



# TOWNSHIP OF MELANCTHON

## A G E N D A

Thursday, May 18, 2017 - 5:00 p.m.

1. **Call to Order**
2. **Announcements**
3. **Additions/Deletions/Approval of Agenda**
4. **Declaration of Pecuniary Interest and the General Nature Thereof**
5. **Approval of Draft Minutes - May 4, 2017**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agenda & Minutes for information on Public Question Period)
9. **Road Business**
  1. Report - Recommendations from the April 11, 2017 Roads Sub-Committee Meeting
  2. Return Tender Cheque to AECON - Re - 2016 Paving Tender
10. **Planning Matters**
  1. Applications to Permit
11. **Police Services Board Matters**
  1. Police Services Board Meeting - May 24, 2017 - 10:00 a.m. - Melancthon Municipal Office - Committee Room
  2. Community Policing Meeting - June 6, 2017 - 7:00 - 9:00 p.m. - Horning's Mills Community Hall
12. **County Council Update**
13. **Correspondence**  
**\*Board & Committee Minutes**
  1. Shelburne & District Fire Board - Meeting March 7, 2017  
**\* Items for Information Purposes**
  1. Letter from Bill Dobson, Warden of Lanark County, dated April 27, 2017 Re - Request for Provincial Support: Opioid Strategy from Honourable Kathleen Wynne, M.P.P., Premier of Ontario
  2. AMO Communications - 2017 Provincial Budget Delivered
  3. Email from Ray Ratynski dated April 28, 2017, Re- Publication of Species at Risk Act Listing Decisions - Redside Dace
  4. Letter from the Nottawasaga Valley Conservation Authority, dated April 28, 2017, Re- Media Release of Newly Named CAO for NVCA, Doug Hevenor
  5. NVCA Board Meeting Highlights, April 28, 2017
  6. Email from Michele Harris, Executive Director Headwaters dated April 27, 2017, Re- Headwaters Tourism Update - to 21 April 2017
  7. Email from Michelle Dunne, Deputy Clerk, County of Dufferin, dated April 27, 2017, Re- Canada 150 Legacy Project Grant
  8. Email from Tristin McCredie, Municipal Advisor, Re- Excess Soil Management
  9. MFOA e-newsletter - Development Charge Exemption for Second Units in New Homes, Dated, May 2017
  10. Copy of Resolution Passed by the Township of Essa, dated May 5, 2017, Re- "New

- Driver” Safety Initiative for G1 and G2 Drivers, forwarded for support to the Premier of Ontario and Ontario Municipalities
11. GRCA Current - May 2017 - Volume 22 Number 5
  12. WDG Board of Health Highlights - Dated, May 2017
  13. Letter from the Ontario Provincial Police dated, April 27, 2017 Re- Progress the Municipal Policing Bureau has made
  14. Letter from the Town of Lakeshore dated, April 28, 2017 Re - Support of Resolution Re: Requesting the Province of Ontario to Ease Restrictions of Surplus Dwelling Severances in Areas Zoned Agriculture.
  15. AMO Communications - dated May 9, 2017 Re- Several Important Amendments Achieved to Bill 68
  16. Letter from Niagara Escarpment Commission, dated May 5, 2017 Re- Notice of Decision for Application Permit - Township of Melancthon
  17. Letter from the Ontario Provincial Police dated, May 5, 2017 Re- the MTO Recently Announced Online Availability of Motor Vehicles Reports and Collision Information
  18. Email from Minister Mauro, dated May 11, 2017 Re- Proposed Building Code - Septic Pump Out Requirement.

**\* Items for Council Action**

1. Letter from Niagara Escarpment Commission, dated April 27, 2017 Requesting Comments for Development Permit Application. Deadline for comments May 27, 2017
2. Letter from Peel-Dufferin Plowmen’s Association, dated May 4, 2017, Re- Request for Grant
3. Letter to Melancthon Council and Police Services Board, dated May 8, 2017 Re- Petition to lower speed limit on 3<sup>rd</sup> Line OS between 15 Sideroad and 20 Sideroad
4. Letter from P.J. Williams Ontario Land Surveyors, dated May 8, 2017, requesting Letter of Approval for Application B2/17, #478574 3<sup>rd</sup> Line (Part of the East Half of Lot 30, Concession 3 OS)
5. Letter from P.J. Williams Ontario Land Surveyors, dated May 9, 2017, requesting Letter of Approval fo Application B5/16, Part of the West Half of Lot 9, Concession 2 OS
6. Letter from R.J. Burnside and Associates, dated May 15, 2017, Re- Fluney Drainage Works Appeal Under Section 64

**14. General Business**

1. New/Other Business/Addition(s)
  1. Proposal from Karyn and Al Foster for Melancthon Dog Tags
  2. Unfinished Business
    1. North Dufferin Community Centre Board of Management Draft Agreement

**15. Delegations**

1. **5:20 p.m.** - Jennifer McCallum, Alzheimer Dufferin - Presentation - Aging Well in Dufferin
2. **5:30 p.m.** - Notice of Public Open House and Public Meeting regarding Zoning Provisions for Home Based Business in the Township of Melancthon
3. **5:50 p.m.** - Notice of Public Meeting for a Zoning By-law Amendment on Part of Lots 221-222, Concession 2 N.E. - Aaron Martin

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

**17. Third Reading of By-laws (if required)**

**18. Notice of Motion**

**19. Confirmation By-law**

**20. Adjournment and Date of Next Meeting - Thursday, June 1, 2017 - 5:00 p.m.**

**21. On Sites**

**22. Correspondence on File at the Clerk’s Office**

**23. UPCOMING MEETINGS:**

1. **Public Consultation for Township Strategic Plan - Tuesday, May 30, 2017 - 7 - 9 p.m. Horning’s Mills Community Hall - 14 Mill Street, Horning’s Mills**



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

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

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

**DATE: APRIL 11, 2017**

**SUBJECT: ROAD SUB-COMMITTEE REPORT**

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The Road Sub-committee met on April 11<sup>th</sup>, 2017.

The meeting started with a road tour of 2<sup>nd</sup> Line SW, the 260 Sideroad from Corbetton to Riverview, the 7<sup>th</sup> Line SW, Corbetton and the 4<sup>th</sup> Line NE.

There was a discussion regarding creating a new parking bylaw.

The result of the road tour resulted in a discussion regarding road work that should be done in 2018. The committee noticed Shook Street, and Poulton Place needs cleaned up.

Report respectfully submitted.

A handwritten signature in cursive script that reads "Joyce Clarke".

Joyce Clarke  
Road Sub-committee  
Secretary

RD#1  
MAY 18 2017

**APPLICATIONS TO PERMIT FOR APPROVAL  
MAY 18, 2017 COUNCIL MEETING**

<b>PROPERTY OWNER</b>	<b>PROPERTY DESCRIPTION</b>	<b>TYPE OF STRUCTURE</b>	<b>DOLLAR VALUE</b>	<b>D.C.'s</b>	<b>COMMENTS</b>
Peter Munck	East Part of Lot 14, Concession 1 OS 605095 River Road	Garage 616 square feet	\$175,000.00	No	CAO signed - in NEC Development Control Area and already approved by NEC
Matt Cornelius	Part of Lot 260, Concession 3 SW 682155 260 Sideroad	Additions/Decks Laundry - 10'8"x12' Foyer - 12'x12' Decks - 12'x8' & 29.5'x25'6"	\$35,000.00	No	

## **SHELBURNE & DISTRICT FIRE BOARD**

March 7, 2017

The Shelburne & District Fire Department Board of Management meeting was held at the Fire Hall on the above mentioned date at 7:00 P.M.

### **Present**

As per attendance record.

### **1. Opening of Meeting**

- 1.1 Vice Chair, Janice Elliott, called the meeting to order at 7:02 pm.

### **2. Additions or Deletions**

#### **2.1 Resolution # 1**

Moved by J. Elliott – Seconded by W. Mills

**BE IT RESOLVED THAT:**

The following item(s) be added to the agenda:

9.6 Shelburne and District Fire Board 2016 Financial Statements

9.7 Motion from Township of Melancthon RE: Funding for Fire Department Infrastructure

That the following items be deleted from the agenda:

10.1 Monthly Reports (February 2017)

10.2 Update from Fire Chief

**Carried**

### **3. Approval of Agenda**

#### **3.1 Resolution # 2**

Moved by W. Mills – Seconded by J. Elliott

**BE IT RESOLVED THAT:**

The Board of Management approves the agenda as amended.

**Carried**

BD/Comm#1  
MAY 18 2017

**9. New Business:**

**9.1 2016 Annual Report**

**Resolution # 3**

Moved by W. Hannon – Seconded by J. Horner

**BE IT RESOLVED THAT:**

The Shelburne and District Fire Board accepts the 2016 Annual Report presented by the Fire Chief and requested that the Secretary forward the report to the participating municipalities.

**Carried**

The Chief presented the 2016 Annual Report to the board which stated that the department responded to 310 incidents in 2016, put on 13 Public Education presentations and had 50 scheduled training sessions. In 2016, the SCBA equipment was replaced and vehicle extrication safety equipment was also purchased.

**9.5 Personnel Matters – Closed Session**

**Resolution # 4**

Moved by F. Nix – Seconded by K. McGhee

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board do now go “in camera” to discuss the following at 7:41 pm:

Personal matters about an identifiable individual, including municipal or local board employees.

**Carried**

**Resolution # 5**

Moved by K. McGhee – Seconded by F. Nix

**BE IT RESOLVED THAT:**

We do now rise and report progress at 7:59 pm.

4. **Approval of Minutes**

4.1 **Resolution # 6**

Moved by J. Elliott – Seconded by W. Mills

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of February 14, 2017 as circulated.

**Carried**

Fred Nix asked for clarification regarding the sample By-Law and who is responsible for taking it to the municipalities. The Chief advised that he will work with the Fire Chiefs in the appropriate municipalities and that they will take the By-Laws to the municipalities.

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 No delegations present.

8.0 **Unfinished Business**

8.1 **2017 Operating Budget**

**Resolution # 7**

Moved by W. Mills – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board approve the draft 2017 Operating Budget as presented in accordance with the terms of Joint Management Agreement dated October 15, 1991.

Tom Egan	Yea
Wade Mills	Yea
Heather Foster	Nay
Ken McGhee	Yea
Fred Nix	Yea
Janice Elliott	Nay
Wayne Hannon	Yea
Paul Mills	Yea
Janet Horner	Yea

**Carried**

9. **New Business**

9.2 **Proposed Salary Schedule for Volunteer Firefighters**

**Resolution # 8**

Moved by W. Mills – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board adopts the proposed salary schedule for Volunteer Firefighters to be effective January 1, 2017.

**Carried**

The board is advised that the change to the salary schedule is a reduction in the Deputy Fire Chief's annual salary.



### **9.3 Board Agreement Review**

#### **Resolution # 9**

Moved by J. Horner – Seconded by W. Hannon

BE IT RESOLVED THAT:

Mayor Paul Mills, Deputy Mayor Ken McGhee and Deputy Mayor Janice Elliott be charged to bring together the Mayors and Deputy Mayors and staff of all participating Fire Board municipalities to address our current Board agreement. This should occur by fall 2017.

**Carried**

### **9.4 MTO Report Requestor for Billing Purposes**

The Secretary updated the Board. A 7 page survey has to be completed and returned to MTO.

### **9.6 Shelburne and District Fire Board 2016 Financial Statements**

#### **Resolution # 10**

Moved by P. Mills – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Shelburne & District Fire Board accept the Draft Consolidated Financial Statements for the year end of December 31, 2016 prepared by RLB as presented by the Secretary-Treasurer.

**Carried**

### **9.7 Motion from Township of Melancthon RE: Funding for Fire Department Infrastructure**

The Board received the motion.

12. **Accounts & Payroll – February 2017**

12.1 **Resolution # 11**

Moved by P. Mills – Seconded by K. McGhee

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$22,908.55 for the period of February 2<sup>nd</sup>, 2017 to March 1<sup>st</sup>, 2017 as presented and attached be approved for payment.

**Carried**

12.2 **Resolution # 12**

Moved by P. Mills – Seconded by J. Elliott

**BE IT RESOLVED THAT:**

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

February 2017 - \$9,946.26

**Carried**

13. **Confirming and Adjournment**

13.1 **Resolution # 13**

Moved by W. Hannon – Seconded by F. Nix

**BE IT RESOLVED THAT:**

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

**Carried**

**13.2 Resolution # 14**

Moved by W. Hannon – Seconded by F. Nix

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 9:00 pm to meet again on April 4, 2017 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

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Nicole Hill  
Secretary-Treasurer

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Tom Egan  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

### Meeting Attendance Record Under Date of March 7<sup>th</sup>, 2017

<b>Municipality / Member</b>	<b>Present</b>	<b>Absent</b>
<b>Township of Amaranth</b>		
Heather Foster	X	
Gail Little		X
<b>Town of Mono</b>		
Ken McGhee	X	
Fred Nix	X	
<b>Township of Melancthon</b>		
Janice Elliott	X	
Wayne Hannon	X	
<b>Town of Shelburne</b>		
Tom Egan	X	
Wade Mills	X	
<b>Township of Mulmur</b>		
Paul Mills	X	
Janet Horner	X	
<b>Staff</b>		
Brad Lemaich – Fire Chief	X	
Nicole Hill – Sec/Treas.	X	



April 27<sup>th</sup>, 2017

The Honourable Kathleen Wynne, M.P.P., Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A1

Dear Ms. Wynne:

**Re: Request for Provincial Support: Opioid Strategy**

At the regular session of Lanark County Council held on April 26<sup>th</sup>, 2017, the Council of the Corporation of the County of Lanark adopted the following resolution seeking provincial support in relation to the opioid crisis:

**MOTION #CC-2017-67**

**WHEREAS**, communities across the province and country are responding to the escalating risk of opioid overdoses and deaths;

**AND WHEREAS**, Ontario alone has witnessed 13 years of increasing deaths due to opioid overdoses, to the point that deaths related to such overdoses are now double those from motor vehicle collisions (*excerpt from Prescription for Life [www.drugstrategy.com](http://www.drugstrategy.com)*);

**AND WHEREAS**, according to the Regional Supervising Coroner East Region, Leeds, Grenville and Lanark (LGL), our region is not immune to the opioid problem, as there were 24 opioid related deaths between 2010 and 2014, as well as 7 suspected opioid-related deaths in the region in the past 12 months, and individuals participating in the Public Health Unit Harm Reduction Program have reported 23 non-fatal opioid related overdoses in the past 6 months;

**AND WHEREAS**, opioids, such as morphine and fentanyl patches, are prescribed by physicians to treat pain;

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**AND WHEREAS**, fentanyl patches and other opioid pills are being diverted from their initial purpose, and are being sold illicitly to be smoked, chewed, ingested or injected for a high, which over time, requires more and more opioid to get the same high, which leads to overdose and potentially death;

**AND WHEREAS**, a particular concern with fentanyl patches, including illicit fentanyl and its related analogues, is that these drugs are available and easily imported illegally from other countries, and the amount of fentanyl varies on each portion of the patch leading to a higher risk of overdose;

**AND WHEREAS**, illicit fentanyl has been confirmed in many other street drugs such as heroin, fake oxycontin pills, cocaine, and crystal meth;

**AND WHEREAS**, police in our area have reported seizing diverted fentanyl (an opioid) patches, illicit fentanyl, and drugs laced with fentanyl;

**AND WHEREAS**, the Leeds, Grenville and Lanark District Health Unit is working with the community to develop a community response plan to the opioid situation in collaboration with many stakeholders including police, fire, EMS, community organizations, municipalities, health service providers, and the education sector;

**AND WHEREAS**, the Health Unit has the lead in expanding surveillance of the problem, ensuring individuals who are using opioids and their family/friends have access to naloxone which can reverse respiratory failure from an overdose, and providing information and education to the public, in addition to working with municipalities and the community on the social determinants of health such as poverty, unemployment, lack of social supports, and inadequate housing, that can have a negative impact on the health of individuals and communities, as well as address the underlying root causes of substance misuse;

**AND WHEREAS**, in October of 2016, the Honourable Minister of Health and Long-Term Care, Dr. Eric Hoskins announced the Ontario Provincial Opioid Strategy to tackle the public health crisis related to problematic use of opioids by looking at multiple sectors including physician prescribing, overdose monitoring, opioid prescription monitoring, and enhancing harm reduction and addiction services.



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**NOW THEREFORE BE IT RESOLVED THAT**, the Council of the Corporation of the County of Lanark respectfully requests the provincial government to enhance our local response to the opioid problem in our community, by enacting the following:

- Ensure all first responders, including police and fire, have access to provincially funded naloxone that can reverse an opioid overdose, and training in its use, due to the fact that in our rural region volunteer firefighters are often the first ones on the scene of an opioid overdose, and it is critical that the individual(s) who has overdosed receive naloxone as soon as possible to prevent death; and
- Ensure all places that support vulnerable people in the community, have access to publicly funded naloxone, and training in its use; and
- Provide a provincially funded public opioid education campaign, including social media to complement the efforts of individual communities; and
- Provide additional provincial funding for addiction and mental health services that would assist in treating people with mental illness to reduce and/or eliminate self-medication with opioids, and would provide addiction services to help people overcome their opioid addiction.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to Dr. Eric Hoskins, Ministry of Health and Long-Term Care, Lanark-Frontenac-Lennox and Addington MP Scott Reid and MPP Randy Hillier, Carleton-Mississippi Mills MPP Jack MacLaren, FCM (Federation of Canadian Municipalities), AMO (Association of Municipalities of Ontario) and all municipalities in the Province of Ontario.

Honourable Premier, this is a crisis situation and we need strong leadership from the provincial and federal governments to coordinate with communities and urgently invest in the solutions to stop the epidemic, including addictions treatment, supportive housing, prevention and drug policy reform. We desperately need a nationwide emergency response as opioid addiction devastates families and communities and overdose deaths reach an even more horrific toll. We very much look forward to a favourable response.

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If you require any further information, please do not hesitate to contact Leslie Drynan, County Clerk/Deputy CAO at 613-267-4200 ext. 1502 or via email at [ldrynan@lanarkcounty.ca](mailto:ldrynan@lanarkcounty.ca) or Dr. Paula Stewart MD, FRCPC Medical Officer of Health and Chief Executive Officer for Leeds, Grenville and Lanark District Health Unit (LGLDHU) at 613-345-5685.

Sincere regards,

A handwritten signature in cursive script that reads "Bill Dobson".

Bill Dobson  
Warden

BD/ld

cc:

Honourable Minister Dr. Eric Hoskins, Ministry of Health and Long-Term Care  
Lanark-Frontenac-Lennox and Addington MP Scott Reid and MPP Randy Hillier  
Carleton-Mississippi Mills MPP Jack MacLaren  
FCM (Federation of Canadian Municipalities)  
AMO (Association of Municipalities of Ontario)  
EOWC (Eastern Ontario Wardens Caucus)  
All municipalities in the Province of Ontario  
Dr. Paula Stewart, Medical Officer of Health for LGLDHU



**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** Thursday, April 27, 2017 5:17 PM  
**To:** dholmes@melancthontownship.ca  
**Subject:** AMO Policy Update - 2017 Provincial Budget Delivered

April 27, 2017

## 2017 Provincial Budget Delivered

Today the Honourable Charles Souza delivered the 2017 Provincial Budget. The 2017 Budget is balanced for the first time since 2008. The government is also planning for balanced budgets in 2018-19 and 2019-20. The budget shows total debt of \$341 billion for 2017-18.

Highlights for municipal governments include:

- **Authority to Levy a Hotel Tax:** All municipalities will be given the authority to levy a hotel tax. Existing Destination Marketing Fee programs would be funded from within new hotel tax revenues. Where Destination Marketing Fees do not currently exist, 50% of new hotel tax revenues must be shared with regional tourism organizations. The change is expected to provide permissive municipal authority to include home-sharing programs (i.e. Airbnb) within the hotel tax. An Ontario Sharing Economy Strategy is forthcoming.
- **Municipal Revenue and Property Taxation:**
  - **Railways:** Municipal property tax rates will increase by approximately \$6 per acre in railway right-of-ways in 2017. The variance in rates will be narrowed by establishing a new minimum of \$80 per acre in 2017 (vs \$35 currently). In effect, this is a modest change.
  - **Farms:** Municipalities will have authority to reduce property tax rates for small-scale value-added and commercial activities on farms should they choose.
  - **Provincial Land Tax:** The budget vaguely states, "legislative amendments will be introduced to further support increased equity in taxation and in how services are paid for in the north".
  - **Vacant Homes:** As announced in last week's housing strategy, some municipal governments will receive additional authority to tax vacant homes.
- **Ontario Municipal Partnership Fund:** The total envelope of the fund for 2018 remains unchanged at \$505 million.
- **Ontario Community Infrastructure Fund:** The previously announced expansion of the program to \$300 million by 2018-19 was reconfirmed in the budget.
- **Ontario Gas Tax for Transit:** The previously announced doubling of the program to \$642 million by 2021-22 was reconfirmed in the budget.
- **Connecting Links:** The budget reconfirmed the envelope of \$25 million in 2017-18 and \$30 million in 2018-19.

- **Carbon Pricing Proceeds:** Municipalities will be eligible for funds in two investment areas: social housing retrofits and \$55 million to include a Municipal Greenhouse Gas Challenge Fund supporting municipal energy or climate change plans. Funding for homeowners for energy efficiency improvements is included in a separate program.
- **Library Digital Services:** \$1 million in 2017-18 to improve digital services for libraries including 165 rural and 82 remote public libraries.
- **Retirement Homes and Seniors Public Transit:** The Province will provide funding to small and rural retirement homes to install sprinkler systems for fire protection. Details have not been confirmed in the budget. The Province will also provide a 15 per cent tax rebate to seniors for public transit costs.
- **Workplace Safety and Insurance Act:** There will be amendments to the Act with respect to work-related chronic mental stress, worker benefits, and indexation.

AMO will review the Budget Bill itself when it is publicly available and continue to analyse the budget in greater detail, reporting to the membership as required.

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

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## Denise Holmes

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**From:** Ratynski, Ray <Ray.Ratynski@dfo-mpo.gc.ca>  
**Sent:** Friday, April 28, 2017 2:09 PM  
**To:** C&A SARA Consultations / C&A LEP Consultations (DFO/MPO)  
**Cc:** Staton, Shawn; Ming, Debbie  
**Subject:** Publication of Species at Risk Act Listing Decisions - Redside Dace  
**Attachments:** 20170425 SARA Listing Notification.pdf

Hi Everyone. The Governor in Council (GiC) is anticipating publishing in the *Canada Gazette*, Part II on May 3, 2017 its *Species at Risk Act* (SARA) listing decisions regarding several aquatic species...including Redside Dace (list as Endangered). Attached is a letter with the details. We look forward to collaborating with many of you in the recovery and protection of this species. Thank you.

*Ray*

Raymond Ratynski  
Regional Manager, Species at Risk Program | Gestionnaire régional, Programme des espèces en péril  
Central & Arctic Region | Région du Centre et de l'Arctique  
Freshwater Institute | Institut des eaux douces  
Fisheries and Oceans Canada | Pêches et Océans Canada  
501 University Crescent, Winnipeg, MB R3T 2N6  
T: (204) 983-4438/ F: (204) 983-5192 | E-mail/Courriel: [ray.ratynski@dfo-mpo.gc.ca](mailto:ray.ratynski@dfo-mpo.gc.ca)  
Government of Canada | Gouvernement du Canada

DFO Website on Species at Risk:

[www.dfo-mpo.gc.ca/species-especes/index-eng.htm](http://www.dfo-mpo.gc.ca/species-especes/index-eng.htm)

[www.dfo-mpo.gc.ca/species-especes/index-fra.htm](http://www.dfo-mpo.gc.ca/species-especes/index-fra.htm)

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**From:** Ratynski, Ray  
**Sent:** August-26-16 11:40 AM  
**To:** Ratynski, Ray  
**Subject:** Publication of Species at Risk Act Listing Recommendations - Redside Dace

Greetings. This email is to inform you that the Governor in Council (GiC) is anticipating publishing in the *Canada Gazette*, Part I on August 27, 2016 its *Species at Risk Act* (SARA) listing intentions regarding several aquatic species. One of the aquatic species is Redside Dace. Attached is a letter with the details. Thank you.

*Ray*

Raymond Ratynski  
Regional Manager, Species at Risk Program | Gestionnaire régional, Programme des espèces en péril  
Central & Arctic Region | Région du Centre et de l'Arctique  
Freshwater Institute | Institut des eaux douces  
Fisheries and Oceans Canada | Pêches et Océans Canada  
501 University Crescent, Winnipeg, MB R3T 2N6  
T: (204) 983-4438/ F: (204) 983-5192 | E-mail/Courriel: [ray.ratynski@dfo-mpo.gc.ca](mailto:ray.ratynski@dfo-mpo.gc.ca)  
Government of Canada | Gouvernement du Canada

Greetings,

This email is to provide you with advance notification that the Governor in Council (GiC) is anticipating publishing in the *Canada Gazette*, Part II on May 3<sup>rd</sup> 2017 its final decisions regarding listing under the *Species at Risk Act (SARA)* for the aquatic species below.

Fisheries and Oceans Canada has previously consulted with you on the potential listing of one or more of these species and we thank you for your contributions towards making these important decisions. You will find the listing decisions along with the rationale for the decisions detailed in the Regulatory Impact Statement Analysis and Explanatory Notes once published in the Canada Gazette.

By listing Species at Risk under SARA we are taking an important first step towards managing, protecting and recovering Canada's biodiversity. We look forward to working with you further on these species as we develop Management Plans, Recovery Strategies and Action Plans. For those species where it was decided not to list under SARA, Fisheries and Oceans Canada remains committed to ensuring their continued conservation under the *Fisheries Act*.

For further information on aquatic species at risk, you may also wish to view the [Species at Risk Public Registry](#)

Yours sincerely,

Ray Ratynski  
Regional Manager  
Species at Risk Program  
Central and Arctic Region

***Aquatic species that the Governor in Council has officially acknowledged receipt of and is proposing for listing decision under the Species at Risk Act:***

Fish	COSEWIC Classification	GiC decision
Dolly Varden (Western Arctic populations)	Special Concern	List
Mountain Sucker (Pacific populations)	Special Concern	List
Rocky Mountain Sculpin (Westslope populations)	Special Concern	List
Mountain Sucker (Milk River populations)	Threatened	List
Redside Dace	Endangered	List

Aurora Trout	Ineligible for Assessment	Delist
Yellowmouth Rockfish	Threatened	Do Not List
Atlantic Bluefin Tuna	Endangered	Do Not List
<b>Marine Mammals</b>		
Harbour Seal (Lac des Loups Marins subspecies)	Endangered	List
Beluga Whale (Cumberland Sound population)	Threatened	List
Beluga Whale (St. Lawrence Estuary population)	Endangered	List
<b>Marine Reptiles</b>		
Loggerhead Sea Turtle	Endangered	List
Leatherback Sea Turtle (Atlantic population)	Endangered	List
Leatherback Sea Turtle (Pacific population)	Endangered	List
<b>Marine Mollusc</b>		
Atlantic Mud-piddock	Threatened	List



**Nottawasaga Valley  
Conservation Authority**

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## **MEDIA RELEASE**

**FOR IMMEDIATE RELEASE**

### **Doug Hevenor named new CAO for NVCA**

**Utopia, Ontario (April 28, 2017)** – Chair Doug Loughheed and the Nottawasaga Valley Conservation Authority board of directors are pleased to announce that Doug Hevenor will join the authority as Chief Administrative Officer (CAO) on May 15, 2017. Mr. Hevenor will assume all official duties on May 29 following a brief transition period.

Mr. Hevenor brings a diverse background to the CAO position, with experience in leadership, business development, operations and fundraising.

Most recently, he has served as the northwest district director of parks and roads services for the City of Edmonton where he lead strategy, services, and design review teams for the city. Prior to that, Mr. Hevenor ran a successful management consultancy providing services to clients across North America. For seven years, Mr. Hevenor served as chief executive officer for the International Peace Gardens, a 2,300 acre park that spans the border between North Dakota and Manitoba and sees more than 100,000 visitors annually. His early career focussed on horticulture, landscape design and nursery management.

Mr. Hevenor is the recipient of a Project Evergreen Award for the contribution of his work to environmental sustainability and to green industry in Manitoba. He was awarded the Prairie Garden Award of Excellence for Horticulture on the Northern Great Plains and the Tourism Manitoba Award of Distinction.

"In my new role as CAO, I look forward working with the NVCA board and staff to protect ecosystems, worthy landscapes, and other natural elements while delivering quality recreational and educational experiences for both residents and visitors to the region," says Mr. Hevenor.

Throughout his career, Mr. Hevenor has worked collaboratively with community members, businesses, governments and non-profit organizations to set and achieve common objectives. He hopes to continue this approach while with the NVCA.

"Our shared goal should be to build a place-based economic development strategy where nature in partnership with development will ensure sustainable resources for the future," adds Mr. Hevenor.



Mr. Hevenor steps into the CAO position following Gayle Wood, who will be retiring in May. Ms. Wood has served as NVCA's CAO for the past three years.

- 30 -

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

**Media contact:** Heather Kepran, Communications Coordinator, 705-424-1479 ext. 254, [hkepran@nvca.on.ca](mailto:hkepran@nvca.on.ca)





## NVCA Board Meeting Highlights, April 28, 2017

Next Board Meeting: May 19, 2017  
at the Tiffin Centre for Conservation, Utopia

For the full meeting agenda including documents and reports, visit [nvca.on.ca/about/boardofdirectors](http://nvca.on.ca/about/boardofdirectors)

### Doug Hevenor named new NVCA CAO

At the meeting, the board appointed Doug Hevenor as the new Chief Administrative Officer/Secretary-Treasurer for the authority effective May 15, 2017.

Mr. Hevenor brings a diverse background to the CAO position, with experience in leadership, business development, operations and fundraising. Mr. Hevenor has most recently served as the northwest district director of parks and roads services for the City of Edmonton where he led strategy, services, and design review teams for the city (see the [NVCA website](#) for more details).

Mr. Hevenor steps into the CAO position following Gayle Wood, who will be retiring in May. Ms. Wood has served as NVCA's CAO for the past three years.



The board commended Casey Hooymans and John Goodfellow, seen here with Kyra Howes and Byron Wesson of the NVCA. Mr. Hooymans and Mr. Goodfellow were recognized by the Province with Ontario Volunteer Service Awards for their ongoing support of the authority's maple syrup program.

### New agreement on Source Water Protection activities

The board authorized the authority to enter into an agreement with Lake Simcoe Region Conservation Authority with regards to source water protection. Under the *Clean Water Act*, LSRCA is the lead agency for source water protection in the region. With the completion of the regional source water protection plan in 2015, the NVCA's role is changing.

Under the new agreement, which runs until March 31, 2018, NVCA will be involved in efforts to:

- support local awareness of source water protection;
- engage and provide guidance to local and provincial organizations to support implementation efforts;
- maintain and enhance annual reporting web tools;
- coordinate local source water protection programs and meetings; and
- report on source water activities annually.

### In brief

During the meeting the board also:

- welcomed Cllr. James Webster of the Township of Melancthon. Cllr. Webster is replacing Mayor Darren White of Melancthon, Warden of Dufferin County, who has served on the board for more than six years.





The board appointed Aleksandra Panczyk, NVCA regulation technician (centre), as a Provincial Offenses Officer for the authority.

- received the 2016 NVCA Financial Statements as presented by KPMG LLP Chartered Accountants (available at [nvca.on.ca/about/PlansFinancials](http://nvca.on.ca/about/PlansFinancials)).
- received for information updates from CAO Gayle Wood on three action items outlined in the 2014 Service Delivery and Operational Review: outsourcing, staff retention, and sustainable funding model.
- learned the ins-and-outs of the Tiffin Centre's maple syrup program through a short presentation by NVCA lands and operations technician Spencer Macdonald.
- received an update on the outcomes of the stakeholder engagement process undertaken in preparation for NVCA's climate change strategy and action plan (reports available at [nvca.on.ca/watershed-science/climate-change](http://nvca.on.ca/watershed-science/climate-change)).

## Future Meetings & Events

### NVCA Annual Tree Sale (Utopia)

Saturday, May 13, 8:00 am - 12:00 pm  
Tiffin Centre for Conservation, Utopia

### NVCA Annual Tree Sale (Wasaga Beach)

Saturday, May 13, 9:00 am - 12:00 pm  
Nordic Centre, Wasaga Beach

### Nature Days for Homeschoolers

Friday May 19, 10:00 a.m. - 3:00 p.m.  
Tottenham (tree plant site)

### NVCA Board of Directors Meeting

Friday, May 19, 9:00 am - 12:00 pm  
Tiffin Centre for Conservation, Utopia

### Community Tree Planting Events

NVCA and community partners are looking for volunteers to help with a number of streamside tree plantings in the Nottawasaga Valley this spring.

- Sat., May 6, 9 am to 12 pm  
New Tecumseth
- Sat., May 6, 9 am to 12 pm  
Collingwood
- Sun., May 7, 1 pm to 3 pm  
Adjala-Tosorontio
- Fri., May 12, 9 am to 2:30 pm  
Minesing Wetlands
- Sat., May 13, 9 am to 2:30 pm  
Minesing Wetlands
- Sat., May 13, 9 am to 12 pm  
Adjala-Tosorontio
- Sat., May 13, 9 am to 12 pm  
Essa
- Sun., May 14, 1 pm to 3 pm  
Bradford West-Gwillimbury
- Sat., May 27, 9 am to 12:00 pm  
Innisfil

For more information on these events, please visit the [NVCA website](http://nvca.on.ca).

## Denise Holmes

---

**From:** Michele Harris <michele@headwaters.ca>  
**Sent:** Thursday, April 27, 2017 5:05 PM  
**Subject:** Headwaters Tourism - to 21 April 2017  
**Attachments:** Minutes - 23 Mar 2017.pdf; 2016 2017 year end highlights.pdf; HT monthly update - 21 April 2017.pdf

Good afternoon:

Please find attached the following update from Headwaters Tourism to April 21, 2017:

- Minutes – 23 March 2017 Board meeting
- Headwaters Tourism 2016/17 Year-End Highlights
- Headwaters Tourism monthly update - to 21 April 2017

Would you be good enough to include in your next Council package for information purposes?

Thank you so much, and please don't hesitate to contact me directly if you have any questions.

Regards,

M

---

Michele Harris | Executive Director  
519.942.0314, x201 | 519.215.2771



TWO THOUSAND SEVENTEEN  
**ONTARIO  
TOURISM  
AWARDS  
OF EXCELLENCE  
WINNER**



---

Total Control Panel

[Login](#)

**To:** [denise@melanctontownship.ca](mailto:denise@melanctontownship.ca)  
**From:** [michele@headwaters.ca](mailto:michele@headwaters.ca)

**Message Score:** 15  
**My Spam Blocking Level:** High

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

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

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



**Board of Directors' Meeting  
23 March 2017 – 9am to 11am  
55 Zina Street (Sutton Room), Orangeville**

**Meeting Minutes**

**Attending:** Maria Britto, Elaine Capes, Stacey Coupland, Sharon Martin, Rob Mezzapelli, Ross Millar, Adriana Roche, Alison Scheel, John Telfer

**Ex-officio:** Michele Harris, Sandra Dolson, Sonya Pritchard

**Regrets:** John Brennan, Lisa Johnson, Bill Lidster, Robyn Mulder, Laura Ryan

**Guests:** Courtney Ristow (CrowdRiff)

**Meeting called to order at 9:03 am**

**Declaration of pecuniary interest:** Rob Mezzapelli re CrowdRiff. Rob will excuse himself from the meeting during the CrowdRiff presentation.

**Motion: to approve the agenda**

**Motioned by:** Sharon Martin

**Seconded by:** Elaine Capes

**Outcome:** carried

**Motion: to approve the consent agenda items**

**Motioned by:** Elaine Capes

**Seconded by:** Alison Scheel

**Outcome:** carried

**Motion: to approve the minutes of the 26 February 2017 Board meeting**

**Motioned by:** Rob Mezzapelli

**Seconded by:** John Telfer

**Outcome:** carried

**Business arising from the previous minutes:**

- Updated on Arts & Culture Framework, as presented at February Board of Directors' meeting. Funding support for this initiative has been provided by Dufferin County, Town of Caledon & Town of Erin. This funding will enable the plan to be implemented as proposed. A submission to OMAFRA's RED program will also be submitted by March 31<sup>st</sup>, 2017 deadline in efforts to leverage funding and expand program capabilities.



**Board of Directors' Meeting**  
**23 March 2017 – 9am to 11am**  
**55 Zina Street (Sutton Room), Orangeville**

**Executive Director's report to March 20<sup>th</sup>, 2017**

**Motion: to receive the Executive Director report as presented**

**Motioned by: John Telfer**

**Seconded by: Maria Britto**

**Outcome: carried**

**2017/18 budget**

**Motion: to approve the Headwaters Tourism 2017/18 budget as presented**

**Motioned by: John Telfer**

**Seconded by: Alison Scheel**

**Outcome: carried**

**Board considerations**

- **Economic indicator framework**

Discussion around draft framework that was developed by Headwaters Tourism and that the Tourism Industry Association of Ontario (TIAO) is considering supporting at a province-wide level.

- **King Township & Halton Hills**

Approach was made by the Lucy Maud Montgomery museum in Norval to join Headwaters Tourism. Businesses outside our current municipal boundaries are not permitted to join Headwaters, with the exception of equine businesses in King Township (due to partnership with King Township).

- **Signage**

Concerns have been brought forward in regards to the proliferation of signage throughout the region (specifically large scale real estate signage); Town of Caledon is currently hosting public information sessions to solicit feedback.

Headwaters Tourism will share a recent signage strategy that was undertaken by the Town of Orangeville to understand how they handled the situation. Headwaters Tourism is not responsible for any regional or municipal signage, but can act as a resource to municipal partners, as required, in regards to potential impact/considerations for tourism.

- **Headwaters Cultural Roundtable (HCR)**

The HCR is an informal group of arts groups and interested stakeholders from across the region. They are currently working to develop a terms of reference and vision. There appears to be a potential for confusion in that their current vision is to develop Headwaters as a destination. Headwaters Tourism works collaboratively with Orangeville Tourism and Central Counties Tourism in the tourism field. Headwaters Tourism will continue to monitor their work, but will encourage them to work on building the robustness of the sector and then allow the tourism agencies to promote the tourism market-ready product experiences to visitors.



**Board of Directors' Meeting  
23 March 2017 – 9am to 11am  
55 Zina Street (Sutton Room), Orangeville**

**Appointment of 2016/17 auditor**

**Motion: To appoint Michael Marks as Headwaters Tourism's auditor for the 2016/17 fiscal year.**

**Motioned by: Rob Mezzapelli**

**Seconded by: Alison Scheel**

**Outcome: carried**

**Appointment of Headwaters Tourism's 2017/18 slate of Directors**

- Laura Ryan (Dufferin County)
- Rob Mezzapelli (Town of Caledon)
- John Brennan (Town of Erin)
- Sharon Martin (Town of Mono)
- John Telfer (Town of Shelburne)
- Ross Millar (Headwaters Horse Country industry rep)
- Bill Lidster (Nature & Leisure industry rep)
- Alison Scheel (Festivals & Events industry rep)
- Adriana Roche (Food/culinary industry rep)
- Maria Britto (industry at large)
- Elaine Capes (industry at large)
- Stacey Coupland (industry at large)
- Lisa Johnson (industry at large)
- Michele Harris (Headwaters Tourism, ex-officio)
- Sandra Dolson (Town of Caledon, ex-officio)
- Sonya Pritchard (Dufferin County, ex-officio)
- Robyn Mulder (Town of Erin, ex-officio)

**EXECUTIVE COMMITTEE:**

- Stacey Coupland (Chair)
- Elaine Capes (Vice-Chair)
- Lisa Johnson (Secretary/Treasurer)
- Michele Harris (Executive Director)

**Motion: to appoint the slate of Headwaters Tourism Board of Directors for the 2017/18 term (as indicated):**

**Motioned by: Maria Britto**

**Seconded by: Sharon Martin**

**Outcome: carried**



**Board of Directors' Meeting  
23 March 2017 – 9am to 11am  
55 Zina Street (Sutton Room), Orangeville**

**Headwaters Tourism Board of Directors 2016/17 end of term resolution**

**Motion: to confirm certain proceedings of the Board of Directors of Headwaters Tourism for the period April 27<sup>th</sup>, 2016 to March 23<sup>rd</sup>, 2017.**

**WHEREAS** it is the desire of the members of Headwaters Tourism to confirm certain proceedings and By-laws;

**NOW THEREFORE THE BOARD OF DIRECTORS OF HEADWATERS TOURISM HEREBY ENACT AS FOLLOWS:**

1. That the action of the Board of Directors during the period April 27<sup>th</sup>, 2016 to March 23<sup>rd</sup>, 2017, in respect to each by-law and resolution and other action passed and taken or direction given by the Board at its said meetings, is hereby adopted, ratified and confirmed.
2. That the Chair or in her absence the presiding officer of the Board and the proper officials of Headwaters Tourism are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Chair or in her absence the presiding officer, and the Executive Director are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf.

**Motioned by:** John Telfer

**Seconded by:** Elaine Capes

**Outcome:** carried

**Guest presentation:** Courtney Ristow (CrowdRiff) – [www.crowdriff.com](http://www.crowdriff.com)

(Note: Councillor Rob Mezzapelli, Town of Caledon, left at this point of the meeting.)

**Motion: to adjourn at 11:00 am**

**Motioned by:** Sharon Martin

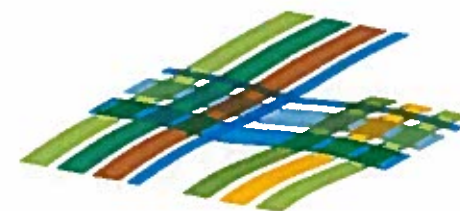
**Seconded by:** Alison Scheel

**Outcome:** carried

**Next meeting:**

**Thursday, April 27<sup>th</sup>, 2017 – 9am to 11pm**

**Dufferin County offices, 55 Zina Street, Orangeville (Sutton Room)**



**HEADWATERS**

# **2016/17 YEAR END HIGHLIGHTS**

**April 1<sup>st</sup>, 2016 to March 31<sup>st</sup>, 2017**

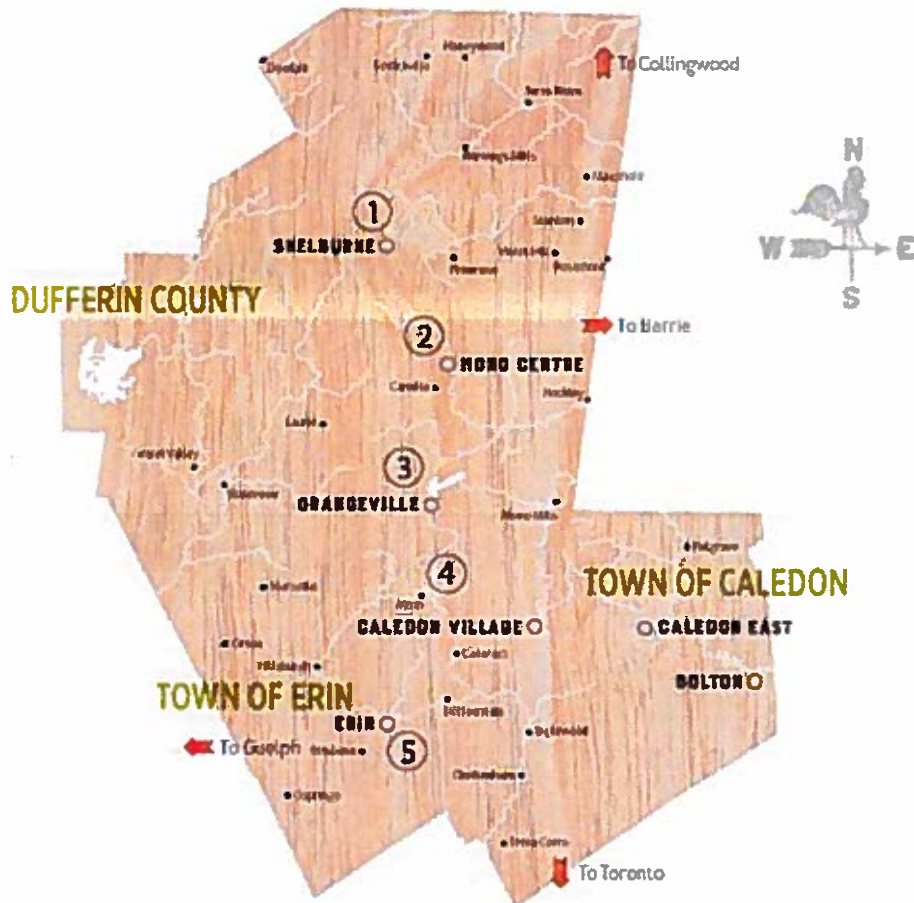
**Prepared by:**  
**Michele Harris | Executive Director**







# HEADWATERS



**VISION:** to position Headwaters as Ontario's premier rural tourism destination.

**MISSION:** To integrate tourism into the regional economic development strategies of our partner municipalities, helping to build a robust and thriving tourism industry by working directly with tourism stakeholders across the region.

*Each year we stay focused on building a strategy that fulfills our goal & mission.*





# TOURISM STATISTICS

*This is why we do what we do – tourism is about driving and supporting the economic vitality of our region.*



## **Headwaters # visitors annually – 875,089**

- 675,780 same day visitors
- 201,480 overnight visitors



## **Annual visitor spending - \$68,517,405**

- \$36,435,680 same day visitor spending
- \$32,019,680 overnight visitor spending



## KEY AREAS OF FOCUS:

### KEY SECTORS/TRIP MOTIVATORS:

**HEADWATERS  
FUN & FESTIVE**  
Where Ontario gets real.

**HEADWATERS  
FRESH & LOCAL**  
Where Ontario gets real.

**HEADWATERS  
HORSE & COUNTRY**  
Where Ontario gets real.

**HEADWATERS  
NATURE & LEISURE**  
Where Ontario gets real.

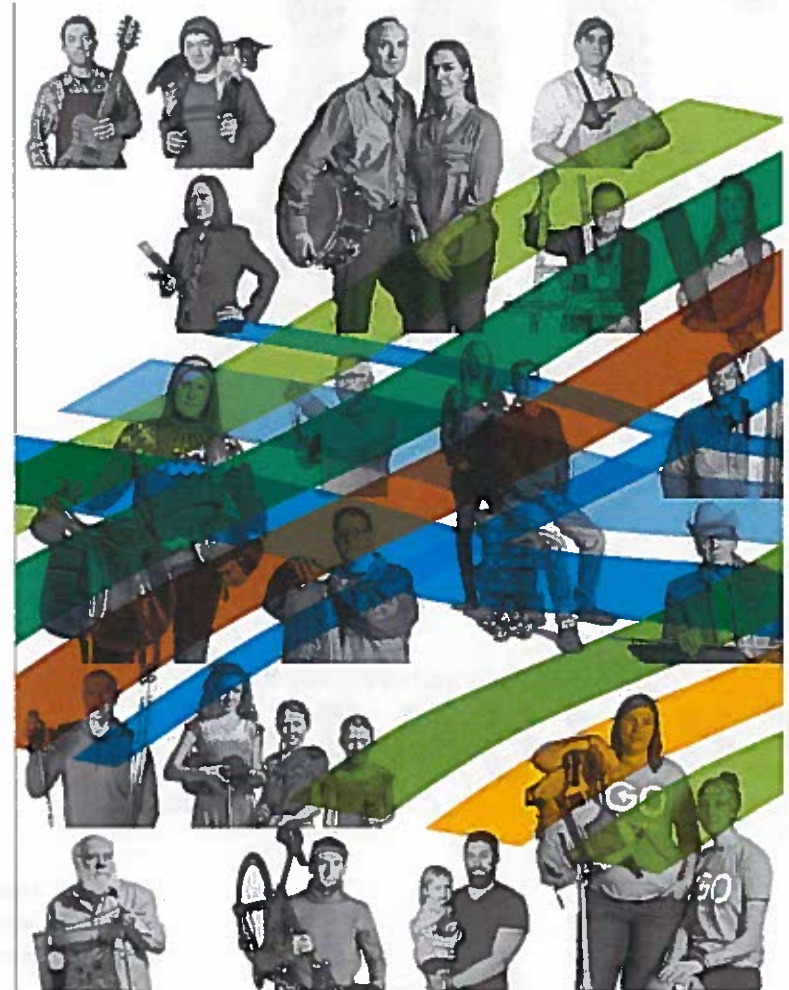
**HEADWATERS  
ARTS & HERITAGE**  
Where Ontario gets real.

### HOW WE SUPPORT OUR STRATEGIC PRIORITIES:

- Marketing & communications
- Product development & industry capacity development
- Advocacy & partnership development
- Industry engagement
- Municipal economic development integration
- Provincial tourism integration & liaison



# 2016 FACES OF HEADWATERS



*Our brand continues to be about our people  
and their connection to place.*

Headwaters is clean food grown just a few yards from your plate, towns that have kept their souls, unspoiled natural beauty, landscapes and people that don't quit, craftsmen and horsewomen, art makers and cider makers. It's 45 minutes from Toronto. It's where Ontario gets real.







# 2016 VISITOR GUIDE

Building on the award-winning inaugural edition, the 2016 Guide supports our brand promise by showcasing the people & places that make Headwaters where Ontario gets real! And it is resonating with audiences:

Hats off to your team for the issue that arrived with today's Globe & Mail. Seldom do I take the trouble to contact someone like this but - given that the magazine was irresistibly terrific - I had to. The read was entertaining, visually beautiful, informative, and succinct.

WOW.... just received inside the Globe and Mail your 2016 Four Season Visitors' Guide.... beautiful, tasteful, gentle.... you might call it a guide to Ontario's hidden treasure... its people. Your staff and organization deserve high praise and the magazine will bring visitors and dollars. This will remain on our coffee table a tribute to beauty and the art of marketing.

I just wanted to compliment you on the brochure that I received with the Globe & Mail a day or two ago. I thought the work that you had done was just extraordinarily well done. Very tasteful, very appealing, I just wanted to call to congratulate you. It tempted me to realize that there are things north of Rosedale in the Toronto area and it will encourage me to come and spend some time in your neck of the woods.

I picked up the Headwaters four-season visitors guide which I read with great interest and if you see the publishers tell them that I think it has to be one of the very best that I have ever seen in my travels around Ontario and Canada. I think my wife and I will need to plan a visit this fall not just drive through on our way somewhere else.

You have singlehandedly raised the bar for tourism marketing.



LESS THAN AN HOUR FROM TORONTO  
**HEADWATERS**  
2016 FOUR-SEASON VISITORS' GUIDE

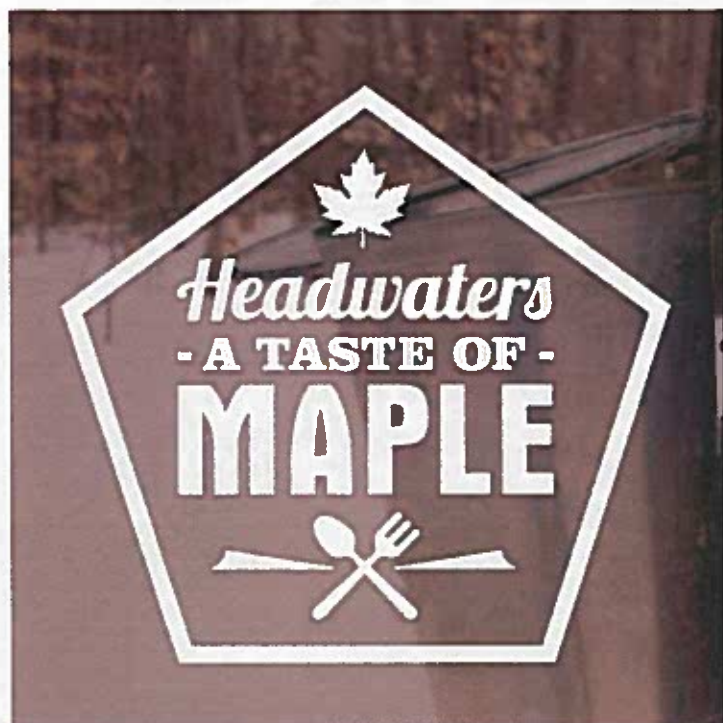
FREE



*80,000 copies distributed through the  
Globe & Mail and across southern Ontario*



# SEASONAL PROMOTIONS



This celebration of all things maple is a showcase of our true Canadian spirit. Visitors can enjoy maple syrup festivals and maple cooking classes, be inspired by maple themed art, or enjoy the delicious tastes of the season at 23 businesses across the Headwaters region.

**(Increase in businesses participating  
year-over-year: 37.5%)**



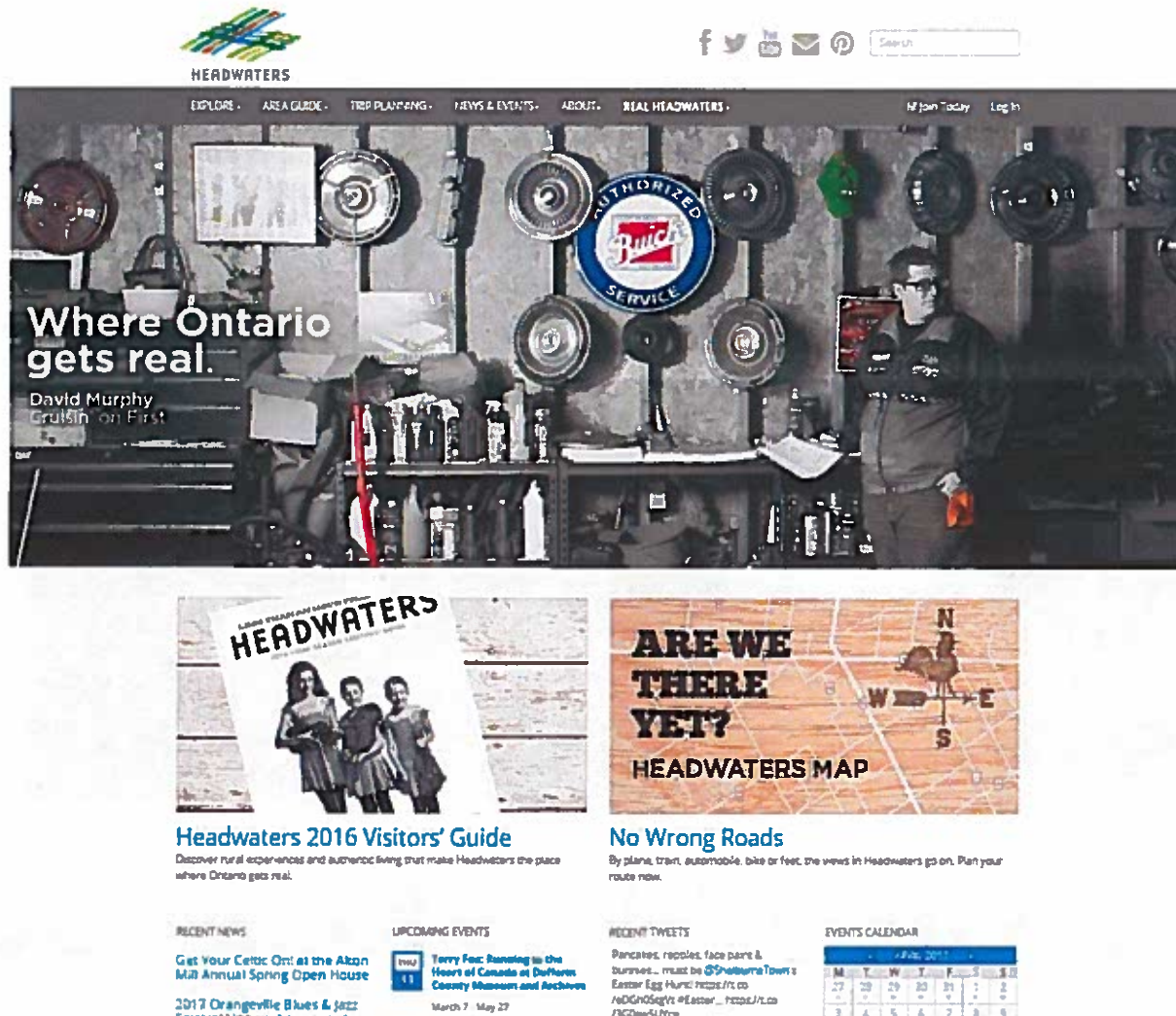
Celebrating the best of the season with a taste of Headwaters flavours, 24 locations across the Headwaters region provided visitors with unique opportunities to experience the bounty of the harvest in Ontario's authentic countryside.

**(Increase in businesses participating  
year-over-year: 50%)**





[www.headwaters.ca](http://www.headwaters.ca)



## April 1/16 to March 31/17:

- 1112 tourism business listings (16% growth)
- 276,383 page views (10% growth)
- 105,201 users (+6% growth)
- 4800+ tourism events
- 450+ pages of regional content

*Our website continues to be our primary portal for showcasing all things Headwaters to visitors and residents.*



## SOCIAL MEDIA REACH

April 1, 2016 to March 31, 2017



**Real Headwaters**

Facebook LIKES :

1,149

21% growth

Facebook impressions:

433,000

Audience reach:

186,693



**@HillsHeadwaters**  
**#realheadwaters**

Twitter followers:

4,851

11% growth

Twitter impressions:

311,200

11% growth

Audience reach:

1,236,782

*Social media continues to be our most affordable way to reach audiences.*

*All our traffic & growth has been organic – we have not purchased any digital/social media advertising.*

*This means a loyal and committed audience.*



## DIGITAL COMMUNICATIONS



### **Consumer newsletter - 12 distributed**

Total distribution: 86,024

Average open rate: 27.56% (industry average 15.82%)

- **74% higher than industry average**
- Average click thru rate: 12.46% (industry average 7.81%)
- **60% higher than industry average**



### **Tourism industry newsletter - 12 distributed**

Total distribution: 14,831

Average open rate: 27.88% (industry average 22.26%)

- **25% higher than industry average**
- Average click thru rate: 14.53% (industry average 8.42%)
- **73% higher than industry average**



### **Headwaters Horse Country industry newsletter – 3 distributed**

Total distribution: 2,955

Average open rate: 33.40% (industry average 22.26%)

- **50% higher than industry average**
- Average click thru rate: 22.43% (industry average 8.42%)
- **166% higher than industry average**



### **Media/promotional releases – 9 distributed**

Total distribution: 14,842

Average open rate: 31.63% (industry average 11.06%)

- **186% higher than industry average**
- Average click thru rate: 7.68% (industry average 6.80%)
- **13% higher than industry average**

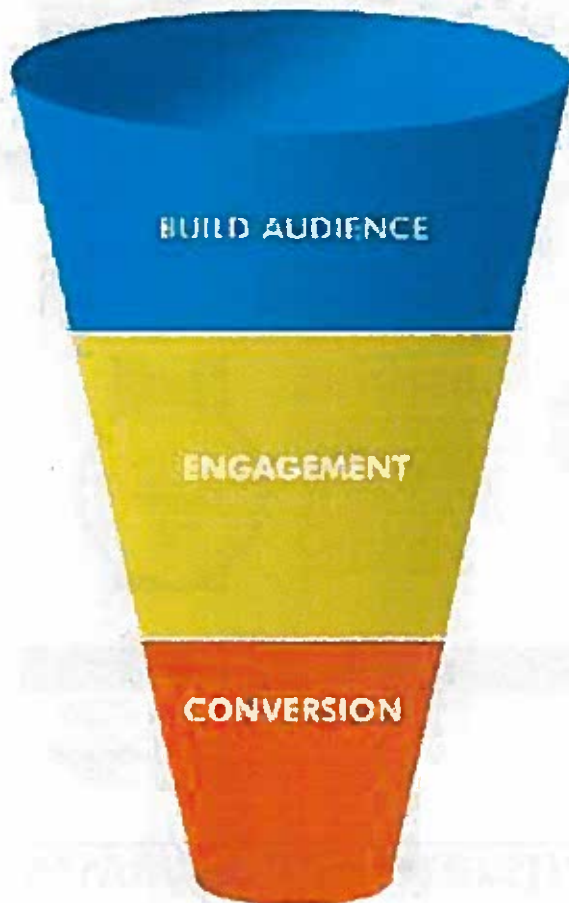
Communicating with visitors and our industry partners is critical to our success.

Communication isn't just about talking "at" people, but rather engaging them.

Our statistics tells us that our customers and our stakeholders find value in our communications.



## MEDIA IMPRESSIONS



**2015/16: 5,162,672**

**2016/17: 6,933,368**

**34% increase year-over-year**

**Net cash investment: \$3,500**

**Media value: \$154,605**

**4,417% return on investment**

*The power of the collective: creative use of media & PR has significantly extended our reach.*



[www.headwatersb2b.ca](http://www.headwatersb2b.ca)

The screenshot shows the Headwaters Tourism website. At the top is the logo and tagline. Below is a navigation bar with links: ABOUT, PROGRAMS, NEWS & EVENTS, INDUSTRY OPPORTUNITIES, and RESOURCES. A search bar is on the right. The main content area features a large banner for the 2016 Canadian Tourism Awards of Excellence Winner. Below this are sections for 'Recent recognition for Headwaters', 'Discover where Ontario gets Real', 'INDUSTRY NEWS' (listing articles like 'The Greenbelt: Protecting and Cultivating a Great Ontario Treasure'), 'SIGN UP FOR INDUSTRY NEWS' (with a form), 'HEADWATERS IN THE NEWS' (listing local news items), and an 'EVENTS CALENDAR' for April 2017 showing upcoming events like the 'Canada 150 Mosaic Project'.

- Organizational information
- Tourism programs
- Tourism industry news & events
- Industry opportunities
- Resources:
  - National
  - Provincial
  - Regional (Headwaters)
- Research & reports
- **82** pages of industry information
- **410** pages of tourism industry news

*Our industry website provides resources and news that support our tourism operators and provides valuable information about the tourism industry in Headwaters.*



## INDUSTRY ENGAGEMENT

### LEADING WITH THE BEST PARTNERSHIP PROGRAM



**HEADWATERS  
TOURISM**

70 - Headwaters Leading With the Best partners  
(55% program growth year-over-year)

### Businesses listed on Headwaters Tourism website

- March 31, 2016: 961 business listings
- March 31, 2017: 1112 business listings (16% increase)

*Building our database of tourism businesses in the region and showcasing them with free business listings & event listings on our website. Operators who are committed to growing their business with tourism have an opportunity to more actively engage with our LWB programs (this program offers increased exposure for partners).*



# CELEBRATING TOURISM EXCELLENCE



Recognizing and celebrating tourism excellence in the Headwaters region. 54 businesses nominated for awards in the following categories:

- Best **ARTS & HERITAGE** Visitor Experience
- Best **FRESH & LOCAL** Visitor Experience
- Best **FUN & FESTIVE** Visitor Experience
- Best **NATURE & LEISURE** Visitor Experience
- Best **HORSE & COUNTRY** Visitor Experience
- Best **SEE, SHOP & STAY** Visitor Experience
- Best **NEW** Tourism Business
- Tourism **INNOVATOR** of the Year
- Tourism **PARTNERSHIP** Award
- Tourism **CHAMPION** of the Year
- Chairperson's **AWARD OF MERIT**



**HEADWATERS**  
Where Ontario gets real.



# TOURISM INDUSTRY PARTNERSHIPS



Economic  
Developers  
Council  
of Ontario



Canadian Rural  
Revitalization Federation



Tourism Industry Association of Canada

*By working with leading industry associations, Headwaters Tourism is raising the profile of the region in the provincial and federal framework, and bringing forward issues of our businesses to industry and political leaders.*



## 2016 AWARDS & RECOGNITION

- **WINNER:** 2016 Visa Canada Innovator of the Year Award (Canadian Tourism Awards)
- **WINNER:** 2016 Tourism Marketing Campaign Under \$25K (Ontario Tourism Awards of Excellence)
- **WINNER:** 2016 Tourism Print Collateral Award (Ontario Tourism Awards of Excellence)
- **WINNER:** 2016 Tourism Innovator of the Year (Ontario Tourism Awards of Excellence)
- **FINALIST:** 2016 Fairmont Hotels & Resorts Marketing Campaign of the Year (Canadian Tourism Awards)
- **WINNER:** 2016 Best Publication (Print or Electronic) (EDCO Awards of Excellence)
- **WINNER:** 2016 Regional & Cross-Border Collaboration (EDCO Awards of Excellence)
- **2 x FINALIST:** 2017 Lieutenant Governor's Award for Marketing Excellence in Ontario
- **FINALIST:** 2016 Collaboration & Partnership | Public Private Partnership (EDCO Awards of Excellence)



# BOARD OF DIRECTORS

As of April 2017

## MUNICIPAL REPS

**Laura Ryan**  
(Dufferin County)

**Rob Mezzapelli**  
(Town of Caledon)

**John Brennan**  
(Town Erin)

**Sharon Martin**  
(Town of Mono)

**John Telfer**  
(Town of Shelburne)

## INDUSTRY REPS

**Ross Millar**  
(RMG Productions)  
**Horse Country**

**Bill Lidster**  
(Credit Valley Conserv.)  
**Nature & leisure**

**Alison Scheel**  
(OrangevilleBIA)  
**Festivals/Events**

**Adriana Roche**  
(Gourmandissimo)  
**Food/culinary**

## INDUSTRY AT LARGE

**Maria Britto**  
(Maria Britto Real Estate)

**Elaine Capes**  
(Little Creek Ranch)

**Stacey Coupland**  
(InnTransition)

**Lisa Johnson**  
(BDO)

## EX-OFFICIO

**Michele Harris**  
(HT ED)

**Sonya Pritchard**  
(Dufferin County)

**Sandra Dolson**  
(Town of Caledon)

**Robyn Mulder**  
(Town of Erin)

## EXECUTIVE COMMITTEE

**Stacey Coupland**  
(Chair)

**Elaine Capes**  
(Vice-Chair)

**Lisa Johnson**  
(Secretary/ Treasurer)

**Michele Harris**  
(Executive Director)





## HEADWATERS TOURISM TEAM



**Michele Harris**  
Executive Director



**Diane Murenbeeld**  
Marketing Manager



**Stephany St. Louis**  
Program Manager



WELCOME TO  
**HEADWATERS**

CALEDON ♦ DUFFERIN ♦ ERIN ♦ MONO ♦ SHELBURNE

---

**WHERE ONTARIO GETS REAL.**



**HEADWATERS**



## QUESTIONS/COMMENTS/FEEDBACK

**Michele Harris | Executive Director**

**519-942-0314, ext 201**

**[michele@headwaters.ca](mailto:michele@headwaters.ca)**

**Stacey Coupland | Chair, Board of Directors**

**[chair@headwaters.ca](mailto:chair@headwaters.ca)**

*It is our honour and privilege to work with all our tourism stakeholders throughout the region to help position Headwaters as Ontario's premier rural tourism destination.*

*We also want to acknowledge the generous support we receive from our partner municipalities:*

*Dufferin County, the Town of Caledon, Town of Erin, Town of Shelburne & Town of Mono.*

*Without their support and commitment none of this would be possible.*

### **Headwaters Tourism - public profile & sector engagement**

- Headwaters Tourism's Executive Director, Michele Harris, has been appointed to the Board of Directors of the Culinary Tourism Alliance. The Culinary Tourism Alliance (CTA) is a not-for-profit, industry led and industry leading association that, for the last decade, has been developing world-class food tourism strategies and implementation plans, experiential food tourism product development, industry education and training, as well as strategic partnership development. As global experts in developing a destination's 'taste of place' into a comprehensive tourism experience, they work to foster local economic development and position the destination as a food tourism destination.
- Headwaters Tourism's Board Chair (Stacey Coupland) and Executive Director (Michele Harris) will be attending Tourism Day at Queen's Park on Monday, April 24<sup>th</sup>. Meetings with government leaders, opposition party leaders, and industry leaders.
- National Tourism Week will take place from May 28<sup>th</sup> to June 3<sup>rd</sup>, 2017. Headwaters Tourism will be seeking municipalities to proclaim National Tourism Week and will provide each municipality with a proclamation for use.
- Meeting with Sylvia Jones, MPP Dufferin-Caledon to provide update on tourism initiatives in Headwaters.

### **Product development – Horse & Country**

- Headwaters Equine Leadership will be reconvening on April 26<sup>th</sup> to discuss opportunities for future undertakings.
- Headwaters Horse Country Stable Tour scheduled to take place Saturday, September 30<sup>th</sup> and Sunday, October 1<sup>st</sup>, 2017.

### **Product development – Fresh & Local**

- Headwaters Tourism will be supporting the rural retreat portion of Terroir 2017. Adamo Estate Winery is partnering with Terroir Hospitality and the Culinary Tourism Alliance to host the Terroir Symposium's Rural Retreat on Tuesday, May 30<sup>th</sup>. Terroir Hospitality brings together innovative and creative influencers from the field of hospitality, including chefs, food and beverage experts, writers and business leaders. Entering its 11<sup>th</sup> year, the event will be celebrating and showcasing 150 years of Canada through presentations by Canadians – nationally and abroad – taking in the history, leadership and diversity of the Canadian culinary landscape. On May 30<sup>th</sup>, the delegates will be travelling to Adamo Estate Winery where they will have the opportunity to experience the flavours, producers and landscapes of the award-winning Headwaters tourism region. The day will act as a gateway into the culinary landscape of the region and is a chance for a more intimate dialogue among presenters, media and sponsors. Feast On chefs will collaborate to create a feast for the approximately 150 guests, prepared and cooked outdoors at the Winery. To engage the Rural Retreat attendees in an immersive tourism experience, Headwaters Tourism will provide a Headwaters Parade of Horses canvas (in unfinished format), and engage a local artist to work with the attendees to creatively transform the horse into a whimsical work of art, and ultimately showcase our nationally recognized, tourism innovation to attendees, ultimately helping to raise the profile of Headwaters, our arts & culture product and our overall tourism product.

### **Municipal economic development integration:**

- Presentation at Town of Shelburne's annual Economic Development Breakfast. 190 attendees at the event (the most in event history) supported the theme of the breakfast "where do we grow from here" and included panel discussions on growth management and the future of Shelburne.
- Submitted OMAFRA RED application (attached) by March 31<sup>st</sup> deadline for the **Headwaters: Arts & Culture Sector Development Framework** project. Total funding request \$30,000. Anticipated that results won't be known on success of application until July 2017.
- Meetings with Dufferin County's economic development strategy consultants; discussions built on previous discussions on tourism in Dufferin County, and specifically focused on opportunities around the equine sector and the work done by HELG to position the Headwaters region as a centre of equine excellence.
- Attended Ontario Ministry of Municipal Affairs & Housing's Leaders Forum for Small & Medium Sized Municipalities. Attendees included CEOs, planners and economic development staff. A strong message of innovation, pushing boundaries and thinking differently in today's economy was echoed throughout all presentations and in panel discussions.

### **Industry Engagement**

- Highly successful Leading With the Best orientation session held on April 3<sup>rd</sup>. 15 attendees gained valuable insight into program benefits and how to take advantage of opportunities through Headwaters Tourism. Will offer these sessions on a quarterly basis (or as need demands).
- Consultation with Credit Valley Conservation about their rebranding undertakings; shared best practices based on Headwaters' process and success.



### **Administration:**

- Completed 2016/17 year-end highlight report (attached) that will be shared with stakeholders in next B2B industry newsletter, on [www.headwatersb2b.ca](http://www.headwatersb2b.ca) and with municipalities and funding agencies. Results continue to exceed established targets, and impact of tourism development is taking root.
- Headwaters Tourism has been approved for four (4) summer student positions in 2017 through the Canada Summer Job program. Program duration – 12 weeks @ 30 hours/week per student. Jobs have been posted and interviews will be conducted by the end of April. Jobs available:
  - Photographer
  - Videographer
  - Multi-media production assistant
  - Marketing assistant

**Marketing:**

**2017 Visitor Guide and campaign launch:**

- The 2017 campaign launch will take place on Thursday, May 18<sup>th</sup> – to coincide with the release date of the 2017 Headwaters Four-Season Visitors' Guide through the Globe & Mail.
- The highly anticipated annual launch will include the “reveal” of the cover of the 2017 Visitor Guide, as well as the featured faces & finds for 2017.
- Launch will take place at the Caledon Ski Club at 11am on May 18<sup>th</sup>. Invitations will be extended to provincial government officials, including the Premier of Ontario and Minister of Tourism, Culture & Sport, as well as federal and municipal leaders, stakeholders and industry leaders.

 <p><b>YOU'VE GOT 150 REALSONS TO CELEBRATE WITH US ON MAY 18<sup>TH</sup>.</b></p>	<p><b>We</b> invite you to join us in Headwaters, Ontario's most award-winning tourism destination in 2016, to launch our 2017 Real Headwaters campaign: 150 Realsons!</p> <p>As Canada celebrates its 150th birthday, you'll discover first-hand dozens of people, places, experiences and heritage treasures that make Headwaters where Ontario gets real.</p> <p>You can also bring your hiking gear and enjoy a guided hike through the grounds of the spectacular Caledon Ski Club following the reception – a great way to wrap up a day in Headwaters, less than an hour from Toronto but as real as it gets.</p> <p>Thursday, May 18<sup>th</sup>, 11:00 am – 12:30 pm Caledon Ski Club, West Lodge 17431 Mississauga Road, Caledon, ON L7K 0E9</p> <p>Please RSVP directly at <a href="http://realsons.ca">realsons.ca</a> no later than Monday, May 15<sup>th</sup>.</p> 
--	--

**Regional road map:**

- Headwaters Tourism will be producing 20K copies of a regional road map. The “tear map” will be 12” x 18” in size, and will be in-market by the end of May 2017, distributed at hotels and key tourism locations across the region (as per attached overview).
- The need for a map has been identified for years by operators, but funding has always been an issue. Thanks to sponsorship from Grand Spirits (opening June 2017), this map will provide fulfillment for visitors to the area.
- Map design will use the same artwork as the highly successful Hills of Headwaters map that was produced and distributed for many years.



**Crowdriff:**

- Further to the presentation at the March 2017 Board of Directors' meeting, Headwaters Tourism has signed a contract with Crowdriff to begin program in June 2017. Program will significantly improve Headwaters Tourism's ability to crowdsource visitor content, participate more actively through visual integration in Facebook and Twitter platforms, and enter the all-important (for our target demographic) Instagram sphere. Crowdriff will also support photo archiving and rights management.

**Digital engagement statistics: March 1<sup>st</sup> to March 31<sup>st</sup>, 2017**

<a href="http://www.headwaters.ca">www.headwaters.ca</a>   <a href="http://www.headwatersb2b.ca">www.headwatersb2b.ca</a>   <a href="http://www.headwatershorsecountry.ca">www.headwatershorsecountry.ca</a>	<b>March 2017</b>
<b>Sessions</b>	<b>9,113</b>
<b>Page views</b>	<b>23,523</b>
<b>Facebook</b>	<b>March 2017</b>
<b>Total reach</b>	<b>17,000</b>
<b>Page impressions</b>	<b>34,600</b>
<b>Twitter</b>	<b>March 2017</b>
<b>Followers</b>	<b>4,831</b>
<b>Reach</b>	<b>85,454</b>

**Social media posts:**





## Executive Director report 21 April 2017

Headwaters shared **Wicked Chocolate** + photo  
Published by Clara Macdonald on March 28 at 8:27pm  
#Headwaters #Headwaters #Headwaters  
top / bit.ly/2d4r4pe



Wicked Chocolate  
March 28 at 7:34am  
It's Headwaters time! Share the wicked chocolate for your friend to get a bit of Canadian spirit and a taste of Spirit Tree Candy spreading their story. Share it up for Easter!

Headwaters with **Ann Ramond** and 2 others  
Published by Clara Macdonald on March 29 at 8:27pm  
Take your own way for #TasteMaple treats this weekend with Ann Ramond at Aunt M's Arts Centre  
http://bit.ly/2d4r4pe  
#Headwaters



Headwaters shared **The Mitten Inn and Spa** + photo  
Published by Clara Macdonald on March 28 at 8:27pm  
It's a count down to be true, a must in #TasteMaple at The Mitten Inn and Spa where you can:

- take a gourmet cooking tour of the super hot tomatoes with a toffy winking sommelier
- enjoy maple infused bread, dessert & a toffee menu more
- test the season with delicious maple cocktails at the bar

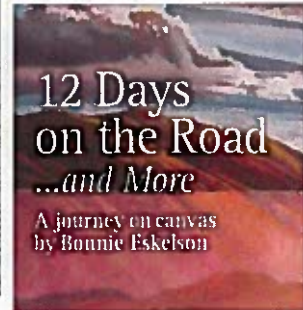
See More



The Mitten Inn and Spa  
March 28 at 7:34am  
Canadian maple makes get-up with a taste of maple to love here with the great view and the maple package here at the Mitten! #TasteMaple #TasteMaple #TasteMaple

Headwaters in **12 Days on the Road**  
Published by Clara Macdonald on March 28 at 8:27pm

The arrival of spring can only mean one thing... Road Trip! Headwaters Arts is taking you to journey through the seasons of large road map paintings by landscape artist Bonnie Eskelson.



Headwaters  
Published by Clara Macdonald on April 1 at 12:00pm  
Poetry Jam with some of the top artists in the Canadian open word scene + music + deliciousness at our country of Beauty's Canadian Kitchen... you know!



Headwaters shared **Chang Burger** + photo  
Published by Clara Macdonald on April 1 at 12:00pm



Chang Burger  
April 1 at 12:00pm  
Share this, hot off the grill!

Headwaters  
Published by Clara Macdonald on April 1 at 12:00pm

There's still time to get your #TasteMaple in at Landmark Gardens and Bakery. Book your spot at a Bookhouse dinner before it's too late!



Headwaters  
Published by Clara Macdonald on April 1 at 12:00pm

By now, you know, we're in the heart of the #TasteMaple season. Don't forget the #TasteMaple Baked Pies.



Headwaters  
Published by Clara Macdonald on April 1 at 12:00pm

Get your #TasteMaple spongy patches and more at Kitchen To The Taste



Headwaters with **Orangeville Economic Development & Tourism** and **Theresa Oranger**  
Published by Clara Macdonald on April 1 at 12:00pm

From Service Now to Broadway Cares The Gentleman Clothier at Theresa Oranger's



Headwaters shared **The Friendly Chef Adventure** + photo  
Published by Clara Macdonald on April 1 at 12:00pm

Forget that Mother Nature's baking today and dig in to some deliciousness from The Friendly Chef Adventure! #TasteMaple



Headwaters shared **Landmark Gardens and Bakery** + photo  
Published by Clara Macdonald on April 1 at 12:00pm

How do you like your #TasteMaple? The choices are endless at Landmark Gardens and Bakery

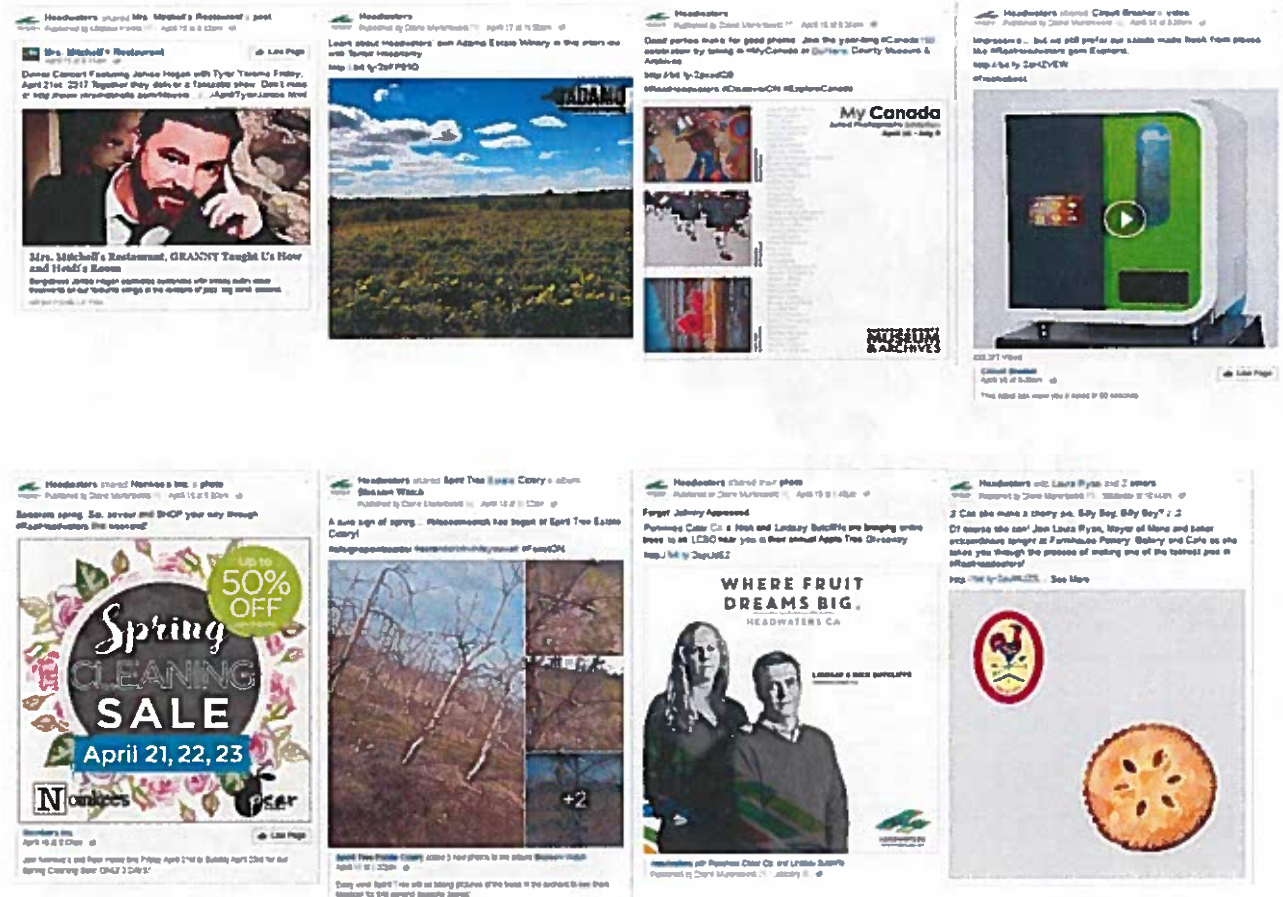


## Executive Director report 21 April 2017





## Executive Director report 21 April 2017







**Executive Director report**  
**21 April 2017**

**Municipal updates:**

**Town of Shelburne:**

EVENT NAME	DESCRIPTION	DATES
Shelburne and District Golf Tournament	Shelburne Golf Club	May 25, 2017 at 3pm
Shelburne Street Festival and Car Show	Downtown Shelburne	June 17, 2017
Canada Day Events	Fiddle Park	July 1, 2017 3-11pm

**Town of Caledon:**

EVENT NAME	DESCRIPTION	DATES
Cheers Caledon! Beer and Cider Festival	Adult only festival celebrating craft brew and cider. Add on event to Caledon Day happening June 17.	Friday June 16

## Denise Holmes

---

**From:** Michelle Dunne <mdunne@dufferincounty.ca>  
**Sent:** Thursday, April 27, 2017 4:27 PM  
**To:** Denise Holmes  
**Subject:** Canada 150 Legacy Project Grant  
**Attachments:** 201704271544.pdf

Good afternoon,

We are pleased to inform you that Dufferin County Council, at its meeting held on April 13, 2017, approved the Township of Melancthon Legacy Project grant request for the purposes of your 'Canada 150 Park' project.

The purpose of the Legacy Project is to create a lasting tribute that recognizes Dufferin County heritage and Canadian history. We look forward to seeing the local artisans' work, nodding to the CP Railway, and creating an area for the community in celebration of Canada's 150 years.

As a reminder, the project must be completed by December 31, 2017 and must recognize the contribution from the County of Dufferin. We request photographs of the project, to be displayed on the County website.

An electronic funds transfer of \$10,000 will be processed to your bank account representing payment of your Canada 150 Legacy Project funding.

We wish you success in your project in honoring Canada's legacy.

Yours truly,

Michelle Dunne|Deputy Clerk| Corporate Services  
County of Dufferin|Phone: 519-941-2816 Ext. 2504| [mdunne@dufferincounty.ca](mailto:mdunne@dufferincounty.ca) |55 Zina Street, Orangeville,  
ON L9W 1E5

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Total Control Panel

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

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



## CORPORATE SERVICES

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

April 24, 2017

Dear Denise ,

**Re: Canada 150 Legacy Project Grant**

We are pleased to inform you that Dufferin County Council, at its meeting held on April 13, 2017, approved the Township of Melancthon Legacy Project grant request for the purposes of your 'Canada 150 Park' project.

The purpose of the Legacy Project is to create a lasting tribute that recognizes Dufferin County heritage and Canadian history. We look forward to seeing the local artisans' work, nodding to the CP Railway, and creating an area for the community in celebration of Canada's 150 years.

As a reminder, the project must be completed by December 31, 2017 and must recognize the contribution from the County of Dufferin. We request photographs of the project, to be displayed on the County website.

An electronic funds transfer of \$10,000 will be processed to your bank account representing payment of your Canada 150 Legacy Project funding.

We wish you success in your project in honoring Canada's legacy.

Yours truly,

A handwritten signature in cursive script that reads 'Michelle'.

Michelle Dunne,  
Deputy Clerk

Encl: Remittance Confirmation for Canada 150 Legacy Project

**COUNTY OF DUFFERIN**

55 Zina Street, Orangeville, ON L9W 1E5 | 519.941.2816 ext. 2500 | dufferincounty.ca



**From:** McCredie, Tristin (MMA/MHO) <Tristin.McCredie@ontario.ca>  
**Sent:** Friday, April 28, 2017 12:30 PM  
**To:** Undisclosed recipients:  
**Subject:** Excess Soil Management Regulatory Proposal (EBR # 013-0299)

Good afternoon,

The Ministry of the Environment and Climate Change (MOECC) is moving forward with an Excess Soil Management Regulatory Proposal (proposal). This proposal builds on input provided through an Environmental Registry review, meetings, listening sessions, various working groups and through engagement on the proposed Excess Soil Management Policy Framework (framework) which was finalized in December, 2016.

This plain-language regulatory proposal developed by MOECC and partner ministries would achieve key actions under the framework as referenced below:

- The development of a new excess soil reuse regulation, supported by complementary amendments to existing regulations including Regulation 347 (Waste) and Ontario Regulation 153/04 (Records of Site Condition), made under the Environmental Protection Act, and Ontario Regulation 332/12 (Building Code), made under the Building Code Act, 1992 (Actions 1, 2 & 18).
- The development of new reuse standards and sampling guidance for excess soil, to support the proposed new excess soil reuse regulation (Actions 12 & 13).
- Clarification on approval requirements related to temporary sites and processing sites (Action 5).

Consistent with the framework, this proposal has the following goals:

1. Protect human health and the environment from inappropriate relocation of excess soil; and
2. Enhance opportunities for the beneficial reuse of excess soil and reduce greenhouse gas emissions associated with the movement of excess soil.

Please visit the Environmental Registry at <https://www.ebr.gov.on.ca/ERS-WEB-External/> using EBR # 013-0299 or the following direct link for further details and to comment on the proposal:

<https://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTMyMzMw&statusId=MjAwOTA2&language=en>

Engagement sessions are being planned and we look forward to continuing dialogue with interested partners on this regulatory proposal moving forward.

If you have any questions, would like to discuss this proposal or would like a copy of the Excess Soil Management Policy Framework, please contact Sanjay Coelho, Senior Policy Analyst, Land and Water Policy Branch at (416) 326-5107 or [sanjay.coelho@ontario.ca](mailto:sanjay.coelho@ontario.ca).

Thank you,

**Tristin McCredie (on behalf of MOECC)**  
Municipal Advisor  
Municipal Services Office – Central Ontario  
Ministry of Municipal Affairs and Ministry of Housing  
777 Bay Street, 13<sup>th</sup> Floor, Toronto, Ontario  
T: 416-585-7356 or 1-800-668-0230  
Email: [tristin.mccredie@ontario.ca](mailto:tristin.mccredie@ontario.ca)

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Message Score: 1

High (60): Pass

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# MFOA e-Newsletter

May 2017

## THE POLICY AGENDA

### MFOA Presented to the Standing Committee on Bill 68

On April 10, 2017, MFOA provided recommendations on Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017 to the Standing Committee on Social Policy. MFOA's presentation focused on Bill 68's proposed changes to municipal investment powers. MFOA has long advocated for the Municipal Act, 2001 to be amended to grant all municipalities access to the prudent investor model. You can read MFOA's presentation on the [Intergovernmental Relations page](#).

### 2017 Ontario Budget - Municipal Implications

Check your emails from April 27, 2017 for MFOA's summary of the 2017/18 Ontario Provincial Budget. Alternatively, visit MFOA's [Policy Projects page](#).

### Affordable Housing in Ontario

On April 20, 2017, the Province of Ontario released its long-awaited strategy to address affordable housing issues. The measures in the [Ontario Fair Housing Plan](#) run the gamut from tax policy to Development Charges to data collection. Legislation will be introduced that if passed, will enact many of the significant proposed measures. MFOA will monitor the progress of initiatives relevant to municipal finance officers.

In addition, current affordable housing proposals on the Regulatory Registry include:

- [Development Charge Exemption for Second Units in New Homes Under the Development Charges Act, 1997 \[Comments by June 9, 2017\]](#)
- [Amendments to Ontario Regulation 367/11 \(General\) to provide a framework for a portable housing benefit \[Comments by June 5, 2017\]](#)
- [Proposed Regulation for the establishment of requirements and standards with respect to secondary residential units \[Comments by June 5, 2017\]](#)

## QUICK LINKS

### [Policy Projects](#)

### [Training at a Glance](#)

### [Virtual Library](#)

## UPCOMING EVENTS

### TRAINING

#### LEVELS OF SERVICE

[May 9 - Kingston](#)

[May 18 - London - New!](#)

[May 24 - Sudbury](#)

#### ASSESSMENT TOWN HALLS

[May 24 & June 5](#)

#### MUNICIPAL FINANCE 101 COURSE

[June 28 & 29 - Brampton](#)

[Click here for all training](#)

### ANNUAL CONFERENCE 2017

Save the Date!

MFOA's Annual Conference & AGM

September 20-22, 2017

At Blue Mountain Resort

## CAREERS

### [City of Barrie](#)

Financial Analyst

Closes: May 8, 2017

### [Township of South Stormont](#)

Director of Finance

Closes: May 16, 2017

### [Regional Municipality of Halton](#)

Senior Financial Analyst

Closes: May 4, 2017

[Click here to view all postings.](#)

Get the latest presentations, updates,  
and videos from the MFOA.

Info #9  
MAY 18 2017

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## Regulation - LGIC

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### Development Charge Exemption for Second Units in New Homes Under the Development Charges Act, 1997

**Regulation Number(s):**

O. Reg. 82/98 General (Development Charges Act, 1997)

**Bill or Act:**

Development Charges Act, 1997

**Summary of Proposal:**

-The Ministry of Municipal Affairs (MMA) and the Ministry of Housing (MHO) are proposing to amend O. Reg. 82/98 (General) under the Development Charges Act, 1997.

**Overview:**

-The Promoting Affordable Housing Act, 2016, amends four acts, including the Development Charges Act, 1997.

-When proclaimed, changes to the Development Charges Act, 1997 would, subject to a regulation of the sort contemplated by this proposal, exempt secondary suites in new homes from development charges.

-Secondary suites - for example basement apartments - are a potential source of affordable rental housing and allow homeowners to earn extra income from their property.

-The changes are intended to help increase the supply and range of affordable housing options in Ontario communities.

**Proposed amendments:**

The proposed regulatory amendments would:


-Prescribe single detached dwellings, semi-detached dwellings, and row houses on their own lots as classes of new residential buildings in which the creation of secondary suites would be exempt from development charges.

-Prescribe residential dwellings ancillary to single detached dwellings, semi-detached dwellings, and row houses as a class of new residential buildings in which the creation of secondary suites would be exempt from development charges.

-Restrict the gross floor area of secondary suites to being less than or equal to the gross floor area of the proposed primary dwelling, for the purpose of a development charge exemption.

**Further Information:**

 Development Charges Act, 1997

 O. Reg. 82/98 (General)

**Proposal Number:**

17-MMA005

**Posting Date:**

April 25, 2017

**Comments Due Date:**

June 9, 2017

**Contact Address:**

John Ballantine, Manager  
Ministry of Municipal Affairs  
Municipal Finance Policy Branch

13th Flr, 777 Bay St  
Toronto ON M5G2E5

Info #9  
MAY 18 2017

Corporation of the Township of Essa  
5786 County Road 21  
Utopia, Ontario  
L0M 1T0



Telephone: (705) 424-9770  
Fax: (705) 424-2367  
Web Site: [www.essatownship.on.ca](http://www.essatownship.on.ca)

May 5, 2017

The Right Honourable Justin Trudeau  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

Please be advised that Council, at their meeting held on April 19, 2017, passed the following resolution:

Resolution No: CR084-2017 Moved by: Macdonald Seconded by: Smith

*Whereas Alisa Vegter made a presentation to Council outlining her proposed sign for "New Driver" Safety Initiative for G1 and G2 drivers; and  
Whereas Council for the Township of Essa hereby supports the endeavours of Alisa Vegter in pursuing the recognition of the "New Driver" Sign;  
Now therefore be it resolved that this motion be forwarded to the Prime Minister of Canada, the Premier of Ontario and Ontario municipalities for their support.*

Carried

The attached illustrates the sign which would be displayed on the vehicles being driven by new drivers.

Yours truly,

Bonnie Sander  
Clerk  
Att.

c. Premier of Ontario, Kathleen Wynne  
MP Kellie Leach  
MPP Jim Wilson  
Ontario Municipalities

Info #10  
MAY 18 2017



The image features two identical yellow diamond-shaped signs with black double borders. Each sign has the words "NEW" and "DRIVER" in bold, black, sans-serif capital letters, stacked vertically. The signs are positioned on a dark, vertically-grained wooden surface. The larger sign in the foreground is held in place by a clear suction cup at its top point. The smaller sign is placed above and to the right of the larger one.

**NEW  
DRIVER**

**NEW  
DRIVER**



# GRCA Current



May 2017 • Volume 22 Number 5

## GRCA General Membership

**Chair** Helen Jowett

**Vice-Chair** Chris White

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

Guy Gardhouse

**Townships of Mapleton and Wellington North**

Pat Salter

**Township of Centre Wellington**

Kirk McElwain

**Town of Erin, Townships of Guelph/Eramosa and Puslinch**

Chris White

**City of Guelph**

Bob Bell, Mike Salisbury

**Region of Waterloo**

Les Armstrong, Elizabeth Clarke,  
Sue Foxton, Helen Jowett,  
Geoff Lorentz, Jane Mitchell,  
Joe Nowak, Wayne Roth,  
Sandy Shantz, Warren Stauch

**Municipality of North Perth and Township of Perth East**

George Wicke

**Halton Region**

Cindy Lunau

**City of Hamilton**

George Stojanovic

**Oxford County**

Bruce Banbury

**County of Brant**

Brian Coleman, Shirley Simons

**City of Brantford**

Dave Neumann, Vic Prendergast

**Haldimand and Norfolk Counties**

Bernie Corbett, Fred Morison



[www.grandriver.ca](http://www.grandriver.ca)

## April wet and warm

Precipitation in April was above-average across the watershed.

April was also fairly warm. Temperatures averaged 6.9 C at Shand Dam during the first half of the month, which is about 3.6 C warmer than normal.

April's only flood message was a watershed conditions statement issued April 6, after a watershed-wide rainfall event. This event resulted in high flows in watercourses throughout the watershed.

Shand, Conestogo and Guelph reservoirs were near the upper part of the normal range by the end of the month. The GRCA reservoirs are operated very carefully at this time of year, due to reduced flood storage capacity. Water will continue to be taken into storage during the first part of May, when lots of rain is expected.

The water level of Lake Erie continues to be well above the long-term average.

## Water Festivals in May

Three children's water festivals are taking place in May and they focus on five water-related themes — science, protection, technology, conservation and water attitudes.

The first festival is May 16 to 18 at Mohawk Park in Brantford. This festival is for Grade 4 classes from schools in Brantford, Brant County and Six Nations of the Grand River.

Next up is the Haldimand Children's Water Festival, May 24 to 25, at Taquanyah Nature Centre near Cayuga. This festival is also for Grade 4 students from schools in Haldimand County, Six Nations of the Grand River and Mississauga of the New Credit.

The final festival is the Waterloo Wellington Children's Groundwater Festival, May 26 and May 29 to June 1 at Waterloo Region Museum. This festival is for primary students in the Region of Waterloo, Wellington County and the City of Guelph and is one of the longest-running water festivals in the province.

## More information needed on Hidden Quarry

GRCA staff has reviewed applications related to the Hidden Quarry project and will not make further recommendations on the project until more information is received from the applicant.

The proposal is for an aggregate extraction operation of nearly 25 hectares that is two kilometres east of Rockwood. It has a tributary of Blue Springs running through it, while two other tributaries and some wetlands are nearby. The owner has applied to the Ministry of Natural Resources and Forestry for a license for below water table extraction without dewatering. Zoning amendments are also required from Guelph/Eramosa Township and Wellington County for this project.

The GRCA has provided technical review comments in an advisory capacity, based on the GRCA's Memo of Understanding with Wellington County.

A report to the board noted that the GRCA has asked that the Ministry of Natural Resources and Forestry, County of Wellington and Township of Guelph/Eramosa defer consideration of the applications until the applicant's consultant undertakes additional groundwater analysis and has outlined several steps for this analysis that includes groundwater modeling and an updated ecological assessment.

Once the new information has been received by staff, they will make another presentation to the GRCA board for information.

## GRCA insurance coverage

The GRCA's general insurance policies have been renewed for one year, starting on April 1, 2017.

The GRCA purchases general insurance through a group consisting of Conservation Ontario and 34 conservation authorities in the province. Belonging to an insurance group can provide cost savings and other benefits, such as the sharing of risk management programs and

Grand River Conservation Authority

MAY 18 2017



expertise. In addition to property, auto and liability policies, the group negotiated improvements in coverage for emerging trends such as cyber fraud.

The GRCA's insurance premiums will be lower than 2016, due to winding down of the residential rental program and changes in the way premiums are allocated to the members of the group.

## Tree sale May 12

The GRCA's annual tree sale takes place at the forestry barn at the GRCA head office, on Friday, May 12, 8 a.m. to noon.

Trees available include small bare-root seedlings, two or three foot potted trees and five to seven foot saplings of many species. In addition to trees, the sale includes native wildflower seed mixes and wildflower plugs. Cancelled orders, trees not picked up and nursery overruns are part of this sale. The sale is first come, first served and line ups start early. Once the sale starts, five or six vehicles are brought to the loading dock. As those people leave, more cars are brought in.

The most popular trees sell out quickly, but there are always trees available at the end of the sale.

## Summer camp now available at Taquanyah

Registration is underway for summer camps at six nature centres operated by the GRCA.

For the first time in many years, two weeks of camps are being held at Taquanyah Nature Centre near Cayuga. Belwood Lake has four weeks of camps — and is expanding beyond the popular fishing camps to offer more variety. Rockwood will run camps throughout the summer and registration is still available at the newly-renovated Apps' Mill Nature Centre near Brantford. Camp spots at Guelph Lake and Laurel Creek are nearly full.

Each week of camp has a different nature-based theme that is geared to specific interests and age groups. Descriptions of the camps and online registration are available at [www.grandriver.eventbrite.ca](http://www.grandriver.eventbrite.ca).

As of this year, these camps are accredited by the Ontario Camps Association (OCA). Accreditation reassures parents that the GRCA camps adhere to the highest



A grove of 150 large maple trees flanked by 600 white cedars was planted on Earth Day at the Guelph Lake Rotary Forest as the GRCA launched its Canada 150 campaign. The grove is shaped like a sugar maple leaf and will be visible from the sky as the trees grow. Inset is sugar maple flowers which are abundant this year.

standards of safety, supervision and quality programming as mandated by the OCA's standards.

## Maples join Canada 150 producing excess flowers

If you park your car under a sugar maple tree you have probably noticed — sugar maples across the Grand River watershed have joined the Canada 150 celebrations by flowering abundantly this year.

While flowers may be produced by mature sugar maples every year, they only come in abundance in the entire population about every five to seven years. This is a year of abundance. The last time this happened was in 2013.

Maples have clusters of tiny delicate flowers that droop from a long thin flower stem, attached to the branch. By early May these flowers had finished blooming, but they remain on the tree as the new growth of sugar maple leaves unfold.

Because there are more flowers, there may also be more sugar maple keys that carry the seeds this fall, resulting in more small trees by next summer.

## Warning booms installed

By early May, warning booms or white buoys have been installed upstream of GRCA dams to warn paddlers, anglers and boaters to stay away from the dams.

These are installed each spring as one of the many safety procedures developed by the GRCA to reduce the risk for people who enjoy water activities on rivers.

This issue of *GRCA Current* was published in May, 2017.

It is a summary of the April, 2017 business conducted by the GRCA board and other noteworthy happenings and topics of interest.

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

### Next board meeting:

May 26 at 9:30 a.m.,  
GRCA Administration Centre

### View and subscribe to GRCA Current and other news:

[www.grandriver.ca/subscribe](http://www.grandriver.ca/subscribe)

### View and subscribe to meeting agendas:

<https://calendar.grandriver.ca/directors>

### View and subscribe to coming events:

[www.grandriver.ca/events](http://www.grandriver.ca/events)

# WDG Board of Health

# Highlights

May  
2017

## Board of Health Members

Nancy Sullivan

Chair

City of Guelph

Allen Taylor

Vice-Chair

County of Dufferin

Dennis Lever

Secretary – Treasurer

Warden, County of Wellington

Mayor, Township of Puslinch

Dr. Nicola Mercer

Ex-Officio Member

Medical Officer of Health & CEO,

WDG Public Health

Margaret Abbink

City of Guelph

William Baxter

County of Wellington

Christine Billings

Councillor, City of Guelph

George Bridge

Warden, County of Wellington

Mayor, Town of Minto

Cam Guthrie

Mayor, City of Guelph

Guy Gardhouse

Councillor, County of Dufferin

Mayor, Township of East Garafraxa

June Hofland

Councillor, City of Guelph

Ken McGhee

Councillor, County of Dufferin

Deputy Mayor, Town of Mono

Keith Perron

City of Guelph

Chris White

Councillor, County of Wellington

Mayor, Township of Guelph-Eramosa

*Public Health is governed by a Board of Health consisting of provincially appointed local municipal councillors, mayors and community members and is mandated to support the well-being of individuals and communities.*

## Dr. Nicola Mercer, Medical Officer of Health and CEO, shared:

**Measles Update:** There are 7 confirmed cases of measles in 4 different Ontario public health jurisdictions. The average age of individuals with measles is 26. There are no confirmed cases in Wellington county, Dufferin county or the city of Guelph. WDG Public Health is following up with some individuals in our area who have had contact with someone who has the measles.

**Mumps Update:** There are 117 confirmed cases of mumps in 16 Ontario public health jurisdictions. The majority of the cases are in Toronto. The last confirmed case in WDG Public Health's jurisdiction was February 21, 2017.

**Lyme Disease:** Surveillance is underway for the ticks that cause Lyme disease. People can drop off a suspected tick for testing and WDG Public Health is dragging nets in certain areas to see if ticks are local. Public Health will begin an awareness campaign to alert the public on how to protect themselves and what to do if they have been bitten by a tick.

**Healthy Babies Healthy Children (HBHC):** Program and funding requirements were discussed for this program which is a key part of the Public Health mandate to promote health and prevent disease and injury. Studies reveal strong associations between adverse childhood experiences and an extensive array of conditions later in life including cardiovascular disease, chronic lung disease, cancer, substance abuse and mental health problems. Along with community partners, HBHC provides prevention/early intervention support to families in order to enhance children's outcomes and prevent costly health and social problems through the lifespan.

**Fluoride varnish applications** are provided to students in seven elementary schools where urgent dental needs were identified during oral health screenings by Public Health. One school had a high percentage of children with urgent dental needs (30%). After four years, this percentage was reduced to 17% and based on this positive result the program was expanded to additional schools. The percentage of children with urgent dental needs at the original school has continued to fall to approximately 5%. A cost/benefit analysis indicates that considerable savings were achieved regarding the cost of dental care. From 2008-2014, it is estimated that between 670 and 780 cavities have been prevented in students at one school. If treatment costs were divided between private (60%) and provincial programs (40%), savings of between \$132,000 and \$155,000 are estimated.



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

Info#12  
519-822-2715 or 1-800-265-7293  
info@wdgpublichealth.ca  
wdgpublichealth.ca

MAY 18 2017



Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

Tel: (705) 329-6200

777, ave Memorial  
Orillia (ON) L3V 7V3

Fax: (705) 330-4191

File number/Référence: 612-20

April 27, 2017

Mayor/Reeve and Clerk/CAO,

As a follow-up to the letter from June 1, 2016, I am pleased to inform you of the progress Municipal Policing Bureau has made on the projects listed in that letter.

In addition, I am presenting you with the 2017 Municipal Policing Bureau Calendar which contains useful information regarding OPP municipal policing. The electronic version will be also available on the Municipal Policing Bureau webpage located on the [www.OPP.ca](http://www.OPP.ca) website (enter "Municipal Policing" in the search box).

#### **Annual Billing Statement Review Webinar**

In October 2017, our Bureau will be organizing a webinar on the 2018 Annual Billing Statements, which will be issued to municipalities in September. During the Webinar, participants will be provided with additional information and explanations on their Annual Billing Statements and will have an opportunity to ask any questions.

#### **Municipal Policing Bureau Twitter account [@OPP Mun Pol](https://twitter.com/OPP_Mun_Pol)**

In 2016, Municipal Policing Bureau launched our very own Twitter account to provide municipalities, like yours, with an opportunity to stay up-to-date with Municipal Policing Bureau initiatives and announcements. If you or your municipality does not have a Twitter account, you can set one up on your desktop or your mobile device and start following us at [@OPP Mun Pol](https://twitter.com/OPP_Mun_Pol). For additional information on how to sign up with Twitter, please visit [Twitter Support Page](#). Alternatively, you may enter @OPP\_Mun\_Pol in your search browser (i.e. Google Chrome, Firefox or Internet Explorer).

#### **Redesign of the [www.OPP.ca](http://www.OPP.ca)**

With the recent redesign of the OPP website, our Bureau will continue to upload materials which will help in providing a detailed explanation on the billing model, the contract proposal process and policing costs in general. Please take the time to review the Municipal Policing Bureau page of the website. In addition, we will notify our Twitter followers once new materials are uploaded on our website.

#### **Posting of the estimated 2015-2017 OPP municipal policing costs on [www.OPP.ca](http://www.OPP.ca)**

Based on feedback received from many municipalities, and keeping with our renewed commitment to educate, inform, and be transparent on OPP municipal policing billing practices, we have updated the 2015-2016 policing costs spreadsheet with 2017 estimates for all 323 OPP billed municipalities.

#### **The OPP Contract Proposal Process**

As you are aware, the Ministry of Community Safety and Correctional Services lifted the moratorium for costings on November 1, 2015. Since then, the OPP has started providing contract proposals as requested. There are currently 10 municipalities in the queue for OPP contract proposals. We have provided OPP contract proposal presentations to five of those communities so far and are expecting responses from those municipalities in the coming

Info# 13  
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weeks and months. The contract proposal process was designed not to affect the costs of current OPP policed municipalities. A detailed [Information Manual](#) which provides more information on the OPP contract proposal/amalgamation process can be found on our page of [www.opp.ca](http://www.opp.ca). An updated version will be posted soon.

#### **Calls for Service Billing Summary Report**

Municipal Policing Bureau recently launched the Calls for Service (CFS) Billing Summary Report. This report is different from the Police Services Board Report that is presented to your Police Services Board by the Detachment Commander. It is designed to help you understand the CFS that drive this portion of your billing statement. If you have not seen it by now, your local civilian governance body likely has, and is available to you from your local OPP Detachment Commander. This will ensure timely information to municipalities and civilian governance bodies pertaining to the "billable" CFS in their municipality. In keeping with our philosophy of continuous improvement, we, at Municipal Policing Bureau, would like your thoughts and ideas on this particular report and what we can do to make it more relevant to you. .

#### **Municipal portal initiative**

We are currently at the evaluation stage for creating a communication portal with all 323 municipalities policed by the OPP. The ability to communicate regularly and in a timely manner with such a large number of clients using conventional means, like regular mail, has its limitations. In keeping with the OPP's drive to innovate and be more efficient, my intention is to develop an online correspondence delivery system that allows all of us to communicate with you in a more efficient and effective way.

This online portal will have individual municipal access and serve as a delivery mechanism for all correspondence with municipalities, like yours, going forward (i.e. annual billing statements, letters, reminders etc).

Please send us your feedback on these new initiatives by email at [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca). We look forward to hearing from your municipality on these initiatives and our fruitful collaboration in the future.

The OPP is committed to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario.

Thank you again.

Sincerely,

M.M.(Marc) Bedard  
Superintendent  
Commander,  
Municipal Policing Bureau

Email [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)  
Twitter [@OPP\\_Mun\\_Pol](https://twitter.com/OPP_Mun_Pol)

/nv



## TOWN OF LAKESHORE

419 Notre Dame St.  
Belle River, ON N0R 1A0

April 28, 2017

Ministry of Municipal Affairs  
17<sup>th</sup> Floor  
777 Bay Street  
Toronto, Ontario M5G 2E5

Attention: Hon. Bill Mauro

Dear Hon. Bill Mauro

**RE: Support of Resolution Re: Request the Province of Ontario to Ease  
Restrictions of Surplus Dwelling Severances in Areas Zoned  
Agriculture.**

Please find attached the resolution approved by the Council of the Town of Lakeshore at their Regular Council meeting held on April 25, 2017.

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,

Mary Masse  
Clerk

/cl

Attachment: Resolution of Lakeshore Council

Cc: Ministry of Agriculture Food and Rural Affairs, Hon. Jeff Leal  
Association of Municipalities Ontario (AMO)  
Via Email - All Ontario Municipalities



## **TOWN OF LAKESHORE**

April 25, 2017

419 Notre Dame St.  
Belle River, ON N0R 1A0

Councillor Diemer moved and Deputy Mayor Fazio seconded:

**That:**

**WHEREAS, the farm house is an existing dwelling and no new residential development is created by severing a farm house from its surrounding land, therefore the severance is not in conflict with the 2014 Provincial Policy Statement, and,**

**WHEREAS, rules regarding the number of years the farmer has owned the farm lands and rezoning of the retained farm lands, to prohibit future dwellings could be considered by the Province, and,**

**WHEREAS, changes to rules for severance could eliminate the current practice of the purchaser of the farm, which is acquired as part of a farm lot consolidation, then severing off the existing farm house, as surplus to their needs and then selling it back to the farmer, if there is a need to retire on the property**

**BE IT THEREFORE, resolved that the Council of the Town of Lakeshore requests the Province of Ontario to ease restrictions of surplus dwelling severances in areas zoned Agriculture, thereby permitting the seller of the farm, to sever off an existing dwelling (i.e. farm house)**

**That this resolution be circulated to AMO and Ontario Municipalities for support.**

**Motion Carried Unanimously**



**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** Tuesday, May 09, 2017 4:26 PM  
**To:** dholmes@melancthontownship.ca  
**Subject:** AMO Policy Update - Several Important Amendments to Bill 68 Achieved

May 9, 2017

## **Several Important Amendments to Bill 68 Achieved**

Bill 68 - *Modernizing Municipal Legislation Act* affects the *Municipal Act*, *Municipal Conflict of Interest Act*, and *Municipal Elections Act*, among other Acts.

A number of changes are made to the Bill in response to our advice and others. The Bill has been ordered for Third Reading and its passage could be before the Legislature rises on June 1.

A redline version of the amended Bill is available from the legislative website at [http://www.ontla.on.ca/bills/bills-files/41\\_Parliament/Session2/b068rep\\_e.pdf](http://www.ontla.on.ca/bills/bills-files/41_Parliament/Session2/b068rep_e.pdf).

The following are highlights of some of the key amendments to the Bill:

### Integrity Commissioner (IC) Regime

- "Any person" is changed to "an elector or a person demonstrably acting in the public interest". The definition is applied to the Code of Conduct and making an application to a judge related to an alleged contravention of the *Municipal Conflict of Interest Act*. The definition is broader than we had requested but narrower than "any person".
- The ability for an IC to undertake an inquiry based on their 'own motion' was deleted. This reflects the advice of AMO and many ICs.
- Sections are added which outline what happens to inquiries in terms of a regular election. It directs termination of an investigation related to a Code of Conduct or under the *Municipal Conflict of Interest Act* where the investigation is either not completed prior to the nomination date or if a request is submitted during a regular election. This does not prevent a complainant or member of council or local board who was the subject of a complaint that did not proceed from making a written request after the election to commence an investigation. A request cannot occur earlier than six weeks after the election. The provincial legislature has rules that apply during the Writ period. AMO felt that similar rules should apply in municipal elections.
- A provision is added to indemnify an IC, which means that the costs related to the defence of a proceeding related to the work of an IC, is covered by the municipal government.

### Meetings

- The discretionary authority to use electronic methods for meetings was retained but it was clarified that anyone participating electronically cannot participate in a closed meeting item. This is in addition to the provision that a person participating electronically cannot count for quorum. Councils will need to consider the use of electronic meetings and change their procedure bylaws where needed.
- An amendment clarifies that there cannot be multiple alternates from a lower-tier council for upper-tier meetings where the upper-tier member cannot attend. The alternate member is to be for the term of the council unless the alternate's seat is vacated. There is no alternate for head of council that sits on the upper-tier municipal government.

### Municipal Election Act

- The Bill's change to the term of Council of November 15 will start in 2022. The upcoming election term is December 1 to November 14, 2022. The delay in changing the term recognizes that in some municipal governments there are employment contracts with councillors' staff and a change for the 2018 municipal election would have implications for those agreements.
- The requirement for a nomination form to be signed by at least 25 persons is altered to not apply in a municipality if the number of electors in the previous election is less than the prescribed number.

The Act has different commencement dates for different sections. Some take effect upon Royal Assent of the Bill and others by the Lieutenant Governor at a future date. Here's a link to the various sections of the Bill and their effective dates: [Bill 68 Commencement Dates by Schedule](#).

Councils will need to adopt and maintain policies on:

- Codes of Conduct (effective date to be determined and there is a related Ministerial regulation that is to identify the subject matters for Codes of Conduct for councils and local boards)
- protection and enhancement of tree canopy and natural vegetation in the municipality (effective date to be determined by Lieutenant Governor)
- pregnancy and parental leaves of council members (effective date to be determined)
- Council-Municipal employee relations (effective date to be determined).

The closed meeting investigator system took a year to put in place. The IC regime is more complex, involving hiring of an IC, establishing a budget, administrative system and a Code of Conduct, as well as education for both councils and all of the local boards. AMO is advocating for a longer rather than shorter time period before the IC regime is enacted as a mandatory accountability process.

We will also need to await regulations related to authorized investments and prudent investor rules before municipal governments can use the latter. The One Fund (a pooled investment fund operated by AMO's Local Authority Services and Municipal Finance Officers Association's CHUMS) will provide additional information in the near future.

There are additional amendments to the Bill but mostly of a technical nature, clarifying language and intent.

Given the magnitude of changes to the transparency and accountability regime for municipal councils and officials, and local boards, AMO's Annual Conference will have a plenary session on Wednesday, August 16. AMO remains very concerned about how the integrity regime may affect the many citizens and business people who volunteer to local boards.

**AMO Contact:** Pat Vanini, Executive Director, E-Mail: [pvanini@amo.on.ca](mailto:pvanini@amo.on.ca), 416.971.9856 ext. 316.

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

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

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



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

232, rue Guelph  
Georgetown ON L7G 4B1  
No de tel. 905-877-5191  
Télécopieur 905-873-7452  
www.escarpment.org



Niagara Escarpment Commission  
An agency of the Government of Ontario



May 5, 2017

To: Applicant/Agent/Owner; Assessed owners of land within 120 m of the subject property;  
Consulted Agencies; Parties who requested Notice or are considered to have an interest  
in the Decision.

Re: **NOTICE OF DECISION**  
**Development Permit Application: D/R/2016-2017/237**  
**Township of Melancthon**

---

Attached is a **Notice of Decision** from the Niagara Escarpment Commission regarding an application for a Niagara Escarpment Development Permit.

You have the right to appeal this decision. If you have reason to appeal, you must submit a copy of an Appeal Form or a written letter, **specifying your reasons for appeal, within 14 days** of the date of this letter.

An Appeal Form can be downloaded from [www.escarpment.org](http://www.escarpment.org). If you submit a written letter of appeal, please include your name, address, daytime phone number, e-mail address and your fax number. The completed Appeal Form or the letter of appeal must be mailed or faxed to this office (address and fax # above) or sent by email to [necthornbury@ontario.ca](mailto:necthornbury@ontario.ca)

Please note that the last day that appeals may be received is: **May 19, 2017** (midnight).

The Commission's decision is confirmed if no appeal is received within the 14 days.

If the Commission's decision is appealed, a Hearing Officer will be appointed by the Minister of Natural Resources and Forestry to conduct a Hearing. The Hearing Office may contact you for additional information regarding your appeal, and all parties will be notified by mail of the time and location of the Hearing. If you appealed you are expected to attend the Hearing to present your reasons for appeal. If the appeal is withdrawn or the appellant fails to appear at the Hearing, the Commission's decision is confirmed.

If you have questions about this process or about the details of the Development Permit application, please contact me at 519-599-3740.

Yours truly,

  
Rick Watt  
Senior Planning Coordinator



**NOTICE OF DECISION  
OF THE NIAGARA ESCARPMENT COMMISSION  
REGARDING**

**AN APPLICATION FOR A DEVELOPMENT PERMIT UNDER SECTION 25  
OF THE NIAGARA ESCARPMENT PLANNING AND DEVELOPMENT ACT,  
R.S.O. 1990, Chapter N.2**

---

**FILE NUMBER:** D/R/2016-2017/237

**APPLICANT:** Township of Melancthon  
**Agent:** No agent  
**Owner:** Same as Applicant

**LOCATION:** Part Lot 13, Concession 1  
Township of Melancthon, County of Dufferin

**PROPOSED DEVELOPMENT:**

To construct a 1 storey, 93 sq m (1,000 sq ft) single dwelling with a height to peak of 6.5 m (21.3 ft), to clear a 700 sq m (7,532 sq ft) area of trees and vegetation to accommodate the proposed development, and install a sewage disposal system and driveway, on a 0.42 ha (1 ac) existing lot.

---

**DECISION of the NIAGARA ESCARPMENT COMMISSION:**

The application for a Development Permit, as described above, has been:  
**CONDITIONALLY APPROVED.**

The **Conditions of Approval** are listed on the attached **APPENDIX**.

**DATE:** May 5, 2017

**SIGNED:**

  
per Debbie Ramsay  
Manager

THIS IS NOT A DEVELOPMENT PERMIT  
DEVELOPMENT IS NOT TO COMMENCE UNTIL THE DEVELOPMENT PERMIT HAS BEEN ISSUED



## APPENDIX

Township of Melancthon  
D/R/2016-2017/237

### CONDITIONS of APPROVAL

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1. Development shall occur in accordance with the Site Plan, Development Permit Application and Conditions as approved.
2. The Development Permit shall expire three years from its date of issuance unless the development has been completed in accordance with the Development Permit.
3. The landowner shall advise the Niagara Escarpment Commission in writing of the start and the completion date of the development. This notice shall be provided to the NEC 48 hours prior to the commencement of development, and within 14 days upon completion.
4. No site alteration of the existing contours of the property including the placement or stockpiling of fill on the property is permitted with the exception of that identified within the development envelope in accordance with the approved Site Plan.
5. No vegetation shall be cut or removed from the development envelope except for that identified within the development envelope in accordance with the approved Site Plan.
6. All disturbed areas shall be re-vegetated and stabilized, in accordance with the approved Site Plan, by the end of the first growing season following the completion of site grading and building construction. All trees, shrubs and nursery stock shall be native to Ontario. Only in extenuating circumstances will non-native species be considered. Native plant material should be sourced from local plant nurseries when available; bush dug plant material is not acceptable.
7. **Prior to the issuance of a Development Permit by the Niagara Escarpment Commission**, an accurate and detailed **Final Site Plan** prepared by a qualified person shall be submitted for Niagara Escarpment Commission approval. The Plan shall include but not be limited to the following:
  - a) All drawings submitted must be drawn to scale (bar scale shown), reference the application number and address of the proposal, be dated (revisions as well) and denote the relevant consultant;
  - b) The accurate delineation of the approved development envelope, limit-to-work/erosion/sediment control fencing, and extent of all disturbed areas including tree removal and tree preservation;
  - c) Grading and drainage design including the areas of excavation and temporary or permanent fill placement and extent and amount of fill removal or placement. The type, quantity, quality and source location of any imported fill material must be accurately identified. Any fill material approved for importation under this Permit shall conform to the definition of "inert fill" per Ontario Regulation 347 and Table 1 of the Soil, Groundwater and Sediment Standards for use per Part XV.1 of the Environmental Protection Act, dated March 9, 2004;

## APPENDIX

Township of Melancthon  
D/R/2016-2017/237

### **CONDITIONS of APPROVAL**

---

Condition 7 continued...

The approved Final Site Plan shall form the Site Plan referred to in Condition #1 and development shall proceed in accordance with the details of the approved Final Site Plan.

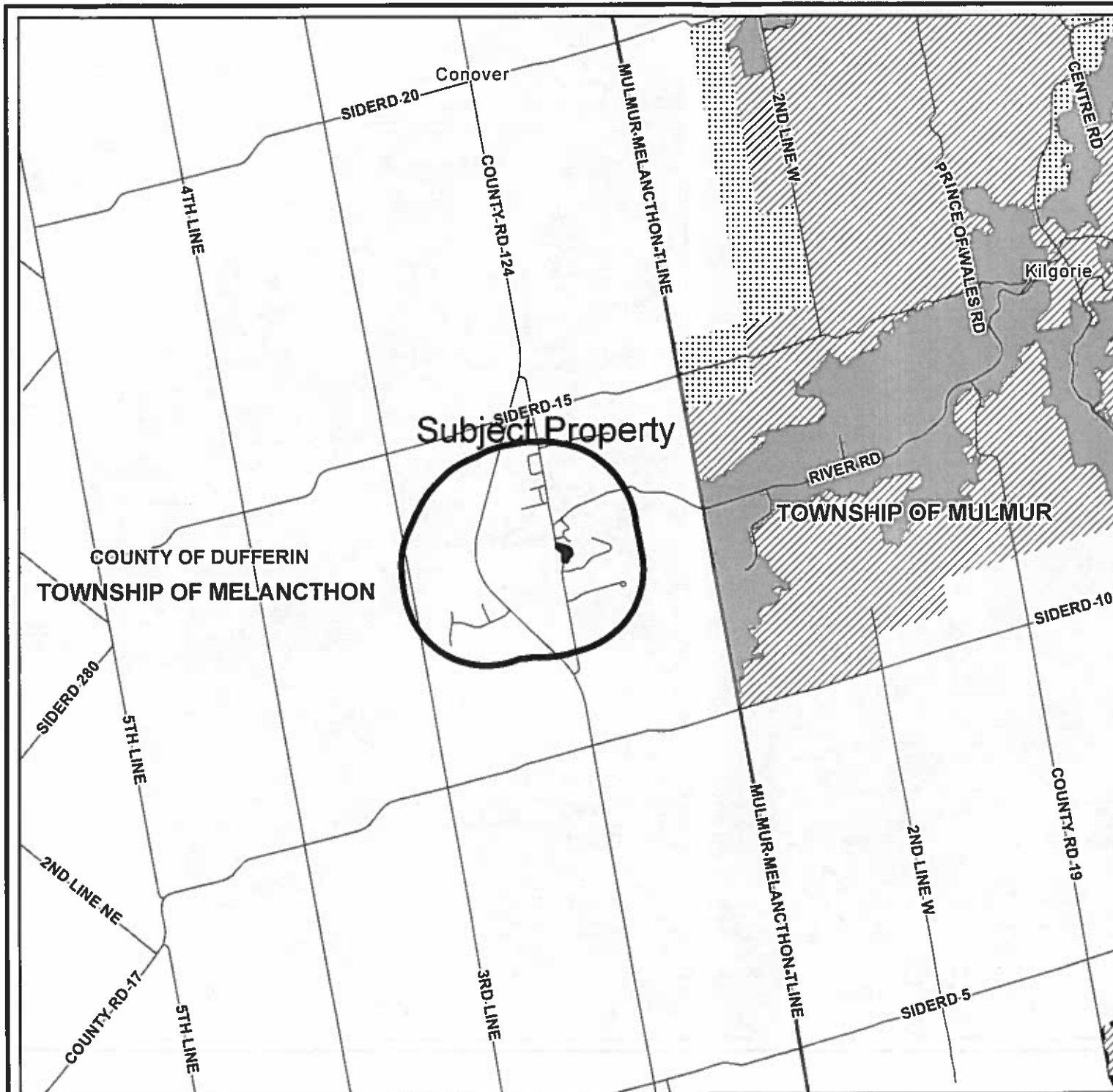
8. **Prior to the commencement of any development**, appropriate limit-to-work/erosion/sediment control fencing shall be implemented and maintained as shown on the approved Site Plan (Condition #1) until all disturbed areas are stabilized. The landowner shall confirm the installation of the fencing through the submission of photographs to the Niagara Escarpment Commission. It is the responsibility of the landowner to implement, monitor and maintain all fencing until vegetative cover has been successfully established. Any deficiencies shall be addressed immediately.
9. This conditional approval expires one (1) year from the date of confirmation of the decision to approve the Development Permit application. Condition # 7 of this conditional approval shall be fulfilled before the expiry date.

**Notes:**

- a) This Development Permit does not limit the need for or the requirements of any other applicable approval, licence or certificate under any statute (e.g., Ontario Building Code, Conservation Authorities Act, Endangered Species Act, etc.). The Niagara Escarpment Commission Development Permit is required prior to the issuance of any other applicable approval, licence or certificate.
- b) The Niagara Escarpment Commission supports the protection of the night sky from excessive residential lighting and recommends that the applicant obtain information on shielding the night sky through the use and operation of appropriate lighting fixtures. This information is available at [www.darksky.org](http://www.darksky.org)

## Niagara Escarpment Plan

**Township of Melancthon**  
**File: D/R/2016-2017/237**



 Subject Property  
**Plan Designations**  
 Escarpment Natural Area  
 Escarpment Protection Area  
 Escarpment Rural Area  
 Public Land (in Parks and Open Space System)  
 Roads  
 Upper Tier Municipality  
 Lower/Single Tier Municipality

NOTE: The Niagara Escarpment Plan Designation boundaries shown on this map are approximate and subject to confirmation through site inspection and the application of the Interpretation of Boundaries section of the Niagara Escarpment Plan.

Scale 1:50,000

0 380 760 1140 1520

Metres

Printed on Oct 17, 2016

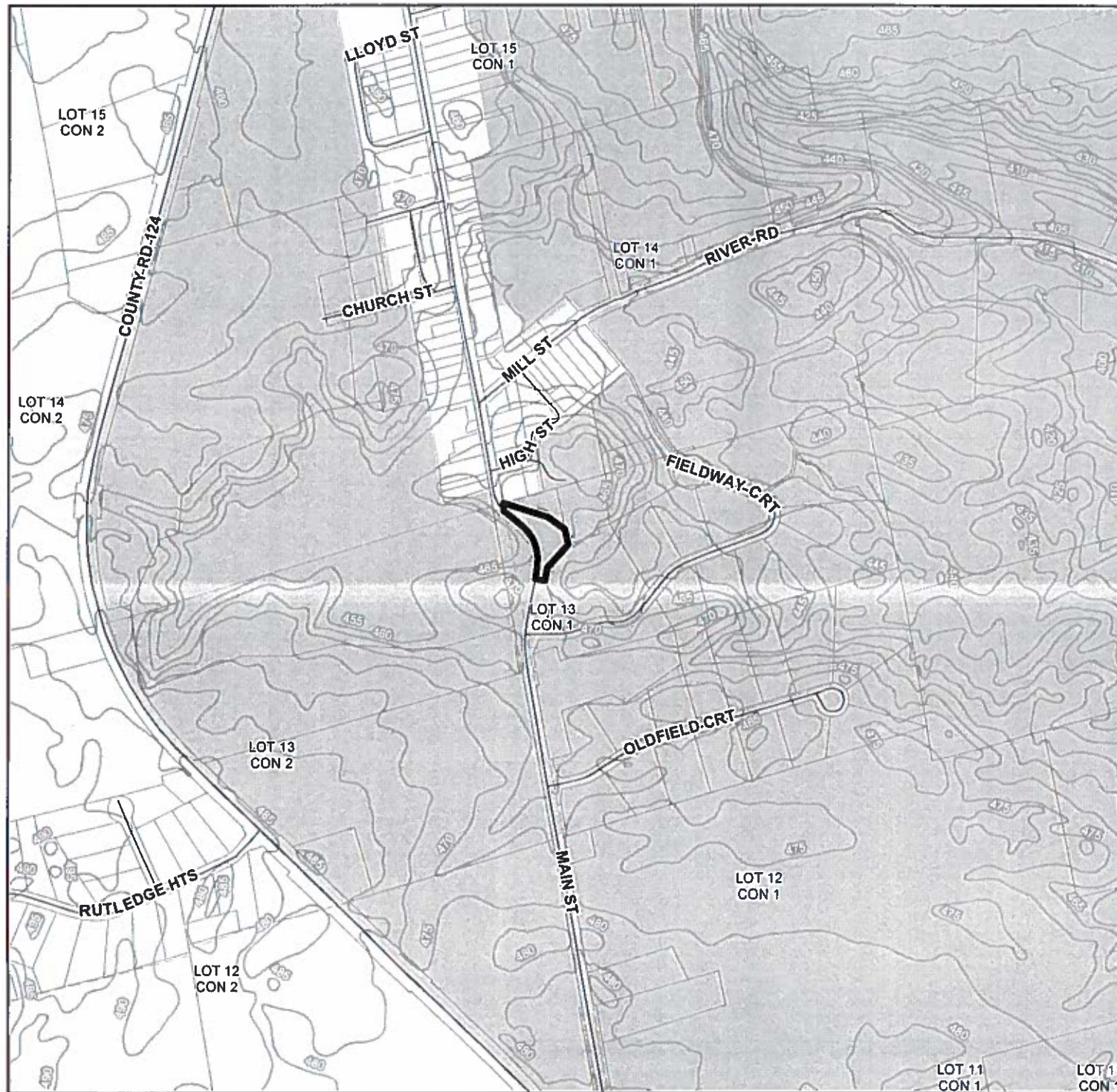
This map is illustrative only. Do not rely on it as being a precise indicator of routes, location of features, nor as a guide to navigation. Base derived from various sources. Map compiled and produced by the Geographic Information Systems (GIS) Department of the Niagara Escarpment Commission. Ministry of Natural Resources.



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## Map 2 - Development Control Lot Configuration

Township of Melancthon  
File: D/R/2016-2017/237

- Subject Property
- Niagara Escarpment Plan Area
- Area of Development Control
- Roads
- Contour (5 metre intervals)
- Upper Tier Municipality
- Lower/Single Tier Municipality
- Lot and Concession Boundary
- Parcel Boundary

Area of Development Control Drawn for  
Convenience Only. Refer to the appropriate  
Ontario Regulation for an accurate interpretation  
of the Development Control Area

Scale 1:10,000

0 75 150 225 300

Metres

Printed on Oct 17, 2018

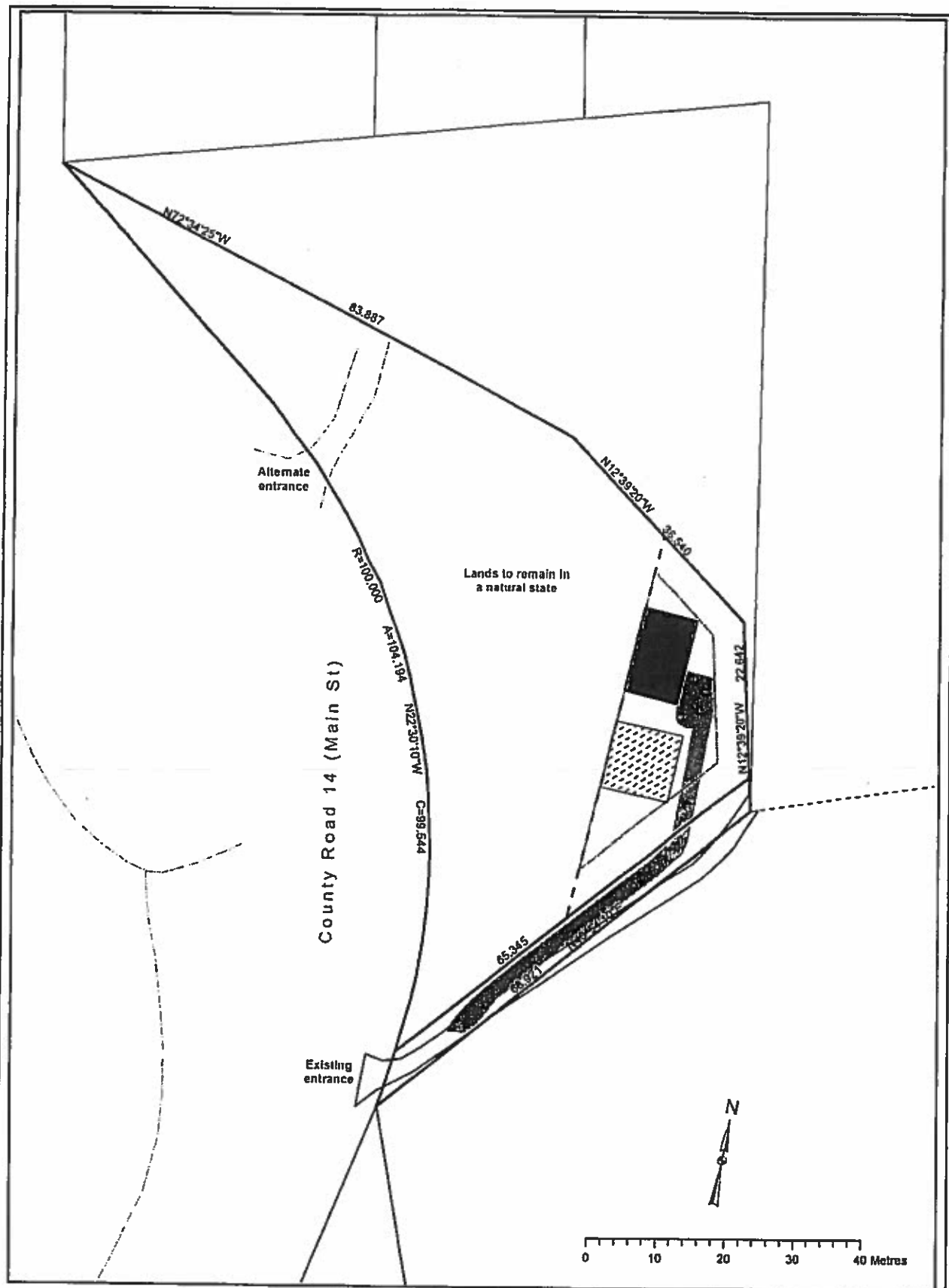
This map is illustrative only. Do not rely on it as being a precise indicator of routes,  
location of features, nor as a guide to navigation. Base derived from various sources.  
Map compiled and produced by the Geographic Information Systems  
(GIS) Department of the Niagara Escarpment Commission,  
Ministry of Natural Resources



Ontario

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Township of Melancthon Municipal Owned Land,  
Part of Lot 13, Concession 1 O.S.  
in the Settlement of Hornings Mills  
PIN 34126-0001.

- Dwelling
- Septic
- Driveway
- Building Envelope
- Lot Line Setback - 4.5m

### MAP 3 Site Plan

FILE NO. D/R 00002017/237

APPLICANT Township of Melancthon



Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

777, ave Memorial  
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191



File number/Référence: 612-20

May 05, 2017

Dear municipal leader,

The OPP is informing you that the Ministry of Transportation (MTO) recently announced that motor vehicle collision reports and collision information is now available to municipalities across the province through an on-line channel known as ARIS (Authorized Requester Information Service). To access this information, municipalities must register as an authorized requester, which includes a one-time fee of \$250.00.

Once registered, municipalities are able to request electronic copies of collision reports, for cost recovery purposes, at a charge of \$14.00 for each report. Electronic reports are available in pdf format, for any collision that occurred on or after July 1, 2014.

In addition to collision reports, municipalities are also able to request collision data for statistical analysis. The redacted data available to municipalities includes any collision reported to the Ministry since July 1, 2014, with information such as gender, date of birth, the residential municipality of the driver the investigating officer's diagram, etc. There is no additional fee for municipalities to receive their own jurisdiction's collision data.

Should you have any questions about the registration as an authorized requester, please contact the Ministry of Transportation at 416-246-7112 or 1-800-769-2419 and select option 1 for assistance.

Thank you.

Sincerely,

M.M. (Marc) Bedard  
Superintendent  
Commander,  
Municipal Policing Bureau

Email [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)  
Twitter [@OPP\\_Mun\\_Pol](https://twitter.com/OPP_Mun_Pol)

/nv

Encl. Ministry of Transportation letter with Appendix A and B.

Info #17  
MAY 18 2017

---

Licensing Administration  
and Support Office  
1355 John Counter Blvd  
Kingston, ON  
K7L 5A3

Date April, 2017

To whom it may concern,

In an effort to address the needs of municipalities across the province, the Ministry of Transportation (MTO) is pleased to announce that motor vehicle collision reports and collision information is now available on-line.

Municipalities will be able to obtain motor vehicle collision reports for cost recovery purposes and collision data for statistical analysis by becoming an Authorized Requester and requesting these products through an on-line channel known as ARIS (Authorized Requester Information Service).

In order to receive such products through ARIS, clients must be registered as an authorized requester and have a signed agreement in place. In general, there is a one-time fee of \$250 to become an authorized requester.

#### **Collision Data:**

There will be no additional charge for municipalities to receive their own collision data. You will have the option of requesting this data using either a Collision Date range (all the collision reports the ministry has received at the time of request for collisions that happened in this timeframe will be provided ) or a Collision Received Date range (all the collision reports the ministry has received in this timeframe will be provided ).

Information required for statistical analysis will be included, such as gender, date of birth, the residential municipality of the driver, the Investigating Officer's diagram, etc. Information for collisions occurring since July 1, 2014, that has been reported to the ministry will be available only, and the information will be provided overnight in XML format.

**Please see Appendix A for a listing of the information that will be redacted from the Collision Data.**

## **Cost Recovery Collision Report:**

Authorized Requesters will also be able to obtain electronically received collision reports (any collision occurring on or after July 1, 2014) to assist in cost recovery for property damage or emergency services provided at a collision. In order to obtain the specific collision report for cost recovery purposes, it will be necessary to provide Collision Date with one of Collision Report Number, Plate Number, and Driver's Licence Number or, for Ontario vehicles only, Vehicle Identification Number (VIN).

The ministry cannot provide information when there has been no collision, e.g. fire only incidents such as a car fire, and may not receive information at all for collisions when there have been no injuries and total damage is less than \$2000.00

There will be a charge of \$14.00 for each report. These reports will be in PDF format, available on-line and, dependent on the user's choice, provided immediately or in an overnight batch.

*Note: It will not be possible to request a report until 20 calendar days after the collision has occurred.*

**Please see Appendix B for a listing of information that will be redacted from the Cost Recovery Collision Report.**

## **How to become an Authorized Requester**

- To learn about the requirements to become an authorized requester or, if applicable, how to have an existing authorized requester agreement amended, please call the ministry's authorized requester line at 416-246-7112 or 1 800-769-2419 and select option 1 for assistance.

Yours sincerely,



Rob Sinclair  
Manager, Licensing Administration & Support Office - Kingston  
Licensing Services Branch  
Road User Safety Division

## Appendix A – Collision Data

There will be no charge for a municipality to receive their own jurisdiction's collision data. You will have the option of requesting this data using either a Collision Date range (all the collision reports the ministry has received at the time of request for collisions that happened in this timeframe will be provided ) or a Collision Received Date range (all the collision reports the ministry has received in this timeframe will be provided ).

The following information will be redacted/not provided:

- All telephone numbers
- All names for both individuals and companies (e.g. if vehicle is owned by company)
- All addresses except:
  - Municipality and province/state from address will be provided for the driver, unless the driver is less than 16 years of age, in which case no address information will be provided
- All driver licence numbers
- All plate numbers
- All VINs if the vehicle is registered in Ontario
- All CVOR numbers
- All insurance information, e.g. insurance company, policy number
- All Driver Breathalyzer/Blood Test Administered information (on the report today only Yes or No is reported, so this information would not be provided)
- Vehicle Taken/Towed To and Vehicle Taken/Towed By information, if the vehicle required towing after the collision
- Injured Taken To and Injured Taken By information, if anyone involved in the collision was transported to hospital
- All Investigating Officer details, e.g. badge number, division/detachment/platoon, police service
- All offence details for any charges laid, e.g. offence, act, section, subsection, ticket number
- All Diagrams except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported
- All Statements except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported

## Appendix B – Cost Recovery Collision Report

Authorized Requesters will also be able to obtain electronically received collision reports (any collision occurring on or after July 1, 2014) to assist in cost recovery for property damage or emergency services provided at a collision. In order to obtain the specific collision report for cost recovery purposes, it will be necessary to provide Collision Date with one of Collision Report Number, Plate Number, and Driver's Licence Number or, for Ontario vehicles only, Vehicle Identification Number (VIN).

The following information will be redacted/not provided:

- All telephone numbers
- All names except for Investigating Officer, Drivers and Vehicle Owners
- All address information except for Drivers and Vehicle Owners
- All Driver information (name and address) if the driver is less than 16 years of age
- All Driver Breathalyzer/Blood Test Administered information (on the report today only Yes or No is reported, so this information would not be provided)
- All Diagrams except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported
- All Statements except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported



## Denise Holmes

---

**From:** Wendy Atkinson <watkinson@melancthontownship.ca>  
**Sent:** Thursday, May 11, 2017 9:43 AM  
**To:** dholmes@melancthontownship.ca  
**Subject:** FW: Message from Minister Mauro - RE: Proposed Building Code - Septic System Pump Out Requirement



Wendy Atkinson, Treasurer/ Deputy-Clerk | Township of Melancthon | [watkinson@melancthontownship.ca](mailto:watkinson@melancthontownship.ca) | PH: 519-925-5525 ext 102 | FX: 519-925-1110 | [www.melancthontownship.ca](http://www.melancthontownship.ca) |

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

---

**From:** Minister MMA [[mailto:CSC\\_Minister.mma@ontario.ca](mailto:CSC_Minister.mma@ontario.ca)]  
**Sent:** May-11-17 8:56 AM  
**To:** Undisclosed recipients:  
**Subject:** Message from Minister Mauro - RE: Proposed Building Code - Septic System Pump Out Requirement

This email is being sent to all Heads of Council. A hard copy will follow.

Dear Heads of Council:

I am writing today to inform you that the Ministry of Municipal Affairs will not be moving forward with the proposals requiring regular inspections, pumping out of septic tanks and keeping of the septic tanks and treatment units' maintenance records put forth in Phase One of the Building Code consultation.

The consultation process provided municipalities, industry, subject matter experts and members of the public with an opportunity to offer their input and views on the proposed changes. The Ministry welcomed the feedback and I was pleased with the frank responses with respect to septic systems.

I have always felt that there are sufficient protections in place to mitigate against septic system failures. Since 1997, there has been a requirement for owners of septic tanks and treatment units to clean out their systems when the working capacity is one-third full. This will continue to be in effect.

I value the input of our municipal partners. I've heard from many of you on this issue and I thank you for your input.

Sincerely,

*Original signed by*

Bill Mauro  
Minister

Madame, Monsieur,

Je vous écris aujourd'hui pour vous informer que le ministère des Affaires municipales ne donnera pas suite aux propositions, formulées dans le cadre de la première phase de la consultation sur le Code du bâtiment, d'exiger la vidange et l'inspection régulières des fosses septiques ainsi que la tenue de registres d'entretien des fosses septiques et des unités de traitement.

Le processus de consultation a permis aux municipalités, à l'industrie, aux spécialistes en la matière et aux membres du public de faire part de leurs commentaires et points de vue sur les changements proposés. Le ministère a été heureux de la réponse à la consultation et je suis satisfait d'avoir reçu des réponses franches concernant les systèmes septiques.

J'ai toujours eu le sentiment qu'il existe des protections suffisantes pour atténuer les risques de défauts des systèmes septiques. Depuis 1997, les propriétaires de fosses septiques et d'unités de traitement sont tenus de faire vidanger leurs systèmes lorsque ceux-ci atteignent le tiers de leur capacité utile. Cette exigence continuera de s'appliquer.

J'apprécie la contribution de nos partenaires municipaux. Vous êtes nombreux à nous avoir fait part de votre opinion sur cette question et je vous remercie de votre contribution.

Sincères salutations,

Le ministre,

**Original signé par**

Bill Mauro

---

Total Control Panel

[Login](#)

To: [info@melanctontownship.ca](mailto:info@melanctontownship.ca)

Message Score: 1

High (60): Pass

From: [esc\\_minister.mma@ontario.ca](mailto:esc_minister.mma@ontario.ca)

My Spam Blocking Level: Medium

Medium (75): Pass

Low (90): Pass

[Block](#) this sender

[Block](#) ontario.ca

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

---

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To: [dholmes@melanctontownship.ca](mailto:dholmes@melanctontownship.ca)

[Remove](#) this sender from my allow list

From:

[watkinson@melanctontownship.ca](mailto:watkinson@melanctontownship.ca)

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

**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**

232, rue Guelph  
Georgetown ON L7G 4B1  
No de tel. 905-877-5191  
Télécopieur 905-873-7452  
www.escarpment.org



**Niagara Escarpment Commission**  
An agency of the Government of Ontario

April 27, 2017  
County of Dufferin  
Nottawasaga Valley Conservation Authority  
Township of Melancthon

**REQUEST FOR COMMENTS**

---

**FILE NUMBER:** D/R/2017-2018/20

**APPLICANT:** Michael & Sharlene Martin  
**AGENT:** N/A  
**OWNER:** Same as Applicant

**LOCATION:** Part Lot 12, Concession 1  
537037 Main Street  
Township of Melancthon, County of Dufferin

**RELATED FILES:**

**DESCRIPTION OF PROPOSED DEVELOPMENT:** To construct a 1 storey (plus walkout),  $\pm 387.76$  sq. m. ( $\pm 4174$  sq. ft.) single dwelling, with a maximum height of  $\pm 9.44$  m ( $\pm 31$  ft.), on an existing .81 ha (2 ac.) lot. The proposal includes the construction of a well, on-site sewage disposal system and gravel driveway.

---

The attached Development Permit application, which is summarized above, is being sent to you for your review. Your comments and recommendations are requested for the Niagara Escarpment Commission's consideration.

We request your comments by: **May 27, 2017**. If we do not receive your comments, we will assume you have no objection to the proposal. If you require additional time to provide comments, please call immediately.

If you require further information, please contact Sean Stewart, at 905-877-8581 or e-mail: sean.d.stewart@ontario.ca.

---

*Ontario's Niagara Escarpment - A UNESCO World Biosphere Reserve*

ACT#1  
MAY 18 2017

FILE # DR/2017-2018/020

(For NEC office use only)

# NIAGARA ESCARPMENT DEVELOPMENT PERMIT APPLICATION

(Revised April 17, 2014)

THE NIAGARA ESCARPMENT PLANNING AND DEVELOPMENT ACT, RSO, 1990, AS AMENDED

NIAGARA ESCARPMENT COMMISSION  
232 Guelph Street, 3<sup>rd</sup> Floor  
Georgetown, ON L7G 4B1

Phone: 905-877-5191  
Fax: 905-873-7452  
Website: [www.escarpment.org](http://www.escarpment.org)  
Email: [necgeorgetown@ontario.ca](mailto:necgeorgetown@ontario.ca)

Serving the areas of:

- Dufferin County
- Region of Halton
- Region of Peel
- Region of Niagara
- City of Hamilton

NIAGARA ESCARPMENT COMMISSION  
Box 308, 99 King Street East  
Thornbury, ON N0H 2P0

Phone: 519-599-3340  
Fax: 519-599-6326  
Website: [www.escarpment.org](http://www.escarpment.org)  
Email: [necthornbury@ontario.ca](mailto:necthornbury@ontario.ca)

Serving the areas of:

- Bruce County
- Grey County
- Simcoe County

- Please ensure that the information you provide in this application is complete and accurate.
- Incomplete or inaccurate information will delay the processing of your application.
- Please contact your local Commission office if you have any questions about your proposal or this application.

## 1. APPLICANT

Name: Michael and Sharlene Martin

Mailing Address: 13 Alexander Ave. Barrie Ont L4M 2B5  
Street/P.O. Box City/Town Province Postal Code

Phone: [REDACTED] Fax: [REDACTED] E-mail: [REDACTED]  
Cell [REDACTED]

## 2. AGENT (if any) Note: All correspondence will be sent to the Agent where an Agent is designated.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street/P.O. Box City/Town Province Postal Code

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

## 3. OWNER (if different from applicant)

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street/P.O. Box City/Town Province Postal Code

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

## 4. CONTRACTOR (if applicable)

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street/P.O. Box City/Town Province Postal Code

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

## 5. PROPERTY LOCATION

County/Region Dufferin Municipality Melaraillon (former) Municipality \_\_\_\_\_

Lot PT Lot 12 Concession 1 and/or Lot \_\_\_\_\_ Plan \_\_\_\_\_

Civic Address # 537037 Street Address Main St.  
(Fire/Emergency #)

## 6. LOT INFORMATION

Lot Size 2.00 Ac Frontage 200.00 Depth 400

## 7. SERVICING

Existing Road Frontage:	<input checked="" type="checkbox"/> Municipal	<input type="checkbox"/> Private	<input type="checkbox"/> Right-of-Way	<input checked="" type="checkbox"/> Year-round
Proposed Road Frontage:	<input type="checkbox"/> Municipal	<input type="checkbox"/> Private	<input type="checkbox"/> Right-of-Way	<input type="checkbox"/> Year-round
Existing Water Supply:	<input type="checkbox"/> Municipal	<input type="checkbox"/> Communal	<input type="checkbox"/> Private Well	<input type="checkbox"/> Other: _____
Proposed Water Supply:	<input type="checkbox"/> Municipal	<input type="checkbox"/> Communal	<input checked="" type="checkbox"/> Private Well	<input type="checkbox"/> Other: _____
Existing Sewage System:	<input type="checkbox"/> Municipal	<input type="checkbox"/> Communal	<input type="checkbox"/> Private Septic	<input type="checkbox"/> Other: _____
Proposed Sewage System:	<input type="checkbox"/> Municipal	<input type="checkbox"/> Communal	<input checked="" type="checkbox"/> Private Septic	<input type="checkbox"/> Other: _____

## 8. EXISTING and PROPOSED DEVELOPMENT

**Note:** "Development" includes the construction of buildings and structures, alterations to the landscape, (e.g: placing fill, drainage alterations, pond construction or alteration), any change of use or new use (e.g: residential to commercial, new home business, etc). If additional space is required please include a separate attachment.

### Existing Development: (describe)

Residential \_\_\_\_\_  
Recreational \_\_\_\_\_  
Agricultural \_\_\_\_\_  
Commercial \_\_\_\_\_  
Other \_\_\_\_\_  
(e.g., industrial, institutional)

### Proposed Development: (describe)

- Residential dwelling c/w  
walk out basement, 3 car  
attached garage + covered porches.

## 9. EASEMENTS, COVENANTS, AGREEMENTS

Describe the type and terms of any easements, right-of-ways, covenants, agreements or other restrictions registered on or affecting the title of the property and/or attach a copy:

The laneway on the north boundary of the property  
is a registered right of way

## 10. DATE OF PURCHASE

Date the property was purchased by the current owner: July 27, 2016

Date the property will be purchased by the applicant (if purchasing from current owner): \_\_\_\_\_



**Note regarding Sections 11, 12, 13, 14, 15, 16:**

Depending on the type or nature of the proposed development and/or the characteristics of the property, supporting information such as Environmental Impact Studies, Landscape Plans, Lighting Plans, Visual Assessments, Grading Plans, Erosion Control Plans, Slope Stability Studies, etc., may be required in support of the following information.

**11. CONSTRUCTION DETAILS**

**PLEASE NOTE**

Ground Floor Area is the total exterior measurements of any building, including attached garages and enclosed decks (as applicable).

Total Floor Area (i.e., total mass) is based on the exterior measurements of the building and includes the total of the ground floor area (including attached garages, etc), plus walkout basements, plus full or half second stories, etc.

Maximum Height is measured from the lowest grade (e.g., walkout side), to the peak of the roof.

	Ground Floor Area (Exterior measurements)	Total Floor Area	# of Storeys	Maximum Height (to peak)	Use of structure
Dwelling	<u>2531 sq. Ft.</u>	<u>4174 sq. Ft.</u>	<u>1</u>	<u>31'-0"</u>	
Dwelling Addition					
Accessory Building 1					
Accessory Building 2					
Accessory Building Addition					
Other Building					
Demolition (specify what structure)					

\*If fill is required for any of the developments proposed above please provide details in Section 12 below.

**12. ACCESSORY FACILITIES, STRUCTURES, FILLING, GRADING, etc.**

(e.g: Driveways, Decks, Gazebos, Swimming Pools, Tennis Courts, Lighting, Signs, Wind Turbines, free-standing Solar Panels, Hydro Poles/Lines, Retaining Walls, Placement of Fill, Grading, Berms, Parking Areas, Tree/Site Clearing, etc.) (See next page for Ponds)

Describe and provide information such as: dimensions, size, height, amount of fill etc.

- Gravel for the driveway will be required

- Grading of existing soil will be required but no new fill will be required.

**13. HOME BUSINESS, CHANGE OF USE, NEW USE**

(e.g: Establishing a Home Business, Home Occupation, Home Industry or Bed and Breakfast business.  
Converting or changing the use, or establishing a new use on a property or within any dwelling building or structure on a property.)

Describe the proposed business or new use and provide information such as:

Type of business or use, size or area of building &/or land to be occupied or altered by the use, construction or alteration details, number of employees, access, parking, storage details, sales, hours of operation, signage, etc.

**Note:** A separate, detailed, business overview or plan should be provided.

#### 14. PONDS – New pond / Existing pond work – dredging, maintenance, repair, etc.)

The following information is the minimum information that is required for pond construction or alteration/maintenance. Generally, a hydrology/hydrogeology report and/or an environmental impact assessment is also required.

Pond is: ☐ Proposed ☒ Existing

Type of Pond: ☐ Dug ☐ Spring-fed ☐ Other (e.g., on-stream, by-pass) \_\_\_\_\_

Use of Pond: ☐ Recreation ☐ Livestock/farm ☐ Irrigation ☐ Other \_\_\_\_\_

Water Source: ☐ Precipitation/run-off ☐ Springs ☐ Well ☐ Other \_\_\_\_\_

Size of Pond: Water Area \_\_\_\_\_ Depth of Water \_\_\_\_\_

Height of Banks \_\_\_\_\_ Width of Banks \_\_\_\_\_

Setbacks: Distance to nearest watercourse, wetland and/or roadside ditch: \_\_\_\_\_

Distance to nearest existing or proposed septic system: \_\_\_\_\_

Construction Details/Inflow/Outflow Details, Emergency Outflow/Spillway Details: \_\_\_\_\_  
(describe type of construction, water supply, receiving area or watercourse, etc.)

Erosion/sediment control measures: \_\_\_\_\_

Placement of excavated material: \_\_\_\_\_

Finish grading and landscaping: \_\_\_\_\_

#### 15. AGRICULTURAL DEVELOPMENT

If your proposal involves agricultural land or uses, indicate and briefly describe here; and complete other sections of this application form as applicable. Note: Additional detailed information may be required.

- ☐ Small Scale Commercial Use Accessory to Agriculture: \_\_\_\_\_
- ☐ Mobile Dwelling Accessory to Agriculture: \_\_\_\_\_
- ☐ Dwelling in Agricultural Area (near barns – MDS I): \_\_\_\_\_
- ☐ Livestock Facility (MDS II): \_\_\_\_\_
- ☐ Equestrian Facility (e.g., arenas, riding rings, events): \_\_\_\_\_
- ☐ Farm Pond: \_\_\_\_\_
- ☐ Winery: \_\_\_\_\_
- ☐ Winery Event: \_\_\_\_\_
- ☐ Farm Vacation Home: \_\_\_\_\_
- ☐ 'Agricultural Purposes Only' (APO) Lot Creation: \_\_\_\_\_

#### 16. LOT CREATION

If this application involves the creation / severance of a new lot, please provide the following information:

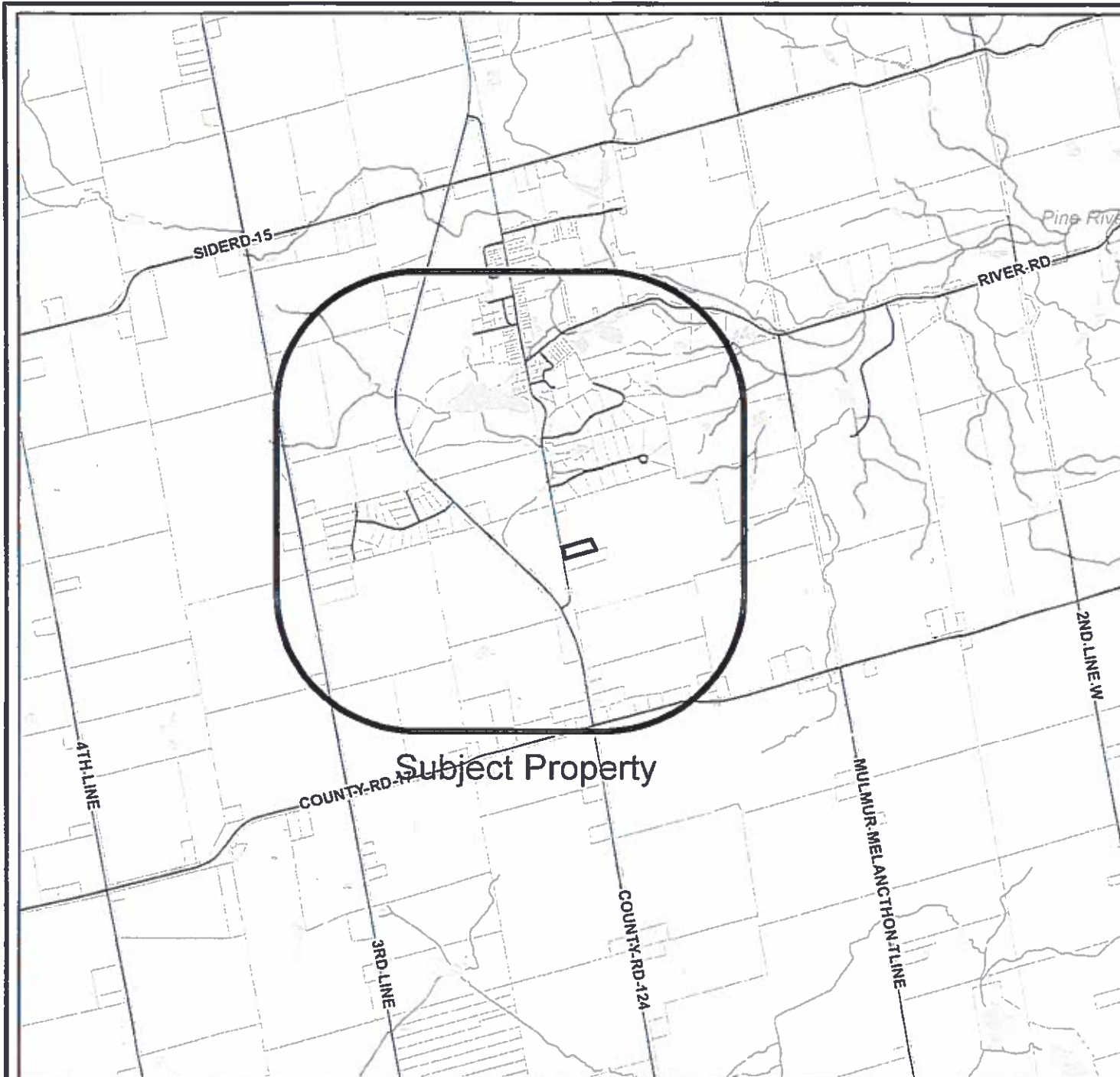
i) Existing Lot:	ii) Proposed Lot:	iii) Retained Lot:	iv) Use of new Lot
Frontage <u>200 ft</u>	Frontage _____	Frontage _____	<input type="checkbox"/> Residential
Depth <u>400 ft</u>	Depth _____	Depth _____	<input type="checkbox"/> Agricultural/APO
Size <u>2.0 acres</u>	Size _____	Size _____	<input type="checkbox"/> Conservation
			<input type="checkbox"/> Lot Addition
			<input type="checkbox"/> Commercial
			<input type="checkbox"/> Industrial

#### 17. OTHER INFORMATION

Additional information to clarify your proposal may be submitted here or on a separate attachment: \_\_\_\_\_

# Map 1A Niagara Escarpment Plan

537037 COUNTY ROAD 124  
TOWNSHIP OF MELANCTHON



- Subject Property
- Roads
- Unevaluated Wetlands
- Waterbodies
- Watercourse
- Parcel Boundary

NOTE: The Niagara Escarpment Plan Designation boundaries shown on this map are approximate and subject to confirmation through site inspection and the application of the "Interpretation of Boundaries" section of the Niagara Escarpment Plan.

Scale 1:30,000  
0 230 460 690 920  
Metres

Printed on Apr 20, 2017

**THIS IS NOT A PLAN OF SURVEY**

This map is illustrative only. Do not rely on it as being a precise indicator of routes, location of features, nor as a guide to navigation. Data derived from various sources. Map identified and produced by the Geographic Information Systems (GIS) Department of the Niagara Escarpment Commission, Ministry of Natural Resources.












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## Map 2 - Development Control

### Lot Configuration

537037 COUNTY ROAD 124  
TOWNSHIP OF MELANCTHON

-  Subject Property
-  Niagara Escarpment Plan Area
-  Area of Development Control
-  Roads
-  Contour (5 metre intervals)
-  Upper Tier Municipality
-  Lower/Single Tier Municipality
-  Lot and Concession Boundary
-  Parcel Boundary

Area of Development Control Drawn to  
Conformance Only. Refer to the appropriate  
Ontario Regulation for an accurate interpretation  
of the Development Control Area.

Scale 1:10,000

0 75 150 225 300

Metres

Printed on Apr 20, 2017

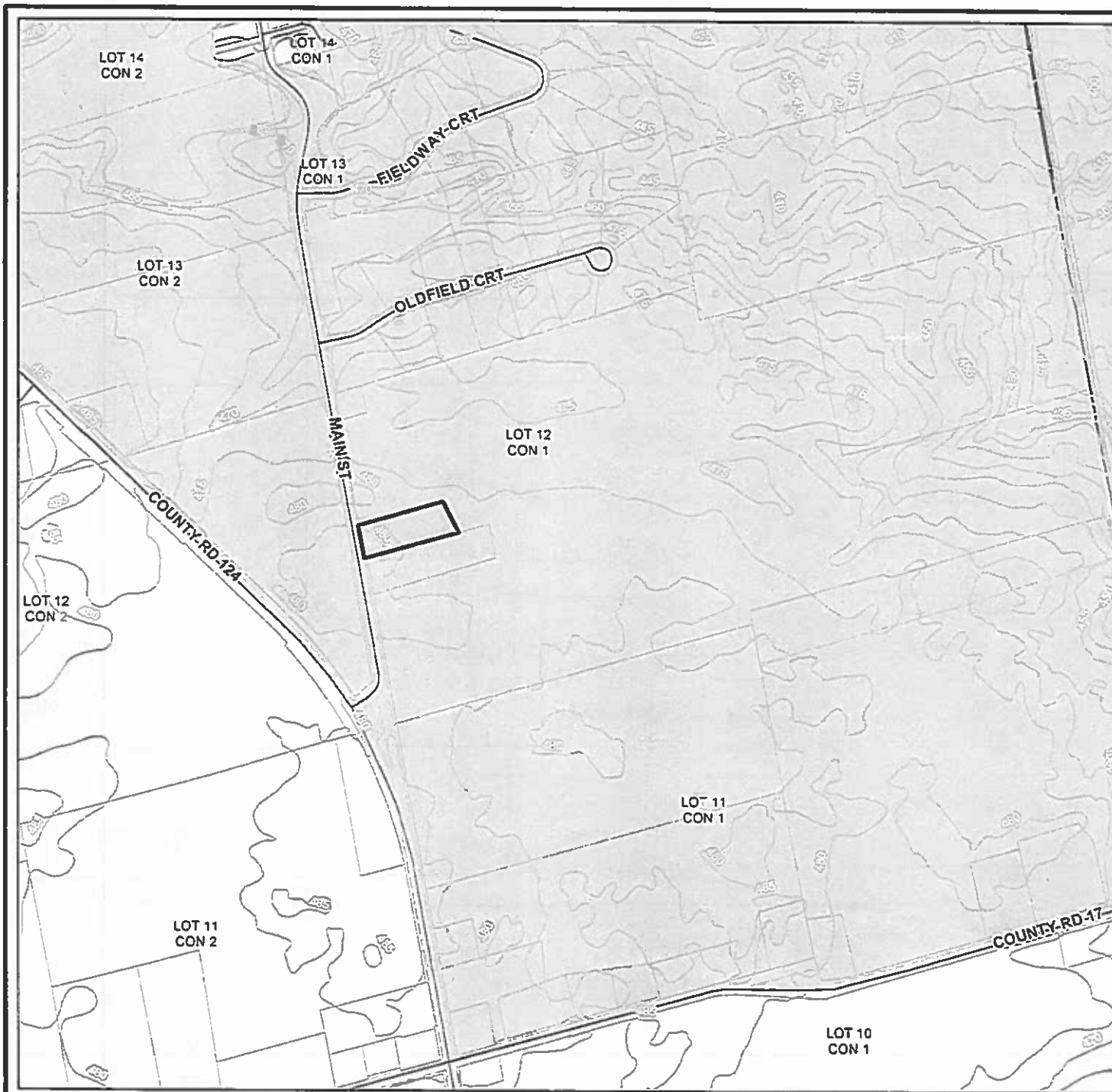
THIS IS NOT A PLAN OF SURVEY.

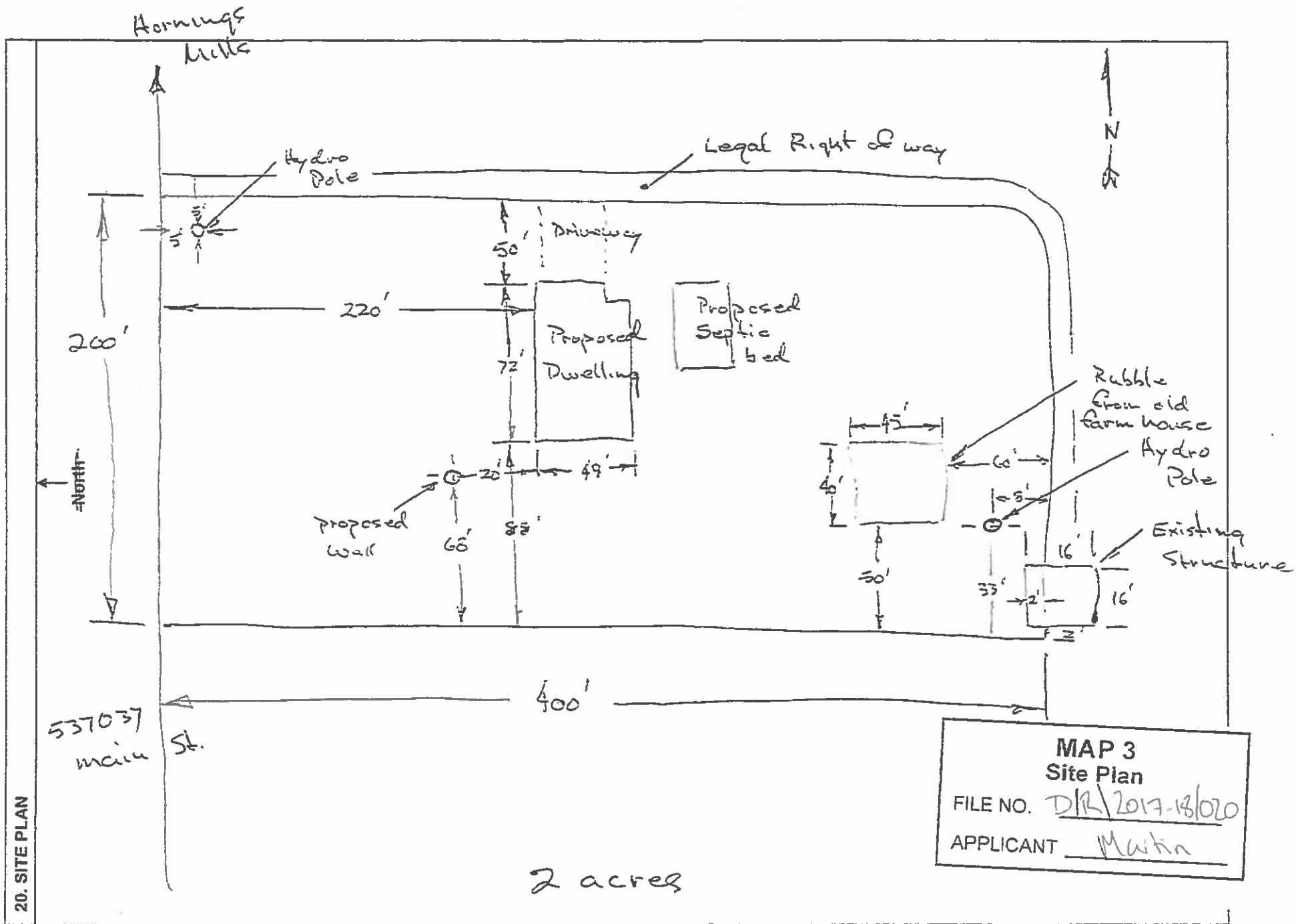
This map is illustrative only. Do not rely on it as being a precise indicator of roads,  
location of features, nor as a guide to navigation. Data derived from various sources.  
Map compiled and produced by the Geographic Information Systems  
(GIS) Department of the Niagara Escarpment Commission,  
Ministry of Natural Resources



Ontario

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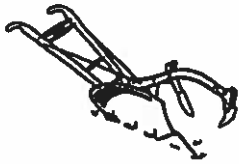




2 acres

**MAP 3**  
**Site Plan**  
 FILE NO. D/R/2017-18/020  
 APPLICANT Martin





Peel-Dufferin Plowmen's Association  
c/o Jessica Stevens  
30 William Rex Cres. Erin, ON N0B 1T0

(519) 400-3160

May 4, 2017

Township of Melancthon  
Mayor Darren White  
682378 260 Sideroad  
Melancthon, Ontario  
L9V 2N1

**Re: Peel-Dufferin Plowing Match Grant**

Dear Mayor White and Members of Council,

The Peel-Dufferin Plowmen's Association thank you for the grant received for our 2016 Plowing Match – we sincerely appreciate your continued support of our organization. We were able to proudly put your logo in our centre fold of our Prize Book that was distributed throughout Dufferin and Peel.

Plans are now underway to host the 92<sup>nd</sup> Peel-Dufferin Plowing Match on Thursday, August 31, 2017. Once again, we hope that the Township of Melancthon would be able to provide a grant to the Peel-Dufferin Plowmen's Association.

Support from our local municipalities, businesses and the community enables our organization to encourage and promote plowing. During the event the public had an opportunity to watch the plowing competition, meet with rural businesses and friends, and of course a chance to watch the popular Mayor's Challenge.

Should you have any questions, please call.

With Best Regards,

Jessica Stevens  
Secretary-Treasurer  
(519) 400-3160

c.c. Denise B. Holmes, CAO/Clerk-Treasurer

ACT#2  
MAY 18 2017



Monday May 08, 2017

Dear Melancthon Council and Police Services Board,

It was brought to our attention that Council has lowered the speed limit to 60km/h on the 3rd line OS from Highway 10 (emergency number 476151 3rd line) to 15 side road (Emergency number 477300 3rd line).

We are supportive of this change but do question as to why 15 side road was chosen to end this reduction, as the "Community Safety Zone" has been designated from Highway 10 through to 20<sup>th</sup> line, we believe the speed reduction should be effective for this same area.

Collectively we have concerns about the speed of traffic, especially with those of us who have pets and small children (one of whom is Autistic and is incapable of grasping the impending danger of traffic speeding by) residing in the area.

Most of our children are required to cross 3<sup>rd</sup> line in order to board and un-board buses, given the sight lines from some of the driveways and high rate of speeds, this leaves them increasingly vulnerable to traffic.

Please consider the safety of this area as we ask to be given the same protection and consideration as our neighbors south of 15 side road.

Thank you,

Conor and Mandy Walsh

██████████ 3rd line,

Melancthon

██████████

ACT#3  
MAY 18 2017

10-05-2017

**Signature**

Ten Beaudet  
Eric Beaudet  
Sean Burke  
Beverly Burke  
Kevin Fawcett  
Chris Berahana  
Jennifer Bailey  
ALAN SPEERS  
Donna SPEERS  
Gwen Funstun  
Tim Funstun  
Wayne Nichols  
Kathy W-Nicholson  
Jake Nicholson  
Nancy Fawcett  
Bob Fawcett

**P. J. WILLIAMS**  
ONTARIO LAND SURVEYOR  
413 FIRST AVENUE EAST  
SHELBURNE, ONTARIO  
L9V 2Y9  
PHONE: 519-925-0057 & 519-941-6231 FAX: 519-941-6231  
E-MAIL ADDRESS: [PJW1211@AOL.COM](mailto:PJW1211@AOL.COM)

May 8, 2017

Township of Melancthon  
Att'n: Denise Holmes, CAO/Secretary-Treasurer  
#157101 Highway 10  
Melancthon, Ontario  
L9V 2E6

Our Project: #1691A  
Re: One-part Reference Plan for Application B2/17 (2 Acre severance).  
Location: #478574 3<sup>rd</sup> Line (Part of the East Half of Lot 30, Concession 3, Old Survey, Township of Melancthon).  
Part of PIN 34142-0052  
Client: Wayne Squirrell

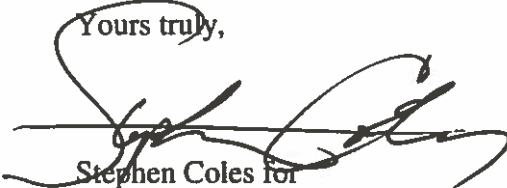
Dear Denise,

Attached is a preliminary copy of the Survey for your approval. After reviewing the plan, we would appreciate a letter of approval (by e-mail) for our records. Thank you.

After the plan has been deposited – we will send you a copy of the deposited reference plan.

Please call if you have any questions or comments.

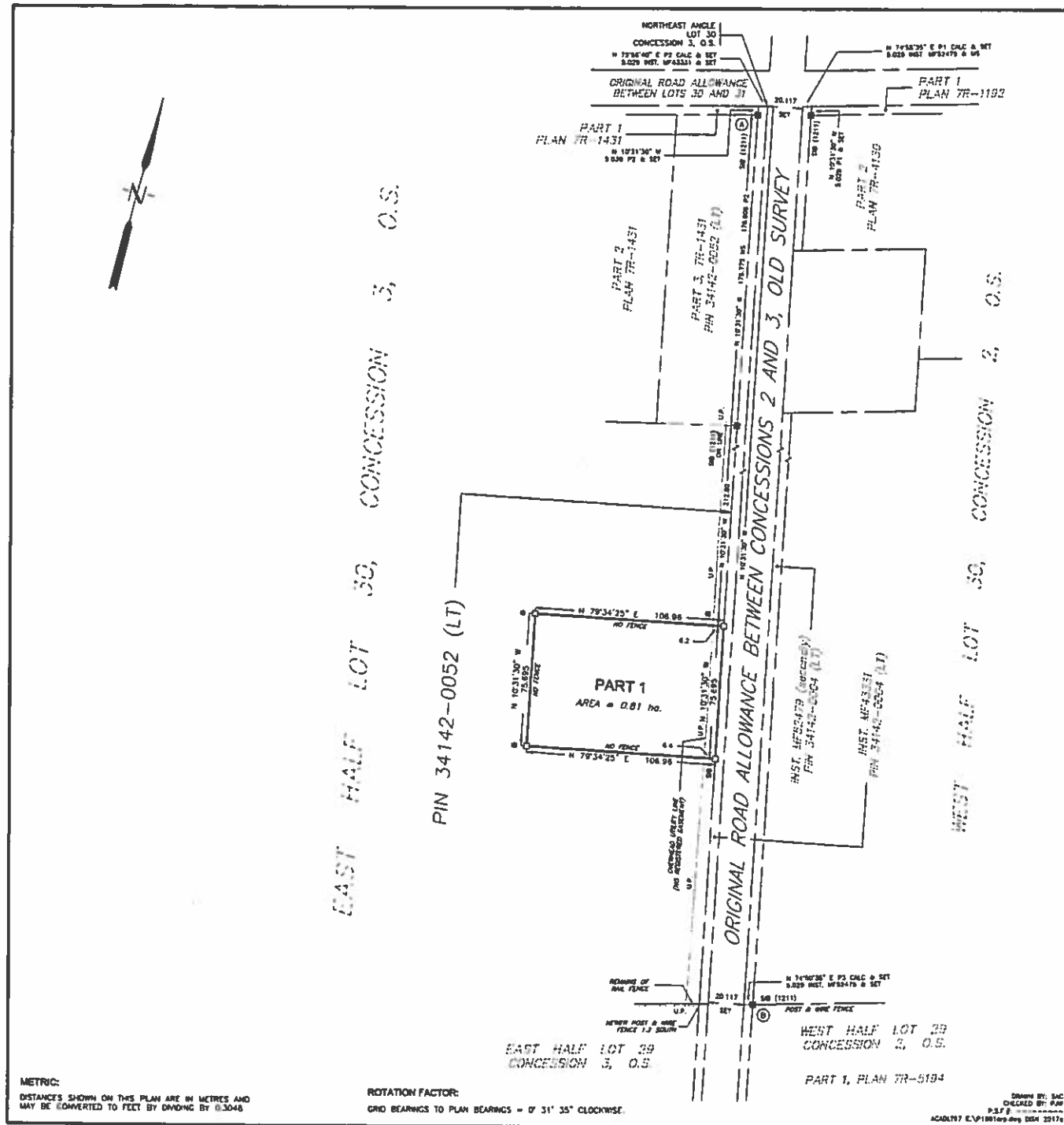
Yours truly,



Stephen Coles for  
P.J. Williams, Ontario Land Surveyor

cc: Wayne Squirrell

ACT#4  
MAY 18 2017



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE: MAY 8, 2017

RECEIVED AND DEPOSITED

DATE: \_\_\_\_\_

REPRESENTATIVE FOR THE LAND TITLES DIVISION OF DUFFERIN # 7

SCHEDULE OF PARTS			
PART	LOT	CONCESSION	TOWNSHIP
1	PART OF THE EAST HALF OF LOT 30	3, O.S.	MELANCTHON

PLAN OF SURVEY OF  
PART OF THE EAST HALF OF LOT 30  
CONCESSION 3, OLD SURVEY  
TOWNSHIP OF MELANCTHON  
COUNTY OF DUFFERIN

SCALE 1:1500

P.J. WILLIAMS, O.L.S.

- LEGEND:
- DO NOTES SURVEY MONUMENT SET
  - DO NOTES SURVEY MONUMENT FOUND
  - DO NOTES 25.4 mm x 121.2 mm LONG IRON BAR
  - DO NOTES 25.4 mm x 60.8 mm LONG IRON BAR
  - DO NOTES 15.8 mm x 60.8 mm LONG IRON BAR
  - DO NOTES ROUNDED IRON BAR
  - DO NOTES NOT TO SCALE
  - DO NOTES MEASURED
  - DO NOTES OLD SURVEY
  - DO NOTES CALCULATED BEARING USING ROTATION FACTOR
  - DO NOTES DEPOSITED PLAN 7R-1182
  - DO NOTES DEPOSITED PLAN 7R-1431
  - DO NOTES DEPOSITED PLAN 7R-5184
  - DO NOTES UTILITY POLE
  - DO NOTES P.J. WILLIAMS, O.L.S.

NOTE:

(1) BEARINGS ARE GRID BEARINGS AND ARE DERIVED FROM GPS OBSERVATIONS AND ARE REFERRED TO THE UTM PROJECTION, CENTRAL MERIDIAN 81°00' W LONGITUDE, ZONE 17, NAD 83 (CSRS), EPOCH 2010.

(2) DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A CORRECTION SCALE FACTOR OF 0.9995711513.

(3) COORDINATES ON THIS PLAN ARE UTM, ZONE 17, NAD83 (CSRS), EPOCH 2010 ADJUSTMENT AND ARE BASED ON GPS OBSERVATIONS FROM A NETWORK OF PERMANENT GPS REFERENCE STATIONS (CAN-NET NETWORK).

UTM COORDINATES (METRIC)		
POINT ID	NORTHING	EASTING
A	4888888.10	560389.30
B	4888309.22	560528.98

THESE COORDINATE VALUES COMPLY WITH SECTION 14(2), O.P.S. 218/10. THESE COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

(1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

(2) THIS SURVEY WAS COMPLETED ON APRIL 12, 2017.

DATE: MAY 8, 2017

P.J. WILLIAMS, O.L.S.

P.J. WILLIAMS, ONTARIO LAND SURVEYOR

OFFICE ADDRESS: 413 FIRST AVENUE EAST, SHELBOURNE, ONTARIO, L0V 2Y9  
PHONE: (519) 841-6231, (519) 825-0057 FAX: (519) 841-6231  
E-MAIL: pjw121@ont.sur.gov

TOWNSHIP FILE NO. 8217  
PROJECT: 1851A

CLIENT: WAYNE BOURNELL

Ph: (519) 925-5525  
Fax: (519) 925-1110

**TOWNSHIP OF MELANCTHON**  
**Committee of Adjustment**

157101 Highway 10  
Melancthon, Ontario  
L9V 2E6

**NOTICE OF PUBLIC MEETING**  
**Application for Consent**

File No. B2/17

Date of Meeting: February 16, 2017

Time: 6:00 p.m.

Name of Owner/Applicant: Wayne Squirrell and Betty Ann Wilson

Location of Public Meeting: Council Chambers, 157101 Highway 10, Melancthon, ON, L9V 2E6

**PROPOSED SEVERANCE:** East Part Lot 30, Concession 3 O.S. RP 7R1431 Part 3

Existing Use: Vacant

Proposed Use: Residential

Road Frontage: 73.15 m.

Depth: 110.95 m.

Area: 0.8118 ha. (2.0 acres)

**RETAINED PORTION:** East Part Lot 30, Concession 3 O.S.

Existing Use: Bush/Agriculture

Proposed Use: Bush/Agriculture

Road Frontage: 457 m.

Depth: 694 m.

Area: 31.72 ha. (78 acres)

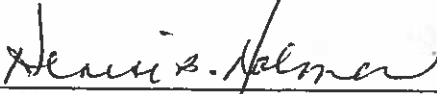
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The land is not the subject of an application under the Act for an Official Plan Amendment, Zoning By-law Amendment, or Minor Variance application.

If you require additional information on this application, it may be obtained by contacting the Secretary-Treasurer at the above address during regular office hours.

If a person or public body that files an appeal of a decision of the Melancthon Township Committee of Adjustment in respect of the proposed consent does not make a written submission to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Committee of Adjustment, Township of Melancthon, 157101 Highway 10, Melancthon, Ontario, L9V 2E6.

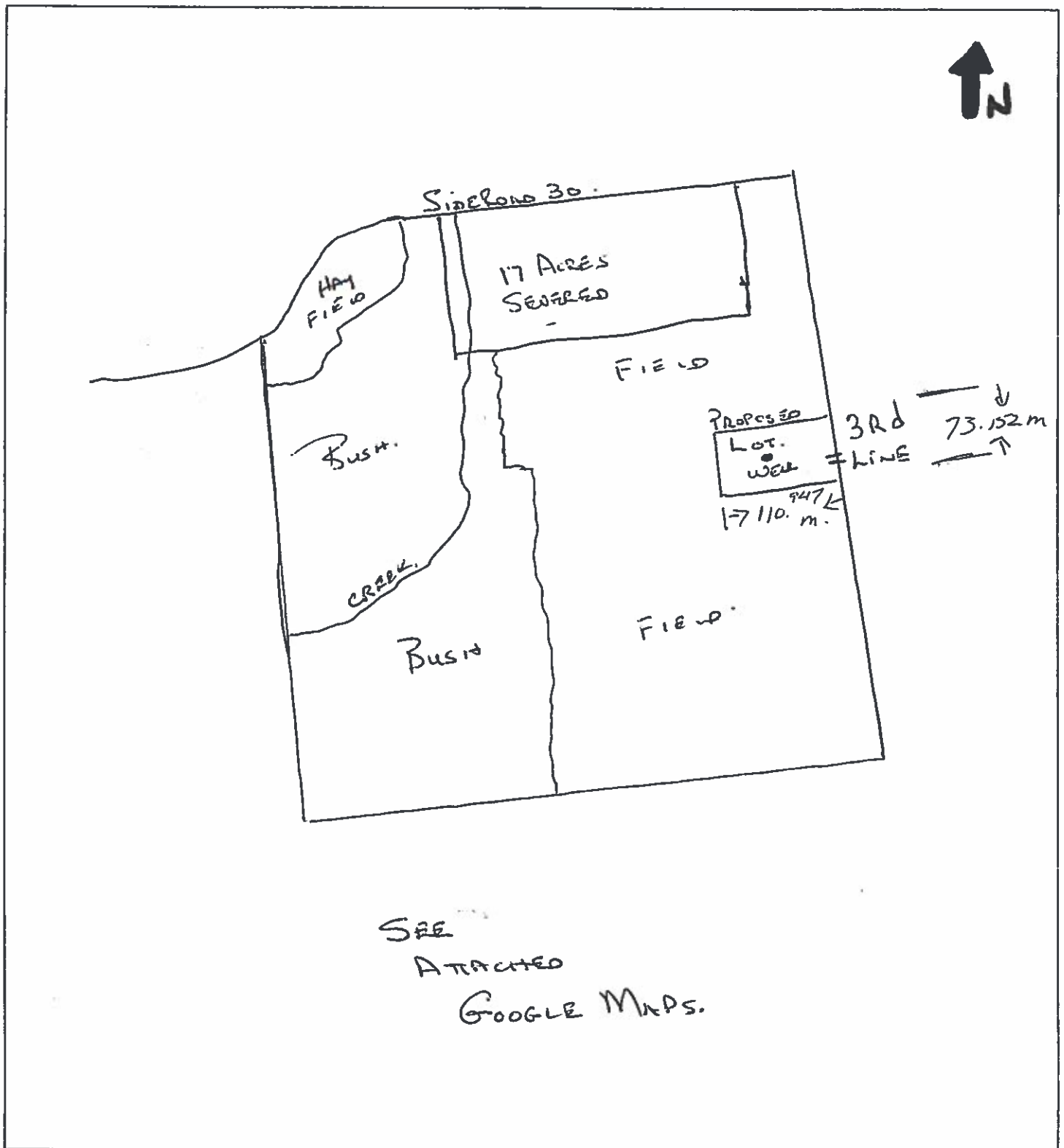
  
Denise B. Holmes, Secretary-Treasurer



Property Owners Name : Wayne Sanderson / Betty Ann Wilson

Location of Property: 478574 3rd line Melton. Acreage: 79.83

Please use the space for your sketch:



**TOWNSHIP OF MELANCTHON COMMITTEE OF ADJUSTMENT  
NOTICE OF DECISION UNDER THE PLANNING ACT**

FILE NO. B2/17

We, the undersigned members of the Committee of Adjustment, do hereby certify that the following decision was reached by us at a meeting in Melancthon Township on

Thursday, February 16, 2017

The said decision was reached on the application of: Wayne Squirrell & Betty Ann Wilson to sever approximately two acres from the East Part of Lot 30, Concession 3 OS (RP7R-1431, Part 3)

**DECISION:** APPROVED (if granted, is subject to the following conditions which must be, in the opinion of the Committee, substantially complied with or waived by the party requesting the condition:)

1. A reference plan of survey is required. Draft survey to be provided to the Township for review prior to registration.
2. Rezoning is required to Rural Residential (RR) Zone.
3. Written approval that the lot is suitable for a septic system must be received from the County of Dufferin Building Department before the deed is submitted for endorsement.
4. An entrance to the severed parcel must be approved by the Township Road Superintendent and the entrance installed before the deed is submitted for endorsement.
5. Taxes and special charges must be paid to date when the deed is submitted for endorsement.
6. Conditions must be fulfilled and deeds stamped by the Secretary on or before one year from the mailing date of the Notice of Decision, as signed by the Secretary.

**REASONS FOR DECISION:** There were no public comments brought forward with this application for Committee to consider. This application conforms with the Official Plan of the Township of Melancthon and is consistent with the Provincial Policy Statement.

CHAIRMAN

MEMBER

MEMBER

MEMBER

MEMBER

I, Denise B. Holmes, Secretary-Treasurer of the Melancthon Township Committee of Adjustment hereby certify that the above is a true copy of the decision of the Committee with respect to the application recorded herein.

DATED THIS 21st day of February, 2017

  
Secretary-Treasurer

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

Any person or public body may, not later than 20 days after the giving of notice under subsection (17) of the Planning Act is completed, appeal the decision or any condition imposed by the Committee of Adjustment or appeal both the decision and any condition to the Municipal Board by filing with the clerk of the municipality a notice of appeal setting out the reasons for the appeal, accompanied by the fee of \$300.00 payable to the Minister of Finance. **THE LAST DATE ON WHICH THIS DECISION MAY BE APPEALED TO THE ONTARIO MUNICIPAL BOARD IS THE 13th day of March, 2017.**

Only individuals, corporations and public bodies may appeal decision in respect of applications for consent to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group.

**P. J. WILLIAMS**  
ONTARIO LAND SURVEYOR  
413 FIRST AVENUE EAST  
SHELBURNE, ONTARIO  
L9V 2Y9  
PHONE: 519-925-0057 & 519-941-6231 FAX: 519-941-6231  
E-MAIL ADDRESS: [PJW1211@AOL.COM](mailto:PJW1211@AOL.COM)

May 9, 2017

Township of Melancthon  
Att'n: Denise Holmes, CAO/Secretary-Treasurer  
#157101 Highway 10  
Melancthon, Ontario  
L9V 2E6

Our Project: #6530  
Re: One-part Reference Plan for Application B5/16 (2 Acre severance).  
Location: Part of the West Half of Lot 9, Concession 2, Old Survey, Township of Melancthon.  
Part of PIN 34137-0071  
Client: Laura & Troy Allen

Dear Denise,

Attached is a preliminary copy of the Survey for your approval. After reviewing the plan, we would appreciate a letter of approval (by e-mail) for our records. Thank you.

After the plan has been deposited – we will send you a copy of the deposited reference plan.

Please call if you have any questions or comments.

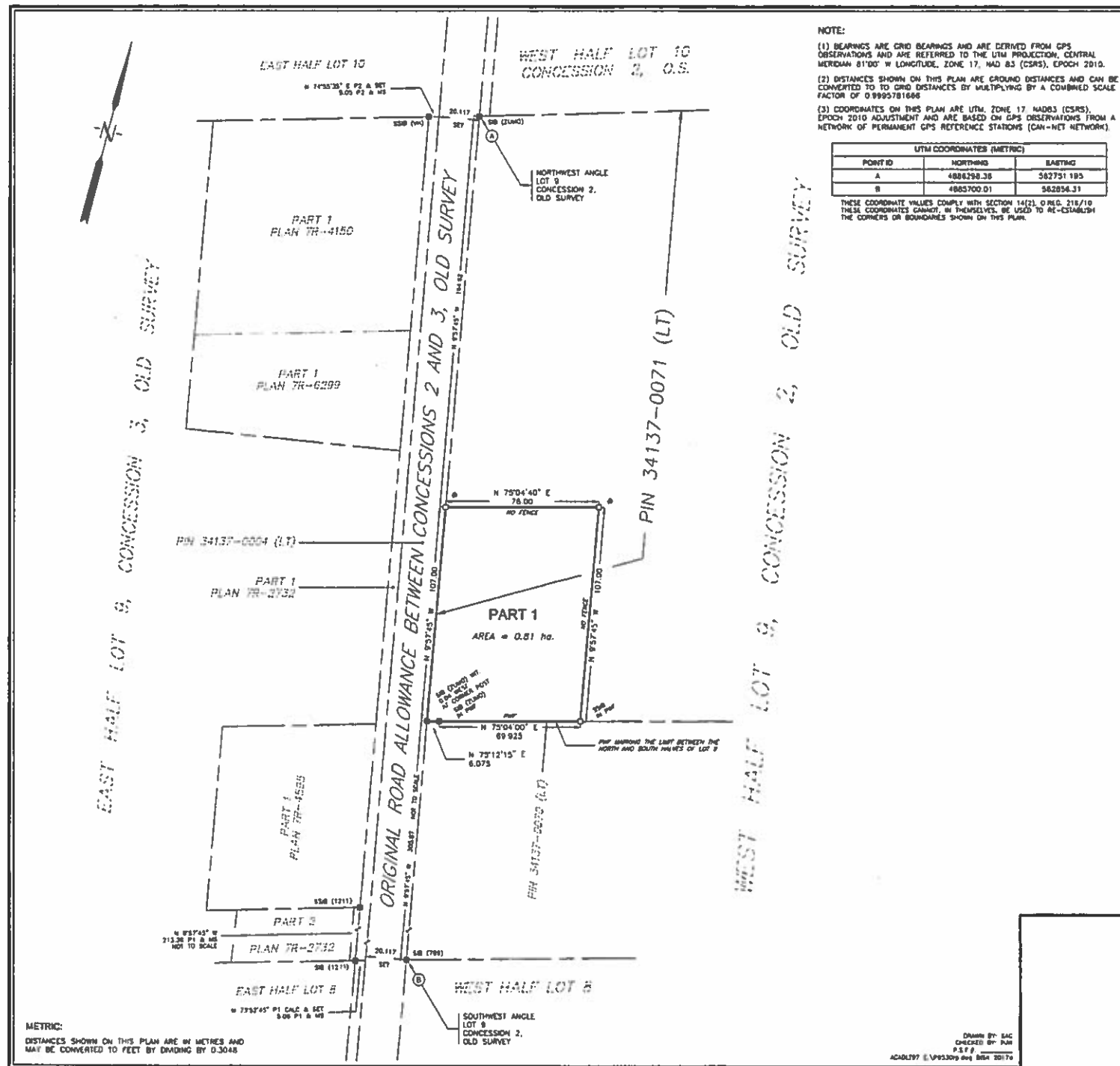
Yours truly,



Stephen Coles for  
P.J. Williams, Ontario Land Surveyor

cc: Laura & Troy Allen

ACT#5  
MAY 18 2017



PLAN 7R - \_\_\_\_\_

RECEIVED AND DEPOSITED

DATE: MAY 9, 2017

DATE: \_\_\_\_\_

REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF DUFFERIN # 7

SCHEDULE OF PARTS

PART	LOT	CONCESSION	TOWNSHIP	P.I.N.
1	PART OF THE WEST HALF OF LOT 9	2, OLD SURVEY	MELANCTHON	PART OF 34137-0071 (LT)

PLAN OF SURVEY OF  
PART OF THE WEST HALF OF LOT 9  
CONCESSION 2, OLD SURVEY  
TOWNSHIP OF MELANCTHON  
COUNTY OF DUFFERIN

LEGEND:

- CS DENOTES SURVEY MONUMENT SET
- SB DENOTES SURVEY MONUMENT FOUND
- SSB DENOTES 25.4 mm x 1219.2 mm LONG IRON BAR
- R DENOTES 25.4 mm x 629.8 mm LONG IRON BAR
- WT DENOTES 15.9 mm x 629.8 mm LONG IRON BAR
- WT DENOTES WITNESS MONUMENT
- WT DENOTES NOT TO SCALE
- MS DENOTES MEASURED
- PMF DENOTES POST AND WIRE FENCE
- OS DENOTES OLD SURVEY
- 788 DENOTES L. THOMPSON, O.L.S.
- ZUND DENOTES J. ZUND, P.O. PARTN & THOMPSON, O.L.S.
- WH DENOTES VAN HARTEN SURVEYING INC.
- P1 DENOTES DEPOSITED PLAN 78-2732
| P2 | DENOTES DEPOSITED PLAN 78-8288 | | | |
| CALC | DENOTES CALCULATED BEARINGS USING ROTATION FACTOR | | | |
| 1211 | DENOTES P.J. WILLIAMS, O.L.S. | | | |

ROTATION FACTOR:  
GRID BEARINGS TO PLAN BEARINGS (P1) = 0° 31' 45" CLOCKWISE

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

(1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM

(2) THIS SURVEY WAS COMPLETED ON APRIL 13, 2017.

DATE: MAY 9, 2017

DATE: \_\_\_\_\_

SCALE 1:1250

P.J. WILLIAMS, O.L.S.

0 25 50 75 100 125 METRES

P.J. WILLIAMS, ONTARIO LAND SURVEYOR

OFFICE ADDRESS: 413 FIRST AVENUE EAST, SHELBOURNE, ONTARIO, L9V 2Y9  
PHONE: (519) 841-6231, (519) 825-0057 FAX: (519) 841-6231  
E-MAIL: pjw1211@gmail.com

TOWNSHIP FILE NO. 80/18

PROJECT: 6830

CLIENT: LAURA & TROY ALLEN

Ph: (519) 925-5525  
Fax: (519) 925-1110

**TOWNSHIP OF MELANCTHON**  
**Committee of Adjustment**

157101 Highway 10  
Melancthon, Ontario  
L9V 2E6

**NOTICE OF PUBLIC MEETING**  
**Application for Consent**

File No. **B5/16**

Date of Meeting: **Thursday, October 20, 2016** Time: **6:00 p.m.**

Name of Owner/Applicant: **Laura Allen**

Location of Public Meeting: **Council Chambers, 157101 Highway 10, Melancthon, ON, L9V 2E6**

**PROPOSED SEVERANCE: West Part of Lot 9, Concession 2 O.S.**

Existing Use: **Rural Residential**

Proposed Use: **Rural Residential**

Road Frontage: **60 m**

Depth: **110 m**

Area: **1.7 acres**

**RETAINED PORTION: Part of the West Part of Lot 9, Concession 2 O.S.**

Existing Use: **Rural Residential**

Proposed Use: **Rural Residential**

Road Frontage: **308 m**

Depth: **668 m**

Area: **49 acres**

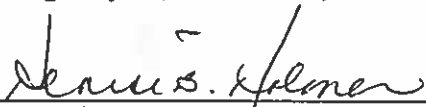
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The land is not the subject of an application under the Act for an Official Plan Amendment, Zoning By-law Amendment, or Minor Variance application.

If you require additional information on this application, it may be obtained by contacting the Secretary-Treasurer at the above address during regular office hours.

If a person or public body that files an appeal of a decision of the Melancthon Township Committee of Adjustment in respect of the proposed consent does not make a written submission to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Committee of Adjustment, Township of Melancthon, 157101 Highway 10, Melancthon, Ontario, L9V 2E6.

  
Denise B. Holmes, Secretary-Treasurer

200 m

476538

3rd Line

308m

Proposed Severance  
1.7 acres  
60m  
110m

668m

476537 3rd Line  
Melancthon  
ARN 221900000605600

668m

325m



**TOWNSHIP OF MELANCTHON COMMITTEE OF ADJUSTMENT  
NOTICE OF DECISION UNDER THE PLANNING ACT**

FILE NO. B5/16

We, the undersigned members of the Committee of Adjustment, do hereby certify that the following decision was reached by us at a meeting in Melancthon Township on

**Thursday, November 17, 2016**

The said decision was reached on the application of: Laura & Troy Allen to sever approximately two acres from the West Part of Lot 9, Concession 2 OS.

**DECISION: APPROVED** (if granted, is subject to the following conditions which must be, in the opinion of the Committee, substantially complied with or waived by the party requesting the condition:)

1. A reference plan of survey is required. Draft survey to be provided to the Township for review prior to registration.
2. Rezoning is required to Rural Residential (RR) Zone.
3. Written approval that the lot is suitable for a septic system must be received from the County of Dufferin Building Department before the deed is submitted for endorsement.
4. An entrance to the severed parcel must be approved by the Township Road Superintendent and the entrance installed before the deed is submitted for endorsement.
5. Taxes and special charges must be paid to date when the deed is submitted for endorsement.
6. Conditions must be fulfilled and deeds stamped by the Secretary on or before one year from the mailing date of the Notice of Decision, as signed by the Secretary.

**REASONS FOR DECISION:** There were no public comments brought forward with this application for Committee to consider. This application conforms with the Official Plan of the Township of Melancthon and is consistent with the Provincial Policy Statement.

  
CHAIRMAN

  
MEMBER

  
MEMBER

  
MEMBER

  
MEMBER

I, Denise B. Holmes, Secretary-Treasurer of the Melancthon Township Committee of Adjustment hereby certify that the above is a true copy of the decision of the Committee with respect to the application recorded herein.

DATED THIS 18th day of November, 2016

  
Secretary-Treasurer

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

Any person or public body may, not later than 20 days after the giving of notice under subsection (17) of the Planning Act is completed, appeal the decision or any condition imposed by the Committee of Adjustment or appeal both the decision and any condition to the Municipal Board by filing with the clerk of the municipality a notice of appeal setting out the reasons for the appeal, accompanied by the fee of \$300.00 payable to the Minister of Finance. **THE LAST DATE ON WHICH THIS DECISION MAY BE APPEALED TO THE ONTARIO MUNICIPAL BOARD IS THE 8th day of December, 2016**

Only individuals, corporations and public bodies may appeal decision in respect of applications for consent to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group.



May 15, 2017

Via: Email (dholmes@melancthontownship.ca)

Ms. Denise Holmes  
CAO/Clerk  
Township of Melancthon  
157101 Highway 10  
Melancthon ON L9V 2E6

Dear Denise:

Re: Fluney Drainage Works  
APPEAL UNDER SECTION 64  
File No.: D-ME-153  
Project No.: 300032772.0000

Thank you for forwarding a copy of the Generic Notice of Appeal to Tribunal By Petitioner(s) or Property Owner(s) filed by Kevin Fluney.

The appeal is premature in our opinion as the work is still under the warranty period. As indicated in our last Payment Certificate dated January 16, 2017 (copy enclosed) the remaining 2% holdback will be payable after the one year maintenance period provided any deficiencies have been rectified. Our report requires positive drainage from the low stripped area to the drain. Additional grading in the stripped area has been identified as a deficiency that will be rectified.

As discussed on the phone, the need for additional grading in the low area in the Fluney property had been identified last fall. We agreed with the Contractor that this work was best left until this spring to allow the area to settle and stabilize. In hindsight this should have been noted in the Completion Certificate and/or relayed to Mr. Fluney before we left the site.

If conditions stay dry we hope to complete the remaining grading shortly. Hopefully remediation of this warranty deficiency will address the issue and avoid the need for an unnecessary Tribunal Hearing.

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

ACT#6  
MAY 18 2017

Ms. Denise Holmes  
May 15, 2017  
Project No.: 300032772.0000

Page 2 of 2

Yours truly,

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



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

Enclosure(s)      Payment Certificate No. 4 (Copy)

cc:      Mr. Dan Hamilton, Hanna & Hamilton Construction Co. Limited (enc.) (Via: Email)

Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of R.J. Burnside & Associates Limited.

170512\_Holmes\_032772.docx  
15/05/2017 10:48 AM

15/05/2017 10:48 AM



**BURNSIDE**

[THE DIFFERENCE IS OUR PEOPLE]

January 16, 2017

**Via: Mail**

Ms. Wendy Atkinson  
Treasurer / Deputy Clerk  
Township of Melancthon  
157101 Highway 10  
Melancthon ON L9V 2E6

Dear Wendy:

**Re: Fluney Drainage Works  
HOLDBACK REDUCTION  
File No.: D-ME-153  
Project No.: 300032772.0000**

Enclosed is Payment Certificate No. 4 for the above project. We recommend payment to Hanna & Hamilton Construction Co. Limited in the amount of \$17,557.22 including H.S.T. This payment represents a reduction in holdback from 10% to 2%.

The remaining 2% holdback will be payable after the one year maintenance period provided any deficiencies have been rectified.

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

Yours truly,

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

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

Enclosure(s)      Payment Certificate No. 4

cc:      Mr. Dan Hamilton, Hanna & Hamilton Construction Co. Limited (enc.) (Via: Mail)

Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of R.J. Burnside & Associates Limited.

# Fluney Drainage Works

Payment Certificate No. 4 Holdback Reduction

18-Jan-17

ITEM No.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT TOTAL	PAYABLE QUANTITIES		TOTAL PAYMENT TO DATE
					PREV CERT	THIS CERT	
<b>A Drain - Work on Private Lands</b>							
1.0	Excavate open drain including stripping and salvaging topsoil, hauling and disposal of excavated material and seeding of sideslopes (Sta. A000 to Sta. A014)	125	cu.m	\$1,150.00	100%	0%	\$1,150.00
<b>A Drain - Work on 4th Line NE</b>							
2.0	Excavate open drain including stripping and salvaging topsoil, hauling and disposal of excavated material and seeding of sideslopes (Sta. A014 to Sta. A018 and Sta. A038 to Sta. A044)	100	cu.m	\$975.00	100%	0%	\$975.00
3.0	Supply and place 20 m, 1200 mm dia. CSP, 2.8 mmTh., 125 mm x 25 mm Corrugations at 100 mm below grade including granular bedding and backfill per OPSD 802.010 (Sta. A018 to Sta. A038)	20	lin.m	\$8,550.00	100%	0%	\$8,550.00
4.0	Supply and place quarry stone rip rap (500 mm thickness) on geotextile underlay as CSP inlet and outlet protection (Sta. A018 and Sta. A038)	30	sq.m	\$2,550.00	100%	0%	\$2,550.00
<b>A Drain - Work on Private Lands</b>							
5.0	Excavate open drain including clearing, stripping and salvaging topsoil, hauling and disposal of excavated and cleared material and seeding of sideslopes (Sta. A044 to Sta. A935)	9,350	cu.m	\$79,500.00	100%	0%	\$79,500.00
6.0	Supply and install 450 mm dia. perforated HDPE outlet pipe with non woven geotextile filter sock and insert rodent grate including clear stone bedding and stripping and replacing topsoil (Sta. A935 to Sta. A941)	6	lin.m	\$1,080.00	50%	50%	\$1,080.00
7.0	Supply and place quarry stone rip rap (500 mm thickness) on geotextile underlay as splash pad, embankment and tile outlet protection (Sta. A935)	20	sq.m	\$1,500.00	50%	50%	\$1,500.00
8.0	Supply and install 450 mm dia. perforated HDPE pipe with non woven geotextile filter sock including clear stone bedding and stripping and replacing topsoil (Sta. A941 to Sta. A1207)	266	lin.m	\$35,900.00	50%	50%	\$35,900.00
<b>A Drain - Work on 5th Line</b>							
9.0	Supply and install 450 mm dia. perforated HDPE pipe with non woven geotextile filter sock including clear stone bedding and stripping and replacing topsoil (Sta. A1207 to Sta. A1209)	2	lin.m	\$450.00	0%	100%	\$450.00
10.0	Supply and install 900 mm x 1200 mm offset concrete ditch inlet catchbasin with bird cage style grate including connection with 4 m of 375 mm dia. HDPE pipe and a 450 mm x 375 mm HDPE tee fitting and quarry stone rip rap inlet apron (Sta. A1209)	1	ea.	\$3,950.00	50%	50%	\$3,950.00
<b>B Drain - Work on Private Lands</b>							
11.0	Excavate open drain including clearing, stripping and replacing topsoil, spreading and levelling of excavated material and seeding all disturbed areas including levelled spoil and sideslopes (Sta. B000 to Sta. B200)	1,050	cu.m	\$7,500.00	100%	0%	\$7,500.00
12.0	Excavate open drain including clearing, stripping and salvaging topsoil, hauling and disposal of excavated and cleared material and seeding of sideslopes (Sta. B200 to Sta. B280)	325	cu.m	\$2,762.00	100%	0%	\$2,762.00

13.0	Supply and install 300 mm dia. perforated HDPE outlet pipe with non woven geotextile filter sock and insert rodent grate including clear stone bedding and stripping and replacing topsoil (Sta. B280 to Sta. B286)	8 lin.m	\$525.00	100%	0%	\$525.00
14.0	Supply and place quarry stone rip rap (500 mm thickness) on geotextile underlay as splash pad, embankment and tile outlet protection (Sta. B280)	20 sq.m	\$1,500.00	100%	0%	\$1,500.00
15.0	Supply and install 300 mm dia. perforated HDPE pipe with non woven geotextile filter sock including clear stone bedding and stripping and replacing of topsoil as detailed (Sta. B286 to Sta. B525)	239 lin.m	\$17,500.00	100%	0%	\$17,500.00
16.0	Supply and install 900 mm x 1200 mm on line concrete ditch inlet catchbasin with bird cage style grate and quarry stone rip rap inlet apron (Sta. B525)	1 ea.	\$2,850.00	100%	0%	\$2,850.00
<b>Additional Authorized Work</b>						
17.0	Additional Authorized Work on Private Lands See attached summary dated November 22, 2016	L.S.	\$25,875.00		100%	\$25,875.00

Total Work To date	\$184,217.00
Holdback (2%)	\$3,884.34
Previous Payments	\$174,795.30
Subtotal	\$15,537.36
13% HST	\$2,019.86
Total This Payment	\$17,557.22





# AGING WELL IN DUFFERIN

DEL#1  
MAY 18 2017





# #ItTakesACommunityToPreventAFall





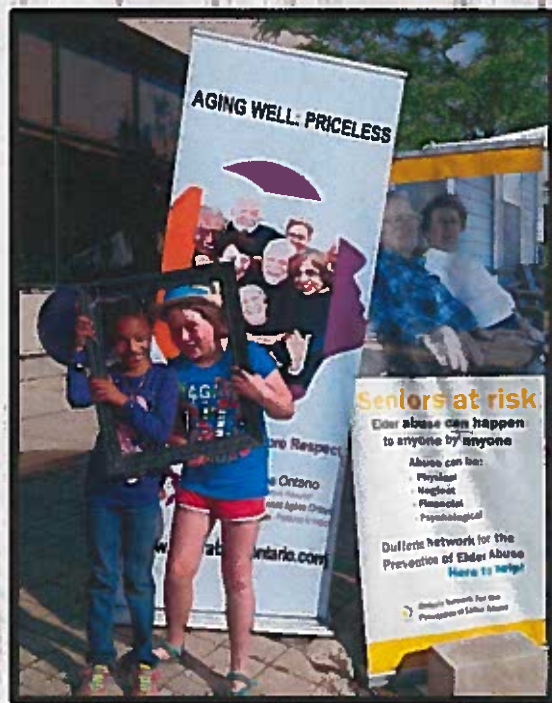


# #StayingConnected





# #It'sNotRight





# Senior Appreciation Day !



Orangeville  
Farmer's Market  
(Alexander Park)  
June 17, 2017





**Senior  
Alzheimer Society  
Avalon Retirement Home and Long Term Care  
Community Care Access Center (CCAC)  
Community Mental Health Association (CMHA)  
Community Torchlight  
County of Dufferin Paramedic Services  
County of Dufferin Social services  
Dufferin Area Family Health Team  
Dufferin County Community Support Services  
Family Transition Place  
Headwaters  
Help call  
Hospice Dufferin  
Ontario Osteoporosis Strategy  
Orangeville and District Seniors Centre  
Orangeville Fire Department  
Orangeville Police, Shelburne Police and OPP  
Shelburne Retirement Home and Shelburne Long Term Care  
Supportive Housing in Peel (SHIP)  
Town of Orangeville- Age Friendly Community Committee  
Wellington-Dufferin-Guelph Public Health**



# Thank you

Seniors at Risk Systems Coordinator, CMHA  
Robin Sedgwick 519-941-0465 x802

Senior's Safety Line- 1-866-299-1011

Here 24/7- 1-844-437-3247 (HERE247)







**The more risk factors a person has, the greater the chances of falling.**

#### **Five things you can do to prevent falls:**

1. Exercise daily to build strength and improve balance.
2. Wear safe footwear.
3. Have regular eye check-ups.
4. Make your home safer.
  - Remove clutter and tripping hazards.
  - Add railings on all stairs and grab bars in the bathroom.
  - Have good lighting, particularly on stairs.
5. Talk to your healthcare provider to learn more about your risk.

#### **For more information go to:**

- Finding Balance, Falls Prevention [www.findingbalanceontario.ca](http://www.findingbalanceontario.ca)
- Public Health Agency of Canada (PHAC) [www.phac-aspc.gc.ca/seniors-aines/index-eng.php](http://www.phac-aspc.gc.ca/seniors-aines/index-eng.php)

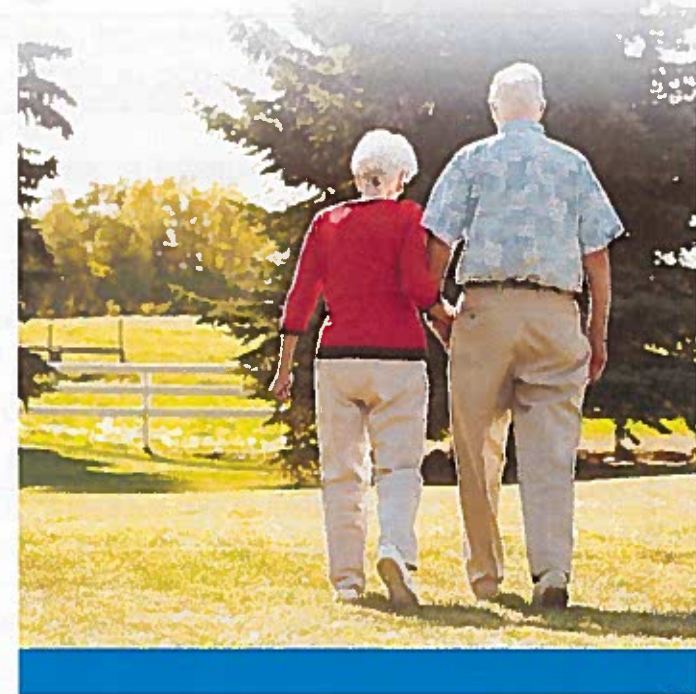
Alternate versions of this brochure are available upon request from Wellington-Dufferin-Guelph Public Health at 1-800-265-7293.



Adapted with permission from the "Stay Independent" brochure from the Centers for Disease Control and Prevention – National Center for Injury Prevention and Control (2016)

# **Staying Independent**

**Falls are the main reason older adults lose their independence.**



#### **To find out if you are at risk:**

1. Answer the statements in this pamphlet.
2. Take this form to your healthcare provider to discuss your risk factors.

# Am I at risk of falling?

**Instructions:** Circle “YES” or “NO” for each statement below. Add up the total number of points for each “YES” answer in the box.

CIRCLE “YES” OR “NO”				HELPFUL TIPS
I have fallen in the past year.	YES 2	NO 0	Learn more about reducing your fall risk, as people who have fallen are more likely to fall again.	
I use or have been advised to use a cane or walker to get around safely.	YES 2	NO 0	Talk with a physiotherapist about the most appropriate walking aid for your needs.	
Sometimes I feel unsteady when I am walking.	YES 1	NO 0	Exercise to build strength and improve your balance.	
I steady myself by holding onto furniture when walking at home.	YES 1	NO 0	Do balance exercises every day. Remove hazards at home that might cause a trip or slip.	
I am worried about falling.	YES 1	NO 0	Knowing how to prevent a fall can reduce fear and promote active living.	
I need to push with my hands to stand up from a chair.	YES 1	NO 0	Strengthening your muscles can reduce your risk of falling and being injured.	
I have some trouble stepping up onto a curb.	YES 1	NO 0	Daily exercise can help improve your strength and balance.	
I often have to rush to the toilet.	YES 1	NO 0	Talk with your doctor or healthcare provider about treatment options.	
I have lost some feeling in my feet.	YES 1	NO 0	Talk with your doctor or podiatrist, as numbness in the feet can cause stumbles and falls.	
I take medication that sometimes makes me feel light-headed or more tired than usual.	YES 1	NO 0	Talk with your doctor or pharmacist about medication side effects that may increase the risk of falls.	
I take medication to help me sleep or improve my mood.	YES 1	NO 0	Talk with your doctor or pharmacist about safer ways to get a good night's sleep.	
I often feel sad or depressed.	YES 1	NO 0	Talk with your doctor or healthcare provider about how you are feeling. Ask for help if you need it.	
<b>If you scored <u>4 points</u> or more, you may be at risk for falling. Discuss your risk factors with your healthcare provider.</b>	<b>TOTAL SCORE:</b> _____			

## **AGING WELL IN DUFFERIN**

... needs your help in raising awareness in Dufferin County by taking photos and posting them on Twitter, Facebook and Instagram with the listed hashtags on the following dates:

### **June 1<sup>st</sup>, 2017**

Help us to raise awareness of Falls Prevention by taking a picture of older adults engaged in physical exercise and strength building or using mobility aids and use the following hashtags

#ItTakesACommunityToPreventFalls

#AgingWellInDufferin

### **June 8<sup>th</sup>, 2017**

Help us to raise awareness of social isolation by taking a picture of older adults engaged in social activities, volunteering, with family and friends and use the following hashtags:

#StayingConnected

#AgingWellInDufferin

### **June 15<sup>th</sup>, 2017**

Help us to raise awareness of Elder Abuse and World Elder Abuse Awareness Day by taking a picture with an older adult in your community to raise awareness of Elder Abuse and tag: @ElderAbuseOnt And use the following hashtags.

#WEAAD2017AWID

#It'sNotRight

#EAO

#AgingWellInDufferin

Tag us: @AWID Post your pictures to facebook and instagram using the same hashtags and tags and mention the Dufferin seniors circle.

Tag other agencies, media, police, etc. you are taking pictures from with @\_\_\_\_\_ to gain more momentum! If you tag someone else your post will show up in their notifications and they are likely to like or share/retweet etc.

Thank you for all your support





## **Notice of Public Open Houses and a Public Meeting Regarding Zoning Provisions for Home Based Business in the Township of Melancthon**

Council for the Township of Melancthon has initiated a work program to update its zone regulations with respect to home based business. The update will specifically address the definitions of and regulations for home occupations and home industries and where such uses may be permitted in the Township.

Interested members of the Public are welcome to attend one of two informal open houses with the Township's land use Planner and/or the public meeting with Council to learn more about this initiative. The meeting dates are:

- Open House #1:** Tuesday, May 9<sup>th</sup>, 2017  
6 to 8 pm  
Horning's Mills Community Hall – 14 Mill Street
- Open House #2:** Thursday, May 11<sup>th</sup>, 2017  
10 am to 12 noon  
Township Office – 157101 Highway 10
- Public Meeting:** Thursday, May 18<sup>th</sup>, 2017  
5:30 pm  
Township Office – 157101 Highway 10

This amendment is proposing the addition of new definitions and regulations to address home based business across the entire Township and therefore a key map has not been provided. A draft of the amendment is available for download from the Township's website.

The open houses will be informal and will allow for questions and discussion. The purpose of the public meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the public meeting shall be afforded an opportunity to make representations to Council in respect of the proposed amendment.

If you wish to be notified of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6 fax (519) 925-1110

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

Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

Date of this Notice: April 19, 2017

Denise Holmes, CAO/Clerk  
Township of Melancthon

DEL#2  
MAY 18 2017

## MEMORANDUM

**To:** Mayor White and Members of Council  
**Copy:** Ms. Denise Holmes, CAO  
**From:** Chris D. Jones MCIP, RPP  
**Date:** February 21, 2017  
**Re:** Proposed Housekeeping Amendment – Home Based Business

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## INTRODUCTION

The purpose of this memo is to review current policies and regulations that apply to home based business and provide draft definitions and regulations to be considered for inclusion in the Township's Comprehensive Zoning By-law.

## CURRENT POLICIES AND PROVISIONS ADDRESSING HOME BASED BUSINESS

### *Provincial Policy Statement (2014)*

Section 1.1.5.2 of the Provincial Policy Statement permits "home occupations and home industries" in rural areas of municipalities. It is noted the PPS does not define a home occupation or a home industry.

Section 2.3.3 of the PPS permits "agricultural related uses" and "on-farm diversified uses" in "prime agricultural areas". The PPS provides the following definitions for these uses:

#### ***Agricultural-related uses***

Means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

#### ***On-farm diversified uses***

Means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products.

### **New Official Plan**

Section 3.9 of the new Official Plan for the Township of Melancthon establishes a number of guiding policies for home occupations. These policies are summarized below:

- Home occupations permitted in both rural and community areas;
- Shall consist of small business operated from a residential or agricultural property;
- Owned and operated by residents of the dwelling and limited number of employees;
- Sufficient on-site parking;
- Shall not cause significant adverse impacts on adjacent land uses;
- Limited signage and character or residential or agricultural use should be evident;
- Home occupation is only permitted within a dwelling in a Community designation;
- Permitted in either a dwelling or accessory building in Rural and Agricultural areas; and,
- Access to Provincial highways will be subject to Provincial requirements and approval.

Section 5.2.1 (a) of the Official Plan, permits "agricultural-related uses" and "on-farm diversified uses" on lands located in the Agricultural designation.

Section 5.2.2 (j) is a development policy for the Agricultural designation that permits home occupations in the agricultural area in accordance with the policies of Section 3.9.

Section 5.2.2 (k) is a development policy that permits "agricultural-related uses" in the Agricultural designation.

Section 5.2.2 (m) is a development policy that permits "on-farm diversified uses" in the Agricultural designation.

The Township's Official Plan also provides a series of more specific development policies for "On-Farm Business Uses" in Section 5.2.3. These policies are summarized below:

- That such uses shall be dry industrial or commercial uses which are secondary to the primary agricultural use and shall be compatible with surrounding uses;
- That such uses generally require more floor area than home occupation;
- The implementing zoning by-law will regulate such uses in the manner described by the policy;
- That such uses may be subject to site plan control and regulated hours of operation; and,
- Lot creation for such uses shall not be permitted.

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• Municipal Planning Services Ltd. •

Chris D. Jones BES, MCIP, RPP  
51 Churchill Drive  
Barrie, Ontario  
(705) 725-8133

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### **Comprehensive Zoning By-law 12-79**

There are two provisions in the Township's Zoning By-law that address accessory, home based businesses in agricultural areas. Firstly, Section 3.13 permits and regulates home occupations. A home occupation is defined in the By-law in the following manner:

*"a use which is incidental or secondary to the residential use of a dwelling and is conducted entirely within such a dwelling by an inhabitant thereof, such as a professional office, hairdresser, dressmaker, dentist, doctor, chiropractor, physiotherapist or osteopath. Notwithstanding the above, a home occupation may occur in a separate building in an agricultural zone, but all other aspects of this definition shall apply."*

Secondly, Section 4.6 of the Zoning By-law permits "on-farm business uses". The term "on-farm business use" is not defined, but Section 4.6 (b) establishes that such uses shall be "secondary uses to agriculture". It is noted that the phrase "secondary uses to agriculture" is defined in Section 4.6 (a) as:

*"Uses accessory to agriculture that support, promote or sustain agricultural operations and production".*

### **ANALYSIS OF EXISTING POLICY AND REGULATIONS**

The policies of the current Official Plan establish two permissible types of home based businesses, they are:

1. On-farm diversified uses which are to be secondary to an agricultural use; and,
2. Home occupations which are secondary to an agricultural use or a residential use.

Given that the current definition of "home occupation" in the Township's Zoning By-law lacks any reference to land uses that are industrial in nature, such as woodworking or welding, home based uses of this nature can currently only be accommodated as an on-farm use in conjunction with an agricultural use or through a special amendment to the Zoning By-law. Notwithstanding, it is my opinion that home based businesses of an industrial nature that are accessory to a residential use are permitted by the Provincial Policy Statement and the Township's new Official Plan.

### **MOVING FORWARD**

Council has recently considered two site-specific zoning by-law amendments for uses best characterized as a home industry, meaning such uses were not an on-farm diversified use (accessory to a farm), as they were accessory only to a rural residential

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• Municipal Planning Services Ltd. •

Chris D. Jones BES, MCIP, RPP

51 Churchill Drive

Barrie, Ontario

(705) 725-8133

use. A summary of these two uses is provided below:

Type of Use	Lot Area	Floor Area of Workshop
Cabinet maker	44.6 ha (110 acres)	305 m <sup>2</sup> (3,283 ft <sup>2</sup> )
Overhead door contractor	6.2 ha (15.3 acres)	502 m <sup>2</sup> (5,400 ft <sup>2</sup> )

For comparison purposes, it is noted that the maximum floor area for an industrial use in the On-Farm Uses By-law is 418 m<sup>2</sup> (4,500 ft<sup>2</sup>). In addition the On-Farm Uses By-law also requires a minimum lot area of 20.23 hectares.

In the Township of Melancthon it is noted there are over 600 parcels of land that are larger than 20.23 hectares. Furthermore it is noted that there are approximately 400 parcels that have a lot area between 2 hectares and 20.23 hectares. In my opinion, 2 hectares (4.9 acres) represents an appropriate minimum lot area for a small-scale home industry that is accessory to a residential use, subject to other regulations to implement Section 3.19 of the Official Plan, such as:

- a) No more than 2 employees
- b) Occupied as a full-time residence by the operator of the business;
- c) Proximity requirements from dwelling to workshop;
- d) Minimum lot area shall be 2.0 hectares;
- e) Maximum gross floor area shall not exceed 100 square metres;
- f) One shared driveway for residence and business;
- g) The sale of goods shall be produced on the premises;
- h) Restriction on outdoor storage;
- i) A maximum of two licensed motor vehicles; and,
- j) Lands may be utilized for an on-farm use or a home industry but not both.

An outline for the draft zoning by-law amendment is attached as Appendix 1. This draft amendment would define and regulate home occupations and home industries and would also align these regulations in the Comprehensive Zoning By-law with the existing on-farm use regulations. It is noted that the on-farm use provisions are not proposed to be modified through this amendment.

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• Municipal Planning Services Ltd. •  
 Chris D. Jones BES, MCIP, RPP  
 51 Churchill Drive  
 Barrie, Ontario  
 (705) 725-8133

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**RECOMMENDATION**

If Council wishes to proceed with the preparation of an amendment to update the Township's Zoning By-law to define and regulate home industries, the following recommendations are provided:

1. That this report be received;
2. That staff schedule an informal open house as well as a public meeting for a proposed zoning amendment to define and regulate home occupations and home industries in the Township of Melancthon's Comprehensive Zoning By-law.

Respectfully Submitted,



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Chris Jones MCIP, RPP

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• Municipal Planning Services Ltd. •

Chris D. Jones BES, MCIP, RPP  
51 Churchill Drive  
Barrie, Ontario  
(705) 725-8133

## **1.0 DEFINITIONS**

- 1.1 "HOME OCCUPATION"** means the use of part of a dwelling unit for a legal business activity that produces a product or service in a manner which is clearly accessory to the principal residential use of the dwelling unit.
- 1.2 "HOME INDUSTRY"** means a small-scale occupation of an industrial nature conducted entirely within a building or part of an accessory building to a single-detached dwelling but does not include the repairing, storage or recycling of motor vehicles, mobile homes, boats, heavy equipment and recreational vehicles, which includes, but is not limited to campers, motor homes, motor cycles, all terrain vehicles, personal water craft and snowmobiles.
- 1.3 "ON-FARM DIVERSIFIED USE"** means uses that are secondary to the principle agricultural use of the property, and are limited in area. Such uses may include, but are not limited to, uses that produce value added agricultural products or provide a service that is supportive of regional agri-business.

## 2.0 REGULATIONS

### 2.1 HOME OCCUPATIONS

Where a home occupation is permitted in a Zone, the following provisions shall apply:

- a) Not more than one employee, in addition to the residents of the dwelling unit, shall be engaged in the business;
- b) Any dwelling unit containing a home occupation shall be occupied as a permanent, full-time residence by the owner/operator of the business;
- c) The use is entirely restricted to the dwelling unit and shall not be conducted in whole or in part in any accessory building, yard or private garage;
- d) No more than one home occupation shall be permitted in any dwelling;
- e) The maximum gross floor area dedicated to the home occupation shall be the lesser of 50 m<sup>2</sup> or 25% of the gross floor area of the dwelling.
- g) There shall be no goods, wares or merchandise offered or displayed for sale on the premises other than those produced on the premises;
- h) There shall be no outside storage of materials, goods or vehicles in conjunction with the home occupation use;
- i) There shall be no external advertising other than a sign erected in accordance with the Township of Melancthon Sign By-law No. xx-xx;
- j) A home occupation shall not create noise, vibration, fumes, odour, dust, glare or radiation that is detectable outside of the dwelling unit; and,
- l) The following uses shall not be permitted as a home occupation:
  - i) Adult entertainment use;
  - ii) Dating/escort services;
  - iii) Construction/landscaping contractors' yards;
  - iv) Tattoo parlours;
  - v) Taxi service depot, delivery or dispatch establishments; and
  - vi) Any use involving the storage, repair, maintenance and/or towing of motor vehicles or recreational vehicles

### 2.2 HOME INDUSTRIES

Where a home industry is permitted in a Zone, the following provisions shall apply:

- a) Not more than 2 employees, who are not residents of the lands utilized for the home industry, shall be permitted.
- b) Any lot upon which a home industry is located shall be occupied as a residence by the operator of the business;
- c) Any accessory building and any associated activity area used for the home industry shall be located no further than 100.0 metres from the detached dwelling on the same lot and no closer than 30.0 metres from any lot line;

- d) The minimum lot area shall be 2.0 hectares;
- e) The maximum gross floor area of any building or structure housing a home industry shall not exceed 100 square metres;
- f) The driveway accessing the home industry shall be shared with the driveway that is utilized for the principal use on the lot;
- h) The sale of goods shall be limited to those products that are manufactured, processed, fabricated, or produced on the premises;
- i) Outdoor storage of goods or materials related to a home industry shall be permitted in the rear yard and interior side yards only, provided that the area does not exceed 50 m<sup>2</sup>;
- j) A maximum of two licensed motor vehicles utilized in conjunction with the home industry shall be permitted;
- k) Any outdoor storage associated with the home industry shall be located within the rear yard; and,
- l) There is no external advertising other than a sign erected in accordance with the Township of Melancthon Sign By-law.

## 2.3 ON-FARM DIVERSIFIED USES

The following provisions shall apply with regard to an on-farm diversified use where such a use is permitted by this By-law:

- a) The following uses may be permitted as on-farm diversified uses that are secondary uses to agriculture.
  - i) Dry manufacturing, trades and repair services other than an automobile repair shop or public garage
  - ii) Welding and machine shops
  - iii) Wood working shops
  - iv) Band saw mills with covered storage of saw logs
  - v) Greenhouses and market gardens
  - vi) Garden centres
  - vii) Tree nurseries
  - viii) Compatible commercial or retail uses including but not limited to storage and refrigeration of regional agricultural products, and production, sales and marketing of value added agricultural products derived from regional sources

- ix) Supplemental sources of on-farm income that support and sustain on-farm agricultural operations and production
- x) Support services that facilitate the production, marketing and distribution of agricultural products
- xi) On-farm and off-farm sales and marketing of predominantly regional agricultural products and experiences
- xii) Locally made arts and crafts
- xiii) Ancillary retail sales and service activities.
- b) Ancillary retail commercial sales and service activities, including accessory retail sale of products produced by the on-farm business use, shall be limited to a maximum of 10 percent of the gross floor area of the building.
- c) Any permitted use shall require a Change of Use Certificate from the Township.
- d) Only one permitted use is allowed on any qualifying lot.
- e) The lot shall be eligible for the Farm Property Class tax rate and must be used for a farming business that has a current and valid Farm Business Registration number.
- f) The minimum lot area shall be 20.23 hectares.
- g) The minimum lot frontage shall be 150 metres.
- h) The use and all associated facilities including parking areas shall not exceed a maximum area of 0.4 hectares.
- i) The use shall be located in a separate building or buildings that are not associated with any other use on the lot.
- j) All buildings and structures shall be set back a minimum of 22.8 metres from any lot line, 121.9 metres from the closest lot line of a vacant lot having a maximum size of 4.1 hectares, and 121.9 metres from a dwelling on a separate lot.
- k) The minimum separation distance between on-farm business uses shall be 500 metres.
- l) The maximum combined total floor area of all buildings shall be 418.06 square metres.
- m) All buildings shall have a peaked roof and the maximum building height shall be 9.2 metres measured vertically from the abutting finished ground level to the peak of the roof.
- n) All business operations, storage and loading spaces shall be located within fully enclosed buildings.
- o) There shall be a landscaped buffer strip provided between the use and the nearest open public road. The landscaped buffer strip shall consist of either a minimum 2 metre wide continuous strip of land containing or planted with at least



one row of coniferous trees having a minimum height of 2 metres and spaced at a maximum of 3 metre centres or containing a continuous 2 metre high tight board fence. Where necessary, driveways and walkways may cross this landscaped buffer strip. Where existing vegetation provides the equivalent of this buffer, no further planting or fencing is required.

- p) The use shall comply with the applicable noise emission standards of the Ministry of the Environment and, where necessary, acoustic fencing, berms or other mitigation measures shall be provided to ensure that off-site sound levels generated by the use meet those standards.
- q) The use shall be operated by the owner of the lot and a maximum of four employees.
- r) The use shall not be offensive, obnoxious or dangerous to the neighbours or the area by reason of: the emission of light, heat, fumes, noise, vibration, gas, dust, smoke, fire, odour, air or water borne waste or pollution; interference with radio or television; or the significant increase in vehicle traffic due to frequency of deliveries by commercial carriers or patron parking.
- s) There shall be no advertising other than a non-illuminating sign having a maximum size of 1 square metre.
- t) Any permitted on-farm business shall operate only during any part of the following time periods: between 7:00 a.m. and 7:00 p.m. on Mondays to Fridays and between 8:00 a.m. and 5:00 p.m. on Saturdays.

RECEIVED

MAY 15 2017

To: Mayor White & Members of Council

From: Harvey Lyon

Date: May 14/17

Re: Public Meeting for Home Industries By-law.

I recommend that the By-law be expanded to specifically address home industries on prime agricultural land having a lot size less than 20.23 ha with the number of 'shops' already approved in the township and the many more to come. It is prudent to set down the rules of the game rather than having them negotiated on an ad-hoc basis.

I see the following points to be addressed

1. The new By-law must meld seamlessly with the existing On-farm Business By-law.

- Same accepted uses

- Same requirement that the lot qualifies for the Farm Property Tax Class and must be used for a farming business that has a valid Farm Business Registration number.

2. For those lots greater than 10 ha and less 20.23 ha and has an acceptable on going farm business the maximum building size shall be the same ratio to A19 as the lot area is to 20.23

3. For those lots less than 10 ha the maximum building size shall be 100 m<sup>2</sup>.

4. For those lots regardless of size on which the agricultural/farming enterprise can best be described as a 'hobby farm' (i.e. 2 or 3 cattle and a dozen or two chickens) the building size is restricted to 100m<sup>2</sup>

5. To help residents understand some of the 'whys' that go in to the preparation of the By-law, I suggest we include some 'boxed' comments such as...

Neglect and allowing a farm to go back to willows does not change its designation as prime agricultural land.

THE PROVINCE REQUIRES that this use is secondary to the principal agricultural use of the property and are limited in area.

Summary



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

**RECEIPT OF COMPLETE APPLICATION**

**TAKE NOTICE** that Township of Melancthon has received a complete application to amend Municipal Zoning By-law 12-79. The purpose of the rezoning is to amend the Township's Comprehensive Zoning By-law to zone lands located in Part of Lots 221 and 222, Concession 2, N.E. and Part of Lot 222, Concession 1 N.E., located at 199190 2<sup>nd</sup> Line N.E. to permit the construction of a detached dwelling with a secondary suite.

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

**NOTICE OF PUBLIC MEETING WITH COUNCIL**

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

**DATE AND LOCATION OF PUBLIC MEETING**

Date: Thursday, May 18<sup>th</sup>, 2017  
Time: 5:50 pm  
Location: Township of Melancthon Municipal Office (Council Chambers)

**DETAILS OF THE ZONING BY-LAW AMENDMENT**

The application affects lands located in Part of Lots 221 and 222, Concession 2 N.E. and Part of Lot 222, Concession 1 N.E. in the Township of Melancthon. A key map has been appended to this Notice which identifies the subject lands.

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 12-79 to permit the construction of a two-unit dwelling in the General Agriculture (A1) Zone. If the proposed zoning amendment is approved it would allow the inclusion of a secondary suite through a site-specific exception to the General Agriculture (A1) Zone.

**FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION**

A key map has been appended that identifies the lands that are subject to this amendment. The applicant's building plan is also available for review at the Township office.

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

If you wish to be notified of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6 fax (519) 925-1110.

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

Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

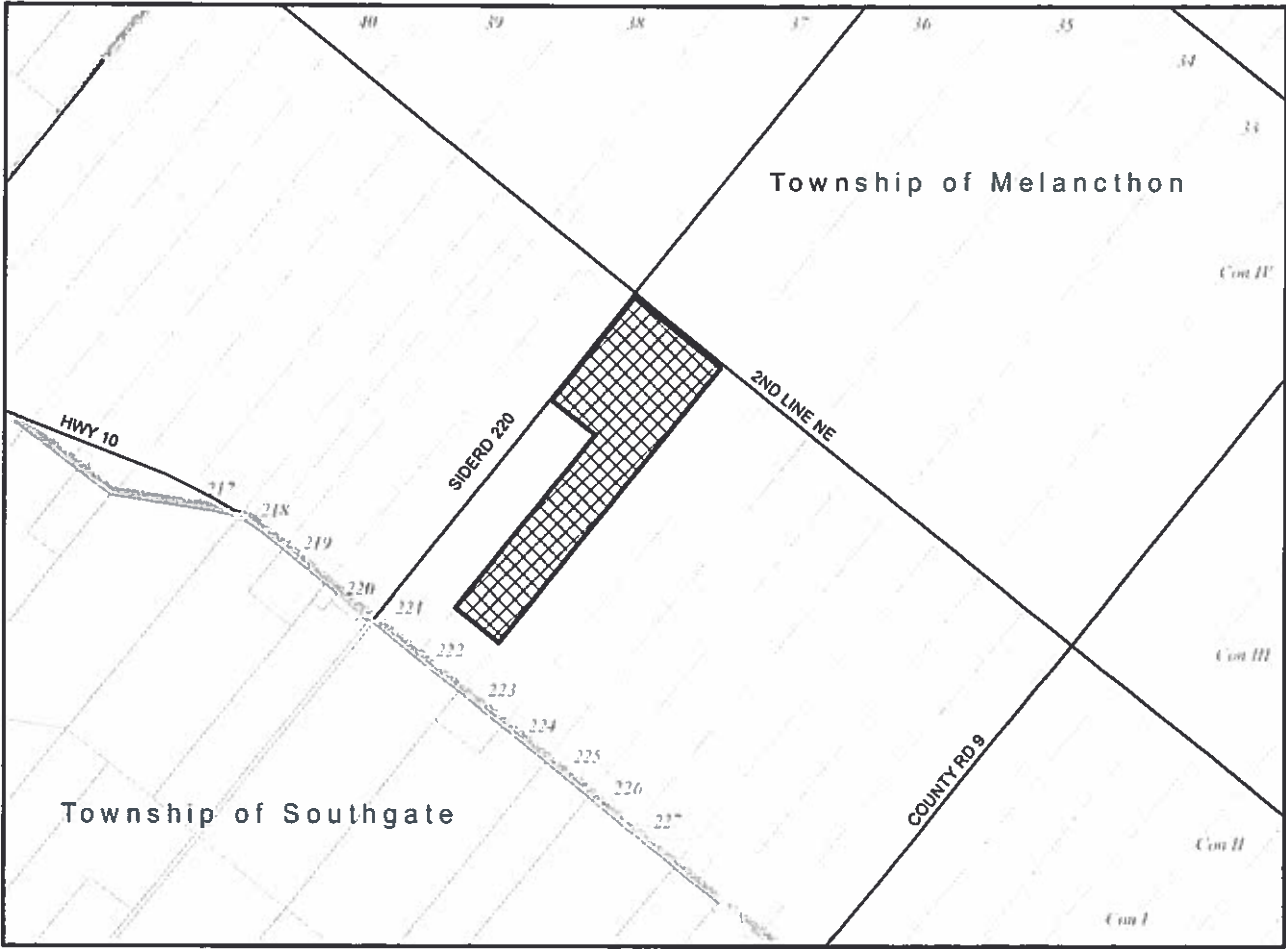
Mailing Date of this Notice: April 27, 2017



Denise Holmes, CAO  
Township of Melancthon

DEL#3  
MAY 18 2017

LANDS SUBJECT TO APPLICATION FOR  
ZONING BY-LAW AMENDMENT



 Subject Lands



**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**BY-LAW NO. \_\_\_\_\_**

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon for lands located in Part of Lots 221 and 222, Concession 2 NETSR, in the Township of Melancthon, County of Dufferin.

WHEREAS the Council of the Corporation of the Township of Melancthon is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the Planning Act, 1990;

AND WHEREAS the owner of the subject lands has requested a zoning by-law amendment to construct a two-unit residential dwelling;

AND WHEREAS the Council of the Corporation of the Township of Melancthon deems it advisable to amend By-Law 12-79, as amended;

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

1. The lands subject to this By-law are located in Part of Lots 221 and 222, Concession 2, NETSR which are zoned General Agricultural Exception (A1-82) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
2. And Furthermore, Section 4.7 cccc) to Zoning By-law 12-79 as amended, is hereby deleted and replaced with the following:

cccc) *Notwithstanding Sections 4.2, 4.3 and 4.6 of Zoning By-law 12-79, as amended, lands located in Part Lots 221 and 222, Concession 2 NETSR and located in the A1-82 Zone may be permitted to be used for the additional uses of an existing machine shop as well as one detached dwelling containing one internal, independent, secondary dwelling unit and designed in a manner that both the detached dwelling and the internal secondary dwelling unit shall have separate means of exterior entry. The dwelling unit and internal secondary dwelling unit shall be constructed in accordance with the Ontario Building Code for matters including but not limited to fire regulation and ratings.*

*For the purpose of the A1-82 Zone, the following additional regulation shall apply:*

*a) Maximum total floor area of secondary dwelling unit: 74.4 sq. metres (800 sq. ft)*

3. In all other respects, the provisions of By-law 12-79, as amended shall apply.

This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act (Ontario).

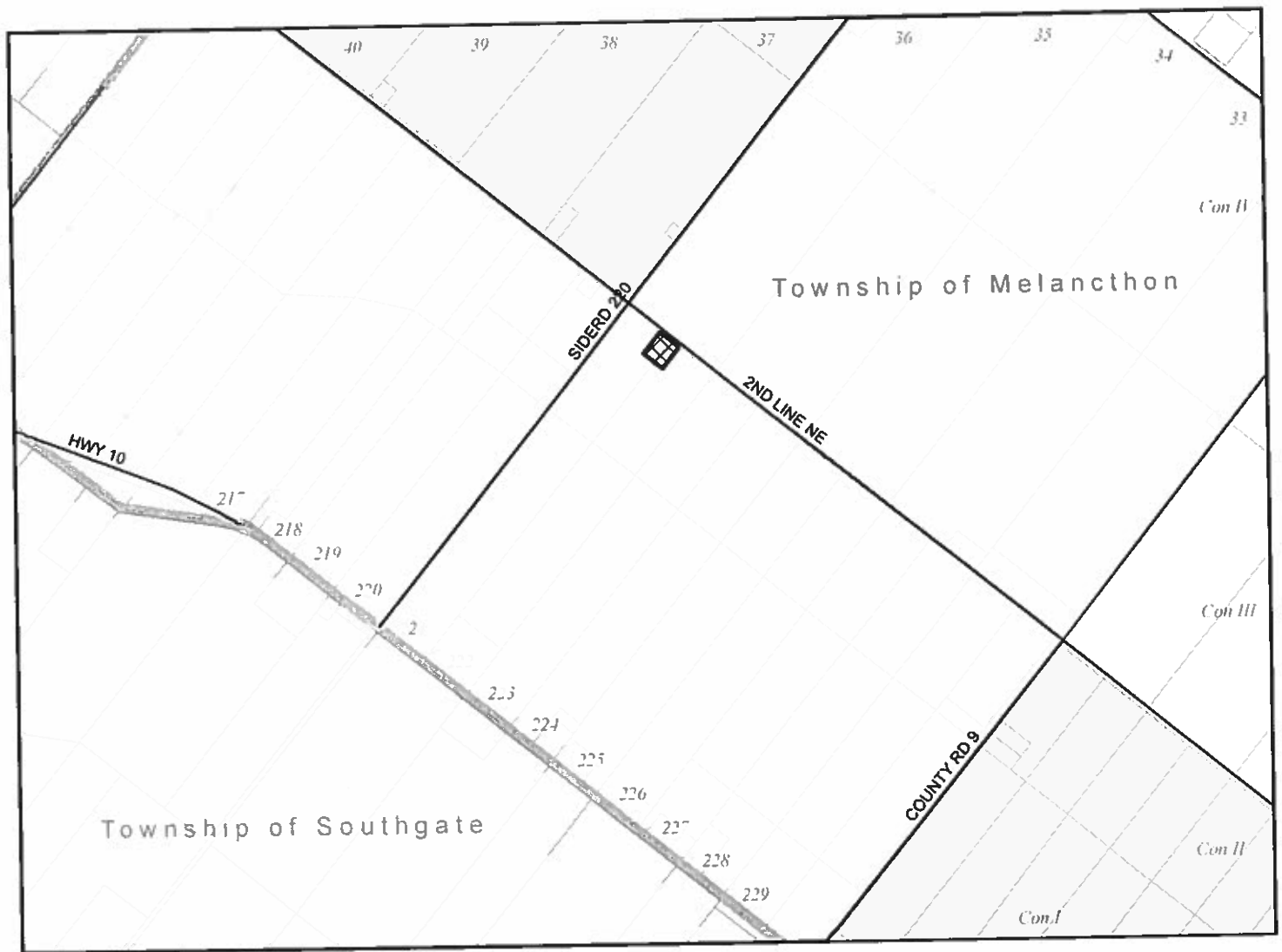
READ A FIRST AND SECOND TIME on the 18<sup>th</sup> day of May 2017.

READ A THIRD TIME and finally passed this 18<sup>th</sup> day of May 2017.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Schedule 'A-1'**  
**By-law 2017-\_\_\_\_\_**  
**Part of Lots 221 – 222, Concession 2 N.E.**  
**Township of Melancthon**



Lands subject to amended A1-82 Zone

This is Schedule 'A-1' to By-law \_\_\_\_\_

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Clerk