



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, May 4, 2017 - 4:00 p.m.

PLEASE NOTE START TIME

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 - April 20, 2017**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
9. **Planning Matters**
 1. Memorandum from Chris Jones Re - Proposed Zoning By-law Amendment - Lots 243-244, Concession 2 N.E.
 2. Memorandum from Chris Jones Re - Proposed Official Plan Amendment - Part Lot 18, Concession 3 O.S.
 3. Applications to Permit
10. **Road Business**
 1. Accounts
 2. Letter from NORTRAX Re - Paint and Mechanical Issues with John Deere 772Gp Motor Grader
 3. Open Tenders received to Supply and Deliver the 2017 "M" and "A" Gravel
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. **Committee Reports**
13. **Correspondence**

***Board & Committee Minutes**

1. Shelburne Public Library Board Meeting - March 21, 2017

*** Items for Information Purposes**

1. Dufferin County E-Newsletter - April, 2017
2. Email from Dufferin County Re - Melancthon Council Resolution 2nd Line SW
3. GRCA Current - April 2017 - Volume 22 Number 4
4. Resolution from The Corporation of The Township of Adjala - Tosorontio Re- Taxes payable on purchases of a Canadian Flag or Canada's 150 Anniversary Flag for 2017
5. AMO Communications - AMO Policy Update - Province Announces Fair Housing Plan for Ontario
6. AMO Communications - AMO Policy Update -Federal Cannabis Legislation Tabled
7. AMO Communications - AMO Policy Update - Waste Diversion - The Blue Box Today and Tomorrow

8. Letter from R.J. Burnside and Associates - Drainage Superintendent Services from January 1, 2017 through March 31, 2017
9. AMO Communications - AMO Policy Update - All Eyes on Queen's Park for this Week's 2017 Provincial Budget

*** Items for Council Action**

1. RJ Burnside and Associates - Work Plan Summary Letter - 2017 Municipal and Culvert OSIM Inspection
2. Email from Service Canada Re - Canada Summer Jobs/Agreement
3. Notification for Maintenance and Repair of the John Theaker Award Drain from Leo Blydorp, owner of West and East Part Lot 1, Concession 4 OS
4. Drainage Tribunal Appeal by Kevin Fluney under Section 64 of the Drainage Act, Re - Fluney Drain

14. General Business

1. Accounts
2. New/Other Business/Additions
 1. Corbetton Park - Legacy Project
3. Unfinished Business
 1. North Dufferin Community Centre Board of Management

15. Delegations

1. **5:00 p.m. - 6:30 p.m.** - Margaret Walton, Stefan Szczerbak and Erik Lockhart, Planscape Consulting Team for the Strategic Plan - Council/Staff Consultation

16. Closed Session

1. Adoption of Draft Minutes - April 6, 2017
2. Business Arising from Minutes
3. Litigation or potential litigation, including matters before administrative tribunal, affecting the local board - McCue Drainage Works Tribunal

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

18. Notice of Motion

19. Confirmation By-law

20. Adjournment and Date of Next Meeting - Thursday, May 18, 2017 - 5:00 p.m.

21. On Sites

22. Correspondence on File at the Clerk's Office

23. UPCOMING MEETINGS:

1. Home Based Business Zoning By-law Amendment

Open House # 1 - Tuesday, May 9, 2017 - 6:00 - 8:00 p.m.
 Horning's Mills Community - 14 Mill Street

Open House # 2 - Thursday, May 11, 2017 - 10:00 a.m. - 12 noon
 Township Office - 157101 Highway 10

Public Meeting - Thursday, May 18, 2017 - 5:30 p.m.
 Township Office - 157101 Highway 10

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MEMORANDUM

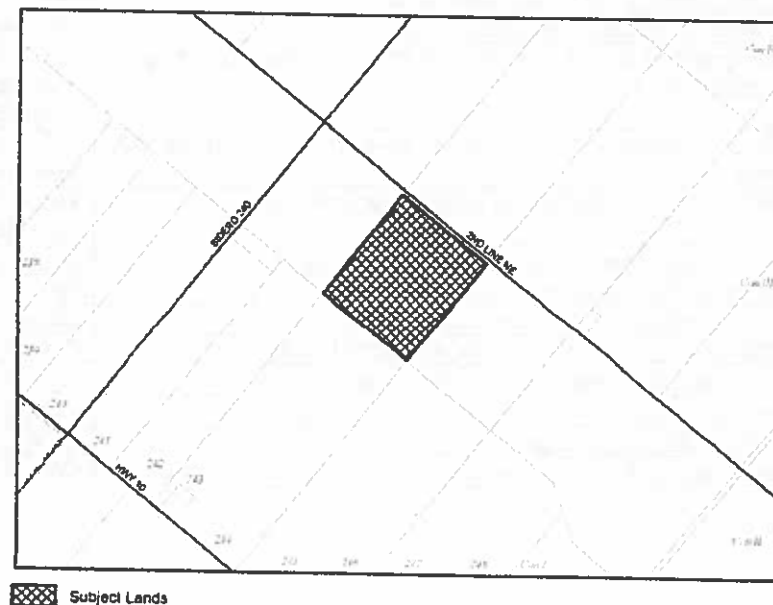
To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO/Clerk
From: Chris D. Jones MCIP, RPP
Date: April 27, 2017
Re: Proposed Zoning By-law Amendment – Lots 243/244, Concession 2 N.E.
(Exemption to On-Farm Use Lot Area Regulation)

Ms. Judith Mayer has applied for a zoning by-law amendment for lands located at 198362 2nd Line N.E, described as Part of Lots 243 and 244, Concession 2, N.E. The subject lands have a lot area of 18.4 hectares (45.5 acres) and a frontage on the 2nd Line of approximately 388 metres (1,275 feet).

The applicant wishes to establish an on-farm business in accordance with Section 4.6 of the Township's Comprehensive Zoning By-law, however the lot area of the subject lands does not comply with the minimum area requirement of 20.23 hectares.

The location of the lands is shown in Figure 1.

Figure 1 – Location of Subject Lands



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51 Churchill Drive, Unit 1
Barrie, Ontario
(705) 725-8133

PL # 1

MAY - 4 2017

The subject lands are located in the Agricultural designation of the Township's Official Plan. Based on a review of the aerial photo and a site visit there is a dwelling located on the property and no other accessory buildings or farm buildings. It appears there used to be a barn or shed which has fallen down and remnants of this structure remain on-site. Four livestock were observed on-site as well as a camper and a number of vehicles and pieces of farm equipment, which I cannot confirm are in working order.

The applicant's proposal involves the construction of a new workshop with a floor area of 418.06 square metres (4,500 square feet) to be used to accommodate a machine manufacturing business known as Corbetton House Packaging. It is understood the business manufactures and assemble machines used in the assembling and packaging of good and materials.

A summary of the regulations for on-farm uses and the manner in which they have been addressed through information submitted by the applicant is provided in Table 1.

Table 1 – Compliance Review

	Regulation	Compliance
a)	Definition of "secondary use to agriculture"	Business can build machines that support agri-business
b)	Permitted uses (item b) i) "Dry manufacturing, trades..."	Yes
c)	Limitation on retail use	No retail use is proposed
d)	Requirement for Change of Use	Require ZBA to be resolved
e)	One permitted use per qualifying lot	Yes
f)	Farm Business Registration Number	Not available at time of report
g)	Minimum lot size of 20.23 ha	No – farm parcel is 18.4 ha
h)	Minimum lot frontage of 150 metres	Yes – frontage is 388 metres
i)	Use and parking not to exceed 0.4 ha	Yes
j)	Use shall be in separate building	Yes – new building proposed
k)	Building setbacks 22.8 from any lot line, 121.9 from dwelling on a separate lot	Yes – 21.3 metres to front lot line and approx. 130 metres to nearest dwelling (to be confirmed)
l)	Minimum distance from another on-farm use shall be 500 metres	Yes – Approx. 4 km to nearest on-farm use
m)	Maximum floor area shall be 418.06 square metres	Yes – maximum floor area is 418.05 sq. metres
n)	Building shall have a max height of 9.2 metres	Yes – height is 4.6 metres
o)	Operation shall be enclosed	Yes
p)	Landscaped buffer strip along open road	Owner agrees to comply
q)	Compliance with MOECC noise emission standards	Owner agrees to comply
r)	Owner operated and not more than 4 employees	Owner agrees to comply
s)	Use shall not be offensive, obnoxious, or dangerous...	Owner agrees to comply
t)	No advertising or signage	Owner agrees to comply
u)	Operating hours 7 to 7 weekdays and 8 to 5 on Saturdays.	Owner agrees to comply

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PROVINCIAL POLICY STATEMENT

Provincial Policy Statement (2014)

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.

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;
- 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

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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.

ANALYSIS

The PPS and the Township's Official Plan use the same definition for an "on-farm diversified use". This definition requires an on-farm diversified use to be, *"secondary to the principle agricultural use of the property..."*

In my opinion, I have difficulty reconciling that the principle use of the applicant's land is currently agricultural or will be agricultural if the requested zoning amendment was approved to facilitate the development of a 4,500 square foot manufacturing building.

Notwithstanding my opinion, Council has generally not been supportive of exemptions from the standards established by the On-Farm Uses By-law.

As a final note, Council has initiated a work program to establish a definition and regulations for home industries in the Township. As a result, it may be prudent for this application to be deferred pending the completion of this work program as it may provide as-of-right provisions to establish a home industry on the subject lands.

OPTIONS

Council has the following options with the proposed zoning amendment:

1. Declare it complete and direct staff to schedule a public meeting;
2. Refuse the application if Council is not inclined to support an exemption to the on-farm use by-law; or,

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3. Defer proceeding with the application pending the completion of the work program designed to define and regulate home industries.

RECOMMENDATION

It is recommended that Council defer proceeding with this application until the work program to define and regulate home industries has been finalized.



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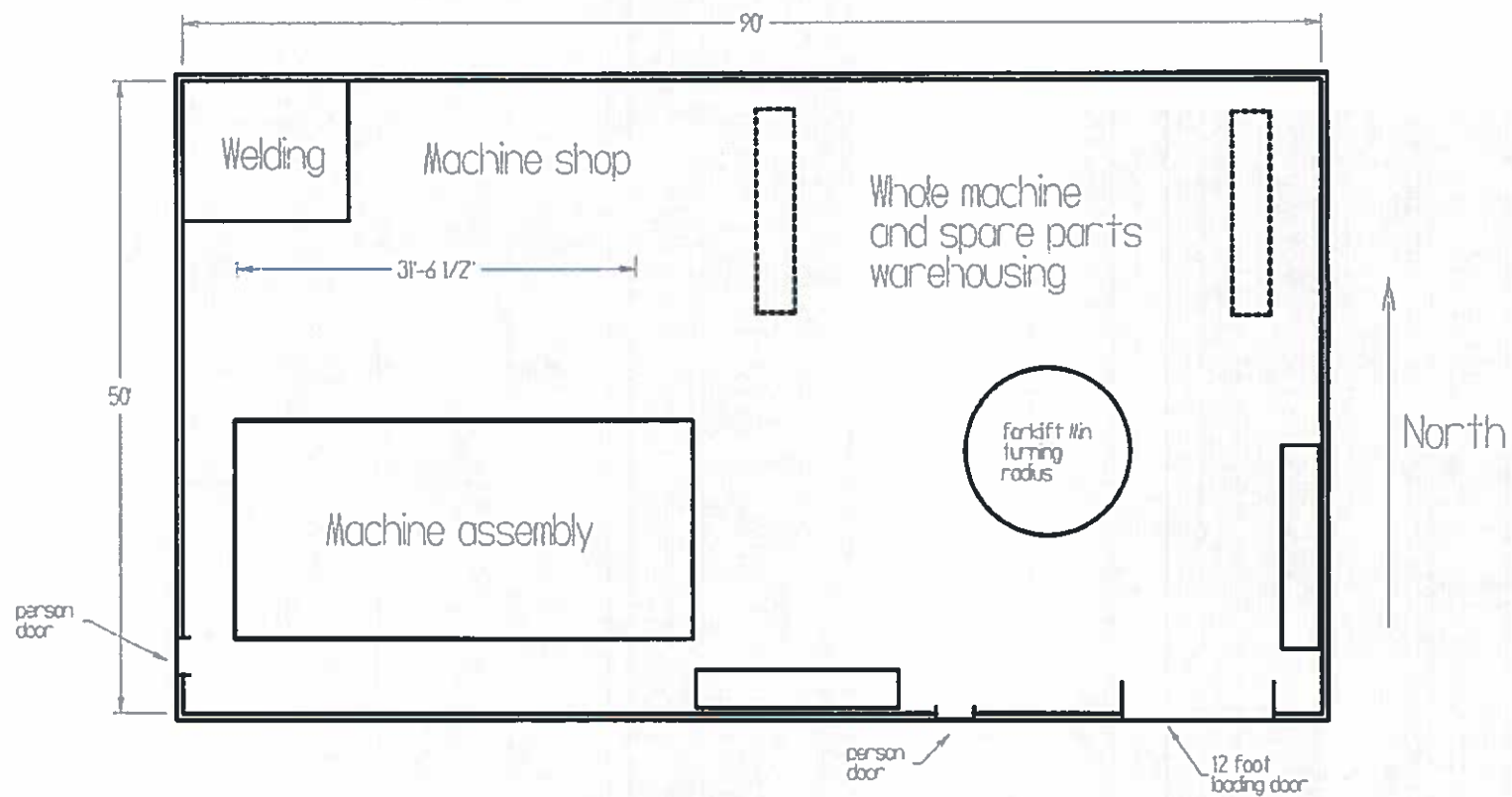
1)



Farm location (blue dot) and property boundary (red brackets). Intersection is SR 240 and 2nd Line NE.



Proposed warehouse/Shop site. Building size is 50 x 90' with 18' ceiling. 30' from North property line and parallel with house. Farm style building.



Shop building plan



CH CORBETTON HOUSE PACKAGING

Nutrifresh Eggs.
REMOVED
Willard, OH 44890

REMOVED



Model 700 Top only Random Side drive FC

Machine Specifications	Description	Your Price (USD)
Drive System	Side belt drive with 2 direct drive gear motors. Flap closing height only random case sealer. See description.	
Machine Finish	Powder coated. Black, or Black and Orange, or Violet and Yellow	
Electrical Requirements	120 Volt 60 Hz 10 Amp	
Operating Height	Adjustable from 18 to 26 inches	
Tape Heads	Two EZ-load III model 502-22 Tape heads	
Drive Belt Speed	77 Feet per minute	
Machine Options	48" Powered In-feed Conveyor Table controlled by machine. This unit may require 240V service.	Included
	Case In-feed Guides	Included
	Extended Case Compression Rollers (top squeezers)	Included
	Exit Conveyor Table (not shown) 16" long	Included
	Safety doors. Interlocked both sides	Included
US Funds	1 Day onsite training and set up Included	REMOVED

Case Processing Information	Length	Width	Height
Minimum	3.625 Inches	3.625 Inches	4.75 Inches
Maximum	26 Inches	20 Inches	20 Inches

Machine Dimensions	124 Inches (including 48" infeed Conveyor)	34 Inches	64 Inches
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Terms & Conditions	
	REMOVED

Corbetton House Packaging Ltd.
Box 789 Dundalk ON
800-599-4777

Description

Corbetton House Packaging is proud to present you with the above quotation.

The following machine is designed to provide top and bottom taping on cartons within the range in a fully automatic, operator-less condition.

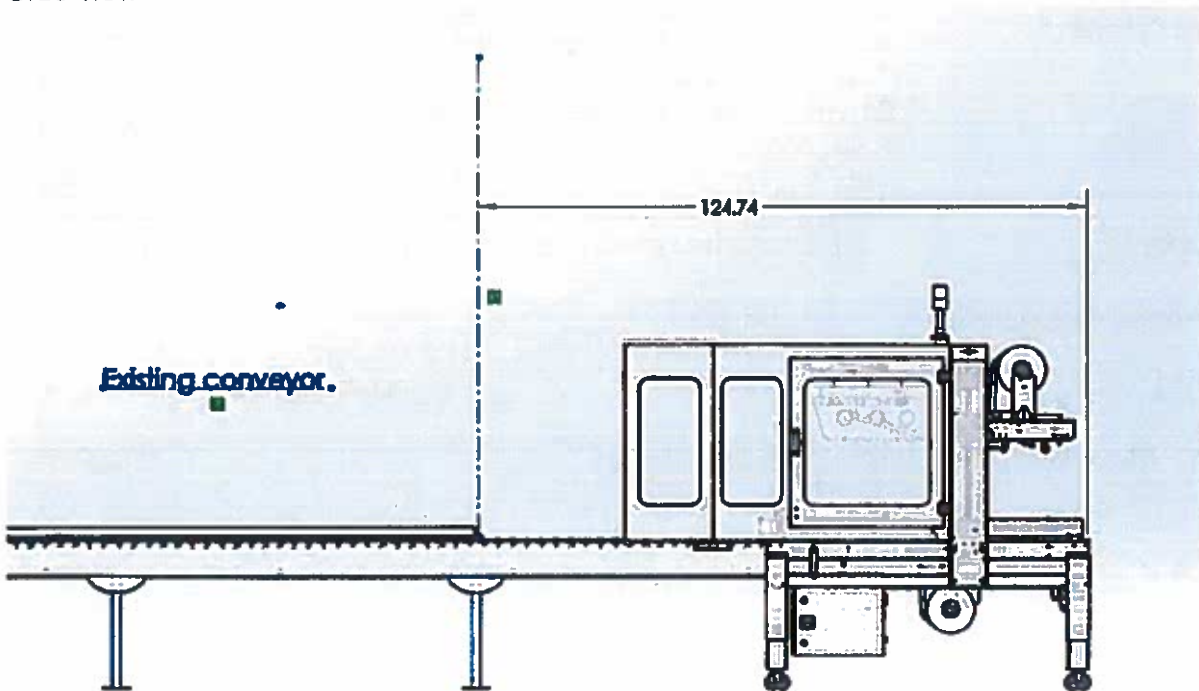
This machine is configured so as to be set up by an operator for a uniform carton width and will automatically pre adjust between 2 different height cartons. Each of these (height) sizes can also be set manually and the machine will adjust between the 2 set ups as needed for the flow of cartons.

The infeed end of the machine will be fed through a supplied powered roller conveyor and a built in index gate will separate cartons before they enter the machine.

Throughput speed is expected to be a MAX of 8-10 cartons per minute if the machine has to adjust for each and every carton that enters. And can exceed 30 cartons per minute on a flow of the same size cartons.

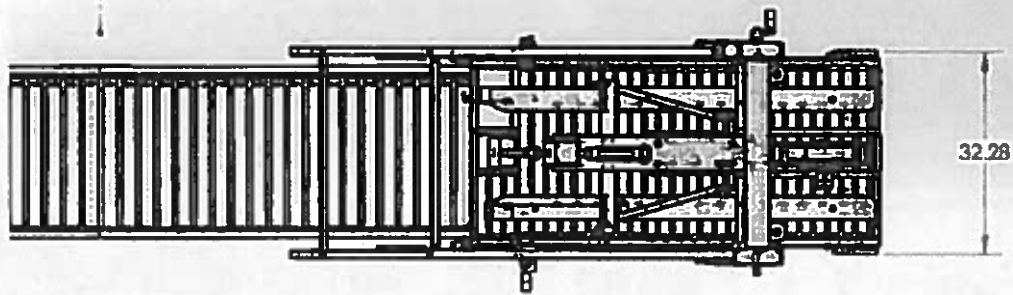
If this machine is chosen by Nutrifresh then an ample supply of cartons for testing will be required before shipping.

Side view



Corbetton House Packaging Ltd.
Box 789 Dundalk ON
800-599-4777

Top view



REMOVED

Thank you for your consideration. We look forward to providing you with the best equipment for the task.

Corbetton House Packaging Ltd.
Box 789 Dundalk ON
800-599-4777





MEMORANDUM

To: Ms. Denise Holmes and Members of Council
From: Chris Jones MCIP, RPP
Date: April 19, 2017
Re: Proposed Official Plan Amendment – Part Lot 18, Concession 3 O.S.

BACKGROUND

The purpose of this memo is to provide pre-consultation comments with respect to a proposed Official Plan Amendment (OPA) for lands located in Part Lot 18, Concession 3 O.S. The purpose of the OPA is to facilitate the creation of a new residential lot. The subject lands are owned by Bonnefield Farmland Ontario Ltd. who has authorized Mr. Wayne Nicholson to apply for a consent to sever the proposed lot.

The discussion surrounding the proposed OPA was precipitated by an application for consent that was the subject of a hearing on May 19, 2016 and was deferred. A copy of the planning report that was prepared for the May 19 hearing is attached to this pre-consultation memo.

It is noted that the authorized agent, Mr. Nicholson met with the Township's planning consultant (the author of this memo) prior to submitting the consent application, on October 15, 2015, and December 17, 2015 to discuss the lot creation proposal. At both of these meetings it was explained that the proposed consent would not conform with the lot creation policies of the Township's new Official Plan nor would the proposal be consistent with the Provincial Policy Statement (2014).

OFFICIAL PLAN

The subject lands are located in the Agricultural designation in the Township's Official Plan. The attached memo that was prepared for the consent application summarizes the salient official plan policies as well as the planning rationale that supported the recommendation not to approve the application.

It is noted that an amendment to the Township's Official Plan from Agricultural to Rural would also need to include a policy exemption from the Rural lot creation policies as I do not believe the current lot creation policies articulated in Section 5.3.3 would allow the proposed lot to be severed even if it was re-designated to Rural.

REPORT SUBMITTED BY HUNTER AND ASSOCIATES

On March 16, 2017 the Township received a report prepared by Hunter and Associates, outlining a proposal to amend the Township's Official Plan and Zoning By-law to allow the subject lot to be severed. The primary rationale for the OPA, outlined in Section A of the report, is summarized below:

- The lands proposed for consent are identified as Class 6 agricultural lands according to the Dufferin County Soil Survey;
- There is a total of 8 existing rural residential lots in the immediate area of the proposed lot; and,
- The immediate neighbours support the proposal.

The report also reviewed several Official Plan policies and land use designations but the report did not specifically address any policies regarding the Agricultural land use designation.

The report also reviewed Part III of the Provincial Policy Statement (PPS) but did not address Section 2.3 – Agriculture, nor did it identify or comment on the PPS definition of "prime agricultural area" which is defined in part as including "*prime agricultural lands and associated CLI Class 4 through 7 lands, and additional areas where there is a local concentration of farms....*"

COUNTY OF DUFFERIN OFFICIAL PLAN

The subject lands are designated Agriculture in the County of Dufferin Official Plan. On this basis the proposed OPA would not conform with the County Official Plan and an amendment to the County Plan would therefore be required in accordance with Section 4.2.3 a) of the County Plan. An amendment or exemption may also be required from Section 4.2.5 c) and g) of the County Plan.

Pre-consultation with the County is advised with respect the proposed amendment.

COMPLETE APPLICATION

There is a public interest in protecting and maintaining a viable agricultural land base. On this basis any initiative or study designed to assess the suitability of the Township's Agricultural land use designation should be undertaken with a broader perspective than 5 acres of land. In addition, such an assessment should be guided by a methodology consistent with guidelines developed by the Province or by an alternative land use evaluation system supported by the Province. In the event of a broader undertaking, the Township would then be prepared to consider a Township-wide

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amendment in conjunction with a future Official Plan review.

Notwithstanding, it is clear that the purpose of the amendment is to facilitate the creation of a new residential lot. Given this singular objective, any proposed amendment is likely to be difficult for the County and the Township to reconcile given that the proposal is not consistent with the Provincial Policy Statement currently in effect and which was in effect when the upper and lower tier plans were approved.

In terms of preparing a complete application, the proponent should be guided by Schedule 1 to O. Reg. 543/06, although it is noted that item 24 of this list is problematic as it requires confirmation that the application is consistent with Provincial Policy.

Based on the material that has been submitted to date, should the proposed amendment be received by Council and declared to be complete, the following options would be provided to Council for their consideration:

1. Defer making a decision until the County Official Plan Amendment is approved;
or;
2. Refuse the amendment under Section 22 (3) of the Planning Act;



Chris Jones MCIP, RPP

Copy: Mr. Garry Hunter
Ms. Sonya Pritchard

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Chris D. Jones BES, MCIP, RPP

51 Churchill Drive

Barrie, Ontario

(705) 725-8133

• Municipal Planning Services Ltd. •

MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris D. Jones MCIP, RPP
Date: May 11, 2016
Re: Consent Application B1/16 – Part Lot 18, Concession 3 O.S.

BACKGROUND

Mr. Wayne Nicholson has been authorized by Bonnefield Canadian Farmland to apply for a consent to sever a new lot for residential purposes.

The lands proposed to be severed are located in Part of Lot 18, Concession 3 O.S and have a total lot area of 40 hectares (100 acres). The new lot to be severed would have a lot area of approximately 2 hectares (5 acres), with a road frontage along the 3rd Line of approximately 160 metres (524 feet).

The lot proposed to be severed is vacant and would be utilized for rural residential purposes and the lot to be retained is currently utilized for agricultural purposes.

OFFICIAL PLAN

The subject lands are located in the Agricultural designation in the Township's Official Plan.

Section 2.2.4 (e) is an objective of the Official Plan, which states:

To limit residential lot creation in prime agricultural areas to lots for a residence surplus to a farm operation.

Section 5.2 of the Agricultural policies states:

The principle planning objective of the Agricultural designation is to protect prime agricultural areas for long term use for agriculture.

Section 5.2.5 establishes the following policies with respect to the creation of new lots in the Agricultural designation:

- a) *The planning objectives of the consent and lot creation policies for the Agricultural designation are to preserve prime agricultural land for agricultural*

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uses, minimize the fragmentation of such land, protect agricultural operations and minimize the intrusion of incompatible uses into prime agricultural areas.

- b) In addition to the general consent policies of Section 7.2 and all other applicable policies of this Plan, the following consent related policies apply specifically to lands in the Agricultural designation. In such areas lot creation is discouraged and only the types of lot creation or lot line adjustments identified in the following policies may be permitted through the granting of consents:
- i. Lots may be created for agricultural uses, provided such lots are of a size appropriate for the type agricultural uses that are common in this area and sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations....
 - ii. Lots may be created for agricultural related uses provided any such lot is limited to the minimum size needed to accommodate the use and appropriate on-site sewage and water services, and the lot is sited to avoid agricultural lands wherever possible.
 - iii. The only type of new residential lot permitted is a lot which accommodates a residence surplus to a farm operation as a result of farm consolidation...

ANALYSIS

The applicant proposes to create a new vacant lot from a 100 acre parcel currently utilized for agricultural purposes and designated Agricultural in the Township's Official Plan.

The primary policies guiding lot creation in the Agricultural designation are found in Section 5.2.5 (b). These policies are derived from Section 2.3.4.1 of the Provincial Policy Statement (PPS 2014).

It is noted that the lands proposed to be severed appear to be tree covered and may not be utilized for agricultural purposes, however, the Provincial definition of "prime agricultural areas" is shown below:

Prime agricultural area means areas where prime agricultural lands predominate. This includes areas of prime agricultural land and associated CL1 Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture...

In my opinion, the Township's Official Plan has identified the subject lands as being part of a "prime agricultural area". On this basis the proposed severance is not consistent with Section 2.3.4.1 of the Provincial Policy Statement or Section 5.2.5 (b) of the Township's Official Plan.

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Barrie, Ontario
(705) 725-8133

RECOMMENDATION

The following recommendation is provided for Council's consideration:

- a) That this report be received; and,
- b) That Application B1/16 be refused on the basis that it is inconsistent with the Provincial Policy Statement and does not conform with the Township's Official Plan.



Chris Jones MCIP, RPP

• Municipal Planning Services •

Chris D. Jones BES, MCIP, RPP

18 Taylor Drive

Barrie, Ontario

(705) 735-2388

**APPLICATIONS TO PERMIT FOR APPROVAL
MAY 4, 2017 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
Ivan Martin - Owner Eli Sherk - Applicant	Part of Lot 28, Concession 5 SW 098268 4th Line S.W.	Rebuild Farm shed from existing foundation up 50' x 80'	\$25,000.00	No	Application approved by CAO Shed damaged in wind storm on 27-Apr-17
Anson Martin - Owner Simon Martin - Applicant	Lot 30, Concession 9 NE 318469 8th Line NE	Add Office to Existing Shop 108 square feet	\$3,500.00	Yes	
Anson Martin - Owner Simon Martin - Applicant	Lot 30, Concession 9 NE 318469 8th Line NE	Skid Steer Storage 288 square feet	\$8,500.00	No	
Ben Scarpelli	Part Lot 278, Concession 2 NE 197225 2nd Line NE	Attached Deck and Storage Shed 150 square meters	\$10,000.00	No	
Douglas Meyers	Lot 253-255, Concession 2 SW	Grain Storage Bin 100 Square Meters	\$30,000.00	No	
William Sherratt	West Part Lot 21, Concession 4 OS	Single Family Dwelling 2,200 square feet	\$420,000.00	Yes	
2066390 Ontario Inc. - Owner Greg Patton - Applicant	Lot 23, Plan 7M-48 12 Rutledge Heights	Single Family Dwelling 3,118 square feet	no value shown	Yes	



760 South Service Rd.
Stoney Creek, ON L8E 5M6
Phone: 905-643-4166 Fax: 905-643-3511

April 27, 2017

Denise B. Holmes
CAO/Clerk
The Corporation of the Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Subject: Paint and mechanical issues with your Deere 772GP Motor Grader

Dear Ms. Holmes,

This short note is to acknowledge receipt your letter of March 22nd 2017 outlining Council's concerns and their position on the status of repairs to your motor grader.

I knew of the paint concerns on the Township's grader and of the meeting that Bill Oakes and our John Deere Product Support representative, Eric Tuin had with Mr. Craig Micks in February and thought there was an acceptable solution provided.

However, I was not aware of the details relating to the mechanical repairs. Having received a copy of your letter, sent on behalf of Council on Tuesday this week, I have had individual discussions with several of my Nortrax colleagues involved with trying to resolve the issues.

As a result an internal meeting is planned next week to review the Township's concerns with those responsible for Customer Support.

Thank you in advance for your indulgence in allowing Nortrax a little more time to prepare a mutually acceptable proposal to resolve these issues.

Respectfully submitted,

Gary Hirst
Government Sales Manager - Ontario

RD#2
MAY - 4 2017

*Minutes for Shelburne Public Library Board Meeting
Tuesday, March 21, 2017*

Present: Laurita Townsend Larry Haskell Erika Ulch
 Harry Allen Gail Little Sharon Martin

Also Present: Rose Dotten, CEO/ Head Librarian

Regrets: Geoff Dunlop, Dave Besley

In the absence of chair, Geoff Dunlop, the Vice-Chair, Laurita Townsend, called the meeting to order at 7:00 P.M.

Motion 08-17 E. Ulch, H. Allen

Be it resolved that we approve the agenda of the board meeting dated March 21, 2017.

Carried

Motion 09 -16 E. Ulch, S. Martin

Be it resolved that we approve the minutes of the board meeting dated February 21, 2017.

Carried

Financial Reports:

Motion 10 -17 G. Little, S. Martin

Be it resolved that we approve the Accounts Payable Register for February, 2017 with invoices and payments in the amount of \$36,943.43

Carried

CEO/ Head Librarian's Report:

- **Statistics**

You will see from the statistics for February that our circulation is increasing and we are pleased with the overall picture of what is happening in the statistics.

- **Report on the "Walk the Wall Challenge"**

We were very pleased with the response to this challenge and are definitely planning another one this summer: "Trans Canada -150 Trek".

We had over 50 participants for the Walk the Wall Challenge. We are planning a celebratory event about healthy eating with local foods on March 23, 2017, which will be presented by Nicole Middleton and Jennifer Payne from Headwaters Food and Farming Alliance.

BD/comm
#1

MAY - 4 2017

- **Report on Library Literary Event – Sunday, March 5, 2017, at 2 pm “Canoe Chronicles with Al Pace and Lin Ward”**

The event was amazing. We had about 50 folks in attendance who were thoroughly engaged and entertained by Al’s presentation. The scenery that he showed in his slides and the entertaining manner of his talk made this a terrific event. This was followed by a superb spread of food prepared by the *Book Cooks*. It consisted of Moose and Venison meatballs, smoked salmon, tourtière, maple donut logs, maple syrup tarts and “s’mores. Everything was delicious and received rave reviews.

- **Report on March Break Programs**

Our March Break programs were very successful this year again. We had over 100 for Cosima Grunsky the singer/entertainer; almost 200 for the Dufflebag Theatre, Three Little Pigs and a full house for the Animal show, “Hands-on Exotics”.

- **Upcoming One Book One County Event on May 13, 2017, at Dufferin County Museum**

We are gearing up for the One Book One County Event with Roy McGregor at the Museum, There are very few tickets left as our seating is limited. The *Book Cooks* have been asked to make 120 s’mores for the event... building on our Al Pace event success.

Correspondence

New Business

We have three advertisements in the local paper and on our website: One for Children’s Librarian for Jeanne Cruikshank’s position, Summer student positions and a Page opposition.

Event to celebrate Jeanne Cruikshank’s retirement: June 23, 2017 : 3 – 7 pm.

Motion 11-17 L. Haskell, G. Little

That we now adjourn at 7:30 p.m., to meet again April 18, 2017, at 7pm.

Carried

Denise Holmes

From: Dufferin County <info=dufferincounty.ca@mail95.atl161.mcsv.net> on behalf of Dufferin County <info@dufferincounty.ca>
Sent: Tuesday, April 18, 2017 12:29 PM
To: dholmes@melancthontownship.ca
Subject: Dufferin County E-Newsletter - April 2017

Dufferin County's Official E-Newsletter

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DUFFERIN
COUNTY

COUNTY IN BRIEF

For April 13th, 2017

The following highlights from the April 13th, 2017 Dufferin County Council Meeting are provided for general information purposes. [For the full agenda and minutes, please visit our website by clicking here.](#) In addition we will also be providing some highlights of services, upcoming events and items of interest.

100th Anniversary of Vimy Ridge

INFO #1



Remembering Vimy Ridge

A defining moment in our history

IMAGE - A photo of poppies in a field with the text Remembering Vimy Ridge - A defining moment in our history

The 1849 Lorne Scots Army Cadets and the 85 Tornado Air Cadet Squadron made a joint presentation to Council about the 100th anniversary of the Battle of Vimy Ridge. With their Colour Party and Air Pipes and Drums Dufferin County's two cadet corps lead council through a moving ceremony to honour those who sacrificed everything on Vimy Ridge 100 years ago. The presentation, made by Sergeant Hauck and Master Corporal Litherland of the 1849 Lorne Scots Royal Canadian Army Cadets, highlighted the success of Canadian divisions in capturing the ridge under the command of General Arthur Currie.

Lorne Scots Monument

Lieutenant Colonel Tom Ruddle of the Lorne Scots Peel Dufferin Halton Regiment made a presentation to Council about the history of the regiment and its significance in Canadian history. Council supported the concept installing a monument to memorialize those who served with the regiment. Staff was directed to report back to Council on the logistics.

North American Occupational Safety and Health Week



NORTH AMERICAN OCCUPATIONAL
Safety and Health Week

naosh.ca

IMAGE - The official logo of the 2017 North American Occupational Safety and Health Week campaign

Dufferin County Council has proclaimed May 7-13th as North American Occupational Safety and Health week in Dufferin County.

The goal of **North American Occupational Safety & Health (NAOSH) Week** is to focus the attention of employers, employees, the general public and all partners in occupational safety and health on the importance of preventing injury and illness in the workplace, at home and in the community. During NAOSH Week, NAOSH partners develop and implement activities throughout North America to promote NAOSH Week. NAOSH Week occurs every year during the first full week of May.

North American Occupational Safety and Health Week - was first launched in June 1997, marked by an agreement between Canada, the United States and Mexico. The Canadian Society of Safety Engineering's (CSSE) Canadian Occupational Health and Safety Week (COHS) had been observed for ten years previously (1986-1996). During the North American Free Trade Agreement (NAFTA) talks between the governments of Mexico, United States, and Canada, workplace safety within the boundaries of all three nations was discussed by government labour department representatives.

Canada's representative at these talks was familiar with Canada's COHS Week and suggested to his Mexican and American counterparts that their countries may wish to become involved in a similar endeavor.

Video Surveillance Policy



IMAGE - One of the many video surveillance cameras in Dufferin County

The County of Dufferin utilizes video surveillance equipment to ensure the safety and security of the public, their staff and property. These systems capture images in a digital format that become official records of the corporation and as such are subject to various privacy laws.

The County of Dufferin recognizes the need to balance an individual's right to privacy and the need to

ensure security and safety. Proper video surveillance, where deemed necessary, is one of the most effective means of helping to keep County facilities and properties operating in a safe, secure and privacy protective manner.

In October 2015 the Information and Privacy Commissioner of Ontario's office published new guidelines on how to use video surveillance in a way that protects individual privacy. Municipalities have statutory obligations imposed under Part II of the by the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) that govern the collection, use and disclosure of personal information, which includes video images.

A cross-functional team developed a policy to govern video surveillance at County owned and leased properties in accordance with the privacy provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The draft policy was sent to the County solicitors for review and was approved by the senior management team in September 2016.

Long-Term Waste Management Strategy Update



IMAGE - Logo for the Dufferin County Long Term Waste Strategy.

work on the Dufferin Long-Term Waste Management Strategy began in June 2016 and will continue into 2017. The strategy will consider several high-level areas pertaining to waste and will reflect on; current conditions, future goals and how these goals can be reached. The purpose of the strategy will be to; refine and enhance current program details in preparation for future contracts; and help plan for other waste related initiatives and objectives well into the future.

This project supports specific action items listed in the Corporate Strategic Plan, including the ongoing effort of increasing the County's waste diversion rate and thereby reducing what is ultimately sent to landfill.

20,000 Homes Campaign - Dufferin



IMAGE - Logo for the 20,000 Homes campaign in Dufferin County

The 20,000 Homes Campaign is a national movement of communities, working together to permanently house 20,000 of Canada's most vulnerable homeless people by July 1, 2018. The campaign is spearheaded by the Canadian Alliance to End Homelessness (CAEH).

The Dufferin Community Advisory Board (CAB) joined the 20,000 Homes campaign to strengthen and promote the ongoing work in the area of Housing First. Housing First focuses on moving people who are experiencing chronic and episodic homelessness as quickly as possible, from the street or

emergency shelter, into permanent housing with supports that vary according to their individual needs.

One of the main components of the 20,000 Homes Campaign is to conduct a homelessness count, in order to establish what homelessness looks like in the local community.

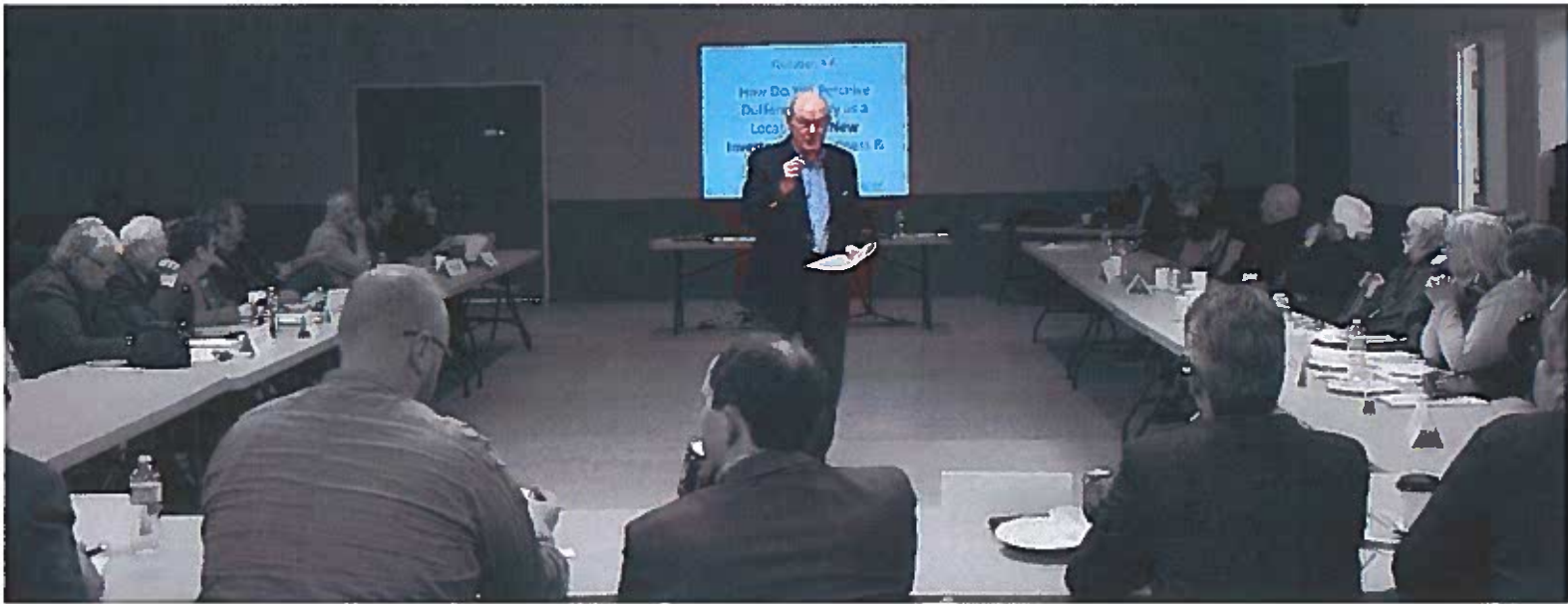
The count was conducted over a 48-hour period: Monday the 17th and Tuesday the 18th October 2016. Locations were set up where individuals could go to complete a survey in Orangeville, Shelburne and Grand Valley. In addition to the fixed locations, volunteers walked numerous routes in Orangeville, Shelburne and Grand Valley, over the 48-hour period looking for people who may have been homeless.

Of the 101 surveys conducted in Dufferin County 78 people between the ages of 15 and 81 did not have a permanent residence to return to every night. That number equates to 1 in 760 Dufferin County residents. In comparison Peel Region's homelessness rate following the campaign was 1 in 5534 people.

The Community Advisory Board and the County of Dufferin continue to work collaboratively with local agencies who serve those in housing crisis. The Community Advisory Board will also work with the Dufferin Poverty Task Force and the DC Moves committee to find sustainable solutions.

The County of Dufferin is using this data to advocate at both the Federal and Provincial levels for more flexibility in how existing and future funding is used and for more support to, not just collect data, but action to turn that data into action.

Joint Councils Workshop



OGO - John Tennant from Global Investment Attraction Group addresses the Joint Councils of Dufferin County on the Economic Development Strategy

On March 30th the elected officials from all of the municipalities in Dufferin County gathered in Waraman, ON for a Joint Councils meeting. The agenda was focused on matters that were important to all of Dufferin County's municipalities.

John Tennant, Global Investment Attraction Group, presented an overview of the process for the creation of an Economic Development Strategic Plan for Dufferin County. During the facilitated discussion, Councillors discussed the economic development related competitive strengths associated with Dufferin County; Dufferin County's greatest weaknesses and challenges related to economic development; the greatest external threats to future economic growth in Dufferin County; the future opportunities for Dufferin County and the vision for Dufferin County's Economic Development?

The information gathered, along with information collected through stakeholder consultation sessions held the following week, will be used by Global Investment Attraction Group to help develop the Economic Development Strategic Plan.

Dufferin's Chief Administrative Officer, Sonya Pritchard, provided an update on the SouthWestern

egrated Fibre Technology (SWIFT) initiative which Dufferin County has been actively involved in.

ie SouthWestern Integrated Fibre Technology (SWIFT) Network is a forward-looking, financially sustainable plan to help the region connect, compete and keep pace in a digital world by building a holistic, ultra-high-speed fibre optic network across the region. Spearheaded by community and businesses leaders across southwestern Ontario, Dufferin, Caledon, and the Niagara Region, SWIFT will build an ultra-high-speed fibre optic regional broadband network for everyone. Regardless of the size of your community, your age, education, or where you work, you deserve affordable access to high-speed broadband – and SWIFT is working to build and deliver critical infrastructure to our communities by connecting over 350 communities across 41,286 km² through 3000 Points of Presence.

ie project was initiated by the [Western Ontario Wardens' Caucus \(WOWC\)](#) in 2011 and was quickly joined by additional partners, including the City of Orillia, the Town of Caledon, the Region of Niagara, Grey Bruce Health Services, and Georgian College. In 2016, SWIFT received \$180 million in funding support from the federal and provincial governments.

The County of Dufferin's Canada 150 Legacy Fund



LOGO - One of the approved Canada 150 logos from the Government of Canada

ie County of Dufferin will be awarding a total of \$68,500 in grants to the member municipalities for

air Canada 150 legacy projects. The Townships of Amaranth, Melancthon and Mulmur will receive 0,000 each as wil the Towns of Grand Valley, Orangeville and Shelburne. The Township of East arafraxa will get \$5000 and the Town of Mono is receiving a grant of \$3500.

Headwaters Trails Summit



IMAGE - Logo of Headwaters Communities in Action

On Wednesday, May 10th, 2017 the Headwaters Trails Summit will take place at Monora Park from 9:30 am until 4:00 pm.

Recreation and outdoor spaces are vital in what makes us healthy. It's about Community Well-Being! In partnership with Headwaters Community in Action, the Ontario Trails Council, the County of Dufferin, the Town of Mono and Wellington Dufferin Guelph Public Health the Summit will be an opportunity for stakeholders, interested groups, businesses and residents to come together to discuss and learn about all things Trail in Headwaters. Discussion will revolve around Rail Trail Development; Dufferin County Active Transportation and Trails plan; Regional Trails; Economic Impact of Trails; Developing Interpretive Signage and Headwaters Trail Connectivity.

For additional information about the Trails Summit contact Shirley Boxem at 519-925-0347 or visit www.headwaterscommunities.ca

Hazardous and Electronic Waste Events for 2017

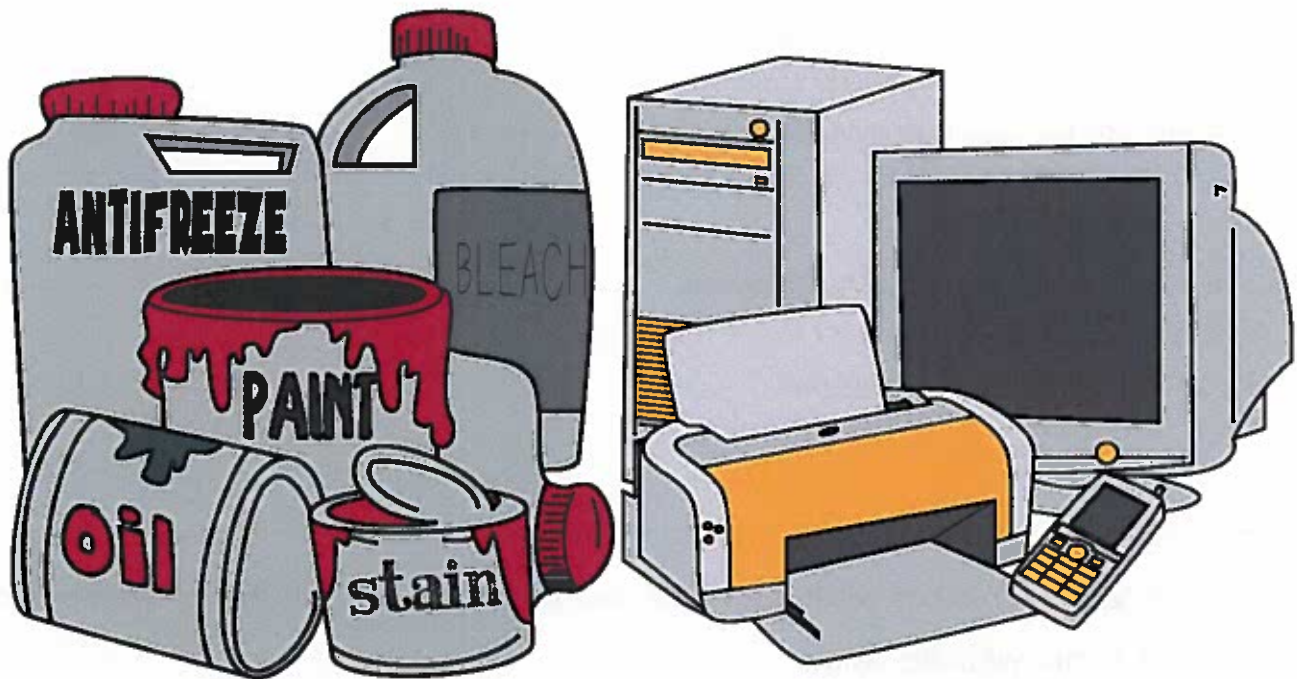


IMAGE - An artists rendition of hazardous and electronic waste

Hazardous waste and electronics contain substances that can be harmful to human health and the environment. It is very important that we keep these materials out of the landfill and to accomplish this,ufferin County organizes several drop-off days every year.

Dates & Locations

Friday, May 6, 2017 8 a.m. – 3 p.m. Town of Mono Works Yard
347209 County Road 8 (Mono
Centre Road), Mono

Friday, May 27, 2017 8 a.m. – 3 p.m. Primrose Operations Centre

p.m. 635666 Highway 10 (just south of Highway 89)

it. June 24, 2017 8 a.m. – 3 Town of Orangeville Operations
p.m. Centre

500 C Line, Orangeville

ed. July 26, 2017 4 p.m. – 8 Town of Orangeville Operations
p.m. Centre

500 C Line, Orangeville

it. September 9, 8 a.m. – 3 Town of Grand Valley Works Yard
17 p.m. 56 Main Street North, Grand Valley

it. September 30, 8 a.m. – 3 Primrose Operations Centre
17 p.m. 635666 Highway 10 (just south of Highway 89)

it. October 28, 8 a.m. – 3 Town of Orangeville Operations
17 p.m. Centre
500 C Line, Orangeville

n annual schedule showing the dates, times and locations of the 2017 Hazardous and Electroraste events and a complete list of what materials can be dropped off at these events can be four clicking on the link to our website below:

<https://www.dufferincounty.ca/residents/waste-services/collection/hazardous-materials-and-electronic-waste>



IMAGE - Screenshots of the DufferinWaste app

For those who use a smart phone or tablet you can download the DufferinWaste app from the App Store or Google Play. Waste and recycling schedules and reminders for Dufferin County, Ontario. View your schedule for Blue Box, Green Bin, garbage, yard waste and more and receive collection notifications all from within this app.

Wellington Dufferin Guelph Public Health

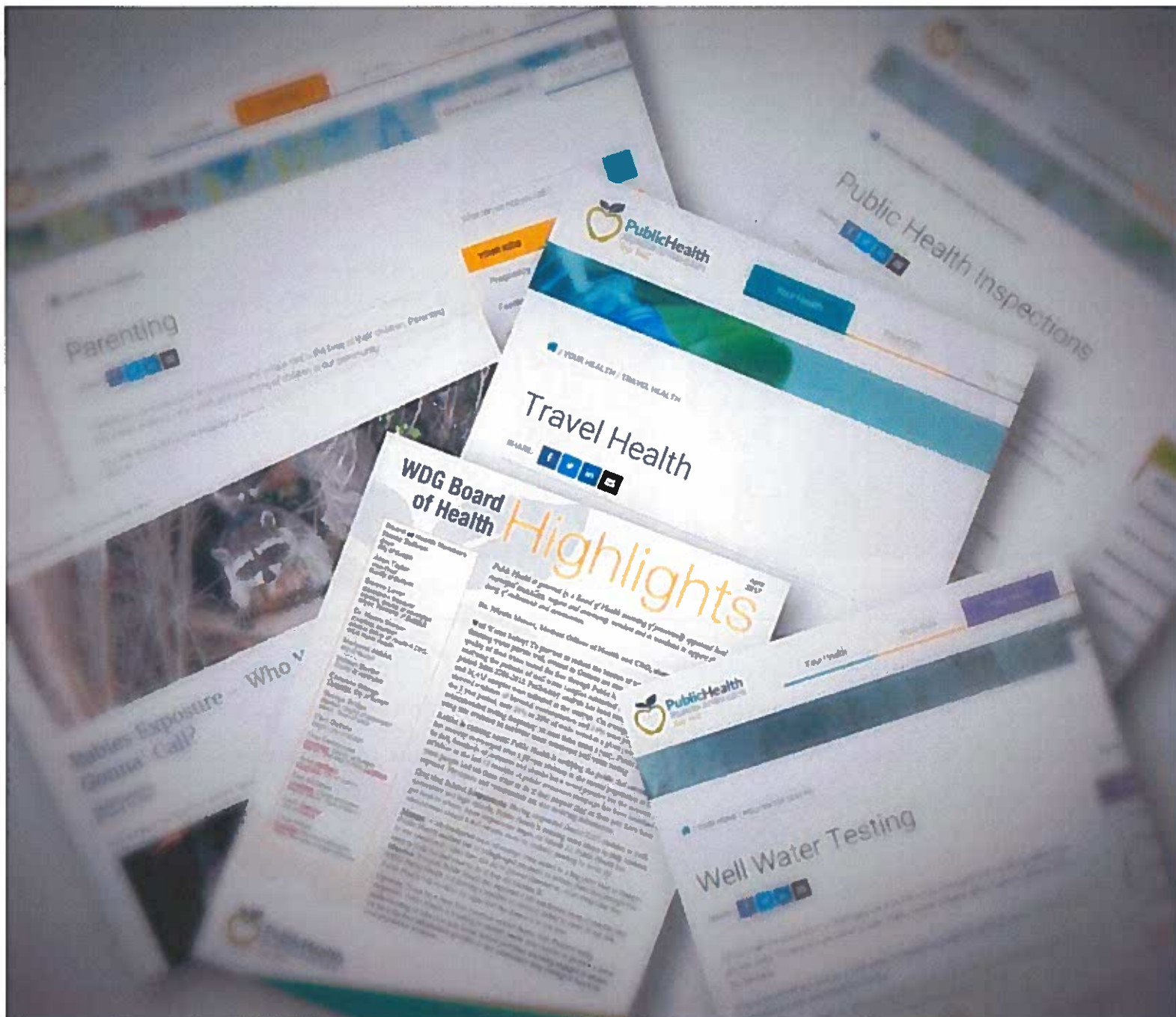


IMAGE - A collage of several of the informative pages on Wellington Dufferin Guelph Public Health's website

And you know that Wellington Dufferin Guelph Public Health's website is loaded with information that everyone in Dufferin County should be familiar with. Their monthly "Highlights" publication provides updates on health related matters affecting Dufferin County. In the April edition of Highlights you can learn about well water safety; rabies; ongoing school suspensions for inadequate vaccination; measles and the ongoing opioid concerns.

sit their website at <https://www.wdgpulichealth.ca/> you'll be glad you did.

*he complete minutes from the April 13th, 2017 County Council meeting w
e available on the County website.*

*he next County Council meeting will be May 11th, 2017 at 7:00 pm - 51 Zir
treet, Orangeville, ON*

coming Committee Meeting dates

Community Services Dufferin Oaks committee - April 25th, 2017 at 7:00 pm

Public Works committee - April 26th, 2017 at 9:00 am

General Government Services committee - April 26th, 2017 at 4:00 pm

to access agendas or minutes for these committee meetings please use the link to our website below

<https://www.dufferincounty.ca/government/council-and-committee-meetings>

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Denise Holmes

From: Michelle Dunne <mdunne@dufferincounty.ca>
Sent: Wednesday, April 19, 2017 12:54 PM
To: Denise Holmes
Subject: Resolution - 2nd Line Melancthon

Good afternoon Denise,

Further to the resolution passed at Melancthon Council on February 2, 2017 with respect to requesting the County of Dufferin to take ownership of the 2nd Line SW, Council at its regular meeting held on March 9, 2017 referred it for discussion to the Public Works Committee meeting on March 22, 2017. At the Public Works Committee, the correspondence was received and no further action will be taken.

Kindest regards,

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

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GRCA Current



April 2017 • Volume 22 Number 4

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 Saker

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

Above average rainfall

Aside from a snowstorm on March 1 and several light snowfalls, the precipitation in March fell mostly as rain and was above average for the month.

The snowpack on the land disappeared early this year and was mostly gone by the end of February. Under these conditions, the landscape started to dry up and farmers were beginning to prepare their land for spring a little early.

By the end of the month, the reservoirs were within or slightly above their normal operating range. Temperatures in March were close to the long-term average, but were quite variable, alternating between cold and warm. The level of Lake Erie was well above the long-term average at the end of the month.

The first part of April has been wet and warm.

Forest thinning at Shade's Mills Park

Some of the trees in a 30-hectare (75-acres) forest at Shade's Mills Park in Cambridge are being marked this spring so they can be removed later in the year.

The trees are part of a group of pine and spruce plantation forests between Avenue Road and Clyde Road that were planted during the 1980s.

Tree thinning improves the health of the forests. It provides more room for the remaining trees to grow. It also makes space for trees and shrubs of other species. In time, these tree plantations will be converted into more natural and diverse forests.

Earth Day launch for Canada 150 campaign

The Grand River Conservation Authority (GRCA) will kick off its Canada 150 celebration on Earth Day — Saturday, April 22 — at the Guelph Rotary Forest, where a maple grove shaped like a maple leaf will be planted in honour of the 150th anniversary of Confederation.

The celebration will continue for 150 days, and will include various activities, promotion of GRCA programs and initiatives throughout the watershed, as well as a number of events at Grand River Parks and nature centres. The GRCA will share information through its Twitter and Facebook accounts, as well as its website and publications.

The Grand River watershed is rich in Canadian history. In 1994, the Grand River was designated a Canadian Heritage River for its cultural history and outstanding cultural values. Aspects of the Canadian Heritage River will be highlighted, as well as ways to learn about and enjoy nature in the watershed.

Morton prescribed burn

A prescribed burn took place at the Morton property near Pinehurst Lake Park on April 14.

A 20-hectare parcel was burned by Lands and Forests Consulting, a company that strictly follows the intensive Ontario Ministry of Natural Resources and Forestry guidelines for prescribed burning to ensure safety and effectiveness.

The goal of the prescribed burn was to remove invasive non-native Manitoba maple, grasses and other plants. Fire is a normal part of the life cycle of prairie habitats. Native species can tolerate fire, so burning the land clears out non-native species. Fire also releases important nutrients into the soil, which promotes growth and increases seed yields. The burn will help to prepare the land for a native grassland enhancement project that will be seeded after the burn.

At one time, about 25 per cent of the Grand River watershed was tallgrass prairie. Today, only one per cent remains.

Elora Park renovation of Marston Pavilion underway

The Marston Pavilion at Elora Gorge Park will be renovated this summer and is expected to reopen on Canada Day.

Info #3
Info #



www.grandriver.ca

Grand River Conservation Authority

MAY - 4 2017

The kitchen and washrooms will be renovated and a new accessible washroom will be added. In addition, the wooden pillars that hold up the structure have been deteriorating over the years, so the bottom 1.2 metres (four feet) of each will be replaced with concrete and clad in stone.

The GRCA has hired Demikon Construction of Guelph to carry out this \$227,000 project. It will be funded through a Canada 150 Community Infrastructure grant of \$83,250 and funds from the conservation areas capital reserve.

The pavilion opened in 1954, the year that this park opened. It is named after Kay Marston, a member of the GRCA board who was instrumental in establishing as the first conservation area in Ontario.

Floodplain mapping workshop held

Several GRCA staff members attended a floodplain mapping technology transfer workshop in Guelph in early March.

The workshop was organized by the GRCA and the Canadian Water Resources Association, with funding from the Ministry of Natural Resources and Forestry and the Federal National Damage Mitigation Program. About 190 people attended, and most were from conservation authorities and the provincial government. The first day covered the project that the GRCA is coordinating with the U.S. Army Corps of Engineers to adapt their hydrology model to better represent hydrology in Ontario and Canada.

Elora two-zone policy

A new two-zone floodplain policy area for portions of Elora and Fergus has been approved by the GRCA.

Updated floodplain mapping will now be used as the guiding document when dealing with planning matters and permit applications in the two-zone area. Amendments to the GRCA's regulation mapping incorporate the revisions to the floodplain and associated regulated allowance.

This change was requested by the municipality and is being made after a consultation process and necessary approvals.



Photo by Eric Bancroft

The GRCA's osprey WebCam is back for the third year. It allows people to watch a breeding pair of osprey at Belwood Lake. It can be viewed at www.grandriver.ca/osprey.

Two-zone areas are used for existing urban areas that have developed close to rivers and would not be put in place in new areas. They allow redevelopment with restrictions to manage the risk to people and property from floods.

Two-zone areas are in place in many other communities within the watershed.

Water quality report

A new high-level report summarizing water quality conditions across the watershed is complete and on the surface water quality page on www.grandriver.ca.

It shows water quality conditions at long-term sampling sites between 2013 and 2015. The report describes the relative status of nutrient concentrations (nitrogen and phosphorus) and uses the Canadian Council of Ministers of the Environment Water Quality Index.

River water quality is influenced by point sources, such as wastewater treatment plants, which can have a big negative impact that is more pronounced when river flows are low. Recent improvements to wastewater facilities and operations have been beneficial.

On the other hand, when river flows are high during the spring and heavy rainfall events, runoff from urban and agricultural areas have a significant impact.

Spring planting events across the watershed

The GRCA and its partners are hosting six planting events this spring and encouraging watershed residents to celebrate Canada 150 by planting trees in this watershed.

A complete listing of planting events is available in the online calendar at www.grandriver.ca/events.

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

It is a summary of the March, 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:
April 28 at 9:30 a.m.,
GRCA Administration Centre

View and subscribe to GRCA Current and other news:
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



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Telephone: (705) 434-5055 Fax: (705) 434-5051

Office of the Clerk

BY E-MAIL ONLY

April 20, 2017

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

Dear Prime Minister Trudeau:

Re: Canada's 150th Birthday

Please be advised that Council at their meeting of April 10, 2017 passed the following resolution:

A motion was made by Deputy Mayor Little, seconded by Councillor Keenan:

RESOLVED THAT in recognition of Canada's 150th birthday, the federal and provincial governments be requested to wave the taxes payable on the purchase of a Canadian Flag or Canada 150 Anniversary flag for the year 2017; and further,

THAT this motion be forwarded to the Prime Minister of Canada, the Premier of Ontario and Ontario municipalities for their support.

Yours truly,

A handwritten signature in cursive script, appearing to read "Barbara Kane".

Barbara Kane
Township Clerk

c.c. Premier of Ontario Kathleen Wynne
Ontario Municipalities

Info#4
MAY - 4 2017

April 20, 2017

Provinces Announces Fair Housing Plan for Ontario

Today, the government announced a Fair Housing Plan outlining a series of 16 measures to make housing more affordable for renters and homeowners. The intent of the multi-faceted plan is to introduce comprehensive measures that will help people secure affordable housing, stabilize the real estate market, and protect homeowners' investments.

The Plan includes actions to address the demand for housing, increase housing supply, protect renters and homebuyers, and increase information sharing. It includes both flexible, discretionary tools for municipal governments, and some imposed measures that will have fiscal impacts. With some measures, the Province is proposing to play a facilitative role and make a financial contribution. Highlights of the more significant measures include:

- Introducing a 15 percent Non-Residential Speculation Tax (NRST) on foreign home buyers (i.e. non- Canadian, non-permanent resident, non-Canadian corporation) of residential properties of one to six units in the Greater Golden Horseshoe (GGH);
- Expanding rent control to all private rental units, including those built after 1991, while also providing incentives for purpose-built rentals;
- Empowering Toronto and other potentially interested municipalities to introduce a tax on vacant homes;
- Ensuring that property tax on multi-residential apartment buildings is a similar rate as other residential properties;
- Working with municipalities and others to facilitate affordable housing development on provincially owned surplus lands;
- Establishing a Housing Supply Team to work with municipalities and developers to identify barriers and come up with solutions;
- Providing municipalities with the flexibility to use property tax tools to facilitate development opportunities;
- Working with municipalities and developers to streamline the development approval process;
- Creating a five-year, \$125 million provincial rebate program for development charges in communities most in need of purpose-built rental housing; and,
- Working with municipal governments on an updated Growth Plan for the Greater Golden Horseshoe.

AMO is meeting with the Province to learn more details about the range of measures and the government's implementation plan and timelines. For example, how will the 'benefits' of a property tax treatment for multi-residential be put in the hands of tenants rather than owners of rental accommodations?

Legislative change will be required for some of the measures. Are they part of separate legislation or part of the Budget Bill? There are several measures, which apply only in the Greater Golden Horseshoe, which indicate that the Province recognizes that, a 'one-size-fits-all' approach is inappropriate. It is critically important that the Province, along with municipal governments and other housing partners, carefully monitor and evaluate on an ongoing basis the impact that the interventions are having and be very nimble to address emerging unintended consequences.

The announcement also includes a list of previous actions taking by the government, including changes to a rebate for land transfer tax and the ability for municipal governments to enact inclusionary zoning by-laws. Regarding inclusionary zoning, AMO is awaiting a provincial regulation that will enable municipal governments to move forward with this initiative. It is important that a significant degree of local discretion be afforded to municipal governments to pass by-laws that meet local circumstances and need. Further, the regulation should not create any unnecessary barriers to municipal adoption of inclusionary zoning by-laws in order for the initiative to be a success and further contribute to the development of more affordable housing supply in Ontario.

More information on the [Fair Housing Plan](#) and the [news release](#) is on the Ontario website.

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

April 20, 2017

Federal Cannabis Legislation Tabled

The federal government tabled legislation to legalize marijuana on April 13. As expected, the Bills leave the bulk of decisions on age of majority, distribution, and retailing of marijuana to the provinces.

The Legislation:

Bill C-45, the *Cannabis Act*, would amend Canada's Criminal Code, Controlled Drugs and Substances Act and other current legislation to allow Canadian residents to sell, buy, possess, and grow marijuana before July of 2018. The legislation proposes:

- limits of 30 grams of dried marijuana for individual possession for adults over the age of 18 years unless a higher age is set by a province;
- authorizes the creation of a licensing system for marijuana growers and a tracking system for plants;
- establishes penalties for possession of greater amounts of marijuana, trafficking outside of the proposed system, and distribution to minors;
- provinces will have the ability to set their own distribution and other rules, or default to the federal requirements.

Bill C-46 amends the *Criminal Code* and other legislation to introduce new penalties for drugged driving, streamline drunk driving provisions. This Bill also allows police officers who suspect a person of driving while under the influence of drugs or alcohol to demand a bodily fluid sample.

Next Steps:

AMO is calling for municipal licensing of growers and retailers of marijuana to control where these businesses are located, to limit concentration and proximity to schools, daycares, and residential neighbourhoods.

AMO also wants resources so that municipal governments are not left holding the costs for increased policing, public health, and emergency services due to marijuana legalization. AMO is already engaged with the Province as it develops its approach to cannabis access and regulation. This work, through the AMO Marijuana Legalization Task Force, will continue, as will our advocacy.

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

April 20, 2017

Waste Diversion – The Blue Box Today and Tomorrow

Implementation is underway to the *Resource Recovery and Circular Economy Act* (RRCEA). In particular, municipal governments will be transitioning from the current Blue Box program, which is run by municipalities and co-funded by producers, to an Extended Producer Responsibility (EPR) regime that requires producers to cover all end-of-life costs for waste. Eventually, producers will be fully responsible for meeting recovery targets for designated products and packaging.

The municipal role in this system will be evolving. AMO's Board has resolved that the municipal governments' best interest is to move the Blue Box to full producer funding sooner rather than later. The Ministry of Environment and Climate Change is asked to initiate the transition for the Blue Box program this year, with completion to the RRCEA by January 2019.

The AMO Board also directed staff to engage with its municipal partners – Regional Public Works Commissioners of Ontario (RPWCO), the Municipal Waste Association (MWA) and the City of Toronto, to create a municipal waste management entity. The transition and the future work for municipal governments within the new waste management framework requires a high degree of policy and implementation planning involving all the partners. Work on developing this entity has just begun.

In the interim, staff will continue to coordinate stakeholder work through use of existing funding from the Continuous Improvement Fund. This arrangement was approved by the Resource Productivity and Recovery Authority (formerly Waste Diversion Ontario).

We need to know more about significant post-transition issues such as diversion targets, geographic coverage requirements, and what materials will be designated. Until then, our municipal waste diversion programs will continue to provide the convenient, reliable waste services that residents depend on. Municipal governments may be approached by producers to provide post-transition collection and/or processing services for designated materials. We caution that it is too early for Councils to make informed decisions without having the 'rules of the road' defined through Regulations.

2017 Steward Obligation

We should know the value of the 2017 Steward Obligation by the end of May or early June. This payment recovers costs related to 2015 Blue Box services. The first 2017 quarterly payment to municipalities is expected around June 30, 2017.

The Steward Obligation process has been arduous in recent years. AMO continues to press for a funding that is based on actual Blue Box costs. This past March, the AMO President, Lynn Dollin, wrote to MOECC Minister Murray asking that the 2017 Steward Obligation be set using the Arbitrator's method. This would allow municipalities to receive 50% of their Blue Box net costs, as was done in 2014 and 2015. She further said that if the Authority was going to use the flawed 2016 formula-based method, then municipalities would seek 52.5% of the formula, which would allow us to recover our full share.

AMO and City of Toronto staff also made this request directly to the Resource Productivity and Recovery Authority Board on April 11, 2017. Resolving this ongoing conflict would allow everyone to focus on the RRCEA transition and full producer responsibility for the end-of-life costs of designated materials and packaging.

AMO Contact: Dave Gordon, Senior Advisor, E-Mail: dgordon@amo.on.ca, 416.971-9856 ext. 371.



April 11, 2017

Via: Mail

Ms. Wendy Atkinson
Treasurer / Deputy Clerk
Township of Melancthon
157101 Highway NO. 10
Melancthon ON L9V 2E6

Dear Wendy:

Re: Drainage Superintendent Services
File No.: D-ME-SUP
Project No.: MSO019743.2017

As we are into the second quarter of the business year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from January 1, 2017 through March 31, 2017.

The work undertaken during this period includes the following:

January 2017

- Completed the Application for Grant on Costs of Employing a Drainage Superintendent for the 2016 calendar year. Forward to Clerk for submission to Ontario Ministry of Agriculture, Food and Rural Affairs.
- Request from Blydorp regarding possible cleanout of Hicks Drain. Obtain current ownerships from staff for revision of drainage plan.
- Preparation and meeting with Treasurer / Deputy Clerk regarding Roads Budget for municipal drains (reports and maintenance).

February 2017

- Completion of the Grant Allocation Request Form - Fiscal Year 2017/18 for Ministry of Agriculture, Food and Rural Affairs and forward to Treasurer for submission to the Ministry.
- Received Council's resolution for investigation of Broster Drain regarding a request for cleanout. Review Drain file and notes for required work.
- Partial completion of Application for Maintenance Grant for work on Drain maintenance completed during the 2016 calendar year including preparation of the required supporting documentation for the application.
- Site meeting with Director of Public Works and Tiling Contractor regarding a road culvert replacement and tile drainage crossing on the 2nd Line S.W. at Lot 241.

Info#8
MAY - 4 2017

March 2017

- Received Council's resolution for investigation of Atkinson Drain and Keating Drain regarding requests for maintenance and repair. Review drain files for required work.
- Obtain current ownerships from Township staff for the Broster, Atkinson and Keating Drains to revise their respective drain plans.
- Received current ownerships for Broster, Atkinson and Keating Drains. Update plans accordingly. Also assist Township staff with preparation of draft levying assessment schedules for above repair work.

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

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

Yours truly,

R.J. Burnside & Associates Limited

Drainage Superintendent



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

Enclosure(s) Invoice No. MSO019743.2017-1

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COPY



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

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

April 12, 2017

Invoice No:

MSO019743.2017 - 1

Project MSO019743.2017 RJB File: D-ME-SUP - 2017
Professional Services through March 30, 2017

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	12.00		
Engineering Assistant I			
Connell, Natalie	3.50		
Tech IV			
Uderstadt, Gerd	27.50		
Project Support III			
Carlisle, Kristy	.80		
Totals	43.80		
Total Labour			5,480.70
Travel - Mileage		20.64	
Misc Reimbursable Expense		110.81	
Total Reimbursables		131.45	131.45
HST #885871228	13.00 % of 5,612.15	729.58	
Total Tax			729.58
Total Amount Due in CDN Funds			<u><u>\$6,341.73</u></u>

Billings to Date

	Current	Prior	Total
Labor	5,480.70	0.00	5,480.70
Expense	131.45	0.00	131.45
Tax	729.58	0.00	729.58
Totals	6,341.73	0.00	6,341.73

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

Project Manager: Thomas Pridham

01-5009-3060

From: AMO Communications <communicate@amo.on.ca>
Sent: Monday, April 24, 2017 1:05 PM
To: dholmes@melancthontownship.ca
Subject: AMO Policy Update - All Eyes on Queen's Park for this Week's 2017 Provincial Budget

April 24, 2017

All Eyes on Queen's Park for this Week's 2017 Provincial Budget

Note: This Alert provides you with i) key messages going into Budget Day; and ii) how you can stay on top of what the Budget means for municipal governments.

Finance Minister Charles Sousa will deliver the Budget on Thursday. AMO has offered through its pre-budget submission, and other activities, ways the Province can help municipal governments.

We know all Ministers are busy completing their mandate letters from the Premier, some of which could find their way into the Ontario budget bill. In recent days, the government's "Fair Housing Plan" outlined a number of initiatives that impact municipal governments. More details may be in the budget documents. AMO is meeting with Finance and Housing officials this week.

Key Messages going into the Budget:

- Municipal governments and the daily services they provide to communities can ill afford to be micro-managed by Ontario;
- Grant-based infrastructure programs restrict municipal governments ability to meet their local needs – competitive grant processes doesn't fit with asset management plans or municipal budgeting;
- A balanced budget is important to the Province but putting more unfunded mandates on the backs of municipal governments is not acceptable;
- There are several actions the Province can take to help municipal governments without any cost to the provincial treasury (e.g. joint and several; better capacity to pay criteria in interest arbitration; reduce/change what and how municipal government must report to the province);
- Will the provincial government signal that it holds an interest in working with us to develop a revenue framework for all municipal governments that goes beyond property taxes, user fees and grants so that long-term municipal fiscal needs can be better met going forward;
- Municipal governments rely on property taxes as their main source of revenue and changes to the property assessment system can do irreparable harm.

A few of the specific things we'll be looking for in the budget papers:

- Will we see an annualized profile of the Province's infrastructure funding for municipal governments for the remainder of its 10 year plan?

- Will the level of provincial contribution for Phase 2 of the federal cost-shared infrastructure funding be enunciated and be 1/3, even where the federal government contributes a greater amount?
- Will the provincial commitment to grow OCIF over the next two years be maintained as well as for the Connecting Link program?
- Will the Province provide funds to municipal government to implement its proposed new regulation to change how municipal asset management plans are developed?
- Will there be an inflationary increase to the Ontario Municipal Partnership Fund (OMPF) to help some of Ontario's municipal governments cope with no or little growth and increased costs, such as OPP?
- Will the Province proceed with a fire-med proposal notwithstanding municipal governments and paramedic stakeholder groups are in strong opposition?
- Will the Province become a funding partner for social housing, which was downloaded to municipal governments 18 years ago?
- Will the Province deal with joint and several or offer something else to deal with the rising costs of municipal insurance?
- Will the Province find additional funds to invest in education as means to dampen some of the school closures?
- Will long term care, especially municipal long term care facilities, receive additional funding?
- Will there be any changes to Ontario's labour laws that would impact municipal governments?
- Will the amount of cost-shared funding for public health and land ambulance be maintained?

AMO will be at Queen's Park on April 27 to provide immediate budget analysis for you.

Here's how you can help:

- Use the above key messages locally and through social media.
- Tweet a link to the AMO budget submission ([Pre-Budget Submission](#)) and tag your MPP as well as @AMOPolicy.
- On budget day, keep an eye on the AMO Twitter feed (@AMOPolicy) for an immediate and response to the budget and retweet.
- Watch for a membership AMO Update at the end of the day which will provide more information on the budget components.

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

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

Wendy Atkinson

From: Chris Knechtel <Chris.Knechtel@rjburnside.com>
Sent: April-26-17 9:05 AM
To: Wendy Atkinson; Denise B. Holmes (dholmes@melancthontownship.ca)
Cc: Arunas Kalinauskas; Craig Micks (roads@melancthontownship.ca)
Subject: Melancthon 2017 OSIM Bridge Inspections
Attachments: 040755_Proposal Twp of Melancthon 2017 Municipal Bridge & Culvert OSIM Insp_170425.pdf

Morning Wendy & Denise,

We have started to schedule staff to complete 2017 OSIM inspections for our Municipal clients and just wanted to follow up on the email correspondence below.

I have attached a more detailed work plan summary letter, which includes the quote of \$16,500 (+HST).

Upon the Township's approval, please send me back a signed copy of Page 5 and we will schedule staff to complete the field inspections once we have a discussion with Craig regarding the structures.

We look forward to continuing to work with the Township to review and improve their structure inventory.

Thanks again and let me know if you have any questions or concerns.

Chris

Chris Knechtel, P.Eng.

R.J. Burnside & Associates Limited | www.rjburnside.com
Office: 800-265-9662 Direct: 519-938-3012

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From: Arunas Kalinauskas
Sent: Thursday, February 09, 2017 10:38 AM
To: Wendy Atkinson
Cc: Chris Knechtel
Subject: RE: Structure Number 2 in Bridge Information

Wendy,

I just got from Chris that we can do the Bridge Study this year for \$16,500 plus HST.

This is a reduction in price from 2015 as Structure 2 is now the County's responsibility. We also have collected the base information in our last study, so our general annual cost increases have been absorbed by the background data that we have already gathered in 2015.



April 25, 2017

Via: Email

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

Dear Ms. Holmes:

**Re: Township of Melancthon 2017 Municipal Bridge and Culvert OSIM Inspections
(Request for Quotation – Engineering Services)
Project No.: 900040755.0000**

R.J. Burnside & Associates Limited (Burnside) is pleased to provide the following proposal for engineering services as related to the completion of the 2017 Municipal Bridge and Culvert OSIM Inspections of 51 structures in the Township of Melancthon (Structure No. 2 has been removed from the inventory as it was confirmed a County-owned structure). The following is a brief description of our proposed scope of work, schedule and deliverables.

1.0 Project Description

Burnside is aware that the structure inspection assignment will involve the detailed inspection of the Township's structure inventory in accordance with the Ontario Structural Inspection Manual (OSIM) and the requirements of the Regulation 104/97 of the Public Transportation and Highway Improvement Act, the Highway Traffic Act and the Bridges Act.

The work can be broken into the following stages:

- visual inspection of each of the Township's 51 qualifying structures and any other structures over 3.0 m that are discovered during the fieldwork;
- identification of Performance Deficiencies and Material Defects;
- identification of Routine Maintenance and Rehabilitation Requirements;
- determination of estimated costs and timelines for recommended repair/replacement work;
- preparation of a future ten-year Capital Works Budget;
- preparation of a five-year preventative maintenance program; and
- preparation and delivery of the 2017 OSIM Summary Report.

Members of our project team represent a cohesive working group and have successfully carried out a number of similar structure inspection projects. The Project Manager (Mr. Chris Knechtel, P.Eng.) will lead the project team. Our team is current up to date on all applicable Ontario Provincial Standards, specifications, supply sources, regulatory and environmental standards and municipal requirements. Burnside is RAQS Qualified to complete bridge inspections for the Ontario Ministry of Transportation.

2.0 Scope of Work and Methodology

Burnside acknowledges that the scope of work identified represents the minimum level of service required to complete this assignment. With respect to the proposed work, we provide the following overview of the work to be carried out during each stage of the OSIM Structure Inspection and Summary Report preparation process.

2.1 Data Collection and Review

At the outset of the project, Burnside staff will collect and review all available information regarding each of the structures, including the previous inspection reports, OSIM inspection reports, other format inspection sheets and/or previous recommendations. Burnside will also discuss the background and history of each site with Township Staff (Craig Micks) to obtain information regarding recurring or ongoing maintenance needs, traffic data, and accident/incident frequency. This meeting will also serve as the start-up meeting with the Township to review and refine Burnside's work plan and schedule.

2.2 Site Inspections

Site inspections will be undertaken by qualified Burnside staff with extensive experience in the inspection, assessment and evaluation of bridge structures. Our inspections will be carried out under the guidance of a Professional Engineer (P.Eng.) registered in Ontario. The inspections will be in accordance with the processes and procedures set out in the Ministry of Transportation (MTO) Ontario Structure Inspection Manual (OSIM).

Our staff will carry out a detailed visual inspection of each structure and its components in accordance with established Ministry of Transportation procedures and in general conformance with the OSIM. The work will include confirming the measurements of all structures and elements, measuring all defects for each element and defining the physical condition. A detailed element by element visual assessment of each bridge/culvert will be conducted in order to identify any material defects, performance deficiencies and maintenance needs on a structure by structure basis.

Our work program will address all aspects of OSIM inspection routines, as well as provide a Bridge Condition Index (BCI) for each structure. The BCI was developed as a means of combining the inspection information into a single value. The BCI value gives an indication of the overall condition of the bridge.

Photographs will be taken to record general structure details and any specific defects. The photos taken will include deck cross section and approaches, an elevation view indicating the number of spans and structure type, as well as photographs of the soffit indicating the structure type and number of main superstructure elements. Individual photographs of all severe material defects will also be taken. The photographs and the information summarized in the inspection forms will be included in the OSIM Inspection Report.

2.3 Summary Report

A combination of Word documents and Excel spreadsheets will be used to capture the data, all of which can be uploaded to the Township's software database as required.

Once the detailed visual inspections are completed, recommendations regarding required maintenance, repair works and any additional inspections or investigations and surveys will be developed, including all associated costs. This information will be organized in summary charts that identify the structure, structure location, type of structure, year constructed, structural elements, BCI, recommendations, associated costs, and the proposed time frame and urgency of the work. A replacement cost will also be identified for each individual structure and be included in the inspection report.

Burnside will draft a preliminary report for discussion with Township staff. Traffic volumes, potential growth and development impacts, and risk assessment for each site will help to prioritize and shape the final report.

A final ten year capital budget and five year preventative maintenance program incorporating all structures and analyses will then be prepared and sent to the Township. This program will rank and consider all rehabilitation, replacement and maintenance needs for all structures.

2.4 Deliverables

The Township will receive two bound copies of the OSIM Inspection Report that will contain all the data gathered during the site inspections, summaries with identification of routine maintenance needs, recommendations for the repair and/or rehabilitation of the structure, time frames, and additional investigations as required and cost estimates in 2017 dollars. Only one elevation view photo of the bridge will be contained in the bound report.

The Township will also receive a summary report outlining the recommendations for the ten year capital budget for various budget scenarios, recommendations for a future five year preventative maintenance program and a digital PDF copy of the final executive summary. Burnside will also provide the Township with a digital copy of the inspection report that includes all the information above as well as all the digital photographs.

3.0 Schedule

- Project Start-up Meeting with Township Staff – Spring 2017.
- Inspections and Fieldwork completed – Summer 2017.
- OSIM Forms and Summary Report completed – Fall 2017.

4.0 Asset Management

We will include the update of the bridge data in the Burnside Asset Management Solution software for the quoted price below.

5.0 Fee Estimate

We estimate our total upset fees including disbursements for the completion of this project to be **\$16,500** (excluding HST), as broken-down in the following table. It is understood that this limit will not be exceeded without the authorization of the Township. Please note that the authorized limit will remain in effect for a 60 day period.

Fee Schedule for Engineering Services

Project Task	Total
Bridge and Culvert Inspections – Field Work	\$9,000.00
Report Preparation, Costing & Recommendations	\$6,500.00
Disbursements – Mileage, Reproduction, etc.	\$1,000.00
Total (excluding HST)	\$16,500.00

If you have any questions, or require any clarification, please do not hesitate to contact us at your convenience.

Yours truly,

R.J. Burnside & Associates Limited



Chris Knechtel, P.Eng.
Project Manager
CK:jh

Enclosures: Authorization to Proceed & Standard Conditions of Service

This document contains proprietary and confidential information. As such, it is for the sole use of the addressee and R.J. Burnside & Associates Limited, and proprietary information shall not be disclosed, in any manner, to a third party except by the express written consent of R.J. Burnside & Associates Limited. This document is deemed to be the intellectual property of R.J. Burnside & Associates Limited in accordance with Canadian copyright law.

Authorization to Proceed

Date: April 25, 2017 **Project No.:** 900040755.0000
Client: Township of Melancthon
Submitted By: Chris Knechtel, P.Eng.
Project: Township of Melancthon 2017 Municipal Bridge and Culvert OSIM Inspections

I, _____, being an employee of _____, hereby authorize the firm of R.J. Burnside & Associates Limited (the Consultant), to arrange for or perform the work described in the Proposal Letter dated April 25, 2017.

I understand that the payment is based on an Authorized Limit and will not be exceeded without my authorization due to a change in the scope of work.

Fee for Engineering Services: \$16,500.00 (+HST)

By affixing my signature, I understand that the scope of work contained in the Proposal Letter (noted above) is governed by the attached Standard Conditions of Service.

Signature

Date

Position/Title

I have authority to bind the Corporation.

To hold the rates/and or fee estimate provided in the attached proposal, this Authorization To Proceed must be signed and returned to R.J. Burnside & Associates Limited within 60 days from the date above.

Standard Conditions of Service

Services

The services provided, if not specifically limited by the Client, will be at the Consultant's discretion for acting in the Client's best interest for the type of work requested.

Fees and Expenses

Billing will be in accordance with the fees as outlined in the proposal, plus expenses. Expenses properly incurred in connection with the project will be billed at cost plus an administrative charge of eight percent.

The Consultant will assist in selecting and coordinating other Consultants on Client's behalf. The Consultant does not accept any liability for other Consultants' work and encourage Clients to do their own investigations. Clients are encouraged to request that other Consultants invoice them directly and save the eight percent added administration charge on that expense.

Invoices

Invoices will be submitted on a monthly basis. Interest (1 percent per month of the unpaid amount) will be added to all unpaid balances after 30 days from date of invoicing. If the Client objects to all or any portion of an invoice, the Client shall so notify the Consultant in writing within 14 calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute.

If the Client fails to pay undisputed invoiced amounts within 30 calendar days of the date of the invoice, the Consultant may at any time, without waiving any other claim against the Client and without thereby incurring any liability, suspend or terminate this Agreement as provided elsewhere in these Standard Conditions of Service.

Changes in Scope

The scope of work identified is based on the Consultant's understanding of the work required to complete the project at the time of this proposal. In light of occurrences or discoveries that were not originally contemplated by or known by the Consultant, the Consultant may be required to discuss with the Client a change in the scope of the project, which may require a revision to this agreement. Should such a situation arise, the Consultant shall identify the changed conditions which make such discussions necessary and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this agreement in order to continue to meet the Client's needs. If an agreement cannot be reached on the change in scope, the Client agrees that the Consultant has the absolute right to terminate this agreement.

Mediation

All claims, disputes and other matters in question between the parties to this agreement, arising out of or relating to this agreement or the breach thereof shall be decided by mediation, unless the parties mutually agree otherwise.

Limitation of Liability

For purposes of limitation of liability provisions contained herein, the Client expressly agrees that it has entered into this Agreement with the Consultant, both on its own behalf, and as agent on behalf of its employees and principals.

The Consultant's liability to the Client in Contract and Tort is limited to the total amount of the fee paid for professional services.

The Client expressly agrees that the Consultant's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of the Consultant's employees or principals in their personal capacity.

No other party shall rely on the Consultant's work without the express written consent of the Consultant.

The Client will give prompt written notice to the Consultant whenever the Client or his representative becomes aware of any defects or deficiencies in Consultant's work.

Hold Harmless

Burnside's commitments as set forth in this Agreement are based on the expectation that all of the services described in this Agreement will be provided. In the event the Client later elects to reduce Burnside's scope of services, the Client hereby agrees to release, hold harmless, defend and indemnify Burnside from any and all claims, damages, losses or costs associated with or arising out of such reduction in services.

Field Review Services

Where engaged by the Client, the Consultant will provide field review services. It is understood that in engaging the Consultant, the Client

recognizes that the role of the Consultant in completing field review is to ensure conformity of the construction with the identified design. The Consultant does not provide direction to the Contractor on construction methods, nor does the Consultant warrant the Contractor's work - this is the sole responsibility of the Contractor for which the Consultant will not take any liability. Prior to the initiation of construction, the Client and the Consultant will agree on a field review schedule. The Client acknowledges that where a reduced field review schedule is agreed, the Consultant will not be held liable for any work completed by the Contractor for which the Consultant has not been on site to witness conformity with the design.

Governing Law

The laws of the Province of Ontario will govern the validity of this agreement, its interpretation and performance, and remedies for contract breach or any other claims related to this agreement.

Assignment

Neither party shall assign responsibilities without the written consent of the other.

Termination

The Client or Consultant may terminate this Agreement at any time and no further expense will be incurred beyond the time of notice to terminate. In the event such termination becomes necessary, the party effecting termination shall so notify the other party in writing, and termination will become effective 14 calendar days after receipt of such notice.

Irrespective of which party shall effect termination or the cause therefore, the Client shall, within 30 calendar days of termination, remunerate the Consultant for services rendered and costs incurred, in accordance with the Consultant's prevailing fee schedule and expense reimbursement policy. Services shall include those rendered up to the time of termination, as well as those associated with termination itself, such as demobilizing, modifying schedules, reassigning personnel, and so on. Costs shall include those incurred up to the time of termination, as well as those associated with termination and post-termination activities.

Suspension

Upon 14-calendar day's written notice to the Consultant, the Client may suspend the Consultant's work. If payment of the Consultant's invoices is not maintained on a 30 calendar day current basis by the Client, the Consultant may by 14-calendar day's written notice to the Client suspend further work until payment is restored to a current basis. Suspension for any reason exceeding 45-calendar days shall, at the Consultant's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and the Consultant, and the Consultant shall be compensated for services performed and charges incurred prior to the suspension date, plus suspension charges.

Suspension charges may include, but shall not be limited to, services and costs associated with putting analyses and documents in order, rescheduling and reassigning personnel and/or equipment and issuing necessary or customary notices to appropriate government boards. Compensation to the Consultant shall be based upon the Consultant's prevailing fee schedule and expense reimbursement policy.

Ownership of Documents

The Client shall be entitled to a copy of all drawings, specifications, designs and documents prepared by the Consultant but shall not use them for any other project. The originals shall remain the property of the Consultant.

Client's Responsibility

The Client will fully disclose all relevant information or data pertinent to the Project, which is required by the Consultant. The Consultant shall be entitled to rely upon the accuracy and completeness of such information and data furnished by or on behalf of the Client.

The Client will give prompt consideration to all requests or documents relating to the project submitted by the Consultant and whenever prompt action is necessary, inform the Consultant of his decisions in such reasonable time so as not to delay the Services of the Consultant. The Client shall arrange and make provision for the Consultant's entry and ready access to the project site as necessary to enable the Consultant to perform his services.

Tax

Any applicable taxes will be added to invoices.

Wendy Atkinson

From: SV-SF-CSOS <no-reply-aucune-reponse@hrsdc-rhdcc.gc.ca>
Sent: April-26-17 1:52 PM
To: Wendy Atkinson
Subject: Canada Summer Jobs Application / Agreement

*****This is a system generated e-mail. Please do not reply*****

2017/04/26

Wendy Atkinson
Corporation of The Township of Melancthon
157101 HIGHWAY 10
MELANCTHON ON L9V 2E6

Project Number: # 014567580

Subject: Canada Summer Jobs Application/Agreement

Sir or Madam:

We are pleased to inform you that we have approved your Canada Summer Jobs application for funding.

Please note that the amount we have approved for funding may differ from the amount you requested in your application. Attached you will find additional details on the approved job(s), duration of work and funding by consulting the enclosed signed "Calculation of Approved Canada Summer Jobs Contribution" document. If, for any reason, the conditions under which you proposed to hire the student(s) have changed, please advise me immediately.

Below are details about the documents that will be required as part of your agreement:

1. The signed "**Calculation of Approved Canada Summer Jobs Contribution**" document indicates the maximum amount of contribution funds available for this agreement. Only costs you incur for the period indicated are eligible for reimbursement. You are responsible for any costs you incur outside the agreement's start and end dates.
2. The **Employer Employee Declaration** form is used to validate the eligibility of the student you have hired, it must be completed and signed by both, you and the student on the first day of work. You are required to submit this document within seven days of the student beginning employment. It must be mailed in a sealed envelope and addressed to me at the address below. This form should never be submitted to us by email or fax as it contains personal information. **No advance or payment will be provided until Service Canada has received the Employer Employee Declaration form.**
3. The "**Are You In Danger?**" brochure provides a very important message concerning health and safety, and discuss it with them as part of their initial orientation. This discussion will be in addition to your workplace-specific health and safety orientation and training. Be sure to give all students a copy of this brochure.
4. The **Career Tool Factsheet** is an easy-to-use, web-based search tool that provides detailed information about the benefits of working in various occupations and helps students determine the education and

training they need to pursue to get quality jobs. Be sure to give all students a copy of the Career Tool Factsheet.

5. The **Grants and Contributions Direct Deposit Request** form is used to request that payments be made via direct deposit. If you wish to have your payments made via direct deposit, you can send the completed form to Service Canada as soon as possible. This form should never be submitted to us by email or fax as it contains your financial information.
6. Once the project has ended, you will need to complete the **Payment Claim and Activity Report** form. This form is used to request payments and report on Canada Summer Jobs activities. You are required to return the completed and signed form to Service Canada no later than 30 days after the student completes his or her employment. This form should never be submitted to us by email or fax as it contains personal information. **If this document is not received within 30 days after the last student completes his or her employment, we may not reimburse you. We may also consider any advances we have issued as overpayments.**

If you indicated in your application that you intend to employ priority students, you are expected to apply due diligence and make all reasonable efforts to recruit these priority students. If you are having difficulties recruiting priority students, please contact me to obtain additional suggestions.

You will be expected to employ the students in the jobs described in the agreement, paying them, at a minimum, the amount you specified in your application and for at least the number of hours and weeks indicated in the agreement. Failure to meet the conditions of the agreement may lead to its termination. I would encourage you to review the articles of agreement included with the application you originally completed, since they are legally binding.

If you are interested in advertising your job vacancies, you may visit www.jobbank.gc.ca. Job Bank offers free job postings to employers, including job listings for students.

In addition, to make it easier to manage your contribution agreement, or to submit any potential funding requests, we strongly recommend the use of the Grants and Contributions Online Services (GCOS). Since it may take several business days to finalize a GCOS account, we encourage you to initiate the creation of your GCOS account as soon as possible.

GCOS is an online system that provides a secure environment to submit your documents such as:

- Application for funding
- Employer Employee Declaration
- Payment Claim and Activity Report
- Direct Deposit Request

If you have not yet registered for a GCOS account, you may visit www.canada.ca/en/employment-social-development/services/funding/gcos to start the process today.

If you have any questions, please contact me at (289) 247-1590.

Sincerely,

Chornook, Laurie
Service Canada
430 COURTNEY PARK DRIVE EAST
Mississauga ON L5T 2S5
laurie.chornook@servicecanada.gc.ca

Calculation of Approved Canada Summer Jobs Contribution Amount / Calcul de la contribution approuvée d'Emplois d'été Canada

NOTE: Each approved job can only be filled by one student./ Chaque emploi approuvé ne peut être comblé que par un(e) étudiant(e).

Project Number / Numéro du projet : 14567580
 Business Number / Numéro d'entreprise : 129192175RT0001
 Common Name / Nom usuel : Township of Melancthon
 Legal Name / Nom légal : Corporation of The Township of Melancthon

Job title / Titre du poste	No. of jobs / Nbre d'emplois	Start Date / Date de début	No. of weeks per job / Nbre de semaines par emploi	Hrs. per week per job / Heures par semaines par emploi	Total hours / Total des heures	Hourly rate paid to student / Taux horaire payé à l'étudiant	ESDC hourly rate contribution / Contribution horaire d'EDSC	MERCs* CSE*
Public Works Summer Student General Labourer	1	2017/05/01	9	30	270	\$ 11.40	\$ 5.70	0

* MERCs = Mandatory Employment Related Costs / * CSE = Charges sociales liées à l'emploi

Period during which the job is taking place / Période durant laquelle l'emploi aura lieu: 2017/MAY/01 - 2017/AUG/31

32. Approved ESDC contribution / Contribution approuvée par EDSC \$ 1,539.00
 33. Signature on behalf of ESDC / Signataire pour EDSC : Edoo, Annalisa
 34. Position Title / Titre du poste : Service Manager

36. Amendment no. / No. de la modification : 0
 37. Signature on behalf of the organization* (may be required) / Signataire pour l'organisme (pourrait être requise)
 38. Position Title / Titre du poste :

*I certify that I am authorized to sign on behalf of the employer / J'atteste que je suis autorisé(e) à signer au nom de l'employeur.

ESDC EMP5396(2015-06-01)E

Total Control Panel

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To: watkinson@melancthontownship.ca
From: no-reply-aucune-reponse@hrsdc-rhdcc.gc.ca

Message Score: 1
My Spam Blocking Level: Medium

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

[Block](#) this sender
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This message was delivered because the content filter score did not exceed your filter level.

FAR NO. 519-925-1110

NOTIFICATION FOR MAINTENANCE AND REPAIR
SECTION 79, THE DRAINAGE ACT, 1990

Date: April 20, 2017

The Mayor and Council,

Township of Malone

The undersigned, being owner(s) of the lands assessed on the
John Theaker AWD 1919 Municipal Drain, herewith
 serve notice that the condition of said drainage works injuriously affects the
 following lands and that it is herewith respectfully requested to have the said
 drainage works repaired, improved, extended or altered, if necessary, under the
 provisions of the Drainage Act.

Lot	Con.	Signature of Owner
1	4 OS Parts 1+2	[Redacted]
		LEO Blyden
		cell [Redacted]

I am planning to file drain the farm and
much of the water on the East side of the farm
needs to outlet to the above drain which needs
clean out to properly accommodate the outlet.

D-GEN-2-95

ACT#3
 MAY - 4 2017

**Generic Notice of Appeal to Tribunal
By Petitioner(s) or Property Owner(s)**
Drainage Act, R.S.O. 1990, c. D.17

To: The Council of the Corporation of the Township of Melancthon

Re: FLUNEY DRAIN
(Name of Drain)

Take notice that I/we appeal to the Agriculture, Food and Rural Affairs Appeal Tribunal for the following reason (check one):

	Sec. #	Who can appeal?	Grounds for the Appeal
<input type="checkbox"/>	5(2)	Any petitioner	Council has decided not to proceed with the drainage works petitioned. OR Council has not made a decision on the petition within 30 days.
<input type="checkbox"/>	8(3)	Any petitioner	Council has failed to appoint an engineer after giving notice of its decision to proceed with the drainage works.
<input type="checkbox"/>	10(6)	Any petitioner	After the meeting to consider the preliminary report, council failed to instruct the engineer to proceed with the final report for the drainage works.
<input type="checkbox"/>	10(7)	Any owner in the area requiring drainage	Dissatisfied with the environmental appraisal.
<input type="checkbox"/>	45(2)	Any petitioner	After the meeting to consider the final report, council fails to provisionally adopt the final report for the drainage works.
<input type="checkbox"/>	58(5)	Any petitioner	A reasonable period of time has passed and council has not proceeded with the construction of the drainage works after the passing of the by-law.
<input checked="" type="checkbox"/>	64	Any owner of land	Dissatisfied with the quality of the construction of the drainage works.
<input type="checkbox"/>	65(11)	Affected landowner	Dissatisfied with engineer's assessment apportionment under 65(1) or engineer's assessment for a just proportion of the cost by 65(3) or the cost of the assessment by 65(10).

Details of application and relief being sought from Tribunal (attach additional pages if needed):

See attached paper!

Property Owners Signing the Notice of Appeal:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.
- If appealing to Tribunal regarding multiple properties, attach additional page with property information.

Property Description

397402 5th Line Cons NE Lot 10 107.2land
Ward or Geographic Township Melancthon Parcel Roll Number 1-37900

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may appeal to the Tribunal.

Select Ownership Type

Enter the mailing address and primary contact information of appellant below:

Last Name <u>Flaney</u>		First Name <u>Kevin</u>	Middle Initial <u>D</u>
Mailing Address			
Unit Number <u>397402</u>	Street/Road Number <u>5th Line</u>	Street/Road Name	PO Box
City/Town <u>Melancthon</u>		Province <u>ON</u>	Postal Code <u>L9V 1R4</u>
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

To be completed by recipient municipality:

Notice filed this 1st day of May 20 17

Name of Clerk (Last Name, First Name)

Holmes, Denise

Signature of Clerk

Denise B. Holmes

Appeal Commenced By Notice: The clerk of the municipality must record the appeal and send a copy to the Tribunal, *Drainage Act*, R.S.O. 1990, c. D.17, s. 99.

An order that an area of 20 acres be remediated to the satisfaction of the land owner by the Municipality.

An order of any further or going remediation or maintenance required for subject area be borne by the Municipality and such further & other grounds & relief as the applicant may request and the Tribunal may allow.

Applicant asks that all costs for drainage work to date plus a cost of loss production from start of construction until land is back to full production. Compensation to be based on fair market value.