



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, September 4, 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 - August 14, 2014**
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. Council in Brief for July 10, 2014
10. **Committee Reports**
11. **Correspondence**

*** Items for Information Purposes**

1. GRCA Current - August 2014 Volume 19, Number 8
2. Email from Caroline Mach dated August 13, 2014, Re: Simcoe County preliminary EAB monitoring results
3. Letter from Niagara Escarpment Commission, Request for Comments Under the Niagara Escarpment Planning and Development Act dated August 8, 2014, Re: Niagara Escarpment Plan Amendment PC 201 13
4. AMO Communications - Members' Policy Update: OPP Billing Model Announcement
5. Email from Sierra Club Canada dated August 7, 2014, Re: Media Release: PMRA continues to register bee-killing pesticides
6. AMO Communications - AMO Policy Update - Energy
7. AMO Communications - AMO President Russ Powers Will Speak to Municipal Infrastructure Needs at the Council of the Federation's Building Canada Up Summit
8. Letter from Niagara Escarpment Commission dated August 13, 2014, RE: Proposed Niagara Escarpment Plan Amendment PC 183 10 Wooded Areas and Significant Woodlands
9. AMO Communications - Permanent Ontario Community Infrastructure Fund and Building Canada Fund - Small Communities Fund Announced
10. AMO Communications - AMO - Association of Municipalities Ontario - Policy Update August 21, 2014
11. Letter from Ministry of Agriculture, Food and Rural Affairs, Rural Programs Branch dated August 25, 2014, Re: Two New Municipal Infrastructure Initiatives
12. Email from Maria Britto, Chair, Board of Directors Central West Local Health Integration Network dated August 25, 2014, Re: Central West LHIN Board Recruitment Advertisement August 2014
13. Email from Bridget Benn, Municipal Advisor MAH dated August 26, 2014, Re: OCIF (Ontario Community Infrastructure Fund) and SCF (Small Communities Fund)
14. Email from Sheryl Flannagan, NVCA dated August 28, 2014, Re: NVCA Summary Findings for Efficiency Audit

*** Items for Council Action**

1. Letter from the President of the Dundalk Fall Fair dated July 1, 2014, Re: Sponsorship Program
2. Email from Jerry Jordan dated August 21, 2014, Re: Bayshore Broadcasting
3. Email from The Ontario Power Authority dated September 2, 2014, Re: Municipal Webinar: OPA Large Renewable Procurement

***Dufferin Wind Power**

1. Email from Sonya Pritchard CAO, County of Dufferin dated August 8, 2014, Re: Dufferin Wind Power Transmission Line Installation Concerns
2. Email from Susan Stone, CAO/Clerk-Treasurer, Townships of Amaranth and East Garafraxa dated August 27, 2014, Re: Dufferin Wind Power Line

12. General Business

1. Accounts
2. Applications to Permit
3. New & Other Business/Additions
4. Unfinished Business
 1. Horning's Mills Community Park - Play Structure
 2. Risk Management Officer - Clean Water Act

13. Road Business

14. Delegations

1. 10:00 a.m. - Public Meeting - Bonnefield/Prentice Storage Zoning By-law Amendment
2. 10:15 a.m. - Shirley Boxem - Headwaters Communities in Action (HCIA) 10th Anniversary, Accomplishments, Thanking Community Partners
3. 11:00 a.m. - 2nd Public Meeting Development Charges Study and consideration of the Adoption of the Development Charges By-law
4. 11:30 a.m. - Steve Smith, Frank Cowen and Company and Heather Hill, Noble Insurance - 2014/2015 Insurance Program
5. 2:00 p.m. - LYSTEK PLANT TOUR (continuation of onsite from the August 14, 2014 Council meeting)

15. Closed Session

16. Notice of Motion

17. Confirmation By-law

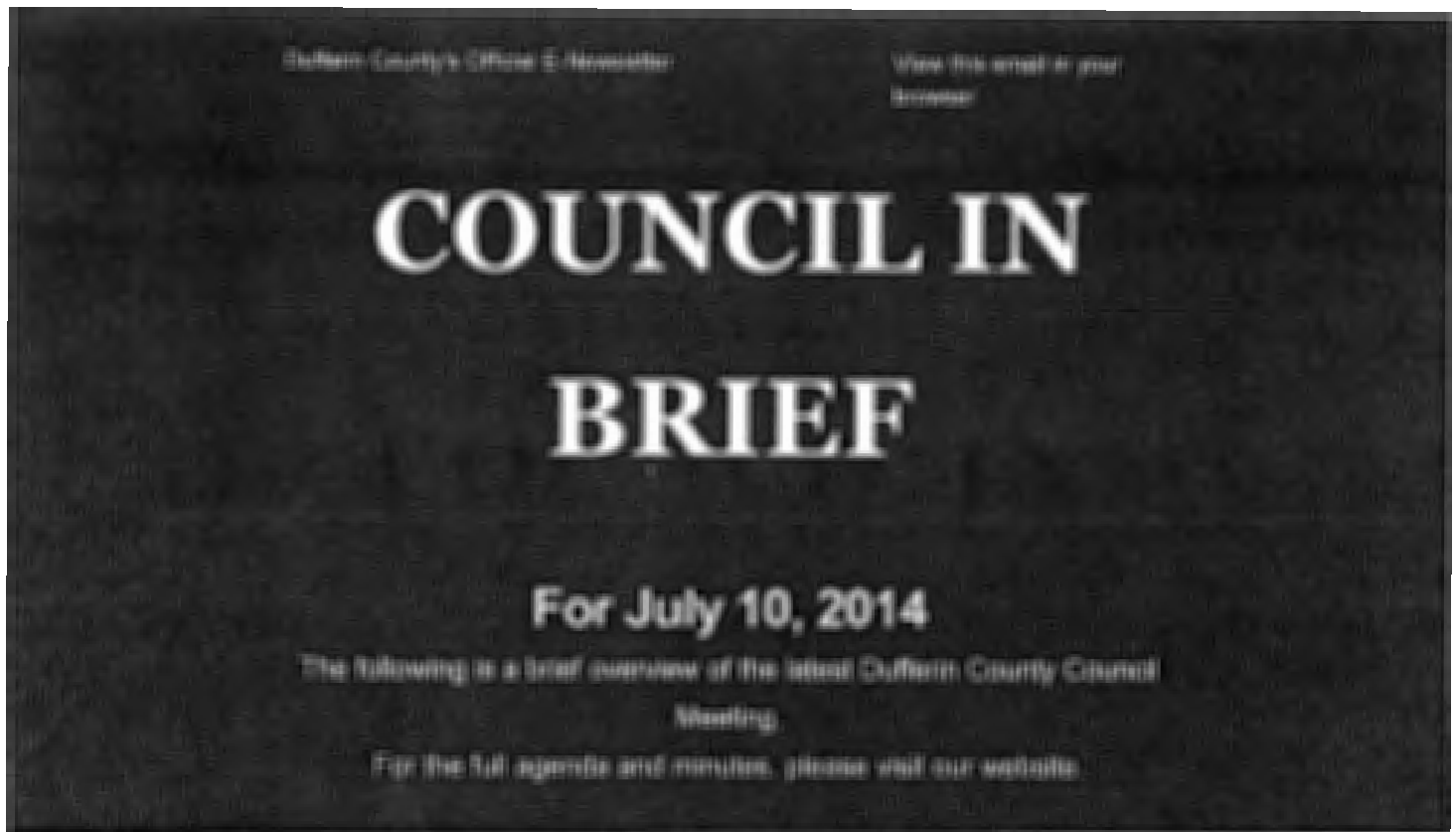
18. Adjournment and Date of Next Meeting - Thursday September 18, 2014, 6:30 p.m.

19. On Sites

1. 2:00 p.m. - LYSTEK PLANT TOUR (continuation of Onsite from August 14, 2014 Council meeting)

20. Correspondence on File at the Clerk's Office

From: Dufferin County <clerk=dufferincounty.ca@mail170.us4.mcsv.net> on behalf of Dufferin County <clerk@dufferincounty.ca>
Sent: July-11-14 9:33 AM
To: Denise
Subject: Dufferin County E-Newsletter- Council in Brief



OFFICIAL PLAN UPDATE

County Councillors were joined by the local municipal Councillors from the eight municipalities in Dufferin County to hear a presentation by MMM Planning Group on the draft Official Plan and the comments received from the Province. Next meeting is a public meeting on Wednesday, August 13. Visit dufferincounty.ca/planning for more information on the Official Plan.

PUBLIC WORKS PROJECT UPDATE

No.	Task	Location/Details	Progress
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1	Flashing Light	County Road 16, 5 Sideroad and Mono-Amaranth Townline	<ul style="list-style-type: none"> The intersection flashing light has been installed and is operational.
2	Capital Bridge Projects	Dufferin County Structures	<ul style="list-style-type: none"> The majority of Capital Bridge Tenders have been released. With specific schedules to develop upon award. Updates will be provided.
3	Capital Road Projects	Dufferin County Roads	<ul style="list-style-type: none"> Capital road rehabilitation work on CR 18 and CR 109 have commenced. CR 11 tender has been released CR 11 2013 carryover to commence shortly Updates will be provided.
4	Stanton Intersection Improvements	County Road 18 and 5 Sideroad Mulmur	<ul style="list-style-type: none"> Project documents and drawings are complete and have been submitted to utilities, such as Hydro. A further project timeline will develop as discussions with Hydro progress. Updates will be provided.

LEASES SIGNED WITH DOCTORS IN SHELburnE

Lease agreements were approved with the Dufferin Area Family Health Team (2712 sq. feet) and the Shelburne Centre for Health Inc. (5687 Sq. ft.) for space in the Mel Lloyd Centre in Shelburne.

SOCIAL HOUSING BUILDING TO GET BUILDING CONDITION ASSESSMENTS

The County of Dufferin is currently responsible for the

delivery of Social Housing and on a regular basis conducts both financial and operational reviews of its current housing stock and stock operated by local organizations known as Providers. A building condition assessment is recommended to provide the local housing providers current information on the state of their buildings thus allowing them to better prioritize needed repairs and maintenance and develop a long term capital plan. Staff were directed to issue a Request for Proposal to conduct Building Condition Assessments for the housing providers and the County's housing stock.

UPCOMING MEETINGS

Public Meeting regarding the Official Plan - August 13, 2014, 7:00 pm, 51 Zina Street, Orangeville

General Government Services – Monday, August 25, 4.45 pm, 55 Zina Street, Orangeville

County Forest 20-Year Management Plan Steering Committee - Tuesday, August 26, 7:00 pm, 55 Zina Street, Orangeville

Museum Board – Wednesday, September 3, 7:00 pm, 55 Zina Street, Orangeville

Public Works Committee – Wednesday, August 27, 9.00 am Primrose

Community Services Dufferin Oaks – Thursday, August 28, 1.00 pm Shelburne

Special Council Meeting – Thursday, August 28, 7.00pm Orangeville

For more information on times and location, visit our website.



Facebook



Twitter



Website



Email

Did you know you can receive other information from Dufferin County directly to your email inbox?

For road closures on County Roads, sign up here.

For timely reminders and information about garbage, recycling and compost, sign up here.

For weather watches and information on emergency preparedness, sign up here.

GRCA Current



August 2014 • Volume 19, Number 8

GRCA General Membership

Chair	Jane Mitchell
Vice-Chair	Vic Prendergast
Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley	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

New volunteer program

A \$273,800 grant from the Ontario Trillium Foundation will allow the GRCA to set up a new formalized volunteer program over four years.

A volunteer coordinator will be hired to promote existing and new volunteer opportunities, develop a list of GRCA projects suitable for volunteers and match volunteers to the GRCA's needs. This new staff person will also seek support to make this program sustainable in the long-term and to ensure that health and safety processes are in place for volunteers.

GRCA staff members receive frequent questions about volunteer opportunities. Some of these can be accommodated in the area of tree planting, trail improvement and outdoor education, however until now many people have been referred to partner organizations.

This new program will engage new volunteers, help the GRCA look after passive lands and help connect people with the environment through outdoor experiences.

EAB to cost \$4 million

The GRCA expects to spend \$4 million over the next four years in response to the destruction caused by the emerald ash borer.

The GRCA's original plan called for spending of \$1 million each year between 2014 and 2017, mostly to remove hazard trees. This work was delayed in 2014 due to the need to reallocate resources to ice storm cleanup. The most recent forecast shows that \$200,000 will be spent this year for EAB, with the remaining \$3.8 million to be spent in future years.

The beetle is expected to kill all ash trees over a couple of centimetres in diameter within 10 to 15 years.

The cost of dealing with the arrival of this invasive beetle is subject to change due to many factors. These include the unpredictable rate of infestation, how and where hazard trees are removed and how much restoration will be done after trees are removed.

The forecast assumes that reserves will be used to fund infestation expenses. The money in those reserves is from the sale of surplus properties and can only be used for high-priority projects that have a provincial interest.

However, the GRCA is injecting 200 trees on GRCA land with a bioinsecticide to save these trees. The injections will be done every two years for eight to 10 years.

Mounting cleanup costs

Cleanup costs related to the ice storm last December continue to mount for the GRCA.

At the end of July, the cleanup cost was estimated at \$625,000, primarily due to hazard tree removal.

The province is helping municipalities and conservation authorities affected by the December 2013 ice storm by funding eligible response and recovery costs through a one-time Ice Storm Assistance Program. Eligible costs were incurred to protect public health and safety, or provide access to roads, sidewalks and frequently travelled routes.

The GRCA has already applied to the province for assistance in covering these costs and will be submitting its claim later this summer.

Campers of all ages

It is looking like a good year for people to get outdoors.

At the end of July, the Grand River Parks revenue was slightly more than \$3.8 million, which is on par with this time last year.

July was a busy month with many programs in the parks that were organized by both the GRCA and partner organizations.

Summer camp registration at the nature centres is also higher than last summer. The camps were 86 per cent full by the end of July and the program offerings at Apps' Mill are more extensive than in previous years. There are still a few spots left for



some camps in August.

Restoration work at Luther Marsh

A few restoration projects are taking place at Luther Marsh.

Spring tree planting saw about 25,000 trees planted at Luther this spring. Invasive species control of dog strangling vine will be carried out thanks to funding provided by a donor through the Grand River Conservation Foundation. Grassland restoration seeding was completed on four of five fields. The fifth field (27 hectares) will be sprayed and seeded in the fall.

Also at Luther, marsh and grassland bird surveys were completed.

Monitoring Asian carp

On July 7 the federal government announced a new Asian carp science lab has opened up in Burlington at the Canada Centre for Inland Waters.

This lab will allow scientists to quickly test fish DNA samples from the Great Lakes. This is part of the federal government's effort to identify the threat of Asian carp.

Two Asian carp were found last year near the mouth of the Grand River. Fortunately, they were sterilized fish and unable to reproduce.

The Department of Fisheries and Oceans (DFO) Aquatic Science staff continue to monitor the southern Grand River for Asian carp, however no more fish have been found.

Four species of Asian carp were brought from Asia to North America in the 1960s and '70s. Since then, they have migrated north through U.S. waterways towards the Great Lakes. Preventing them from spreading into the Great Lakes is the best way to prevent harm to Ontario's native fish species.

Wet July weather

Rainfall was above the long-term average across the watershed in July and there were many rainstorms.

At Burford, about 100 mm of rain fell overnight toward the end of the month.

Two water safety messages were issued by the GRCA in July — one on July 14 for the Grand River from Shand Dam to Fergus due



GRCA forester Ron Wu-Winter gets set to inject an ash tree with a bioinsecticide to save it from the emerald ash borer. This is expensive and needs to be done to each tree every two years for 10 years. The GRCA is injecting 200 trees across the watershed to save them.

to dam gate testing. The other was on July 28 warning of high flows throughout the watershed due to heavy rainfall at the end of the month.

The temperature averaged 18.5 degrees, which is a degree cooler than the long-term average at the Shand Dam. Lake Erie was higher than average at the end of the month.

CHRS 10 year monitoring report

The 10 year monitoring report about the Grand River and its tributaries for the Canadian Heritage Rivers System is now posted on the GRCA website.

This report is required because this is the 20th anniversary of the designation of these rivers as Canadian Heritage Rivers. It covers the new threats, changes and losses related to heritage and recreational values as well as natural features within the watershed since 2004.

The Heritage Working Group and many GRCA staff were consulted in preparing the report. It also features photos that were submitted to the GRCA photo contest.

Mill Creek rangers

The Mill Creek Rangers and summer campers explored aquatic life in and near Mill Creek as it flows through Shade's Mills

in Cambridge on July 17.

The Rangers are four high school students and a university-aged crew leader who are spending the summer carrying out restoration projects along Mill Creek, which flows from the Guelph area to Cambridge (Galt) where it enters the Grand River.

The ranger crew is a project of the Friends of Mill Creek. They are employed for eight weeks to carry out projects to improve the health and diversity of Mill Creek.

This issue of GRCA Current was published in August 2014.

It is a summary of the July 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, Aug. 22 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 Grand Actions newsletter is available online at: www.grandriver.ca/GrandActions

Denise Holmes

From: Caroline Mach <forestmanager@dufferinmuseum.com>
Sent: August-13-14 11:33 AM
To: Sue Stone; Keith McNenly; Rick Schwarzer; Jane Wilson; Denise Holmes (dholmes@melancthontownship.ca); Terry Horner (thorner@mulmurtownship.ca); John Telfer
Cc: Pam Hillock
Subject: FW: Simcoe County preliminary EAB monitoring results
Attachments: CCW 14-325 Emerald Ash Borer Update.docx

FYI.

Caroline

From: Cox, William [mailto:William.Cox@simcoe.ca]
Sent: Tuesday, August 12, 2014 1:39 PM
To: (choran@newtecumseth.ca); Andy Campbell (acampbell@innisfil.ca); Arup Mukherjee (amukherjee@townofbwg.com); Brent Daoust (gardener@wasagabeach.com); Brian Macdonald (bmacdonald@collingwood.ca); Bryan Anderson (banderson@tay.ca); Bryan Murray - Town of Penetanguishene (bmurray@penetanguishene.ca); Clayton Cameron (ccameron@townshipofsevern.com); Dan Perreault - Township of Essa (dperreault@essatownship.on.ca); Dawn McConnell (dmccConnell@tiny.ca); Diane Straus (dstrauss@essatownship.on.ca); Gerry Reinders (parksandfac@wasagabeach.com); Henk Blom (hblom@tiny.ca); Jerry Ball (jball@oro-medonte.ca); Jim Moss (jmoss@townshipaditos.on.ca); Jim Tettmar (jtettmar@tiny.ca); John Bryant (jbryant@orillia.ca); Julie Columbus (jcolumbus@penetanguishene.ca); Kathy Sipos (ksipos@ramara.ca); 'Kevin Rankin'; Martina Krejci (mkrejci@newtecumseth.ca); Mel Milanovic (mmilanovic@innisfil.ca); Mike O'Hare; Peter Dance (pdance@tay.ca); Peter Wright (pwright@midland.ca); Rick Vatri (Rvatri@newtecumseth.ca); Rob Jackson (rjackson@orillia.ca); Ron Belcourt (Ron.Belcourt@springwater.ca); Shawn Berriault (sberriault@midland.ca); Shawn Binns (sbinns@oro-medonte.ca); Steve Sage (ssage@clearview.ca); Wendy Martin (wmartin@collingwood.ca); Caroline Mach; Michelle Hudolin (mhudolin@midland.ca); Phil Davies; 'Rick Grillmayer'; Tracy Roxborough (tracy@sustainablesevernsond.ca)
Cc: Davis, Graeme; Korolnek, Debbie
Subject: Simcoe County preliminary EAB monitoring results

Mid-season results from the County's EAB monitoring program have confirmed the insect in 6 townships, the Town of Midland and the City of Barrie. The insect is much more widespread this year when compared to the results from the 2013 CFIA monitoring program. The attached report has been presented to County Council and is attached for your information.

The monitoring traps will be removed and checked again in late August. Further results will be shared when they become available.

Sincerely,

Will Cox
Forestry Technician
County of Simcoe, Forestry Department
1110 Highway 26, Midhurst, Ontario L0L 1X0
Phone: 705-726-9300 Ext. 1031
Email: William.Cox@simcoe.ca



COUNTY OF SIMCOE



To: COMMITTEE OF THE WHOLE

Section: Consent – Corporate Services - Forestry

Item Number: CCW 14-325

Meeting Date: August 12, 2014

Subject: Emerald Ash Borer Update

Recommendation:

THAT Item CCW 14-325, detailing the implementation of the Emerald Ash Borer Strategy and monitoring results to date, be received for information.

Executive Summary:

This Item provides preliminary results of the Emerald Ash Borer (EAB) monitoring program; confirming that EAB is now established in a substantial proportion of the County.

Background/Analysis/Options:

Further to Item CCW 14-133 (March), EAB traps were installed in strategic locations throughout Simcoe County plus Barrie and Orillia. Positive results were found in the municipalities of Adjala-Tosorontio, New Tecumseth, Bradford West Gwillimbury, Essa, Oro Medonte, Tay, Midland and the City of Barrie. Monitoring will be completed in August and any further positive finds will be communicated accordingly.

As per the approved strategy, Forestry staff have assumed a coordinating role with respect to monitoring, communications, and information transfer. Two workshops have been hosted for local municipal staff, and a contact list has been maintained to keep all parties apprised of developments.

Financial and Resource Implications:

The financial impacts associated with Emerald Ash Borer cannot be determined without the completion of tree inventories. Local municipalities are strongly encouraged to initiate plans for inventories at the earliest opportunity.

Relationship to Corporate Strategies:

This Item supports Strategic Direction 4 - Environmental Sustainability: To preserve, conserve, and safeguard our environment and natural resources, while recognizing opportunity, innovation, and the needs of our community

Reference Documents:

- Item CS 06-068 (May 15, 2013) Invasive Species; impacts, current roles and responsibilities, and potential enhancements to current programs
- Item CCW 13-061 (October 22, 2013) The Development of an Emerald Ash Borer Management Plan
- Item CCW 14-133 (March 25, 2014) A Strategic Plan to Manage the Emerald Ash Borer in Simcoe County

Attachments:

Schedule 1 – Map of confirmed EAB locations



Schedule 1 - Location
Map

Prepared By: Will Cox, Forest Technician; Graeme Davis, Forester

Approvals:

Debbie Korolnek, General Manager, Engineering Planning
and Environment
Trevor Wilcox, General Manager, Corporate Performance
Mark Aitken, Chief Administrative Officer

Date:

July 18, 2014

July 31, 2014

August 1, 2014

Niagara Escarpment Commission

232 Guelph St.
Georgetown, ON L7G 4B1
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Commission de l'escarpement du Niagara

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August 8, 2014

REQUEST FOR COMMENTS

Under the *NIAGARA ESCARPMENT PLANNING AND DEVELOPMENT ACT*

TO: Regional and Local Municipalities
Ministries
Public Agencies and Non-Governmental Organizations
Interested Parties

FROM: Lisa Grbinicek, Senior Strategic Advisor
Niagara Escarpment Commission

RE: **NIAGARA ESCARPMENT PLAN AMENDMENT PC 201 13**
Niagara Escarpment Plan and the *Endangered Species Act*

The Niagara Escarpment Commission, at its meeting of July 17, 2014, decided to initiate and circulate for comments, the proposed Amendment noted above. Notice is also to be provided to the public through the newspaper listed below and a posting on the Province's electronic registry (EBR).

Newspapers:

Niagara this Week	(Niagara)
St. Catharines Standard	(Niagara)
Hamilton Spectator	(Hamilton-Wentworth)
Georgetown Independent	(Halton)
Milton Canadian Champion	(Halton)
Caledon Citizen	(Peel)
Orangeville Banner	(Dufferin/Simcoe)
Collingwood Enterprise-Bulletin	(Grey Bruce)
Owen Sound Sun-Times	(Grey/Bruce)
Warton Echo	(Bruce)

Pursuant to Sections 7 and 10 (1) of the *Niagara Escarpment Planning and Development Act*, the Commission invites your comments on this proposed Niagara Escarpment Plan Amendment. The Initial Staff Report and the Proposed Amendment are enclosed for your review.

.../2

(3)

SEP 04 2014

Please submit comments to the Niagara Escarpment Commission by **October 15, 2014**. Should comments not be received by this date, the Commission will assume that you have no objections or comments on the proposed Amendment.

If you wish to receive further notice of the status of this application, you must submit a written request to the Commission.

All comments and submissions received will become part of the public record.

For additional information about the proposed Amendment, please contact the undersigned by telephone at (905) 877-2512 or by email at lisa.grbinicek@ontario.ca.

Yours truly,



Lisa Grbinicek, MCIP, RPP
Senior Strategic Advisor

Encl.

Niagara Escarpment Commission

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Niagara Escarpment Commission
An agency of the Government of Ontario

July 17, 2014

INITIAL STAFF REPORT

Staff Recommendation:	
Approve <input checked="" type="checkbox"/>	Refuse <input type="checkbox"/>
Other <input type="checkbox"/>	
NEC Decision: <u>July 17, 2014</u>	
Accept <input type="checkbox"/>	Reject <input type="checkbox"/>
Accept with Modifications	
Endorse <input checked="" type="checkbox"/>	Receive only <input type="checkbox"/>

Re: Proposed Niagara Escarpment Plan Amendment PC 201 13
Niagara Escarpment Plan and the *Endangered Species Act*

SOURCE: Niagara Escarpment Commission (NEC)

AREA: The entire Niagara Escarpment Plan Area

PROPOSAL:

To undertake a general amendment to the Niagara Escarpment Plan (NEP) to align, where determined to be appropriate and in keeping with the purpose and objectives of the NEP, the policies and definitions with respect to the protection of Species at Risk (SAR) habitat, with those of the *Endangered Species Act*, (ESA, 2007).

To also address a number of related housekeeping matters respecting the definitions and terminology related to wildlife habitat and SAR, in order to ensure alignment with other provincial plans and the Provincial Policy Statement (PPS), as appropriate, and to ensure consistency throughout the Plan.

SUMMARY RECOMMENDATION:

Instruct Staff to prepare the proposed Amendment PC 201 13 for circulation and notification in accordance with the provisions of Sections 7 and 10 of the *Niagara Escarpment Planning and Development Act* (NEPDA), and the recommendations of the Report.

BACKGROUND:

The *Endangered Species Act* (ESA, 2007) came into force on June 30, 2008. This legislation replaces the previous *Endangered Species Act*, which was drafted and passed in 1971, and therefore had become outdated. Under the old Act, only endangered species were regulated and there were no policies or procedures developed to support the interpretation of the Act. The ESA (2007) updates and strengthens the protection of SAR and their habitat in Ontario, including habitat protection for not only endangered, but threatened and extirpated species, as well as including flexibility tools.

As a result of the new Act, it is appropriate to make adjustments to the relevant provisions of the NEP respecting the protection of endangered and threatened species habitat, including related language and definitions, in order to better align with the ESA (2007), and thereby ensure a more consistent and coordinated approach to the protection of SAR habitat through the various Provincial plans and legislation, where appropriate. This will reduce confusion and contradiction amongst planning agencies and landowners, as well as enhance the habitat protection provisions of the NEP. Staff notes that aligning with the ESA does not mean deferring in all instances to the ESA for the protection of SAR habitat in the NEP Area. Amendments to the NEP Part 2.8 respecting the habitat of SAR in consideration of the ESA (2007) provisions are only proposed where determined to be appropriate in keeping with the purpose and objectives of the NEPDA and the NEP.

The current NEP provides a level of protection to the habitat of all general wildlife as well as the habitat of SAR (which includes endangered, threatened, special concern and rare species). The proposed Amendments to Part 2.8 of the NEP to coordinate with the ESA (2007), where appropriate, is intended to complement and assist in facilitating the implementation of the Provincial direction on the protection of SAR habitat. It will also bring the definitions related to general wildlife habitat as well as SAR in line with the current provincial direction as contained in the PPS (2014).

Given the on the ground challenges presented in implementing the ESA since coming into force, the recent regulatory changes coming into effect, together with the PPS five-year review, which was at the time, not complete, in June 2013 staff recommended to the Commission that the previous NEP Amendment PC 178 09 (respecting the NEP and the ESA), be withdrawn, and a new more focused approach be considered. At the time the original NEP Amendment 178 09 was proposed, shortly after the ESA came into force, staff did not have the benefit of understanding how the ESA implementation would play out on the ground (including the issuance of Permits under the ESA), nor the implications of the policies and provisions of the ESA in the NEP Area.

Additionally, despite a number of attempts to come to a mutually agreeable consensus between the NEC and the aggregate stakeholders, respecting the objections submitted, the objections to proposed NEP Amendment PC 178 09 were maintained by the aggregate stakeholders in the NEP Area, and would therefore require a hearing under the NEPDA. Therefore, the Commission ultimately determined that the best course of action was to withdraw NEP Amendment PC 178 09 and initiate a new Amendment, considering all of the above-noted matters.

During the time in which NEC staff was in the process of reintroducing and assessing a new Amendment, the Ontario Sand, Stone and Gravel Association (OSSGA) filed an application with the NEC to amend the NEP to "harmonize" the provisions of the Plan to reflect those of the ESA. Staff's review and assessment on the OSSGA application, including its planning justification will be dealt with in a separate related report (also dated July 17, 2014).

CHRONOLOGY OF RELATED NEP AMENDMENTS & REPORTS

June 19, 2008 Staff Information Report - Report on the new ESA (2007), including an analysis of policy implications. The Commission adopted the staff recommendations to direct staff to proceed with an Amendment to the appropriate sections of the NEP in order to harmonize with the ESA (2007), and to undertake related housekeeping revisions (such as amendments to related Definitions) for circulation and notification.

March 19, 2009 Initial Staff Report - Proposed NEPA PC 178 09 was presented to the Commission. The Commission resolved to circulate the proposed Amendment which proposed revisions to the NEP objective, policies and definitions related to Species at Risk (SAR), Wildlife Habitat and Fish Habitat and to undertake general housekeeping changes in order to better align with the ESA (2007).

November 19, 2009 Amendment Position Staff Report - The Commission was presented with a revised proposed Amendment PC 178 09 after review and consideration of comments received from the circulation. The Commission adopted the staff recommendation to endorse the Amendment, as modified, and pursuant to NEPDA Section 10 (3), refer the proposed Amendment to a hearing.

August 3, 2010 – NEC Staff facilitated a meeting with the aggregate objectors to discuss the concerns outlined in the objections with the intent of coming to a mutual agreement on the provisions of the proposed amendment and interpretation, in an attempt to avoid a hearing on the matter.

February 17, 2011 Amendment Final Position Staff Report – Staff presented a Final Staff Summary Report with a recommendation that the Commission adopt the revised Amendment PC 178 09 and pursuant with s. 10. (11) of the NEPDA that the proposed Amendment be forwarded to the Minister for decision, and also that the Commission instruct Staff to request a formal notice from the Stakeholder objectors identifying that the objections to NEP Amendment PC 178 09 have been withdrawn (withdrawal of all objections did not occur).

June 20, 2013 Staff Information Report – Given the challenges presented in implementing the ESA, the regulatory changes that had recently come into effect, together with the PPS (2005) review, that was still in process, the NEC directed staff to withdraw and close proposed NEP Amendment PC 178 09, and to initiate a new, more focused amendment respecting the protection of SAR in the NEP Area. The Commission directed that the proposed new Amendment should take into consideration recent regulatory approaches to the ESA, the (draft) PPS updates, recent Joint Board decisions and overall ESA implementation challenges.

July 3, 2013 – the NEC notified partner ministries, municipalities, stakeholders and agencies that the NEC would no longer be pursuing proposed NEP Amendment PC 178 09, but would be initiating a new Amendment addressing the matter.

January 16, 2014 Staff Information Report – NEC staff presented an Information Report to the Commission identifying that on December 13, 2013 the OSSGA submitted a proposal to amend the NEP to “harmonize” with the ESA (2007) (Amendment PC 200 13). The proposed amendment would apply to all lands within the NEP Area, not just those lands owned or operated by aggregate producer members of the OSSGA.

January 16, 2014 Initial Staff Report PH 199 13 (Mercanti) – Staff presented a proposal to amend the NEP by adding a special policy provision to apply to the subject property at 2637 Bluffs Way, Part Lots 14 and 15, Concession 2 N.D.S. in the City of Burlington, Regional Municipality of Halton, to permit development associated with a single dwelling, on a lot that includes the identified habitat of an endangered species.

May 15, 2014 Staff Summary Report PH 199 13 (Mercanti) – Staff presented a Final Staff Position Report for PH 199 13 and the Commission endorsed the staff recommendation and authorized staff to forward PH 199 13 to the Minister of Natural Resources for approval pursuant to Section 10(11) of the NEPDA. No final decision from the Minister has been issued on the Amendment to date.

EXISTING PROVINCIAL FRAMEWORK RESPECTING SPECIES AT RISK

All three Provincial policy documents: the ESA (2007), the NEP (current) and the PPS (2014), contain policies protecting the habitat of endangered and threatened species. However as discussed below, the overall purpose and objectives of each of these policy documents, while complementary, also have their own specific and separate mandates and objectives.

Endangered Species Act (ESA, 2007)

The ESA (2007) is a statute that, by its terms is aimed at prohibiting, rather than regulating the destruction of habitats of endangered species and threatened species.

The purposes of the Act are:

1. To identify species at risk based on the best available scientific information, including information obtained from community knowledge and aboriginal traditional knowledge.
2. To protect species that are at risk and their habitats, and to promote the recovery of species that are at risk.
3. To promote stewardship activities to assist in the protection and recovery of species that are at risk 2007, c. 6, s. 1. The ESA provides the following prohibition concerning habitat:

The ESA provides protection to both the species and its habitat through the following provisions of the Act:

9. (1) No person shall,

- (a) kill, harm, harass, capture or take a living member of a species that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species;
- (b) possess, transport, collect, buy, sell, lease, trade or offer to buy, sell, lease or trade,
 - (i) a living or dead member of a species that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species,
 - (ii) any part of a living or dead member of a species referred to in subclause (i),
 - (iii) anything derived from a living or dead member of a species referred to in subclause (i); or
- (c) sell, lease, trade or offer to sell, lease or trade anything that the person represents to be a thing described in subclause (b) (i), (ii) or (iii). 2007, c. 6, s. 9 (1).

10. (1) No person shall damage or destroy the habitat of:

- (a) a species that is listed on the Species at Risk in Ontario List as an endangered or threatened species; or
- (b) a species that is listed on the Species at Risk in Ontario List as an extirpated species, if the species is prescribed by the regulations for the purpose of this clause. 2007, c. 6, s.10 (1).

Consistent with the stated purpose, the ESA (2007) contains no regulatory regime, as opposed to the NEPDA and the *Planning Act*, which provide for public and agency review and rights of appeal. The ESA Permit is an exception granted at the Ministers level and there are no appeal mechanisms in the ESA. Notice is however required on the Environmental Registry and comments may be made respecting the ESA Permits.

Niagara Escarpment Plan

Background to Current NEP Policy

The NEP provides protection to the habitat of general wildlife and Species at Risk with the following objective and policies of Part 2.8 Wildlife Habitat:

The objective of Part 2.8 is to protect the habitat of endangered (regulated) as prescribed by the *Endangered Species Act*¹, endangered (not regulated), rare, special concern and threatened, plant and animal species, and minimize the impact of new development on wildlife habitat.

1. New development will not be permitted in identified habitat of endangered (regulated) plant or animal species;

¹Refers to the previous *Endangered Species Act* (1971)

2. Development shall be designed so as to: (a) Minimize the impacts upon wildlife habitat, in particular, habitats of endangered (not regulated), rare, special concern, and threatened plant or animal species, as identified by on-site evaluation; (b) Maintain wildlife corridors and linkages with adjacent areas; and (c) Enhance wildlife habitat wherever possible.

The prohibition of development in the habitat of endangered species was introduced to the NEP in 1994 by the MNR as part of the 1990 Plan Review. Part 2.8 Wildlife Habitat, including the objective and policies for the protection of SAR (e.g. threatened species, special concern species and rare species), was also introduced into the NEP in 1994. The objective and policies were in advance of any specific direction for protection of habitat of endangered and threatened species in PPS at the time.

Provincial Policy Statement (PPS, 2014)

The Provincial Policy Statement (PPS) was issued under Section 3 of the *Planning Act* and is intended to provide policy direction on matters of provincial interest related to land use planning and development. All agencies, including the NEC, must be consistent with the policies of the PPS, where appropriate; however, provincial plans, like the NEP, take precedence over policies in the PPS to the extent of any conflict.

In 1997 the PPS contained the following provisions respecting the habitat of species at risk:

Part 2.3.1 Natural heritage features and areas will be protected from incompatible development

1.2. a) Development and site alteration will not be permitted in the significant portions of the habitat of endangered species and threatened species.

However no definitions for “habitat” or “significant portions of habitat” with respect to endangered or threatened species were provided for in the 1996 (and amended in 1997) PPS.

The PPS (2005) identified in Part 2.1.4 a) *Development and site alteration shall not be permitted in significant habitat of endangered species and threatened species.*

“Significant” with respect to habitat of endangered species and threatened species was defined as: *the habitat, as approved by the Ontario Ministry of Natural Resources, that is necessary for the maintenance, survival, and/or the recovery of naturally occurring or reintroduced populations of endangered species or threatened species, and where those areas of occurrence are occupied or habitually occupied by the species during all or any part(s) of its life cycle.*

The current PPS (2014) maintains the prohibition against development in the habitat of endangered species and threatened species, but has modified the 2005 policy provision

for by removing the term "significant habitat" and now acknowledging the provisions of the ESA (2007) and other provincial and federal requirements as follows:

Part 2.1.7 "development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements".

Provincial and federal requirements in regard to PPS (2014) Part 2.1.7 means legislation and policies administered by the provincial government or federal government, where applicable, for the purpose of protecting species at risk and their habitat.

The PPS also provides for a definition for Wildlife Habitat which NEP Amendment PC 20113 proposes to adopt as the definition for use in the NEP.

Additionally, the PPS (2014) Part 4.9 states that the policies of the PPS represent minimum standards, and that it does not prevent planning authorities and decision-makers from going beyond the minimum standards established in specific policies, unless doing so would conflict with any policy of the PPS. Part 4.12 of the PPS (2014) states Provincial Plans take precedence over other policies in the PPS, to the extent of any conflict. In this respect a higher or more rigorous level of protection may be permitted in the NEP, where it is determined to be appropriate in relation to the purpose and objectives of the NEP.

Greenbelt Plan (2005)

The *Greenbelt Act* authorized the preparation of the Greenbelt Plan, which was approved in February, 2005. The Greenbelt Plan Area includes all of the NEP Area. The policies of the NEP are the policies of the Greenbelt Plan for the NEP Area, with the exception of the Open Space and Trails Policies set out in Section 3.3 of the Greenbelt Plan.

The Greenbelt Plan (2005) also includes policies for the protection of the significant habitat of endangered, threatened and special concern species (emphasis added). Significant habitat was in accordance with the PPS (2005), the 2014 PPS has removed the "significance" terminology, and as noted above, the term "significant" has been dropped and it is now "habitat of endangered and threatened species."

Part 3.2.4 Key Natural Heritage Features and Key Hydrologic Features Policies
Key natural heritage features include the significant habitat of endangered species, threatened species and special concern species; and,

For lands within a key natural heritage feature or a key hydrologic feature in the Protected Countryside, the following policies shall apply:

1. Development or site alteration is not permitted in key hydrologic features and key natural heritage features within the Natural Heritage System, including any associated vegetation protection zone, with the exception of:
 - a) Forest, fish and wildlife management;
 - b) Conservation and flood or erosion control projects, but only if they have been demonstrated to be necessary in the public interest and after all alternatives have been considered; or
 - c) Infrastructure, aggregate, recreational, shoreline and existing uses, as described by and subject to the general policies of section 4 of this Plan.

Greenbelt Part 4.3.2 Non-Renewable Resources also contains provisions for endangered and threatened species which apply in the Natural Heritage System of the Greenbelt:

Notwithstanding the Natural System policies of section 3.2 of this Plan, within the Natural Heritage System, mineral aggregate operations and wayside pits and quarries are subject to the following:

- a) No new mineral aggregate operation and no wayside pits and quarries, or any ancillary or accessory use thereto will be permitted in the following key natural heritage features and key hydrologic features:

ii. Significant habitat of endangered species and threatened species

Growth Plan (2006)

The Growth Plan applies to lands within the Greater Golden Horseshoe (GGH) and provides direction on how to manage growth. Emphasis is placed on intensification and redevelopment in existing settlements and built-up areas (such as the Minor Urban Centres), rather than sprawl or expansion that requires new municipal services (e.g., sewers and water). The Growth Plan on its Map Schedules also identifies Urban Growth Centres within existing built-up areas.

The Growth Plan and Greenbelt Plan were intended to work together. Areas to be protected in the GGH were established first (in the Greenbelt Plan) and then areas where development could be considered were identified second (the Growth Plan). Both the Growth Plan (Section 1.4) and its enabling legislation (*Places to Grow Act*, 2005), indicate that in considering the Growth Plan in relation to other Provincial Plans and Policies (e.g., the NEP), the planning direction to be followed is the one that “provides more protection to the natural environment or human health”. In considering the hierarchy of Provincial Plans and policies governing this area and the provisions within those documents, the greatest protection to the natural environment and human health (particularly the natural environment), would be accomplished most effectively through the policies and appropriate Land Use Designations and Development Criteria of the NEP.

A guiding principle of the Growth Plan is to “Protect, conserve, enhance and wisely use the valuable natural resources of land, air and water for current and future generations.” The proposed Amendment upholds this principle as provisions are proposed for development of permitted uses within the areas of the Plan with established development (Urban, Minor Urban and Escarpment Recreation Area), while implementing conditions that would also continue to support the habitat of both general wildlife and SAR.

ANALYSIS

INITIATING THE AMENDMENT

Section 6.1(2.1) of the NEPDA requires that Amendments be justified, including those initiated by the NEC.

AMENDMENT CONSIDERATIONS

Matters raised in this preliminary assessment of this proposed Amendment are noted in order to provide the reviewers and the public with an initial evaluation of the application. The issues identified are not a final review of the merits of the Application either in terms of the NEP or any other relevant legislation or regulation.

In reviewing the Amendment, there are several key issues that must be addressed. All amendments must be considered against the purpose and objectives of the NEPDA and the relevant objectives and provisions of the NEP, and be consistent with other provincial policies.

JUSTIFICATION FOR THE AMENDMENT

Section 6.1(2) of the NEPDA requires that the application for NEP amendments must include a statement of justification together with supporting material. Section 1.2.1 Plan Amendments of the NEP provides that the Plan may be amended if:

- the purpose and objectives of the *Niagara Escarpment Planning and Development Act* and the Niagara Escarpment Plan are met;
- justification for the amendment is provided; and,
- it can be demonstrated that the proposed amendment and the expected impacts resulting from the proposed amendment do not adversely affect the purpose and objectives of the NEPDA. Prior to recommending that an application should be initiated, the NEC must determine if justification is provided which addresses the above.

Although the proposed amendment is not an application, it is the practice of NEC staff to provide an analysis of the justification for an NEC initiated Amendment. The justification for supporting the initial consideration and processing of this Amendment to

align the policies and language respecting SAR habitat in the NEP with the ESA, 2007, where determined to be appropriate, is as follows:

1. The Amendment does not conflict with the purpose and objectives of the NEPDA and the NEP. Alignment with the (ESA 2007) and its Regulations strengthens the protection afforded to the habitat of SAR on the Escarpment (e.g. enhanced protection for habitat of threatened species), and in doing so supports the overall objective of the NEP to provide for the maintenance of the Escarpment and ensure only compatible development with that natural environment, and the objective to protect unique ecologic areas, which are considered to include SAR habitat.
2. In addition to policy modifications to improve alignment with the ESA (2007), the proposed Amendment involves housekeeping items related to modernizing language and definitions referring to SAR and their habitats that are in need of updating to reflect the most current science and standardized terminology being applied by the province, within other provincial legislation, and reflected within the ESA (2007) and the PPS (2014).
3. The Amendment will ensure that the NEP is supporting a more consistent and coordinated approach to the protection of the habitat of endangered and threatened species amongst the various provincial plans and legislation, where appropriate, and will reduce confusion and contradiction amongst the various planning agencies.
4. The proposed Amendment will maintain the current level of protection provided to general wildlife habitat and fisheries habitat, through the NEP policies, while strengthening the protection for endangered and threatened species habitat in the NEP Area.

The NEPDA & the NEP

Does the Proposed Amendment satisfy the purpose and objectives of the Niagara Escarpment Plan and the Niagara Escarpment Planning and Development Act?

The Purpose of the Act and the Plan is: "to provide for the maintenance of the Niagara Escarpment and land in its vicinity as a continuous natural environment, and to ensure only such development occurs as is compatible with that natural environment".

The Objectives of the NEPDA and the NEP are:

1. To protect unique ecologic and historic areas;
2. To maintain and enhance the quality and character of natural streams and water supplies;
3. To provide adequate opportunities for outdoor recreation;
4. To maintain and enhance the open landscape character of the Niagara Escarpment, in so far as possible, by such means as compatible farming or forestry and by preserving the natural scenery;

5. To ensure that all new development is compatible with the purpose of the Plan;
6. To provide for adequate public access to the Niagara Escarpment; and,
7. To support municipalities within the Niagara Escarpment Plan Area in their exercise of the planning functions conferred upon them by the *Planning Act*.

The current NEP includes policies pertaining to the protection of SAR habitat, which are applicable to all lands within the NEP Area and are supportive of the purpose and objectives of the NEPDA and the NEP, particularly the objective requiring protection of unique ecologic areas, which may, in some cases include the habitat of SAR.

Proposed NEP 2013, with the purpose to align with the ESA (2007), where appropriate, will maintain the original intent of the NEP with respect to the protection of general wildlife habitat and SAR, while observing the intent of the Plan to direct development to the intended growth areas of the Plan, by allowing limited development of permitted uses in identified habitat of endangered and threatened species, in limited case, subject to conditions including meeting all requirements of the ESA (2007).

The Amendment proposal will reflect the improved legislation and scientific knowledge; in turn providing greater clarity and increased protection of SAR habitat (e.g. enhance protection for habitat of threatened species).

DISCUSSION

The NEP Area is a discrete planning region within the Province and the Development Control system is a separate and distinct approval regime. By contrast, the ESA applies throughout the Province and is not limited in its scope to development situations. Its prohibitions apply where no land use change is intended, and where development approvals have already been granted. Given the Purpose and Objectives of the NEP, it is to be expected that the standards within the NEP could be more rigorous than the Province wide standard.

The NEPDA and the NEP have the purpose to provide for the maintenance of the Niagara Escarpment and land in its vicinity substantially as a continuous natural environment, and to ensure only such development occurs as is compatible with that natural environment. S. 8 of the NEPDA establishes by statute, the objectives of the NEP, a) to protect unique ecologic and historic areas; and b) to ensure that all new development is consistent with the purpose of this Act.

As staff has described, since the policy to protect endangered species was introduced, and then applied to the PPS and the NEP (in 1995), the NEP from the outset contained a higher standard for the protection of habitat of endangered species in Part 2.8.1, as it was a complete prohibition of development in the identified habitat of endangered species, which would, in staff's opinion, conceivably include more than the "significant portions" of habitat for which the prohibition in the PPS (1994², 1996, and amended in

² The "Comprehensive Set of Provincial Policy Statements" was released by the Minister of Municipal Affairs on May 18, 1994.

1997) applied. The NEP also provides habitat protection for additional categories of SAR, including special concern and rare species, beyond that which was provided by either the ESA (1971) or the PPS (1996, and amended in 1997). Staff notes that the habitat of special concern species may be considered under the "Significant Wildlife Habitat" category of Part 2.1.5 d of the PPS (2014), and the previous PPS 1996 (amended in 1997).

While the ESA (2007) and the NEP both include prohibitions of development in the habitat of endangered species, the ESA (2007) also recognizes that, in some cases, a broad restriction of development may not be practical or even possible. Therefore, the ESA allows the Minister the discretion to grant different types of permits or other authorizations for activities that would otherwise not be allowed under the ESA. These ESA authorizations are intended to be tools which reduce the impacts of development activity on SAR habitats, while also requiring actions that encourage protection and recovery of SAR and their habitats.

The ESA (2007) Section 17 (c) Permit application process requires the proponent to meet a number of tests, which includes demonstration of avoidance, mitigation and then overall benefit to the species. As noted above, in the NEP Area a threshold requirement for development in the habitat of endangered species is an amendment to the Plan, which must be obtained prior to an ESA Section 17(c) Permit is issued by the Minister.

Staff notes that while the conditions of an ESA 17 (c) Permit may be determined to achieve the purpose and objectives of the ESA (2007), an ESA Permit (including the overall benefit component), may not necessarily meet in all situations, the purpose and objectives of the NEPDA and the NEP. For example, when habitat creation is determine to meet overall benefit for the species under the ESA, the compensating habitat creation is not always required to be situated on the site of the proposed development (where the habitat is being lost), or even within the area. There are some (limited) cases where overall benefit activities required under an ESA 17(c) Permit could take place outside the NEP Area altogether. Therefore, staff suggests that it will be necessary, when the MNRF is considering ESA 17(c) Permits applications in the NEP Area, to ensure that the activities identified also meet, and do not conflict with the purpose and objectives of the NEPDA and the NEP be considered, specifically the statutory objective "to protect unique ecologic areas", which applies to some habitats of endangered and threatened species.

Furthermore, staff notes that the NEP does not currently embrace the concept of compensation or net gain in the consideration of a proposed development. Overall benefit under the ESA follows similar principles to compensation and net gain, for certain species for which it can be demonstrated. The NEP first and foremost seek to avoid or minimize impacts to habitat, in accordance with the relevant Development Criteria, and once these criteria are achieved, the opportunity to enhance habitat is encouraged in furtherance of the overall Purpose to provide for the maintenance of the Niagara Escarpment and land in its vicinity as a continuous natural environment. Staff

notes that for limited species and under specific development scenarios, the creation of habitat can be viewed as a mitigation measure (e. g. removal of barn swallow habitat through demolition of a barn, and creation of habitat through the placement of nesting cups as a mitigation measure).

While the ESA (2007) and the NEP both provide a level of protection to the habitat of endangered and threatened species, the ESA focuses exclusively on species and their habitats, applies throughout the Province, and applies not only to development but to actions that may be taken otherwise lawfully by owners and occupiers of land containing protected habitats. The purpose of the PPS (2014) is broad and embraces a full range of planning considerations. It applies across the Province to all planning authorities and to approvals that affect a planning matter. It specifically defers to Provincial requirements, which includes the NEP.

The current standard under the NEP (Part 2.8.1), is to prohibit any development in the identified habitat of endangered species (and threatened species), regardless if the development could occur without damaging or destroying the identified habitat. The proposed NEP Amendment would adopt the language of s. 10.1 of the ESA, and prohibit development which would "damage or destroy" habitat of endangered and threatened species, and therefore avoid current operational issues of current NEP Part 2.8.1, where development would be refused even if in principle the development could proceed without negatively impacting the identified habitat .

Additionally, the NEP Amendment will address the protection provisions for threatened species. Currently the NEP is considered to be a lower standard than the ESA for the protection of the habitat of threatened species given the current NEP Part 2.8.2 is not a complete prohibition of development in the habitat of threatened species but requires that development shall "minimize" the impacts to the habitat. In this scenario, the NEP may permit development in the identified habitat of a threatened species if it could be demonstrated that actions are being taken to minimize impacts to the habitat (implemented through Development Permit conditions of approval). However, the proposal may not, in all cases then also be consistent with the ESA s. 10.1, which states development that would damage or destroy the habitat of threatened species is not permitted. Proposed NEP Amendment 201 13 would address this by bringing threatened species up to the same level of protection as endangered species, and adopting the "damage or destroy" language of the ESA.

ESA Regulations (O. Reg 242/08), are now in force that exempt certain types of development in the habitats of specific endangered species and threatened species (e.g. Bobolink, Butternut, Barn Swallow and Meadowlark), subject to various conditions being followed in the Regulation. If these rules in the Regulation are followed, then a Permit under the ESA is not necessary, for certain developments and activities.

The proposed Amendment reflects the appropriate ESA exemptions regulations, where appropriate. Some exemptions are for species where habitat loss is not determined to be the major threat to the species persistence (e.g. Butternut is an endangered species

not because of loss of habitat, but as a result of a fungal pathogen causing the butternut canker). Also in a number of these exemptions under the regulation, the mitigation measures identified have been proven to be successful in continuing to support the species and their habitat (e.g. creation of nesting cups to mitigate the removal of nests from a barn by way of demolition).

An operational issue currently exists with respect to Part 2.8.1 of the NEP prohibition of development in the identified habitat of endangered species. A number of NEP Development Permit Applications (DPA) are routinely submitted for uses identified as permitted (in principle) by the NEP, on existing lots of record which are identified as the regulated and (so "identified") habitat of endangered species. The current NEP Part 2.8.1 prohibits any development, regardless of whether or not the development would constitute damage or destruction of that habitat.

Therefore, on existing lots of record in all Land Use Designations in the NEP Area, where single dwellings are, in principle, a permitted use (subject to meeting the Development Criteria of Part 2), if habitat of an endangered species has been identified (most commonly by the MNRF), the NEP Part 2.8.1 would prohibit approval of the development (unless an NEP Amendment seeking special policy exception to Part 2.8.1 is obtained).

With respect to how the ESA is applied in the above scenario, the MNRF may find that the development, while proposed within the regulated habitat of an endangered species, may not constitute damage or destruction of that habitat and therefore an ESA Permit would not be required and the proposed development would be consistent with the ESA (2007). Alternatively, in the case where the proposed development is determined by the MNRF to result in damage or destruction of the regulated habitat, an ESA Permit would be required. So the opportunity to develop would still be provided through the ESA provisions (subject to a number of tests and conditions). Additionally, some endangered and threatened species are now listed in Regulation, and if rules in the Regulation are followed, an ESA Permit is not required (e.g. Butternut).

Therefore, notwithstanding that an applicant may have an opportunity to proceed with the proposed development in the habitat of an endangered species under the provisions of the ESA (2007), in the NEP Area (if the MNRF is supportive of the ESA Permit application), the current NEP Part 2.8.1 would prohibit any development in the habitat, regardless of conditions of an ESA Permit (which could include activities to mitigate impacts), and an NEP DPA would be refused on this basis.

Furthermore, with respect to the potential for the issuance of an ESA Permit in the NEP Area, S. 24(3) of the NEPDA states that no other permits that relate to development shall be issued, and no approval or permissions authorized by an Act shall be made, unless the development is exempt under the NEPDA or an NEP Development Permit is issued. Therefore an ESA Permit cannot be issued by the Minister prior to an NEP Development Permit, and in the case of development proposed in the habitat of an

endangered species, no such Permit could be issued on the basis of not being consistent with the NEP Part 2.8.1.

Although NEC staff is aware of a number of existing lots of record which contain the identified habitat of an endangered species and therefore a DPA for would be required to be refused on the basis of Part 2.8.1, only one DPA has been through the complete NEC review process to date (Mercanti), resulting in the Commission endorsing staff's recommendation for refusal of the proposal. In this case, the decision was appealed by the applicants, resulting in a Niagara Escarpment Hearing being scheduled. During pre-hearing meetings, agreement was reached between staff of the NEC, the MNR and the appellant parties prior to the commencement of the Hearing. The applicant proposed to revise the site plan to situate the proposed single dwelling to the rear of the lot, substantially outside of wooded area, and therefore outside of the identified habitat of the endangered species.

The applicant then proposed an application for an Amendment to the NEP for a special policy exception respecting Part 2.8.1, as the proposed accessory uses associated with the single dwelling (driveway, driveway apron, underground servicing and septic system), were still proposed to be situated within the wooded area identified by the MNR as habitat of an endangered species. At their meeting of May 15, 2014, the Commission found the proposed Amendment to be justified and instructed staff to forward it to the Minister for approval, on the basis that conditions of approval of a Development Permit could include mitigation measures that would ensure that the area of development within the identified habitat would continue to be considered habitat post development, and the purpose and objectives of the NEPDA and NEP could be upheld through the siting and conditions of approval enforced. No final approval of NEP Amendment PH 199 05 has been issued by the Minister to date.

If current NEP Part 2.8.1 remains in place the NEC is likely to be faced with processing a high number of site specific Plan Amendments seeking special exceptions, which is time consuming for both staff and the proponents (in terms of the timing associated with processing). Staff has no way to accurately quantify how many DPA's may arise for single dwellings on existing lots or permitted development in the urban areas of the Plan, where a conflict with the NEP Part 2.8.1 exists. However staff speculates that applications could be numerous, and so there is a risk from a staff and resource perspective to timely processing of a proposed Amendment to the NEP Part 2.8 to address site specific individual landowner proposals.

If the current NEP Part 2.8.1 is to remain in effect, and no provisions for limited exceptions for certain permitted uses are introduced, it is likely to result in overall capacity issues, given staff time would be spent processing DPAs, which would ultimately require refusal under current Part 2.8.1, and therefore resulting in the preparation and attending of hearings, or alternatively, processing site specific individual Plan Amendment applications (where they can be justified).

The proposed Amendment would streamline, clarify and address some operational issues with implementation of the ESA in the NEP Area (in the habitat of endangered and threatened species), by permitting certain developments which are currently identified as permitted uses, in principle, by the NEP, subject to compliance with other applicable Development Criteria in Part 2 of the NEP (and with the ESA (2007)). This will also allow the NEC to better align the NEP Development Permit process with the ESA process, including any requirements of the MNRF for mitigation and /or avoidance of damage to habitat, which could be implemented through conditions of approval of a Development Permit, if the conditions are also determined to support the Purpose and Objectives of the NEPDA and the NEP.

The NEP recognizes the construction of a single dwelling on an existing lot of record as the traditional form of development that could typically take place, subject to meeting applicable Development Criteria and conditions of approval. Additionally, it is the intention of NEP to direct development to the Urban Area, Minor Urban Centre and Recreation Areas of the Plan.

Proposed NEP Amendment PC 201 13, would permit, as an exception to the prohibition of development in the habitat of endangered species and threatened species, single dwellings and accessory or incidental uses on existing lots of record which include the identified habitat of an endangered species or threatened species (in all NEP Land Use Designations), if also in accordance with the ESA (2007), (and subject to all other applicable NEP Designation Criteria).

Good planning principles would still be applied in these exemption scenarios, in order to ensure that the Purpose and Objectives of the NEP are upheld, including avoidance of the SAR habitat where possible and consideration of alternate siting and design of the proposed development in consideration of protecting the identified habitat and avoiding impacts. Development would also be subject to any Permit or regulatory compliance under the ESA (2007), which as staff has previously noted, may also include demonstration of avoidance and mitigation (when considering 17 (c) Permits).

Proposed Amendment PC 201 13 also provides the following exception provisions to the prohibition of development in the habitat of endangered species and threatened species (again subject to conditions and requirements of the ESA being met), in order to address the operational issues identified by staff, and to improve alignment with the ESA (2007), where appropriate:

- Permitted Uses in existing Urban, Minor Urban Centres and Escarpment Recreation Areas.
- Existing Mineral Resource Extraction Areas.
- Parks and Open Space Areas that have a Park Management or Master Plan endorsed by the NEC.
- Clarify the circumstances under which new lots may be considered.
- Development where the only purpose is to assist in the protection and recovery of a species.

- Essential transportation and utilities.

General agricultural uses (e.g. cultivation of soil, the production of agricultural crops), have generally not proven to be problematic in relation to the existing NEP Part 2.8 respecting SAR habitat. Development Control Regulation 828/90 exempts a number of agricultural activities and development, subject to meeting the exemption criteria, and these exemptions would therefore not be subject to the NEP Part 2.8. Typical SAR associated with agricultural lands includes grassland bird species such as Bobolink and Meadowlark.

A number of these species are now regulated under the ESA, and the ESA contains species specific exemptions for agricultural operations (e.g. draining, irrigating or cultivating land, growing, producing or raising farm animals). Given that the majority of these “agricultural operations” as defined under the ESA, would be exempt under Development Control Regulation 828/90 exemptions for agricultural activities, no specific exemption provisions for agriculture uses are proposed in Amendment PC 201 13. Staff notes that this can be explored further through the circulation and consultation phase of the Amendment proposal.

The alignment of NEP policies with the ESA (2007), where determined appropriate in the manner proposed by the Amendment, will not weaken the extent and intent of habitat protection already provided by the objectives and policies of the NEP. For example, rare species are those species which are identified, tracked and given a classification system by the Natural Heritage Information Centre (NHIC) of the MNRF. Rare species are a separate category from endangered, threatened and special concern species. Rare species are a category of species defined and provided habitat protection within the existing NEP Part 2.8.2 (test is minimize impacts to). However, the ESA (2007) does not provide protection to the habitat of rare species. Additionally, “special concern” species are a category of species that are included within the ESA (2007), but are afforded no habitat protection under the Act. Part 2.8.2 of the NEP currently includes a policy for the protection of habitat of special concern species (minimize impacts). The proposed Amendment maintains this policy provision for special concern species.

Further to this, existing NEP Part 2.8.2 b) requires that development be designed so as to minimize impacts on habitat, maintain corridors and linkages and to enhance wildlife habitat, wherever possible, would still apply to all proposed development proposed in general wildlife habitat and SAR, including in the case of those developments which would fall under the exception provisions proposed in the Amendment.

Staff notes that the processes under the NEPDA, the ESA and the *Planning Act* could benefit from a more coordinated review process. The NEC is currently supported by the MNRF through the provisions of technical comments from the MNRF on NEP DPAs and Amendment applications involving SAR matters (including the identification of habitat and regulated habitat). Staff identifies that the NEC application review process could further benefit from an understanding of the ESA Permit assessment process and the

technical merits of any final recommendations by the MNRF to the Minister on such Permit applications, where proposed in the NEP Area. This would assist NEC staff in ensuring that the Purpose and Objectives of the NEPDA and the NEP continue to be met through ESA Permit activities.

Does the Amendment satisfy and reflect the Niagara Escarpment Plan?

NEP Designations and Development Criteria

The Development Criteria apply to the entire NEP and all NEP Designations. The Development Criteria are aimed at maintaining the natural environment while still allowing development which is compatible with the natural environment. No general housekeeping amendments are proposed for Part 2.2 General Development Criteria.

Amendments to the Development Criteria of NEP Part 2.8 Wildlife Habitat are proposed in order to better align with the ESA (2007), as determined to be appropriate, and to allow for opportunity for development of certain permitted uses (in principle), particularly on existing lots of record which include the identified habitat of an endangered and threatened species, subject to conditions respecting the development to an ESA Permit or conditions of ESA regulations, where required.

Staff acknowledges that the original intent of the NEP Development Criteria Part 2.8 will be modified, to some degree, with the current Amendment proposal. Specifically, while the complete prohibition of development in the habitat of endangered species in existing Part 2.8.1 would remain, limited exceptions to the prohibition, subject to conditions would be introduced. However, staff provides that the introduction of the exceptions to the Part 2.8.1 prohibitions will continue to ensure that the NEP objective of maintaining the natural environment and protecting unique ecologic areas continue to be achieved through the DP review process (including site design and mitigation measures), and the ESA requirements.

Additionally, staff notes that for some proposed developments the MNRF would also be engaged in the review of DP, and identify any need for ESA requirements, including Permits. The MNRF would then be required to assess ESA Permit applications and make a final recommendation to the Minister a Permit, which again, staff notes requires demonstration of avoidance, and mitigation, in addition to demonstrating an overall benefit to the species, where appropriate and where it is possible.

ONTARIO REGULATION 828/90

No changes to Ontario Regulation 828/90 are required as a result of the coming into force of the ESA (2007) and this proposed Amendment. Approvals or exemptions, granted under the NEPDA do not absolve a person of the requirements of the ESA (2007). The person(s) undertaking the development activity through an exemption granted under Ontario Regulation 828/90, as amended, are still responsible for complying with all of the required provisions of the ESA (2007). Likewise, the ESA

(2007) policies and Regulations do not negate a person's responsibility for complying with all of the relevant policies and regulations under the NEP.

CONCLUSIONS

While the NEP, the ESA (2007) and the PPS (2014) all include provisions which address the protection of SAR habitat in the Province, each has a different scope, area of application and overall purpose and objectives. The ESA (2007) focuses on species throughout Ontario and as part of that program, seeks to protect both the species and their habitats by prohibiting activities that may otherwise be permitted, but that would damage or destroy the habitat, but also provides opportunities to allow such activities through Permits. The PPS (2014) seeks to protect such habitats in the same manner as Federal and Provincial requirements (including the ESA, 2007), in the context of applications under the *Planning Act*, and applies throughout the Province.

The NEP, by contrast applies to a discrete planning area in the Province that is focused on protecting the natural environment and the unique ecologic areas within the Plan Area, by permitting only development that is consistent with its purpose, objectives and policies. Since 1994 the NEP, in staff's assessment, has had a higher standard of protection for endangered species than any other provincial level policy.

There is an immediate need to address the current planning implications of the NEP Part 2.8.1 prohibition of development in the habitat of endangered species, for certain proposed developments that are currently identified in the NEP as permitted uses, in principle, particularly in the Urban Area, Minor Urban and Recreation Area Designations, where the NEC has traditionally directed and focused development.

Proposed NEP Amendment PC 201 13 maintains and enhances the level of protection current Part 2.8 provides (e.g. brings threatened species habitat into the prohibition of development), while attempting to use language and approaches that align with the ESA (2007), where appropriate, and acknowledges the need for some limited exceptions to the prohibition on development in the habitats of endangered and threatened species, as per the ESA (2007) and its associated regulations.

Proposed NEP Amendment PC 201 13 is considered "Phase 1" in the assessment of the approach to addressing development in the habitat of SAR in the NEP Area. The proposed Amendment addresses current operational issues by bringing threatened species to the appropriate level of protection as per the ESA (2007) standard and by addressing those situations where development, while proposed within the identified habitat of an endangered or threatened species, would not be considered to damage or destroy that habitat.

Additionally, except for those uses proposed for exemption (in the NEP Land Use Designations identified) under the proposed Amendment PC 201 13, the prohibition of development in the habitat of endangered species and threatened species would continue to apply, without exception. Staff recommends that the policy approach to

dealing with all other development proposals not identified as exceptions in PC 201 13, be dealt with through site specific NEP Amendment applications, as requested.

Staff proposes that the Coordinated 2015 Plan Review provides the appropriate venue to undertake a comprehensive assessment of the merits of proposed alternate approaches for dealing with development in the habitat of endangered and threatened species in the NEP Area, particularly for those proposals requiring an NEP Amendment, as proposed in the OSSGA Amendment application (PC 200 13). The Plan Review will also allow for further consideration of any proposals that are put forth for the Greenbelt Plan and ORMCP respecting SAR habitat and significant natural heritage features, as related to this topic.

Processing of the proposed NEC initiated Amendment PC 201 13 at this time, in advance of the 2015 Plan Review, is required in order to address the current operational issues described herein, primarily on existing lots of record (for single dwellings), and for permitted uses within the urban areas of the Plan. Staff concludes that the modifications proposed through PC 201 13 can continue to support the Purpose and Objectives of the NEPDA and the NEP.

RECOMMENDATIONS

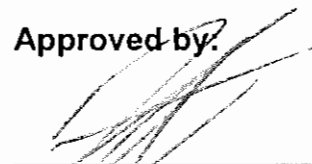
1. That the Niagara Escarpment Commission instruct staff, in accordance with this Report, to prepare the proposed Amendment PC 201 13 for circulation and notification pursuant to Subsection 6.1(2) of the *Niagara Escarpment Planning and Development Act*.
2. That "Phase 2" of this matter, to assess the merits of alternate policy approaches for development (not addressed through PC 201 13), in the habitat of endangered species and threatened species in the Escarpment Natural Area, Escarpment Protection Area and Escarpment Rural Area be considered further as part of the Coordinated 2015 Plan Review. This would include proposals set out in the OSSGA Amendment PC 200 13.

Prepared by:



Lisa Grbinicek, MCIP, RPP
Senior Strategic Advisor

Approved by:



Ken Whitbread,
Manager



Deb Pella Keen
Director

**PROPOSED AMENDMENT PC 201 13
TO THE NIAGARA ESCARPMENT PLAN**

**NIAGARA ESCARPMENT PLAN AND THE
*ENDANGERED SPECIES ACT, 2007***

(July 17, 2014)

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Part A – The Preamble

Part B – The Amendment

PART A – The Preamble

PURPOSE:

To undertake a general amendment to the Niagara Escarpment Plan (NEP) to align, where determined to be appropriate and in keeping with the purpose and objectives of the NEP, the policies and definitions with respect to the protection of Species at Risk (SAR) habitat, with those of the *Endangered Species Act*, 2007 (ESA, 2007). To also address a number of related housekeeping matters respecting the definitions and terminology related to wildlife habitat and SAR, in order to ensure standardization with other provincial plans and the PPS, as appropriate, and ensure consistency throughout the Plan.

AREA:

The entire Niagara Escarpment Plan Area

INITIATOR: Niagara Escarpment Commission (NEC)

BASIS:

Under Section 6.1(2) of the *Niagara Escarpment Planning and Development Act* (NEPDA), the NEC may initiate an amendment to the NEP, provided that the NEC is satisfied that the amendment is justified.

This Amendment reflects the need to align the existing SAR habitat protection provisions of the NEP, with the ESA, 2007, where appropriate and continue to maintain the purpose and objectives of the NEPDA and the NEP. The Amendment will strengthen the current policies with respect to habitat protection for SAR, while maintaining the integrity of those existing NEP policies supporting habitat protection for general wildlife that may not be subject to the provisions of the ESA, 2007.

Policies and definitions related to SAR and SAR habitat being amended in the NEP are consistent with the purpose and objectives of the NEPDA and the NEP respecting the maintenance of the Niagara Escarpment and land in its vicinity substantially as a continuous natural environment, including the objective to protect unique ecologic areas, which in some cases includes the habitat of endangered and threatened species.

In addition to amendments to the policies of the NEP Part 2.8, and definitions in Appendix 2, the Amendment also includes a number of “housekeeping” modifications related to outdated and inconsistent language throughout the NEP that once revised will reflect updated terminology used in the PPS (2014) and other provincial plans therefore standardizing the terminology. This will allow for consistency in interpretation where this terminology is used and applied.

PART B: THE AMENDMENT

Part 2.8 Wildlife Habitat Objective and Policies are amended to read as follows:

2.8 Wildlife Habitat

The objective is to minimize the impact of development on wildlife habitat and protect the habitat of endangered, threatened, special concern, rare and extirpated species.

1. In the habitat of endangered, threatened and extirpated species:
 - a) Development that will damage or destroy the identified habitat of an endangered or threatened species will not be permitted.
 - b) Development that would damage or destroy the habitat of extirpated species for which a regulation protecting the habitat of that species has been made under the *Endangered Species Act*, 2007 will not be permitted, except in accordance with the *Endangered Species Act* (2007).
 - c) Creation of a new lot or lots shall not be permitted where all or part of the new lot includes the habitat of an endangered or threatened species, except in the following circumstances:
 - i) Land acquisition by a public body for park and open space, or pedestrian trail purposes;
 - ii) Land acquisition by an approved conservation organization;
 - iii) For the purpose of enlarging existing lots;
 - iv) For the purpose of correcting a conveyance as defined by this Plan.
2. Notwithstanding Part 2.8.1, development may be permitted in the following circumstances provided the requirements of the *Endangered Species Act* (2007) are met, in addition to all other requirements of this Plan, to the satisfaction of the NEC:
 - a) Development of a single dwelling and accessory or incidental uses on an existing lot of record.
 - b) Development in the habitat of the following species subject to the following exemption regulations under the *Endangered Species Act*, 2007: O. Reg. 242/08 as amended s. 23.5 (Barn Swallow), 23.6 (Bobolink), 23.7 (Butternut) and 23.8 (Chimney Swift).

- c) Development in an Urban Area, Minor Urban Centre, Escarpment Recreation Area or a Mineral Resource Extraction Area designation, which was designated as of July 17, 2014.
 - d) Development within a park or open space area identified within Appendix 1 of this Plan where such development is authorized under a Master or Management Plan approved in accordance with Part 3 of this Plan as of July 17, 2014.
 - e) Development of a transportation or utility facility where such development is determined to be essential under the policies of this Plan.
 - f) Development where the only purpose of the activity is to assist in the protection and recovery of the species.
3. Where development in wildlife habitat may be permitted, including those developments identified under Part 2.8.2, development shall be designed so as to:
- a) Minimize the impacts upon wildlife habitat, in particular the habitats of endangered, threatened, special concern and rare species, as identified by on-site evaluation;
 - b) Maintain wildlife corridors and linkages with adjacent areas; and
 - c) Enhance wildlife habitat wherever possible.
4. All objectives and policies of this Plan respecting fish habitat including, but not limited to, Part 2.6.14 and Part 2.6.15 Fisheries applies, as well as Part 2.8.1 and Part 2.8.2 if the habitat is habitat of a fish species that is endangered, threatened or extirpated, and Part 2.8.3 if the habitat is habitat of a fish species that is special concern or rare.

Part 1.3 Escarpment Natural Area is amended to read as follows:

Escarpment features which are in relatively natural state and associated stream valleys, wetlands and forests which are relatively undisturbed are included within this designation. These contain important wildlife and fish habitats and geological features and cultural heritage features and are the most significant natural and scenic areas of the Escarpment. The policy aims to maintain these natural areas.

Part 1.5 Escarpment Rural Area, Development Policies for Mineral Extraction, sub-section 1 a) ii) is amended to read as follows:

- 1. a) Protection of the natural and cultural environment, namely:
 - ii) habitat of endangered, threatened, special concern and rare species;

Part 2.13.8 Recreation is amended to read as follows:

8. Trails will be located and designed to avoid wherever possible steep slopes, wetlands, erosion prone soils, agricultural areas and ecologically sensitive areas such as deer-wintering yards, wildlife and fish habitat and Areas of Natural and Scientific Interest.

Part 2.16.5 The Bruce Trail is amended to read as follows:

5. All uses within the Trail corridor shall be located and designed, where possible, to avoid steep slopes, wetlands, erosion prone soils and ecologically sensitive areas such as wildlife habitat and fish habitat and sensitive areas within Areas of Natural and Scientific Interest.

Part 3.1.2 Parks and Open Space System Concept is amended to read as follows:

The System, which is linear in nature, is based on public lands acquired to protect distinctive features and significant areas along the Escarpment. Feature areas are waterfalls, distinctive landforms associated with the Escarpment and significant wildlife habitats. Historical and archaeological sites, often found associated with these feature areas, are also incorporated.

Part 3.1.4.1 Recreation and Commercial Uses in Parks and Open Space is amended to read as follows:

Where permitted by the Park Classification, recreation uses in parks and open space, other than in Recreation Parks, shall be incidental or secondary to the protection of land within the park or open space area for public enjoyment and as wildlife habitat and fish habitat. The introduction of intensive uses like downhill ski slopes, golf courses, golf driving ranges, banquet halls, full service restaurants, lodges, hotels, conference centres, retreats, schools, spas and buildings with provision for fully serviced overnight accommodation, as distinct from camping, shall not be permitted. Small scale retail and visitor service facilities may be permitted, especially if developed in conjunction with interpretative displays and information.

The following definitions in Appendix 2 are added, deleted or amended to read as follows:

Endangered Species – Any species listed or categorized as an endangered species on the Ontario Ministry of Natural Resources and Forestry's official Species at Risk List, as updated and amended from time to time.

Rare Species – Any species of wild animal, plant or other organism that is tracked and identified by the Natural Heritage Information Centre of the Ministry

of Natural Resources and Forestry as provincially rare, excluding any endangered, threatened, special concern species as defined in this Plan.

Species at Risk in Ontario List (SARO) – the Species at Risk in Ontario List regulation made under the *Endangered Species Act*, 2007, as amended from time to time.

Special Concern Species - Any species listed on the Species at Risk in Ontario List as special concern.

Threatened Species – a species that is listed or categorized as a “threatened species” on the Ontario Ministry of Natural Resources and Forestry’s official Species at Risk List, as updated and amended from time to time.

Wildlife Habitat – means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.



July 17, 2014

CIRCULATION AND NOTICE

**RE: NIAGARA ESCARPMENT PLAN AMENDMENT PC 201 13
NIAGARA ESCARPMENT COMMISSION (Niagara Escarpment Plan and the
Endangered Species Act, 2007)**

BACKGROUND:

1. Section 7 and 10 (1) of the *Niagara Escarpment Planning and Development Act (NEPDA)* require that the Niagara Escarpment Commission (NEC) furnish each affected ministry and municipality, within or partially within the Niagara Escarpment Planning Area, with a copy of the proposed Amendment to the Niagara Escarpment Plan (NEP) and invite the ministries and municipalities to make comments on the amendment to the Commission.
2. Section 10 (1) (b) of the *NEPDA* requires that notice of the proposed Amendment be published in such newspapers having general circulation in the Niagara Escarpment Planning Area as the Commission considers appropriate.
3. The NEC is also required to post the Amendment on the Environmental Bill of Rights Registry (EBR) for public notice and comment.
4. Although not legislatively required, the NEC as a matter of practice also circulates other public agencies and stakeholders where the Commission believes there may be an interest (e.g., conservation authority).

The notice period under the *NEPDA* is not more than 60 days; however, the NEC may extend the time if in the Commission's opinion additional time for commenting becomes necessary.

PURPOSE:

The purpose of this Report is for the Commission to approve the recommended circulation and notification list for the NEP Amendment PC 201 13

RECOMMENDATION:

That the NEC instruct staff, pursuant to the *NEPDA* to circulate the proposed Amendment to ministries and Escarpment municipalities, provide notice in newspapers and on the NEC web site and have the Amendment posted on the EBR.

Staff will also circulate agencies, and stakeholders who may have an interest or have indicated an interest in the Amendment, including property owners or their agents.

The specified comment period will be 60 days.

Required circulation and notice follows:

1. Municipalities and Ministries

Circulate to affected ministries and the applicable municipalities.

2. Newspapers

Niagara this Week	(Niagara)
St. Catharines Standard	(Niagara)
Hamilton Spectator	(Hamilton-Wentworth)
Georgetown Independent	(Halton)
Milton Canadian Champion	(Halton)
Caledon Citizen	(Peel)
Orangeville Banner	(Dufferin/Simcoe)
Collingwood Enterprise-Bulletin	(Grey Bruce)
Owen Sound Sun-Times	(Grey/Bruce)
Warton Echo	(Bruce)

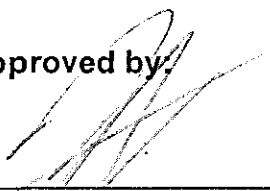
3. Other Public Agencies and Stakeholders

This would include all Conservation Authorities within the NEP Area as well as the Ontario Stone, Sand & Gravel Association, the Bruce Trail Conservancy, Agricultural Federations, etc.

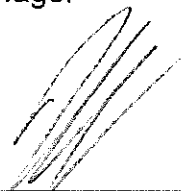

Prepared by:



Lisa Grbinicek, MCIP, RPP
Senior Strategic Advisor

Approved by: 

Ken Whitbread
Manager


_____
Deb Pella Keen
Director

From: AMO Communications <communicate@amo.on.ca>
Sent: August-14-14 1:39 PM
To: dholmes@melancthontownship.ca
Subject: AMO Members' Policy Update - OPP Billing Model Announcement

August 14, 2014

Members' Policy Update: OPP Billing Model Announcement

After much municipal and provincial consultation and discussion, Minister Yasir Naqvi, Ministry of Community Services and Correctional Services (MCSCS), released the framework of the new OPP Billing Model today. This responds to a 2012 recommendation of the Provincial Auditor General for a simplified, more transparent cost-recovery method that addresses the issues of a billing method that has resulted in municipalities paying different rates.

We are told that the new OPP billing model, to be in effect January 1, 2015 will be a base cost and call for service formula with the following elements:

- A base service cost that each of the 324 OPP-serviced municipalities will pay plus the cost of the actual calls for service.
 - Base service costs will be an estimated 60% of what a municipality will pay (i.e. fixed costs).
 - Base service costs will be calculated on a per property basis for households, including seasonal and business properties including commercial and industrial properties.
- The calls for services costs are estimated to be about 40% of what a municipality will pay (i.e. the variable cost) and will be based on the individual municipal usage level. Much greater detail about the type of calls for service will be included on the municipal bills to increase transparency. This will assist municipalities and the police community to look at ways to reduce these variable costs.
- Transition will be phased in over 5 years for both cost increases and decreases to municipalities:
 - \$40 per property cap on increases per year for those with an increase.
 - Decreases will be graduated over the 5 years for those with a decrease.

AMO anticipates that the majority of municipal OPP bills are expected to be between \$200 -\$400 per property based on 2015 estimates.

MCSCS has advised AMO that it engaged a third party auditor to review the split between provincial and municipal OPP costs, the evidence for the proposed split between base and calls for services, and the appropriateness of a per property approach compared to other possible billing approaches considered.

Over the coming weeks, additional MCSCS/OPP information about the new billing model will be available including:

- Two information sessions at the AMO conference on Sunday August 17 and Monday the 18th;
- For those municipalities not attending the AMO conference, regional information sessions will be organized soon, and
- OPP officials will be meeting with each of the 324 OPP serviced municipalities in the early fall to discuss the financial and operational details of the new billing model.

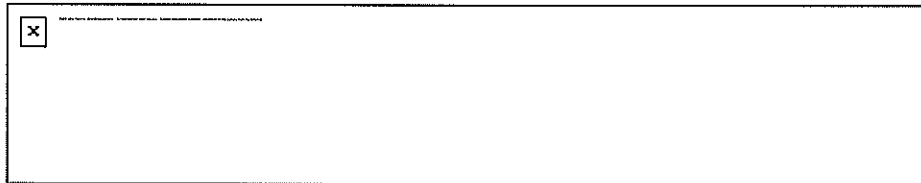
Link for provincial announcement: [New OPP Billing Model for Municipalities](#)

AMO Contact: Monika Turner, Director of Policy, mtturner@amo.on.ca, 416.971.9856 ext. 318

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.

Wendy Atkinson

From: Sierra Club Canada <membership@sierraclub.ca>
Sent: August-07-14 10:55 PM
To: Mayor Bill Hill
Subject: MEDIA RELEASE: PMRA continues to register bee-killing pesticides



PMRA continues to register bee-killing pesticides

MEDIA RELEASE
August 8, 2014

OTTAWA--Despite the Pest Management Regulatory Agency's (PMRA) decision to re-evaluate neonicotinoid pesticides, it is still registering new products containing the bee-killing pesticides.



"The Canadian government is attempting to deceive Canadians into believing it's taking action on bee-killing pesticides when it is clearly not," said John Bennett, National Program Director of the Sierra Club Canada Foundation (SCCF). "It's a ruse. This government clearly isn't taking the ecological threat seriously."

In June 2012, the PMRA announced its decision to initiate a re-evaluation of three bee-killing neonicotinoid insecticides (clothianidin, thiamethoxam, and imidacloprid--all banned in Europe) to assess the potential risk to pollinators. However, in just the past two weeks since SCCF started creating its own neonicotinoid database, the PMRA has changed the status of two product applications from "Pending (Registration)" to "Registered."

The two neonicotinoid products in question, *NipsIt Suite Canola Seed Protectant* and *NipsIt Suite Cereals of Seed Protectant*, are both manufactured by Valent Canada Inc. Both products contain the active ingredient clothianidin, one of the bee-killing neonicotinoid pesticides banned in Europe and under 're-evaluation' in Canada.

"Clothianidin was banned by the EU in 2013 and it should be banned in

Canada too,” said Mr. Bennett.

Currently registered neonicotinoid pesticide products, and those pending registration and under re-evaluation are listed in the PMRA’s Public Registry Pesticide Product Information Database.

- 30 -

John Bennett, National Program Director
Sierra Club Canada Foundation
1510-1 Nicholas Street
Ottawa, Ontario K1N 7B7
Tel: 613-291-6888
jb@sierraclub.ca
[John on Twitter](#) / [Bennett Blog](#)

BACKGROUNDER

1) PRODUCT NAME: NipsIt Suite Canola Seed Protectant

Manufacturer: Valent Canada Inc.

Application #: 2010-6217

Registration number: 31355

Date Application was received: Dec. 20, 2010

*Status: Was pending. Became a registered product on
July 24, 2014 for commercial use on canola, carinata,
and rapeseed.*

No section 12 notice.

2) PRODUCT NAME: NipsIt Suite Cereals of Seed Protectant

Manufacturer: Valent Canada, Inc.

Application #: 2011-4802

Registration #: 31357

Date Application was received: Oct. 11, 2011

*Status: Was pending. Became a registered product on
July 24, 2014 for commercial use on wheat.*

No Section 12 notice.

In addition to continuing to register more neonicotinoid products while neonicotinoids are under review, the PMRA is also still accepting new applications for products with active ingredient clothianidin. The most recent application submitted to the PMRA for a product with active ingredient clothianidin was received on July 30th:

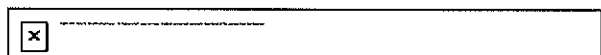
APPLICATION #: 2014-2822

Date Application was received: July 30, 2014

Status: Pending

All other information belonging to this application in the Public Registry database is labeled "Confidential."
There is no way of finding out more information about this application in the PMRA's Label Search database because the application number is not a searchable criterion in this database.

[CLICK HERE](#) for more information on our **#SaveTheBees** campaign



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Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: August-06-14 5:03 PM
To: watkinson@melancthontownship.ca
Subject: AMO Policy Update - Energy

August 6, 2014

A number of energy initiatives are moving forward this summer. This is your AMO update on the status of these developments so you can stay aware of these changes that may impact your municipality.

Large Renewable Energy Projects

The Ontario Power Authority (OPA) has been consulting on a revised method of awarding large green energy projects which includes community acceptance. This will be a two-step process where first a list of qualified proponents of these projects would be developed. Then a request for proposal (RFP) process will take place which has emphasis on local municipal and community input.

The OPA has been consulting, including meeting with the AMO Energy Task Force, to shape this process. In the spring the draft Request for Qualified (RFQ) proponents' process was released and refined including many AMO recommendations. Now the OPA has released for comment the framework for the RFP. The Energy Task Force offered feedback including the need to re-word the community engagement clauses (Section 15) to clarify that this is an invitation for councils to articulate their planning concerns and work with developers to meet local expectations regarding siting, type and scale of the proposed project. It was also recommended that the engagement process use an established public process rather than developing new, untried or ad hoc methods.

The draft RFP Framework is open for comment until September 2, 2014. The draft and other OPA materials are available at: www.powerauthority.on.ca/lrp.

Electricity Distributors Association (EDA) -- Project Green Light

The electricity distribution sector continues to be under review by the Province of Ontario. In a proactive move, the EDA has been exploring ways of optimizing recommendations to restructure the sector. This initiative is called Project Green Light. A business model, based on the efficiencies of a shoulder-to-shoulder approach, will be under development over the next number of months. Stay in touch with your local distribution company for updates on this significant initiative. The EDA Board will next review progress on Project Green Light in mid-August.

Materials with an overview of Project Green Light are available on the EDA website:

https://secure2.eda-on.ca/iMIS15/EDA/EDA_Priorities/EDA_Policy_Papers/Regulatory_Streamlining.aspx

Environmental Commissioner Report on Climate Change

The latter part of this report looks at the infrastructure impacts of extreme weather events. It highlights the need for updated flood plain mapping and restrictions on building in flood prone areas. The inundation of drainage, storm water and also sewage systems results in considerable environmental damage. Wind related damage, including damage to energy distribution lines, is cited as a major insurance concern. While municipalities cannot control many aspects of climate related damages, infrastructure can be planned to mitigate against many weather related impacts. Many municipal best practices examples can be found across North America and Europe. AMO will be reviewing current municipal practices in anticipation that the Ministry of the Environment and Climate Change will want to support local efforts to mitigate against climate and weather related damage.

Copies of this report are available at: http://www.eco.on.ca/index.php/en_US/pubs/greenhouse-gas-reports/2014-ghg-looking-for-leadership

Natural Gas Conservation Toronto Atmospheric Fund (TAF)

In March, the Minister of Energy directed the Ontario Energy Board (OEB) to develop a new conservation framework for natural gas utilities – one that would enable utilities to achieve cost-effective conservation.

A draft framework is expected on the OEB's [website](#) in early August, at which point stakeholders will be invited to submit comments. This letter provides information on how to participate in the OEB's formal consultation process.

To support the development of an effective new framework, TAF has commissioned five papers on key issues relevant to implementing the Minister of Energy's directive.

<http://www.towerwise.ca/wp-content/uploads/2014/07/TAF-DSM-Framework-AMO-Presentation-DRAFT3.pdf>

Ministry of Energy announces further funding for Community Energy Planning.

If your municipality is considering developing or updating a community wide energy plan which partners with non-municipal organizations and business, this funding may be of assistance.

http://news.ontario.ca/mei/en/2014/07/ontario-supports-local-energy-planning.html?utm_source=ondemand&utm_medium=email&utm_campaign=p

Contact: Cathie Brown, Senior Advisor, cathiebrown@amo.on.ca, 416.971.9856 ext. 342.

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Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: August-05-14 5:23 PM
To: watkinson@melancthontownship.ca
Subject: Policy Update - AMO President Russ Powers Will Speak to Municipal Infrastructure Needs at the Council of the Federation's Building Canada Up Summit

August 5, 2014

AMO President Russ Powers Will Speak to Municipal Infrastructure Needs at the Council of the Federation's Building Canada Up Summit

President Russ Powers will bring a key municipal voice to tomorrow's Building Canada Up Infrastructure Summit in Toronto. The Summit will gather feedback from leading industry, government, and non-governmental experts on infrastructure. It will be hosted by Ontario Premier Kathleen Wynne, who leads the Canadian premiers' Council of Federation working group on the issue.

President Powers' messages to the Premiers will be on the infrastructure funding and management challenges important to AMO members such as:

- the importance of municipal infrastructure, from roads and bridges to libraries and community centres, for building vibrant local, provincial, and national economies;
- the need for predictable, stable, and permanent provincial and federal funding to close the municipal infrastructure gap;
- the importance of affordable housing for economic development; and
- appropriateness of private sector involvement in municipal infrastructure projects.

The summit will focus on key questions, such as the economic return on infrastructure investments, what types of investments support economic growth, and how the federal government can contribute to support Canada's global competitiveness. It will also look at the role of private sector partnership in infrastructure.

The ideas discussed at the Building Canada Up summit will help to inform the Premiers at their meeting in Charlottetown later this summer and in their future infrastructure decisions and policies. For more information, members are encouraged to visit the Council of the Federation [web site](#).

AMO Contact: Craig Reid, Senior Advisor, creid@amo.on.ca, or (416) 971-9856 ext. 334.

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Niagara Escarpment Commission

232 Guelph St.
Georgetown, ON L7G 4B1
Tel: 905-877-5191
Fax: 905-873-7452
www.escarpment.org

Commission de l'escarpement du Niagara

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Télécopieur 905-873-7452
www.escarpment.org

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18-08-2014



Niagara Escarpment Commission
An agency of the Government of Ontario

August 13, 2014

TO: Townships
Counties
Ministries
Conservation Authorities
Agencies
First Nations
Interested Parties

RE: PROPOSED NIAGARA ESCARPMENT PLAN AMENDMENT PC 183 10
Wooded Areas and Significant Woodlands

This letter is to inform you that the Niagara Escarpment Commission (NEC), at its meeting of July 17, 2014, resolved that the matter of Woodlands and Significant Woodlands in the Niagara Escarpment Plan (NEP) will now be deferred to the 2015 Coordinated Plan Review. As such, the Commission has directed staff to add proposed NEP Amendment PC 183 10 "Woodlands and Significant Woodlands" to the list of NEC 2015 Topic Discussion Papers. An additional 2015 Discussion Topic Paper, on this matter, will therefore be prepared and returned to the Commission for final approval, prior to being sent to the Minister of Natural Resources and Forestry as advice for the Terms of Reference for the 2015 Plan Review.

NEC staff has thoroughly reviewed all the comments and recommendations received through the consultation process for proposed NEP Amendment PC 183 10, and these comments were considered and included in the Staff Summary Report presented to the Commission on July 17, 2014. The comments and recommendations received on PC 183 10 will be further considered in the preparation of the 2015 Plan Review Discussion Topic, and the drafting of any final proposed Amendment recommendations.

A copy of the Staff Summary Report for PC 183 10, presented at the July 17, 2014 Commission meeting, can be found on the NEC website at:
www.escarpment.org/applications/amendments/proposed

Should you have any questions regarding this process, please contact the undersigned at (905) 877-2512 or by email at lisa.grbinicek@ontario.ca.

Yours very truly,

Lisa Grbinicek
Senior Strategic Advisor, MCIP, RPP

From: AMO Communications <communicate@amo.on.ca>
Sent: August-18-14 4:28 PM
To: dholmes@melancthontownship.ca
Subject: AMO POLICY UPDATE -- Permanent Ontario Community Infrastructure Fund and Building Canada Fund – Small Communities Fund Announced

August 18, 2014

Permanent Ontario Community Infrastructure Fund and Building Canada Fund – Small Communities Fund Announced

Today Premier Kathleen Wynne announced infrastructure funding for municipalities under the permanent Ontario Community Infrastructure Fund (OCIF) and Building Canada Fund – Small Communities Fund (BCF-SCF). These programs will flow \$100 million annually (OCIF) and \$272 million from each of the federal and provincial governments (SCF) to municipal infrastructure projects. Ontario intends to identify Small Communities Fund projects jointly with the new permanent Ontario Community Infrastructure Fund. This will streamline the process for eligible applicants and help expedite program delivery.

Ontario Community Infrastructure Fund

After consultation with municipalities, the \$100 million annual OCIF fund was announced in the 2014 Ontario Budget for critical infrastructure in small, rural and northern municipalities. The OCIF funding delivers on some longstanding municipal needs by offering permanent and predictable infrastructure funding to municipalities. Half of the OCIF funding will be allocated by formula for municipal priorities. Municipalities are eligible for OCIF funding if they have 100,000 or fewer residents; have more than 25 per cent rural residents; or are located in Northern Ontario. The program will be reviewed in three years with an objective of moving to full formula-based funding.

OCIF Formula Funding

- \$50 million formula-based funds will support critical municipal road, bridge, water and wastewater projects and can also be used for asset management planning.
- Formula allocations are based on municipal fiscal ability and municipal infrastructure stock. Allocations include a base amount and will be confirmed by letter in September.

OCIF Application Funding

- \$50 million in application based funds for eligible municipalities of up to \$2 million for critical roads, bridge, water and wastewater projects identified under asset management plans.
- Expressions of interest are due by September 19, 2014. Communities will be notified of the results of the pre-screen in October. Full applications for communities that pass the pre-screen will be due in December. Final funding announcements will be in early 2015.
- The OCIF program will be reviewed in 3 years with the objective of moving to full formula-based funding over time as critical projects are addressed and asset management plans are in place.
- This will place the onus on municipal governments to complete and expand their asset management planning so that they are in place to guide infrastructure investments.

The OCIF funding responds to AMO's call for permanent provincial funding for municipal road, bridge and other infrastructure for small, rural and northern municipalities since 2011. The funding also begins to address local government requests for predictable formula allocations linked to asset management plans to address local priorities.

Building Canada Fund – Small Communities Fund (BCF-SCF)

The Premier also announced the intake of funding applications under the BCF's Small Communities Fund. The BCF provides \$14 billion nationally for infrastructure. The SCF sets aside \$1 billion for communities across Canada with under 100,000 residents.

In Ontario, the SCF will deliver \$544 million of cost shared provincial and federal funding to municipalities. With municipal contributions added, the fund will dedicate over \$800 million to local infrastructure. Municipalities will be able to submit two project proposals – one for OCIF and one for BCF-SCF.

BCF-SCF Eligible project categories:

- Public transit
- Drinking water
- Wastewater
- Solid waste management
- Green energy
- Innovation
- Connectivity and broadband
- Brownfield redevelopment
- Disaster mitigation infrastructure
- Local and regional airports
- Short-line rail
- Short-sea shipping
- Highways and major roads

AMO understands that BCF Provincial/Territorial Infrastructure Component funds are still under discussion between Ontario and Canada and information will be released at a later time. The \$4 billion BCF National Infrastructure Component is also available to municipalities now. Information can be found on Infrastructure Canada's [Building Canada Plan website](#).

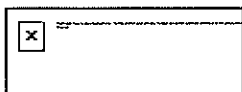
Municipalities are encouraged to read the [program guide](#) released by the Ministry of Economic Development, Employment and Infrastructure to begin the application process for these programs. Letters outlining OCIF formula-based allocations will be delivered next month.

AMO Contact: Craig Reid, Senior Advisor, E-mail creid@amo.on.ca, 416.971.9856 ext. 334.

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Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: August-21-14 6:05 PM
To: watkinson@melancthontownship.ca
Subject: What the Premier and Ministers Said at the AMO Conference
Attachments: AMO Annual Conference Policy Update 2014-08-21 PU..pdf

Please make time to read the attached summary of what the Premier and Ministers said about certain issues raised at the recent AMO Annual Conference. Also note, that on the AMO website:

- Important speeches of in-coming President Gary McNamara and out-going President Russ Powers which sets out the needs of the sector
- Speeches of the Premier, Minister of Municipal Affairs the PC and NDP representatives
- Nic Nanos - Presentation on Polling including results of polling on municipal matters.

Over the course of the coming days, presentations from other sessions will also be posted. Check back periodically.

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August 21, 2014

This Is What We Heard At The AMO Annual Conference – If You Were Not There, This Is Some of What You Missed...

On Municipal Governments and the Provincial Deficit: The Premier agreed that there needs to be better and on-going discussions so that our respective interests in fiscal wellbeing might be met. The comment was made in response to a question at the Ministers' Forum about the need to end budget surprises for municipal governments (of which there were a number in the 2014 Budget), and to evaluate any potential fiscal changes in a cumulative manner, particularly as the province looks to its plan to balance its budget by 2017-18.

On reducing the cost of policing. The Premier said that it is a conversation she's willing to have; "We recognize we now have to do that work with the municipalities." The Minister of Community Services and Correctional Services, the Hon. Yasir Naqvi told delegates that in early fall he will be receiving the report of the Future of Policing Advisory Committee (a committee which includes AMO and police service boards but mostly made up of representatives from police management and union associations). He assured municipalities that it would not languish on the Ministry's shelf. AMO's Modernization of Policing Task Force will work to provide further input.

On joint and several liability: The Attorney General, the Hon. Madeline Meilleur advised that she was not going ahead with any of her Ministry's proposed solutions to provide some reasonable limits on the impacts of joint and several liability. In the spring, all Parties in the Legislature (including the Liberals) passed a motion which called on the government to implement a solution by this summer. The province is offering no lifeline for municipal governments when it comes to this matter and is siding with the trial lawyers and Law Commission of Ontario. (The Commission only reviewed joint and several liability in the context of the *Ontario Business Corporations Act*, legislation which does not apply to the municipal circumstance.) Delegates were extremely disappointed with the news, after a year of solid work to arrive at a potential solution that would help address a portion of the challenge. AMO has advised the government that it will not be easing up. Municipal governments cannot afford to be the insurer of last resort when at minimal fault or to assume the responsibility of others' mistakes.

On interest arbitration. The Minister of Labour, the Hon. Kevin Flynn, advised that the government is prepared to deal with parts of this issue - namely shortening the timelines and process related to decision-making. However on the key municipal issue of ability to pay, the Minister advised he needed "more clarity". AMO has provided and will continue to provide the needed clarity. Of interest to this issue is polling that Nic Nanos undertook for his presentation, one question related to fire and police personnel wages/benefits. 59% of those polled felt that fire and police personnel should have the same increase as other employees of the same municipality (32%) or a wage/benefit freeze (27%). Only 32% supported a sector to sector approach regardless of the municipal size. (Check out the AMO website for the entire Nanos Presentation and municipal issues polling results.)

On tools to collect POA fines: AMO and delegates pressed the government to re-introduce and pass this legislation in the fall legislative session. In 1997, we inherited responsibility for the administration of *Provincial Offences Act* however, without some additional collection tools, million upon millions of fines cannot be collected. AMO will continue to message the importance of progress on this and we are hopeful that this 'ask' will be realized sooner than later.

Improving Municipal Infrastructure: Premier Wynne announced the roll out of two funding sources – the Ontario Community Infrastructure Fund (OCIF) and Build Canada Fund – Small Communities Fund (BCF-SCF). The OCIF is a permanent \$100m fund for municipalities with less than 100,000 population and Northern Ontario cities. It will provide \$50m on a formula basis to them and \$50m on an application basis for critical infrastructure projects (roads, bridges, water and waste water) identified under asset management plans. A Guidebook is available now which sets out how the formula portion is to be calculated for allocation purposes, and the grant application process which begins with Expressions of Interest due September 19th. In addition, the Small Communities Component of the Build Canada Fund is now open for applications in Ontario. That process is also described in the Guidebook. The BCF-SCF is a 1/3rd share program with a total federal and provincial contribution of \$544 m for municipal governments under 100,000 population. The eligible project categories are much larger. For details on both, got to:
http://www.moi.gov.on.ca/en/infrastructure/building_together_mis/index.asp.

Double Hatter Firefighters: Full time firefighters bring substantial experience to fire services in many rural and small communities that they call home. However, if challenged by a local union, they often resign their volunteer work for fear of losing their permanent job. All volunteerism, including fire prevention and suppression by double hatters, should be celebrated, not litigated. AMO is seeking intervener status in a case that is going to the Ontario Labour Relations Board. The issue of double hatters has been a systemic issue for a number of years and can no longer be tolerated. AMO will keep its members updated.

The Accountability Act (Bill 8): The Premier and Deputy Leader will be meeting with AMO in the near future to discuss transparency and accountability and the policy approach within the Bill.

Power Dam Payments: The Premier acknowledged the "bad process" associated with the government's plan to begin scaling back \$4.4 million in payments over four years. She also indicated that the government would consider re-instating the municipal authority to tax these facilities to recover municipal revenue losses.

These are some of the highlights of policy matters discussed during the conference and at the Ministers' Forum. Check out AMO website over the coming days for presentations of both plenary and concurrent speakers on a range of current and emerging issues.

AMO Contact: Policy@amo.on.ca 416.971.9856

Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: August-22-14 6:03 PM
To: watkinson@melancthontownship.ca
Subject: AMO Policy Update - Highlights of the August 2014 Board Meeting

August 22, 2014

AMO Report to Member Municipalities Highlights of the August 2014 Board Meeting

To keep members informed, AMO provides updates on important issues considered at regular AMO Board of Directors' meetings. Highlights of the August 2014 Board meeting include:

Volunteer Firefighters:

The AMO Board of Directors unanimously approved making an application to seek status in a double hatter's duty of fair representation proceeding at the Ontario Labour Relations Board. A double hatter has filed his application at the Labour Relations Board. The "duty of fair representation" provisions of the Labour Relations Act stipulate that a trade union shall not act in a manner that is arbitrary, discriminatory, or in bad faith in representing employees. The same double hatter (DH) is the focus of an arbitration hearing as the union has kicked this firefighter out of its union because he works part-time as a volunteer firefighter in his home community. Because the DH is no longer a member in good standing within the union association, it is seeking dismissal of the DH from the full-time employment position given the "closed shop" provision that stipulates that only Association members in good standing are able to be members of the full-time firefighter bargaining unit. AMO is taking a principle-based approach to the double hatter's situation as a matter of fairness and personal liberty as firefighters should be able to use their free time as they wish to without reprisal.

Contact: Monika Turner, Director of Policy, e-mail mturner@amo.on.ca, Ext 318.

Business Tax Capping:

The Ministry of Finance will be asked to amend the Municipal Act, 2001 in order to allow upper and single-tier municipalities the choice to opt out of the practice of business tax capping. Opting out of business tax capping would allow municipalities to redeploy and prioritize resources elsewhere as the current system is administratively complex and difficult to navigate. AMO is recommending that the government make the necessary legislative amendments in advance of the next general assessment in 2016.

Contact: Nicholas Ruder, Policy Advisor, e-mail: nruder@amo.on.ca, Ext. 411.

Photo Radar in Construction Zones:

Recent collision incidents in road construction zones have ended in loss of life. AMO's Board discussed the likelihood that speed of the vehicles in these zones was a contributing factor and the possibility of using technology such as photo radar to aid enforcement of the construction zone speed limits. It directed the President to write to the Minister of Transportation urging the adoption of a pilot project to implement and assess photo radar technology in road construction zones to increase the safety of workers and motorists.

Contact: Craig Reid, Senior Advisor, e-mail: creid@amo.on.ca, Ext. 334.

Rail Safety:

The AMO Board discussed recent rail safety improvements and the need for increased action by the federal government. The Board passed a resolution requesting the federal minister of transportation consider rail safety audits, route analysis and planning and increased federal funding for public rail crossing improvements. This resolution will also be sent to FCM.

Contact: Craig Reid, Senior Advisor, e-mail: creid@amo.on.ca, Ext. 334.

Large Renewable Energy Framework:

The Ontario Power Authority (OPA) has completed the Request for Qualification (RFQ) framework and is receiving applications from prospective developers. OPA has released a draft approach for the Request for Proposal phase of new large renewable energy projects. The draft includes language about consultation with municipalities. The AMO Energy Task Force reviewed the draft RFQ framework in July and provided the AMO Board of Directors with their advice on a proposed response. The AMO Board adopted the advice and the AMO response will include comments such as: greater detail in this framework is required so that developers know that municipalities will have site related expectations, they need to review detailed plans and that each municipality may have additional requirements such as a public engagement process.

Contact: Cathie Brown, Senior Advisor, e-mail: cathiebrown@amo.on.ca, Ext. 342.

MEPCO Update:

MEPCO Chair Doug Reycraft updated the AMO Board on:

- i) the status of the 2014 OMERS Specified Plan Change Process and that no benefit change proposals received the necessary support of the joint employer/employee Sponsors Corporation (SC);
- ii) the review underway by the SC of the its Primary Plan SPDOS (funding strategy);
- iii) the MEPCO Board sponsorship of an educational session at the AMO Conference; and
- iv) the success of MEPCO in working with OMERS Administration Corporation staff to share OMERS employee data for MEPCO billing purposes.

Contact: Bruce McLeod, OMKN Coordinator, e-mail: BMcleod@amo.on.ca, Ext. 350.

The AMO Board of Directors was also provided with staff informational reports on:

- Power Dams Special Payment Program.
- Provincial and Federal Funding for Municipal Infrastructure Status Update.
- Province's initiative re: Community Personal Service Workers and Municipal Impacts.
- Preparing for Ontario Climate Change Activities.
- Federal Gas Tax Baseline Research.
- Errors and Omissions in the Electronic Land Registry.
- LAS Program Update.
- Quarterly Resolutions Report.

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Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et
des Affaires rurales



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Rural Programs Branch

August 25, 2014

Dear Chief Administrative Officer, Clerk or Treasurer:

The launch of two new municipal infrastructure initiatives, targeted towards your community, is a key early step in implementing the 2014 Budget through which the province is committing over \$130 billion in infrastructure investments over the next ten years.

I am pleased to provide you details on the province's continued support for municipal infrastructure projects through:

- the \$100 million per year new Ontario Community Infrastructure Fund (OCIF), which, for the first three years of the program, includes both application-based and formula-based components; and
- an intake to identify priority projects for the Small Communities Fund (SCF). Through the SCF, Ontario and Canada will each provide up to \$272 million to support projects in municipalities with populations less than 100,000. The SCF is part of the federal government's 10-year Building Canada Fund.

These programs build on the good work municipalities have been doing to prioritize infrastructure needs through asset management planning. The following supporting materials, which can be found at www.ontario.ca/municipalinfrastructure, are intended to guide municipalities in understanding how to obtain funding from OCIF and SCF:

A. Capital Project Selection Process under OCIF and SCF

This guide provides information with respect to eligibility requirements, as well as the application process and deadlines for the application component of these two funds. Applications will have a two-stage process. First, eligible applicants must submit an Expression of Interest (EOI) for pre-screening. Applicants that pass this EOI process will be given an opportunity to submit a full application. The application will build on the EOI and will require more detailed project information.



Good Things
Grow in Ontario
À bonne terre,
bons produits



SEP 04 2014

B. OCIF and SCF – Expression of Interest Forms

Eligible municipalities must submit these forms to be pre-screened for the application-based component of OCIF as well as the SCF. Expressions of Interest are due **September 19, 2014**. Eligible applicants can submit two projects, one for OCIF, and one for the intake to identify projects under the federal government's SCF.

The same project cannot be submitted to both programs; it is the responsibility of eligible applicants to determine the most appropriate project to submit under each program. Please refer to the program guide for more information on the application-based programs.

C. OCIF – Formula-Based Component – Program Manual

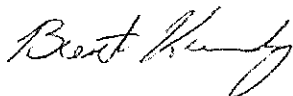
This guide provides information with respect to the allocation of OCIF formula-based funding, its parameters and data sources. It includes an example that walks through the grant calculation step by step. An individual allocation notice and contribution agreement will be sent to you shortly, outlining your municipality's grant for 2014 and the following two years, and the key data used to calculate it. No application is required to access these funds; the full details on conditions to access funding, project eligibility, timing and reporting requirements will be detailed in your contribution agreement. You should review this agreement closely prior to starting any project.

Again, the above supporting materials can be found at www.ontario.ca/municipalinfrastructure. Should you require more information, or are unable to access the supporting materials, please call 1-877-424-1300.

In addition, we have arranged for a webinar to provide a high-level explanation of the programs and offer the opportunity to answer any questions you may have regarding the programs. The webinar will be scheduled for the week of September 8, 2014. If you would like to register for the webinar, please contact Ariel Freeman-Fawcett at 519-826-6640 or Ariel.Freeman-Fawcett@ontario.ca.

We look forward to continued collaboration with municipalities as we move forward to modernize infrastructure across the Province.

Sincerely,



Brent Kennedy
Director/A, Rural Programs Branch
Ministry of Agriculture, Food and Rural Affairs

Wendy Atkinson

From: BILL HILL <bill_hill@sympatico.ca>
Sent: August-25-14 4:21 PM
To: wendy atkinson
Subject: FW: Central West LHIN -- Board Recruitment
Attachments: CENTRAL WEST LHIN BOARD RECRUITMENT ADVERTISEMENT AUGUST 2014.pdf; Requirements for Potential Members of LHIN Boards.pdf; Mayor Hill and Elected Reps - Township of Melancthon re CW LHIN Board Recruitment Aug. 25 2014.pdf

Importance: High

maybe we could get this on the agenda as information, Thanks Bill

Subject: Central West LHIN -- Board Recruitment
Date: Mon, 25 Aug 2014 14:55:17 -0400
From: Maria.Britto@LHINS.ON.CA
To: bhill@melancthontownship.ca; dwhite@melancthontownship.ca; jcrowe@melancthontownship.ca; jelliott@melancthontownship.ca; nmalek@melancthontownship.ca; dholmes@melancthontownship.ca
CC: Maria.Britto@LHINS.ON.CA; Michele.Williams@LHINS.ON.CA

SENT ON BEHALF OF MARIA BRITTO, CHAIR, BOARD OF DIRECTORS, CENTRAL WEST LOCAL HEALTH INTEGRATION NETWORK

Dear Mayor Hill & Elected Representatives,

The Central West LHIN Board of Directors is looking to recruit two Board Members and we are reaching out to you and your networks as we work to identify potential candidates.

Attached, you will find the recruitment advertisement, as well as the requirements for potential LHIN Board Members. If you know of someone who might be interested in these opportunities, we would ask that you please forward this information on as appropriate.

Should there be specific questions or further information required, please do not hesitate to contact me through the Central West LHIN Office at 905-452-6972 -- Or, visit our website at www.centralwestlhin.on.ca.

Thank you. Your assistance is greatly appreciated!

Sincerely,

/for

Maria Britto, Chair

Board of Directors Central West Local Health Integration Network

Michele Williams

Board & CEO Liaison

Central West Local Health Integration Network (LHIN)

Réseau local d'intégration des services de santé du Centre-Ouest (RLISS)

8 Nelson Street West, Suite 300

8, rue Nelson Ouest, bureau 300

Brampton, ON L6X 4J2

Brampton (Ontario) L6X 4J2

Tel: (905) 455-1281, Ext. 213

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Direct Line: (905) 452-6972

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Fax: (905) 455-7966

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Email: michele.williams@lhins.on.ca

Courriel: michele.williams@lhins.on.ca

Web: www.centralwestlhins.on.ca

Internet: www.centralwestlhins.on.ca



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August 25, 2014

BOARD MEMBER RECRUITMENT:

**EXCITING OPPORTUNITIES EXIST TO JOIN THE BOARD OF DIRECTORS
OF THE CENTRAL WEST LOCAL HEALTH INTEGRATION NETWORK**

The Central West LHIN works together with many local health service providers to ensure residents have access to the right care in the right place at the right time. Some of these partners include hospitals, the Central West Community Care Access Centre, community-based support services, long-term care facilities, mental health and addictions agencies, physicians, family health teams, community health centres, and the broader public health and social services.

Members of the Central West LHIN Board of Directors are responsible for directing its affairs and providing oversight in accordance with applicable legislation, approved strategic and business plans, accountability agreements with the Ministry of Health and Long-Term Care and the directions and policies established by the Ministry of Health and Long-Term Care.

We are currently looking for two candidates who:

- Understand governance and, ideally, have governance experience,
- Understand the mandate of the LHINs,
- Demonstrate community leadership,
- Have an interest in or understanding of the health care system,
- Have experience in engaging with the public,
- Live or work within the Central West Regions, and in particular, the City of Brampton
- Possess experience in areas such as business, public administration, accounting, law, communications, information management and human resources.

We are looking to complement the skills of our existing Board Members. Specifically, we are seeking candidates who possess experience and/or background in the areas of:

- Health Care
- Law
- Finance/Accounting
- Human Resources
- Information Management

While most Board and Committee meetings are held in Brampton in the evenings, they do, from time to time, move around to other communities within our LHIN. Although serving on a LHIN Board is a part-time position, it requires a significant time commitment, often involving meetings or teleconferences during and outside of normal business hours. Candidates should consider their ability to make such a commitment as part of their decision to express their interest in serving on the LHIN Board.

Directors are paid a per diem to attend Board and Committee meetings and public engagement meetings which also includes preparation time. In addition, appointees are eligible for expenses consistent with applicable government policies.

If you, or someone you know, might be interested in exploring this exciting opportunity to help transform our local health system, we would ask that you submit a letter of interest, along with an updated resume, **no later than Monday, September 15, 2014** to the contact noted below.

Thank you, in advance, for your assistance in helping find the best candidates to join the Central West LHIN Board of Directors.

CONTACT INFORMATION

Michele Williams, Board & CEO Liaison
Central West Local Health Integration Network
8 Nelson Street West, Suite 300
Brampton, Ontario, L6X 4J2
Phone: (905) 452-6972
Email: michele.williams@lhins.on.ca
Website: www.centralwestlhins.on.ca

August 25, 2014

Mayor Bill Hill & Elected Representatives
Township of Melancthon

Dear Mayor Hill & Elected Representatives,

RE: CENTRAL WEST LHIN BOARD – DIRECTOR OPPORTUNITIES

As you know, from time to time, all Boards seek new/replacement Board members to fill pending or existing vacancies due to completion of terms or difficulties meeting the individual obligations of a Board Member. The Central West LHIN Board is no different. I am writing to you today to seek your assistance in identifying possible candidates you may be aware of who might be interested in being considered for appointment to the Central West LHIN Board of Directors.

Consistent with best Governance Practices, the Central West LHIN Board is a skills-based board. We also try to ensure a good balance in geographical representation although Board Members represent the entire Central West Community as a whole.

We are currently beginning the process to recruit two Board Members with governance experience and with one or more of the following specific skill sets:

- Health Care
- Law
- Finance / Accounting
- Human Resources
- Information Management

Additionally our preference in this search is for individuals who live or work in Brampton. However, we will consider applicants who have the desired skill set but live or work in other parts of Central West.

I have attached the official posting as well as specific eligibility requirements from our By-Law.

.../2

Page 2

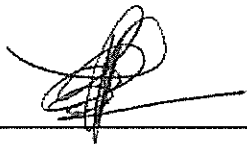
If you are aware of anyone who you believe would be a great addition to the Central West LHIN Board, please forward this information to them and request that they submit a Letter of Interest, along with a current resume to:

Michele Williams
Board & CEO Liaison
Central West Local Health Integration Network
8 Nelson Street West, Suite 300
Brampton, Ontario, L6X 4J2
Phone: (905) 452-6972
Email: michele.williams@lhins.on.ca
Website: www.centralwestlhins.on.ca

If you or any candidates require additional information, please have them contact me directly at (905) 452-6971.

I greatly appreciate your assistance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maria Britto', is positioned above a horizontal line.

Maria Britto, Chair
Board of Directors
Central West Local Health Integration Network

cc Scott McLeod, CEO, Central West LHIN

Attachments (2)

Requirements for Potential Members of LHIN Boards

Board Members shall consist only of persons who have a background in health care, public administration, management, accounting, finance, law, human resources, labour relations, communications or information management who are appointed by the Lieutenant Governor in Council after consideration of the following:

To be eligible to be appointed the individual shall:

- Be at least eighteen years of age;
- Not be an un-discharged bankrupt;
- Be a person interested in furthering the objects of the Corporation; and
- Attend Board Meetings on a regular basis

Unless otherwise permitted by the Minister, no person shall be a Board Member of the Corporation if such person is:

(a) A member of the Board, Chief Executive Officer, an officer, employee or staff of:

- Any corporation, agency or entity that represents the interests of persons who are part of the health sector and whose main purpose is advocacy for the interest of those persons
- A College or a health profession or group of health professions as defined under the Regulated Health Professions Act, or
- An entity that receives funding from a LHIN

(b) An employee of the Ministry of Health and Long-Term Care or

(c) An employee of the Corporation or

(d) An associate of any person referred to in (a), (b) or (c) above

Appointments shall be for a term of 1, 2, or 3 years and appointments are renewable.

Wendy Atkinson

From: Benn, Bridget (MAH) <Bridget.Benn@ontario.ca>
Sent: August-26-14 9:41 AM
To: Undisclosed recipients:
Subject: FYI - OCIF (Ontario Community Infrastructure Fund) and SCF (Small Communities Fund)

Building Ontario Up: Municipal Infrastructure

Investing in modern infrastructure and transportation networks supports strong communities, jobs and economic growth.

That's why Ontario is planning to invest more than \$130 billion in public infrastructure over the next 10 years, supporting over 110,000 jobs on average each year in construction and related industries.

On August 18, 2014, Ontario launched the new permanent Ontario Community Infrastructure Fund and an intake to identify priority projects for the federal government's Small Communities Fund.

Ontario Community Infrastructure Fund

The new, permanent Ontario Community Infrastructure Fund (OCIF) provides a steady source of predictable, long-term funding.

The \$100-million per year fund supports the revitalization and repair of roads, bridges and other critical infrastructure in small, rural and northern communities.

OCIF includes \$50 million per year in application-based funding and another \$50 million per year in stable, predictable formula-based funding.

- [Program manual – Formula-based component](#) [PDF Download the [free Adobe Acrobat Reader](#)]
- [Program manual – Application-based component](#) [PDF Download the [free Adobe Acrobat Reader](#)]
- Form: [Ontario Community Infrastructure Fund \(OCIF\). Application Based Component Expression of Interest \(EOI\).](#)

Expression of Interest deadline: September 19, 2014

Small Communities Fund

Ontario has launched an intake to identify priority municipal projects for the federal government's Small Communities Fund (SCF). This fund is part of the Building Canada Fund. Through the SCF, Ontario and Canada will each provide \$272 million to support projects in municipalities with populations of fewer than 100,000.

- [Small Communities Fund Program Manual](#) [PDF Download the [free Adobe Acrobat Reader](#)]
- Form: [New Building Canada Fund Small Communities Fund \(SCF\). Expression of Interest \(EOI\)](#)

Additional Resources

- [Previous Small Rural Northern Municipal Infrastructure Fund Program Guide](#) [PDF Download the [free Adobe Acrobat Reader](#)]
- [Building Together: Guide for Municipal Asset Management Plans](#)
- [Asset Management Toolkit](#)

Bridget Benn
Municipal Advisor
Ministry of Municipal Affairs and Housing
777 Bay Street, 13th Floor, Toronto, ON, M5G 2E5
416-585-7356 | bridget.benn@ontario.ca

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Lynn Van Alstine

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: August-28-14 1:41 PM
To: Lynn Van Alstine
Cc: Wendy Atkinson
Subject: Fwd: NVCA Summary Findings for Efficiency Audit
Attachments: Media Release - NVCA Summary of Proj Findings.pdf; Untitled attachment 00102.htm

For the Agenda Package, please

Regards,

Denise B. Holmes, CAO/Clerk
Melancthon Township

Begin forwarded message:

From: Sheryl Flannagan <sflannagan@nvca.on.ca>
Date: August 28, 2014 at 12:14:38 PM EDT
To: "Brian Milne, Warden, Grey County" <warden@grey.ca>, Dan Best <bestd@greyhighlands.ca>, Deborah Ferrier <dferrier@barrie.ca>, "Denise B. Holmes" <dholmes@melancthontownship.ca>, Eric Wargel <ewargel@townshipadjitos.on.ca>, George Vadeboncouer <cao@wasagabeach.com>, Greg Murphy <gmurphy@essatownship.on.ca>, Jay Currier <jcurrier@townofbwg.com>, John Brown <jbrown@collingwood.ca>, John Skorobohacz <jskorobohacz@innisfil.ca>, John Telfer <jtelfer@townofshelburne.on.ca>, Keith McNenly <keith@townofmono.com>, Mark Aitken <mark.aitken@simcoecounty.ca>, Office of the CAO New Tecumseth <bholly@nwtecumseth.ca>, Robert Brindley <robert.brindley@springwater.ca>, Robin Dunn <rdunn@oro-medonte.ca>, Sonya Pritchard - Dufferin County <cao@dufferincounty.ca>, Sue McKenzie <smckenzie@clearviewtwp.ca>, "Susan M. Stone" <suestone@amaranth-eastgary.ca>, Terry Horner <thorner@mulmurtownship.ca>, Troy Speck <cao@thebluemountains.ca>
Subject: NVCA Summary Findings for Efficiency Audit

Good Morning,

Please find attached the summary of the project findings for the Efficiency Audit recently completed at the NVCA.

Should you have any questions please feel free to contact our Chair, Nina Bifulchi at council4@wasagabeach.com

Thanks,

Sheryl

Sheryl Flannagan, B.A., CMM I HR Specialist, CHRP Candidate
Director, Corporate Services
Nottawasaga Valley Conservation Authority
John Hix Conservation Admin. Centre, Tiffin Centre for Conservation
8195 8th Line, Utopia, On L0M 1T0
Tel 705-424-1479 ext. 228, Confidential Fax 705-424-4694

Nottawasaga Valley Conservation Authority

Service Delivery and Operational Review Project

Summary of Project Findings, List of Project Recommendations

The firm of Gazda, Houlné & Associates (GHA) was mandated by the Board of Nottawasaga Valley Conservation Authority (NVCA) to carry out a Service Delivery and Operational Review Project (Efficiency Audit). The Project involved two phases: Phase I – Service Delivery and Operational Review, and Phase II - Updated Performance Management Program for the Senior Management Team. The first 7 pages of the Report summarize the Project findings from Phase I with the last 3 pages listing the Recommendations submitted to the Board for review and consideration.

The consultants completed the following information/data collection, reviews and analyses:

- Confidential one-on-one structured interviews with 25 management, professional/technical and administrative support employees
- One-on-one interviews with 26 members of the Board
- Confidential Telephone Survey Feedback interviews (N=34) with:
 - 18 Member Municipalities, CAOs/Planning Staff
 - 16 Other Stakeholders including Member Counties, adjacent Conservation Authorities (CAs), representatives of the development industry/consulting engineering firms and NGOs/special interest groups
- Assessment of Board execution of roles, specific responsibilities
- Assessment of NVCA organization setup against generally accepted organization design criteria and best practices in the municipal sector
- Comparative analysis of the organization, staffing, service delivery and revenues/expenditures of NVCA vs. 8 similar sized and representative CAs.

A presentation was made to the Board on May 23, 2014 and to the Senior Management Team on July 17, 2014 providing the findings from the above reviews and analyses. The presentation to the Board was made in closed session to ensure the confidentiality of the responses made by the interviewees. The consultants gave a special report at the July 18, 2014 Board meeting clarifying for the public and the Board members the reasons for the in-camera meetings. At the August 22, 2014 Board meeting, there still was some misunderstanding on the part of certain members of the public regarding the closed sessions. Attachment A supplies the consultants' answers to questions pertaining to the in-camera meetings.

All of the Project findings were synthesized on two Exhibits, one identifying the strengths to be retained in the organization realignment/staffing setup and service delivery and a second Exhibit indicating the improvements requirements. Summary highlights of the reviews and analyses are provided under the headings that follow. In regard to the 85 interviews conducted, it should be noted that the findings do **not** reflect the opinions or perceptions of the consultants. Instead the findings report the actual views of the various interviewees and need to be accepted, for "better or worse", as their views on what is working as well as what requires improvement.

Results, Structured Employee Interviews

In the Phase I – Service Delivery and Operational Review Project presentation, there are a number of Exhibits covering employee perceptions on what is working and what requires improvement in the current organization, staffing and service delivery at NVCA. To summarize the findings contained in the Exhibits, employees gave an overall positive response to the items shown the following page:

	% Positive Response
1. Ability to provide concise description of key responsibilities	100
2. Frequency and fairness of performance reviews	100, 95
3. Accuracy of current position title, subordinates titles	88, 100
4. NVCA program of employee benefits	96
5. Working relationship with immediate supervisor (average, 3 factors)	90
6. Working relationship/interface between most Departments	90
7. Changes to responsibilities in order to increase value	88
8. More satisfaction than dissatisfaction with the work itself	84
9. No or few instances of duplication/overlap of functions	83
10. Teamwork, cooperation, coordination within and between Departments	83, 75
11. Function/duties well described in current position description	80
12. Physical working conditions re: amount and type of equipment including IT	79
13. Overall compensation including internal pay equity	76, 74
14. Communications within Department	74
15. "To spec", on time delivery of services by the Departments, 46 of 62 specific services rated as satisfactory	Varies

All of the foregoing represents strengths that should be retained to the fullest extent possible in the proposed organization realignment, staffing and service delivery for NVCA. Turning to the areas identified for improvement or corrective action at NVCA, employees expressed a negative response for the following items (listed in order of the amount of dissatisfaction expressed):

	% Negative Response
1. Formal succession planning process in place	76
2. Replacement charting	62
3. Communications between Departments	60
4. Employees expressing interest in advancement at NVCA	52
5. More weaknesses than strengths in current organization setup	44
6. Working relationship/interface between some Departments	44
7. Compensation, external equity (i.e., market competitiveness of salaries)	41
8. Work direction from more than one supervisor (multiple bosses)	37
9. Concerns re: hours of work (i.e., enough time to complete daily/weekly work)	32
10. Perceived helpfulness of performance reviews in improving employee's performance	29
11. "To spec", on time delivery of services by the Departments, 16 of 62 specific services rated as requiring improvement	Varies

It should be noted that the number of factors with a positive response (N=15) outnumber the factors given a significant negative response (N=11). This finding demonstrates the importance of utilizing an interview tool that obtains balanced information/data, i.e., identification of current strengths as well as improvement requirements.

Results, Interviews with Members of Board

The project methodology also called for structured interviews to be conducted with members of the Board (N=26) covering ratings on service delivery by Department. The results of the ratings on service delivery by members of the Board were compared to the ratings by NVCA Staff. As regards the ratings on factors common to all Departments, four were rated as highly satisfactory:

Common Factor	% Satisfaction		
	NVCA Staff	Board	Total
Services provided to the public in a friendly, courteous manner	98	92	94
Departments handling requests/enquiries promptly	96	81	85
Departments "do it right the first time"	98	87	90
Employees sufficiently knowledgeable about their duties/tasks	98	94	95

With respect to the remaining common factors, some selective improvements were identified for the extent to which certain Departments were: 1) well managed/supervised, 2) adequately staffed at the management level, 3) adequately staffed at the working level, and 4) providing cost efficient and effective service delivery overall.

Turning to the 62 specific Department services rated by NVCA staff and Board members, the table below summarizes the results of the ratings of service delivery by Department. Services are indicated as requiring improvement if one-third (or more) members of the Board and NVCA Staff so specified.

Department	No. Services Rated	OK as Is		Requires Improvement	
		No.	%	No.	%
Land Operations & Stewardship Services	14	11	79%	3	21%
Engineering & Technical Services	10	8	80%	2	20%
Planning	11	9	82%	2	18%
Corporate Services/Administration (Office of the CAO)	27	18	67%	9	33%
Total	62	46	74%	16	26%

In general, the majority of services rated by the Board and NVCA Staff were considered "OK as is". The consultants did provide more detailed information during the presentation to the Board and to the Senior Management Team on each area of service delivery where improvement requirements were indicated.

Results, Telephone Feedback Survey with Stakeholders

Originally, the Project work scope called for a limited consultation of a representative group of stakeholders (N=8-9). During the completion of the Project, it became evident that a much larger group of stakeholders would need to be consulted. A total of 34 confidential telephone interviews were conducted with: 1) 18 Member Municipality CAOs/Planning Staff, 2) 7 NGOs/Special Interest Groups, and 3) 9 Member Counties, adjacent Conservation Authorities, development industry representatives/consulting engineering firms. The same survey questionnaire was used for all of the stakeholder interviews. A total of 10 factors were rated by the 85 interviewees. The factors where there was a high overall positive response included:

	% Positive Response
Courteous and professional treatment by NVCA Staff	85
Delivery of environmental education programs	85
Delivery of core services, i.e., Watershed Management, Flood Control	70
Follow-through on agreements/arrangements made	69

One-third or more of the respondents indicated improvement was required for the following factors:

	% Negative Response
Provision of good value for the levy contribution, user fees charged	54
Application of solution finding rather than problem identification approach	45
Timely response to Member Municipalities, stakeholders, customers/clients	36 *
Partnering with other concerned parties in the conservation sector (e.g., government departments/agencies, other CAs)	36
Effective management of 12 conservation areas, 12,000 acres of land holdings	36
Use of plain, easy to understand language	32

***Note:** Stakeholder ratings were lower on this item than those of the Board and NVCA Staff.

There were a total of 290 ratings of which 98 or 34% indicated requirements for improvement. Some Board members expressed concern that the stakeholders' findings may have been skewed by either the developer interests or the environmental advocacy groups. This was not the case. Focusing only on the ratings of Member Municipalities, Member Counties and adjacent CAs, 33% of the ratings indicated requirements for improvement.

Results, Assessment of Board Role Execution

The consultants developed a NVCA Board job description covering key roles with specific responsibilities for each of five areas: 1) Direction, 2) Financial Stewardship, 3) Governance, 4) Legislation, and 5) Representation of Member Municipalities. The Board members were asked to rate the execution of some 20 specific responsibilities in the five areas. The CAO/Secretary-Treasurer and Directors also rated the Board on role execution. One of two ratings was given: 1) maintain execution as is, or 2) implement improvements.

There was high over-satisfaction with execution of 7 Board responsibilities:

- Review and approval, policies for NVCA
- "Big picture" budget (operating and capital) monitoring
- Expenditure controls and safeguards
- External auditor appointment and review of annual reports
- Compliance monitoring mechanisms in place for federal and provincial legislation including Conservation Authority Act
- Full compliance with the spirit, intent and provisions of the Conservation Authority Act
- Review and updating of NVCA regulations.

There was agreement on 7 responsibilities requiring improvement in execution:

- Setting of implementation priorities for the Strategic Plan
- Policy and program for asset management
- Corporate risk assessment and control
- Succession Planning for the Senior Management Team
- Acting on behalf of the "collective" public good for Member Municipalities and various stakeholders
- Interface between Member Municipalities and group/associations; working relationship with NVCA staff
- Attendance at social, cultural and special NVCA events/affairs.

For the balance of the responsibilities rated (N=6), there were mixed ratings on Board execution.

Findings, Board Setup, Size and Representation

The consultants analyzed the current setup of the NVCA Board in relation to the amount of Member Municipality levy contribution. The 9 largest Member Municipalities (with two Board representatives) contributed 82% of the total municipal levy but accounted for only 65% of the vote. By contrast the 3 smallest Member Municipalities contributed 1% of the levy but accounted for 12 percent of the vote. The only time a weighted vote was used was for the annual budget. For all other important matters (e.g., policy approval, election of the Chair, Vice Chair), the weighted vote did not apply.

With the current number of Board members at 26, NVCA is well above the median of the representative comparator group of 8 Conservation Authorities at 16.

During the interviews with the Board, the consultants asked the 26 members to comment on the Board size and representation. The following responses were obtained:

Reduce Board Size	Maintain Status Quo or No Comment
22 (84%)	4 (16%)
Address Basis of Representation	Maintain Status Quo or No Comment
21 (81%)	5 (19%)

The consultants also reported findings covering the Board *modus operandi* as regards: 1) use of Board committees, 2) Department Head attendance at Board meetings, 3) Board member tenure, 4) Board member education/training, and 5) Board meeting materials. These aspects are covered later in this Report in the Project Recommendations submitted for Board consideration and approval.

Breakdown of Education & Experience of NVCA Management, Professional/Technical Staff

One of the organization strengths mentioned during the interviews was the “highly experienced, educated staff” that NVCA has in place. Of the 22 management and professional/technical staff, 18 or 82% have a University degree (BA or BSc), with four having a Masters degree.

Turning to work experience, the management and professional/technical staff have an average of 10 years experience with NVCA and 17 years of conservation-related experience. The factual data confirms the perception of the employee interviewees as regard the qualifications of the staff. These data represent a potential risk for NVCA. Without market competitive compensation in place and career paths for employees, the Conservation Authority could experience some difficulty in retaining a well qualified staff as recent turnover experience has demonstrated.

Results, Comparative Analysis (Benchmarking), NVCA vs. 8 Representative Conservation Authorities

There are 36 Conservation Authorities (CAs) in Ontario, 31 of which are located in South Western, Central and Eastern Ontario. Of the 31 CAs, 8 are small sized (i.e., annual budget of \$2.5M or less, fewer than 20 full-time employees) and 8 are large sized (i.e., over \$10M in annual budget, median full-time staff of 110). In terms of size, the consultants targeted the middle 50% of the 31 CAs (N=15) from which comparators were selected for the benchmarking exercise. The following comparator group was selected based on similar size, rate of Member Municipalities’ growth and extent of planning activity:

	2012 Total Expenditures	No., Full-Time Employees (Permanent)	Square Kilometers	Population	Population Increase (2006-2011) + (-)	3-Year Avg. Plan Reviews/ Transactions (2010-2012)
1. Mississippi Valley	\$2,668,630	28	4,455	257,531	9.3%	338
2. Kawartha Region	\$2,738,846	27	2,563	53,708	2.2%	122
3. The Cataraqui Region	\$3,959,625	22	3,393	174,523	2.7%	334
4. Nottawasaga Valley	\$3,995,261	30	3,646	189,705	6.4%	366
5. Saugeen Valley	\$4,407,851	22	4,675	74,868	1.2%	330
6. Central Lake Ontario	\$5,768,265	41	638	301,897	8.6%	278
7. South Nation River	\$5,948,824	40	4,146	281,439	7.0%	506
8. Essex Region	\$7,627,310	31	1,681	333,529	(1.2%)	630
9. Lake Simcoe Region	\$11,755,181	80	3,303	355,600	5.5%	541
Median	\$4,407,851	31	3,393	257,531	5.5%	338
NVCA % of Median	91%	97%	107%	74%		
	92%					

Taking into account the four size criteria, NVCA would be close to the median on average, i.e., 92% overall on the size measures. NVCA is also close to the median on population growth and planning activity. This means the median of the comparator group can be used as reference benchmark in analyzing organization, staffing, service delivery and revenues/expenditures.

In terms of organization setup and staffing, all of the CAs in the comparator group are headed by a CAO or General Manager & Secretary/Treasurer. Reporting to the top position, the trend average of the comparator group is to have four Department Heads as is the case at NVCA. The majority of the 8 comparator CAs make use of only 3 management levels (i.e., CAO, Director and Manager or Supervisor). NVCA utilizes 4 levels (CAO, Director, Manager and Supervisor/Coordinator). **In terms of overall staffing, NVCA aligns with the norm, i.e., is right sized, not under or over staffed vs. the median of the comparator group.**

Breakdown of Revenues and Expenditures, NVCA vs. 8 Representative Comparators

The consultants examined the pattern of revenues and expenditures among the 8 CAs in the comparator group and NVCA. In reviewing the financial data, the consultants noted that there was considerable variation from year to year in revenues and expenditures. This being the case a three-year average for the period 2010-2012 was calculated. The results of the analyses are summarized in the following tables.

3-year Average (2010-2012) Breakdown of Expenditures

	Land Management (%)	Water Management (%)	Communications (%)	Administration (%)	Total* (%)
NVCA	19	57	5	19	100
Avg., Comparator Group	28	53	4	16	101

3-year Average (2010-2012) Breakdown of Revenues

	Government (%)	Municipal Levy (%)	Municipal Projects (%)	Self Generated (%)	Total* (%)
NVCA	21	42	1	35	99
Avg., Comparator Group	24	42	11	23	100

* Note: Total percentages are 100% ± 1% due to rounding of the numbers.

Based on the above benchmarking data, NVCA would strive through proactive balance sheet management to:

- Reduce proportion of budget expenditures allocated to Watershed Management and Corporate Services while increasing expenditures for Land Operations.
- Increase revenues from government grants/subsidies and Member Municipality projects while reducing dependence on the municipal levy and higher than market average planning user fees.

Conservation Authority Foundation Experience

In completing the documentation for the 31 CAs in South Western, Central and Eastern Ontario, the consultants found that 25 or 81% had a Foundation in place. This finding would lead one to surmise that a Foundation is an important adjunct to a CA in terms of revenue generation and education/outreach. Closer examination shows that this is **not** so. Less than half of the Foundations (N=12) generate significant revenues. In NVCA's comparator group, both Essex Region CA and Lake Simcoe Region CA have Foundations in place that generate substantial revenues.

Synthesis of Findings and Improvement Requirements

As stated on page 1 of this Report, all of the findings were synthesized on two Exhibits, one identifying strengths to be retained going forward and a second addressing improvement requirements. In addition, at the end of each of the 85 interviews, the respondents were asked to provide a "short list" of improvement requirements for consideration by the Board and the Senior Management Team. The employees interviewed identified 9 improvements on the "short list", the Board members identified 9 and the various stakeholders identified 7. It was interesting to see that there was a good deal of overlap between the three groups of interviewees on the items on their "short lists". The consultants then determined the top 10 improvement requirements most frequently mentioned by the total group of interviewees. These are listed below in order of frequency mentioned.

- 1) Adopt a solution finding rather than strict policy (to the letter) enforcement approach; shift to more collaborative/consultative approach with customer/clients vs. dictating what has to be done.
- 2) Shorten turnaround times on development applications; "it just takes too much" in terms of time expended and cost to get applications approved.
- 3) Improve communications and the working relationship between the Board and NVCA staff; reestablish practice of having Department Directors attend Board meetings.
- 4) Build closer and more collaborative working relationships with Member Municipalities; shift away from dictating policy and budget to Member Municipalities; harmonize policy application and budget process for Member Municipalities served by multiple CAs.
- 5) Acknowledge that NVCA does not have the resources to "do everything for everybody"; focus should be on the Conservation Authority's primary mandate; clarify which services are mandated/legislated vs. discretionary and which services should be covered by the municipal levy vs. funding from other sources.
- 6) Investigate ways and means to establish more sustainable funding.
- 7) Increase CAO and Senior Management presence and engagement of staff; strengthen leadership approach, i.e., more transparency, collaboration and relationship building.
- 8) Increase efforts in all Departments to track and identify best practices in other CAs, Member Municipalities for possible implementation at NVCA; place more emphasis on "working smarter not (just) harder".
- 9) Conduct "all staff" meetings on a quarterly or trimester basis; increase internal communications.
- 10) Maintain an appropriate sized staff at NVCA; make fuller use of outsourcing and partnering with other stakeholders and CAs.

List of Project Recommendations, Phase I - Service Delivery & Operational Review

Taking into account the synthesized findings and the "short list" of recommended improvements, the consultants prepared 26 Recommendations for the Board to review and consider. The Recommendations were discussed by the Board of Directors at the August 22, 2014 Board Meeting including the list of 15 Recommendations prioritized previously by the board for implementation in 2014. The Board received the Recommendations and directed the Efficiency Audit Committee to present a report with staff input outlining implementation details for further discussion and approval.

- Recommendation 1:** Implement the organization realignment covering full-time permanent management/supervisory and professional technical positions; allocate balance of full-time positions in the administrative and operating support category while not exceeding 31 headcount; with permanent full-time contract staff, do not exceed total full-time complement of 34-35.
- Recommendation 2:** Take necessary steps by the CAO and Department Heads to maximize the use of part-time and seasonal employees including cost effective deployment of student interns, coop students and seconded staff from other CAs, Member Municipalities.
- Recommendation 3:** Conduct a follow-up review by the Planning Standing (or Ad Hoc) Committee of the Board on the implementation status of the recommendations (N=36) contained in the independent 2010 Planning Program Review.
- Recommendation 4:** Direct the CAO and Department Heads to develop and implement an action program to build closer working relationships with all (not just some) Member Municipalities; program to include increased NVCA presence at Member Municipalities, harmonization of policies for Member Municipalities served by more than one CA, use of consultative (vs. dictating) approach for the budget process with Member Municipalities.
- Recommendation 5:** Mandate the CAO and the Director of Corporate Services to review the NVCA expenditures breakdown vis-à-vis the median of the comparator group; the review to determine actions to be taken to reduce percentage of expenditures allocated to Watershed Management and Administration and increase amount for Land Operations; report to be submitted to Finance & Administration Standing (or Ad Hoc) Committee with recommendations for consideration by the Board.
- Recommendation 6:** Same as above (including Board Committee report) for the review of the NVCA revenue breakdown vs. the median of the comparator group; the review to identify actions to increase percentage of revenue coming from grants/subsidies and municipal projects with less reliance on the municipal levy as well as planning user fees/charges.
- Recommendation 7:** Implement a multi-phase program of internal communications covering: 1) expansion of the role and output of the internal Communications Committee, 2) conducting of "all staff" meetings on a quarterly or trimester basis, 3) greater use of employee newsletters/bulletins, 4) increased management presence, and 5) annual or semi-annual meet and greet functions for NVCA staff and the Board.
- Recommendation 8:** Establish a Finance & Administration Standing (or Ad Hoc) Committee to complete an identification of options and alternatives for the Board to consider re: the definition of NVCA's primary mandate; schedule a special

meeting of the Board to discuss the mandate and decide on the services to be covered by the municipal levy and services funded by other revenue sources or outsourced.

- Recommendation 9:** Operationalize NVCA's Strategic Plan making it actionable, directly linking strategies prioritized by the Board on an annual basis to the work plans of the CAO and Department Heads (i.e., top down – bottom-up Corporate Plan).
- Recommendation 10:** Reduce Board size to match median of the comparator group at 16.
- Recommendation 11:** Implement a new voting protocol for the Board in order to achieve fairer representation of Member Municipalities in terms of levy contributions. The nine largest levy contributors would have two votes and the balance, a single vote with the exception of the three Municipalities making the smallest levy contributions. The latter group would have a single vote or be represented by one of the other Member Municipalities.
- Recommendation 12:** Reestablish practice of having Department Heads attend all Board meetings so as to gain a better understanding and awareness of individual Board member view and concerns.
- Recommendation 13:** Promote practice among Member Municipalities of full term service (4 years) by Board members.
- Recommendation 14:** For four of the Board meetings per year, the meeting would be scheduled for four hours (9:00 a.m. to 1:00 p.m.) with a shortened agenda for regular business (9:00 a.m. to 11:00 a.m.) and an in-camera two-hour session for Board continuing education/training.
- Recommendation 15:** Implement the Performance Management Program application for the CAO and the Senior Management Team (Phase II Recommendations).

The Board directed the Efficiency Audit Committee to include in their report with staff input details for implementation of the balance of the Recommendations in 2015.

- Recommendation 16:** In conjunction with the Board direction given re: NVCA's primary mandate, determine current NVCA service delivery that is to be outsourced in full or in part.
- Recommendation 17:** Charge the CAO and Department Heads to investigate ways and means NVCA can implement a solution finding approach in dealing with target customer/client groups, i.e., Member Municipalities, small individual land/property owners (agricultural and non-agricultural), consulting engineering firms, developers, other CAs, and upper tiers of government.
- Recommendation 18:** Revisit planning fee schedule in conjunction with the completion of Recommendation 5; taking into account comparative data from the reference group of CAs, identify opportunities and stage implementation of reduced user fees/charges to better align with other CAs in the comparator group as well as market practices (i.e., "going rate").
- Recommendation 19:** Working with a seconded financial expert (one from the Member Municipalities or other sources), charge the CAO and Senior Management

Team to develop a sustainable funding model and mechanism with pilot project implementation.

- Recommendation 20:** Complete a feasibility study for establishing a NVCA Foundation with recommendations to the Finance & Administration Standing (or Ad Hoc) Committee; study to determine the critical success factors based on experience of revenue generating Foundations now operated by 12 CAs.
- Recommendation 21:** Create a new Senior Development Officer and Funding Coordinator to work with the Department Heads to identify, track, evaluate and prepare applications/submissions of grants, subsidies and sponsorship from the public, para-public and private sectors.
- Recommendation 22:** Complete a best practices review with the assistance of a seconded financial expert of Asset Management Programs in place in Member Municipalities and CAs; prepare a report for the Finance & Administration Standing (or Ad Hoc) Committee on next steps for NVCA.
- Recommendation 23:** Undertake a market compensation review to determine the market competitiveness of NVCA salaries.
- Recommendation 24:** Expand the use of career paths to eliminate/reduce the number of dead-end jobs at NVCA, contributing to retention of qualified staff members; career paths example: Planning Technician, Planner I, Planner II, Senior Planner, Manager Planning and Regulations.
- Recommendation 25:** Address the 7 improvements referenced in role execution by the majority of the Board members; action plan to be prepared and recommended to the Board for implementation by the Ad Hoc Committee.
- Recommendation 26:** Re-establish Standing (Advisory) Committees of the Board with specific terms of reference and modus operandi to be recommended by the Ad Hoc Committee.

Questions about the Phase I Project findings and Recommendations should be directed to the Board Chair, Ms. Nina Bifulchi.

At the August 22, 2014 meeting, the Board approved the Phase II Recommendations dealing with the restart of the Performance Management Program at NVCA, establishment of a market competitive salary structure and implementation of a formal Succession Plan for the CAO/Secretary-Treasurer and Director positions.

Nottawasaga Valley Conservation Authority

Service Delivery and Operational Review Project

Answers to Questions Regarding Project Review Process Including Use of Closed Session

Question 1: The consultants' report covering the findings and recommendations of the Service Delivery and Operational Review Project was presented in closed session. Why was this necessary?

Answer: There are eight criteria in the NVCA Board of Directors/Governance Regulations, for a meeting to move into "in-camera" closed session to address matters pertaining to:

- 1) security of the property of the Authority
- 2) personal matters about an identifiable individual, including Authority staff
- 3) a proposed or pending acquisition/disposition/leasing of land for Authority purposes
- 4) labour relations or employee negotiations
- 5) litigation or potential litigation, including matters before administrative tribunals, affecting the Authority
- 6) the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose
- 7) a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another Act
- 8) the subject matter relates to the consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act.

Criteria 2 and 6 apply to the presentation made in camera on May 23rd.

Regarding Criterion 2, findings related to an identifiable individual were discussed throughout the presentation, and specifically on the 10 presentation slides and 2 Report Recommendations.

Question 2: How did the second criterion relating to client privilege apply to the May 23rd presentation?

Answer: As a matter of standard practice in conducting a Service Delivery, Organization and Operational Review, the interviews are conducted with the assurance of confidentiality. This means that interviewee responses were not to be revealed or published in a manner that would identify any interviewee. The interviewees consisted of NVCA employees, Board members, Member Municipality CAOs/Planning Staff, and other stakeholders.

Taking the employee interviewees as an example, there would be no problem if the Survey responses to a questionnaire item were reported for the total employee group. As an illustration, let us say 20 of 25 employee interviewees or 80% indicated that there was no duplication/overlap of function among Departments in the organization under review. This would lead to a conclusion that duplication/overlap of function is not an area of concern. However, this would not be the case if all of the 20% dissatisfaction was expressed by employees in one Department or at a particular level in the organization (e.g., Senior Management, Managers/Supervisors, Professional/ Technical or Administrative/Operation Support).

For this reason, the consultants used a methodology that provides for four different breakdowns of the total group of employee interviewees, 1) management level/ employee category, 2) Department, 3) years with NVCA, and 4) years of Conservation-related experience. If a 100% positive, or more importantly, negative response occurred for a questionnaire item for any of the breakdowns, it is possible to identify the respondents. In a number of instances, there was a 100% response noted for the questionnaire item for the various interviewees.

Having the presentation in closed session was not done for purposes of secrecy or to avoid transparency, but rather to protect the confidentiality of the participants providing input to the Project as promised and assured.

In 25 years of carrying out such projects for municipalities, the consultants have never had a breach of confidentiality.

Question 3: Could you explain the Project review process?

Answer: As a matter of standard practice in carrying out a Service Delivery, Organization and Operational Review, the consultants follow a specific process:

- 1) Design structured interview questionnaires for the participants providing input to the Review Project.

Note: A key aspect of the employee and Board member interviews involved ratings of some 62 specific services delivered by the NVCA Departments.

- 2) Identify Project Review participants to be interviewed and conduct confidential one-on-one interviews.
- 3) Score the interview results, utilizing the various response breakdowns.

Note: The nature of the questions covered permit the identification of what is working well (i.e., "not broke, do not fix") as well as what requires improvement.

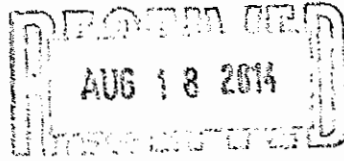
As a case in point, there are two key Exhibits included in the final Report. One lists strengths in the areas of service delivery, organization, staffing and Board governance to be retained going forward and a second listing improvement requirements covering the same areas.

- 4) Identify a representative group of Conservation Authorities to be used in benchmarking organization, staffing, expenditures, revenues, Board size and representation, and best practices.
- 5) Synthesize the findings from the: a) employee interviews, b) Board member interviews, c) Member Municipality interviews, d) other stakeholder interviews, e) Board role execution against its specific responsibilities, and f) results of benchmarking analysis involving 8 similar sized Conservation Authorities.
- 6) Prepare a Report and Presentation for the Board covering Project findings and Recommendations (N=26).
- 7) Present findings and Recommendations to the Board in closed session.
- 8) Repeat above Step for the CAO and Senior Management Team.
- 9) Assist the Board in the review and approval of the Project Recommendations.
- 10) Prepare a Summary Report including the Project Recommendations for release to the public.

It is necessary to complete Steps 7), 8) and 9) before Step 10 can be done. NVCA's customers/clients, Member Municipalities and stakeholders not only want to know what was found in the Review and the Recommendations made by the consultants, but also what the Board and the CAO/Senior Management Team are going to do with the Recommendations. It avoids a situation where the Project Report is filed away without any concrete improvement action taken.

Question 4: **When will the Survey Report findings and recommendations be made available to the public?**

Answer: This will occur after the August meeting of the Board.



July 1, 2014

To our Valued Sponsors;

With the new-year upon us, plans are already underway for the 159th Dundalk Fall Fair, which will take place on September 5th, 6th, 7th, 2014 with our theme being "Back to our Roots", highlighting vegetables.

Since 1855, the Fall Fair has been the signature event of the Dundalk Agricultural Society, a community-minded, not-for-profit, charitable organization run by dedicated volunteers who support the goal to educate the community on agriculture. The Dundalk Fall Fair, one of over 210 in the province, is the longest running annual event in our community and we are very proud that we can continue to provide citizens with a venue to showcase their agricultural-related products and to offer fair-goers a celebration of rural life that is both educational and entertaining!

Last year alone, thanks to the terrific support we received from our community, we were able to award approximately \$10,000 in prizes to our local competitors who exhibited everything from baking to beef cattle. In addition to the fair, the Dundalk Agricultural Society also supports the local 4-H clubs, something that we feel is important to our youth and the future of agriculture.

In order to continue these traditions, we welcome local businesses and individuals to support our efforts through our Sponsorship Program. We welcome any financial donations or donations of products and services. The categories are as follows.

Diamond (\$1,000.00 +)
Sapphire (\$500.00 - \$999.00)
Platinum (\$250.00 - \$499.00)
Gold (\$100.00 - \$249.00)
Silver (\$50.00 - \$99.00)
Bronze (\$49.00 and less)
(benefits for each level are described on the next page)

Sincerely,

Bryan Bracken & Kimberley Stacey

President & Secretary

Dundalk Fall Fair

①

SEP 04 2014

2014 SPONSORSHIP PROGRAM REGISTRATION FORM

Company Name: _____

Name of Contact: _____

Address: _____

Telephone Number: _____

Email address: _____

We/I wish to be considered a (please check off);

* Diamond (\$1,000.00 +) _____

* Sapphire (\$500.00 - \$999.00) _____

* Platinum (\$250.00 - \$499.00) _____

* Gold (\$100.00 - \$249.00) _____

* Silver (\$50.00 - \$99.00) _____

Bronze (\$49.00 and less) _____

A cheque is enclosed for \$ _____

Please complete this registration form and send your donation payable to:

'Dundalk Agricultural Society'

PO Box 497, Dundalk, ON. N0C 1B0

PLEASE SPECIFY HOW YOU WOULD LIKE YOUR DONATION ALLOCATED.

General Fair \$ _____ 4-H Invitational \$ _____ Ambassador Program \$ _____

Horse Show \$ _____ Other (please specify) \$ _____

Thank you very much for your support!

Sincerely,

Dundalk District Agricultural Society

WHY WE NEED YOUR SPONSORSHIP

The cost of organizing and promoting successful events is forever increasing, thus, our reliance upon generous donations grows each year. We recognize that sponsors are major contributors to the success and future of our fair. Your support and assistance is always greatly appreciated. In return for your financial support, we provide as much promotion and reward as we possibly can.

Please review the different types of sponsorship and select a category with which you feel most comfortable. If you are not able to offer support at this variety of levels, any amount or type of assistance will be received with heartfelt thanks. You will be supporting the foundation of this community.

Sincerely,

DUNDALK DISTRICT AGRICULTURAL SOCIETY

SPONSORSHIP PROGRAM

BRONZE

\$49.00 AND UNDER

Sponsors at this level will receive the following appreciation:

- *Name on the Thank-you Sponsors List
- *Name printed in the Fair Book

SILVER

\$50.00 - \$99.00

Sponsors at this level will receive the following appreciation:

- *Name on the Thank-you Sponsors List
- *Name in the Fair Book and on the Web Site "dundalkfair.com"
- *Recognition at the Fair
- *1 Saturday pass to the Dundalk Fall Fair

GOLD

\$100.00 – \$249.00

Sponsors at this level will receive the following appreciation:

- *Name on the Thank-you Sponsors List
- *Name in the Fair Book and on the Web Site "dundalkfair.com"
- *Recognition at the Fair
- *1 Saturday pass to the Dundalk Fall Fair
- *May supply and erect a sign at their sponsored event

PLATINUM

\$250.00 - \$499.00

Sponsors at this level will receive the following appreciation:

- *Name on the Thank-you Sponsors List
- *Name in the Fair Book and on the Web Site "dundalkfair.com"
- *Recognition at the Fair
- *1 Weekend pass to the Dundalk Fall Fair
- *May supply and erect a sign at their sponsored event
- *A certificate of sponsorship to be presented at Official Fair Opening
- *Name mentioned in Dundalk Herald

SAPPHIRE

\$500.00 - \$999.00

Sponsors at this level will receive the following appreciation:

- *Name on the Thank-you Sponsors List
- *Name in the Fair Book and on the Web Site "dundalkfair.com"
- *Recognition at the Fair
- *2 Weekend Passes to the Dundalk Fall Fair
- *May supply and erect a sign at their sponsored event
- *A framed certificate of sponsorship to be presented at Official Fair Opening
- *Name mentioned in Dundalk Herald

DIAMOND

\$1000.00 AND OVER

Sponsors at this level will receive the following appreciation:

- *Name on the Thank-you Sponsors List
- *Name in the Fair Book and on the Web Site "dundalkfair.com"
- *Recognition at the Fair
- *4 Weekend Passes to the Dundalk Fall Fair
- *May supply and erect a sign at their sponsored event
- *A framed certificate of sponsorship to be presented at Official Fair Opening
- *Name mentioned in Dundalk Herald
- *Free concession booth at fair
- *2 tickets to annual banquet
- *Recognition during sponsored event over P.A. system

Denise Holmes

From: Jerry Jorden <jjorden@rogers.com>
Sent: August-21-14 1:24 PM
To: Denise Holmes
Subject: Bayshore Broadcasting
Attachments: Bayshore Broadcasting Tower Proposal, August 21st Jorden Commenting Letter.PDF

Denise:

Please see the attached commenting letter on the latest material from the consultants for Bayshore Broadcasting. Note that I am suggesting a possible approach to moving forward with the processing of the application but am also recommending that it go to Council.

Jerry Jorden
G. W. JORDEN PLANNING CONSULTANTS LIMITED
153 Burnside Drive
London, Ontario N5V 1B4
Phone: 519.601.2077
Email: jjorden@rogers.com

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

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G. W. JORDEN *Planning Consultants Limited*

153 BURNSIDE DRIVE, LONDON, ONTARIO N5V 1B4

August 21, 2014

VIA EMAIL

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

Dear Ms. Holmes:

**Bayshore Broadcasting Corporation
Proposed Telecommunications Tower
Part Lot 27, Concession 10, NETSR**

We have met with the consultants for Bayshore Broadcasting concerning the deficiencies in the company's original tower application material as outlined in my October 10th, 2013, letter. We have now received a much more complete application package and there are now only two unresolved items.

Under section 5.10 of the Tower Protocol the application materials are to include "appropriate documentation as requested by the applicable Conservation Authority ... if applicable". The Tower site is within a regulated area under the jurisdiction of the Nottawasaga Valley Conservation Authority. We have now received a message from the company's consultants that they have contacted the Authority and are awaiting confirmation as to whether or not they will need to obtain a permit.

Under section 5.4(g) of the Protocol the application materials are to include the colour and lighting (if required) of the proposed Tower. The consultants have now advised that they submitted related applications to the federal approval authorities in July and the decision making process currently takes about 3 months.

The consultants feel that they have endeavoured to address these items in good faith and that they are constrained by timelines out of their control. They feel that these items should not prevent them from proceeding with the public participation section of the Protocol.


The Protocol requires the unresolved application issues to be satisfactorily addressed before the Township will instruct the applicant to proceed with that public participation process. While the company's application material is very comprehensive, information concerning the colour and possible lighting of the proposed tower and any requirements of the Conservation Authority may be of interest to the public.

It would be preferable to have this information prior to proceeding into the public participation process. However, in view of the satisfactory nature of the other material submitted with this application I would be prepared to instruct the applicant to proceed on the clear understanding that:

1. if the public raises issues about the missing information, they would be required to fully address those concerns, possibly including a second public meeting; and
2. whether or not there are public concerns, the Township would make no final decision on the proposal until the required information was provided.

Since this approach is not in conformity with the process in the Protocol, I would recommend that Council be advised at their meeting on September 4th and that their authorization be obtained.

Sincerely,



G. W. Jorden, RPP

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: September-02-14 10:57 AM
To: dholmes@melancthontownship.ca
Subject: FW: Municipal Webinar: OPA Large Renewable Procurement

Date: Fri, 29 Aug 2014 15:14:15 -0400
To: warden@dufferincounty.ca
From: LRP@powerauthority.on.ca
Subject: Municipal Webinar: OPA Large Renewable Procurement

The Ontario Power Authority (OPA) continues to conduct outreach and engagement on the Large Renewable Procurement (LRP I) process. In a July 23 email, the OPA extended an invitation to all interested municipal representatives to provide feedback on the LRP I Request for Proposals Framework (LRP I RFP Framework), including the community engagement criteria, that aims to enhance municipal and community participation in the siting of future electricity infrastructure across the province.

The LRP I RFP Framework was built on the feedback received from many Ontarians in 2013 and earlier this year, including municipalities, and which was discussed in the LRP final recommendations report provided to the Minister of Energy on February 28, 2014.

The LRP I RFP Framework is available at this link along with a feedback form that can be sent to LRP@powerauthority.on.ca. While the formal written comment period for the RFP framework ends on September 2, all feedback received from municipalities before the end of September will be considered in the development of the draft RFP document. The OPA expects to engage with stakeholders on the draft LRP I RFP in October and November.

Upcoming Municipal Webinar

The OPA met with the Association of Municipalities of Ontario's Energy Task Force on July 29 to discuss the LRP I RFP Framework and received valuable input, which included a recommendation to host a webinar for municipalities in September.

Based on this recommendation, the OPA will host a webinar specifically for municipalities to discuss the LRP I RFP Framework, with a focus on the community engagement criteria. Participants will be able to ask questions and provide feedback either by phone or on the web.

Date: September 10, 2014
Time: 1:30 p.m.—3:30 p.m.
Phone: 416-764-8640
Toll Free: 1-888-239-2037
URL: meetview.com/opa20140910

While the municipal webinar presentation will focus on specific sections of the LRP I RFP Framework that are of most relevance to municipalities, feedback on all aspects of the LRP I RFP Framework is encouraged. Participants may wish to review the [archived July 29, 2014 public webinar](#) for an overview of all sections of the framework document.

If you have questions or comments on the RFP Framework, please feel free to contact the OPA's LRP team at LRP@powerauthority.on.ca. Should you have any general questions regarding renewable energy policy and procurement in Ontario, you can also contact the Renewable Energy Facilitation Office at the Ministry of Energy at REFO@ontario.ca or by phone at 1-877-440-7336 (416-212-6582 within the GTA.)

We look forward to receiving your feedback.

The Ontario Power Authority

You have received this message from the Ontario Power Authority. The Ontario Power Authority is located at 120 Adelaide Street West, Suite 1600, Toronto, Ontario, M5H 1T1. You may contact the Ontario Power Authority by emailing us at info@powerauthority.on.ca or visiting us on our website at www.powerauthority.on.ca

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Denise Holmes

From: Sonya Pritchard <spritchard@dufferincounty.ca>
Sent: August-08-14 1:13 PM
To: gmurray.mpp@liberal.ola.org; glen.murray@ontario.ca; kathleen.wynne@ontario.ca
Cc: sylvia.jonesco@pc.ola.org; rebecca.crump@clypg.ca; Bill Hill
Subject: Dufferin Wind Power Transmission Line Installation Concerns
Attachments: 2014-08-08 Letter to Min Murray re DWP Transmission Line installation.pdf

Good afternoon,

Please find attached correspondence from Dufferin County Warden Bill Hill.

Regards,

Sonya Pritchard, CPA, CMA | Chief Administrative Officer
County of Dufferin | Phone: 519-941-2816 Ext. 2502 | spritchard@dufferincounty.ca |
55 Zina Street, Orangeville, ON L9W 1E5

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WARDEN, COUNTY OF DUFFERIN

August 8, 2014

Minister Glen Murray
Ministry of Environment and Climate Change
Public Information Centre
2nd Floor, Macdonald Block
900 Bay Street
Toronto ON M7A 1N3

Dear Minister,

Re: Dufferin Wind Power Transmission Line

I feel it is important to bring concerns about the installation of the Dufferin Wind Power Transmission line to your attention.

The Renewable Energy and Leave to Construct applications for this project were approved without the MOE or OEB giving any consideration to the issues raised by so many Municipalities, organizations and individuals. Dufferin County residents continue to be concerned with the long-term environmental impacts of this project.

The latest issue relates to the installation method of the poles and the concern that there may be a potential for pollution of the ground water table along the entire 32 kilometer transmission line. Each pole was placed in a steel caisson filled with rocks inside the caisson. This could allow pollutants to travel down through the rocks to the water table. Ministry of the Environment staff have recently required the wind developer to seal the caissons and have approved a solution put forward by the wind developer's environmental consultants. Unfortunately, the Ministry was slow to get involved with this issue and the approved solution will need to be applied retroactively. Further, this is new territory and the solution being implemented is not proven.

Minister, it is our expectation that you will give us a commitment that your Government will accept responsibility for this problem and provide assurances to the citizens of Dufferin County and in particular Melancthon Township, the Town of Shelburne and the Township of Amaranth, that your Ministry has the resources to oversee the mitigation program and provide ongoing monitoring and financial support to ensure our water is safe.

Your predecessor and the Premier have ignored our pleas for help before. You cannot ignore this or us now.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Hill', written over a horizontal line.

Bill Hill
Warden

COUNTY OF DUFFERIN

55 Zina Street, Orangeville, ON L9W 1E5 | 519.941.2816 ext. 2501 | dufferincounty.ca

Warden Bill Hill
County of Dufferin
55 Zina Street
Orangeville ON L9W 1E5

August 12, 2014

RE: Your letter regarding the Dufferin Wind Power Transmission Line dated August 8, 2014.

To clarify: the Ministry of the Environment asked Dufferin Wind Power in June to review and address the remote possibility of some transmission line pole foundations becoming potential conduits for underground transference of surface pollutants, such as fertilizer, in the event of heavy rain run-off or flooding.

Our understanding is that this concern regarding surface water/groundwater interaction came from an individual in the community and the MOE was acting on that concern. It should be noted that the plan for construction of the transmission line poles for this project was given provincial approval and as they stand, all poles meet current provincial standards.

The mitigation methods that are to be installed on a total of 306 poles go above and beyond current regulations and standard design practices, and were put forward on a voluntary basis: DWPI will install low-permeability caps inside and outside of pole foundations to mitigate the remote risk of contamination of groundwater.

The mitigation actions by Dufferin Wind Power show an abundance of caution to prevent a very unlikely event, and we can find no other instance in the province of Ontario of another power installation that is taking the same precautionary measures.

If you require further information please contact CORPORATE COMMUNICATIONS:

communications@dufferinwindpower.ca
1 (855) 249-1473

Dufferin Wind Power Inc.
161 Bay St, Suite 4550
TD Canada Trust Tower
Toronto, ON M5J 2S1

Wendy Atkinson

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: August-27-14 7:31 PM
To: Wendy Atkinson
Subject: Fwd: Dufferin Wind Power Line

For Agenda Package

Regards,

**Denise B. Holmes, CAO/Clerk
Melancthon Township**

Begin forwarded message:

From: "Susan Stone" <suestone@amaranth-eastgary.ca>
Date: August 27, 2014 at 6:34:17 PM EDT
To: "Sonya Pritchard" <spritchard@dufferincounty.ca>
Cc: <kpearl@amaranth-eastgary.ca>, "Terry Horner" <thorner@mulmurtownship.ca>, "Keith McNenly" <keith@townofmono.com>, "Mark Early" <mark@townofmono.com>, "Jane Wilson" <jwilson@townofgrandvalley.ca>, "Karen Canivet" <kcanivet@amaranth-eastgary.ca>, Denise Holmes <dholmes@melancthontownship.ca>, "John Telfer" <jtelfer@townofshelburne.on.ca>, "Susan Greatrix" <sgreatrix@orangeville.ca>
Subject: Dufferin Wind Power Line

Hi Sonya

At Amaranth's council meeting held on August 20th, discussion ensued regarding the Dufferin Wind power line and use of PCP as a preservative. Apparently PCP, which is a carcinogenic, cancer causing chemical, has been applied to the entire pole, not just the part underground, and therefore is of serious concern to contamination of surface water, the Provincially Significant Wetlands, aquatic life and drinking water. It is also imperative that people have no physical contact with this chemical.

Therefore, Council has requested information regarding what warnings the County will be posting to the public and emergency services personnel, what monitoring programme will be put in place, since these poles could now be in place up to 35 years with this preservative, and how the fire departments will handle a fire on a PCP saturated pole, especially on a 230 KV line.

Thank you. We look forward to receiving this information for our next council meeting scheduled for September 17, 2014.

Sue

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

**TOWNSHIP OF MELANCTHON
NOTICE OF RECEIPT OF A COMPLETE APPLICATION
FOR A ZONING BY-LAW AMENDMENT
AND
NOTICE OF A PUBLIC MEETING CONCERNING A RELATED
PROPOSED ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Township of Melancthon has received a complete application for a Zoning By-law amendment affecting lands in part of the east half of Lots 23 and 24, Concession 1, O.S. and will hold a Public Meeting in the Municipal Council Chambers to consider a proposed Zoning By-law Amendment relating to that application under Section 34 of the Planning Act. That meeting will be held on Thursday, September 4, 2014 at 10:00 a.m.

THE PROPOSED Zoning By-law Amendment would change the provisions relating to a property in part of the east half of Lots 23 and 24, Concession 1, O.S. The proposed by-law satisfies a condition of the granting of a consent for land severance imposed by the Committee of Adjustment decision on application B4/14. The severance would create a lot containing an existing agricultural related use. The purpose of the proposed by-law is to amend the zone provisions relating to the site specific General Agricultural Exception (A1-45) zone on the subject lands to permit an agricultural produce storage facility. The proposed by-law would also apply site specific building setback, lot frontage, and lot area standards to reflect the existing situation with the subject property and building. The effect of the proposed by-law would be to recognize the existing use of the subject property for such a facility.

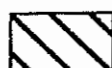
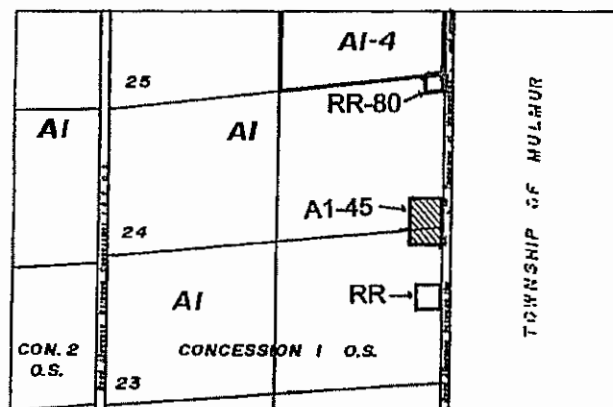
IF a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Melancthon before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Township of Melancthon to the Ontario Municipal Board.

IF a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Melancthon before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

ADDITIONAL INFORMATION relating to the proposed Zoning By-law Amendment is available for inspection between 8:30 a.m. and 4:30 p.m. at the Township of Melancthon Municipal Office.

Dated at the Township of Melancthon this 31st day of July, 2014

per. Wendy Atherton
Denise B. Holmes, Clerk
Township of Melancthon
157101 Highway 10,
Melancthon, Ont, L9V 2E6
Telephone 1-519-925-5525



Area Affected by Proposed By-law

Del - 10:00 Am

SEP 04 2014

Melancthon Council Presentation, September 4, 2014

HCIA Mission:

HCIA will be a catalyst for positive community change by engaging the diverse citizens of Headwaters region to work collaboratively for community well-being.

The Community Well Being Report



Work on the Headwaters Community Well-Being Report began in 2008 with input from more than 400 citizens regarding the issues they felt were important to “community well-being” in the Headwaters bioregion. The Report profiled nine specific topic areas (including arts, culture & heritage, rural roots, health and social services, poverty etc.), featuring both data measures and community stories. The Report was intended to raise public awareness and “initiate more in-depth community conversations – across sectors and communities – to strengthen Headwaters and make it an even better place to live and work.”

Ontario
Trillium
Foundation



Fondation
Trillium
de l'Ontario



United Way
Guelph Wellington
Dufferin

Our Primary funders are **Trillium Foundation and United Way** in support of community engagement and mobilizing through our core project areas: Food and Farming, Not for profit, Headwaters Trails, and Transportation

What were we and what are we?



HCIA continues to be a backbone organization for Headwaters. Backbones share strengths in guiding vision and strategy and supporting aligned activities - meaning, we provide the support system for issues to be addressed. Our work thus far has been largely based on feedback from community partners and regional leadership.

On **Oct 9**, we will be launching a refresh of the CWBR feedback and data. As current portfolios/projects mature or move on, we will be following our mandate of supporting community well-being by convening conversations on issues of shared concern that need to be addressed.

HCIA
Annual Meeting
Oct 9



6 pm at Lord Dufferin Centre – an
 AGM featuring local appetizers and
 good conversation – join us!

HCIA Website and communications:



- Our contact database is 1500 contacts and growing
- We send out at least a dozen Newsletters , bulletins, e-blasts, and invites annually
- Our contacts have contacts – a potentially huge network

Going forward:

HCIA aims to be handing off portfolios and identifying new ones. All in support of community well-being:

Healthy People, Healthy Economy, Sustainable Environment, Engaged Citizens, Vibrant Culture

HCIA is 10 years young!



The NFP portfolio:

Ongoing engagement and successes: HCIA continues to act as a conduit between the Non-Profit sector and the Ontario Non-Profit Network. Without a dedicated social services hub in Dufferin, we can provide the necessary support for getting key messages out to the regions non-profit organizations.

For example: Last Year we hosted a NFP Forum on:

- **Shared Platforms** - How can non-profits share differently to increase engagement in communities; support emerging projects and save time and money?
- **Social Enterprise 101**: What is a social enterprise and how can social enterprise strengthen the non-profit sector?

This year HCIA is hosting a learning series on consecutive weeks which strives to support non-profit organizations in operating more effectively. Representatives attended from a wide variety of sectors and gave thumbs up feedback:

1. **Practicing Permission Marketing: Grow Your List Under the new Canada Anti-Spam Legislation (CASL)**
2. **Newsletters and Announcements: Leveraging email and social media to communicate effectively**
3. **Events & Online Registration – Manage and engage with people in person**
4. **Feedback & Surveys: Get valuable insights that help drive your success**



Rural Transportation:

Transportation continues to be a challenge in the region. The Dufferin Transportation working group gathered all resource information available and produced a comprehensive listing of what [options](#) are available in the county. These postcards are available at numerous outlets.

Rural Transportation Project and Forum – Accelerating Rural Transportation Options

HCIA partnered with the Rural Ontario Institute and successfully gained financial support from Community Partners to ensure a place as one of the 3 study regions. We hosted a Rural Transportation Forum on June 20 to further inputs for the study. With the final report done, we are convening to identify the political backing required to further transportation options and effectiveness.



Trails:



What we've accomplished:

- Trails Infographic was printed and continues to be distributed.
- Trails Audit completed and posted on Headwaterscommunities.org
- Profiles of Can bike instructors have been drafted and posted on HCIA.org
- Our first annual Kids Safe Cycling Festival Aug 10 2014



for food. for farming.
for our future.

One of the key priorities raised in our original Community Well Being report, was the food system in Headwaters. The first Headwaters Food Summit in 2012, spawned the Headwaters Food and Farming Alliance. HFFA's vision is a food system in the Headwaters that is productive, sustainable, transparent, and fair; supports the health and well-being of our residents and food providers; and contributes to the prosperous and equitable economy. On its way to becoming a voice of authority when it comes to food, HFFA is in the process of promoting its new logo, the latest food system reports and upcoming projects. Look for us at Headwaters fairs and food events!



The [Food Summit Report 2013](#) has been produced and an Executive Summary Info graph printed for easy reference.

HFFA engaged in a regional food study to gaps and opportunities in the Food system – primarily from a distribution standpoint. The outputs of the study will help define the focus of the groups work going forward. See Growing a Local Food system [report](#) in brief and [recommendations](#) on our site.

The **Education Literacy and Access** subgroup of the HFFA is also hard at work on 2 projects to be rolled out to participating schools in the fall:

1. Farm to school – modelled on Everdale Farms instructional kit, this program teaches primary kids about the basics of growing food. Farmers teaching kids about growing food. Win win!
2. Food Club – this program gathers locally sourced food and distributes via schools in a membership structured group. Aimed at getting more local and fresh food to our kids, as well as for families with limited access. More win win!
- 3.

Our asks...

- Staff or council member to sit on HCIA Trails committee to engage in conversation re: trail linkages (Shelburne to Primrose) and DCATT implementation – Or communication lead
- Join us on October 9 for our AGM – consider joining HCIA leadership committee



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

Telephone - (519) 925-5525
Fax No. - (519) 925-1110
Website: www.melancthontownship.ca
Email: info@melancthontownship.ca

REPORT TO COUNCIL

TO: MAYOR HILL AND MEMBERS OF COUNCIL
FROM: Wendy Atkinson, Treasurer
DATE: September 4, 2014
SUBJECT: Development Charge Background Study and By-law

RECOMMENDED MOTION

- 1) That the Township of Melancthon Development Charge Background Study dated July 2, 2014, as amended by the Addendum to the Background Study dated July 30, 2014, be approved under Section 10 of the *Development Charges Act, 1997*.
- 2) That the assumptions contained within the Development Charge Background Study, as amended, be adopted as an 'anticipation' with respect to capital grants, subsidies and other contributions.
- 3) That staff, whenever appropriate, request that grants, subsidies and other contributions be clearly designate by the donor as being to the benefit of existing development or new development, as applicable.
- 4) That the capital project list set out in Chapter 5 of the Development Charges Background Study, as amended, be approved subject to further annual review during the capital budget process.
- 5) That no further public meetings are required pursuant to Section 12 of the *Development Charges Act, 1997*.
- 6) That the Development Charge By-law as set out in Appendix E to the Development Charges Background Study, as amended, be approved.

PURPOSE & BACKGROUND

The purpose of this report is to update the Township's Development Charge (DC) By-law. Before a new by-law can be passed, the *Development Charges Act* (DCA) requires the completion of a comprehensive background study that, among other things, sets out a growth forecast and identifies growth-related capital infrastructure requirements which provide the basis for the calculated development charge rates.

The current Township DC By-law 2009-22 was enacted in November of 2009 which imposed Development Charges within the Township limits and applies to all land, buildings and structures within the Township for a five year term. Accordingly, By-law 2009-22 will expire on November 5, 2014, hence the need to update and pass a new DC By-law prior to November 5th. In December of 2010, the Township amended By-law 2009-22 with By-law 2010-32 which provided an exemption for non-residential agricultural uses.

The Township contracted Watson & Associates Economists Ltd. to undertake the DC Study and provide Council with a Draft DC By-law for consideration and adoption.

Del 11:00 AM.

SEP 04 2014

PUBLIC CONSULTATION

The DCA sets out requirements for public consultation and communication for the DC Background Study and associated by-law development process. To date, all requirements of the DCA in this regard have been met include the required notices and public meetings to be held.

Questions and comments regarding the DC Background Study and proposed By-law were accepted up to September 4, 2014.

ADDENDUM

One issue affecting the proposed DC rates as set out in the July 2, 2014 Background study which was of concern to Council was the growth forecast assumptions within the primary and industrial sectors. These assumptions resulted in a decrease to the DC's from the current rates that are in place.

Subsequent to the release of the Background Study, at the public meeting, staff and Council reviewed and discussed the non-residential growth forecast assumptions and recommend refinements to the assumptions surrounding the growth in employees anticipated in the industrial sector. Watson & Associates further reviewed the assumptions made and noted that due to the growth in the past few years within the Township, which saw a number of developments in the primary sector being more industrial in nature, they assumed that this trend would continue to take place when developing the growth forecast for use in the 2014 DC calculations. Council and staff agreed that they did not see this trend as one that would continue and therefore asked that the growth forecast and corresponding non-residential charges be updated. This update is what was set out in the Addendum No. 1 report dated July 30, 2014.

ANALYSIS

Development Charges are fees collected from new development. The principle behind these fees is to ensure that the cost of growth-related infrastructure does not fall on the existing community in the form of higher property taxation or user fees. Development Charges are levied on residential, industrial, commercial and institutional development at the time of building permit issuance. The Township retains the right to enter into an agreement with a developing landowner to provide for the payment of DCs before or after building permit issuance as per the DCA.

The following table lists the calculated rates which Council will consider for the new by-law:

Service	RESIDENTIAL				NON-RESIDENTIAL	Wind Turbines
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per ft ² of Gross Floor Area)	
Municipal Wide Services:						
Roads and Related	3,921	2,093	1,311	2,790	2.56	3,921
Fire Protection Services	301	161	101	214	0.20	301
Police Services	11	8	4	8	0.01	-
Outdoor Recreation Services	66	35	22	47	0.02	-
Indoor Recreation Services	1,463	781	489	1,041	0.45	-
Library Services	183	98	61	130	0.05	-
Administration	792	423	265	584	0.48	-
Total Municipal Wide Services	6,737	3,697	2,253	4,794	3.77	4,222

STATUTORY DISCOUNTS AND EXEMPTIONS

The DCA sets out various discounts and exemptions for Residential, Institutional, Government, Local Board, and Industrial development. The proposed by-law has been prepared in accordance with these requirements. Details of these discount and exemptions are found in Sections 3.5 to 3.8.

DISCRETIONARY DISCOUNTS AND EXEMPTIONS

The DCA allows municipalities to provide further discounts and exemptions to DCs to provide relief to areas in which the municipality believe warrants the discount or exemption. Currently, the Township currently exempts a non-residential agricultural use, including barns, silos, or other storage facilities for produce, livestock, or machinery and equipment used in connection with an existing agricultural operation, and other ancillary development to an agricultural use. This exemption does not apply to a residential use on agricultural land.

The proposed by-law continues to provide the same exemption for non-residential agricultural uses and also provides an exemption for buildings or structures used as a place of worship, cemetery or burial ground where exempt from taxation under the Assessment Act.

Respectfully Submitted,

Wendy Atkinson, Treasurer