox"/> CARRIED | <input type="checkbox"/> DEFEATED |
| <input type="checkbox"/> DEFERRED | <input type="checkbox"/> TABLED |
| <input type="checkbox"/> REFERRED TO: | _____ |

A Natural
Place to
Grow

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*The Corporation of the
Municipality of Huron Shores*

January 2, 2014

Attention: Hon. Premier Kathleen Wynne
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

SENT VIA E-MAIL: premier@ontario.ca

Dear Hon. Wynne:

***Re: Resolution #13-22-23 – Support Twp. Of Seguin re: Request Province
Abolish Proposed OPP Billing Model***

The Council of the Municipality of Huron Shores passed Resolution #13-22-23 at the regular meeting of Council held November 27th, 2013 as follows:

"WHEREAS correspondence received from the Township of Seguin, dated November 19th, 2013, requested municipal support to petition the Province and the Premier of Ontario to abolish the Ontario Provincial Police (OPP) proposed new billing model for charging municipalities for policing services, starting in 2015;

AND WHEREAS the current billing model is a deployment model, in which cost recovery is based on percentage of detachment workload, actual detachment staffing levels, wages and benefits, and a cost recovery component for other expenditures, a model that has been in place for over 15 years;

AND WHEREAS, the new methodology would charge each municipality a flat \$260.00/household fee for the base costs related to providing police services, plus a variable charge for each call for service in that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

AND WHEREAS, the actual specifics of the cost for the calls for service have not been released or calculated, the OPP has estimated that the average cost per household in Ontario for policing services, including both the base cost and the calls for service, would be approximately \$369;

AND WHEREAS, this model would see the OPP costs for the

...2

*P.O. Box 460, 7 Bridge Street, Iron Bridge, ON P0R 1H0
Phone 705-843-2033 * Fax 705-843-2035 * email@huronshores.ca*

JAN - 9

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2014

Municipality of Huron Shores increase from \$208,238.00 in 2013 to \$501,471.00, an increase of \$293,233.00 or 141%;

AND WHEREAS this model is fundamentally flawed, unfair and inequitable;

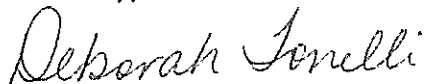
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Huron Shores supports the Township of Seguin in its request that the Province of Ontario and Premier Wynne abolish the proposed new OPP Billing model in favour of a model that is equitable to all small, rural municipalities;

AND THAT, prior to any new OPP Billing Model coming into effect, Council urges the Province to give serious consideration to implementing transitional funding and/or increases to the Ontario Municipal Partnership Fund (OMPF) in order to offset the additional costs that will be incurred by small, rural municipalities;

AND THAT this resolution be forwarded to the Hon. Kathleen Wynne, Premier of Ontario; the Hon. Madeleine Meilleur, Minister of Community Safety & Correctional Services; the Hon. John Gerretsen, Attorney General of Ontario; Bonnie Lysyk, Auditor General of Ontario; the Federation of Northern Ontario Municipalities (FONOM); the Association of Municipalities of Ontario; and all rural Ontario municipalities with a permanent population of 10,000 or less."

Should you require anything further from this office in order to address the above resolution, please do not hesitate to contact the undersigned.

Sincerely,



Deborah Tonelli, AMCT
Clerk/Administrator

DT/cks

cc: Hon. Madeleine Meilleur, Minister of Community Safety & Correctional Services;
Hon. John Gerretsen, Attorney General of Ontario;
Bonnie Lysyk, Auditor General of Ontario;
Federation of Northern Ontario Municipalities (FONOM);
Association of Municipalities of Ontario (AMO); and
All rural Ontario municipalities with a permanent population of 10,000 or less

*P.O. Box 460, 7 Bridge Street, Iron Bridge, ON P0R 1H0
Phone 705-843-2033 * Fax 705-843-2035 * email@huronshores.ca*



The Village of Oil Springs

Motion # 8.

Date: December 17, 2013

Moved By: [Signature]

Seconded By: [Signature]

That Council support the resolutions from Township of Seguin, Township of The Archipelago, Municipality of McDougall, Township of Limerick, Tay Valley Township, and The Town of Fort Frances in regards to the new OPP Billing Model for Police Services requesting the Province of Ontario to step in and abolish the model.

[Signature] CARRIED

CANTON DE **CHAMPLAIN** TOWNSHIP



BUREAU ADMINISTRATIF / ADMINISTRATION OFFICE
948 EST, CHEMIN PLEASANT CORNER ROAD EAST
VANKLEEK HILL, ONTARIO (K0B 1R0)

613-678-3003
(FAX) 613-678-3363

December 18, 2013

The Honourable Kathleen Wynne,
Premier of Ontario
Minister – Minister's Office
11th Floor, 77 Grenville Street
Toronto, Ontario
M7A 1B3

Dear Honourable Premier Wynne,

Re: Request for the Province of Ontario to step in and abolish OPP new Billing Model for Police Services

At its meeting of December 11, 2013, Council for the Township of Champlain passed Resolution No. 2013-415 opposing the Ontario Provincial Police new billing model for charging municipalities for policing services starting in 2015.

Please find enclosed a copy of said resolution requesting the assistance of the Province of Ontario to abolish the proposed billing model.

Yours truly,

A handwritten signature in black ink, appearing to read "Alison Collard".

Alison Collard
Deputy Clerk

Enc.

cc: All municipalities with a permanent population of 10,000 or less;
The Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services
The Honourable John Gerretsen, Attorney General of Ontario
The Federation of Northern Ontario Municipalities (FONOM)
Association of Municipalities of Ontario (AMO)
Bonnie Lysyk, Auditor General of Ontario
Grant Crack, MPP, Glengarry-Prescott-Russell

JAN - 9 2014

⑦

**December 11, 2013
P.O. Box 99
Otterville, ON NOJ 1R0**

**Mr. Ken East
President Ontario Association of Police Services Boards
10 Peel Centre Drive
Brampton, Ontario L6T 4B9**

Dear Mr. East

I have been asked by Mr. Larry Scanlan, Chair of the Tillsonburg Police Services Board, to forward his concerns to you with regard to the recent OAPSB correspondence of November 25, 2013 that discusses the Section 10 Provincial Police Billing consultations.

Chair Scanlan points out that reference was made that the OPP had not done enough research before moving ahead with the new billing model. His concern is that the information in the letter well did not reflect the input or opinion of the majority of section 10 Police Services Boards in Ontario. In order for the OAPSB to accurately comment on this important issue all boards should be given the opportunity to individually comment and thus provide information and specific examples of their local policing requirements. There are many distinctive differences between rural areas as well as villages, towns and cities that must be considered before developing a strategy that is intended to represent the members of the OAPSB.

As well, Chair Scanlan is concerned as to any conflict of interest shown by the OAPSB executive members as they represent municipalities or boards where examples of local policing initiatives may or may not be shared by other communities. In this situation an impartial position must be taken by the OAPSB to be seen as being entirely creditable and objective with due diligence taken to reflect a comment that may well become public and for which we are all accountable.

During the very difficult times ahead that will involve the cost of policing in all municipalities we must always be open to represent member communities as we encounter the challenges of the future of policing in Ontario.

Please refer any questions or a response to this letter to Mr. Larry Scanlan, Chair of the Tillsonburg Police Services Board.

**Yours truly,
Colin Cope – Chair OAPSB Zone 4**

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Ontario Provincial Police



Police provinciale de l'Ontario

Chris D. Lewis

Commissioner

Le Commissaire

File #: 552-10 / 614-00

December 23, 2013

Mayors / Reeves
OPP Policed Municipalities

Dear Mayor / Reeve:

On November 25, 2013, the Ministry of Community Safety and Correctional Services (MCSCS) published the amended Use of Force Guideline for Conducted Energy Weapon (CEW) permitting police services to identify further classes of police officers authorized to carry CEWs.

Please be advised that, effective immediately, any OPP officer who is trained in the use of the CEW will be permitted to carry the device for operational purposes provided a CEW is available at their work location. Supervisors and uniform members who have been designated as "Second-in-Charge" will continue to carry a CEW in the course of their duties, as will previously designated specialized teams. The OPP is updating its policy to reflect the expanded deployment of CEWs.

In January 2014, training in the use of the CEW will begin for officers during their Block Training. An annual re-certification will also be delivered for those officers currently CEW trained.

Any questions about CEWs should be directed to your local OPP Detachment Commander.

The OPP is pleased that more officers will be equipped with this valuable intermediate use of force option as an added tool for use in ensuring the safety and security of the communities the OPP serves.

Yours truly,

Chris D. Lewis

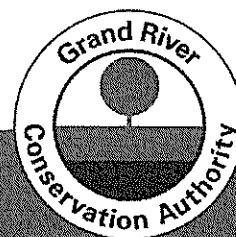
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777 Memorial Avenue
Orillia, Ontario
L3V 7V3
Telephone: (705) 329-6199
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Télécopieur (705) 329-6195

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GRCA Current



January 2013 • Volume 19, Number 1

GRCA General Membership

Chair	Jane Mitchell
1st Vice-Chair	Vic Prendergast
2nd Vice-Chair	Jan d'Ailly
Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley	Tom Nevills
Townships of Mapleton and Wellington North	Pat Salter
Township of Centre Wellington	Joanne Ross-Zuj
Town of Erin, Townships of Guelph/Eramosa and Puslinch	John Brennan
City of Guelph	Bob Bell, Maggie Laidlaw
Region of Waterloo	Les Armstrong, Todd Cowan, Jan d'Ailly, Rob Deutschmann, Jean Haalboom, Ross Kelterborn, Geoff Lorentz, Claudette Miller, Jane Mitchell, Warren Stauch
Municipality of North Perth and Township of Perth East	George Wicke
Halton Region	J. Barry Lee
City of Hamilton	Jeanette Jamieson
Oxford County	Bruce Banbury
County of Brant	Brian Coleman, Steve Schmitt
City of Brantford	Robert Hillier, Vic Prendergast
Haldimand and Norfolk Counties	Lorne Boyko, Fred Morison



Land donated to the GRCA

The GRCA now owns 13 hectares (32 acres) south of Cambridge along the Cambridge to Paris Rail-Trail thanks to a donation.

In December ownership of an island and shoreline was turned over to the GRCA by the Girl Guides of Canada which had owned the property since 1961. The area was used as an overnight campsite and excursion destination during the summer, but had not been used in recent years.

The property includes an excellent example of a continuous wooded Carolinian valley in the Grand River watershed and it is a high priority acquisition for the GRCA. It is also a Life Science Area of Natural and Scientific Interest (ANSI). The property is completely wooded, containing 4.5 hectares (11 acres) of shoreline and a 8.5-hectare (21-acre) island.

New pass replaces windshield stickers in 2014

The GRCA is replacing the windshield stickers that have been used for many years to gain entry into conservation areas with a wallet membership pass in 2014.

The card-based system will help the conservation areas move to install automatic entry gates. Patrons will also be able to carry the pass with them when they walk to the conservation area.

The card will allow the GRCA to move towards a year-round system that is good for 12 months from the date of purchase. The new card is part of a membership that will include incentives such as two complimentary day passes and a free ski or snowshoe rental.

The fee for a wallet membership will increase from \$122 to \$125, while the senior/disabled pass will increase by a \$1 to \$110.

Individual season passes will be decrease by about \$1 to \$40 for a child, \$50 for adults and \$45 for seniors.

New 2014 park fees

New 2014 park fees will come into effect Jan. 1.

Seasonal camping rates will increase by about three per cent and there will be an incremental increase in camping rates for waterfront sites, but daily entrance fees and camping rates will not go up.

A new disability discount will bring the price for this group of patrons down to the same level as the senior discount, which was new last year.

The conservation area fees changed significantly in 2013 due to new business plans for all the parks. The new fees will be posted online at www.grandriver.ca/parks. The report on the changes is available as part of the December agenda on www.grandriver.ca/meetingreports.

Partnership agreement with DFO

The GRCA will no longer review projects on behalf of Fisheries and Oceans Canada (DFO) as a result of amendments to the federal Fisheries Act that came into effect on Nov. 25.

Under the federal Fisheries Act it is unlawful to carry out a project that causes serious harm to fish unless authorized by DFO. This applies to work conducted in or near water that supports fish and fish habitat, or areas that are part of a commercial, recreational or Aboriginal fishery.

Conservation authorities are working with DFO on a possible new agreement. In the meantime, GRCA staff have been asked to direct questions from landowners to DFO and a notice about the end of the agreement is posted in the planning section on www.grandriver.ca.

GRCA staff will continue to carry out advisory reviews of changes that involve fish habitat and aquatic resources through provincial legislation.

Park revenue down

Grand River Parks earned nearly \$6.4 million in 2013, which was about \$380,000 less than expected.

ed. This was due to wet weather and the delayed opening of Byng Island Conservation Area because of water issues. High river flows in Elora Gorge meant tubing was suspended for part of the summer for safety reasons and this also resulted in less revenue.

The revenue shortfall is being offset by a reduction of \$150,000 in capital spending and the rest will be covered by funds from the reserves.

The 2014 budget revenue is expected to be \$6.9 million based on average attendance.

Water Management Plan will be released in 2014

The draft of the Grand River Water Management Plan is complete and has been released for endorsement by partners and municipalities.

Their approval is expected by May. The final Water Management Plan will be launched in January 2015.

The partner members on the steering committee, project team and working groups have been actively involved in drafting this plan in recent years. It will ensure the Grand River can be sustainable as the population grows. The findings are reassuring because the 1982 plan upon which it is based was a good one and also due to a culture of best practices for water management throughout the Grand River watershed.

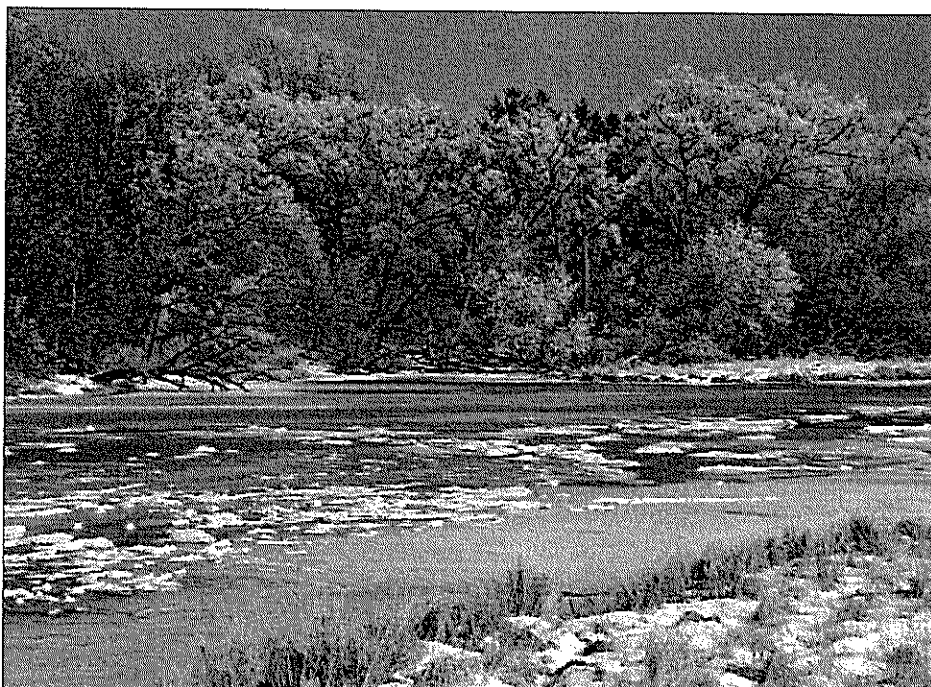
It is a very practical plan and many action items are already part of GRCA's current and planned work. It is a voluntary plan that is based on partnerships of the organizations involved which are not legally required to carry out the actions that have been incorporated into the plan.

Planning fees change effective Feb. 1

A new resource planning fee schedule comes into effect Feb. 1.

The new fees were approved by the board in December and reflect a two per cent increase for permit applications, plan review, title clearance and inquiries. Minor fees were not changed. GRCA staff discussed the increase with the Home Builders/GRCA Liaison Committee and the Ontario Stone, Sand and Gravel Association.

These fees help cover the cost of staff time for planning, engineering, terrestrial, aquatic



Hoarfrost on the Grand River taken by Peggy Dietrich for the 2012 GRCA photo contest. A new contest with great prizes is starting Jan. 6. Check www.grandriver.ca/photocontest for details.

ics and information systems. Over 700 permits were processed in 2013.

The volume and nature of Plan Review applications are more variable than permits and are down slightly to 414 processed in 2013.

Source water plans being reviewed

The process of developing a drinking water source protection plan for the Grand River watershed is quietly moving forward.

After several years in development, a source protection plan was submitted to the Ontario Ministry of Environment for its approval. The process to develop the plan was led by the Lake Erie Region Source Protection Committee, which also oversaw development of plans for the Long Point Region, Catfish Creek and Kettle Creek watersheds.

Ministry staff are reviewing all four plans to ensure they meet the terms of the Clean Water Act, which launched the planning process in 2006.

The review process can take some time, particularly for large and complex plans such as the Grand's.

As the province reviews the Grand River plan, it may make suggestions on ways to

ensure that the plan conforms to the Act and its regulations.

If the province proposes substantial changes, a public information or consultation process may take place in 2014.

A total of 38 source protection plans were produced across Ontario. So far, just the plan for the Thunder Bay area has been approved.

This issue of GRCA Current was published in January 2014.

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

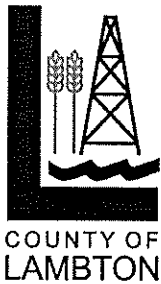
The Grand River Conservation Authority welcomes the photocopying, forwarding and distribution of GRCA Current.

Next board meeting: Friday, Jan. 24 at 9:30 a.m., GRCA Administration Centre.

Reports mentioned in GRCA Current: www.grandriver.ca/MeetingReports

For coming events, please see www.grandriver.ca/Calendar.

The November-December issue of Grand Actions newsletter available at: www.grandriver.ca/GrandActions



OFFICE OF THE COUNTY WARDEN

789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0
Telephone: 519-845-0801
Toll-free: 1-866-324-6912
Fax: 519-845-3160
www.lambtononline.ca

December 18, 2013

The Honorable Linda Jeffrey
Minister of Municipal Affairs & Housing
College Park
777 Bay Street, 17th Floor
Toronto, ON M5G 2E5

RE: Resolution opposing the requalification of Municipal Building Officials

Dear Honorable Linda Jeffrey:

In support of the Southwestern Chapter of the Ontario Building Officials Association, The Corporation of the County of Lambton is seeking support in opposing the requalification of Building Officials under the Ontario Regulation 332/12 and the Ontario Building Code.

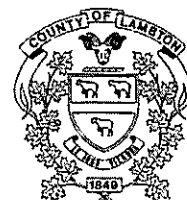
While we oppose the requalification requirement, we do feel that ongoing training of any changes to the Ontario Building Code is necessary and the Southwestern Chapter of the Ontario Building Officials Association would like to work with the Ministry on such a training initiative.

Please be advised that Council for The Corporation of the County of Lambton at its meeting on November 27, 2013, passed the following resolution:

Whereas, municipal building officials are the main practitioners of the Ontario Building Code (OBC) and use the OBC on a daily basis in the carrying out of their duties;

And whereas Bill 124 that passed in 2005 required all municipal building officials to undertake a series of qualification exams;

And whereas a subsequent regulation 332/12 (knowledge and maintenance examinations) requires our already qualified officials to requalify by taking a similar series of qualification exams again;



JAN - 9 2014

11

And whereas this requalification process will provide municipalities with financial hardships in terms of registration costs, mileage costs, days away from the office to undertake their regular duties in performing timely inspections that is expected by the building industry;

And whereas, municipal building officials acknowledge the need to stay current with legislation and to undergo necessary training to do so;

And whereas, the builders and home owners will suffer slower response time for building permits and inspections until all of the building officials are qualified;

Now, therefore, The Corporation of the County of Lambton, in support of the Southwestern Chapter of the Ontario Building Officials Association resolves:

That any amendments to the OBC include provisions for training opportunities rather than requalification examinations as the means by which building officials remain current of changes to the OBC.

That municipal building officials, as the primary practitioners of the OBC, receive the same treatment as plumbers, electricians, professional engineers and architects with regards to exemption from requalification.

That the negative impact and delays that Ontario regulation 332/12 will have on the issuance of permits, inspections and response times to inquiries by municipal building officials should be taken in to consideration.

That municipalities and taxpayers be spared the cost of 'knowledge and maintenance examinations' under the proposed amendment to the OBC which will provide undue hardship to municipalities through lost productivity, early retirement and costs associated with the 13 categories of examinations required by fully qualified inspectors.

Should any persons have any questions please contact:

The Corporation of the County of Lambton
Building Services Department
Corrine Nauta, Manager
789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0
Telephone: 519-845-0809 x.5352
Email: corrine.nauta@county-lambton.on.ca

Yours truly,



Todd Case
Warden

cc: All Ontario Municipalities
Association of Municipalities of Ontario



Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3

December 20, 2013

Carey Holmes, Secretary-Treasurer
Shelburne & District Fire Board
C/O Town of Shelburne
203 Main Street East
Shelburne, ON L9V 3K7

Dear Carey,

RE: 2014 Shelburne & District Fire Board Budget

Council reviewed your budget during the December 10, 2013 meeting. The following resolution was moved:

Resolution #7-20-2013

THAT Town of Mono Council accepts the 2014 Operating Budget from the Shelburne and District Fire Board.

Yours truly,

for

Keith J. McNenly, AMCT
CAO/Clerk

KJM/jp

Telephone: 519-941-3599 Fax: 519-941-9490 E-mail: mono@townofmono.com Web site: www.townofmono.com

(12)
JAN - 9 2014

From: AMO Communications <Communicate@amo.on.ca>
Sent: December-19-13 10:01 AM
To: dholmes@melancthontownship.ca
Subject: AMO Watch File - December 19, 2013

AMO Watch File not displaying correctly? [View the online version](#) | [Send to a friend](#)
Add Communicate@amo.on.ca to your safe list



December 19, 2013

The AMO Office will be closed from December 25, 2013 to January 1, 2014, inclusive. The office will re-open on January 2, 2014. Everyone at AMO wishes you a happy & safe holiday season!
The next issue of the Watch File will be on January 9, 2014.

In This Issue

- One Private Member Bill introduced that impacts municipalities.
- Connected Community - The 2014 AMO Urban Symposium.
- Must read: 2014 AMO Conference Hotels Guest Room Booking Policy.
- Career opportunities with Continuous Improvement Fund, OMWA, County of Renfrew and AMO.

Provincial Matters

Bill 152 (M/Jim McDonnell), *Functioning Municipal Councils Act, 2013* (would change the beginning date for municipal terms of office, timeframe for vote recounts and penalties for municipal candidates' election campaign expenses) was introduced and received First Reading.

Eye on AMO/LAS Events

Now in its seventh year! The annual AMO [Urban Symposium](#) brings together urban leaders, practitioners, speakers, ideas and best practices from within Ontario and around the world. Details on the program and registration available online.

Nine hotels in London will release guest rooms for reservations at the AMO Conference rate on Tuesday, January 14, 2014 at 10:00 a.m. As in previous years, a non-refundable cancellation fee is being implemented at the hotels for reservations in order to deter the practice of overbooking guest rooms. For information on the hotels and how to book please review the [full guest room booking policy](#).

Career/Employment Opportunities

[Continuous Improvement Fund Project Manager - 2 year contract](#). Please email hr@amo.on.ca or fax 416.971.6191 your resume, in confidence, with a covering letter stating salary expectations, by 4:30 p.m. on Monday January 6th, 2014. For full job description visit [CIF](#).

Executive Director - Ontario Municipal Water Association (OMWA). Qualified candidates should send their resume to the OMWA at dparker@omwa.org before the closing date of February 6, 2014.

Director of Public Works and Engineering - County of Renfrew. Please send your resume, stating Competition #14-02, by 4:00 p.m., January 6, 2014 to: Human Resources, County of Renfrew, 9 International Drive, Pembroke, ON K8A 6W5 or email: hrinfo@countyofrenfrew.on.ca (in MS Word or pdf format).

Policy Intern - AMO. Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. The Internship is a temporary position of up to 17 weeks. Please apply in confidence to: hr@amo.on.ca by January 31, 2014.

About AMO

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

AMO Contacts

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

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services Limited](#)

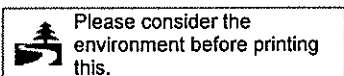
[MEPCO Municipal Employer Pension Centre of Ontario](#)

[OMKN Ontario Municipal Knowledge Network](#)

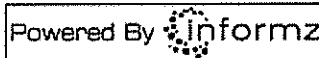
[Media Inquiries](#), Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



Association of Municipalities of Ontario
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To: dholmes@melancthontownship.ca
From: nde_102700039.1@informz.ca

Message Score: 45
My Spam Blocking Level: High

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

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THE CORPORATION OF THE TOWNSHIP OF MULMUR

NOTICE OF ADOPTION OF ZONING BY-LAW AMENDMENT NO. 50 -13

(File No. Z05/2013 – Comprehensive Review and Up-date Zoning By-law Amendment)

PLEASE BE ADVISED that the Council of the Corporation of the Township of Mulmur passed Zoning By-law No. 50-13 on the 11th day of December, 2013, pursuant to Section 34 of the Planning Act, 1990, as amended.

AND TAKE NOTICE THAT any person or agency may appeal to the Ontario Municipal Board in respect to the By-law by filing with the Clerk of the Township of Mulmur not later than 20 days after the date that the giving of this Notice is completed, as indicated below, a notice of appeal setting out the objection to the By-law and the reasons for the objection.

An explanation of the purposes and effect of the By-law, describing the lands to which the By-law applies is provided herewith. A copy of the By-law is available for review in the Municipal Office, at the address below, during regular office hours.

Only individuals, corporations and public bodies may appeal a Zoning By-law to the Ontario Municipal Board. A Notice of Appeal may not be filed by an unincorporated association or group. However, a Notice of Appeal may be filed in the name of an individual who is a member of the association or group.

A Notice of Appeal must be filed with the Clerk of the Township by the date specified above, and must set out reasons for the appeal and must also be accompanied by a certified cheque or money order in the amount of \$125.00 made payable to the Minister of Finance.

EXPLANATORY NOTE

Purpose and Effect of the Amendment

Pursuant to the provisions of the *Planning Act*, a comprehensive review and up-date of the Township's Zoning By-law is required every five years and within three years from the approval of the Township's new (2012) Official Plan. Such a review has been carried out, to ensure that the by-law properly and adequately reflects and implements the Official Plan as well as Provincial policies and Plans, and so that it remains current and relevant to the needs of the present respecting the regulation and control of developments and land uses in the Township.

The resulting amendment to Zoning By-law No. 05-02 revises a number of the current regulations and introduces a number of new regulations, standards, requirements and definitions, and it improves the clarity of a number of provisions. It introduces four new zones, including a new 'Rural Commercial' zone and three new 'Business Park' zones. It introduces a new "Holding" provision for properties benefitting from an exemption from municipal taxation under the Conservation Land Tax Incentive Program (CLTIP) as well as new parking space requirements and new provisions regulating recreational activities, developments and uses. It more accurately defines areas zoned "Environmental Protection (EP)" and zones all lots outside of settlement areas that are less than 2.0 ha. in size to "Rural Residential". It replaces the existing map schedules with new schedules and up-dates the Minimum Distance Separation (MDS1 and MDS2) requirements respecting required minimum separation distances between livestock facilities and other types of land uses. A number of the many exceptions that have been approved over the past eleven years have been carried forward into the up-dated by-law, while others have been deleted where they are no longer required, or where the owners of the lands have agreed to their removal.

Lands Affected

The Zoning By-law Amendment affects lands throughout the Township, with the exception of lands that are within the Niagara Escarpment Plan Area, as shown on the copy of Schedule A to the by-law on the reverse.

Dated at the Township of Mulmur this 13th day of December, 2013.

Terry Horner, Clerk/Treasurer

TOWNSHIP OF MULMUR
758070 2ND LINE EAST
MULMUR ON
L9V 0G8

(705) 466-3341

JAN - 9 2014

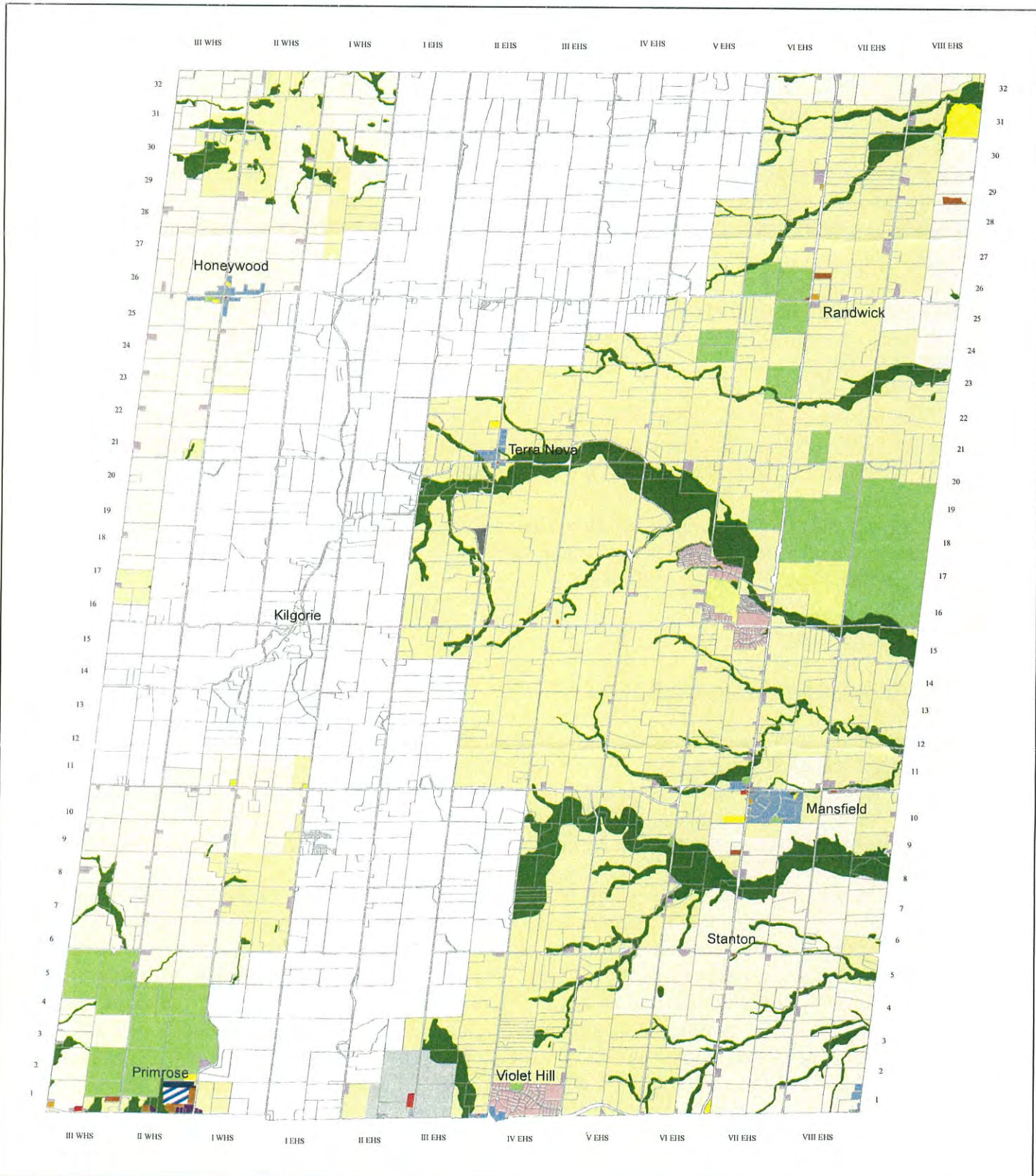
14

Various
colours

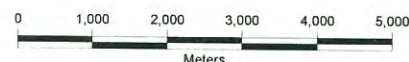
LANDS AFFECTED, OR POTENTIALLY AFFECTED BY BY-LAW NO. 50 -2013.

white
areas

LANDS (Niagara Escarpment Plan Area) NOT AFFECTED BY THIS BY-LAW.



- | | |
|----------------------------------|-------------------------------|
| Agricultural | Hamlet Residential |
| Business Park Transition Holding | Highway Commercial |
| Business Park Transition | Institutional |
| Business Park Core (H) | Niagara Escarpment Commission |
| Business Park Gateway (H) | Open Space |
| Business Park Gateway | Recreational |
| Environmental Protection | Rural |
| Estate Residential | Rural Commercial |
| Extractive Industrial | Rural Residential |
| General Commercial | Waste Disposal Industrial |



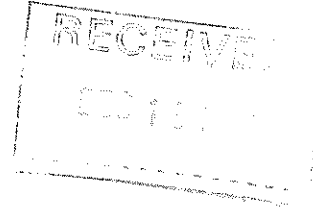
BURNSIDE

NOTE: This Schedule must be read in conjunction with Schedule A – Exceptions and Schedule E2 – Tax Exempt Holding Lands.



BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]



December 16, 2013

Via: Mail

Mrs. Denise Holmes, A.M.C.T.
CAO/Clerk
Township of Melancthon
157101 Highway No. 10
Melancthon, ON L9V 2E6

Dear Denise,

Re: Bradley-French Drainage Works
File No.: D-ME-SUP
Project No.: MSO 019743.2013

We have investigated the Bradley-French Drain pursuant to Council's resolutions regarding maintenance requests from Christian Martin and Barb Bany. Both owners have recently installed tile systems but their outlets are draining slowly due to the high water-level in the drain.

The latest report for the Bradley-French Drain is dated January 30, 1998. At that time the drain was maintained and improved to current standards. Our preliminary field investigation found the drain has silted-in by up to 400 mm (16 in.) in depth and is severely grown in with vegetation. This is all keeping the water-level higher than normal. A clean-out of the drain is definitely warranted.

We indicated to the owners work would not be done until next year due to the lateness of the season. Both owners were in agreement with this arrangement. As such, please accept this letter as information only. We will complete our field investigation and provide our findings and recommendations shortly after the spring runoff.

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

Yours truly,

R.J. Burnside & Associates Limited
Drainage Superintendent

T. M. Pridham, P. Eng.
TMP/tw

019743.2013Holmes-131216.doc

16/12/2013 8:58 AM

JAN - 9 2014 (15)

Denise Holmes

From: Jerry Jorden <jjorden@rogers.com>
Sent: December-20-13 3:02 PM
To: Denise Holmes
Subject: Re: Reports on Official Plan
Attachments: Untitled attachment 00251.htm; Proposed Areas of Study for Melancthon Growth Report Addendum.doc

Denise:

Since I mentioned the reports last night, it would be best to make them available to Council for their information.

I would suggest you put a brief memo with them indicating that we have not had any response on the agriculture one and I am presently organizing work on an addendum to the growth accommodation report to address the Ministry's comments. I have sent the attached proposed study outline on that addendum to the Ministry representatives for their review and approval. I will keep you advised of progress and may be seeking assistance on some of the additional vacant lot research.

Jerry Jorden
G. W. JORDEN PLANNING CONSULTANTS LIMITED
8 Bellevue Crescent
Barrie Ontario L4M 2T1
Phone: 705.722.7220
Fax: 705.730.1353
Email: jjorden@rogers.com

From: Denise Holmes <dholmes@melancthontownship.ca>
To: Jerry Jorden <jjorden@rogers.com>
Sent: Friday, December 20, 2013 2:37:27 PM
Subject: Reports on Official Plan

Jerry,

You made mention about the reports at last night's Council but I didn't provide them to Council as they were for information purposes and we had talked about this and decided they didn't need to go to them at the time. Should I be providing them to Council now?

Regards,

Denise

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

(16)
JAN - 9 2014

Denise Holmes

From: AMO Communications <communicate@amo.on.ca>
Sent: December-10-13 8:02 PM
To: dholmes@melancthontownship.ca
Subject: RE: AMO Online Course - "So You Want to Run for Council"
Attachments: tri-foldFINAL.PDF; flyer-FINAL.PDF; poster.pdf

On November 27th you received an email from AMO's President Russ Powers, announcing our new online course which is geared to individuals who are planning to run for a seat on municipal council.

We would appreciate your assistance in promoting "So You Want to Run for Council". This course will supplement the materials which you already hand out to prospective candidates. The course content was designed by current and retired members of council, and covers the opportunities and challenges that exist in community leadership. Some of the areas covered in the course are:

- Reasons that you should and should not run for council
- What you should know before you run for office
- Dealing with the media
- Techniques for working with others
- The roles of council members and staff
- What are the powers and influence of municipal government
- Transparency and accountability in government

Under separate cover we will be sending you:

50 brochures
50 one page flyers
2 posters
1 brochure holder

Also attached to this email are electronic copies of the brochure, flyer, and poster for use on your website. If you have an online elections site we would appreciate it if you would include a link to our online training site, which will be up and running by the end of next week. This link would be either a button or a simple html link. If you are interested please let us know.

If you have any questions or concerns please email us at training@amo.on.ca.

Thank you for your co-operation.

Nancy Plumridge
Director of Administration & Business Development

Total Control Panel

To: dholmes@melancthontownship.ca
From: communicate@amo.on.ca

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JAN - 9 2014 (17)
DEC 19 2013 (4)

Running for a seat on Council can be relatively simple. The rules that govern who can run and how to run an election campaign can be found in any Municipal Clerk's office in Ontario. But, from the moment you file your nomination form your life will change!

There are questions you need the answers to and this new course from AMO can help you.

Are You Ready?

- What does it take to run for council?
- What should I know before I run?
- The media and me.
- What are the powers and influence of municipal government?
- What rules, regulations and laws govern my actions as an elected official?

For more information on this online course and to register visit AMO at www.amo.on.ca or contact AMO Training at

P: 416.971.9856 x. 330
F: 416.971.6191
E: training@amo.on.ca

So You Want to Run for Council?



The course builds on the experience of elected officials - what they didn't know that they wish they did.

So You Want to Run for Council?

This course will provide an overview of what you need to know to before you decide to run for municipal office and what you should know to begin your candidacy.

Where?

ONLINE. Work at your own pace.

How?

Visit the AMO website at www.amo.on.ca, click on the banner for So You Want to Run for Council, and log in today!

Cost?

\$24.95

A sample quote from the course:

"There are joys and disappointments in equal measure. Nothing compares to the satisfaction of knowing you've made a difference in your community, and that a decision you've been a part of has made the lives of your residents better."

Why is this Course Unique?

Content was designed by current and retired members of council. People who just like you decided to run, and have the knowledge and first-hand experience of what challenges and opportunities exist in community leadership.

Their expertise paired with the practical tools you need this course is invaluable for you as you start your election campaign. Course content covers:

- Reasons That You Should and Should Not Run for Council;
- What You Should Know Before You Run for Office;
- Dealing with the Media;
- Techniques for Working with Others;
- The Roles of Council Members and Staff;
- What are the powers and influence of municipal government?
- Transparency and Accountability in Government;
- and much more...

Who is AMO?

The Association of Municipalities of Ontario (AMO) works to make municipal governments stronger and more effective. Through AMO, Ontario's 444 municipalities work together to achieve shared goals and meet common challenges.

AMO's history spans back to 1899, with a steady reputation, the mandate of AMO has always been to support and enhance strong and effective municipal government in Ontario. We promote the value of the municipal level of government as a vital and essential component of Ontario and Canada's political system.

Through Policy Advocacy, Educational Programming, Administration of the Federal Gas Tax Program, and more, AMO is the voice of municipal government in Ontario.

If you do get elected you will want to attend our in-class workshops. Ask your Municipal Clerk about registering:

- **The Meetings Series**
- **Media & Social Media Communications**
- **Municipal Councillor Training - Getting Started**

For more details on your municipal association and trainings offered visit www.amo.on.ca

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Work at your own pace.

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If you do get elected you will want to attend our in-class workshops. Ask your Municipal Clerk about registering.

- **The Meetings Series:** Practical advice on topics relating to council, committees and local board meeting procedures.
- **Media & Social Media Communications:** Find out what makes news and why, get a better understanding of the media; how to manage issues and media inquiries and best practises in social media use.
- **Municipal Councillor Training - Getting Started:** Discover the roles and responsibilities, find out how successful councils operate, recognize conflict of interest challenges and learn the scope of your municipal powers as you fully participate in the local government process.

For more details on your municipal association and trainings offered visit www.amo.on.ca

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- Techniques for Working with Others;
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- What are the powers and influence of municipal government?
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- and much more...

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So You Want to Run for Council?

For more information on this online course and to register visit:

AMO.on.ca

So You Want to Run for Council?

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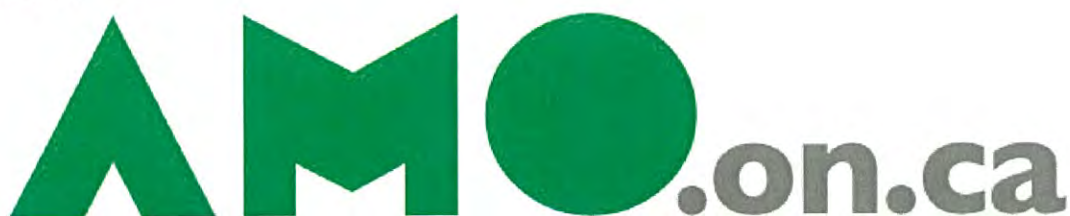
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Association of Municipalities of Ontario

Denise Holmes

From: AMO Communications <communicate@amo.on.ca>
Sent: December-20-13 4:04 PM
To: dholmes@melancthontownship.ca
Subject: AMO BREAKING NEWS - Report of the Special Purpose Business Property Assessment Review

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

December 20, 2013

Report of the Special Purpose Business Property Assessment Review Released

The Parliamentary Assistant to the Minister of Finance, Steven Del Duca, MPP has completed his report regarding special business property assessment. The report was released on the website of the Ministry of Finance on December 17, 2013.

The report includes 26 recommendations related to the operation of MPAC and the assessment system. The recommendations are made under the following headings: accountability, roles and responsibilities, methodology for special business properties, data accuracy and integrity and appeals.

In addition, the report makes a number of recommendations related to specific property types. Below are key extracts from each:

Billboards – "it is recommended that billboards be assessed based on their structure cost without an added value for land rental. It is recommended that this valuation approach would apply starting in 2014. Consideration could also be given to retroactive application of this valuation approach for signs that have been newly-assessed since the 2008 reassessment".

Landfills – "It is recommended that MPAC's capacity approach should not be applied to any additional landfill properties before the 2016 reassessment. It is recommended that Ministry staff continue the consultation process and arrive at a recommended valuation approach by the summer of 2014".

Industrial Lands - "MPAC's valuation procedures should be prepared and made publicly available well in advance of the next province-wide reassessment of properties in 2016. It is also recommended that consideration be given, with municipal input, to providing greater regulatory clarity regarding the circumstances when a change or proposed change in zoning or official plan designation should impact the assessment approach".

Farms- "Improve the sales verification process by ensuring that analysis of farm sales reflects only sales between bona-fide farmers. Strengthen the accuracy and equity of the valuation process by ensuring that an adequate sample size is used for farm sales analysis".

Grain elevators - "It is recommended that the property class regulation under the *Assessment Act* be amended for the 2014 tax year based on the following criteria:

- Commercial classification to apply to licensed commercial grain elevators located off farms;
- Split commercial/farm classification to apply to grain elevators located on farms that are licensed for commercial use and store both the farmer's own grain and that of other producers (classification split to be based on the proportion of customer to farmer grain handled at the elevator); and
- Farm classification to apply to grain elevators located on farms that are used to store only the farmer's own grain".

Wind Turbine Towers - "Starting in 2014... it is recommended that the amount of the [assessment] increase be based on the province-wide average increase in the assessed value of industrial properties. For the 2014 to 2016 tax years, the increase would be approximately 3% per year. Beginning in 2017, and with every four-year reassessment, the amount of the increase for wind turbine towers would be updated to reflect the province-wide average assessment increase of the industrial property class, phased in over four years".

Mills - "In a limited number of cases, the Province will be providing one-time financial assistance that is targeted to municipalities most adversely affected by the reduced assessed values resulting from the recent ARB decisions. In 2014, municipalities will be able to make use of property tax and other policy tools currently available to them to help to mitigate the impacts on their tax base. For example, in certain situations, municipalities could make use of tax flexibility tools to mitigate the impacts of assessment reductions going forward".

A full copy of the report is available [here](#) and includes background information and a full listing of all recommendations made by the Parliamentary Assistant to the Minister of Finance.

AMO has posed some key questions to the Ministry of Finance regarding the report, its recommendations, and implementation. AMO will continue its analysis together with the municipal finance associations.

AMO Contact: Matthew Wilson, Senior Advisor, 416-971-9856 Ext. 323 or mwilson@amo.on.ca

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

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Wendy Atkinson

From: Dunlop, Janine (MCI) <Janine.Dunlop@ontario.ca>
Sent: December-19-13 11:10 AM
To: info@dufferincounty.on.ca; township@amaranth-eastgary.ca;
mail@eastluthergrandvalley.ca; info@melancthontownship.ca;
mono@townofmono.com; info@mulmurtownship.ca; info@orangeville.ca;
jelfer@townofshelburne.on.ca
Subject: Ontario Sport and Recreation Communities Fund Announced
Importance: High

Please share with your community sport and recreation organizations

2014-15 Ontario Sport and Recreation Communities Fund (OSRCF)

The Ministry of Tourism, Culture and Sport is pleased to announce the launch of the **2014-15 Ontario Sport and Recreation Communities Fund**. The OSRCF is a grant program that supports a vision of getting and keeping Ontarians active in community sport, recreation and physical activity. The fund:

- increases opportunities for participation in sport and recreation by developing new programs or increasing access to existing programs to encourage individuals to become more active and keep those who are, engaged throughout their lives
- supports implementation of physical literacy as a foundation for lifelong physical activity among individuals enabling them to make healthier activity choices
- strengthens the community sport and recreation sector by providing training in areas such as coaching, youth development, and volunteer development to provide enhanced service and quality programming

Eligibility Guidelines:

Who Can Apply?

Incorporated not-for-profit organizations that offer high-quality sport, recreation and physical activity programs and have operated and been incorporated for at least one year in Ontario (this includes First Nations, Local Services Boards and municipalities).

Universities/colleges are eligible to apply in the provincial stream for applied research projects that address emerging trends and priorities in the sport and recreation sector. Applied research projects must address needs identified by sport and recreation practitioners and assist in addressing barriers that hinder participation in sport and recreation. For 2014-15, OSRCF will give priority consideration to applied research projects focusing on physical literacy.

Ministry-recognized PSOs and MSOs are eligible to apply for provincial projects and must submit documentation or a web link demonstrating *organizational* alignment with levels 1-3 and 7 of the Canadian Sport For Life (CS4L) framework in program design, development and delivery.

Application Deadline:

Local/Regional Projects

- Thursday, February 20, 2014 at 5:00 pm, Eastern Standard Time (EST).

Provincial Projects

1. Letter of Intent (LOI) is due by Thursday, January 16, 2014 at 5:00 pm, EST.
2. By invitation only, successful LOI applicants will be contacted by Ministry staff and requested to submit a full application, due Thursday, February 20, 2014 at 5:00 pm, EST.

Late applications will not be accepted.

For further information visit <<Grants Ontario>>

Janine Dunlop
Regional Advisor
Regional Services Branch - West Region
Ministry of Citizenship and Immigration
Ministry of Tourism, Culture and Sport
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CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR HILL AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

SUBJECT: DRAFT OFFICIAL PLAN REPORTS

DATE: JANUARY 6, 2014

Attached are the two reports that Jerry Jorden, Township Planner mentioned at the December 19, 2013 Council Meeting.

The first one was sent to the Ministry of Municipal Affairs and Housing regarding population and employment growth aspects as they relate to the Growth Plan for the Greater Golden Horseshoe.

The second report is to the Ministry of Agriculture and Food to address the Ministry's request for more information and justification for the Agricultural designation's variation from the Canada Land Inventory mapping of soil capability for agriculture.

(20)
JAN - 9 2014

G. W. JORDEN PLANNING CONSULTANTS

MEMORANDUM

To: Denise Holmes

From: Jerry Jorden

Date: November 8, 2013

Subject: Report to Ministry of Municipal Affairs & Housing on Draft Official Plan



I am providing 2 copies of my report on the population and employment growth aspects of the draft Official Plan as they relate to the Growth Plan for the Greater Golden Horseshoe. This is in response to a request from the Ministry of Municipal Affairs and Housing. Also enclosed is a copy of my transmittal letter to the Ministry.

This is provided primarily for information purposes at this time. The report examines the Plan's proposed approach to the accommodation of future population growth and employment related land uses and the Plan's conformity with the related aspects of the Growth Plan. When we have a response from the Ministry I will be reporting to Council on this important aspect of the Plan.

Let me know if you require a digital copy of the attached report or if you require anything further at this point.



G. W. JORDEN *Planning Consultants Limited*

8 BELLEVUE CRESCENT, BARRIE, ONTARIO L4M 2T1

November 8, 2013

COPY

Andrew Doersam
Ministry of Municipal Affairs and Housing
Municipal Services Office
Central Ontario
2nd Floor
777 Bay Street
Toronto ON M5G 2E5

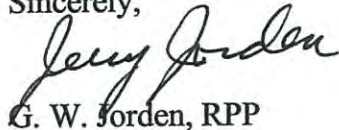
Dear Mr Doersam:

Draft Official Plan
Township of Melancthon

In accordance with your request during the course of our discussions on the Ministry's review of the Melancthon draft Official Plan, enclosed are two copies of a report on the growth aspects of the proposed Plan in terms of the conformity with the applicable provisions of the Growth Plan of the Greater Golden Horseshoe. I am also sending a copy of the report to Ms. Van de Valk since it touches on the use of agricultural lands for portions of the limited growth accommodation required in the Township

Please contact me if you have any questions or require anything further at this time. Otherwise, I look forward to your comments at your earliest convenience. If it would be of any assistance, I can provide a digital edition of the report.

Sincerely,



G. W. Jorden, RPP

cc: Jackie Van de Valk, Ministry of Agriculture and Food
Denise Holmes, Township of Melancthon ✓

PLANNING REPORT

Melancthon Draft Official Plan: Conformity with Growth Accommodation Aspects of the Growth Plan for the Greater Golden Horseshoe

November 8, 2013

**G. W. Jorden Planning Consultants Limited
8 Bellevue Crescent, Barrie, ON, L4M 2T1**

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PLANNING REPORT

Melancthon Draft Official Plan: Conformity with Growth Accommodation Aspects of the Growth Plan for the Greater Golden Horseshoe

1.0 Purpose

In response to a request from the Ministry of Municipal Affairs and Housing in its review of the draft Official Plan, this report assesses the Plan's conformity with the Growth Plan for the Greater Golden Horseshoe as it relates to the accommodation of the forecast population and employment growth in the Township to 2031.

2.0 The Forecast 2031 Population and Employment

In consultation with Provincial representatives, the County of Dufferin and its constituent municipalities jointly prepared recommended municipal population and employment allocations as well as density and intensification targets. In a letter dated August 13, 2010, the Minister of Energy and Infrastructure officially established such targets and forecasts for the eight County municipalities.

The Melancthon forecasts are for a population of 3,410 persons and an employment level of 380 jobs by 2031. The established alternative density and intensification targets apply to only the urban municipalities, not the Township.

3.0 Additional Dwelling Units Required to Accommodate Population Forecast

According to the Census, the Township's population in 2011 was 2,839. The forecast population would require the provision of new housing to accommodate an additional 571 persons over the period to 2031.

Census data has shown that over the period between 2001 and 2011 the number of persons per occupied dwelling unit has remained in the range of about 2.8 to 3 with the

latest figure, in 2011, being 2.9. Applying this latest figure, the forecast population would require the provision of approximately 200 additional dwelling units over the period to 2031.

4.0 Current Supply of Vacant Useable Residential Lots

The principal form of residential accommodation in the Township is single detached dwellings on individual lots. This is the main housing type permitted by the Township's existing Official Plan and Zoning By-law.

A review of Township and Municipal Property Assessment Corporation records together with a general review of Zoning By-law map schedules and road patterns indicates there are currently a total of 173 vacant lots of 6 hectares or less that appear to have potential for residential use. This total excludes vacant lots that are in the Open Space Conservation (OS2) zone or other zones that do not permit residential uses, are landlocked or front on unopened road allowances.

No comprehensive study or detailed site inspections have been undertaken with regard to these lots. Such a study may eliminate more of these lots from consideration for future growth accommodation. There is also the very real possibility that some of these usable lots will not be developed during the forecast period.

5.0 Additional Lots Required During the Period Ending in 2031

Is it reasonable to assume that up to 20 percent of the vacant useable lots will not be developed for residential use during the planning period due to factors such as adjacent incompatible uses, site specific physical features, use for other purposes, legal issues or the wishes and decisions of the owners. Applying that 20 percent factor results in a total vacant residential lot supply of approximately 140.

Using the latter more realistic figure would indicate that there will be a need for approximately 60 additional residential lots over the period to 2031.

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with Growth Aspects of the Growth Plan
for the Greater Golden Horseshoe

6.0 Assessment of Proposed New Residential Development Areas

6.1 Overview

Consistent with the Provincial Policy Statement and in conformity with the Growth Plan, the draft Official Plan provides areas for growth accommodation primarily in the Township's three small rural communities: Horning's Mills, Corbetton and Riverview. These areas are moderately expanded from the current growth accommodation related designations in these settlements. The specific areas of proposed expansion to the Community designation are shown on the attached copies of the draft Plan's Schedules B and C. There is also provision in the Plan for the creation of up to 5 lots by land severance on properties in the Rural designation. That lot total will be changed to 3 in the revised edition of the Plan.

The following subsections discuss the reasons for the inclusion of each of the proposed new areas of possible development in the three communities and the approximate number of residential lots that could be created. The severance potential in the Rural designation and through infilling is also discussed and the approximate total lot creation potential is compared with the number of lots required to accommodate the forecast 2031 population as estimated in section 5.

6.2 Horning's Mills - Schedule B

6.2.1 Horning's Mills Area 1

This area consists of a mixture of community and rural uses. North of Mill Street there is a stable and track on the west side of the area and some agricultural land in the central area. These areas and uses abut nonfarm residential uses on small lots dispersed along Mill Lane and Sideroad 15. On the south side of Mill Lane there are additional residential lots including two larger ones that extend south behind some of the smaller lots.

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While most of the area contains soils having Classes 1 to 3 agricultural capability as mapped by the Canada Land Inventory, agricultural activity is constrained by the presence of residential development along the area's roads. That existing development forms part of the Horning's Mills community and it is logical and appropriate to provide for the future infilling of this area.

Future residential development in this area may be limited by the irregular lot pattern associated with the residential uses along the two roads and the fragmentation resulting from the area's two watercourses and floodplains and the escarpment related steep slopes to the south. Using an average lot size of 4000 square metres, it appears that 1 to 2 new lots may be possible in the northernmost triangular area, about 5 to 7 lots in the open areas north of Mill Lane and possibly 1 to 2 new lots south of Mill Lane. In total the area may accommodate between approximately 7 and 11 additional residential lots.

6.2.2 Horning's Mills Area 2

This area of Horning's Mills consists of approximately 38 hectares fronting on Main Street between the existing built community and the intersection with County Road 124, formerly Highway 24. With the exception on one small parcel in the northwest corner and two larger lots in the middle of the Main Street frontage, this area is in a single ownership.

About 60 to 70 percent of the area consists of lands with CLI Classes 1-3 soil capability for agriculture and much of the area is being farmed. There are some slope constraints in the rear portion of the area. There are agricultural lands and uses to the west and south, residential development to the north and woodlands to the east.

Concentrating growth in settlements while restricting rural development to a limited range of uses is a major theme of all current Provincial plans and planning policies. In keeping with this planning objective, the draft Plan provides for the greatest amount of new growth accommodation in Horning's Mills, the Township's principal community.

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New designated area 1 provides for some appropriate community infilling and build out while area 2 is the most appropriate location for expansion. The community should not expand west across busy County Road 124, a former provincial highway. It also should not expand east into the woodlands, wetlands and slope restricted areas associated with the scarp face of the Niagara Escarpment. The area to the north is contains prime agricultural land and is fragmented by two watercourses that limit the potential for comprehensive development. It also abuts the heavy traffic route along the County Road.

Like the area to the north of the community, the only other potential expanded growth accommodation area, area 2 includes agricultural land. It is more suitable for growth accommodation because it abuts the existing fully developed residential area, it fronts on the community's main street, it does not abut County Road 124 and it is not dissected by small lots, streams or hazard areas. It can also be readily integrated into the existing community.

If area 2 was developed with residential lots similar to the approximately 7,000 to 8,000 square metre properties in the abutting area to the north, there is the potential for around 20 to 25 new lots.

6.2.3 Horning's Mills Existing Vacant Western Designated Area

The existing Horning's Mills built community is generally contained within the areas of small lots as visible on the attached copy of Schedule B from the draft Official Plan. The largely vacant area extending west from the community to County Road 124 is designated for residential development in the current Official Plan.

The lack of development in this area despite this longstanding residential designation is probably the result of a number of factors such as the irregular property configurations, the fragmentation by physical features including a central pond and woodland area, the presence of the relatively busy highway and the priorities of the land owners. Notwithstanding this lack of development activity, the draft Plan retains the designation of these lands as an area of growth accommodation.

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Much of the area abuts the existing built community and can be readily integrated into that settlement area. Recently there has been some initial work on a residential subdivision proposal by the owners of the property in the northern part of these lands.

The somewhat irregular configuration of land holdings in the area and in some of the adjacent subdivided areas, the physical features in parts of the area, and the probable limitations or prohibition on access to County Road 124 are all factors that appear to somewhat limit development levels here. It is estimated that the area could accommodate a total of approximately 20 to 25 lots ranging in size from 4,000 to 8,000 square metres.

6.2.4 Estimated Total Potential Lots in Horning's Mills Growth Areas

On the basis of this analysis, the two new growth areas shown on the attached Schedule B and the undeveloped currently western designated area could accommodate approximately 45 to 60 new residential lots. This lot total is distributed as follows.

New Area 1	7-11
New Area 2	20-25
Existing Western Area	<u>20-25</u>
Total	47-61

6.3 Corbetton - Schedule C-1

6.3.1 Corbetton New Areas Designated for Growth Accommodation

As shown on the attached copy of Schedule C to the draft Official Plan, four small areas are proposed to be added to the Community designation in Corbetton. All are areas having CLI Classes 1-3 soil capability for agriculture but all have little agricultural potential because of their size and the existing division of three of these areas into residential lots. With the exception of a residence on one of these lots in area 3, all of these areas are vacant. All but one of these new areas simply recognize areas of existing

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vacant lots that are not included in the community related designations in the current Official Plan.

The limited potential for new residences in these areas can be summarized as follows.

- Area 1 There are six vacant residential lots fronting on the north side of unopened Grierson Street. It should be possible to build a residence on each of these lots if Grierson Street is opened. Since the street is not open, these lots were not included in the existing vacant lot supply discussed in section 4 of this report.
- Area 2 Although much of this area is included in a floodplain, it appears flooding would be limited here and, with appropriate study and mitigating works it may be possible to create one residential lot between the existing lots to the west and Highway 10 to the east.
- Area 3 This area on the south side of Argyle Street includes one dwelling on the westernmost lot. Depending on site conditions, it may be possible to build dwellings on 3 of the other four lots along in this block. These are included in the existing vacant lot supply referenced in section 4.
- Area 4 This area encompasses 3 large vacant residential lots that are part of the Corbetton community but are not included in the current designation on that community. These lots are included in the existing vacant residential lot supply and, therefore, are not included in the total of potential new residences.

6.3.2 Estimated Potential Residences in New Designated Corbetton Growth Areas

Depending on the details of any legal and site constraints, it may be possible to develop about 7 residences in the areas being added to the Community designation in Corbetton. Difficulties relating to road opening, lot sizes, floodplain limits or servicing requirements could reduce that total.

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6.4 Riverview - Schedule C-2

The attached copy of Schedule C to the Official Plan shows four small areas proposed to be added to the Community designation in Riverview. Three of these areas are included in lands having CLI Classes 1-3 soil capability for agriculture. Most of the lands abutting the areas shown on Schedule C-2 also consist of primarily Classes 1-3 soils.

Within proposed Schedule C-2 only area 1 has any potential for limited growth accommodation. That area consists of the north half of a farm field. The southern half of that field is currently designated for residential development in the Township's Official Plan.

The purposed additional designation in area 1 would involve about 5 hectares of agricultural land. It would open the possibility of an internal road to provide access to any future lots in this part of the community. It is estimated that this new Community designated area could accommodate a maximum of about 10 lots.

The other three areas proposed to be added to the Community designation in Riverview would simply recognize existing lot configurations in the eastern and southern sections of this small community. These areas do not have the potential to accommodate new residential lots.

In summary, the designations in Riverview in the draft Official Plan could accommodate approximately 10 new residential lots.

6.5 Rural and Infill

There would be very limited opportunity for new lot creation in areas proposed to be designated Rural or through infilling in communities. Much of the areas in the Rural designation involve actively farmed lands where land severances for new residential lots would be prohibited through the application of the agricultural related consent policies. In addition, lands in the Rural designation may include areas having some

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limitations for development such as imperfect soil drainage. Also, there may be properties in these areas that have already had the proposed maximum of three residential lot severances. The draft Plan is also consistent with the applicable aspects of Provincial plans and planning policies in that it does not permit any other forms of rural residential development such as estate residential subdivisions.

The potential for the creation of new lots for infilling in the three built communities is also very limited in view of the reasonably complete development along many of the streets and the small size and configuration of the undeveloped areas. There are also some physical constraints such as floodplains in all three communities.

On the basis of these considerations, it is unlikely that more than approximately 20 lots may be created in the Rural designated areas and through infilling in the communities.

6.6 Total New Lot Potential to 2031

Based on this analysis, it appears there is a potential for the creation of approximately 80 to 95 new residential lots during the period ending in 2031. This lot potential is distributed as follows.

Horning's Mills Vacant & Proposed New Areas	45-60
Corbetton Proposed New Areas	10
Riverview Proposed New Areas	7
New Rural Designated and Infill Lots	<u>20</u>
Total	82-97

7.0 Assessment in Terms of Accommodating Forecast Growth

As discussed in section 5, there would be a need for approximately 60 additional lots over the period to 2031 to accommodate the forecast population provided in the Minister's letter of July 31, 2010, under the provisions of the Growth Plan for the Greater Golden Horseshoe. The potential lot creation through the application of the

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land use designations and policies of the proposed Official Plan would total between approximately 20 and 35 lots above that figure.

This additional growth potential does not conflict with the Growth Plan for the Greater Golden Horseshoe in view of the following factors.

- Applying the most recent figure of 2.9 persons per dwelling unit, the possible addition of these 35 lots represents a potential population of approximately 100 persons or an insignificant 0.4 percent of the 23,119 population growth required to achieve the 80,000 population forecast for the County in 2031.
- With future development almost certainly continuing to utilize individual on-site services there is the possibility that minimum lot size requirements may increase over the forecast period resulting in a reduction in the total new lot potential.
- By providing a variety of growth accommodation areas and methods, the Plan increases the potential for development through competition in the market thereby helping to ensure that the forecast population is achieved.
- With the Planning Act requirement for five year reviews of the Official Plan, the lot creation process can be monitored and revisions made to the Plan in the unlikely event that the Township experiences an excessive population increase.

The analysis has also shown that if the key Provincial planning objective of focusing growth accommodation in settlements is to be achieved, there is no realistic option to the use of limited amounts of agricultural land in the required expansion of the Township's communities.

It can be concluded that the draft Official Plan would not conflict with the population forecast provided under the provisions of the Growth Plan or with the Plan's approach to the accommodation of that population growth.

8.0 The 2031 Employment Forecast and the Official Plan

8.1 The Forecast

The Province has provided an employment forecast of 380 jobs by 2031. In the Township's 2009 development charges study, the estimated employment in the municipality, excluding employment involving no fixed place of work, was 293 jobs. Assuming the employment level remained at approximately 290 jobs in 2011, the Provincial forecast represents an increase of about 90 jobs over the 20 year period extending to 2031.

8.2 Important Land Use Planning Related Local Employment Characteristics

In the Township, as in most primarily rural municipalities, an increase of about 90 jobs during the planning period does not necessarily translate into a need for the designation of a corresponding amount of traditional employment lands in the Official Plan. According to the 2006 Census, only about 10 percent of the Township's labour force had occupations in manufacturing and processing businesses, the types of land uses that would be found in typical employment areas.

That Census also indicated that about 11 percent of the Township's labour force were employed in primary industries such as agriculture, 16 percent worked at home and 12 percent had occupations that involved no fixed address. These types of employment are indicative of the resource based and diverse nature of local economic development. They may also provide a reasonable representation of the types of jobs within the municipality, notwithstanding that a large percentage of the Township's labour force work outside the municipality. These are jobs that do not generate a need for the designation of employment lands.

In light of these considerations, the draft Plan includes a combination of traditional and locally appropriate approaches to the accommodation of employment related land uses over the planning period.

Melancthon Draft Official Plan: Conformity
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for the Greater Golden Horseshoe

8.3 The Plan's Employment Components and Growth Plan Conformity

The draft Plan includes only one traditional type of employment area designation, the Light Industrial designation south of the Horning's Mills built community. That designation, a continuation of a designation in the current Official Plan, includes about 8.5 hectares of developable land. At a density of about 10 employees per hectare, development on individual services in this area could generate employment for about 85 persons, close to the forecast increase by 2031.

Although this area remains undeveloped, despite having an Industrial land use designation since 1977, the combination of potential future employment in this designation and the draft Plan's provisions for other forms of employment typical to this area should ensure compliance with the Provincial employment forecast. The Agricultural designation provides for a range of employment generating uses related to, or associated with agriculture, the Rural designation permits appropriate resource based and non-urban employment uses, and the Extractive Industrial designation includes employment in the mineral aggregate industry. The Plan also provides for home occupation uses throughout most of the Township.

Although it is difficult to determine precise employment figures for the agricultural, rural and community areas, it is reasonable to conclude that the combination of such employment and the potential for at least some development in the Light Industrial designated area should readily provide for the accommodation of the very small level of new employment forecast for the 20 year planning period. It can be concluded that the Plan conforms with or does not conflict with the employment component of the Growth Plan.

9.0 Conclusion

On the basis of this analysis of the draft Plan and the related characteristics of the Township, it can be concluded that the Plan would provide the land use planning policies and designations necessary to accommodate the applicable population and employment forecasts of the Growth Plan for the Greater Golden Horseshoe. It would,

Melancthon Draft Official Plan: Conformity
with Growth Aspects of the Growth Plan
for the Greater Golden Horseshoe

therefore, conform with or not conflict with all of the planning policies relating to these important components of that Plan.

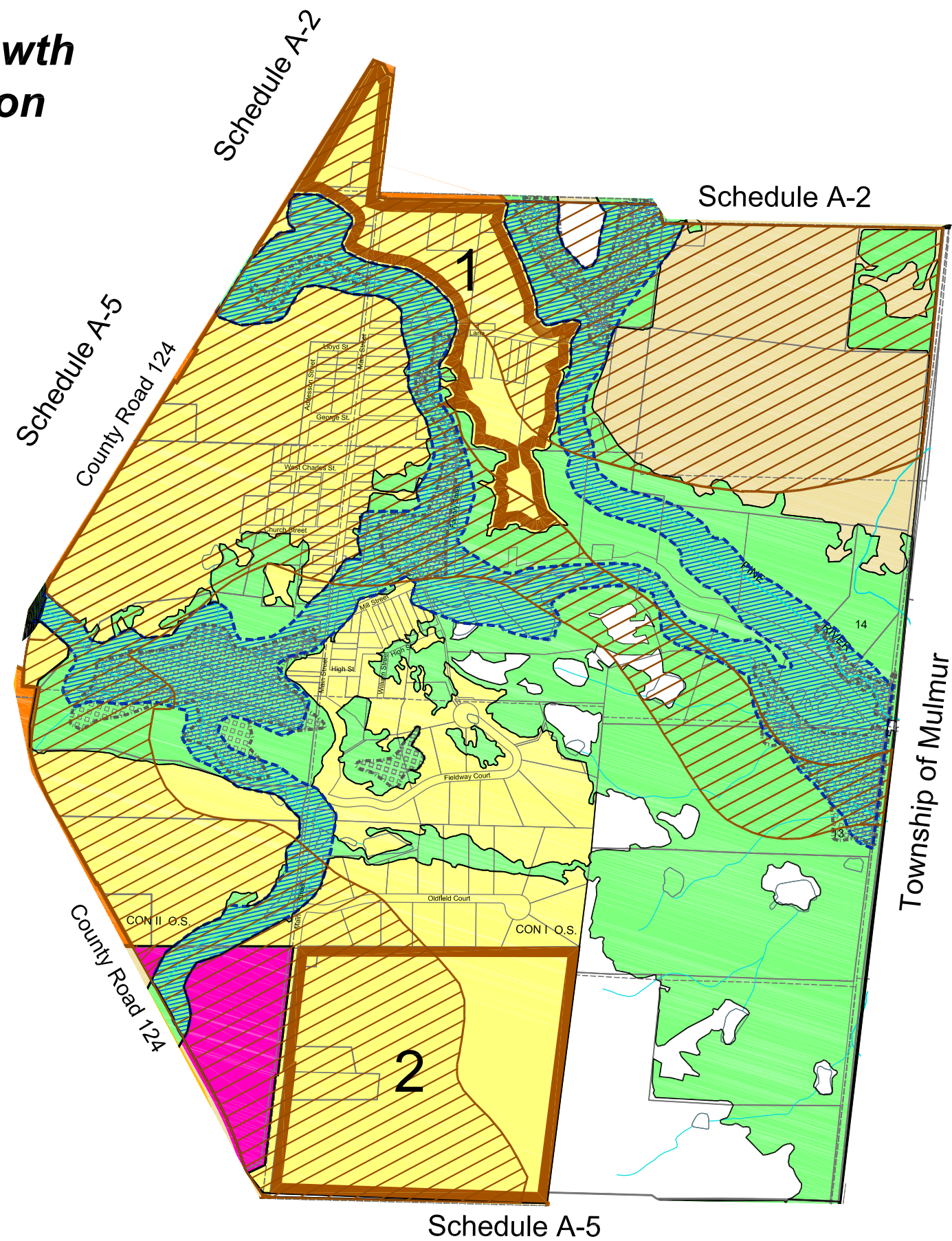
A handwritten signature in black ink, appearing to read "G. W. Jorden". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.


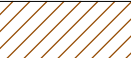
G. W. Jorden, RPP

PROPOSED SCHEDULES B, C-1 AND C-2

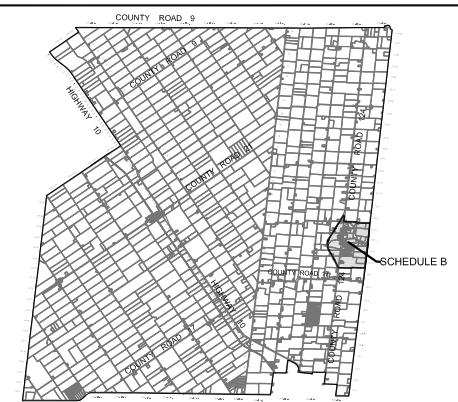
**SHOWING EXPANDED COMMUNITY DESIGNATIONS AND
LANDS WITH SOILS HAVING CANADA LAND INVENTORY
CLASSES 1-3 AGRICULTURAL CAPABILITY**

Community Growth Accommodation

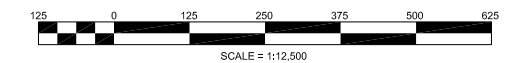









-  NEW AREAS IN PROPOSED COMMUNITY DESIGNATION
-  AREA OF CLI CLASSES 1-3 LANDS





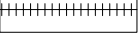
**DRAFT
NOVEMBER, 2012**



SCHEDULE B LAND USE & ROADS PLAN OFFICIAL PLAN FOR TOWNSHIP OF MELANCTHON (Horning's Mills)





-  AGRICULTURAL
-  RURAL
-  ENVIRONMENTAL PROTECTION
-  FLOODPLAIN
(Also see Section 5.4.2. (u))
-  WETLAND
-  COMMUNITY
-  LIGHT INDUSTRIAL

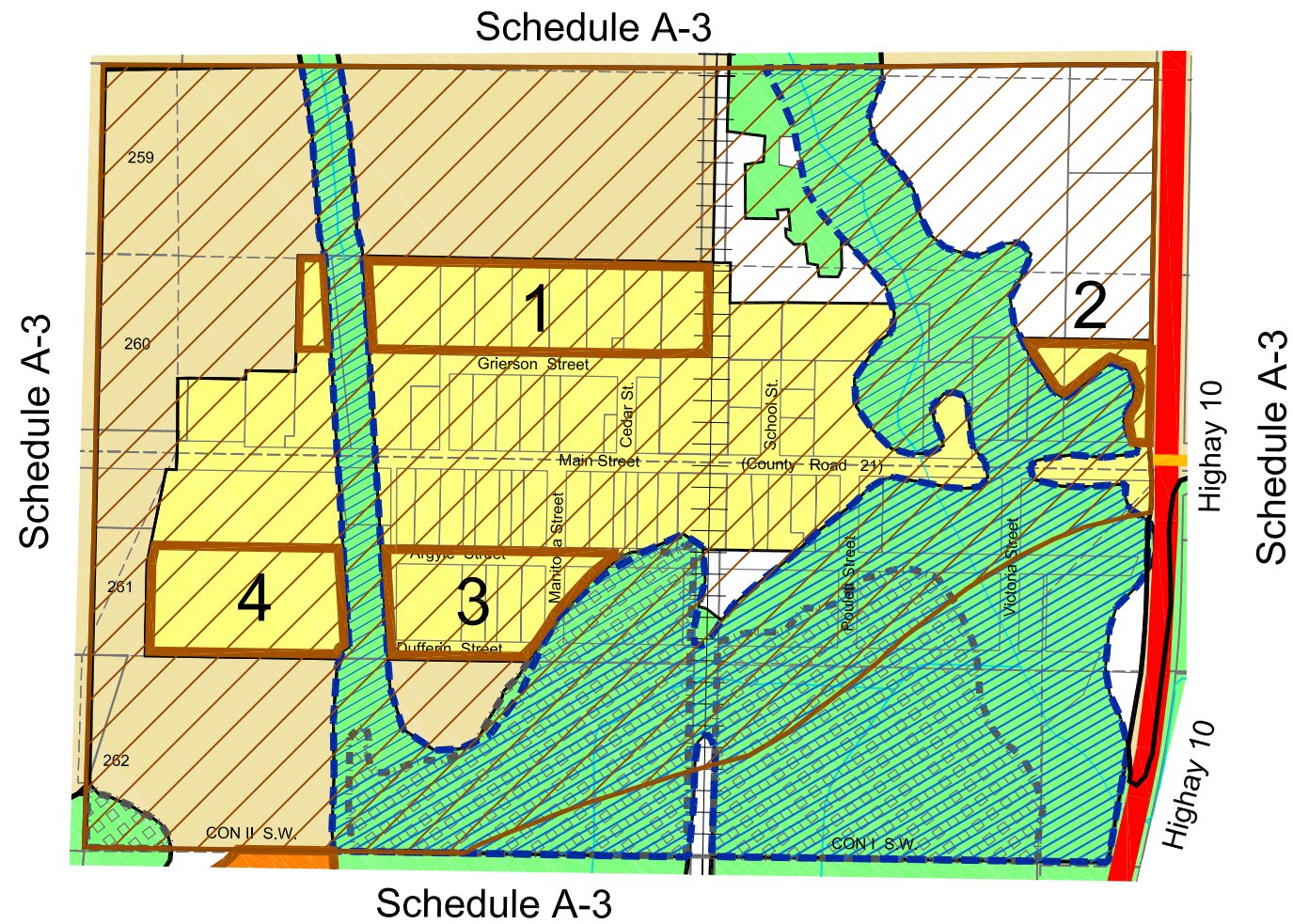
-  PROVINCIAL HIGHWAY
-  ARTERIAL ROAD
-  LOCAL ROAD
-  MINERAL AGGREGATE HAUL ROUTE
-  RAIL LINE RIGHT-OF-WAY



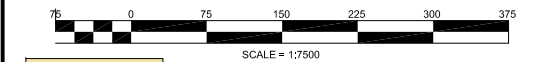
SCHEDULE C-1 (Corbetton)

Community Growth Accommodation

-  NEW AREAS IN PROPOSED COMMUNITY DESIGNATION
-  AREA OF CLI CLASSES 1-3 LANDS



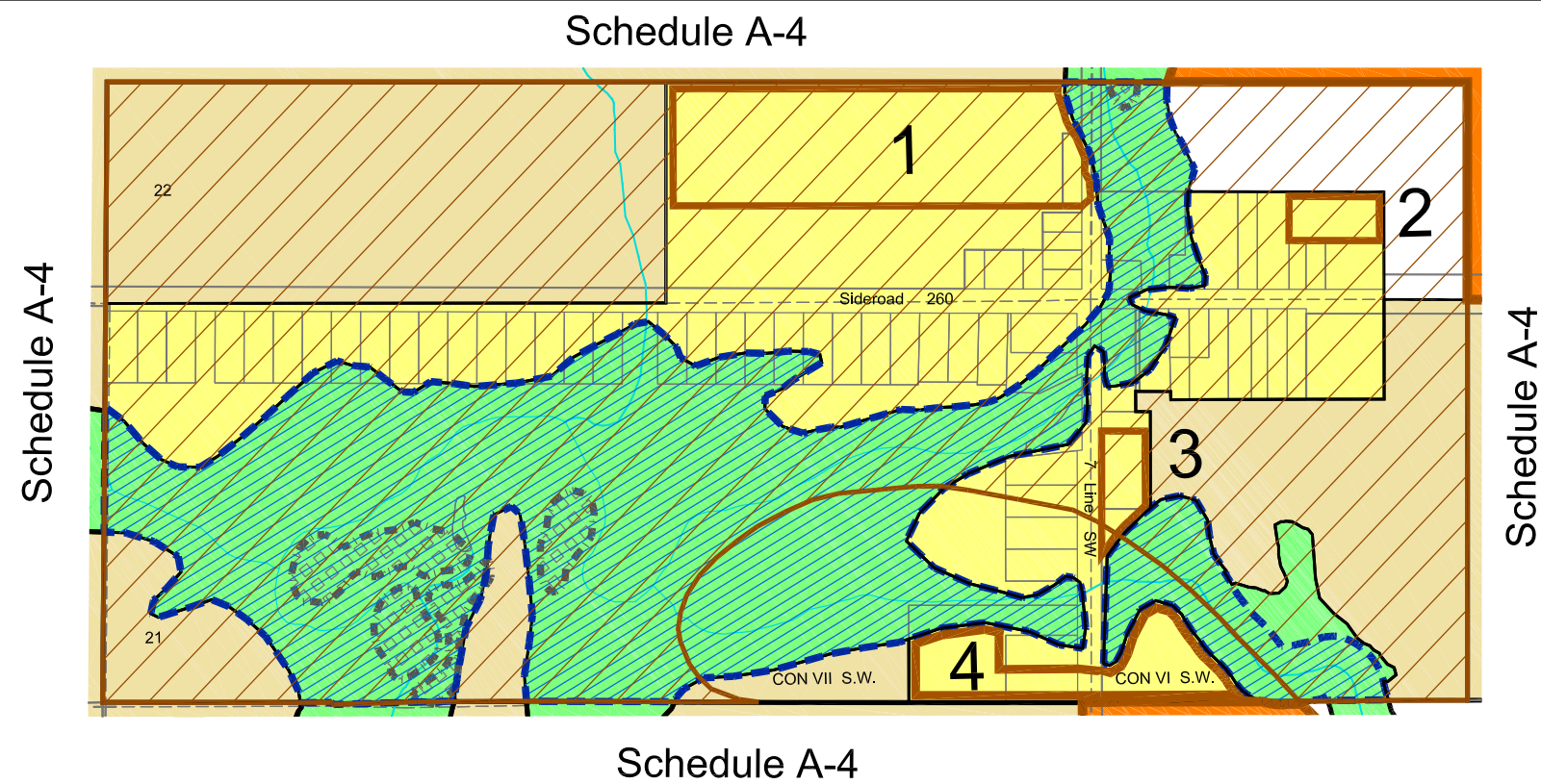
SCHEDULE C LAND USE & ROADS PLAN OFFICIAL PLAN FOR TOWNSHIP OF MELANCTHON (Corbetton & Riverview)



-  AGRICULTURAL
-  RURAL
-  ENVIRONMENTAL PROTECTION
-  FLOODPLAIN
(Also see Section 5.4.2. (u))
-  WETLAND
-  COMMUNITY
-  LIGHT INDUSTRIAL
-  PROVINCIAL HIGHWAY
-  ARTERIAL ROAD
-  LOCAL ROAD
-  MINERAL AGGREGATE HAUL ROUTE
-  RAIL LINE RIGHT-OF-WAY

SCHEDULE C-2 (Riverview)

**DRAFT
NOVEMBER, 2012**



G. W. JORDEN PLANNING CONSULTANTS

RECEIVED
OCT 28 2013

MEMORANDUM

To: Denise Holmes

From: Jerry Jorden

Date: October 24, 2013

Subject: Report to Ministry of Agriculture & Food on Draft Official Plan

I am providing 2 copies of my report on the agricultural aspects of the draft Official Plan and a copy of my transmittal letter to the Ministry of Agriculture and Food.

This is provided primarily for information purposes at this time. The report has been prepared to address the Ministry's request for more information and justification for the Agricultural designation's variations from the Canada Land Inventory mapping of soil capability for agriculture.

When we have a response from the Ministry I will be reporting to Council on this aspect of the Plan. I will also provide a brief status report to Council following our final meeting with the Ministry of Municipal Affairs and Housing on this edition of the draft Plan. The next meeting scheduled for November 1st should be the final one.

Let me know if you require a digital copy of the attached report or if you require anything further at this point.



G. W. JORDEN *Planning Consultants Limited*

8 BELLEVUE CRESCENT, BARRIE, ONTARIO L4M 2T1

October 24, 2013

Jackie Van de Valk
Environmental & Land Use Policy
Ontario Ministry of Agriculture & Food
Unit 10
6484 Wellington Road 7
Elora, ON N0B 1S0

COPY

Dear Ms. Van de Valk:

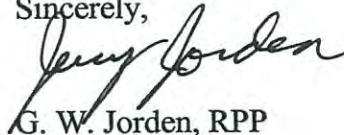
Draft Official Plan
Township of Melancthon

Further to our recent meeting and previous telephone discussions, enclosed are two copies of a report on the differences between the Agricultural designation in the draft Melancthon Official Plan and the Canada Land Inventory mapping of primarily the areas having Classes 1, 2 and 3 soil capability for agriculture.

This report has been prepared in response to your request for information concerning primarily the deletion of some areas of Classes 1, 2 and 3 lands from the proposed Agricultural designation. Please note that this report does not address the areas within the draft map schedules for the three communities in the Township. That will be included in a subsequent report for the Ministry of Municipal Affairs and Housing concerning certain Growth Plan aspects of the draft Plan.

Please contact me if you have any questions or require anything further at this time. If it would be of any assistance, I can provide a digital edition of the report and/or a composite of the five maps included in the report.

Sincerely,



G. W. Jorden, RPP

cc: Andrew Doersam, Ministry of Municipal Affairs and Housing
✓ Denise Holmes, Township of Melancthon

PLANNING REPORT

Melancthon Draft Official Plan Map Schedules: Variations From Canada Land Inventory Agricultural Capability Mapping

October 24, 2013

**G. W. Jorden Planning Consultants Limited
8 Bellvue Crescent, Barrie, ON, L4M 2T1**

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PLANNING REPORT

Melancthon Draft Official Plan Map Schedules: Variations From Canada Land Inventory Agricultural Capability Mapping

1.0 Purpose

The Provincial Policy Statement defines prime agricultural land as “land that includes specialty crop areas and/or Canada Land Inventory Classes 1, 2 and 3 soils”. On the map schedules to the draft Official Plan some lands having soils with Classes 1, 2 or 3 capability for agriculture as mapped by the CLI have not been included in the Agricultural designation. In its review of the draft Official Plan, the Ministry of Agriculture and Food asked for an explanation of these aspects of the proposed Agricultural designation. This report has been prepared in response to the Ministry’s request. Although the attached maps also show a few small areas where lower class lands have been included in the Agricultural designation, those areas are not specifically discussed in this report.

2.0 Background

In preparing an official plan it is frequently necessary to balance information and policies that are broadly based against the variety of details that relate to the specifics of local areas and individual properties. This is an important aspect of delineating prime agricultural areas at a scale that is meaningful in the context of an official plan.

While CLI mapping was a principal reference in the preparation of the map schedules to the draft Official Plan, it was not the only factor considered in mapping the Agricultural designation. In addition, consideration was given to such aspects as the fragmentation of properties by physical features, areas of fragmented land ownership and reduced lot sizes, and the presence of sensitive land uses. This approach resulted in a land use designation that, while not as detailed as would be typical of a zoning by-law, does reflect important smaller scale local factors that can constrain an area’s agricultural use or potential.

3.0 Methodology

The attached copies of the draft Schedules A-1 to A-5 of the Official Plan show areas of Classes 1 to 3 soils that are designated Rural as well as areas of Classes 4 to 7 and organic soils that are included within the draft Agricultural designation. Each of the former areas have been numbered and the following section provides descriptions of the principal features in each area that formed the basis for their exclusion from the Agricultural designation.

The research on these areas principally consisted of air photo interpretation; reviewing of lot configuration mapping; studying mapping of natural and hazard related features such as watercourses, floodplains, wetlands and woodlands; and examining documentation relating to development proposals and some of the local land uses. Although the findings of the Soil Survey of Dufferin County were referenced in some areas, there were no detailed field studies of soils or the specific characteristics of individual agricultural uses in the delineated areas.

The principal factors identified as contributing to the lowering of the quality of an area's agricultural resource base or potential were:

- fragmentation of existing or potential agricultural lands by physical features such as wetlands, watercourses or hazards such as floodplains or slopes;
- patterns of land ownership fragmentation resulting in smaller and/or irregularly shaped lots and land holdings; and,
- the proximity of existing or potential sensitive or incompatible uses including primarily nonfarm residences.

Again it should be noted that the information provided in the following section relates to only those areas of predominantly CLI Classes 1 to 3 soils that are not designated Agricultural in the draft Plan. These areas are identified and numbered on the attached map schedules from the draft Official Plan. Consistent with the approach taken throughout the Plan, their outer boundaries generally follow either lot lines or the

boundaries of the Environmental Protection designation. While most of these areas do include some agriculturally used lands, the presence of the described constraints has resulted in their inclusion in the Rural rather than the Agricultural designation.

4.0 Agricultural Constraints in The Identified Areas

4.1 Area 1, Draft Schedule A-1

This is an area having a frequently discontinuous pattern of good and poor agricultural soils combined with scattered areas of wetlands and woodlands, some of which are rather extensive. There are also small streams and drains that further dissect parts of this area. Scattered along Highway 10 on the west side of the area are small primarily residential lots along with a golf course in the northwestern section.

4.2 Area 2, Draft Schedule A-1

The triangular western portion of this area has an irregular lot configuration which is fragmented by a central watercourse and a few small residential lots. There is a mixture of several soil types in this small area, some of which have poor drainage and at least one is not highly rated for agricultural production. Bounded by wetlands and roads, this section has a relatively small area of cultivated land.

The lands east of the 8th Line NE are also bounded, in part, by wetlands along with floodplains. These features, in combination with some small watercourses and drains, result in some irregular field shapes and cultivated areas. Some of the agricultural parcels in this area are rather small. There is also a variety of soil types including both high quality agricultural soils such as the Honeywood silt loam and some poor agricultural soils, primarily the Donnybrook sandy loam.

4.3 Area 3, Draft Schedule A-1

The area contains relatively small sections of cultivated lands that are broken by streams and floodplains in the central and western areas. There is a lack of soil uniformity with small areas of both good and poor quality soils in terms of agricultural

capability. The small somewhat irregularly shaped areas of cultivation are further disrupted and compromised by the presence of four small residential lots.

4.4 Area 4, Draft Schedule A-1

This part of the Township contains a relatively small area of cultivated land bordered almost continuously on three sides by wetlands and reforested areas. The cultivated areas are disrupted by unfarmed lands and features. Although the area has some high capability soils, it borders on a rather large area of Donnybrook soil which has little agricultural capability. There are some smaller residential lots bordering the area on the east side of the 8th Line NE.

4.5 Area 5, Draft Schedule A-1

This is a small area containing two relatively limited sections of cultivated lands. There is an elongated area of less than 40 hectares of Harriston soil to the north and a relatively small area of Embro Fine Sandy Loam is being farmed in the south. The latter soil and most other soils in the area are classified as having either imperfect or poor drainage, although there is a municipal drain crossing the central part of this area. Forest cover is now returning to some of the lands in that central area.

4.6 Area 6, Draft Schedule A-1

The area is relatively small and irregularly shaped and those characteristics also apply to the area of cultivation. There is a mixture of soil types with the poor quality Donnybrook soil being rather prominent. The area is bordered by wetlands to the west and south which may contribute to the presence of imperfectly drained Embro soil and poorly drained Parkhill soil in the area.

4.7 Area 7, Draft Schedule A-2

There are about 50 hectares of cultivated Harrison Silt Loam in the elongated area between the flood plain and woodlands to the south and the Township's northern boundary. Although these are good agricultural soils, they are limited in extent,

somewhat irregularly shaped and the central portion appears to be subject to seasonal wetness. There are five nearby residential lots.

4.8 Area 8, Draft Schedule A-2

This is a small area of primarily residential lots and woodlands. There is a watercourse and the associated floodplain crossing through the middle of the area. There is a small, relatively isolated area of cultivated land at the western end of the area in the vicinity of the curve in the road. The area's predominate soil is Dumfries Loam, a soil that typically is situated in areas of steep topography with low capability for agriculture. This is predominantly a wooded residential area that is not linked to the agricultural lands to the south.

4.9 Area 9, Draft Schedule A-2

While including some good soils, this is an area of some diversity in natural features and considerable diversity in parcel sizes. The main soil types are the Harriston Loam, Brantford Silt Loam and Caledon Sandy Loam. These soils are found within an area bordered generally by the slopes, woodlands and flood plains of the Noisy River to the north and a smaller stream to the south. They are also found within an area of relatively small and occasionally irregularly shaped properties, some of which are used either partially or fully for agriculture and many others that are residential.

In the 140 hectare area bounded by County Road 124 and 30 Sideroad, there are a total of 14 properties. The average property size is approximately 10 hectares. The woodland, slope and flood plain features bordering the area also extend into some of the agriculturally used properties thereby further fragmenting the agricultural resource on these undersized properties.

4.10 Area 10, Draft Schedule A-2

The soils here are a mixture of primarily good Honeywood soils and muck soils associated with area wetlands. There has also been some land division here with the area having one 40 hectare lot and three others of 24, 20 and 16 hectares. The

combination of lot structure, wetland intrusions and flood plains associated with a nearby watercourse reduce the area's agricultural potential.

4.11 Area 11, Draft Schedule A-2

These lands consist of three small areas of predominantly nonagricultural uses. The area is surrounded by or is adjacent to areas of wetland and/or flood plain. The two northern sections include residential lots while the southern area encompasses natural forest, reforestation and part of an agriculturally used parcel.

4.12 Area 12, Draft Schedule A-2

The area is either divided or bounded by two watercourses. These features, in combination with flood plains, woodlands and wetlands, essentially eliminate the possibility of agricultural uses throughout much of this area. There is some agricultural activity only in the northern part of the area on relatively small lots. There are several small residential lots in the south and east sections. In the east side of the area agricultural use is limited by the narrow configuration of the lands between the stream and the County Road, in combination with the presence of some small residential lots.

4.13 Area 13, Draft Schedule A-3

Bordering the northwestern boundary of the Township, this area contains large areas of wetlands, forests, reforested lands and watercourses, all of which limit its potential for large scale agricultural operations. Almost all of the east half consists of wetlands, forests and reforested areas. Similar features are also found in the west half, west of the 2nd Line, with some limited agricultural activity on lands that generally appear to be difficult to farm, possibly as a result of the presence of imperfectly drained Wiarton loam soil.

4.14 Area 14, Draft Schedule A-3

In the triangularly shaped portion of this area lying west of the 4th Line, there appears to be only one agricultural operation with the remainder of this area consisting of

primarily forested wetlands, creeks and reforested lands. The lands east of the 4th Line and south of 250 Sideroad consist of a narrow area of reforested lands adjacent to a large wetland.

4.15 Area 15, Draft Schedule A-3

While there are some agricultural operations in this area, farming activity is constrained by one large central forested wetland, several dispersed smaller wetlands and the associated watercourses and drains.

4.16 Area 16, Draft Schedule A-3

Most of this area extending south from Corbetton consists of two wetlands, one of which is quite large. As a result, there is very little agricultural activity or potential in the area.

4.17 Area 17, Draft Schedule A-3

This area is dominated by a large wetland that is bordered by small areas of agriculture and residential lots along both the 2nd and 4th Lines. The relatively small size and irregular configuration of the agricultural parcels, combined with the associated streams and drains and some nonfarm residential uses constrain the area's agricultural utility.

4.18 Area 18, Draft Schedule A-3

This small area contains a very limited amount of agriculturally used land. It abuts wetland and forested flood prone lands on two sides and has been fragmented by the presence of some smaller lots.

4.19 Area 19, Draft Schedule A-4

Situated north and northeast of Riverview, this area contains the Grand River, associated tributaries and drains, and the related flood plain areas. Those features, in

combination with a large central woodland and some smaller lots, reduce the area's agricultural potential.

4.20 Area 20, Draft Schedule A-4

The Grand River and several tributaries and drains flow through this area in the southwestern section of the Township. That extensive system of watercourses and floodplains, along with some large woodlands and scattered wetlands, are constraints to agriculture in this area.

4.21 Area 21, Draft Schedule A-4

This area includes two large wetlands along with parts of two watercourses and a number of minor streams and drains. These features and the associated flood prone lands physically fragment the area and limit its use for agriculture.

4.22 Area 22, Draft Schedule A-4

A large elongated area of wetlands and woodlands extends in an generally north-south alignment through the center of this area. This feature is an agricultural constraint along with the presence of the former rail corridor in the south and the area's dispersed pattern of somewhat smaller lots.

4.23 Area 23, Draft Schedule A-4

This is an area containing wetlands in the south and west and bordering a large wetland to the east and northeast. These features along with the presence of dispersed smaller lots limit the area's agricultural potential.

4.24 Area 24, Draft Schedule A-4

Features of concern in this area include the large wetland in the center, the wetlands and watercourse in the south, and the watercourse and associated floodplain in the

north. There are also some smaller lots in the southern and central sections. These are all factors that have the potential to adversely impact agricultural uses.

4.25 Area 25, Draft Schedule A-4

This is an area of extreme ownership fragmentation. It consists of 19 irregularly shaped lots, most having an area of approximately 4 or 5 hectares. There are nonagricultural uses in the area with the potential for more as the owners of currently vacant lots eventually decide to build a dwelling on their property.

4.26 Area 26, Draft Schedule A-5

The area is centered on a large woodland containing both reforested lands and natural forest. There is a residential subdivision under construction in the south with an agricultural use in the north bordered by small lots with nonagricultural uses on the north and east. It is an area of limited agricultural potential.

4.27 Area 27, Draft Schedule A-5

In the area west of the 4th Line, licensed sand and gravel pits in both the north and south sections, large wetlands, flood prone areas and wooded areas throughout the central section and some dispersed small residential lots both in and near the area are all factors contributing to the area's agricultural constraints. In the section of this area located east of the 4th Line and south of County Road 17, another extensive area of floodplains and forests fragment and constrain the agricultural lands.

4.28 Area 28, Draft Schedule A-5

In this area there are sensitive uses such as nonfarm residences, commercial and industrial uses sited on small lots along almost the entire length of County Road 17 as well as on parts of County Road 124. The presence of these potentially incompatible uses as well as the irregularly shaped farm properties resulting from the creation of these lots are constraints for agricultural uses in this area.

4.29 Area 29, Draft Schedule A-5

Much of the lands found west of Line 4 in this area are fragmented by watercourses and the associated wooded floodplains as well as extensive wetlands. In the central section between the 3rd and 4th Lines there are streams, floodplains and wetlands in both the north and south with some extensions into the center area. There are also several smaller primarily residential lots in this section. East of Line 3 there is a large area of floodplain and woodlands extending from the northwest to the area's midpoint on County Road 124 and extending across that road into the west half of Concession 1. Fronting on the east side of the 3rd Line is an area of fragmented ownership including 19 four hectare lots as well as a number of other small lots. Those lots are bordered on the south by two watercourses with an associated wetland and floodplain. In the west half of Concession 1 east of the County Road there is part of a golf course to the north, fragmented wooded areas south of the golf course and extensive wooded and flood prone lands south of 5 Sideroad. All of these physical, land use and ownership characteristics limit the area's agricultural potential.

4.30 Area 30, Draft Schedule A-5

Part of a golf course and flood prone lands occupy a large portion of the north half of this area. There is a small watercourse and woodland in the central part north of 5 Sideroad. A small watercourse, a wooded area and a floodplain, together with a closed landfill site, are found in the central part of the lands south of that road. These features all have the potential to constrain agricultural uses.

4.31 Area 31, Draft Schedule A-5

Most of the limited number of larger properties having some agricultural potential in this area are fragmented by streams and their associated floodplains including a large area in the central section. There are also several smaller lots in this area including ones having nonfarm residences. The area's location adjacent to the boundary of the Town of Shelburne and the associated urban uses is another constraint to agricultural uses.

4.32 Area 32, Draft Schedule A-5

Agriculture in much of this area is constrained by a large wetland covering over one third of the area, streams and associated floodplains in the northern section, scattered smaller wetlands along with streams and drains in the southern section, and, in the east central section, smaller residential lots and the area's proximity to the urban boundary.

5.0 Conclusion

The delineation of the Agricultural designation in the draft Official Plan is intended to recognize the Township's prime agricultural resource areas while also reflecting the specific local circumstances in the Township that place constraints on the use of those resources. Such characteristics and features frequently cannot be reflected in the large scale mapping used in the Canada Land Inventory.

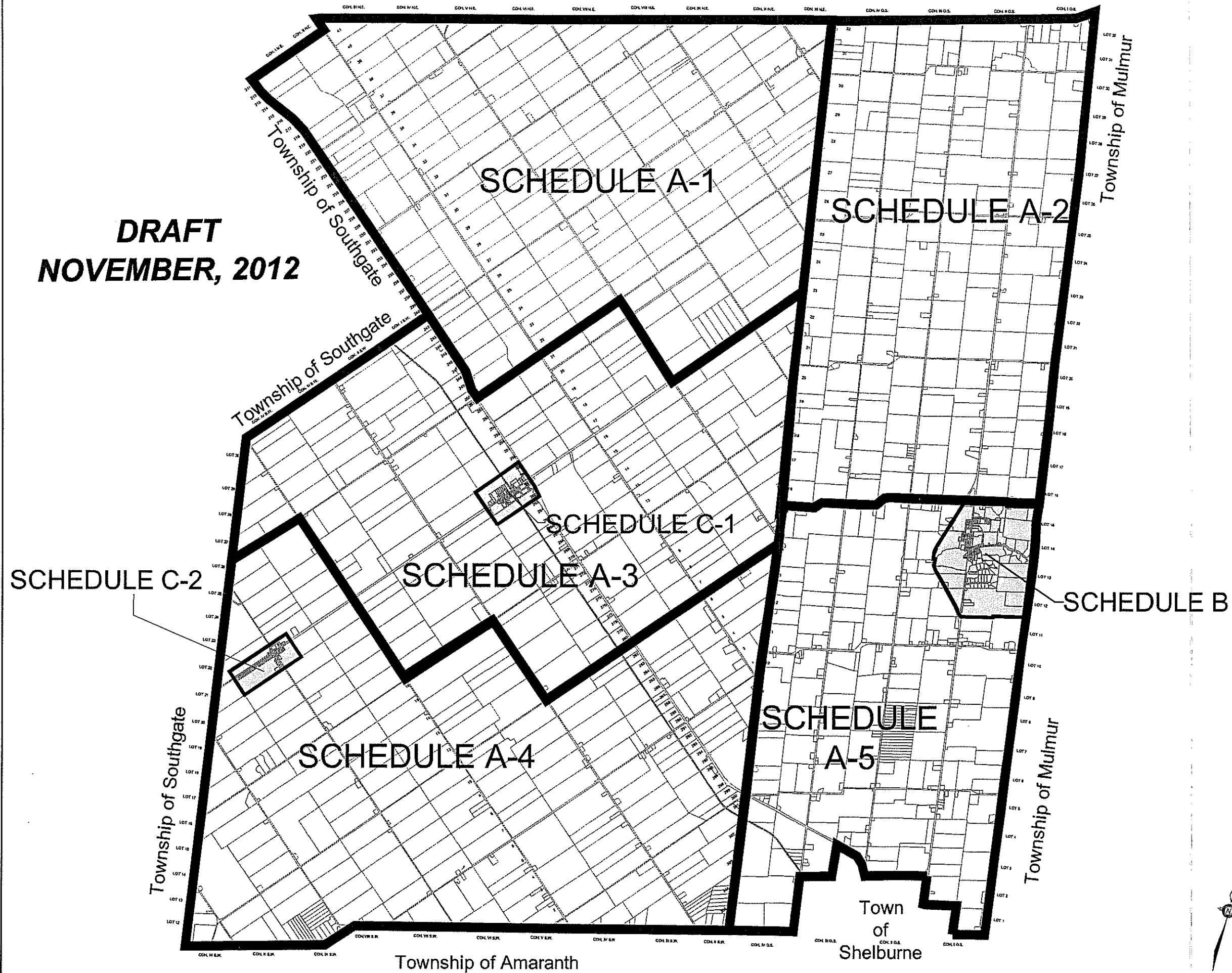
This approach respects the provisions of the Planning Act requiring local plans and planning decisions to be "consistent with" Provincial documents such as the Provincial Policy Statement. The proposed Agricultural designation is intended to be consistent with the policies of the PPS concerning prime agricultural lands and areas. The identification of such lands and areas cannot be based solely on soil capability and the proposed designation therefore includes a consideration of other factors such as the presence of sensitive land uses, the land's physical features and the patterns of land ownership. This approach ensures that the areas with the best agricultural resources are appropriately designated.



G. W. Jorden, RPP

PROPOSED "A" SCHEDULES
SHOWING SUBJECT AREAS

**DRAFT
NOVEMBER, 2012**

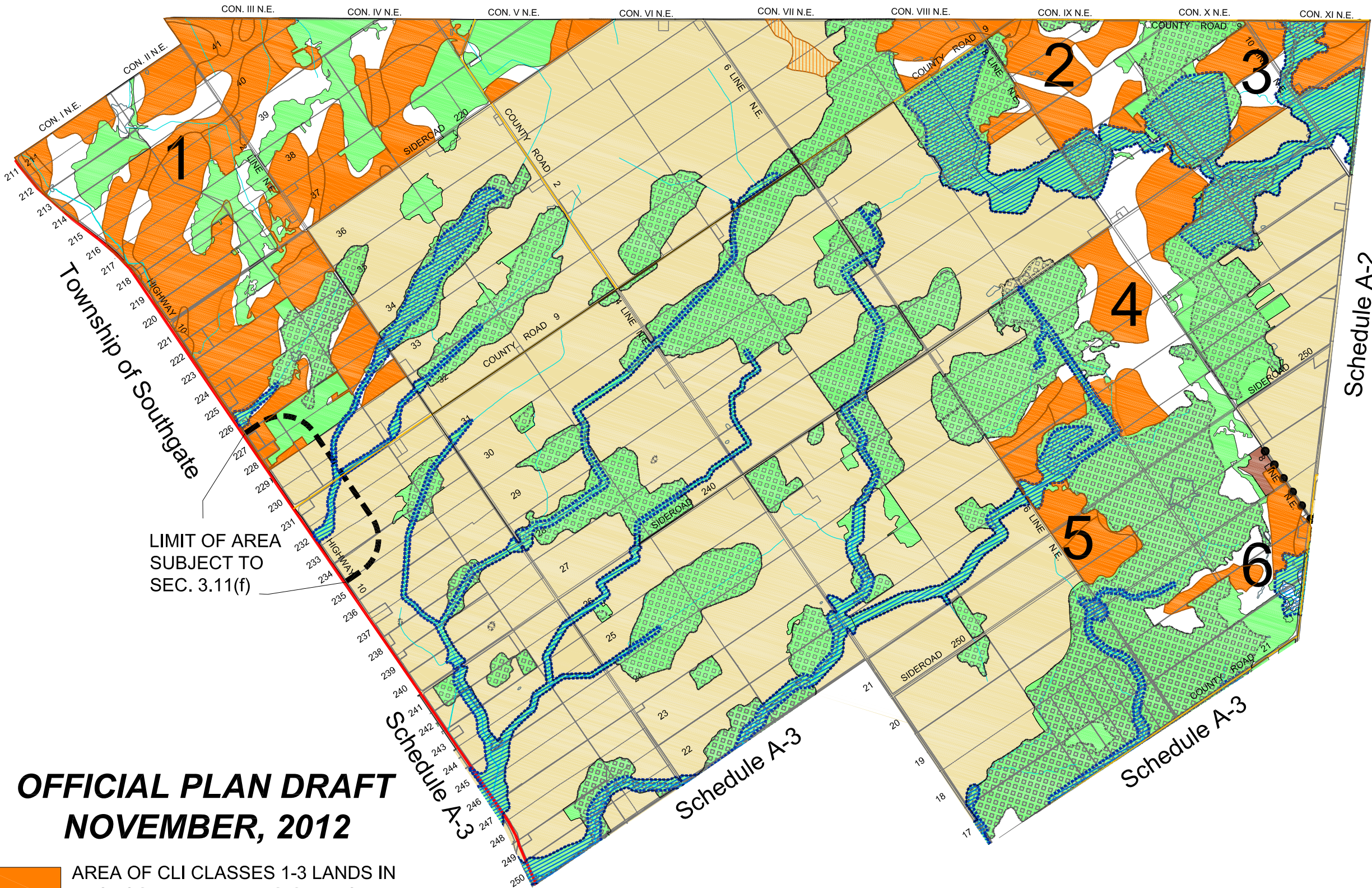


**SCHEDULE A
KEY MAP
LAND USE & ROADS PLAN
OFFICIAL PLAN
FOR
TOWNSHIP OF
MELANCTHON**



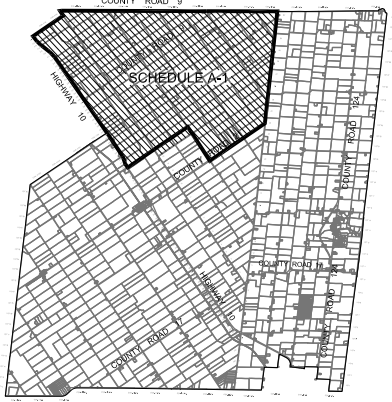
CLI Agricultural Land Classes and Proposed Agricultural & Rural Designations

Municipality of Grey Highlands

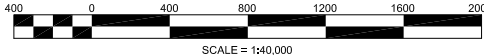


**OFFICIAL PLAN DRAFT
NOVEMBER, 2012**

- AREA OF CLI CLASSES 1-3 LANDS IN PROPOSED RURAL DESIGNATION
- AREA OF CLI CLASSES 4-7 LANDS IN PROPOSED AGRICULTURAL DESIGNATION



SCHEDULE A-1 LAND USE & ROADS PLAN OFFICIAL PLAN FOR TOWNSHIP OF MELANCTHON

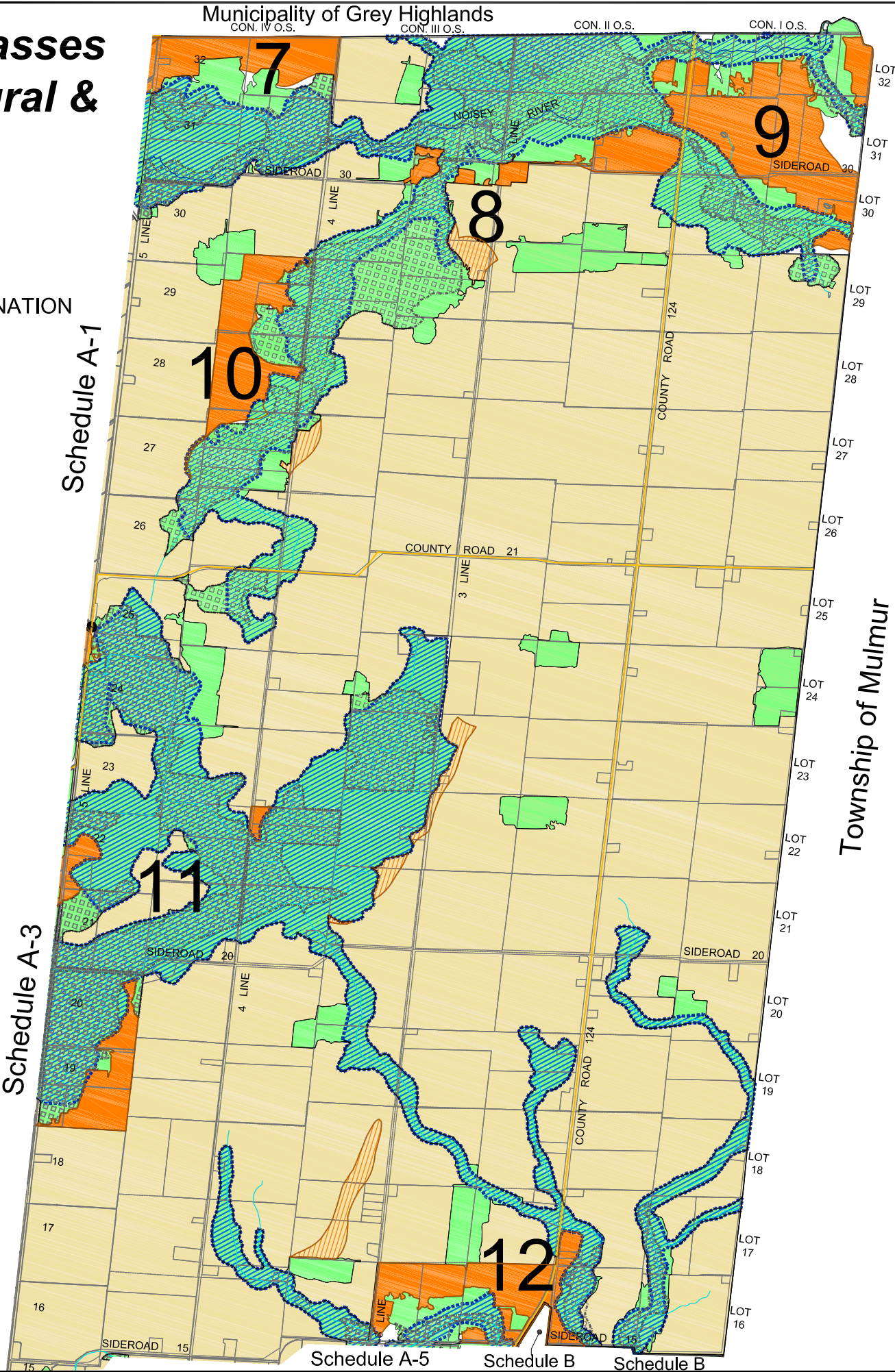


- AGRICULTURAL
- RURAL
- ENVIRONMENTAL PROTECTION
- FLOODPLAIN (Also see Section 5.4.2. (u))
- WETLAND
- EXTRACTIVE INDUSTRIAL
- LIGHT INDUSTRIAL
- PROVINCIAL HIGHWAY
- ARTERIAL ROAD
- LOCAL ROAD
- MINERAL AGGREGATE HAUL ROUTE
- RAIL LINE RIGHT-OF-WAY

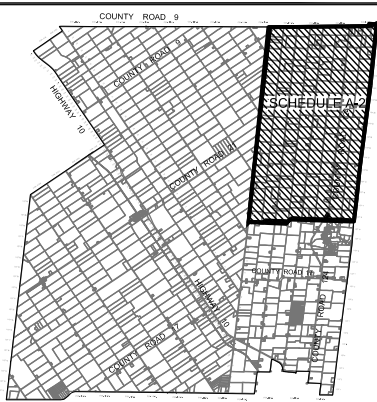


CLI Agricultural Land Classes and Proposed Agricultural & Rural Designations

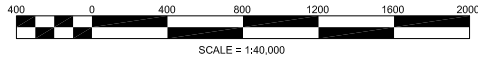
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- AREA OF CLI CLASSES 4-7 LANDS IN PROPOSED AGRICULTURAL DESIGNATION



OFFICIAL PLAN DRAFT
NOVEMBER, 2012



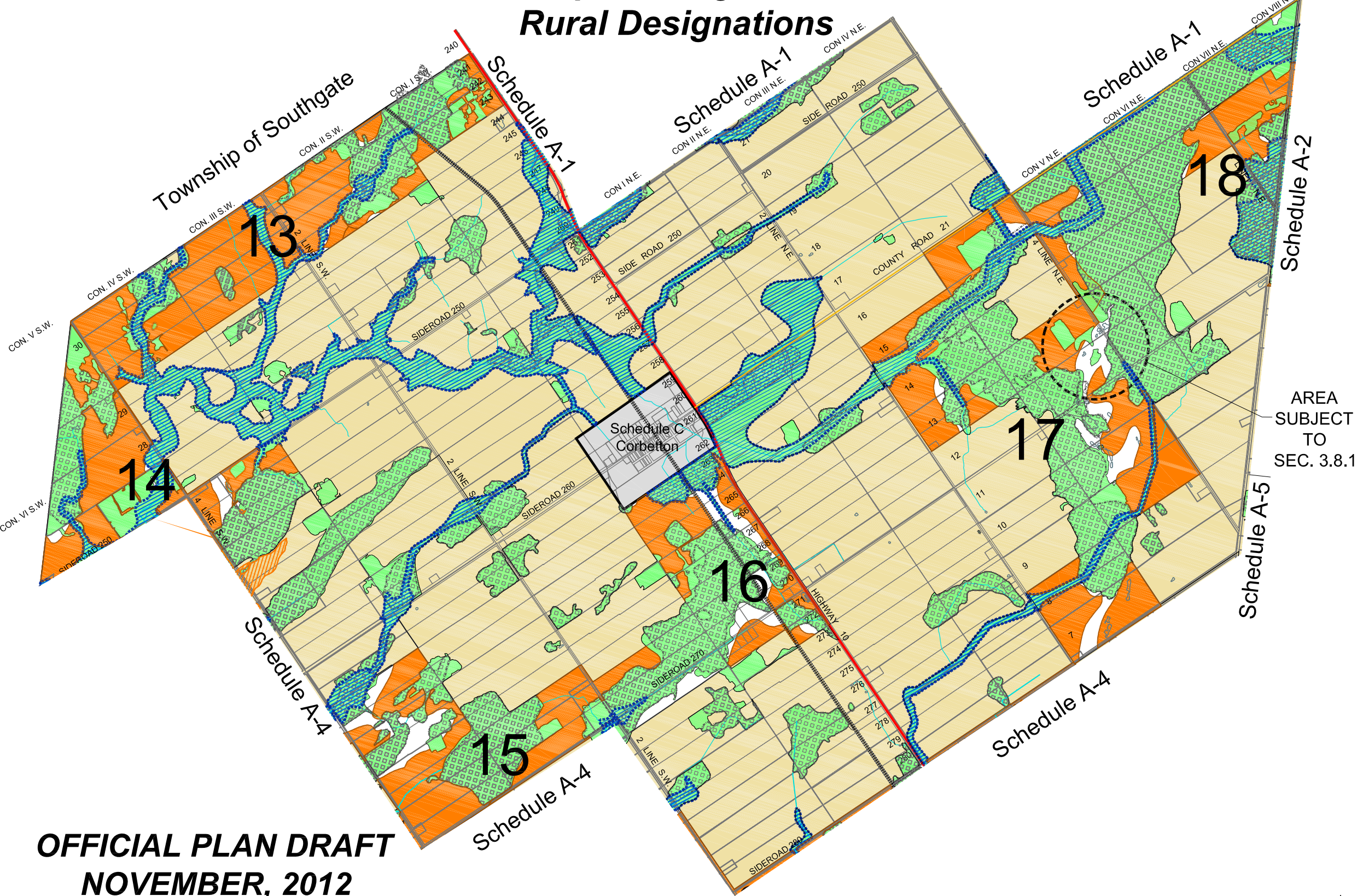
SCHEDULE A-2 LAND USE & ROADS PLAN OFFICIAL PLAN FOR TOWNSHIP OF MELANCTHON




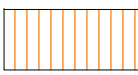
- AGRICULTURAL
- RURAL
- ENVIRONMENTAL PROTECTION
- FLOODPLAIN (Also see Section 5.4.2. (u))
- WETLAND
- EXTRACTIVE INDUSTRIAL
- LIGHT INDUSTRIAL
- PROVINCIAL HIGHWAY
- ARTERIAL ROAD
- LOCAL ROAD
- MINERAL AGGREGATE HAUL ROUTE
- RAIL LINE RIGHT-OF-WAY

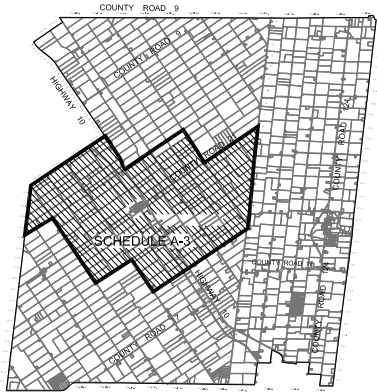


**CLI Agricultural Land Classes
and Proposed Agricultural &
Rural Designations**

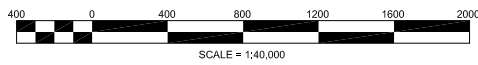


**OFFICIAL PLAN DRAFT
NOVEMBER, 2012**

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 AREA OF CLI CLASSES 1-3 LANDS IN PROPOSED RURAL DESIGNATION
- 
 AREA OF CLI CLASSES 4-7 LANDS IN PROPOSED AGRICULTURAL DESIGNATION



**SCHEDULE A-3
LAND USE & ROADS PLAN
OFFICIAL PLAN
FOR
TOWNSHIP OF
MELANCTHON**

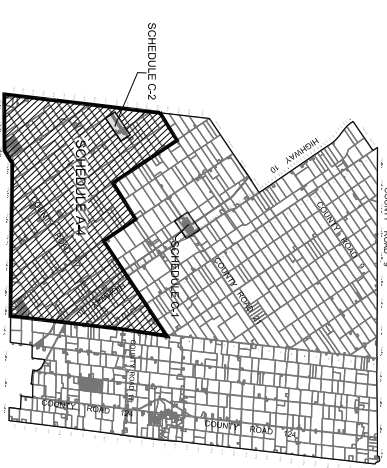
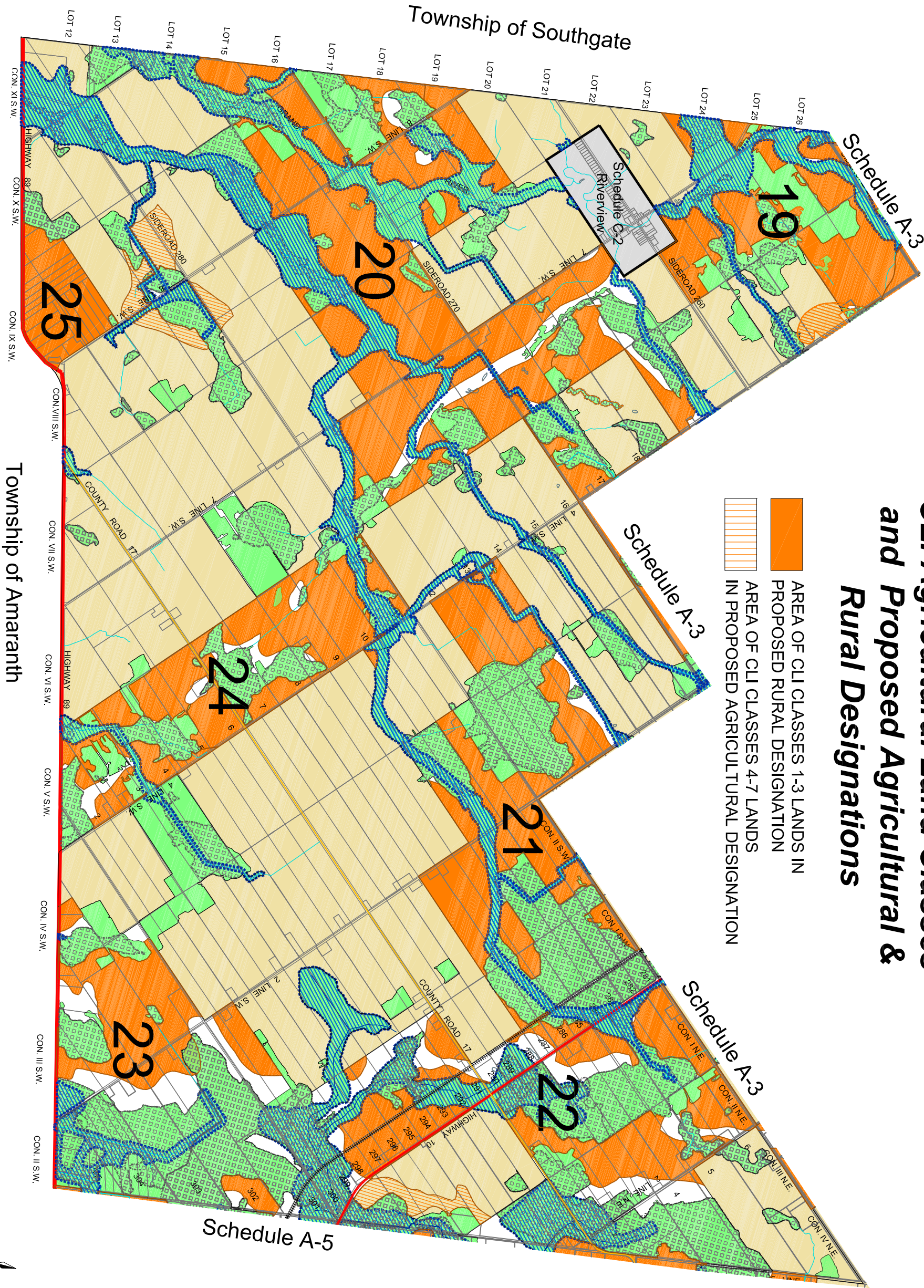


- 
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- 
 RURAL
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 ENVIRONMENTAL PROTECTION
- 
 FLOODPLAIN
(Also see Section 5.4.2. (u))
- 
 WETLAND
- 
 EXTRACTIVE INDUSTRIAL
- 
 LIGHT INDUSTRIAL
- 
 PROVINCIAL HIGHWAY
- 
 ARTERIAL ROAD
- 
 LOCAL ROAD
- 
 MINERAL AGGREGATE HAUL ROUTE
- 
 RAIL LINE RIGHT-OF-WAY

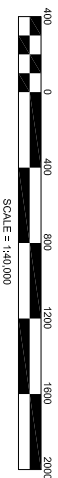


CLI Agricultural Land Classes
and Proposed Agricultural &
Rural Designations

- AREA OF CLI CLASSES 1-3 LANDS IN PROPOSED RURAL DESIGNATION
- AREA OF CLI CLASSES 4-7 LANDS IN PROPOSED AGRICULTURAL DESIGNATION



SCHEDULE A-4
LAND USE & ROADS PLAN
OFFICIAL PLAN
FOR
TOWNSHIP OF
MELANCTHON



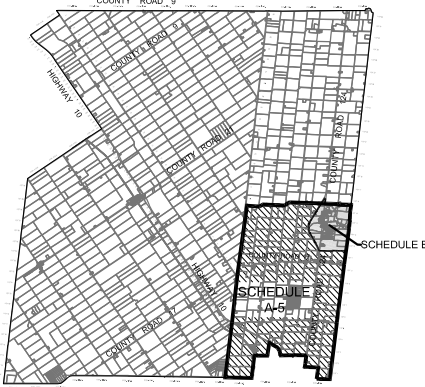
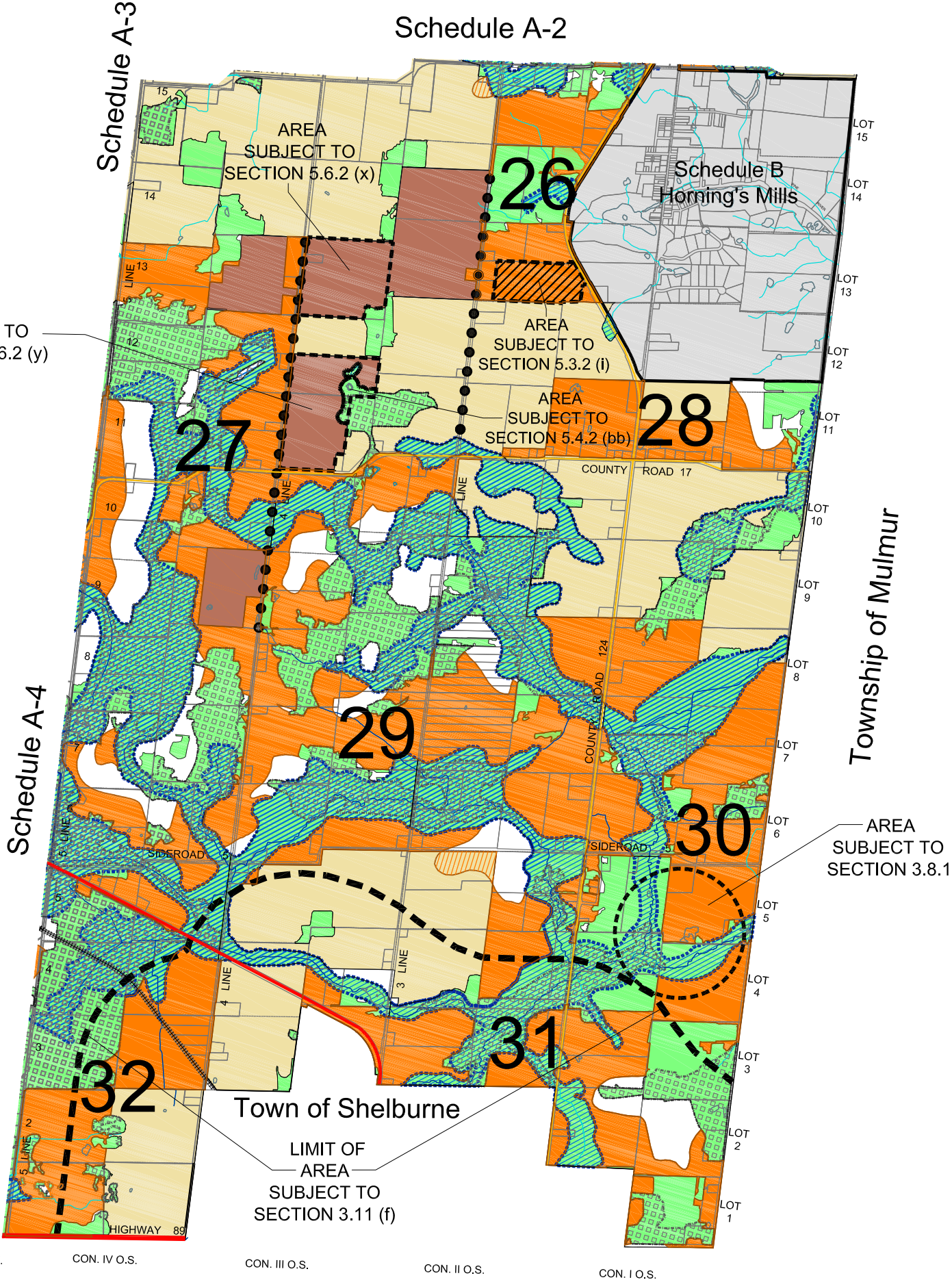
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- RURAL
- ENVIRONMENTAL PROTECTION
- FLOODPLAIN (Also see Section 5.4.2. (u))
- WETLAND
- EXTRACTIVE INDUSTRIAL
- LIGHT INDUSTRIAL
- PROVINCIAL HIGHWAY
- ARTERIAL ROAD
- LOCAL ROAD
- MINERAL AGGREGATE HAUL ROUTE
- RAIL LINE RIGHT-OF-WAY



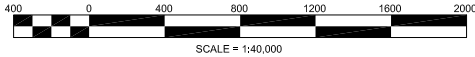
OFFICIAL PLAN DRAFT
NOVEMBER, 2012

CLI Agricultural Land Classes and Proposed Agricultural & Rural Designations

- AREA OF CLI CLASSES 1-3 LANDS IN PROPOSED RURAL DESIGNATION
- AREA OF CLI CLASSES 4-7 LANDS IN PROPOSED AGRICULTURAL DESIGNATION



SCHEDULE A-5 LAND USE & ROADS PLAN OFFICIAL PLAN FOR TOWNSHIP OF MELANCTHON



- AGRICULTURAL
- RURAL
- ENVIRONMENTAL PROTECTION
- FLOODPLAIN (Also see Section 5.4.2. (u))
- WETLAND
- EXTRACTIVE INDUSTRIAL
- LIGHT INDUSTRIAL
- PROVINCIAL HIGHWAY
- ARTERIAL ROAD
- LOCAL ROAD
- MINERAL AGGREGATE HAUL ROUTE
- RAIL LINE RIGHT-OF-WAY



OFFICIAL PLAN DRAFT
NOVEMBER, 2012

December 24, 2013

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

Dear Ms. Holmes:

Re: Proposal for the Preparation of a Development Charges Study

Further to our previous communication regarding a formal proposal for the preparation of a Development Charges Background Study, we are providing the following for your consideration.

1. STUDY TEAM EXPERIENCE AND PROPOSED STAFFING

1.1 Watson & Associates Economists Ltd.

Watson & Associates Economists Ltd. is a firm of municipal economists, planners and accountants which has been in operation since 1982. With a municipal client base of more than 250 Ontario municipalities and utility commissions, many of which are long-term repeat clients, the firm is recognized as a leader in the municipal finance/local government field. The firm has a committed twenty-person staff that has worked together for many years. The firm's principals have participated extensively as expert witnesses on municipal finance matters at the Ontario Municipal Board for over 30 years.

Our firm has undertaken over one-half of the consulting work done in Ontario in the Development Charges (DC) field during the past decade. We also had the experience with the Township of Puslinch (Township) through the preparation of the 2009 DC Background Study. In addition to conducting policy studies and co-ordinating by-law preparation and adoption processes, we have carried out numerous special issue studies, provided continuing advice to municipalities on development charge study in specific situations and have presented papers on the DCA at numerous municipal conferences. We have also participated in numerous OMB Hearings and processes thereon.

Due to the large number of development charge studies completed by our firm, Watson has the significant advantage of being able to assemble a solid information base, which when coupled with our sound working relationships with municipal staff and others, enables us to facilitate the development of

consensus around controversial issues. Public participation, particularly from the key stakeholders, is very important. Our approach is designed to ensure that material is presented in an understandable format, in order to encourage public input in the development of recommendations and future directions as part of a study process.

1.2 Staffing for the Assignment

The following staff members are available to assist the Township in its preparation of a DC Background Study, DC By-law and the related public process:

Andrew Grunda, MBA, CMA – Principal, would represent the firm as Project Manager and be responsible for all facets of the study. Andrew has been with the firm since 1996 before which he worked for the former Regional Municipality of Hamilton-Wentworth, Finance Department. He is presently a member of the firm's senior management group, which develops interpretations of legislative requirements, as well as methodologies and formats and determines alternative policy strategies for all facets of the corporate assignments. He has prepared Development Charge Studies for numerous municipalities including the Township's 2009 DC Background Study, as well as studies for the municipalities of Mono, East Luther Grand Valley and Southgate. He has assisted a number of municipalities in addressing financial matters arising from changes in the water and wastewater industry, and the development application approvals process. Andrew has undertaken numerous lectures and seminars on municipal finance strategies and policy for MFOA and AMCTO and has appeared before the OMB providing expert witness testimony..

Erik Karvinen, MCIP, RPP – Senior Consultant, would be responsible for conducting all growth forecasting involved in the project. Erik joined Watson & Associates in 2008 and since this time he has developed extensive experience in industrial lands studies, demographic and economic forecasting and growth management strategies across Canada. He also has over 10 years' work experience in transportation planning and GIS. His previous planning experience includes working as a transportation planner for a Florida-based consulting firm and as a planner for a regional planning agency in Connecticut. Erik holds a Master of Urban Planning degree from McGill University and a Bachelor of Commerce (Honours) degree with a focus in marketing and economics from Queen's University.

Ryan Zheng, BBA, MA – Research Consultant, would assist in data collection, analysis and report preparation. Ryan specializes in the areas of municipal finance and economic planning. Since joining the firm in the fall of 2013, He has assisted in the preparation of development charge background studies, water and wastewater rate studies and user fees studies for our municipal clients. Previously he worked as a public investment fund analyst for Ontario Ministry of Economic Development, Trade and Employment. He brings a combination of finance and economics experience to the organization.

Curriculum vitae for each of the above individuals are included in Appendix A and can also be found on the company's website www.watson-econ.ca.

2. UNDERSTANDING THE PROJECT

Beyond the fundamental requirements of producing a DC Background Study and DC By-Law, in a timely fashion, which is in accordance with the DCA, 1997 the assignment must have proper regard for several key inputs into the study process, including the Township's latest growth projections, building activity projections, and development inventory, as well as the Township's Official Plan, Master Plan(s), Transportation Studies, other capital related studies, and previous Development Charges Background Studies, etc.

In Watson's experience, the assignment ultimately comes down to the following key matters:

- communicating to Council, in an accurate and understandable fashion, what the Township's DC recoverable, development-related costs are for the planning period and the potential policy options for implementation;
- ensuring, insofar as it is possible, that the development community and any other interested parties accept the legitimacy of the growth forecast, charge calculations and implementation policies, in order to minimize the possibility of appeals;
- working with Township Staff to craft policy in terms of exemptions, reductions, and phasing-in, which serve to minimize undesirable development impacts of the charge, while encouraging sought-after development where possible;
- working with Township Staff to ensure that the capital construction schedule in the DC document can be accommodated by the Township, in terms of contributions, and will enable the necessary servicing to be put in place; and
- ensuring that implementation issues have been considered, in order to minimize the likelihood of appeals, complaints, reserve fund draw disputes and other problems associated with the By-law and/or Background Study.

3. METHODOLOGY & APPROACH

3.1 DC Methodology

The *Development Charges Act, 1997* provides a specified number of steps, which must be undertaken in the calculation of a development charge. Figure 3-1 illustrates diagrammatically our firm's understanding of the methodology required. A brief discussion is provided below:

Step 1 involves estimating the anticipated amount, type and location of development for which development charges can be imposed. This estimate is needed for the first two five year periods and then to the end of the planning period. Annual estimates do not appear to be mandatory.

Step 2 involves the exclusion of all ineligible services from the calculation, as any expenditure in this area must be made from the tax base, user rates, etc.

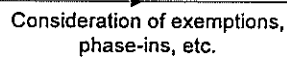
Step 3 requires that "the increase in the need for service attributable to the anticipated development...be estimated for each service" that is involved. This replaces the "growth-related net capital cost" reference in the old Act. This estimate does not appear to require project-specific consideration at this stage as it refers to "need" and not to "project solutions" or the means by which such needs are to be met. It may therefore be appropriate to address it in terms of "service units." These are the same factors that can be used to measure past and future levels of service in a subsequent step.

Step 4 is to ensure that the increase in need included in Step 3 does "... not include an increase that would result in the level of service (for the anticipated development increment) exceeding the average level of that service provided in the municipality over the 10-year period immediately preceding the preparation of the background study. O.Reg. 82/98 (s.4) goes on to indicate that "... both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service."

Step 5 requires that for an increase in need to be included in Step 3, Council must indicate that it intends to ensure that such an increase in need will be met, presumably in accordance with the timing periods established in Step 1. Once again, this would appear to be a broad, need-related approval and not necessarily a long range capital budget approval.

Step 6 calls for an examination of the long term capital and operating costs for capital infrastructure to be included in the development charge background study and considered by Council before passing a DC by-law. Ideally, this information would be available to Council when it takes Step 5, but this does not appear to be a requirement and is dependent on the timing of the steps in the process. Steps 3 and 5 are early steps and Step 6 could occur later.

Step 7 involves removing from the DC calculation those kinds of local services for which the municipality can impose directly or indirectly a charge related to a development or a requirement to construct a service related to a development, by way of a condition or agreement under Section 51 or 53 of the *Planning Act*. It also involves ensuring that appropriate policies are established such that those services are, in fact, addressed subsequently in that fashion and are neither double-counted nor omitted.

FIGURE 3-1

Step 8 involves detailing the resultant increase in needs. The calculation of the net costs which can be recovered via DCs (Step 13) involves making four separate and additional deductions from the gross costs, as detailed in Steps 9-12.

Step 9 represents a deduction from the increase in the need for service attributable to the anticipated development that can be met using the municipality's excess capacity, other than excess capacity which is "committed," i.e. where Council has indicated a clear intention that it would be paid for by DCs or other similar charges, before or at the time it was created.

Step 10 involves a further reduction to the need, by the extent to which such an increase in service would benefit existing development. The level of service restriction in Step 4 is related, but not the same as this test. This is a potentially difficult adjustment to make, in that it could be argued that almost any new facility would have some impact on, and provide some benefit to, existing development (possibly other than some sanitary, storm, and water works, neighbourhood parks and other works which are highly localized to growth areas).

Step 11 involves reducing the capital costs necessary to provide the increased services (which is the first mention of such costs) by capital grants, subsidies and other contributions made or anticipated by Council and in accordance with various rules as to attribution between the share related to new vs. existing development.

Step 12 requires that a flat 10% reduction in capital costs (pre-deduction for grants and subsidies) be made for services such as day care, social service, and ambulance, administration facilities not falling into the headquarters for general administration category, as well as the cost of studies, borrowings, rolling stock, furniture and equipment, associated therewith.

Step 13 involves tabulating the total capital costs considered above by service in terms of those that would benefit new development vs. those that would benefit existing development, and in each case, for those that will be incurred during the term of the proposed by-law vs. those which will not. The estimated and actual value of credits being carried forward is to be noted as well.

Step 14 involves increasing the costs set out in Step 13 where debenture debt is required and a cash flow analysis reveals a net financing cost requirement.

Step 15 involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis.

Step 16 involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges.

3.2 Approach & Time Schedule

We have prepared a detailed work program for undertaking the Development Charge Background Study and preparation and implementation of the by-law on behalf of the Township which is outlined in Figure 3-2.

Given that the Township's current DC by-law will expire in November 2014, we suggest project initiation with the first meeting in March 2014. The study process has been designed to provide the Township with a draft Development Charge Background Study in late June 2014. The statutory public meeting would occur in late August 2014 with final adoption of a DC by-law by the Township prior to bylaw expiry in November 2014. The study is considered to be "complete" for purposes of the legislation at the time of Council approval prior to by-law passage.

Our work plan includes 3 meetings with staff on the preparation of the DC Background Studies, as well as 1 statutory public meeting under the DCA.

**FIGURE 3-2
PROPOSED DC BACKGROUND STUDY WORK PLAN**

STUDY COMPONENT	KEY ELEMENTS
1. STUDY START-UP	1.1 Work program approval 1.2 Identification of policy and other special issues to be addressed during the study process 1.3 Review the Township's growth projections 1.4 Identify eligible DC services for review
2. DATA COLLECTION	2.1 Gather information regarding historical (past 10 yr.) asset inventories, capital budget projections and future capital requirements 2.2 Review relevant background studies (e.g. Master Plans, Servicing Studies, etc.) 2.3 Review long term debt and identification of existing facility oversizing
3. GROWTH PROJECTION DEVELOPMENT	3.1 Review the Township's growth forecast (residential, commercial, industrial, institutional, for 10 year, and OP Build out) and location
4. DEVELOPMENT CHARGE CALCULATION AND RULES	4.1 Determination of local service policies under subdivision or consent agreements. 4.2 Assessment of need for which Township services will be included. 4.3 Analysis of DC credit policy matters including any other relevant municipal agreement (as required). 4.4 Estimation of the costs to meet the increase in the need for service attributable to development, the required works, existing facility oversizing, consistent with not exceeding ten year service standard 4.5 Calculation of the development charges based on need for service identified in 4.2, reduced by: 4.5.1 any existing capacity created for which Council did not indicate DCs would be used (at the time the capacity was created) 4.5.2 the extent to which existing development would benefit from the increase in service 4.5.3 anticipated capital grants, subsidies or other contributions in respect of the capital costs 4.5.4 the percentages and capital cost exclusions as designated by the Act 4.6 Development of draft DC rules for exemptions, , phase-ins, indexing, charges for redevelopment, etc.
5. EXAMINATION OF LONG TERM CAPITAL/ OPERATING COSTS	5.1 Examine the long term capital and operating costs for capital infrastructure improvements
6 & 7. DRAFT DC BACKGROUND STUDY/REVIEW	6.1 Preparation of draft DC Background Study and By-law(s) 6.2 Determination of preliminary recommendations on categories of services (for reserve fund and credit purposes), by-law commencement date, expiry date, collection timing 7.1 Staff Review
8. PUBLIC CONSULTATION PROCESS	8.1 Advertisement and holding of statutory public meeting. Use of visual aids including PowerPoint. 8.2 Receipt and consideration of public submissions
9 & 10. FINALIZE DC BACKGROUND STUDY/BY-LAW PASSAGE	9.1 Finalization of draft DC Background Study for review with staff (conference call) 9.2 Preparation of (overview) public consultation report, including review of options and assessment of impacts 9.3 Preparation of addendum report (with revised calculation and policies, where applicable) 10.1 Receipt and consideration of by-law(s) by Council
11. IMPLEMENTATION PROCESS	11.1 Collection policies/process 11.2 By-law indexation 11.3 Reserve fund reporting requirements 11.4 Preparation of DC Public Information Pamphlet

4. FINANCIAL BUDGET AND OTHER MATTERS

4.1 Approach & Time Schedule

Table 4-1 summarizes our proposed budget for the project based on the items outlined in our work program. Our proposal includes 3 staff meetings and 1 public meeting, in addressing the DC requirements of the Township. Out-of-pocket disbursements for travel, courier, copying and related costs would be invoiced at cost. Additional meetings can be arranged at the Township's request. Our proposal does not include costs for legal or engineering input as we presume that the Township's data is of sufficient quality as to permit us to undertake the study immediately, and that the Township is able to arrange for these services directly if they are required.

We would be pleased to enter into a formal contract with the Township in this regard. We have also included draft terms and conditions for your consideration. Billings are prepared on a monthly basis, with payment anticipated within forty-five (45) days. The budget estimate includes delivery of an electronic version of the draft and final background reports. Should this budget not reflect the level of effort envisioned by staff, we would be pleased to review the scope of the work and budgetary requirement with you.

TABLE 4-1
Township of Melancthon
Development Charge Background Study
Detailed Estimate For Each Major Study Component

	Andrew Grunda, <i>Principal</i>	Erik Karvinen, <i>Senior Consultant</i>	Ryan Zheng, <i>Research Consultant</i>	Total Resource
Hourly Rates	\$ 250	\$ 170	\$ 115	
1. Study Start-up	4.0	4.0	2.0	10.0
2. Data Collection	4.0	4.0	10.0	18.0
3. Growth Projection Review	4.0	8.0	4.0	16.0
4. DC Charges Calculation and Rules	4.0	-	10.0	14.0
5. Examination of Long Term Capital/Operating	6.0		4.0	10.0
6. Prepare Draft DC Charge Studies	6.0	6.0	6.0	18.0
7. DC Background Study Draft	4.0		2.0	6.0
8. Public Meeting and Preparation	4.0	2.0	4.0	10.0
9. Finalize DC Charge Studies	6.0	-	4.0	10.0
10. By-law Passage	2.0	-	2.0	4.0
11. Implementation Process	2.0	-	2.0	4.0
Total Number of Hours	46.0	24.0	50.0	120.0
Total Fees	\$ 11,500	\$ 4,080	\$ 5,750	\$ 21,300
Disbursements (travel, telephone, courier, reports)				\$ 2,200
Total Budget (excl. HST)				\$ 23,500

4.2 Township Staff and Other Consulting Requirements

Our consulting team will rely on Township Staff to facilitate the gathering and production of information that is required during the DC Background Study. This will include, at a minimum, historical data to support a calculation of the previous 10-year average level of service for each service category included in the study and information regarding Council approved future capital requirements (as may be available in the Township's Capital Budget Forecast, staff reports, etc.). Township Staff will also be responsible for attending workshops with the consultant to discuss DC policy recommendations and to provide input and clarification regarding all aspects of the Background Studies, and for advertising, co-ordinating and attending public information meetings as applicable. The proposed timeline is provided on the basis that all information is provided to us in a timely manner.

4.3 Conflict of Interest

We have no potential conflict of interest that would compromise the performance of the work. Our client base is almost exclusively municipal and school board clients.

We trust the proposal includes the information you require. We would be pleased to discuss this proposal further with you if so desired.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.



Andrew Grunda, MBA, CMA
Principal

APPENDIX - TERMS AND CONDITIONS

Timely and Accurate Information

The Township agrees to use reasonable skill, care and attention to ensure that all information we may reasonably require is provided on a timely basis and is accurate and complete. The Township agrees to notify us if it subsequently learns that the information provided is incorrect or inaccurate or otherwise should not be relied upon.

Changes to Service

Either party may request changes to the Services. We shall work with the Township to consider and, if appropriate, to vary any aspect of the engagement, subject to payment of reasonable additional fees and a reasonable additional period to provide any additional Services. Any variation to the Contract, including any variation to fees, services or time for performance of the Services, shall be set forth in separate correspondence which shall form part of the Contract and to which these Terms and Conditions shall apply.

Reliance on Drafts

The Township acknowledges that draft reports or advice, whether oral or written, issued by us may be subject to further work, revisions and other factors which may mean that such drafts are substantially different from any final report or advice issued.

Payment Terms

Watson's policy is to bill monthly for work completed during the previous month, with payment net forty-five days. Watson provides invoicing with dockets of time and services provided. We reserve the right to charge interest at the rate of 1% per month for payment of any invoices not received within forty-five (45) days of billing.

Limitation of Liability

Watson & Associates Economists Ltd.'s entire liability to the client under this engagement for damages from any cause whatsoever shall not exceed the aggregate of the amounts paid by you pursuant to this Contract Proposal.

Resolving Disputes

If any dispute arises between us, we will attempt to resolve the dispute in good faith by senior level negotiations. Where both of us agree that it may be beneficial, we will seek to resolve the dispute through alternative dispute resolution.

Confirmation of Terms of Engagement

Having read the above Proposal of Contract from Watson & Associates Economists Ltd., dated December 24, 2013, we agree to acceptance of this proposal and to engage Watson & Associates Economists Ltd. upon the terms set out therein.

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY

390 Hwy. 94
CORBEIL, ONTARIO
P0H 1K0



TEL.: 705-752-2740
FAX: 705-752-2452
email: municipality@eastferris.ca

October 16, 2013

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

Dear Premier Wynne:

Re: The Small, Rural and Northern Municipal Infrastructure Fund

I am writing to advise you of my great disappointment and concern with the recent announcement regarding the distribution of the \$100 million Small, Rural and Northern Municipal Infrastructure Fund. We received the announcement late Friday October 4th 2013.

Municipalities individually and collectively through AMO and ROMA/OGRA have provided honest and quantitative input to your government over the past year regarding the best method to distribute these monies. We have all put a great deal of effort into this process but obviously the consultations were a complete waste of everyone's time and energy. We are back to the hat in hand/lottery system for the distribution of funds. This is a total disregard for the input of the municipalities of this province.

In addition, municipalities are being given less than one month to choose a project and develop an Expression of Interest. Municipalities are currently working on their municipal asset management plans and preparing for their 2014 budget deliberations. Many asset management plans will not be completed before the end of this year yet we are all being asked to submit an Expression of Interest by November 1st 2013 which promotes poor priority planning and provides little time for proper decision making.

The proposed process is once again geared to larger urban municipalities which have the capacity to quickly respond to the Expression of Interest call and application submission rather than to the very Small, Rural and Northern municipalities which it is supposed to help.

We have been told that this program was truly going to be for small, rural and northern communities but the definition of 'small and rural' has been confirmed to include municipalities with a population of up to 100,000. We wonder how a city of 100,000 can be considered to be a small and rural community. This also means that 95 per cent of our municipalities will qualify.

JAN - 9 2014 (2)

Our Municipality was shut out of the first round of MIII funding last year and had to move forward and complete the selected road project this year, at our cost, which resulted in a tax increase for our ratepayers (3.4% this year).

We appreciate the funding that we have received over the years and more recently in 2009 through a Building Canada Fund Program and the NOHFC for the renovation of the East Ferris Community Centre/Arena which extended its life and allows us to continue to serve our residents and those of the surrounding communities. However, the Municipality of East Ferris has not received any substantial funding for our roads for over 5 years and we are in a difficult position. We were completely shut out of both the Stimulus Fund Program and the last Building Canada Fund (BCF) program for roads projects. We have seen the list of approved projects from that round of funding and are aware that while municipalities were told to submit no more than three stimulus fund applications and one BCF application many received far in excess of that number. One municipality received hundreds of approvals for millions of dollars. The total number of approved projects for the northern region was small in comparison to the number of approvals and the total value of approved projects for southern Ontario.

The Municipality of East Ferris has always managed its finances in a very responsible manner. However, we have been told the following on many occasions over the past few years:

1. Your reserves are too high, use them for infrastructure projects;
2. You have never borrowed, borrow for infrastructure projects; and
3. Your residents have a high income level, raise taxes for infrastructure projects.

Premier Wynne, we have been doing all that has been asked of us by the Province and more yet we continue to be shut out of infrastructure funding. The Municipality has:

1. Reduced our reserves by approximately 41% over the past five years by using the monies for various infrastructure projects;
2. Changed from the pay as you go system of budgeting and borrowed last year for the first time ever (\$1.2 million) for roads projects which we had to complete; and
3. Raised our taxes at a level comparable to or greater than the cost of living for each of the past five years.

We have also developed a long term economic development strategy, a facilities master plan, a reserve funds policy and we are nearing the completion of our long term capital asset management plan.

We are trying our best to be creative and innovative in our approach to our planning in an attempt to become financially healthier and move towards greater sustainability in the future. Now we can say that we, together with AMO and most of the other municipalities, are not even being listened to.

We, like many other municipalities, are also being faced with continuing decreases in our funding through the Ontario Municipal Partnership Fund (OMPF); and, significant increases in our policing (OPP) costs. We are also facing the high costs associated with our share of the future redevelopment of the Cassellholme East Nipissing District Home for the Aged (\$60 million dollar project).

We have been and continue to ask for a source of sustainable infrastructure funding for all municipalities. We fully understand that many municipalities, including East Ferris, will have significant infrastructure projects whether they be roads, bridges, water or sewer and that there needs to be monies set aside for these larger projects as well.

AMO has recommended a fair and equitable method to distribute the \$100 million Small, Rural and Northern Municipal Infrastructure Fund and it or some similar formula should be considered.

Premier Wynne, we are in a very difficult situation as are most small rural communities in this Province.

We are respectfully requesting the following:

1. that this announcement be rescinded and that either the method advanced by AMO to distribute funds through the program or something comparable to it be implemented instead; and
2. to meet with you at your earliest convenience to discuss options and opportunities for the future.

Thank you for your consideration of our requests.

Sincerely,

Original signed

Mayor Bill Vrebosch, Municipality of East Ferris

Cc. Hon. Jeff Leal, Minister of Rural Affairs
Hon. Linda Jeffrey, Minister of Municipal Affairs and Housing
Hon. Glen Murray, Minister of Infrastructure and Minister of Transportation
AMO and all Municipalities
OGRA
Jay Aspin, MP Nipissing Temiskaming
Vic Fedeli, MPP Nipissing
All residents of the Municipality of East Ferris



The Corporation of

THE TOWNSHIP OF MELANCTHON

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

Denise B. Holmes, AMCT
CAO/Clerk-Treasurer

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CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR HILL AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO

SUBJECT: PROPOSED TRANSFER STATION - COSTS

DATE: NOVEMBER 26, 2013

PURPOSE

The purpose of this memorandum is to provide information to Council on the costs of opening a transfer station at the Township Landfill Site and the associated annual costs.

BACKGROUND AND DISCUSSION

On June 1, 2013, the County of Dufferin assumed control of household waste and therefore the Township of Melancthon closed the gates to its landfill.

On June 6, 2013, a ratepayer attended Council and presented a petition signed by several ratepayers requesting that Council consider occasionally opening the existing landfill site for materials that cannot be picked up at curbside, such as burnable wood, tire depot, fence wire, steel products, etc. As Council had several questions pertaining to the idea of a proposed transfer station, the CAO was asked to have Gary Tomlinson, MOE attend a meeting of Council.

On June 20, 2013, Gary Tomlinson, MOE attended Council and advised that if Council wished to pursue a transfer station at the landfill to accept wood, scrap, tires and bale wrap, the Township would have to apply for a modification (Form 5 approval) to its Certificate of Approval. The cost for the Form 5 approval would be \$1,400.00 and he said he would provide the CAO with the information required.

On July 3, 2013, Mr. Tomlinson provided me with a few hundred pages of information on the Form 5 approval and I advised Council of same. Council directed that I obtain a costing from the

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Township's Hydrogeologist for the preparation of a Design and Operation Plan and what the time frame would be. Mr. Lemieux advised that the cost would be \$7,500-\$10,000.00 and would take approximately 30 days to assemble/complete the material and submit to the MOE.

At a subsequent Council meeting it was decided that Council would only make the transfer station available to its residents instead of opening it up to others in the hopes that the approval process would be more simplified. We found out later, that the same process would apply and this information was relayed back to Council on November 7, 2013. It was at that meeting, that Council directed Staff to put together a rough budget on the costs of operating a transfer station two days per month.

FINANCIAL

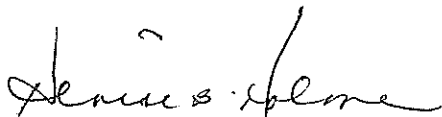
MOE Form 5 Approval	\$1,400.00
Bluewater Geoscience, Township Hydrogeologist (Design & Operation Plan)	\$10,000.00
Wages - based on \$19.00/hr @ 6 hrs/day x 2 people x 26 days per year	\$5,928.00
Receiver General, WSIB, Employer Health Tax	\$1,000.00
Haulage of Bin (for wood only - based on one haul/mth @ \$250/haul)	\$3,000.00
Disposal fee for Wood (based on three metric tonnes per month @ \$80/mt)	\$2,880.00
Fencing to provide an area for the transfer station	\$5-10,000.00

There would be no cost for removal of the scrap metal as it would be a break even cost, no charge for tires as the Township is registered with Stewardship Ontario Tire Program and as for bale wrap, a Representative from Switch Energy advises that they prefer their bale wrap to be bagged on the farm (in their bags) and picked up directly from the farm so there is no need for the municipality to be involved.

There are several depots in Dufferin County who will accept tires free of charge (refer to the Take it Back directory in the Waste Services Guide) and places that will take scrap metal and pay for it.

Start up costs - \$16,400.00 - \$21,400.00 (approximate)
Annual costs - \$12,808.00 (approximate)

Respectfully submitted,



Denise B. Holmes, AMCT
CAO/Clerk-Treasurer



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CORPORATION OF THE TOWNSHIP OF MELANCTHON

REPORT TO COUNCIL

TO: MAYOR HILL AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO

SUBJECT: COUNCIL REMUNERATION - 2014 - 2018

DATE: NOVEMBER 26, 2013

RECOMMENDATION

That for the 2014-2018 term of Council, there will be no change in the base remuneration or meeting rates for Council Members. Also, that in the event that there is a cost of living increase given to Staff, Council would also receive the cost of living to the base salary.

PURPOSE

The purpose of this Report is to provide information to Council on Council Remuneration for the 2014-2018 term of Council.

BACKGROUND

Earlier this year, a notice was posted in the local newspapers and on the Township website looking for two members at large, who would not be running in the next municipal election, to sit on a Council Remuneration Sub-committee (CRS). The purpose of the Committee was to review, research and make a recommendation to the present Council regarding Council remuneration for the 2014-2018 term of Council. As a result, Jeff Wilson and Nancy Noble were selected to sit on this Sub-committee with Mayor Bill Hill, Councillor John Crowe and CAO Denise Holmes.

The CRS reviewed Council wage information from other municipalities (attached), there were discussions about increasing meeting rates, discussions about increasing remuneration for Chairs of Boards and different wage scenarios were presented.

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Member Hill explained the process on how the remuneration has been determined in the past, and that is by way of a cost of living increase of approximately 2% (on the base remuneration) given annually when Township staff would receive the increase.

The Public Members felt that any increases should not exceed the cost of living and that meeting rates should be increased and not the base remuneration. Calculations were provided to the CRS to show what the increase to meetings would be. The 2012 meeting information was pulled and it showed that Council members had attended 157 meetings in 2012. When the cost of living was calculated on the total base salary at November 30, 2014 (\$51,804.00 – assuming a cost of living increase of 2% on January 1, 2014), the increase would be \$1,036.00. This number was divided by 157 meetings and the result was that an additional \$6.60 would be added to the meeting rate. There was also a suggestion about increasing the meeting rate for Chairs of Boards to an additional \$25.00 per meeting. Assuming there were two members of Council who were Chairs of Boards and they had 31 meetings, the Township would be looking to find an additional \$514.00 for compensation (31x \$25x2-\$1,036.00). If this were to be approved, there would be no increase in base remuneration for the four year term.

After thorough discussion on the above, the consensus of the CRS was that the easiest way to increase Council remuneration would be to apply any cost of living increases to the base remuneration and leave the meeting rates status quo. As all Council members are at the top of the grid and the salaries are comparable to that of other municipalities its size, there will be no additional increases to the base salary prior to 2014 term of Council.

FINANCIAL

There is no financial impact at this time. Any increases received will form part of the operating budget for that year.

Respectfully submitted,

Denise B. Holmes, AMCT
CAO/Clerk-Treasurer

Councillor Wage & Benefit Comparison
Compiled by Town of Shelburne
May 2013

Town/Township	Year	Mayor	Deputy Mayor	Councillors	Board/Committee	Miscellaneous	Mileage Rate
Town of Orangeville	2012	\$ 42,000.00	\$ 25,000.00	\$ 22,600.00	\$3,750/yr for Police Service Brd (Mayor & Dep Mayor only)	\$50/mth for computer/printing	\$0.53
Town of Shelburne	2012	\$ 12,000.00	\$ 9,000.00	\$ 8,000.00	\$50/Mtg \$75/Mtg - Chair	4% Vacation Pay on Salary	\$0.49
Town of Mono	2012	\$ 19,133.00	\$ 16,670.00	\$ 14,348.00	\$30/mtg Chair - \$50/mtg		\$0.50
Town of Grand Valley	2012	\$ 12,500.00	\$ 10,500.00	\$ 9,000.00	\$45 (in town) or \$55 (out of town) or \$60 (as Chair) per meeting		\$0.50
Township of Amaranth	2012	\$ 13,500.00	\$ 11,500.00	\$ 10,000.00	\$60 - 1/2 day \$90 - Full Day		\$0.50
Township of East Garafraxa	2012	\$ 12,781.25	\$ 10,500.00	\$ 10,000.00	\$80 - 1/2 day \$120 - Full Day \$300/yr - Chair/comm	Wireless Internet allowance of \$50/mth per councillor	\$0.50
Township of Melancthon <i>*rec'd 2% incr. for 2013</i>	2012	\$ 13,954.68	\$ 9,672.96	\$ 8,721.72	\$60 - 1/2 day \$100 - full day Committee Mtgs \$30-\$60	\$75/mth for IT/Supplies Allowance (except for Mayor/Deputy Mayor that are already receiving this at the County level)	\$0.50
Township of Mulmur	2012	\$ 10,476.96	\$ 9,312.94	\$ 8,730.89	\$75 - 1/2 day \$140 - Full Day \$75 - Night Mtg	Attendance Bonus \$250 for attending 2 Reg Council Mtgs	\$0.52
	2013	\$ 10,655.09	\$ 9,471.26	\$ 8,879.32	\$75 for COA Mtgs		\$0.54 for 2013



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CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: COUNCIL REMUNERATION SUB-COMMITTEE MEETING

FROM: DENISE HOLMES

SUBJECT: CALCULATIONS FOR INCREASE

DATE: NOVEMBER 5, 2013

As discussed at the last meeting, the calculations below are for an increase in meetings and not base salary:

2012 Data

Name	# Board Mtgs.	# Committee Mtgs.	Total
Mayor Hill	20	15	35
Deputy Mayor White	34	8	42
Councillor Crowe	10	18	28
Councillor Elliott	26	0	26
Councillor Malek	22	4	26
Total			157

Total Council Base Salary at November 30, 2014 - **\$51,804.00** (assuming 2% increase received on January 1, 2014).

With the new term of Council and assuming a 2% increase allocated to meetings instead of base salary would give **\$1,036.00 (\$51,804.00 x 2%)** available for distribution. $\$1,036.00 / 157$ meetings = **\$6.60** more per meeting as an average.

Assuming two Members were Chair of various Boards or Committee, it seems the average number of meetings is 31.4. The suggestion was the Chair would receive \$25.00 extra per meeting. Therefore, 31 meetings x 2 members x \$25 = **\$1,550.00** would be required just to compensate the Chair's remuneration.

The Township would be worse off by **\$514.00** increasing compensation to Chairs of Boards/Committees. Members of Council would be considered at the "top of their grid" and only receive a cost of living increase if one was approved for Staff. There would be no increase for meeting allowance, in fact there may need to be a decrease to compensate for the additional **\$514.00**. Note: no increase in base remuneration. The salary would remain at \$51,804.00 for the four year term of Council as follows:

Mayor - \$14,519.00
Deputy Mayor - \$10,063.00
Councillor - \$9,074.00 x 3
Total= \$51,804.00

Denise Holmes

From: Library, Dundalk <library@southgate.ca>
Sent: December-17-13 4:13 PM
To: dholmes@melancthontownship.ca
Subject: Library figures
Attachments: Southgate Public Library Budget 2014 - Melancthon.docx

Hi Denise

The library board thought that sending you the library budget was premature as it stands as a proposed budget at the moment and has not been passed. I have attached some figures and statistics for your consideration.

Dianne Dean
Librarian C.E.O.
Southgate Ruth Hargrave Memorial Library
Dundalk, ON
519-923-3248

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

Message Score: 1

High (60): Pass

From: library@southgate.ca

My Spam Blocking Level: High

Medium (75): Pass

Low (90): Pass

[Block](#) this sender

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

Southgate Public Library Budget 2014

The Township of Southgate will contribute \$115,652.50 to the Southgate Public Library in 2014. If you divide \$115,652.50 by 1,779 patrons the amount spent per registered patron comes to \$64.29. In addition to supporting the library, the Township of Southgate contracts with the Wellington County Library to provide library service for a fee of \$24,702.50 or \$120.00 per household. This figure is included in the \$115,652.50.

Since 2010, the library has experienced steady growth in the areas of number of patrons, programs offered and circulation. The library has become established as a central hub of the community. Patrons have come to expect knowledgeable staff, up-to-date resources, eBooks, computer accessibility and assistance, and a welcoming atmosphere. In order to continue to offer quality service, the Library Board sees the need to move the Librarian C.E.O. position from 30 to 35 hours per week. Thus the 2014 budget request will be somewhat larger than in previous years.

Over the two year term of the current contract with your township, Southgate's contribution has gone up 33% (over 2011 & 2012). For these reasons we are increasing the cost per card to Melancthon users to \$60.00. Melancthon patron numbers have been increasing since the move to a new building. In 2012 there were 107 patrons, in 2013, 114 and in 2014 the number will likely be 124.

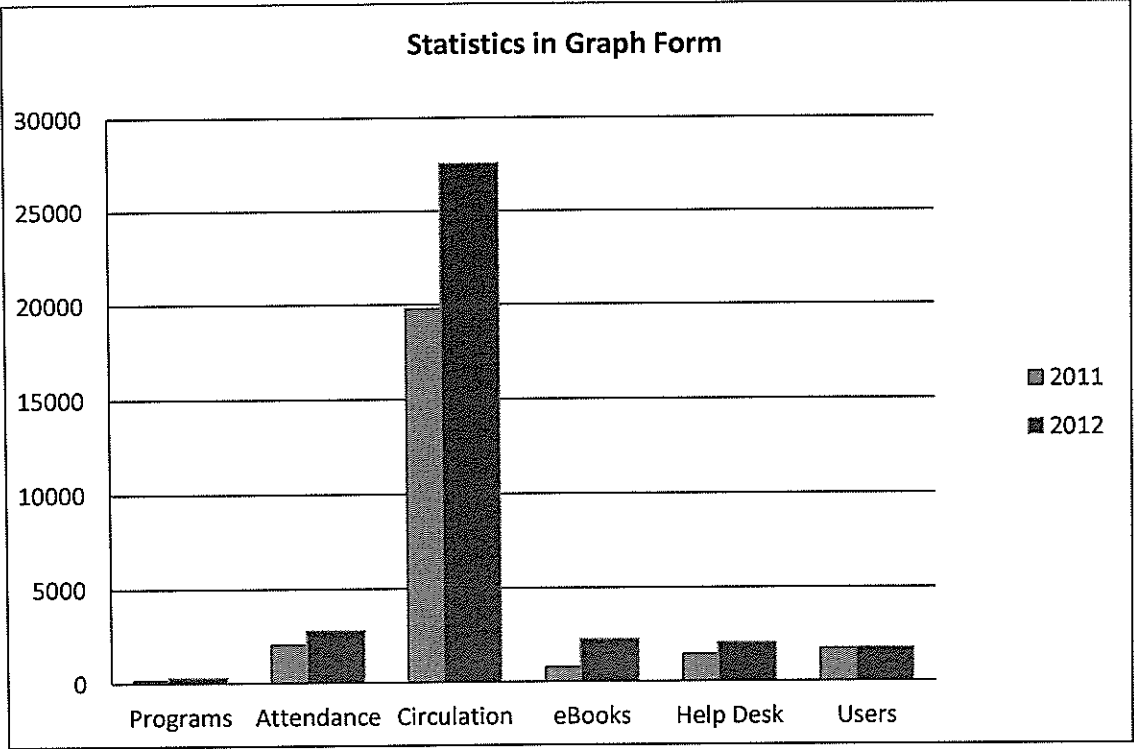
The Library Board is willing to meet with the clerk and the mayor to discuss any concerns.

Some statistical information is provided below.

2011, 2012 Statistics

	2011	2012	% increase
Programs	175	315	80%
Attendance	2052	2789	36%
Circulation	19793	27547	39%
Ebook use	790	2265	60%
Help desk	1462	2045	40%
Users	1736	1801	4%

In August of 2013 we had our **busiest month ever** with 2987 book and computer checkouts and 35 new members.



SECTION 1 -- Department Activity 2013	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
Circulation check-outs	1668	1498	1699	1988	1998	1476	1737	2457	1556	1537	1532		19146
Computer Use	388	390	434	408	517	419	449	530	370	479	376		4760
Non-member Use Computer	25	22	20	45	43	31	28	45	45	43	28		375
Totals: Book & Computer	2081	1910	2153	2396	2515	1895	2186	2987	1926	2016	1936	0	24001
Interloan Materials Received	77	27	61	51	42	28	21	29	41	41	16		434
Interloan Materials Shipped	43	29	32	37	27	24	45	38	50	51	26		402
Downloadable audiobooks (Overdrive)	751	765	250	223	330	1230	1118	1002	912	116	112		6809
Totals:	873	823	345	311	399	1282	1184	1069	1011	208	154	0	7659
SECTION 1 TOTAL	2954	2733	2498	2707	2914	3177	3370	4056	2937	2224	2090	0	31660

SECTION 2 -- Library Usage	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
Registered Patron Base	1786	1783	1776	1775	1770	1773	1767	1769	1779	1768	1782		
New Members	25	18	21	18	27	19	31	35	26	26	17		263
SECTION 2 TOTAL	1811	1801	1797	1793	1797	1792	1798	1804	1805	1794	1799	0	

SECTION 3 -- Reference Questions Asked	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
TOTAL REFERENCE QUESTIONS ASKED	178	184	136	187	143	177	158	161	157	153	146		1760

SECTION 4 -- Hours	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
Library Open Hours/Month	140	144	158	168	172	152	171	167	144	158	158		
CEO Librarian Work Hours	107	109	111	120	137	118	146	133	115	142	117		
CEO Programming Hours	9	9	15	9	7	4	1	2	7	7	5		
Library Assistant Work Hours	75.5	76.5	83.5	90.5	99.25	117.5	99	72.5	98	99	75		
Library Assistant Programming Hours	15	18.5	16.5	16.5	14.25	11.5	20	13.5	4	21	15		
Casual Labour Hours	36	29	34	30	31	23	21	27	24	27	36		
Total Paid Staff Hours	242.5	242	260	266	288.5	274	287	248	248	296	248	0	
% Staff time per hours opened	173%	168%	165%	158%	168%	180%	168%	149%	172%	187%	157%	#DIV/0!	
Volunteer Hours	166.5	121	134	125.5	101	134	129	101	89.5	111	138		1350.5