



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, June 15, 2017 - 5:00 p.m.

1. **Call to Order**
 2. **Announcements**
 3. **Additions/Deletions/Approval of Agenda**
 4. **Declaration of Pecuniary Interest and the General Nature Thereof**
 5. **Approval of Draft Minutes - June 1, 2017**
 6. **Business Arising from Minutes**
 7. **Point of Privilege or Personal Privilege**
 8. **Public Question Period** (Please visit our website under Agenda & Minutes for information on Public Question Period)
 9. **Road Business**
 1. Application to the County of Dufferin Municipal Emergency Readiness Fund
 2. Letter from the Town of Shelburne, dated May 25, 2017, Re. Fiddle Contest Parade and Permission to detour traffic along Township roads
 3. Email from Dan Marshall, dated June 2, 2017, Re. Eager Beaver 100 Bicycle Ride/Race August 12, 2017
 4. Email from Arunas Kalinauskas, R.J. Burnside and Associates, dated June 5, 2017, Re. County Road Bridge Inspection on Structure 002
 5. Notice of Motion, dated May 18, 2017, Re. Changing the Title of Roads Department to "Melancthon Public Works Department"
 6. CDRC- Request for Gravel and Grader
 7. Unfinished Business
 1. Bridge Study 2017
 10. **Planning Matters**
 1. Applications to Permit
 11. **Police Services Board Matters**
 12. **County Council Update**
 13. **Correspondence**
- *Board & Committee Minutes**
1. Centre Dufferin Recreation Complex- Meeting April 26, 2017
- * Items for Information Purposes**
1. Memorandum from Denise Holmes, CAO/Clerk, dated June 8, 2017, Re. Draft POA Intermunicipal Courts Service Agreement
 2. Email from Pam Hillock, County of Dufferin, dated May 17, 2017, Re. Emergency Management Program Changes
 3. Email from Deputy Minister, Ministry of Infrastructure, dated June 8, 2017, Re. Update on the Proposed Municipal Asset Management Planning Regulations
 4. Email from Laurie Barron, NVCA, dated May 29, 2017, Re. Gratitude for supporting the NVCA's asset management plan and levy
 5. Email from Sean Fahey, MMA/MHO, dated May 29, 2017, Re. Updates to Ministry Plans on recent amendments to the Residential Tenancies Act, 2006
 6. Email from Michele Harris, Headwaters, dated June 2, 2017, Re. Headwaters Tourism

- Update Minutes
- 7. AMCTO Legislative Express, dated June 5, 2017
- 8. Letter from Ministry of Municipal Affairs, dated May 30, 2017, Re. The Proposed Building Better Communities and Conserving Watersheds Act
- 9. AMO Communications - Policy Update - dated June 5, 2017
- 10. Motion received from the Corporation of the Municipality of Brockton, dated May 23, 2017, Re. Oppose Amendment to the Conservation Authorities Act
- 11. Email from Nicol Randall (OPP), dated June 7, 2017, Re. Change to Provincial Offences Court Location
- 12. Motion received from the Corporation of the Township of Amaranth, dated June 7, 2017, Re. Recent decision to relocate the Dufferin POA to Caledon

*** Items for Council Action**

- 1. Application for Zoning By-Law Amendment and Draft Plan of Subdivision and Draft Plan of Condominium, Town of Shelburne, dated May 30, 2017- Deadline for Comment, Friday June 30, 2017
- 2. Email from Nicole Hill, Secretary-Treasurer of the Shelburne and District Fire Department dated June 7, 2017, Re. Resolution passed at the Shelburne District Fire Board meeting

14. General Business

- 1. Notice of Intent to Pass By-laws
 - 1.1 Tariff of Fees for Administrative Matters, "Reminder/Overdue Tax Notices"
 - 1.2 Amended Zoning By-Law to Define and Regulate Home Based Business
- 2. New/ Other Business/ Additions
 - 2.1 Appraisal Report from Avison Young Valuation and Advisory Services for Parts 1, 2 & 3 - East Side of Main Street, Horning's Mills, Ontario
 - 2.2 Memorandum from Chris Jones MCIP, RPP, dated June 9, 2017, Re. Excess Soil Management Regulatory Proposal
- 3. Unfinished Business
 - 3.1 Bruce Beach – Special Events Application

15. Delegations

- 1. 5:30 p.m. - Megan Timmins - Kenya Trip Presentation
- 2. 6:30 p.m. - Murray Short, RLB - Presentation of Draft 2016 Financial Statements

16. Closed Session (if required)

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

18. Notice of Motion

19. Confirmation By-law

20. Adjournment and Date of Next Meeting - Thursday, July 6, 2017- 5:00 p.m.

21. On Sites

22. Correspondence on File at the Clerk's Office



Application to the Municipal Emergency Readiness Fund

Municipality: CORPORATION OF THE TOWNSHIP OF MELANCTHON					
Address: 157101 HIGHWAY 10, MELANCTHON, ON, L9V 2E6			Phone: 519-925-5525		
Contact Name: Craig Micks			Contact Email: roads@melancthontownship.ca		
Project Name: PURCHASE OF GENERATOR FOR PUBLIC WORKS BUILDING					
\$ Amount requested: \$12,000.00			Estimated project cost: \$12,000.00 + HST		
Description of project (attach supporting documentation, diagrams, quotes, specifications, etc) INSTALL GENERATOR AND WIRE BUILDING PANEL (PANEL UPGRADE INCLUDED) IN THE PUBLIC WORKS BUILDING. GENERATOR IS NEEDED TO ACCESS FUEL PUMPS AND TO OPERATE BAY DOORS WHEN A POWER FAILURE OCCURS.					
Criteria	Y	N	Criteria	Y	N
Does this project align with the County's Emergency Management Program?	X		Has your municipality received funding from this program in the past 36 months?	X	
Does this project meet the Approved Projects criteria as set out in this application?	X		Has work on this project already begun?		X
Will this project enhance the resilience of the community as a whole?	X		Will this project be completed and a final report submitted before December 1 st ?	X	
Has the Municipal Council approved this project?	X		Has the Municipal Council approved this funding request?	X	
Signature – Senior Municipal Official			Signature – Head of Council		

Fund Administration Use	
Application brought to committee on	Committee approved as submitted [] Yes [] No
Application brought before Council on	Council approved as submitted [] Yes [] No
Notes:	

Send completed application and any supporting documentation to:

Clerk – County of Dufferin
55 Zina Street
Orangeville, ON
L9W1E8

RD#1
JUN 15 2017



Application to the Municipal Emergency Readiness Fund

Background

Under the Municipal Emergency Readiness Fund member municipalities may apply for a grant from the County of Dufferin to assist with the costs associated with emergency prevention, mitigation or preparedness initiatives.

The type of projects eligible for funding would align with identified emergency risks found in the Hazard Identification and Risk Assessment (HIRA) assessed and reviewed by Dufferin County's Emergency Management Coordinator in collaboration with member municipality emergency leads.

Completed applications must be received by the County Clerk and approved by County Council prior to the commencement of any project.

Criteria

Municipal Emergency Readiness Fund projects must meet the following criteria in order for the request to be considered:

- Request for funding must be accompanied by an approved application form.
- Projects must align with the County-wide emergency management program and enhance the resilience of the community as a whole.
- Work on the project must not have started or been completed without an approved application.
- Projects must have an agreed, identifiable beginning and end date.
- Projects must be completed prior to December 1st of the project year.
- Prior to funds being released a final report must be completed and submitted to the County Clerk.
- All costs being claimed must be documented in the final report and copies of invoices must be attached.

Approved Projects

Projects which may be funded by the Municipal Emergency Readiness Fund include:

- Emergency Operations Centre - Includes construction/renovation, mapping, communications, furnishings, display screens, projectors, etc.
- Generators - A fixed or towable generator used to power a primary or alternate EOC, shelter or municipally owned critical infrastructure.
- Public Alerting System - Includes an automated system designed to alert members of a community to the presence of a hazard through telephone, email, SMS or other electronic means.
- Specialized Training - Includes training that is directly related to emergency preparedness but is not available locally.
- Telecommunications - Includes radios, telephones, fax machine, television, video conferencing, EOC software and satellite communications equipment.



A People Place, A Change of Pace
SHELBURNE
ONTARIO, CANADA

RECU/RECEIVED

29-05-2017

May 25, 2017

Township of Melancthon
157101 Highway 10
Melancthon ON
L9V 2E6

To Whom it May Concern:

Re: Fiddle Contest Parade – August 5th, 2017

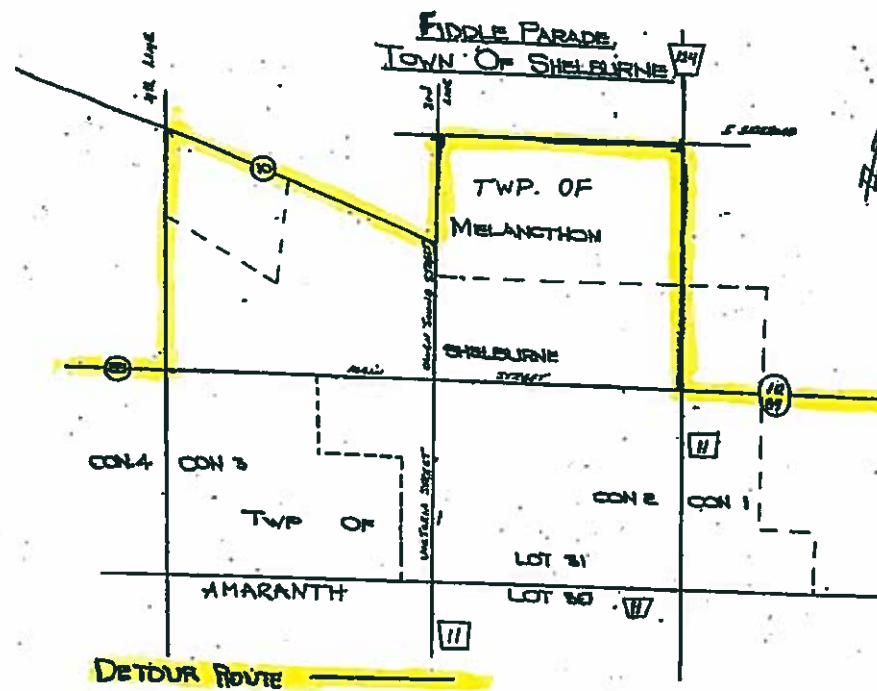
The Town of Shelburne is hereby requesting the Township of Melancthon's permission to detour traffic along Township roads for this year's annual Fiddle Parade on August 5th, 2017.

The detour route (as show in the attached sketch) will be in effect for approximately three hours. The Town of Shelburne will be responsible for the signing of the above stated detour.

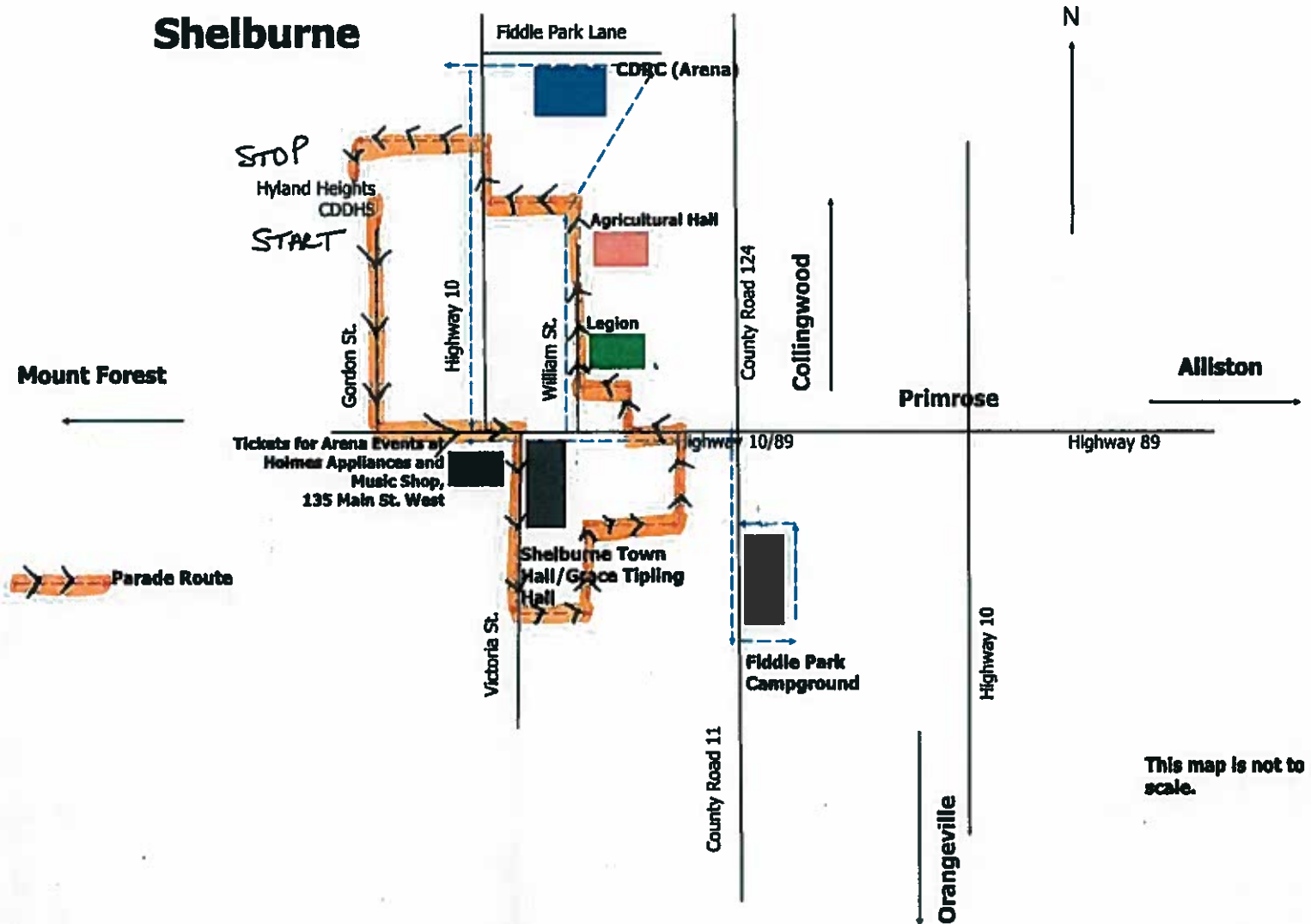
Your assistance in this matter is greatly appreciated.

Yours truly,

John Telfer
CAO/Clerk
Town of Shelburne



Shelburne



Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Thursday, June 08, 2017 1:38 PM
To: dholmes@melancthontownship.ca
Subject: Eager Beaver 100 Bicycle Ride/Race August 12, 2017
Attachments: 17-005 Substance Projects 2017 Series.pdf

From: dan marshall [mailto:substanceprojects@hotmail.com]
Sent: Friday, June 02, 2017 11:14 AM
To: Denise Holmes
Subject: Eager Beaver 100 Bicycle Ride/Race August 12, 2017

Hi Denise,

We are back for 2017 on the same weekend with the exact same course and plan as in 2016.

We are again asking for nothing but permission and a chance to enjoy the lovely scenery. The riders are advised multiple times that the road is open to traffic and all road rules must be followed. The course is designed to split the riders up into small groups of 1-3 before they leave the private property we start on so that there will be no large group riding through.

I have attached the insurance for 2017 with the township already listed.

Let me know what further information you need.

Thanks again, everyone had a great time last year and really enjoyed riding through the area.

Dan Marshall

416-274-1911

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: May 10, 2016 10:52 AM
To: 'dan marshall'
Subject: RE: Bicycle Ride/Race August 13, 2016

Good morning Dan,

Council reviewed your correspondence at its meeting held on May 5, 2016 and had no concerns with the Bicycle Ride/Race on August 13, 2016.


Thank you.

Regards,

Denise Holmes



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

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From: dan marshall [<mailto:substanceprojects@hotmail.com>]
Sent: Tuesday, April 26, 2016 10:23 PM
To: dan marshall
Subject: Bicycle Ride/Race August 13, 2016

Thank you for talking earlier. Sorry it has taken a bit to get this to you.

Eager Beaver 100 gravel bicycle race/ride details.

Please find the proposed map attached. There are some fine changes likely in the closing kilometers. A more detailed map of any specific area is available. The event will start at the Highland Nordic Centre and proceed clockwise to finish there as well. This map shows the riders finishing on 91 however we prefer not to use this finish and are working with private property owners to access the Highlands via smaller gravel roads.

The event is scheduled for August 13, 2016 and we hope to continue on that weekend in the future.

The riders will be advised in writing and verbally at the rider briefing that the roads are ALL OPEN FOR TRAFFIC. HTA rules apply and anyone found violating the law willfully, will be penalized within the event with the possibility of disqualification. (We don't want incidents or accidents)

The event will start on narrow private trails to keep the riders spread out as much as possible to avoid disrupting traffic when they enter the road way. We are looking forward to consulting with the local OPP detachment to determine the safest way to start the event and will trust the input of the OPP and various townships and municipalities.

Our intention is to build this as an annual event, which draws tourism money to the region and engages the local communities we will be riding through. We will be interested in working with community groups and sending out notification of the event to the residents we will pass along the way so that they are aware well in advance of the cyclists passing by.

The event will have three distances, 160k, 100k and 50k. Something for everyone. At this time we can't give specific numbers as it is the first year but based on feedback from early communications we are expecting 100-300 participants in the first year.

The event will be sanctioned by the Ontario Cycling Association and as such we will have \$5 million liability coverage for all land owners, municipalities and townships.

If you have any questions at any time please feel free to contact me either by email or at 416-274-1911

About Substance Projects: We have been running bicycle races in forests and on gravel roads for 8 years. We have had no losses, no accidents with vehicles and no complaints from local residents.

Dan Marshall
Substance Projects Inc.
substanceprojects.com
416-274-1911

Total Control Panel

[Login](#)

To: dholmes@melanctontownship.ca

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

Denise Holmes

From: Arunas Kalinauskas <Arunas.Kalinauskas@rjburnside.com>
Sent: Monday, June 05, 2017 4:56 PM
To: Denise Holmes
Cc: 'Wendy Atkinson'; Chris Knechtel
Subject: RE: County Bridge Inspection on Structure 002

Denise,

Chris Knechtel had a look at the information you sent me with respect to the County's bridge in Corbetton (formerly Melancthon Bridge 002). Here are his comments with respect to the differences found.

Hi Arunas,

As discussed, I've taken a brief look at the attached inspection form provided by the County for the former Bridge 002 in Melancthon, compared to our 2015 inspection of the structure and have the following comments regarding the reasons for the rehabilitation cost discrepancy.

- First of all, we tend to provide our clients with conservative cost estimates for budgeting purposes to ensure the client has enough room in their budget when the project is tendered. Our prices are to bring the bridge structure up to current codes of practice and the unit prices are derived from recent construction prices received. It is difficult to compare some costs as quantities for fair and poor identified areas were not provided in the County's inspection information provided to us.
- Our recommendation for the rehabilitation work to occur within one year comes from the MTO's recommendation to rehabilitate a structure when the BCI falls below 60 (BCI in 2015 was calculated at 59.4). I am not sure how the recommendation of 6 – 10 year from in the County's report was derived.
- Four major cost discrepancies were noted which accounted for the difference in the rehabilitation estimate:
 - 1) Guide Rail - The County's consultant estimated \$10,000 to install guide rail, however recent low bids received for County bridge projects had guide rail installation in excess of \$30,000.
 - 2) Barrier – The County's consultant included \$2,000 to repair the barrier. Burnside had included \$40,000 to replace the existing barrier with a code conforming barrier system. This is a typical expectation when a major rehabilitation is taking place.
 - 3) Concrete Repairs to Soffit and Deck Top – The County's consultant included \$15,000 for concrete repairs to these areas. We had noted moisture penetration through the deck top and without being able to hammer tap the soffit for unsound concrete (due to the height) we provided an conservative estimate of \$50,000 for soffit repairs.
 - 4) Waterproofing – waterproofing the deck top was not included in the County's consultants scope of work. Burnside included approximately \$10,000 for this work.

Hope this provides some insight into the discrepancies between the two reports. Cost estimates are in fact estimates, and can vary significantly based on consultants previous experience and preferred estimating approach.

Let me know if you need anything further.

Chris

I have taken the information provided to me by Chris and calculate that there is approximately \$103,000 in identified differences to the work identified for this structure. The actual total difference was \$94,500, however we had

recommended that the decktop be waterproofed, which is an Expected Level of Service to ensure that the bridge life be extended as long as possible.

Our intent to look at and comment on the County's inspections was to provide some reasons for the differences in pricing and scheduled timing of the work required. Our cost estimates are based on current similar projects completed in the area. We also want to ensure that the Township budgets the funds required to complete the projects well.

We are confident with our bridge structure assessments and hope we can continue to provide our services to the Township. If you have any questions with respect to the above, please feel free to contact myself or Chris Knechtel at any time.

Best Regards,

Arunas

Arunas Kalinauskas, B.Sc.
Business Manager - Asset Management & GIS

R.J. Burnside & Associates Limited | www.rjburnside.com
Office: 800-265-9662 Direct: 519-938-3071

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From: Denise Holmes [mailto:dholmes@melancthontownship.ca]
Sent: Friday, June 02, 2017 10:26 AM
To: Arunas Kalinauskas
Cc: 'Wendy Atkinson'
Subject: County Bridge Inspection on Structure 002

Hi Arunas,

As per last night's meeting, please find a copy of the County's inspection on the above noted structure.

Could you please have comments to us by June 8th so we can include them in our Agenda package?

Council did not make a decision on the 2017 Bridge Inspections last night and deferred it to the June 15th meeting.

Thank you.

Regards,

Denise Holmes



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

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Corporation of the Township of Melancthon

Moved by

Seconded by

Date May 19, 2017

Whereas the title of the Melancthon Roads Department limits the scope of departmental operations, and whereas in keeping in line with other municipalities in the province of Ontario: changing the title of the Roads Department to the "Melancthon Public Works Department" includes the scope of potential work in the progressive future of Melancthon Township, and maintains the widely used terminology for these Municipal sectors. Whereas a change in department title shall not incur any change or compromise to affect wages or the wage structure of its current rates,

Therefore be it resolve that the Corporation of the Township of Melancthon changes the title of the Melancthon Roads Department to the Melnacthon Public Works Department effective immediately.

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Mayor Darren White		
Deputy Mayor Janice Elliott		
Councillor Dave Besley		
Councillor Wayne Hannon		
Councillor James C. Webster		

Carried/Lost: _____

MAYOR

RD#5
JUN 15 2017

APPLICATIONS TO PERMIT FOR APPROVAL
JUNE 15, 2017 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s COMMENTS
Aaron Martin/Simon Martin	Part Lot 221-222, Con. 2 NE, Part Lot 222, Con. 1 NE 199190 2nd Line NE	House Addition 705 sq. ft.	\$250,000.00	No
Allison Whitten	Lot 23 Lot 24, Plan 20 A 682424 260 Sideroad	Front entrance to house 7' x 12' = 84 m2	\$6,500.00	No
Barbara Lynn Squirrell Hodgson	East Part Lot 16, Concession 1 OS RP 7R2613 Part 2 625505 15 Sideroad	Storage Building 33.44 m2	\$1,800.00	No

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held April 26, 2017 at the CDRC

Attendance:	Randy Chambers	Shelburne
	Dan Sample	Shelburne
	AJ Cavey	Shelburne
	Heather Foster	Amaranth
	Chris Gerrits	Amaranth
	Laura Ryan	Mono
	Janice Elliott	Melancthon
	Ron Webster	Melancthon
	Kim Fraser	Facility Administration Manager
	Marty Lamers	Facility Maintenance Manager

Absent: W. Benotto

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

Declaration of Pecuniary Interests:

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

Agenda:

MOTION #1 – Moved by J. Elliott seconded by R. Webster. Be it resolved we approve the agenda dated April 26, 2017 as amended and presented.
Carried

Discussion of Minutes of Previous Meetings:

MOTION #2 – Moved by J. Elliott seconded by R. Webster. That the minutes of the CDRC Board of Management regular board meeting held March 22, 2017 be approved as presented and circulated.
Carried

New Business:

Audit Review-BDO Proposal:

Further to discussion from the last meeting regarding some Federal and Provincial grants may be dependent on the level of financial audit. Randy Chambers presented a Proposal for External Review Services from BDO. There are three (3) levels of service: Compilation, Review and Audit. After further discussion the following motion was presented.

MOTION #3 – Moved by R. Chambers seconded by D. Sample. That the proposal from BDO for an Audit Review in the amount of \$4,500.00 be approved. And further that BDO and the Treasurer of the Town of Shelburne be advised.
Carried

Correspondence:

- Letter from the Township of Amaranth that Council supports the CDRC 2017 Budget, with the capital roof portion of \$9,750.00 being retained in Amaranth budget (in a reserve), until required by the CDRC.

The consensus of the group felt that CDRC budget is not approved. L. Ryan will speak to John Telfer for his opinion.

MOTION #4 – Moved by R. Webster seconded by J. Elliott. That correspondence is received and placed on file.

Carried

Finance Committee Report:

After review, R. Chambers requested that if there are any variances within the budgeted figures, that they be addressed at the next board meeting.

MOTION #5 – Moved by L. Ryan seconded by R. Webster. That the bills and accounts as presented in the amount of \$105,441.21 be approved and paid.

Carried

R. Chambers leaves at 5:55pm

Old Business:

UGDSB-Shared Parking Review:

Representatives from the UGDSB, Jennifer Passy, John Veit and Trevor Favretto addressed the CDRC Board of Management to review and evaluate the progress of the Proposed Traffic Plan for Shared Driveway that was implemented in August 2016.

Positive steps forward: Implementing safety patrollers, upgrading of the walking path and the UGDSB would like the placement of the concrete blocks to improve the overall safety.

Areas to address: Police presence and ticketing, increase communication to school families and inquire about towing.

The Board to review the additional snow removal and sanding costs to the CDRC to maintain the gravel parking area at the May meeting.

The UGDSB is invited to attend the June 28, 2017 CDRC Board meeting. Invitation is extended to Board Trustee, Lynn Topping.

MOTION #6 – Moved by D. Sample seconded by J. Elliott. That the CDRC allow the UGDSB to place concrete blocks as per the 2016 agreement.

Carried

Pool Committee Report:

Interviews were conducted for the Seasonal Summer Day Camp and the remainder of the Seasonal Summer Lifeguard/Instructor positions on March 24, 2017. The following motion was presented:

MOTION #7 – Moved by AJ Cavey seconded by D. Sample. Be it resolved that the CDRC Board of Management hires the following for the 2017 contract seasonal positions: Lifeguard/Instructor-Michaela Donato, Tiffany Hunt, Aidan Bruce, Holly Tremills, Cassie Galbraith, Hunter Millsap, Amanda Bruce and Alysha Bryant; Day Camp-Maddison Green, Emma Holmes, Megan Cooper and Natalie Brett.

Carried

MOTION #8 – Moved by R. Webster seconded by J. Elliott. That we receive the report from the Pool Committee.

Carried

Facility Maintenance Manager's Report:

See Schedule A

See Schedule C

See Schedule D

MOTION #9 – Moved by J. Elliott seconded by AJ Cavey. That we receive the report from the Facility Maintenance Manager.

Carried

Facility Administration Manager's Report:

See Schedule B

See Schedule E

MOTION #10 – Moved by AJ Cavey seconded by L. Ryan. That we receive the report from the Facility Administration Manager.

Carried

Easter Extravaganza Event:

Dan Sample reported that despite the rainy weather, the Easter event went well. Everything was set up on time. Any outdoor activities were moved inside.

Confirmation by By-law

MOTION #11 – Moved by AJ Cavey seconded by D. Sample. Be it resolved that leave be given for the reading and enacting of by-law #04-2017 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Regular Board meeting held April 26, 2017.

Carried

Adjournment:

MOTION #12-Moved by L. Ryan seconded by AJ Cavey. That we now adjourn at 7:07pm to meet again on May 24, 2017 at 5:30pm, or at the call of the chair.

Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Maintenance Managers Report – April 26, 2017

SAFETY:

There were no safety incidents

CO detectors discussed with fire chief locations and called fire equipment server provider Mar 23 2017 also ongoing discussing with Shara. Report submitted

Further investigation on going

ARENA: Ice removed, shut down plant, some arena painting to brighten up.

BUILDING: Internet providing public WIFI not recommended at this time. Report submitted

POOL: Acapulco is working on pool no issues.

GROUNDS: Winter clean up. Lawn clean up

GENERAL INFORMATION: Daily activity log, Completed Certification part 2 for JHSC

ACTION ITEMS Working on SOPs (Standard operating Procedure)

Floor mopping, floor sweeping, cleaner additives, power scrubber, operating large doors. Produced an exit interview.

Marty Lamers

Facility Maintenance Manager

SCHEDULE 'B'

Facility Administration Managers Report – April 26, 2017

Seasonal Summer Hiring:

The Seasonal Summer Day Camp Leader interviews and the remainder of Lifeguard/Instructors interviews were conducted on Friday, March 24. Recommendation to hire will follow.

2017 Spring/Summer Recreation Guide

Distributed April 20, 2017

General:

Tim Hortons is sponsoring \$700 towards three (3) Free Public Swims this summer.

Will schedule an Ice User Group meeting in June

Preparing RFP information for Pro Shop rental space

I would like to investigate the cost to have a second point of sale terminal (debit machine). The CDRC has one that was located at the front reception. I moved it to the concession booth in December and it has proved to be extremely valuable in that location. Moving ahead to the summer programs, a terminal will be required at the front reception. As far as I understand it can be purchased out right or leased.

Currently the CDRC only accepts debit payments. I would like to look into accepting credit card payments.

Training

JHSC Part 2 Certification completed April 20 and 21.

ORFA courses May 1-5

Efficiency and Programs

I have communicated with Carol Maitland (Town of Shelburne) and other local clubs to begin investigating the ability to accept online registrations and payments.

Kim Fraser

Facility Administration Manager

SCHEDULE 'C'

Date: April 19, 2017
TO: CDRC Board of Management
FROM: Marty Lamers
RE: Carbon Monoxide, Fire Plan and Confined Space

ANALYSIS & RECOMMENDATION:

Following our last CDRC Board meeting, I invited Shelburne Fire Chief Brad Lemaich for an onsite meeting on March 23, 2017 regarding CO detectors, the CDRC fire plan and confined space. For now, I have placed three (3) additional detectors in the facility. Brad suggested that I contact our fire monitor provider and see if something can be tied into the existing systems. Our fire monitoring provider (Georgian Bay Fire) is putting together a proposal. I also contacted the Dufferin County Health and Safety Advisor, Shara Bagnell who provides the CDRC with our fire plan and Grand Valleys plan as well. Shara will be either incorporating a CO plan into our fire plan or make a new plan regarding the CO. I have also contacted Olympia for annual servicing and discussing emission testing schedules. I will also have the Olympia gas powered edger serviced as well.

Brad had his first full tour of the facility and we discussed our fire plan. Brad made a couple of recommendations: to update contact information and to provide a detailed plan of the arena in the binder. (An updated plan is now in binder) and I will ask Shara to update the contact information. Brad also noticed the exhaust hood in the concession booth was past next recommended cleaning. (Done).

Discussing confined space with Brad: Shelburne does not a hazmat department. Orangeville would need to be contacted for that service level. It would be the chiefs call to enter the compressor room to retrieve someone in a SCBA (self contained breathing apparatus) if needed. The congestion of the room does not allow a retrieval system to be put in place and work would never be initiated if ammonia was detected. The pool is considered a confined space when empty as possible fumes and gases from equipment could enter the pool. Assessment of conditions should be done before entering the empty pool. Solutions-monitor and provide air circulation with a large fan. The filter pit requires a retrieval system and monitoring if workers need to enter the empty pit. I have talked with the Town about using their gas monitor when work is required in the pit and have also installed a retrieval system in the pool pump room.

Now that items are in place I will make up a SOP (standard operating procedure) for the confined spaces and provide training.

ATTACHMENTS: Quotation from Georgian Bay Fire & Safety

Respectfully submitted,
Marty Lamers
Facility Maintenance Manager

SCHEDULE 'D'

Date: April 19, 2017
TO: CDRC Board of Management
FROM: Marty Lamers and Kim Fraser
RE: Public Wifi Usage

FINANCIAL/STAFFING IMPLICATIONS: Minimum \$900/annually. Plus any applicable installation charges.

ANALYSIS & RECOMMENDATION:

With the current internet service and speed that we have, allowing public access will negatively affect and interrupt CDRC internet needs. Bell does not recommend any more and 3-4 devices using the service and we already exceed that. There are potential security issues as well.

To effectively provide public wifi usage in the lobby area, a second service is required. The minimum cost for a second service will be approx. \$900.

It is recommend that a second service not be installed and that we revisit this when fiber optics is available in Shelburne.

Respectfully submitted,
Marty Lamers and Kim Fraser
Facility Maintenance and Administration Managers

SCHEDULE 'E'

Date: April 19, 2017
TO: CDRC Board of Management
FROM: Kim Fraser
RE: CPJHL Proposal to Establish a Hockey Franchise in Shelburne

FINANCIAL IMPLICATIONS: Up to 6 hours practice/week. 1 or 2 home games/week, 3 hours each, 24 games.

ANALYSIS:

Speaking to both Stephane Laveault and Pat Lacelle, they would like to establish a Shelburne team in CPJHL (Canadian Premier Junior Hockey League) as Shelburne fits well within the foot print of other teams in the league. Other teams located in Smith Falls, Colborne, Barry's Bay (north of Muskoka), Bracebridge, Port Elgin, Cold Water, Creemore, Angus, Markdale and Seaforth.

They would be using some daytime practice ice and weekly home games. They will want a designated dressing room area.

I contacted three (3) arenas that had teams last season-Markdale, Angus and Coldwater. All gave good references with no major issues.

The concern is, can the CDRC accommodate another team of this nature at this time. Marty and I spoke to Jenya and he is planning to return next season and he is planning to have pre-schedule games with other teams next season.

CDDHS has confirmed they will have an academic skills program in September, using daytime ice.

RECOMMENDATION: Without disrupting current CDRC users, the CDRC cannot fit the CPJHL needs. Review again for 2018-2019 season.

Respectfully submitted,
Kim Fraser
Facility Administration Manager



The Corporation of

THE TOWNSHIP OF MELANCTHON

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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

SUBJECT: DRAFT POA INTERMUNICIPAL COURTS SERVICE AGREEMENT

DATE: JUNE 8, 2017

As reported at the Council meeting on June 1, 2017, attached to this memo is the Draft POA Intermunicipal Service Agreement which has been provided to me by Pam Hillock, Dufferin County Clerk.

The revisions to the Draft Agreement have been made by the POA Working Group – the Group is comprised of appointed members from the Dufferin Municipal Officers Association and representatives from the Town of Caledon.

Info #1
JUN 15 2017

INTERMUNICIPAL COURT SERVICES AGREEMENT

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This agreement made the _____ day of _____ 2017.

BETWEEN:

THE CORPORATION OF THE TOWN OF CALEDON
(Hereinafter called "The Municipal Partner")

AND:

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

OF THE FIRST PART

-and-

THE CORPORATION OF THE TOWNSHIP EAST GARAFRAXA

OF THE SECOND PART

-and-

THE CORPORATION OF THE TOWN OF GRAND VALLEY

OF THE THIRD PART

-and-

THE CORPORATION OF THE TOWNSHIP MELANCTHON

OF THE FOURTH PART

-and-

THE CORPORATION OF THE TOWN OF MONO

OF THE FIFTH PART

-and-

THE CORPORATION OF THE TOWNSHIP OF MULMUR

OF THE SIXTH PART

-and-

THE CORPORATION OF THE TOWN OF ORANGEVILLE

OF THE SEVENTH PART

-and-

THE CORPORATION OF THE TOWN OF SHELBURNE

OF THE EIGHTH PART

-and-

THE CORPORATION OF THE COUNTY OF DUFFERIN

~~Hereinafter called "the Serviced Municipality"~~

OF THE NINTH PART

(Hereinafter called 'the Serviced Municipality or Serviced Municipalities' as the case may be.

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WHEREAS the parties entered into an agreement in 1998 and wish to create a new Intermunicipal Agreement;

AND WHEREAS Section 176 under Part X of the *Provincial Offences Act* (R.S.O 1990, c.P.33, as amended) (the "POA") authorizes a municipality to enter into a Transfer Agreement with the Attorney General to perform court administration and court support functions, and to conduct certain prosecutions under Part 1 of the POA as well as certain proceedings under the *Contraventions Act* of Canada, within a court service area;

~~**AND WHEREAS** the Corporation of the Town of Caledon and the Attorney General, entered into an agreement known as the Memorandum of Understanding in 1999. This agreement authorized the Town of Caledon to perform all court support functions under the Act for the Court Service Area.~~

AND WHEREAS the Municipal Partners ~~are~~ is required by section 5.3.6 ~~5~~ of the Memorandum of Understanding to maintain an agreement with its Serviced Municipality which includes obligations and arrangements regarding court administration, court support, prosecutions, reporting, revenue sharing and local dispute resolution;

Comment [SG1]: check references to section numbers when agreement is finalized

AND WHEREAS it is recognized that the activities associated with and under the said Act within the geographical area of Dufferin County will be carried out by the various lower tier municipalities within the said County and that the County of Dufferin is listed in order to comply with the request of the Ministry of the Attorney General as a part of this agreement;

AND WHEREAS the Serviced Municipality, being within the said Court Service Area, agreed to participate in the transfer program as outlined in the Act and appointed the Municipal Partner as its agent for that purpose;

AND WHEREAS any party may at any time make a written request to amend this agreement as is necessary;

AND WHEREAS the term of this agreement shall be concurrent with the Transfer Agreement; ~~In the event that the Transfer Agreement is terminated or shall cease to be in force and effect, this agreement shall be deemed to be terminated.~~

Comment [SG2]: Insert in Termination section

AND WHEREAS the Parties recognize and agree to respect and adhere to the same principles as are set out in the ~~Memorandum of Understanding and the Local Side Agreement~~ Transfer Agreement as negotiated with the Province;

AND WHEREAS the parties hereto collectively constitute all of the municipalities within the Court Services Area;

AND WHEREAS the parties wish to re-establish terms and conditions for the purposes of court administration and support and conducting prosecutions in tandem with

provision of the Program, for cost and revenue sharing matters, for dispute resolutions, for the structure of the Program and associated matters all as more particularly detailed herein;

NOW THEREFORE in consideration of the premises, mutual covenants, terms and conditions herein contained, the parties hereto agree as follows:

Definitions

In this Agreement, the following words shall have the meanings assigned herein:

"Area or Court Service Area" means the area affected by the Memorandum of Understanding being the geographic area of the County of Dufferin.

"Committee" means the Provincial Offences Staff Liaison Committee as established by this Agreement.

"Costs" means all costs, expenses, charges, disbursements and other outgoings whatsoever relative or attributable to the Program and to the Transfer Agreement.

"Fines" means Fines levied under Parts, I, II and III of the Provincial Offences Act, including costs, surcharges and fees imposed therewith, in respect of proceedings originating under the POA and/or the *Contraventions Act*.

"Local Prosecutions" means prosecutions and appeals that are conducted by a party with regard to its own by-laws [including parking by-laws] and includes prosecutions and appeals conducted in relation to the *Building Code*, the *Fire Code* and any other matters for which a party was heretofore responsible for prosecuting or authorized by law to prosecute inducing any requirements therefor under the *Fire Protection and Prevention Act 1997*, of Ontario.

"Municipal Partner" means ~~the~~The Corporation of the Town of Caledon.

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"Program" means the court administration, court support (including appointment of the clerk of the POA court) and prosecution services to be provided by the Municipal Partner pursuant to this Agreement relative to the Area.

"Serviced Municipality or Serviced Municipalities" means a ~~party~~party or parties hereto other than ~~Caledon~~the Municipal Partner.

"Transfer Agreement" means the Memorandum of Understanding ("MOU"), a copy of which is attached hereto as Schedule "X", and the Local Side Agreement ("LSA") entered into or to be entered into between ~~Caledon~~the Municipal Partner and the Attorney General under Part X of the POA, a copy of which is attached hereto as Schedule "X", together with amendments thereto.

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1. Roles

- 1.1 The role of the Municipal Partner is to implement, provide, undertake, manage, operate and administer the Program on behalf of itself and the Serviced Municipalities pursuant to the provisions of this Agreement and the Transfer Agreement ~~as "Municipal Partner" under the latter~~. In so doing, the Municipal Partner Galedon shall consider the recommendations of the Committee.
- 1.2 The role of the Serviced Municipalities is to participate in the Program in accordance with this Agreement and to liaise with the Municipal Partner through the Committee.

2. Establishment of Provincial Offences Staff Liaison Committee

- 2.1 The ~~Committee, which shall be known as the~~ "Provincial Offences Staff Liaison Committee (the Committee)" is hereby formed for the purposes set forth in this Agreement.

2.2 The Committee shall:

- (a) serve as a liaison between the Municipal Partner and the Serviced Municipalities on all matters related to the operation of the Program;
- (b) review all reports submitted thereto by the Municipal Partner and make recommendations to the Municipal Partner ~~upon~~ the efficient operation of the Program;
- (c) review and make comments regarding budgets presented by the Municipal Partner;
- (d) review on an ongoing basis the equitable allocation of costs and distribution of revenue and make recommendations to the Municipal Partner and Serviced Municipalities;
- ~~(d)~~(e) perform such other duties as are provided for in this Agreement.

- 2.3 The committee shall be composed of ten (10) members, consisting of one (1) staff person appointed by each Serviced Municipality and the Municipal Partner.

- 2.4 Any member may be removed or replaced at any time by the ~~Serviced Municipality municipality who appointed the member. on whose behalf the member was appointed~~. In the event of unavoidable absence, a member may be represented by his or her designate at Committee meetings.

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- 2.5 The ~~Committee Members~~Municipal Partner shall ~~submit-prepare~~ a report outlining the Committee's activities ~~to be submitted to their respective~~the Councils of the Serviced Municipalities a minimum of once per year.
- 2.6 The ~~Committee~~Municipal Partner shall ~~by simple majority elect a Chair annually from its members, who shall serve for a one (1) year term, and may be re-elected to serve for subsequent terms.~~chair the meetings of the Committee.
- 2.7 The Committee shall meet at least two (2) times a year or otherwise at the call of the Chair or a majority of the members of the Committee.
- 2.8 A majority of the Committee members shall constitute a quorum, provided that for there to be a valid quorum, ~~Caledon~~the Municipal Partner must be present.
- 2.9 The agenda shall be set by the Municipal Partner. Any member may add an item to the agenda by notice circulated with the agenda or separately
- ~~2.10~~ Notice of meetings shall be provided by delivering the agenda electronically to the member one week prior to the meeting. ~~Special meetings may be called at the request of the Chair.~~

3. General Responsibility of Municipal Partner

3.1 Municipal Partner shall:

- i) Perform court administration and court support.
- ii) Conduct prosecutions under Part I and Part II of the Provincial Offences Act.
- iii) Collect and/or enforce the payment of all Fines arising from the Program, Fines referable to those in arrears transferred by the province and those arising from the Program shall be enforced
- iv) Distribute the net revenue on a cost-recovery basis quarterly to the Serviced Municipalities.
- v) Maintain adequate and appropriate records and accounts for purposes of audit, for purposes of reporting to and review by the Committee
- vi) Provide and maintain the Court and other facilities and equipment that are adequate and appropriate for the needs of the Program.
- vii) Plan for expansion of the Program through the provision of facilities and equipment and staffing

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viii) Ensure adequate staff and other support for the Program.

4. Prosecutions

- 4.1 **The** Municipal Partner, as a component function of the Program, is hereby authorized to conduct prosecutions on behalf of each Serviced Municipality and for such purposes **the** Municipal Partner and persons it employs or retains to conduct prosecutions are deemed to be agents of the respective Serviced Municipalities.
- 4.2 A Serviced Municipality, at its expense, shall use its own staff, agent or counsel to conduct Local Prosecutions which it desires or is required to proceed with, and in so doing it shall adhere to the Conflict of Interest Guidelines as noted in section 11.2 herein. There shall be no charge for use of court facilities, nor any other charge or fee levied against Serviced Municipality arising out of such prosecution or appeal, other than for any incremental Costs to the Program in consequence thereof and for user fees of general application.
- 4.3 A Serviced Municipality that proposes, after execution of this Agreement, not to continue conducting all of its Local Prosecutions, shall inform the Municipal Partner at least six (6) months before the proposed discontinuance/transfer date. The proposal will be reported upon by the Municipal Partner to the Committee for its review and recommendation. It is acknowledged that the assumption of Local Prosecutions by Municipal Partner will not necessarily be based on the weight assessment model of cost/revenue distribution.
- 4.4 If a Serviced Municipality wishes to itself conduct Local Prosecutions in relation to a specific matter following integration into the Program of its Local Prosecutions, it shall so inform the Municipal Partner prior to the first appearance held in relation to that matter. ~~Such Local Prosecution may only be undertaken in extraordinary circumstances and with the Municipal Partner's pre-authorization.~~ Such party shall bear its own costs in relation to such matter inducing the responsibility to respond to any defendant's appeal(s) and will have the sole right to appeal decisions relating to such matters, unless the Municipal Partner is of opinion that appeal would not be in the interests of justice.
- 4.5 A Serviced Municipality proceeding Local Prosecutions outside the Program shall be deemed to be doing so as a private prosecutor and hereby agrees to indemnify and save harmless every other party from and against all actions, accusations of action, losses, liens, damages, suits, judgements, awards, orders, claims, fines, costs and demands whatsoever which may arise either directly or indirectly, by reason of or as a consequence of or in any way related to any such Local Prosecution.

- 4.6 In the event that prosecution other than Local Prosecution is unsuccessful, only the Service Municipality may file an appeal, if in his or her opinion doing so would be in the interests of justice.
- 4.7 Any complaints or concerns that may arise in relation to the Program's prosecutors shall be forwarded to Municipal Partner. Municipal Partner following appropriate investigation shall report any complaints to the Committee as a whole, unless the complaint is determined to be scandalous, frivolous, vexatious or otherwise without merit.
- 4.8 Any complaints or concerns that may arise in relation to a Serviced Municipality's prosecutors in a Local Prosecution will be forwarded to the Committee member of that Serviced Municipality. The Committee as a whole shall be advised of all such complaints as well, unless following appropriate investigation the complaint is determined to be scandalous, frivolous, vexatious or otherwise without merit.
- 4.9 Any report to the Committee respecting a complaint shall indicate whether or not the complaint was substantiated with recommendation for any further action deemed necessary or advisable.
- 4.10 The parties hereto acknowledge that sharing the prosecution function amongst the Program and Serviced Municipalities may result in the need for communication between the Municipal Partner and the Serviced Municipalities' prosecutors for the purpose of ensuring compliance with the Transfer Agreement and in order that a uniform prosecution policy evolves in relation to the Program. The parties commit herein to engaging in such communication. The Committee shall develop a protocol for such purposes.

5. Budget

- 5.1 Municipal Partner shall prepare an annual budget for the Program setting out the estimated operating and capital costs, and projected revenue from Fines, user fees, applicable grants, subsidies and other revenues. The budget shall be presented to the Committee for review and comment.
- 5.2 The budget shall be based on the budgeting parameters of the Municipal Partner. This includes, but is not limited to, employment practices and policies respecting wages, salaries, benefits and purchasing, as well as tendering policies and procedures for consumables and capital items.

Comment [SG3]: Appropriate budget items/chargeable items should be defined

6. Apportionment of Costs and Revenue

- 6.1 Each party shall receive fine revenue it is entitled to by law including, but not limited to section 425 of the *Municipal Act*, section 67.1 of the *Planning Act*, section 36 of the *Building Code Act*, and under the *Fire Protection and*

Prevention Act, or any successors thereto, including any such revenue that may by law be directed to municipalities in future.

6.2 (a) The parties shall receive all other revenue of the Program, less those amounts required by law and/or the Transfer Agreement to be distributed to other public authorities, net of the Costs of the Program. Such net revenue shall be distributed quarterly, subject to reconciliation and settlement [distribution or deduction] based upon audited figures, by the Program amongst the Municipal Partner and the Serviced Municipalities.

(b) In the event that during any year of the Program there shall be a loss, the parties shall be responsible for the loss. In the event that at-source deduction against the next quarterly advance shall be insufficient to cover any such loss, the Serviced Municipalities shall pay to the Municipal Partner their respective portions of the loss within 30 days of receipt of the Municipal Partner's audited statements for the loss year in question. If payment is not so received by the Municipal Partner, it shall be entitled to set-off the loss attributed to the Serviced Municipality against subsequent revenues distributable thereto, together with interest thereon at the rate of interest normally chargeable by the Municipal Partner on overdue accounts.

6.3 Subject to Section 6.2 (b), the Municipal Partner shall be responsible for paying all Costs of the Program, which shall be payable and/or recoverable from time to time as same arise as a first charge directly against Program general revenue. Unless expressly stipulated to the contrary, all costs incurred by the Municipal Partner in pursuance of this Agreement and/or the Transfer Agreement shall be considered costs of the Program, and shall be made in accordance with the budget for the relevant year.

7. Administration

7.1 The Municipal Partner, as part of the Program, shall provide the administration on behalf of the Committee Serviced Municipalities and any administrative support services thereto.

The Municipal Partner shall also provide the following direct services as part of the Program:

- I) Human Resources support including:
 - recruitment
 - training
 - occupational health and safety, workers' compensation
 - collective bargaining where applicable
- II) Property

- office space, supplies and equipment, including such computer equipment and facilitates as may be required in the Transfer agreement for ICON purposes
- lease negotiation; property acquisition services
- facilities management services where not otherwise included

Comment [SG4]: what does acronym stand for? Spell it out

III) Treasury

- accounting and bookkeeping
- payroll
- distribution of revenues and provisions of related reports

IV) Computer, Communications and Technology Support

V) Audit

VI) Purchasing services in accordance with the Municipal Partner's purchasing and tendering policies and procedures.

VII) Such other ancillary or usual things and services which are necessary or desirable for the smooth and efficient function of the Program and/or the protection of the interests of the parties herein.

The Municipal Partner shall also make available other such indirect services including but not limited to staff for financial and other support. Such services may be provided by personnel dedicated to the Program or by other Caledon staff on a charge-back basis to the Program in accordance with normal Caledon charge-back policies and procedures.

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- 7.3 The Municipal Partner shall make available, also as a Program cost, facilities owned or leased by the Municipal Partner; for purposes of providing courtrooms, office areas, for staff engaged in the Program, and other areas necessary or desirable for the smooth and efficient operation of the Program.

8. Property

- 8.1 Title to any equipment, machinery or other chattels or any interests therein to be acquired for purposes of the Program shall be in the name of the Municipal Partner.

- 8.2 The Municipal Partner shall not dispose of any equipment, machinery or other chattels with a book value greater than \$30,000.00 acquired for purposes of the Program, without considering the recommendation of the Committee.

- 8.3 Proceeds of any such disposition, to the extent recommended by the Committee as not being required for purposes of the Program, shall be apportioned to the parties in the same proportions as revenues are apportioned under section 8.2

9. Staffing

- 9.1 The ~~Manager~~ Municipal Partner shall be responsible for overseeing the functions to be carried out by the Municipal Partner pursuant to this Agreement and the Transfer Agreement.
- 9.2 The ~~Manager~~ Municipal Partner shall prepare for review and recommendation by the Committee, a management plan including a proposed administrative structure.
- 9.3 The Municipal Partner shall hire or provide staff for all purposes of the Program, taking into consideration the Committee's recommendations.

10. Conflict of Interest Guidelines

- 10.1 The Serviced Municipalities specifically agree to the application of the Conflict of Interest Guidelines attached as Schedule "A" to this Agreement, to those function being transferred to the Program under the Transfer Agreement.
- 10.2 Local Prosecutions shall also be subject to the Conflict of Interest ~~s~~ Guidelines, ~~suitably revised~~. Each Serviced Municipality shall adopt such Conflict of Interest Guidelines, for its Local Prosecutions.

Comment [SG5]: renumber schedules as necessary

11. Financial Records

- 11.1 The Municipal Partner shall keep full and accurate books of account in which shall be recorded all receipts, costs and disbursements of the Program and shall deposit all moneys with respect to the operation of the Program in a separate bank account or accounts designated for that purpose and shall refer to the Committee at meetings thereof, or whenever required, an account of all transactions and of the financial position of the Program.
- 11.2 The Program's finances shall be subject to the same the Municipal Partner internal auditing procedures as are generally applicable within the Municipal Partner's organization. There shall be external auditors for the Program engaged for such purpose by the Municipal Partner, which shall be the same firm as conducts the annual external audit of the Municipal Partner's general municipal organization, and for purposes of the Program such external auditors shall report to the Committee.

12. Insurance

The Municipal Partner ~~in consultation with the Committee~~, will arrange for the issue of policies of insurance to protect assets acquired for purposes of the Program that are in care, custody and control of the Municipal Partner from

physical loss or damage and for protecting the parties hereto and employees undertaking the function of the Program against legal liability that may result for the activates and operations of the Program and shall ensure that all policies of insurance are endorsed to provide that all parties to this Agreement are named as additional insureds as their respective interests may appear. If deemed advantageous, the Municipal Partner shall integrate such coverage into its existing polices and any additional premium therefrom resulting shall be considered a cost of the Program.

13. Indemnity

- 13.1 The parties agree to indemnify and save harmless each other, ~~including their respective elected official, officers and employees~~, from and against all actions, causes of action, losses, liens, damages, suits, judgements, awards, orders, claims, fines, costs and demands whatsoever which may arise either directly or indirectly, by reason of or as a consequences of or in any related to their obligations under this Agreement or the Transfer Agreements or any action or actions properly taken hereunder or thereunder.
- 13.2 Recognizing that the Municipal Partner is essentially providing services hereunder to the Serviced Municipalities on a not-for-profit basis, the Serviced Municipalities hereby release, remise, discharge and forever quitclaim the Municipal Partner, its elected officials, officers and employees, from and against any and all claims, actions, losses, damages and proceedings whatsoever arising out of any act of commission or omission thereof done in good faith in the performance or intended performance of any function or service under this Agreement or the Transfer Agreement.

14. Dispute Resolution

- 13-314.1 In the event of any disagreement or dispute between the parties concerning whether there has been a breach of any term or provision hereof, the parties shall use the services of a private mediator to facilitate resolution of the disagreement or dispute.
- 13-414.2 The affected parties shall jointly select the mediator and the cost of the mediator's service shall be ~~a Program Cost~~ divided equally among the affected parties.
- 13-514.3 In the event the parties are unable to resolve the disagreement or dispute through mediation, such matter will be submitted to arbitration in accordance with the provisions of section 13.6 hereof.
- 13-614.4 The provisions of the *Arbitrations Act*, R.S.O 1990, c.A.24, as amended shall apply to any such disagreement or dispute not resolved by mediation.

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~~13-7~~14.5 Any party to the arbitration shall be entitled to appeal the arbitration award to the Ontario Superior Court on a question of law or of mixed law and fact.

~~13-8~~14.6 The costs of the arbitration shall be a Program Cost but each party shall be responsible for the costs of its own advisers and experts if any.

~~13-9~~14.7 Notwithstanding that a matter has been so referred to dispute resolution under the provision of this section 17, the parties shall throughout the period of dispute resolution endeavor to perform their respective obligations under the terms of this Agreement and the Transfer Agreement to the best of their abilities.

14-15. Term

~~14-1~~15.1 This Agreement shall expire at the end of January 1, 2021~~-year~~. This Agreement shall automatically renew for a further ~~5-one (1)~~ year period unless at least 6 months before the expiration of the original term hereof, a party shall have given notice of non-renewal.

~~14-2~~15.2 This Agreement, and the conduct of the Serviced Municipalities, notwithstanding that only ~~the~~ Municipal Partner shall have entered into the Transfer Agreement, shall be subject to and governed by the Transfer Agreement, and ~~the~~ Municipal Partner's performance under the Transfer Agreement shall be deemed performance hereunder.

15-16. Termination

~~15-1~~ This Agreement ~~will terminate and the term hereof shall be terminated and at the end prior to the notice expiration date contemplated by section 14.1 in the event of any one or more of the following events occurring:~~

~~16-1~~ (a) upon termination, expiration or cancellation, for whatever reason, of the Transfer Agreement;

~~(b) upon the giving of notice of termination for cause or due dissatisfaction. Such notice shall be delivered, to be valid, no less than 6 (six) months prior to the specified year end of the Program, shall indicate the reason for the early termination, and shall indicate the effective termination date as being the last day of such year end. Provided, however, that no such early termination may be made effective to the end of the 3rd year end of the Program;~~

~~15-2~~ (b) Upon termination of this Agreement for any reason, all costs, expenses, charges, disbursements and other outgoings whatsoever of Municipal Partner reasonably necessarily incurred in winding-up the Program, including without limitation employee severance packages and transition expenses, shall be deemed to be Program Costs and payable accordingly

Comment [SG6]: Insert 6 month out clause

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| 45.316.2 Upon termination, the winding-up provisions of the MOU shall apply and the expense thereof shall similarly constitute a Program Cost.

Comment [SG7]: What are the provisions in the MoU?

| 45.416.3 Upon termination ~~the~~ Municipal Partner shall dispose of all equipment and supplies and other chattels dedicated to or acquired by the program and the net proceeds therefrom shall be distributed pursuant to Section 6 of this Agreement. Where any equipment or chattels are under lease, the buy-out cost thereof shall constitute a Program Cost. ~~The~~ Municipal Partner shall have the option of acquiring such assets, in whole or in part, from the Program in its own behalf at fair market value. In the event of any disagreement or dispute as to the fair market value, the dispute resolution provisions of section ~~13-14~~ hereof shall apply, *mutatis mutandis*.

| 46.17. Notices

Any notice which is permitted or required pursuant to this Agreement shall be in writing and shall be served personally or by regular mail upon the Clerk of each of the parties at the addresses of their respective municipal offices, ~~or emailed thereto at numbers made known for such purposes or otherwise in the public domain.~~

| 47.18. Severability

In the event that any covenant, provision or term of this Agreement should at any time be held by competent tribunal to be void or unenforceable, then the Agreement shall not fail, but the covenant, provision or term shall be deemed to be severable from the remainder of this this Agreement, which shall otherwise remain in full force and effect.

| 18.19. Estoppel

No party or parties shall call into question, directly or indirectly, in any proceeding whatsoever in law or in equity or before any administrative tribunal, the right of the parties or any of them to enter into this Agreement or the enforceability of any term, agreement, provision, covenant and/or condition contained in this Agreement, and this clause may be pleaded as an estoppel as against any such party in any such proceedings.

| 49.20. Interpretation

| 49.420.1 This Agreement shall be ~~constructed-constructed~~ in accordance with and be governed by the laws of the Province of Ontario, and any applicable laws of Canada.

19.220.2 Any captions and headings in this Agreement are inserted for convenience only and shall not be ~~constructed-constructed~~ as part of this Agreement and shall not in any way limit or modify the terms and provisions thereof.

19.320.3 All references to monetary sums shall be deemed to refer to lawful money of Canada.

19.420.4 All references to Acts, statutes, regulations, by-laws or other legislation, in whole or in part, shall be deemed to be references to such legislation or parts thereof as the same may be amended, modified, recodifies or re-enacted from time to time.

19.520.5 Any appendices and/or schedules referred to in this Agreement shall be deemed to form part of this Agreement and are incorporated herein by reference.

19.620.6 Words importing the singular number shall include the plural and vice versa and words importing the masculine gender shall include all genders and vice versa, respectively.

19.720.7 In the event of any mediation, arbitration or litigation proceedings between the parties, the exclusive forum therefor shall be limited to Dufferin County unless the rules of arbitration or the rules of court, as the case may be, otherwise mandate.

19.820.8 The words "herein", "herein below", "hereinabove", "hereunder", and "hereof" used in a provision of this Agreement, relate to the whole Agreement and not to that provision only, unless the context otherwise provides.

~~19.9 "business day" means each of Monday, Tuesday, Wednesday, Thursday and Friday, except when any such day occurs on a statutory holiday observed in Ontario or when any such day occurs when the Town Hall is otherwise closed to the public.~~

Comment [SG8]: business day is not used anywhere in the agreement

20.21. Successors

This Agreement shall enure to the benefit of and be binding upon the parties and their respective successors. ~~The~~ Municipal Partner shall not assign any of its responsibilities hereunder unless the Committee has consented thereto and, where applicable, the province has consented under Transfer Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

DATE: _____

THE CORPORATION OF THE TOWNSHIP OF
AMARANTH

Don MacIver, Mayor

Sue M. Stone, Clerk

DATE: _____

THE CORPORATION OF THE TOWNSHIP OF
EAST GARAFRAXA

Guy Gardhouse, Mayor

Sue M. Stone, Clerk

DATE: _____

THE CORPORATION OF THE TOWN OF GRAND
VALLEY

Steve Solomon, Mayor

DATE: _____

Jane Wilson, Clerk

THE CORPORATION OF THE TOWNSHIP OF
MELANCTHON

Darren White, Mayor

Denise Holmes, Clerk

DATE: _____

THE CORPORATION OF THE TOWN OF MONO

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Laura Ryan, Mayor

Mark Early, Clerk

DATE: _____

**THE CORPORATION OF THE TOWNSHIP OF
MULMUR**

Paul Mills, Mayor

Terry Horner, Clerk

DATE: _____

**THE CORPORATION OF THE TOWN OF
ORANGEVILLE**

Jeremy D Williams, Mayor

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Susan Greatrix, Clerk

DATE: _____

**THE CORPORATION OF THE TOWN OF
SHELBURNE**

Ken Bennington, Mayor

John Telfer, Clerk

DATE: _____

**THE CORPORATION OF THE COUNTY OF
DUFFERIN**

Laura Ryan, Warden

DATE: _____

Pam Hillock, Clerk

**THE CORPORATION OF THE TOWN OF
CALEDON**

Allan Thompson, Mayor

Carey DeGorter, Clerk

SCHEDULE "A "

CONFLICT OF INTEREST GUIDELINES PURSUANT TO PROVINCIAL OFFENCES ACT (POA) TRANSFER

WHEREAS the administration of the Provincial Offences Court by Municipal Partners pursuant to a Transfer Agreement with the Attorney General must be conducted in accordance with fundamental principles of justice, which include judicial and prosecutorial independence, fairness, impartiality, competence and integrity;

AND WHEREAS these guidelines shall apply to all elected representatives ~~of the Municipalities, their staff and~~ and all officials and staff of the Municipal Partner and the Serviced Municipalities;

THEREFORE, the Municipal Partner agrees to implement and adhere to the Conflict of Interest Guidelines as set out below on behalf of the elected representatives and staff for all matters relating to the transfer of Provincial Offences Court matters within the Court Service Area:

1.0 Principles of Conflict of Interest Guidelines

- 1.1 These Conflict of Interest Guidelines shall apply to all elected representatives, officials and staff of the Municipal Partner. Where any higher or greater obligation is contained in the Transfer Agreement, such higher or greater obligation shall prevail.
- 1.2 No person shall attempt to influence or interfere, financially, politically or otherwise, with employees or others persons performing duties under the Transfer Agreement.
- 1.3 All persons involved with the administration, support and prosecution functions of the Provincial Offences Court shall endeavor to carry out such duties in a manner which upholds the integrity of the administration of justice.

2.0 Oath of Office

- 2.1 All staff members involved with the administration and support functions shall swear –or affirm to the oath as set out in Appendix A of these guidelines.
- 2.2 All municipal prosecutors engaging in prosecutions under the Transfer Agreement shall swear or affirm to the oath as set out in Appendix B of these — guidelines.

3.0 Obligation to Report

- 3.1 An employee or other person performing duties under the Transfer Agreement shall report any attempt at improper influence or interference, financial, political or otherwise, to the Municipal Partner. No action shall be taken against the employee or other person for making any such report in good faith.
- 3.2 An employee or other person performing duties under the Transfer Agreement contacted by an elected official with respect to the administration of justice or matters before the court shall immediately disclose such contact to the Municipal Partner in order to maintain the integrity of the justice system.
- 3.3 Where an employee or other person performing duties under the Transfer Agreement has been charged with an offence created under a federal statute or regulation or a provincial statute or regulation, and where continuing to perform his or her duties may erode public confidence in the administration of justice, the charge shall be disclosed to the Municipal Partner. Upon notification, the Municipal Partner shall determine if any actual or perceived conflict of interest exists, and if so, shall take appropriate action to address the conflict, according to Municipal Partner's policy.
- 3.4 A prosecutor shall disclose any actual or reasonably perceived conflict as soon as possible to the Municipal Partner.
- 3.5 Where a prosecutor is charged with an offence under the Criminal Code of Canada or any other federal statute or regulation that is dealt with under the Criminal Code of Canada, such charge shall be disclosed to the Municipal Partner forthwith. Where a prosecutor is charged with an offence under any other federal statute or regulation thereunder or a provincial statute or regulation thereunder and where continuing to perform his or her duties may erode public confidence in the administration of justice, the charge shall be disclosed to the Municipal Partner. The Municipal Partner shall determine if any actual or perceived conflict exists and, if so, the Municipal Partner shall take appropriate action to address the conflict, according to the Municipal Partner's policy.

4.0 Prosecution Guidelines

- 4.1 Prosecutors acting under the terms of the Transfer Agreement, in addition to the above, shall adhere to the following conflict of interest guidelines:
- 4.2 A person employed as a prosecutor shall not also be employed as an enforcement officer.
- 4.3 A prosecutor shall be supervised by or report to a lawyer designated for such purpose.
- 4.4 A prosecutor shall not hold or have held a municipal political office within the

preceding 12 months.

- 4.5 A prosecutor shall not be placed or place himself or herself in a position where the integrity of the administration of justice could be compromised.
- 4.6 A prosecutor shall not, personally or through any partner in the practice of law, act or be directly or indirectly involved as counsel or solicitor for any person in respect of any offence charged against the person under the laws in force in Ontario, unless it relates to his/her own case.

5.0 Implementation

- 5.1 All elected representatives of the Municipal Partner shall be provided with a copy of these guidelines following each municipal election.
- 5.2 These guidelines shall form part of the orientation for all current and new municipal officials and staff.

6.0 Breach

- 6.1 Although these are guidelines, it should be noted that a breach may result in charges under the Criminal Code of Canada, Provincial statute, and/or disciplinary action.
- 6.2 As a result of a breach by an elected representative or official or staff member, The Municipal Partner may be in breach of the Memorandum of Understanding with Her Majesty the Queen in Right of Ontario as represented by the Attorney General.

Appendix "A"

All staff members involved in the administration and/or support functions shall swear or affirm the oath as follows:

I do swear (or solemnly affirm) that I will faithfully discharge my duties as a public servant and will observe and comply with the laws of Canada and Ontario, and, except as I may be legally authorized or required, I will not disclose or give to any person any information or document that comes to my knowledge or possession by reason of my being a public servant, so help me God (omit last four words in an affirmation).

Appendix "B"

All prosecutors engaging in prosecutions under the Transfer Agreement shall swear or affirm the oath as follows:

I swear (or affirm) that I will truly and faithfully, according to the best of my skill and ability, execute the duties, powers and trusts of a prosecutor, as an officer of the Court, without favor or affection to any party, so help me God (omit last four words in an affirmation).

I also swear (or affirm) that I will faithfully discharge my duties as a prosecutor, and will comply with the laws of Canada and Ontario, and except as I may be legally authorized or required, I will not disclose or give to any person any information or document that comes to my knowledge or possession by reason of my being a prosecutor, so help me God (omit last four words in an affirmation).

Denise Holmes

From: Pam Hillock <phillock@dufferincounty.ca>
Sent: Wednesday, May 17, 2017 3:44 PM
To: Ed Brennan; John Telfer; Denise Holmes; Jennifer Willoughby; jwilson@eastluthergrandvalley.ca; Mark Early; Michelle Dunne; Pam Hillock; suestone@amaranth-eastgary.ca; Susan Greatrix; thorner@mulmurtownship.ca
Cc: Sonya Pritchard; Michelle Dunne
Subject: Emergency Management Program Changes
Attachments: GGS 2017-05-24 Emergency Management Program Revisions.doc; GGS 2017-05-24 TERMS OF REFERENCE - EMPC - DRAFT.docx

Hi Again:

Further to our discussion about the Emergency Management Program changes, attached is a draft report going to our committee next week.

Regards,

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

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REPORT TO COMMITTEE

To: Chair McGhee and Members of General Government Services

From: Pam Hillock, Clerk/Director of Corporate Services

Meeting Date: May 24 , 2017

Subject: Emergency Management Program Revisions 2017

In Support of Strategic Plan Priorities and Objectives:

Communication and Connections: 2.2 Foster Two Way Communication for lower tiers
Good Governance: 3.3. Improve policies, practices and procedures

Purpose

The purpose of this report to make recommendations to Committee and Council on the revision to the Emergency Management Program to comply with the recently published *Emergency Management and Civil Protection Act Compliance Guide for Municipalities 2017* and to seek approval for the Emergency Management Program Committee (EMPC) Terms of Reference.

Background & Discussion

Following discussions with the Dufferin Municipal Officers Association they have supported the implementation of a number of changes to the existing emergency management program. The most significant of these changes includes appointing an employee of each member municipality as the local Community Emergency Management Coordinator and establishing a local Emergency Management Program Committee as required under the EMPCA and OReg 380/04. Currently, the County's CEMC is appointed by each municipality to act as their CEMC.

The Office of the Fire Marshal and Emergency Management has confirmed that Dufferin County can continue to coordinate emergency management programs (training, exercises, public education, risk assessment, planning, etc.) for each municipality and host joint EMPC meetings to ensure municipal compliance. Most municipalities have a certified Community Emergency Management Coordinator (CEMC) on staff at this time and a certification course will be coordinated in the coming months to ensure everyone who needs training has access to it within the provincially mandated timeline.

The Terms of Reference for the Dufferin County Emergency Management Program Committee have been drafted to reflect the requirements of the legislation. They are attached to this report as Schedule 'A'.

Financial, Staffing, Legal, or IT Considerations

As a result of this report, there is no financial, staffing, legal or IT impact.

Strategic Direction and County of Dufferin Principles

Collaborating with the area municipalities is an identified action in support of the strategic objective to promote cohesiveness between each. Also, by appointing the new committee, Council is complying ensuring compliance with Ministerial Standards and requirements.

It adheres to the County of Dufferin Principles:

1. We Manage Change - by researching legislation, best practices and procedures
2. We Deliver Quality Service – by ensuring compliance with legislation
3. We Communicate – by reporting to Committee, Council and the public in a transparent manner
4. We Make Good Decisions – by providing Council with the best options to choose from to make a decision

Recommendation

THAT the report of the Director of Corporate Services/Clerk dated May 24th, 2017 with respect to Emergency Management Program Revisions 2017, be received;

AND THAT the attached Terms of Reference for the Emergency Management Program Committee dated May 24, 2017, be approved.

Respectfully Submitted By:

Pam Hillock
Director of Corporate Services/Clerk

Prepared by:
Michelle Dunne, Deputy Clerk
Steve Murphy, Community Emergency Management Coordinator



TERMS OF REFERENCE

Emergency Management Program Committee May 24, 2017

Emergency Management Civil Protection Act Ontario Regulation 380/04 – Part II Municipal Standards

Emergency management program committee

11. (1) Every municipality shall have an emergency management program committee.
O. Reg. 380/04, s. 11 (1).

(2) The committee shall be composed of,

- (a) the municipality's emergency management program co-ordinator;
- (b) a senior municipal official appointed by the council;
- (c) such members of the council, as may be appointed by the council;
- (d) such municipal employees who are responsible for emergency management functions, as may be appointed by the council; and
- (e) such other persons as may be appointed by the council. O. Reg. 380/04, s. 11 (2).

(3) The persons appointed under clause (2) (e) may only be,

- (a) officials or employees of any level of government who are involved in emergency management;
- (b) representatives of organizations outside government who are involved in emergency management; or
- (c) persons representing industries that may be involved in emergency management. O. Reg. 380/04, s. 11 (3).

(4) The council shall appoint one of the members of the committee to be the chair of the committee. O. Reg. 380/04, s. 11 (4).

(5) The committee shall advise the council on the development and implementation of the municipality's emergency management program. O. Reg. 380/04, s. 11 (5).

(6) The committee shall conduct an annual review of the municipality's emergency management program and shall make recommendations to the council for its revision if necessary. O. Reg. 380/04, s. 11 (6).

Terms of Reference – Emergency Management Program Committee

Composition:

The Emergency Management Program Committee shall be composed of the following:

- Community Emergency Management Coordinator;
- Clerk/Director of Corporate Services
- Treasurer
- Chief Building Official
- Director of Public Works
- Director of Community Services
- Manager of Information Technology
- Manager of Human Resources
- All staff designated as Dufferin County Alternate Community Emergency Management Coordinators
- Those personnel who, from time-to-time, are invited to participate as determined by the core membership such as emergency services personnel

Members of Council shall have the option to attend Committee meetings.

Chair: The Chair shall be the Community Emergency Management Coordinator

Staff Resources: Committee Secretariat – Clerk's Staff

Staff Liaisons: Community Emergency Management Coordinator and Clerk/Director of Corporate Services

Objectives:

To create and maintain an emergency management program which meets or exceeds the requirement of the *Emergency Management and Civil Protection Act RSO 1990 (EMCPA)*. The program shall include the five core emergency management components: prevention, mitigation, preparedness, response and recovery.

The Committee shall advise Council on the development and implementation of the municipality's emergency management program.

Quorum:

A quorum shall consist of a majority of members. Members are allowed to send an alternate in their place.

Agendas: Agendas will be circulated to the members prior to the committee meeting

Minutes: Minutes will be recorded and circulated to the committee

Sub-Committee:

The Emergency Management Program Committee may from time to time appoint a sub-committee from within the committee membership for specific purposes. The sub-committee will report back to the Emergency Management Program Committee.

Reporting to Council:

Minutes of the meeting will be presented to the General Government Services Committee for review and approval or to Council directly if time sensitive.

Frequency of Meetings:

The Committee Chairperson shall determine the frequency of meetings, but shall be no less than twice per year.

Joint meetings with the area municipalities will take place at least once per year to discuss common issues and exercises.

Closed Session:

Due to the nature of emergency management, portions of the committee meeting may be closed in accordance with the Municipal Act, 2001, S.O. 2001.

Conflicts of Interest:

Members shall abide by the rules outlined in the Municipal Conflict of Interest Act and shall disclose the pecuniary interest to the Chair at the beginning of the meeting.

Location of Meetings:

The location of the meetings will be set by the Committee.

Activities and Responsibilities:

- ✓ Develop, implement and maintain an emergency management plan
- ✓ Identify and assess the various hazards and risks to public safety that could give rise to emergencies through the completion and maintenance of the Hazard Identification and Risk Assessment (HIRA)
- ✓ Ensure the development and coordination of emergency supplementary plans and emergency response plans based on the community risk profile
- ✓ Identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies and assist in the development of a list of identified critical infrastructure

Terms of Reference – Emergency Management Program Committee

- ✓ Assist in training programs and exercises for the Municipal Emergency Control Groups (MECGs), employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities
- ✓ Support public education on risks to public safety and on public preparedness for emergencies
- ✓ Address any other element required by the standards for emergency management programs as set under the *Emergency Management and Civil Protection Act*
- ✓ Conduct an annual review of the emergency management programs and make recommendations for revisions as necessary

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Thursday, June 08, 2017 1:46 PM
To: dholmes@melancthontownship.ca
Subject: Email from Deputy Minister, Ministry of Infrastructure

Dear Sir or Madam:

I am writing to update you on the proposed municipal asset management planning regulation under the *Infrastructure for Jobs and Prosperity Act, 2015*. For over a year, the province has been working with the municipal sector and other stakeholders to develop a proposal for a regulation that would support continuous improvement in municipal asset management planning and balance consistency with flexibility.

As you are likely aware, the development process included regional consultations throughout the province in summer 2016 where we received feedback from over 330 individuals representing over 220 municipalities and other organizations. The feedback we received last summer was essential in helping shape our proposal. A summary of what we heard can be found at www.Ontario.ca/MunicipalAssets.

We are requesting your continued participation to ensure we craft a proposed regulation that supports continuous improvement and provides the necessary guidance and flexibility for municipalities.

We have developed a detailed proposal which outlines the proposed regulation content and what tools and supports may be provided to make this regulation successful. This proposal has been posted on both the [Ontario Regulatory Registry](#) and the [Environmental Registry](#). The posting will be open for a period of 60 days.

Ministry staff will be presenting two webinars to help you and your staff better understand the content of the posting and clarify any questions you may have. Further information will be provided to you by email on the dates and times of these webinars.

Funding for asset management planning continues to be an eligible expense under the formula stream of the [Ontario Community Infrastructure Fund](#) and from the recently-announced [Municipal Asset Management Program](#) delivered by the Federation of Canadian Municipalities. In addition, many Ontario-based organizations continue to offer tools and guidance for municipal asset management, including the Municipal Finance Officers' Association of Ontario, the Association of Municipalities Ontario, the Ontario Good Roads Association and Asset Management Ontario.

The province is committed to providing additional guidance, tools and supports for municipalities to complement and assist with the regulation. We would be most interested in your feedback as to what would be most helpful.

The province will use the feedback provided on the posting to prepare a final proposed regulation. This is therefore the last opportunity to provide your input before the proposed regulation is submitted for consideration by decision makers. Please take the time to review the posting, attend a webinar session if possible, and provide your feedback.

As municipalities continue to make progress on their asset management planning, this regulation, if approved, would be an additional important tool to build on the progress that they are making. We recognize how important it is to get this right, and ensure the sustainability of the important services municipalities provide across Ontario.

Sincerely,

George Zegarac
Deputy Minister

Confidentiality Warning: This e-mail contains information intended only for the use of the individual names above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Minister's website at www.ontario.ca/page/ministry-infrastructure and destroy all copies of this message. Thank you.

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Denise Holmes

From: Laurie Barron <lbarron@nvca.on.ca>
Sent: Monday, May 29, 2017 11:18 AM
To: 'Barb Kane-Adjala'; 'Bonnie Sander - Essa'; Cindy Maher - New Tecumseth; Clerk Springwater; 'Corrina Giles - Blue Mountains'; 'Dawn McAlpine - Barrie'; 'Debbie Robertson, Director of Council and Legislative Services/Clerk'; 'Denise Holmes - Melancthon'; 'Doug Irwin - Oro'; 'John Telfer - Shelburne'; 'K.Pearl'; 'Keith McNenly, Mono'; Lee Parkin (Innsfil) Mgr Legal & Clerk; 'Pamela Fettes - Clearview'; 'Rebecca Murphy - BWG'; 'renee.chaperon@springwater.ca'; 'Sara Almas - Collingwood'; 'Susan Stone - Amaranth'; 'Terry Horner - Mulmur'
Cc: Sheryl Flannagan
Subject: FW: email to the clerks

From: Sheryl Flannagan
Sent: Monday, May 29, 2017 11:06 AM
To: Laurie Barron <lbarron@nvca.on.ca>
Subject: email to the clerks

Good morning Clerks,

I wanted to send around a quick note saying thank you to your municipality for supporting the NVCA's asset management plan and levy. We now have full support from all 18 municipalities. As mentioned at the beginning of this, the asset management plan is a living document that needs to be updated yearly due to savings and/or new expenditures. However, due to the fact that some municipalities went "all in" and others are "phasing in" and that we want to be fair to all of our municipal partners, we will not be making any financial adjustments to the plan until after the 4th year when everyone has completed their phase in.

The 2018 budget will be presented in a different way than in the past due to this new levy and will have an operational budget and a separate capital budget. We look forward to presenting it to you later this year.

Please do not hesitate to contact me should you have any questions about the asset management or the 2018 budget.

Thanks,

Sheryl

Sheryl Flannagan, CHRL, CMM II HR Professional | Director, Corporate Services

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T 705-424-1479, ext. 228 | F 705-424-4694
sflannagan@nvca.on.ca | nvca.on.ca

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Denise Holmes

From: Fahey, Sean (MMA/MHO) <Sean.Fahey@ontario.ca>
Sent: Monday, May 29, 2017 11:48 AM
To: Ploss, Diane (MMA/MHO)
Cc: ralph.walton@durham.ca; abrouwer@oshawa.ca; dshields@pickering.ca; agreentree@clarington.net; nicole.wellsbury@ajax.ca; harrisc@whitby.ca; tgettinby@townshipofbrock.ca; jnewman@scugog.ca; dleroux@town.uxbridge.on.ca; bmatson@niagarafalls.ca; ashleygrigg@portcolborne.ca; bdunk@stcatharines.ca; clerk@thorold.com; tara.stephens@welland.ca; lbubanko@forterie.on.ca; hsoady-easton@grimsby.ca; wkolasa@lincoln.ca; hdowd@notl.org; njbozzato@pelham.ca; across@wainfleet.ca; carolynlangley@westlincoln.com; christopher.raynor@york.ca; barbara.mcewan@vaughan.ca; mderond@aurora.ca; flamanna@eastwillimbury.ca; jespino@georgina.ca; kkittingham@markham.ca; earmchuk@newmarket.ca; stephen.huynh@richmondhill.ca; gillian.angus-trail@townofws.ca; kmoyle@king.ca; phillock@dufferincounty.ca; mark@townofmono.com; sgreatrix@orangeville.ca; jtelfer@townofshelburne.on.ca; suestone@amaranth-eastgarry.ca; jwilson@eastluthergrandvalley.ca; dholmes@melanctontownship.ca; thorne@mulmurtownship.ca; dcrowder@muskoka.on.ca; lmcDonald@bracebridge.ca; kayla.thibeault@gravenhurst.ca; tanya.calleja@huntsville.ca; jgunby@gbtownship.ca; csykes@lakeofbays.on.ca; cmortimer@muskokalakelakes.ca
Subject: Residential Tenancies Act, 2006 (RTA) Amendments - Update on Ministry Plans
Attachments: May 2017 Letter to Municipal Clerks.pdf; Letter to Municipal Clerks Signed Package_English.pdf

Good morning,

Please find attached a letter with updates to ministry plans on the recent amendments to the Residential Tenancies Act, 2006. Also attached is a letter from June 2016 which outlines the amendments and includes an information package.

Please note the only municipalities affected are those which:

- a) do not have a property standards by-law, or
- b) have a property standards by-law, which applies only to the exterior of rental buildings, or
- c) have a property standards by-law, which applies only to some areas within the municipality.

Thank you, and don't hesitate to contact me should you have any questions.

Sean Fahey

Municipal Advisor

Municipal Services Office – Central Ontario | Municipal Services Division

Ministry of Municipal Affairs (MMA) | Ministry of Housing (MHO)

777 Bay St., 13th Floor | Toronto ON | M5G 2E5

T: 416.585.6352

Email: sean.fahey@ontario.ca

**Ministry of
Municipal Affairs**

**Ministère des
Affaires municipales**

Ministry of Housing

Ministère du Logement

Municipal Services Division
777 Bay Street - 16th Floor
Toronto ON M5G 2E5
Telephone: 416 585-6429
Facsimile: 416 585-6445

Division des services aux municipalités
777, rue Bay, 16^e étage
Toronto ON M5G 2E5
Téléphone : 416 585-6429
Télécopieur : 416 585-6445



DATE: May 12, 2017

TO: Municipal Clerks

FROM: Liz Harding
Assistant Deputy Minister, Municipal Services Division

Jim Cassimatis
Assistant Deputy Minister, Business Management Division

RE: Residential Tenancies Act, 2006 (RTA) Amendments – Update on Ministry Plans

This is a follow up to the letter sent by Minister Chris Ballard to all heads of council in January 2017 regarding the Promoting Affordable Housing Act, 2016.

The Promoting Affordable Housing Act, 2016 amended sections of the RTA to end the province's role in enforcing residential rental maintenance standards starting July 1, 2018. The RTA requires municipalities that currently do not enforce local residential rental maintenance standards to start enforcing such standards on July 1, 2018. Details of the amendment were included in an information package sent to municipal Clerks on June 27, 2016 (enclosed).

The ministry is aware of concerns that some municipalities have raised with their ability to take on this enforcement function. The ministry is interested in gaining a better understanding of municipal education / training needs to help build local enforcement capacity. Over the Spring 2017, the ministry's Municipal Services Office staff will be holding overview sessions at various municipal meetings and events including CAO Forums. These events will provide an opportunity to hear directly from municipalities on supports they need. Ministry staff will also conduct targeted discussions or visits with some municipalities in their region.

Municipal engagement will help ensure the ministry collects enough information to develop relevant education / training, capacity-building plans and partnerships where necessary. The ministry will provide a further update in Fall 2017. If you have any questions or would like to arrange a discussion with ministry staff on the changes, please contact your Municipal Services Office (see attached contact list).

Sincerely,

Liz Harding
Assistant Deputy Minister,
Municipal Services Division

Jim Cassimatis
Assistant Deputy Minister,
Business Management Division

Cc: Pat Vanini, Executive Director, Association of Municipalities of Ontario
Steph Palmateer, President, Association of Municipal Managers, Clerks and Treasurers
of Ontario
Joe Luzzi, President, Ontario Association of Property Standards Officer
Doug Godfrey, President, Municipal Law Enforcement Association of Ontario
Alan Shaw, President, Ontario Building Officials Association

MINISTRY OF MUNICIPAL AFFAIRS | MINISTRY OF HOUSING
Municipal Services Offices Contact List

Central Municipal Services Office

General Inquiry: 416-585-6226

Toll Free: 1-800-668-0230

Eastern Municipal Services Office

General Inquiry: 613-545-2100

Toll Free: 1-800-267-9438

Municipal Services Office - North (Sudbury)

General Inquiry: 705-564-0120

Toll Free: 1-800-461-1193

Municipal Services Office - North (Thunder Bay)

General Inquiry: 807-475-1651

Toll Free: 1-800-465-5027

Western Municipal Services Office

General Inquiry: 519-873-4020

Toll Free: 1-800-265-4736

**Ministry of
Municipal Affairs**

**Ministère des
Affaires Municipales**

Ministry of Housing

Ministère du Logement

Business
Management Division
17th Floor, 777 Bay Street
Toronto ON M5G 2E5
Tel.: 416 585-6670
Fax: 416 585-6191

Division de la gestion des
activités ministérielles
17^e étage, 777, rue Bay
Toronto ON M5G 2E5
Tél. : 416 585-6670
Télééc. : 416 585-6191



DATE: June 27, 2016

TO: Municipal Clerks

FROM: Jim Cassimatis
Assistant Deputy Minister, Business Management Division

RE: Proposed amendments to the Residential Tenancies Act, 2006 (RTA)

This is a follow up to the letter sent by the former Minister of Municipal Affairs and Housing, Ted McMeekin, to all heads of council May 18, 2016, regarding the introduction of Bill 204, the Promoting Affordable Housing Act, 2016. The Minister's letter detailed proposed Planning Act changes that support strategies to increase housing choices and the supply of affordable housing in Ontario communities through inclusionary zoning.

This omnibus Bill also includes proposed amendments to other legislation. Schedule 5 of Bill 204 proposes amendments to the Residential Tenancies Act, 2006 (RTA). If passed, these changes would make local enforcement of residential rental maintenance standards more consistent across the province.

Most municipalities now enforce property standards by-laws that protect tenants in rental housing. Some municipalities, however, rely on provincial enforcement of rental maintenance standards under the RTA.

Bill 204 proposes to harmonize this system of local and provincial enforcement by ending provincial enforcement of residential rental maintenance standards. Enforcement responsibility would be transferred to remaining municipalities that do not have complete property standards by-laws. Specifically, the affected municipalities:

- i) do not have a property standards by-law, or
- ii) have a property standards by-law, which applies only to the exterior of rental buildings, or
- iii) have a property standards by-law, which applies only to some areas within the municipality.

It is currently proposed that these municipalities would assume enforcement responsibilities on July 1, 2018.

The tables in the attached package reflect information the ministry holds for each municipality regarding their property standards by-law. Please review this list to determine whether the information on your municipality is correct. If not, please contact your local Municipal Services Office to update your information. (See attached contact list.)

If your municipality does not currently enforce residential rental maintenance standards (i.e. your municipality is listed in Table 1 or 2 in the attached information package), your municipality would need to consider how it will deliver enforcement services by July 1, 2018.

Municipalities listed in Table 3 in the attached package would likely not be affected, based on property standards by-law information available to the ministry. However, these municipalities should verify that ministry information regarding their property standards by-law is correct.

The proposed amendments would provide affected municipalities with options on how they can approach enforcement. These options are explained in the attached information package.

It is important to note the province has conducted a limited number of inspections in recent years. The tables in the enclosed information package break down the number of provincial inspections carried out over the past three years by municipality. The majority of municipalities have not had any inspections over the past three years.

Further details of the proposed legislative change and enforcement options for municipalities affected are attached. You can obtain a copy of Bill 204 – the Promoting Affordable Housing Act, 2016 and monitor the status of the Bill through the legislative process on the Legislative Assembly of Ontario website.

If the proposed amendments are enacted, the ministry will help municipalities prepare for implementation. We will partner with municipal stakeholder groups to develop training and capacity-building plans. These plans would draw upon existing best practices and shared services approaches used throughout the province.

For more information on the proposed amendments, you may contact your local Municipal Services Office. (See attached contact list.)

Sincerely,



Jim Cassimatis
Assistant Deputy Minister

Attachments enclosed

- c: Pat Vanini, Executive Director – Association of Municipalities of Ontario
Monika Turner, Policy Center Director – Association of Municipalities of Ontario
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INFORMATION PACKAGE

PROPOSED AMENDMENTS TO THE RESIDENTIAL TENANCIES ACT, 2006: ENFORCEMENT OF RESIDENTIAL RENTAL MAINTENANCE STANDARDS

1. RESIDENTIAL RENTAL MAINTENANCE STANDARDS ENFORCEMENT IN ONTARIO

Enforcement responsibility for residential rental maintenance standards is currently shared between the province and municipalities. Most of the 414 lower and single-tier municipalities in Ontario enforce property standards by-laws that include residential rental maintenance standards.

Some municipalities do not have a property standards by-law, or have a "partial" by-law that does not address the interior of rental buildings, or has standards that do not apply in all areas of the municipality. The Ministry of Housing enforces residential rental maintenance standards in these municipalities.

The following chart summarizes the types of municipal property standards by-laws and resulting provincial/municipal enforcement roles for residential rental maintenance standards.

Municipal property standard by-law coverage	Number of municipalities ¹	Provincial enforcement role for residential rental maintenance standards	Municipal enforcement role for residential rental maintenance standards
Complete by-law ²	269	None	Interior and exterior of residential rental units/complexes
Partial by-law coverage ³	52	Interior of residential rental units/complexes (where municipal by-law applies only to the exterior of buildings)	Exterior of residential rental units/complexes
		Interior and exterior of residential rental units/complexes in geographic areas not covered by a municipal by-law (where municipality has a geographic-based property standards by-law)	Interior and exterior of residential rental units/complexes, in areas covered by municipal by-law
No by-law	93	Interior and exterior of residential rental unit/complexes	None
Total lower and single tier municipalities	414		

¹ The ministry maintains a database on municipal property standard by-law and makes updates as information becomes available. As by-laws are subject to change and municipalities continue to adopt by-laws, some data may be out of date.

² By-law covers interior and exterior of buildings and applies to all geographic areas in municipality.

³ By-law does not cover the interior of buildings and/or does not apply to all geographic areas within a municipality.

2. RATIONALE FOR PROPOSED LEGISLATIVE AMENDMENT

The primary reasons for this proposed change are to:

- Eliminate the current overlapping enforcement approach between provincial and municipal levels of government;
- Provide a consistent enforcement approach across all municipalities that is accessible and responsive to citizens;
- Recognize municipalities as the appropriate level of government to enforce building and property-related standards, aligning with responsibilities set out under the Building Code Act, 1992.

3. CURRENT PROVINCIAL ENFORCEMENT APPROACH

The province's maintenance standards are included in Ontario Regulation 517/06 under the Residential Tenancies Act, 2006. The Regulation contains provisions that are similar to many property standards by-laws.

A tenant in a municipality without a property standards by-law or with a partial property standards by-law can make a written complaint to the Ministry of Housing regarding maintenance deficiencies in their rental unit/complex. The Ministry uses a roster of part-time inspectors to carry out inspections. If necessary, an inspector may issue a work order if a property does not conform to the prescribed standards. A landlord who does not agree with a work order may request a review of the work order by the Landlord and Tenant Board. The Board may confirm, vary, or overturn the work order. It is an offence for a landlord to not comply with provisions contained in a work order.

The ministry bills municipalities a set fee of \$265 for each inspection or re-inspection. This fee has not changed since 1998.

Historical Provincial Work Volumes

The volume of provincial inspections has significantly diminished over the years, as more municipalities have chosen to adopt property standards by-laws. Tables 1 and 2 (attached) provide information on inspection activity in affected municipalities over the past three years. Most municipalities have not had any provincial inspections in the past three years.

4. PROPOSED AMENDMENT TO RESIDENTIAL TENANCIES ACT AND ASSOCIATED MUNICIPAL IMPACTS

The proposed amendments to the Residential Tenancies Act would, if passed, provide a consistent and more efficient local approach to enforcement across Ontario municipalities. Municipalities with complete property standard by-laws would not be impacted by the legislative amendment. Municipalities with partial by-laws or without by-laws would have the following options:

OPTION 1 – Adopt a Property Standards By-law: Adopt a property standards by-law, under Section 15 of the Building Code Act, 1992 that would include residential rental maintenance standards (including interior building standards).

Adoption of a property standards by-law would typically entail enforcement responsibility over a broader range of building/property types (i.e. over and above residential rental). The Building

Code Act also provides broader enforcement powers and more flexibility for municipalities to define standards that fit local conditions.

Municipalities that Currently Enforce Partial Property Standard By-laws

If the proposed amendments are enacted, municipalities with partial or geographic-based property standards by-laws would be required to enforce the province's maintenance standards in areas where the property standards by-law does not apply. Accordingly, municipalities that currently have partial property standard by-laws pursuant to the Building Code Act may wish to assess how they can amend their current by-laws to include interior rental maintenance standards. Municipalities with geographic property standard by-laws may wish to consider amending their by-laws to extend coverage to all areas within their municipalities.

OPTION 2 – Enforce Residential Tenancies Act Standards: Begin enforcing the province's maintenance standards, included in Ontario Regulation 517/06 under the Residential Tenancies Act. It is currently proposed that municipal enforcement would begin July 1, 2018.

Municipalities that implement Option 2 would be required to:

- Receive written complaints from tenants regarding compliance with the prescribed maintenance standards;
- Upon receiving a complaint, cause an inspector to make whatever inspection the municipality considers necessary
 - A municipality would be required to appoint one or more persons as "inspectors" for this purpose;
 - The inspector would be empowered to issue a "work order" to the landlord to remedy instances of non-compliance;
 - A landlord would be entitled to request a review of the work order by the Landlord and Tenant Board – the municipality could request to participate in any Board proceeding, but would not be required to do so;
- Investigate allegations of failure to comply with a work order; and
- Where circumstances warrant, prosecute landlords for non-compliance with a work order.

The Residential Tenancies Act approach:

- Would only apply to residential rental buildings (both interior and exterior, unless the exterior is already governed by a property standards by-law); and,
- Would only allow current tenants in rental units to file complaints with municipalities.

It is anticipated that municipalities would assess both options to determine the most appropriate local response.

5. NEXT STEPS

The proposed legislation would provide municipalities with time to determine their preferred local enforcement approach. If the proposed amendments are enacted, the ministry will work with stakeholders to develop training and other best practice initiatives to assist affected municipalities prepare for this change.

**Table 1 - Municipalities with No Property Standards By-Law
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2013-14	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Three Year Average
1	Addington Highlands Township	No-By Law	0	2	2	1.3
2	Adjala-Tosorontio Township	No-By Law	2	0	0	0.7
3	Algonquin Highlands Township	No-By Law	0	0	1	0.3
4	Amaranth Township	No-By Law	0	0	0	0.0
5	Armstrong Township	No-By Law	0	0	0	0.0
6	Assignack Township	No-By Law	0	0	0	0.0
7	Athens Township	No-By Law	0	0	0	0.0
8	Beckwith Township	No-By Law	0	1	1	0.7
9	Brethour Township	No-By Law	0	0	0	0.0
10	Brudenell, Lyndoch and Raglan Township	No-By Law	1	1	0	0.7
11	Burpee and Mills Township	No-By Law	0	0	0	0.0
12	Calvin Township	No-By Law	0	0	0	0.0
13	Carling Township	No-By Law	0	0	0	0.0
14	Casey Township	No-By Law	0	0	0	0.0
15	Casselman Village	No-By Law	2	1	0	1.0
16	Central Frontenac Township	No-By Law	3	3	6	4.0
17	Chamberlain Township	No-By Law	0	0	0	0.0
18	Chapple Township	No-By Law	0	0	0	0.0
19	Charlton-Dack Municipality	No-By Law	0	0	0	0.0
20	Chatsworth Township	No-By Law	1	0	0	0.3
21	Clearview Township	No-By Law	0	3	0	1.0
22	Cockburn Island Township	No-By Law	0	0	0	0.0
23	Conmee Township	No-By Law	0	0	0	0.0
24	Dawson Township	No-By Law	0	0	0	0.0
25	Drummond-North Elmsley Township	No-By Law	0	1	1	0.7
26	Dubreuilville Township	No-By Law	0	0	0	0.0
27	East Garafraxa Township	No-By Law	0	0	0	0.0
28	Edwardsburgh-Cardinal Township	No-By Law	0	0	2	0.7
29	Elizabethtown-Kitley Township	No-By Law	0	0	0	0.0
30	Enniskillen Township	No-By Law	0	0	0	0.0
31	Evanturel Township	No-By Law	0	0	0	0.0
32	Front of Yonge Township	No-By Law	0	0	0	0.0
33	Frontenac Islands Township	No-By Law	0	0	0	0.0
34	Gauthier Township	No-By Law	0	0	0	0.0

**Table 1 - Municipalities with No Property Standards By-Law
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2013-14	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Three Year Average
35	Gillies Township	No-By Law	0	0	0	0.0
36	Gordon-Barrie Island Municipality	No-By Law	0	0	0	0.0
37	Greater Madawaska Township	No-By Law	0	2	0	0.7
38	Harley Township	No-By Law	0	0	0	0.0
39	Harris Township	No-By Law	0	0	0	0.0
40	Head, Clara and Maria Township	No-By Law	0	0	0	0.0
41	Highlands East Municipality	No-By Law	0	0	0	0.0
42	Hilliard Township	No-By Law	0	0	0	0.0
43	Hilton Beach Village	No-By Law	0	0	0	0.0
44	Hilton Township	No-By Law	0	0	0	0.0
45	Hornepayne Township	No-By Law	0	0	0	0.0
46	Hudson Township	No-By Law	0	0	0	0.0
47	Huron Shores Municipality	No-By Law	0	0	0	0.0
48	Jocelyn Township	No-By Law	0	0	0	0.0
49	Joly Township	No-By Law	0	0	0	0.0
50	Kerns Township	No-By Law	0	0	0	0.0
51	Killarney Municipality	No-By Law	0	0	0	0.0
52	La Vallee Township	No-By Law	0	0	0	0.0
53	Lake of Bays Township	No-By Law	0	0	5	1.7
54	Lake of The Woods Township	No-By Law	0	0	0	0.0
55	Lanark Highlands Township	No-By Law	1	1	2	1.3
56	Larder Lake Township	No-By Law	0	0	0	0.0
57	Latchford Town	No-By Law	0	0	0	0.0
58	Limerick Township	No-By Law	0	0	0	0.0
59	Machin Township	No-By Law	0	0	0	0.0
60	Madawaska Valley Township	No-By Law	0	0	0	0.0
61	Manitouwadge Township	No-By Law	0	0	0	0.0
62	Markstay-Warren Municipality	No-By Law	0	0	0	0.0
63	Mattawan Township	No-By Law	0	0	0	0.0
64	McKellar Township	No-By Law	0	0	0	0.0
65	McMurrich-Monteith Township	No-By Law	0	0	0	0.0
66	Moonbeam Township	No-By Law	0	0	0	0.0
67	Moosonee Town	No-By Law	0	0	0	0.0
68	Morley Township	No-By Law	0	0	0	0.0

**Table 1 - Municipalities with No Property Standards By-Law
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2013-14	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Three Year Average
69	Neebing Municipality	No-By Law	0	0	0	0.0
70	Nipissing Township	No-By Law	0	0	0	0.0
71	North Algona-Wilberforce Township	No-By Law	0	0	0	0.0
72	North Frontenac Township	No-By Law	0	0	0	0.0
73	O'Connor Township	No-By Law	0	0	0	0.0
74	Opasatika Township	No-By Law	0	0	0	0.0
75	Oro-Medonte Township	No-By Law	2	0	1	1.0
76	Plummer Additional Township	No-By Law	0	0	0	0.0
77	Ryerson Township	No-By Law	0	0	1	0.3
78	Seguin Township	No-By Law	0	0	1	0.3
79	Sioux Narrows-Nestor Falls Township	No-By Law	0	0	0	0.0
80	South Algonquin Township	No-By Law	0	0	0	0.0
81	South Frontenac Township	No-By Law	1	6	9	5.3
82	Springwater Township	No-By Law	0	0	0	0.0
83	St.-Charles Municipality	No-By Law	0	0	0	0.0
84	Stirling-Rawdon Township	No-By Law	1	0	1	0.7
85	Stone Mills Township	No-By Law	1	1	1	1.0
86	Tarbutt and Tarbutt Additional Township	No-By Law	0	0	0	0.0
87	Tay Valley Township	No-By Law	3	0	1	1.3
88	Terrace Bay Township	No-By Law	0	0	0	0.0
89	The Archipelago Township	No-By Law	0	0	0	0.0
90	Thornloe Village	No-By Law	0	0	0	0.0
91	Tudor and Cashel Township	No-By Law	0	0	0	0.0
92	Val Rita-Harty Township	No-By Law	0	0	0	0.0
93	Whitestone Municipality	No-By Law	0	0	0	0.0
Total Inspections and Re-inspections			18	22	35	25
Total Municipalities with Inspections and Re-inspections			11	11	15	12

**Table 2 - Municipalities with a Partial Property Standards By- Law (Exterior and/or Geographic Coverage)
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2013-14	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Three Year Average
1	Admaston-Bromley Township	Exterior	0	0	0	0.0
2	Alberton Township	Exterior	0	0	0	0.0
3	Billings Township	Exterior	0	0	0	0.0
4	Bradford-West Gwillimbury Town	Geographic	0	0	0	0.0
5	Brockton Municipality	Geographic	0	0	0	0.0
6	Central Elgin Municipality	Geographic	0	0	0	0.0
7	Centre Wellington Township	Exterior	3	1	2	2.0
8	Cobalt Town	Exterior	0	0	0	0.0
9	Coleman Township	Exterior	0	0	0	0.0
10	Deep River Town	Exterior	0	0	0	0.0
11	Dorion Township	Exterior	0	0	0	0.0
12	Dutton-Dunwich Municipality	Geographic	0	0	0	0.0
13	Emo Township	Exterior	0	0	0	0.0
14	Englehart Town	Exterior	0	0	0	0.0
15	Gore Bay Town	Exterior	0	0	0	0.0
16	Greenstone Municipality	Exterior	1	0	0	0.3
17	Grey Highlands Municipality	Exterior	0	0	0	0.0
18	Huron-Kinloss Township	Exterior	0	0	0	0.0
19	Ignace Township	Exterior	0	0	0	0.0
20	Kearney Town	Exterior	0	0	0	0.0
21	Killaloe, Hagarty and Richards Township	Exterior	0	0	0	0.0
22	Macdonald Meredith et al Township	Exterior	0	0	0	0.0
23	Machar Township	Exterior	0	0	0	0.0
24	Malahide Township	Exterior	0	0	0	0.0
25	Mapleton Township	Exterior	0	0	0	0.0
26	Markham City	Exterior	0	2	0	0.7
27	Mattice - Val Cote Township	Exterior	0	0	0	0.0
28	McDougall Township	Exterior	1	0	2	1.0
29	McGarry Township	Exterior/Geographic	0	0	0	0.0
30	Melancthon Township	Exterior	0	0	0	0.0
31	Mono Town	Exterior	0	0	0	0.0
32	Mulmur Township	Exterior	0	0	0	0.0
33	Nairn and Hyman Township	Exterior	0	0	0	0.0

**Table 2 - Municipalities with a Partial Property Standards By- Law (Exterior and/or Geographic Coverage)
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2013-14	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Three Year Average
34	Papineau-Cameron Township	Exterior	0	0	0	0.0
35	Penetanguishene Town	Exterior	0	0	0	0.0
36	Prince Edward County	Exterior	6	4	14	8.0
37	Prince Township	Exterior	0	0	0	0.0
38	Ramara Township	Exterior	0	6	2	2.7
39	Rideau Lakes Township	Exterior	4	0	0	1.3
40	Sables-Spanish Rivers Township	Exterior	0	0	0	0.0
41	Shuniah Municipality	Exterior	0	0	0	0.0
42	Municipality of South Dundas	Geographic	0	0	2	0.7
43	Southgate Township	Exterior/Geographic	1	0	0	0.3
44	Southwold Township	Exterior	0	0	0	0.0
45	St. Joseph Township	Exterior	0	0	0	0.0
46	St. Marys Town	Exterior	3	3	3	3.0
47	Tehkummah Township	Exterior	0	0	0	0.0
48	The Blue Mountains Town	Exterior/Geographic	0	0	0	0.0
49	Tyendinaga Township	Exterior	0	0	0	0.0
50	Wellington North Township	Exterior	0	0	0	0.0
51	White River Township	Exterior	0	0	0	0.0
52	Zorra Township	Exterior	0	0	0	0.0
Total Inspections and Re-inspections			19	16	25	20
Total Municipalities with Inspections and Re-inspections			7	5	6	6

Table 3 - Municipalities with Complete Property Standards By-law Coverage

No.	Municipality
1	Adelaide-Metcalfe Township
2	Ajax Town
3	Alfred and Plantagenet Township
4	Alnwick-Haldimand Township
5	Amherstburg Town
6	Armour Township
7	Arnprior Town
8	Arran-Elderslie Municipality
9	Ashfield-Colborne-Wawanosh Township
10	Asphodel-Norwood Township
11	Atikokan Township
12	Augusta Township
13	Aurora Town
14	Aylmer Town
15	Baldwin Township
16	Bancroft Town
17	Barrie City
18	Bayham Municipality
19	Belleville City
20	Black River - Matheson Township
21	Blandford - Blenheim Township
22	Blind River Town
23	Bluewater Municipality
24	Bonfield Township
25	Bonnechere Valley Township
26	Bracebridge Town
27	Brampton City
28	Brant County
29	Brantford City
30	Brighton Municipality
31	Brock Township
32	Brockville City
33	Brooke-Alvinston Municipality
34	Bruce Mines Town
35	Burk's Falls Village
36	Burlington City
37	Caledon Town
38	Callander Municipality
39	Cambridge City
40	Carleton Place Town
41	Carlow-Mayo Township
42	Cavan Monaghan Township
43	Central Huron Municipality
44	Central Manitoulin Township
45	Centre Hastings Municipality
46	Champlain Township
47	Chapleau Township
48	Chatham-Kent Municipality
49	Chisholm Township
50	Clarence-Rockland City

No.	Municipality
51	Clarington Municipality
52	Cobourg Town
53	Cochrane Town
54	Collingwood Town
55	Cornwall City
56	Cramahe Township
57	Dawn-Euphemia Township
58	Deseronto Town
59	Douro-Dummer Township
60	Dryden City
61	Dysart et al Township
62	Ear Falls Township
63	East Ferris Township
64	East Gwillimbury Town
65	East Hawkesbury Township
66	East Zorra - Tavistock Township
67	Elliot Lake City
68	Erin Town
69	Espanola Town
70	Essa Township
71	Essex Town
72	Faraday Township
73	Fauquier-Strickland Township
74	Fort Erie Town
75	Fort Frances Town
76	French River Municipality
77	Gananoque Town
78	Georgian Bay Township
79	Georgian Bluffs Township
80	Georgina Town
81	Goderich Town
82	Grand Valley Town
83	Gravenhurst Town
84	Greater Napanee Town
85	Greater Sudbury City
86	Grimsby Town
87	Guelph City
88	Guelph-Eramosa Township
89	Haldimand City
90	Halton Hills Town
91	Hamilton City
92	Hamilton Township
93	Hanover Town
94	Hastings Highlands Municipality
95	Havelock-Belmont-Methuen Township
96	Hawkesbury Town
97	Hearst Town
98	Horton Township
99	Howick Township
100	Huntsville Town

Table 3 - Municipalities with Complete Property Standards By-law Coverage

No.	Municipality
101	Huron East Municipality
102	Ingersoll Town
103	Innisfil Town
104	Iroquois Falls Town
105	James Township
106	Johnson Township
107	Kapuskasing Town
108	Kawartha Lakes City
109	Kenora City
110	Kincardine Municipality
111	King Township
112	Kingston City
113	Kingsville Town
114	Kirkland Lake Town
115	Kitchener City
116	Laird Township
117	Lakeshore Town
118	Lambton Shores Municipality
119	LaSalle Town
120	Laurentian Hills Town
121	Laurentian Valley Township
122	Leamington Municipality
123	Leeds and the Thousand Islands Township
124	Lincoln Town
125	London City
126	Loyalist Township
127	Lucan Biddulph Township
128	Madoc Township
129	Magnetawan Municipality
130	Marathon Town
131	Marmora and Lake Municipality
132	Matachewan Township
133	Mattawa Town
134	McNab-Braeside Township
135	Meaford Municipality
136	Merrickville-Wolford Village
137	Middlesex Centre Municipality
138	Midland Town
139	Milton Town
140	Minden Hills Township
141	Minto Town
142	Mississauga City
143	Mississippi Mills Town
144	Montague Township
145	Morris-Turnberry Municipality
146	Muskoka Lakes Township
147	New Tecumseth Town
148	Newbury Village
149	Newmarket Town
150	Niagara Falls City

No.	Municipality
151	Niagara-on-the-Lake Town
152	Nipigon Township
153	Norfolk County
154	North Bay City
155	North Dumfries Township
156	North Dundas Township
157	North Glengarry Township
158	North Grenville Municipality
159	North Huron Township
160	North Kawartha Township
161	North Middlesex Municipality
162	North Perth Town
163	North Stormont Township
164	Northeastern Manitoulin & The Isl. Town
165	Northern Bruce Peninsula Municipality
166	Norwich Township
167	Oakville Town
168	Oil Springs Village
169	Oliver Paipoonge Municipality
170	Orangeville Town
171	Orillia City
172	Oshawa City
173	Otonabee-South Monaghan Township
174	Ottawa City
175	Owen Sound City
176	Parry Sound Town
177	Pelee Township
178	Pelham Town
179	Pembroke City
180	Perry Township
181	Perth East Township
182	Perth South Township
183	Perth Town
184	Petawawa Town
185	Peterborough City
186	Petrolia Town
187	Pickering City
188	Pickle Lake Township
189	Plympton-Wyoming Town
190	Point Edward Village
191	Port Colborne City
192	Port Hope Municipality
193	Powassan Municipality
194	Prescott Town
195	Puslinch Township
196	Quinte West City
197	Rainy River Town
198	Red Lake Municipality
199	Red Rock Township
200	Renfrew Town

Table 3 - Municipalities with Complete Property Standards By-law Coverage

No.	Municipality
201	Richmond Hill Town
202	Russell Township
203	Sarnia City
204	Saugeen Shores Town
205	Sault Ste. Marie City
206	Schreiber Township
207	Scugog Township
208	Selwyn Township
209	Severn Township
210	Shelburne Town
211	Sioux Lookout Municipality
212	Smiths Falls Town
213	Smooth Rock Falls Town
214	South Bruce Municipality
215	South Glengarry Township
216	South Huron Municipality
217	South River Village
218	South Stormont Township
219	Southwest Middlesex Municipality
220	South-West Oxford Township
221	Spanish Town
222	St. Catharines City
223	St. Clair Township
224	St. Thomas City
225	Stratford City
226	Strathroy-Caradoc Township
227	Strong Township
228	Sundridge Village
229	Tay Township
230	Tecumseh Town
231	Temagami Municipality
232	Temiskaming Shores City
233	Thames Centre Municipality
234	The Nation Municipality
235	The North Shore Township
236	The South Bruce Peninsula Town
237	Thessalon Town
238	Thorold City
239	Thunder Bay City
240	Tillsonburg Town
241	Timmins City
242	Tiny Township
243	Toronto City
244	Trent Hills Municipality
245	Trent Lakes Municipality
246	Tweed Municipality
247	Uxbridge Township
248	Vaughan City
249	Wainfleet Township
250	Warwick Township

No.	Municipality
251	Wasaga Beach Town
252	Waterloo City
253	Wawa Municipality
254	Welland City
255	Wellesley Township
256	West Elgin Municipality
257	West Grey Municipality
258	West Lincoln Township
259	West Nipissing Municipality
260	West Perth Municipality
261	Westport Village
262	Whitby Town
263	Whitchurch - Stouffville Town
264	Whitewater Region Township
265	Wilmot Township
266	Windsor City
267	Wollaston Township
268	Woodstock City
269	Woolwich Township

MINISTRY OF MUNICIPAL AFFAIRS | MINISTRY OF HOUSING

Municipal Services Offices Contact List

Central Municipal Services Office

General Inquiry: 416-585-6226

Toll Free: 1-800-668-0230

Eastern Municipal Services Office

General Inquiry: 613-545-2100

Toll Free: 1-800-267-9438

Municipal Services Office - North (Sudbury)

General Inquiry: 705-564-0120

Toll Free: 1-800-461-1193

Municipal Services Office - North (Thunder Bay)

General Inquiry: 705-564-6862

Toll Free: 1-800-465-5027

Western Municipal Services Office

General Inquiry: 519-873-4020

Toll Free: 1-800-265-4736

Denise Holmes

From: Michele Harris <michele@headwaters.ca>
Sent: Friday, June 02, 2017 4:23 PM
Subject: Headwaters Tourism update - to 25 May 2017
Attachments: Minutes - 27 April 2017.pdf; HT report - 20 May 2017.pdf

Good afternoon:

Please find attached the Headwaters Tourism update to May 20, 2017, as well as the approved minutes from our April Board of Directors meeting.

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

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

Regards,

M

Michele Harris | Executive Director
519.942.0314, x201 | 519.215.2771



TWO THOUSAND SIXTEEN
**ONTARIO
TOURISM
AWARDS
OF EXCELLENCE
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To: denise@melanctontownship.ca
From: michele@headwaters.ca

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

Meeting Minutes

Attending: John Brennan, Maria Britto, Elaine Capes, Stacey Coupland, Bill Lidster, Sharon Martin, Ross Millar, Adriana Roche, Laura Ryan, Alison Scheel, John Telfer
Ex-officio: Michele Harris, Sandra Dolson, Susan Gallimore, Robyn Mulder, Sonya Pritchard
Regrets: Rob Mezzapelli, Lisa Johnson

Meeting called to order at 9:03 am

Declaration of pecuniary interest: none

Motion: to approve the agenda

Motioned by: Bill Lidster

Seconded by: Maria Britto

Outcome: carried

Motion: to approve the consent agenda items

Motioned by: John Telfer

Seconded by: Laura Ryan

Outcome: carried

Motion: to approve the minutes of the 23 March 2017 Board meeting

Motioned by: Maria Britto

Seconded by: Sharon Martin

Outcome: carried

Business arising from the previous minutes:

- None

Headwaters Tourism 2016/17 Year End Highlights

Motion: to receive the Year End Highlights as presented

Motioned by: Sharon Martin

Seconded by: John Brennan

Outcome: carried

Executive Director's report to April 21st, 2017

Motion: to receive the Executive Director report as presented

Motioned by: John Brennan

Seconded by: Laura Ryan

Outcome: carried



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

Board considerations

- **National Tourism Week – May 28th to June 3rd, 2017**

Headwaters Tourism will work with municipal partners to encourage our municipal Councils to proclaim Tourism Week in their municipalities. Headwaters Tourism will be providing a proclamation to each municipality and will arrange to visit each municipality, as appropriate.

- **Tourism Day at Queen's Park**

Attended by Headwaters Tourism Executive Director (Michele Harris) and Board Chair (Stacey Coupland) > Approximately 30 delegates from the tourism industry across Ontario were at Queen's Park on April 24th to engage with MPPs and political staff about the value of tourism in the province. 7 groups of delegates attended close to 20 meetings throughout the day. Key issues brought forward to government leaders included: public transit; infrastructure (especially in rural and northern Ontario); tourism marketing; tourism investment; energy & connectivity; hotel tax/DMF; workforce retention and skills development; employment standards including seasonal employment and wages.

For follow up: How many jurisdictions in Ontario currently have a Destination Marketing Fee (DMF). Michele to research and provide information at next Board meeting.

- **Ex-officio representation on Headwaters Tourism Board of Directors for Orangeville Tourism**

As the largest municipality in Dufferin County, and a Town with a comprehensive tourism strategy; and given that the Town of Orangeville tourism and economic development staff work very closely with staff at Headwaters Tourism to create synergies and alignment, it is recommended that the Town of Orangeville's Economic Development/Tourism office be given ex-officio status on the Headwaters Tourism Board of Directors.

Motion: That Headwaters Tourism provide a seat on their Board for ex-officio representation from the Town of Orangeville Economic Development/Tourism department.

Motioned by: Laura Ryan

Seconded by: Bill Lidster

Outcome: carried

2017 Visitor Guide & 150 Reasons campaign launch

Thursday, May 18th – 11am | Caledon Ski Club

Invitations sent to close to 300 guests, including all local councils, senior staff, provincial and federal politicians, advertisers, faces & finds for 2017, as well as all Leading With the Best partners.

Tree planting memorial

Headwaters Tourism will be planting a tree in memory of former Board Chair, Ron Munro at the Headwaters Tourism office (246372 Hockley Road). Dedication will take place on Thursday, May 25th at 11:30 am, following the Headwaters Tourism Board meeting.



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

Acknowledgement/recognition:

- Sue Powell, OMAFRA representative for Caledon (and in prior years for Dufferin County), will be retiring in June 2017.
- Mayor Laura Ryan has recently become a grandmother to Kieran Charles William Venables
- Sandra Dolson, Economic Development Officer for the Town of Caledon will be transferring from the Town's tourism portfolio to a business development role in the economic development department; in May 2017 she will be replaced on the Headwaters Tourism Board by Susan Gallimore. Sandra has been a tremendous asset to the growth of Headwaters Tourism and our relationship with the Town of Caledon and we thank her for her contributions.

Motion: to adjourn at 10:15 am

Motioned by: Adriana Roche

Seconded by: Bill Lidster

Outcome: carried

Next meeting:

Thursday, May 25th, 2017 – 9am to 11pm

Headwaters Tourism office – 246372 Hockley Road, Mono

(followed by tree planting dedication in honour of Ron Munro)

Headwaters Tourism - public profile & sector engagement

- Headwaters Tourism attended Tourism Day at Queen's Park, along with delegates from across the province. Opportunity to network with provincial politicians and bureaucrats and highlight the importance of tourism as part of the provincial economy.
- National Tourism Week will take place from May 28th to June 3rd, 2017. Proclamations have been sent to partner municipalities; Town of Caledon and Town of Shelburne have also agreed to raise a Headwaters Tourism flag during that week.

Product development – Nature & Leisure

- Attended Headwaters Trails Summit; opportunity to engage with stakeholders to understand market needs and interest in moving projects forward.
- Working with Greenbelt Foundation about participation/partnership in Ontario 150 Celebrate by Bike provincial undertaking.
- Bill Lidster stepping down as Chair of Headwaters' Nature & Leisure committee (though he will still be working with Headwaters Tourism in an active way); Amanda Perricone from Toronto Region Conservation will be taking over the position at the end of the summer; priorities will include cycling opportunities & Greenbelt linkages.
- Meetings with Toronto Region Conservation & Town of Caledon re development plans and opportunities for Albion Hills Conservation.

Product development – Horse & Country

- HELG reconvened on April 26th to discuss opportunities for future Headwaters Horse Country initiatives;
- Group agreed that they still wanted to ensure that HHC stayed a priority; priorities moving forward include:
 - Continue with annual Headwaters Stable Tour (September 30th & October 1st, 2017)
 - Explore opportunities to partner with Caledon Equestrian Park to host second annual Headwaters Horse Country Awards of Excellence (at the conclusion of the 2017 equestrian show season)
 - Migrate the HHC website platform into the Headwaters Tourism website platform, and redirect URL to the HHC section of the site, to showcase the interconnectivity of the two undertakings and to ensure timeliness of information for consumer

Product development – Fresh & Local

- Adamo Estate Winery has purchased a blank horse to add to the Headwaters Parade of Horse collection. The horse will be painted by Mario Adamo as part of a site activation event at the Terroir Rural Retreat on May 30th. Headwaters Tourism is partnering with Terroir, the Culinary Tourism Alliance and Adamo Estate Winery to showcase our region to the group of 150+ delegates.

Municipal economic development integration:

- Continue to participate on Dufferin County's economic development steering committee; draft Economic Development strategy for the County has been presented and is currently under review by committee; first draft indicates the tourism sector as a priority sector for the County moving forward.
- Leadership committee meetings with Dufferin Workforce Development Committee; exploring priorities and next steps and ways to integrate and leverage the County's economic development strategy.

Industry Engagement

- Attended Dufferin Board of Trade's Annual General Meeting on May 17th.

Administration:

- As a result of funding from the Canada Summer Jobs program, Headwaters Tourism has hired four (4) summer students to support our work over the course of the summer. Students will begin the week of June 5th for a period of 12 weeks each.

Marketing:

2017 Visitor Guide and campaign launch:



150 Realsons to Celebrate Canada in Headwaters

150+ realsons to celebrate Canada in Headwaters.



Headwaters 2017 Visitors' Guide

Discover rural experiences and authentic living that make Headwaters the place where Ontario gets real.

- The 2017 Visitor Guide and campaign launch was held on May 18th at the Caledon Ski Club. 200 guests attended the event. The event was themed around 150 REALSONS, and was deeply rooted in a tribute to Canada's 150th birthday. Guests were treated to food and beverage samplings in a A TASTE OF CANADA – HEADWATERS STYLE!, were introduced to the "faces of Headwaters" for 2017, including the reveal of the Guide's cover image. The campaign also introduced a promotional video, [150 REALSONS TO VISIT HEADWATERS THIS YEAR!](#).
- Launch event included support from the following Headwaters Tourism partners: Caledon Ski Club, Fromage, Friendly Chef Adventures, The Globe Restaurant, Heatherlea Farm Shoppe, Spirit Tree Estate Cidery, Lavender Blue, Soulyve, Gourmandissimo, Wicked Shortbread, Pommies, Lennox Farms, Orangeville Blues & Jazz Festival (Larry Kurtz & Bruce Ley), LP Productions (Noni Thomas).



Regional road map:

- 20K copies of regional road map have been printed and will be delivered to key tourism locations over the coming weeks. First time a stand-alone regional tourism map has been printed & distributed since 2010, thanks to sponsorship from Grand Spirits Distillery.

Crowdriff:

- First “onboarding” session with Crowdriff scheduled for May 26th, to plan and schedule program implementation.

Digital engagement statistics: April 1st to April 30th, 2017

www.headwaters.ca www.headwatersb2b.ca www.headwatershorsecountry.ca	April 2017
Sessions	9,664
Page views	24,305
Facebook	April 2017
Total reach	11,400
Page impressions	25,000
Twitter	April 2017
Followers	4,889
Reach	181,404

Social media posts:

Headwaters shared **Peatmoor Cider Co.** photo
Published by Dawn Monroevod 15, April 30 at 9:39am · at
Peatmoor Cider Co. · Lighting the way in a productive day in
#Headwaters



Peatmoor Cider Co.
April 30 at 9:39am · at
Lighting the way in a productive day in
#Headwaters

Headwaters shared **Photo**
Published by Dawn Monroevod 15, April 29 at 8:52am · at
See for yourself! at Owl Year Cuts Off this weekend at Alton Hill Arts
Centre
Help Help by @paula14
#Headwaters #DiscoverON



Headwaters with **Chanda Ellen Leahy** and **Chanda's Space of Dance**
Published by Dawn Monroevod 15, July 10 2016 · at

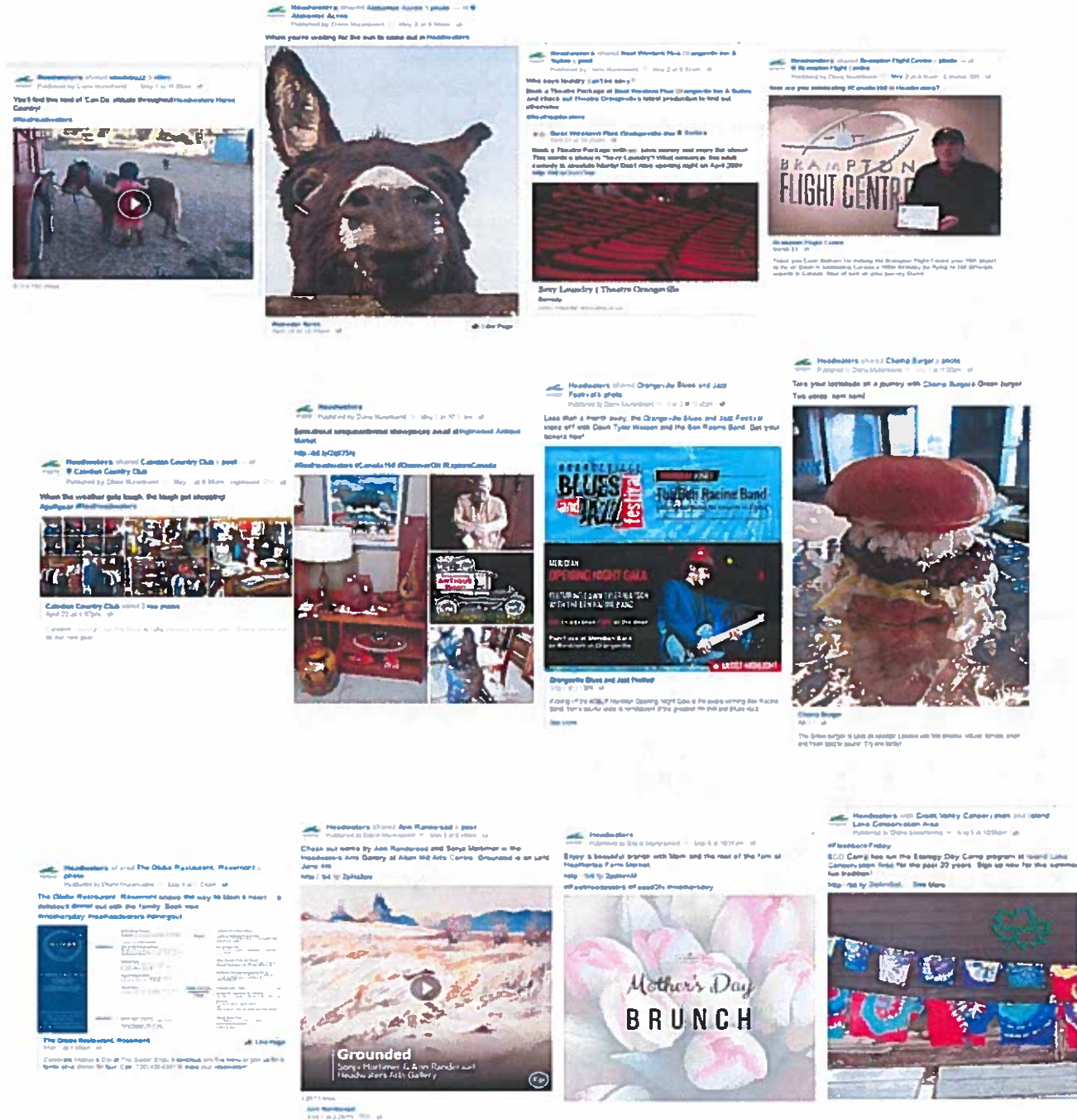
Headwaters with **Theatre Orangeville**
Published by Dawn Monroevod 15, April 22 at 12:44pm · at
All paths lead to fun in #Headwaters. a Credit Valley Express Train
Ride - a scenic along experience - an evening at Theatre Orangeville - a
Spring Trivia Treat!
Help Help by @CVC300



Headwaters with **Plant Paradise Country Gardens** and
Canadian Garden Council · Canal canadien du jardin
Published by Dawn Monroevod 15, April 30 at 11:12am · at
With twenty four acres of woodland nature trails, an on-site
organic powered nursery garden centre, and a popular countryside bed
& breakfast, Plant Paradise Country Gardens is worth the drive to
#Headwaters
Help Help by @paula14



Executive Director report 20 May 2017



Executive Director report 20 May 2017

Headwaters shared Dourney & Parn's photo

Published by Doreen Murawski · May 9 at 9:50am ·
This is how we stay in Headwaters.
Visit Dourney & Parn's to see for yourself!
http://bit.ly/2p9SLn0 · See More



Dourney & Parn's
May 9 at 9:50am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters with Aron M. Art Centre in 2 ways

Published by Doreen Murawski · May 9 at 10:00am ·
Looking for something creative to do with kids?
May we suggest Art in the Round at Aron M. Art Centre with CJ
Shotton - Daring Mean Designs
http://bit.ly/2p9SLn0 · See More



Headwaters with Aron M. Art Centre in 2 ways
May 9 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters shared Boundary Breaches in a photo

Published by Doreen Murawski · May 9 at 10:00am ·
It's mandatory and mandatory about some of the best of our
Visit Boundary Breaches in a photo
http://bit.ly/2p9SLn0 · See More



Headwaters shared Boundary Breaches in a photo
May 9 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters shared Fence of the Creek in a photo

Published by Doreen Murawski · May 9 at 10:00am ·
Headwaters has some beautiful fences to show these from the
this is the Fence of the Creek in
http://bit.ly/2p9SLn0 · See More



Fence of the Creek in
May 9 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters with Dragonfly Arts in Broadway and

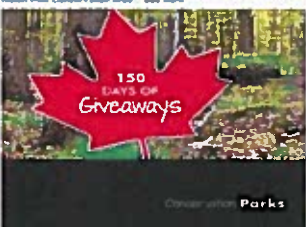
Published by Doreen Murawski · May 9 at 11:00am ·
Find some dragonfly art and other fun around Broadway
http://bit.ly/2p9SLn0 · See More



Headwaters with Dragonfly Arts in Broadway and
May 9 at 11:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters with Credit Valley College and

Published by Doreen Murawski · May 9 at 11:00am ·
Credit Valley College and Toronto and Region Conservation
http://bit.ly/2p9SLn0 · See More



Headwaters with Credit Valley College and
May 9 at 11:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters shared Tama Hara Photo House in a photo

Published by Doreen Murawski · May 9 at 11:00am ·
Show how your home with owner and go Tama Hara Photo House
http://bit.ly/2p9SLn0 · See More



Headwaters shared Tama Hara Photo House in a photo
May 9 at 11:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters shared Parnage in a photo

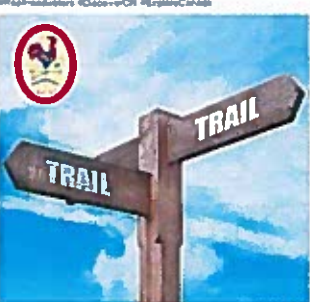
Published by Doreen Murawski · May 9 at 11:00am ·
At the foot of the Parnage is a delicious grilled cheese sandwich
http://bit.ly/2p9SLn0 · See More



Headwaters shared Parnage in a photo
May 9 at 11:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters

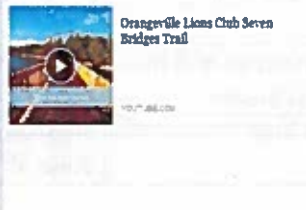
Published by Doreen Murawski · May 12 at 10:00am ·
Discover what is not to miss tonight at Parnage Pottery, Bakery
http://bit.ly/2p9SLn0 · See More



Headwaters
May 12 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters at Island Lake Conservation Area

Published by Doreen Murawski · May 12 at 10:00am ·
Seven Bridges Spectacular views an unforgettable run
http://bit.ly/2p9SLn0 · See More



Headwaters at Island Lake Conservation Area
May 12 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters shared Dourney & Parn's photo

Published by Doreen Murawski · May 13 at 10:00am ·
Dourney & Parn's
http://bit.ly/2p9SLn0 · See More



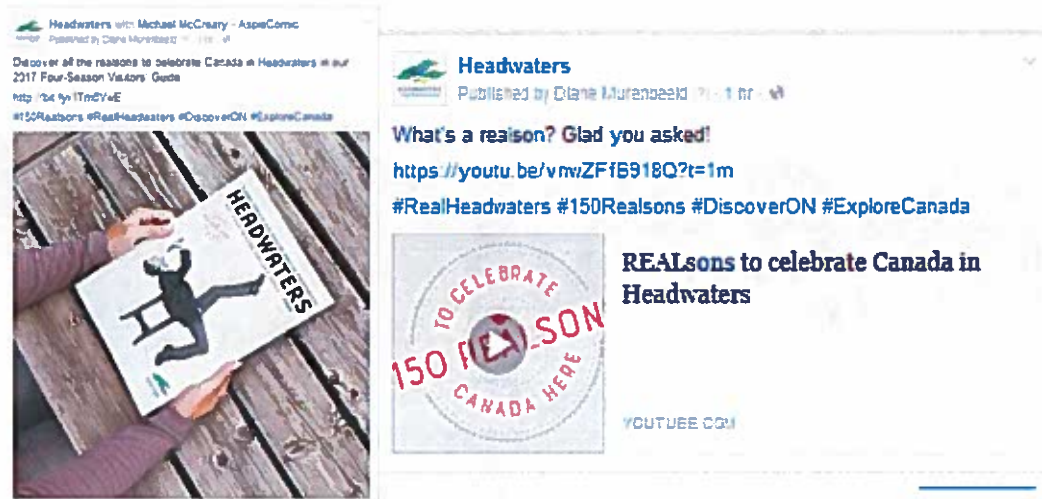
Headwaters shared Dourney & Parn's photo
May 13 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks

Headwaters shared GoYoga Orangeville in a photo

Published by Doreen Murawski · May 13 at 10:00am ·
GoYoga Orangeville
http://bit.ly/2p9SLn0 · See More



Headwaters shared GoYoga Orangeville in a photo
May 13 at 10:00am ·
Angling up for a healthy meal! #Headwaters #DourneyParns #OntarioParks



Municipal updates:

Town of Shelburne:

EVENT NAME	DESCRIPTION	DATES
Canada 150 Mosaic works	Opportunity to paint your square	June 15-17/17 in Shelburne
Shelburne Street Festival	Car show, vendors, kids activities	June 17/17 downtown Shelburne
Canada Day	Live bands, kids activities, fireworks, beer tent	July 1, 2017 Fiddle Park
Pickin' In the Park	Camping and music	July 27-30/17 Fiddle Park
Heritage Music Festival	Fiddle contest, headliners	August 9-13/17 CDRC Fiddle Park

Town of Caledon:

EVENT NAME	DESCRIPTION	DATES
Cheers Caledon	Caledon's first craft beer and cider festival	June 16 th
Caledon Day	Free event with activities and live music – headliner is Sloan	Jun 17 th
Three Farmers' Markets open	Inglewood, Bolton and Southfields	Inglewood – May 31 st ; Bolton – June 3 rd ; Southfields – June 15 th ;

INITIATIVE	DESCRIPTION
Caledon Councillors' Golf Tournament	Bolton Camp was selected as this year's primary recipient.

Town of Erin:

EVENT NAME	DESCRIPTION	DATES
Summer Celebration	Village of Erin downtown party	Saturday May 27, 10am – 2pm
We are One	Music Festival in McMillan park, Erin	Saturday May 27, 2.30pm – 7pm
Doors Open Erin	Heritage Event 10 sites plus the Erin BIA area	Saturday June 10, 10am – 4pm
Erin Rotary Ribfest	4 Local eateries, McMillan park, Erin	Saturday June 10, 12 – 8pm
Erin Farmers Market	Local produce, McMillan park, Erin	Friday June 30, 3pm – 7pm

Town of Orangeville:

EVENT NAME	DESCRIPTION	DATES
Orangeville Farmers' Market	Located beside Town Hall, Orangeville's weekly source for local food and goods.	Every Saturday morning, 8 a.m. to 1 p.m. until October
Orangeville Blues & Jazz Festival	Over 90 live acts and special events are happening throughout Orangeville at this award-winning festival.	June 1 to 4, 2017
Canada 150 Celebrations	Family activities at Alder Recreation Centre include an opening ceremony and cake cutting, free swims, face painting and inflatable activities as well as the President's Choice SuperDogs. Festivities continue at Island Lake with a performance by the Campfire Poets at 6 p.m. followed by a spectacular fireworks display at 10 p.m.	July 1, 2017
Rotary Ribfest	Orangeville Rotary's 8th annual Ribfest features ribs, a beer tent, midway, classic car show, and continuous live entertainment.	July 14 to 16, 2017

INITIATIVE	DESCRIPTION
Creation of tourism videos	Short videos promoting some of Orangeville's top attractions and events are being posted on social media and the orangevilletourism.ca website to engage and interact with tourists.
Creation of itineraries	Itineraries are being created to entice longer stays in Orangeville and promote the variety of activities and attractions available here.
New public art	The Mantis Queen, a large-scale sculpture created by award-winning artist Ron Baird, is now on display at the Visitor Information Centre. Landscaping is currently being completed. The Utility Box Art Display Program is expanding with five new locations in 2017. Winners from the Call for Artists will be announced in June.
Municipal Strategic Plan	A Strategic Plan is being developed to outline priorities and to guide the municipality for the next three to five years. Work began in 2016 with input from community members and stakeholders through roundtable discussions and workshops. A community survey was also completed and received 900 responses. The Strategic Plan is expected to be presented to Council in 2017.

From: AMCTO <broadcasts@amcto.com>
Sent: Monday, June 05, 2017 9:01 AM
To: dholmes@melancthontownship.ca
Subject: AMCTO Legislative Express

If this email does not display properly, please view our [online version](#).



June 5, 2017

AMCTO LEGISLATIVE EXPRESS

In this Issue...

- [Policy Spotlight: Bill 68 Passes Third Reading](#)
- [Policy Updates](#)
- [Bills and Lawmaking](#)
- [Regulatory Proposals](#)
- [Resources](#)
- [AMCTO Update](#)
- [Contact Us](#)

Here is a summary of the most relevant developments from the month of May:

Policy Spotlight: Bill 68 Passes Third Reading

Bill 68, the Modernizing Ontario's Municipal Legislation Act, passed third reading and is now awaiting Royal Assent. During its review of the bill, the Standing Committee on Social Policy made a number of amendments, including:

- Removing the provision in Bill 68 that would allow integrity commissioners to conduct investigations on their own initiative. This change was recommended by AMCTO and strongly supported by our members.
- Requiring municipalities to indemnify their integrity commissioners (ICs).
- Phasing-in the change in date for the start of new term of council from December 1st to November 15th. This change will now not take effect until 2022.
- Not allowing councillors or members of local boards to participate electronically in meetings if they are closed to the public.
- Requiring that any integrity commissioner investigations not completed by election day be terminated.
- Changing the provision that would allow for "any person" to be able to request an inquiry under the MCIA, to any elector or person demonstrably acting in the public

good.

- Imposing several limitations to the replacement of a member of upper-tier council.

For a full summary of the amendments made by the Standing Committee, click [here](#).

Policy Updates:

London Council Votes to Use Ranked Ballots for 2018 Election: London's City Council voted to set aside first-past-the-post and use ranked ballots for its 2018 municipal election.

Government Releases Proposed OMB Reforms: The Ministry of Municipal Affairs has announced its proposed reforms to the province's land use planning appeals system and the Ontario Municipal Board (OMB).

Updated Land Use Plans Released: The government also released its updated land-use plans for the Greater Golden Horseshoe (GGH) region.

2017 Ontario Budget Update: Ontario's Minister of Finance Charles Sousa tabled the province's 2017 budget at the end of April. If you missed it, we have an overview of the important take-aways for municipalities.

Changing Workplaces Review Released: The government has released the report of its changing work places review, which was tasked in 2014 with considering the broader issues affecting the workplace, specifically those that relate to the *Labour Relations Act* and the *Employment Standards Act*.

Government Proposing Development Charge Exemption for Second Units: The Ministry of Municipal Affairs and the Ministry of Housing are proposing an exemption from development charges for secondary suites in new homes.

BPS Energy Reporting Portal Now Open: The BPS reporting portal is now open for municipalities to report on their energy consumption for the 2017 reporting period.

Applications Open for Natural Gas Grant Program: The government is now accepting applications for a natural gas infrastructure program.

Bills and Lawmaking

Bill 39, the *Aggregate Resources and Mining Modernization Act*, passed third reading and received Royal Assent. The legislation is designed to modernize regulations around mining and resource extraction, while also improving environmental protection and generating new economic development.

Bill 65, the *Safer School Zones Act*, has passed third reading and is now awaiting Royal Assent. Amongst other things the bill would allow municipalities to use photo radar.

Bill 68, the *Modernizing Ontario's Municipal Legislation Act*, has passed third reading and is now awaiting Royal Assent. For more information on Bill 68 see AMCTO's:

- Summary of the amendments made by the Standing Committee on Social Policy
- Summary of the original bill (prior to amendments made by the Standing Committee)
- Annotated copies of the *Municipal Act* and *Municipal Conflict of Interest Act*, as amended by Bill 68 here (prior to amendments made by the Standing Committee)

- [AMCTO Bill 68 submission](#)

Regulatory Proposals

Proposed Asset Management Regulation Posted: The government has [posted its proposal](#) for a new regulation that would govern asset management planning in Ontario.

New Excess Soil Regulation Proposal: The Ministry of the Environment and Climate Change is [conducting consultations](#) on a proposed new regulation for reusing excess soil.

Ministry of Transportation Consulting on Display Screens and Hand-held Devices: The Ministry of Transportation is currently looking for [feedback](#) on regulations about the use of display screens and hand-held devices, such as two-way radios.

Resources

Webinar on New ARB Rules of Practice and Procedure: On April 1st, 2017 the Assessment Review Board (ARB) began to use new Rules of Practice and Procedure. To help municipalities grapple with the changes, MFOA and OMTRA are hosting a [free webinar](#).

New Report on Regulating Disruptive Technology: The Mowat Centre has released a [new report](#) on how governments can better adapt their regulatory approaches to new disruptive technologies.

New Paper on the Evolving Role of the CAO/City Manager: A [new paper](#), released by the Institute on Municipal Finance and Governance, explores how the relationship between elected officials and the public service has changed over time, and how the role of the CAO is important for ensuring effective council-staff relations.

AMCTO Election Express #3: AMCTO's third election express [covers](#) the issues of directly electing regional chairs and county wardens and how to report effectively before, during and after an election.

AMCTO Update

For real-time updates and analysis on policy and legislation that impacts local government in Ontario, follow [AMCTO's Policy Blog](#), now on our new website.

Contact Us

Eric Muller, Policy Advisor
emuller@amcto.com
905-602-4294 ext. 234



Follow AMCTO on Twitter!

**Ministry of
Municipal Affairs**

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**Ministry of the
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Téléc. : 416 585-6470

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Procureur général**

Bureau du ministre

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Toronto ON M7A 2S9
Tél. 416-326-2220
Téléc. 416-326-4016



17-73913

May 30, 2017

RE: The Proposed Building Better Communities and Conserving Watersheds Act

We are pleased to announce that the government introduced the proposed Building Better Communities and Conserving Watersheds Act, 2017 in the legislature. These proposed changes follow extensive public consultations.

Ontario is taking this action in order to overhaul the provincial land use planning appeal system to give communities a stronger voice and ensure people have access to faster, fairer and more affordable hearings.

For more information and background on the bill you may visit:
www.ontario.ca/OMBReview

For a copy of the proposed Building Better Communities and Conserving Watersheds Act, and to monitor the status of the bill through the legislative process, please visit the Legislative Assembly of Ontario website: www.ontla.on.ca

Comments on the proposed bill can be made through the Environmental Bill of Rights Registry at www.ebr.gov.on.ca (EBR Posting Number: [013-0590](http://www.ebr.gov.on.ca)) or by email to OMBReview@ontario.ca. In addition, the bill proposes amendments to the Conservation Authorities Act which the Ministry of Natural Resources and Forestry is leading – please visit EBR Posting Number: [013-0561](http://www.ebr.gov.on.ca).

...2

Info# 8
JUN 15 2017

We look forward to working with you as we move forward on this initiative.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Mauro".

Bill Mauro
Minister of Municipal Affairs

A handwritten signature in black ink, appearing to read "Yasir Naqvi".

Yasir Naqvi
Attorney General of Ontario

You are here > [Home](#) > [Your Ministry](#) > [Land Use Planning](#) > Ontario Municipal Board Review

Ontario Municipal Board Review

[Email this page](#)

The Ontario government launched a review of the scope and effectiveness of the Ontario Municipal Board (OMB) in June 2016.

The OMB is an independent public body where people can appeal land use decisions that affect their properties and communities.

The Ontario government sees a continuing need for a land use planning appeal tribunal in Ontario's land use planning system.

Through the OMB Review, the government considered the board's scope (what it deals with) and effectiveness (how it operates) to determine improvements with respect to how the board works within Ontario's broader land use planning system. The review included extensive public consultation in communities across Ontario.

Based on feedback received through the review, Ontario is proposing to overhaul the province's land use planning appeals system. Bill 139 – the proposed Building Better Communities and Conserving Watersheds Act, 2017 proposes transformative changes, which include:

- Replacing the OMB with the Local Planning Appeal Tribunal - a new tribunal which would be mandated to give greater weight to the decisions of local communities, while ensuring that development and growth occurs in a way that is good for Ontario and its future
- Making planning appeals more accessible to the public by creating the Local Planning Appeal Support Centre, a new agency that would provide free legal and planning advice, as well as representation to citizens who may want to participate in local planning appeals
- Leveling the playing field for communities, including free legal and planning support
- Providing a faster, fairer and more affordable planning appeals.

Land Use Planning Reforms – What We Have Already Done

Since 2004, the government has made a series of land use planning reforms that:

- Set out clearer rules for land use planning
- Strengthen policy directions that outline the provincial interest in land use planning
- Give municipalities a stronger voice and more independence in local land use decisions
- Provide residents more opportunities for involvement and a greater say in land use decisions in their communities

The changes proposed through the Building Better Communities and Conserving Watersheds Act, 2017 (Bill 139) would build on these past improvements to ensure the land use planning appeals system works effectively and efficiently.

Review Details

It is important that Ontario continues to have an independent appeal tribunal that can resolve some land use disputes — not having one would result in more challenges being brought to the courts. Tribunals can support an efficient process. They are designed to be faster and less costly than the courts, and their members are subject-matter experts.

The following set of guiding principles helped frame the OMB Review:

- Protect long-term public interests
- Maintain or enhance access to dispute resolution
- Provide transparency in hearing processes and decision-making
- Minimize impacts on the court system

Recent government initiatives on related issues, such as the [Land Use Planning and Appeal System Review](#), the update to the [Long-Term Affordable Housing Strategy](#) and the [Coordinated Provincial Plan Review](#), as well as a specific invitation for public input on the OMB, have helped to inform the priorities for discussion in this review.

The OMB Review was organized according to the following five themes:

- OMB's jurisdiction and powers
- Citizen participation and local perspective
- Clear and predictable decision-making
- Modern procedures and faster decisions
- Alternative dispute resolution and fewer hearings

As part of OMB review, the Ontario government undertook extensive public consultation in communities across the province by engaging with members of the public, municipalities, Indigenous communities and organizations, and stakeholders.

The following specific components formed part of the OMB review consultation:

- Consultation webpage inviting feedback on a number of themes
- [Public Consultation Document](#) which included possible reforms and requested feedback on these possible reforms
- Environmental Bill of Rights Registry posting ([EBR Registry Number: 012-7196](#))
- [Town hall meetings](#)

OMB Review - Public Consultation Document

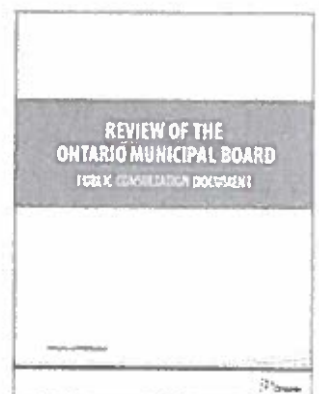
The government released a [Public Consultation Document](#) to support the review of the OMB. It provided context and direction. It gave background on Ontario's land use planning system and on the OMB. It set out possible changes being considered to improve the OMB's role within the system and raised questions for consideration.

The government heard from many Ontarians — more than 1,100 written submissions on the OMB review.

The deadline to provide feedback was December 19, 2016. Thank you to everyone who provided input.

Learn More

- [Bill 139 – the proposed Building Better Communities and Conserving Watersheds Act, 2017](#)
- [News Release](#)
- [Backgrounder](#)
- [Environmental Bill of Rights Registry posting \(EBR Registry Number: 013-0590\)](#)



From: AMO Communications <communicate@amo.on.ca>
Sent: Monday, June 05, 2017 5:22 PM
To: dholmes@melancthontownship.ca
Subject: AMO Policy Update - Province Announces Emergency Services Changes Including Dispatch and Fire-Medic Pilots

June 5, 2017

Province Announces Emergency Services Changes Including Dispatch and Fire-Medic Pilots

Today, the Minister of Health and Long-Term Care announced proposed changes to emergency health services, including providing alternative options for medical treatment and paramedic services. We understand there will be a consultation process over the coming weeks with the intent to introduce legislative changes in the fall session.

Firstly, the Ministry is investing in a new medical dispatch system for land ambulance 911 calls expected to roll out across the province over a period of two years starting in March 2018. The purpose is to better prioritize calls based on patient need and re-directing low acuity patients from emergency rooms, where appropriate and safe to do so. This initiative is timely and welcome. AMO has long called for improvements to the dispatch system.

The government is also seeking to expand the scope of paramedics to provide alternate on-scene treatment and to refer patients to destinations other than hospitals as is currently required by law. Further information and analysis on the implications and benefits to patients, municipal governments, and District Social Service Administration Boards is needed.

The Minister also announced that once the Act is changed and a regulation is in place, that two pilot projects could test the use of firefighters certified as paramedics to respond to low-acuity calls. Given the legislative process, it is likely these pilots will not occur until 2018 at the earliest and there are willing municipal governments. There is still time for municipal input into this proposal.

While the two pilots are to be voluntary, determined by the municipal employer, then interest arbitrators must be forbidden in law from replicating this idea. As happened with 24-hour shift pilots, interest arbitration settlements made it a practice, even in municipalities that did not adopt the policy. The government must address the labour relations concerns of municipal employers prior to the pilot's introduction by amending the *Fire Protection and Prevention Act*, as it amends the *Ambulance Act*. If it is truly to be an elective option for municipal governments, then it cannot be imposed without the support of councils.

AMO and others in the paramedic service delivery have no evidence to show improved patient outcomes, yet municipal labour and risk management issues are significant. If the government proceeds with these pilots, there must be a commitment to conducting a third-party proof of

concept evaluation. AMO will continue to engage the Province about the pilot's implications and advocate on behalf of municipal governments.

For further information, please see the Ministry news release, [Ontario Enhancing Emergency Services across the Province](#).

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

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

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

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



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

From: communicate@amo.on.ca

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The Corporation of the Municipality of Brockton

Number: 17-14-

Session: May 23, 2017

Moved By: [Signature]

Seconded By: Bill Bell

12.3 Oppose Amendment to the Conservation Authorities Act

Whereas the provincial government has proposed to amend the Conservation Authorities Act.

Whereas the amendment will require Conservation Authority Boards to have a composition of 50% members with scientific backgrounds.

Whereas the amendment will restrict the ability of municipal councils to appoint board members.

Be it resolved that the municipality of Brockton oppose the amendment to the Conservation Authorities Act.

Member of Council	Yea	Nay
Adams, Steve		
Bell, Bill		
Gieruszak, Dan		
Inglis, David		
Leifso, Dean		
Oberle, Chris		
Peabody, Chris		
Totals		

Carried

[Signature]

Defeated

Info#10
JUN 15 2017

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Thursday, June 08, 2017 1:02 PM
To: dholmes@melancthontownship.ca
Subject: FW: Change to Provincial Offences Court location

From: Randall, Nicol (OPP) [<mailto:Nicol.Randall@opp.ca>]
Sent: Wednesday, June 07, 2017 2:49 PM
To: Kerstin Vroom; Denise Holmes; Kathy Pearl; csmith@cfoalternative.ca; dstill@townofgrandvalley.ca; Karen Canivet (kcanivet@amaranth-eastgary.ca)
Subject: Re: Change to Provincial Offences Court location

Good afternoon everyone,

I am currently in the working group meeting. Please be advised the 01 January move date has been abandoned in favour of researching other options to keep the courts here in the county. Thank you for your support. We are having constructive discussion around options. The focus of this group will be how to manage our schedule and keep our court here. I will update you with more tomorrow.

Thank you.
Nikki

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Randall, Nicol (OPP)
Sent: Wednesday, June 7, 2017 9:58 AM
To: Kerstin Vroom; Denise Holmes; Kathy Pearl; csmith@cfoalternative.ca; dstill@townofgrandvalley.ca; Karen Canivet (kcanivet@amaranth-eastgary.ca)
Subject: RE: Change to Provincial Offences Court location

Good Morning,

I will be attending the first working group meeting this afternoon at 14:00 with Chief Moore from Shelburne, Orangeville PS Sgt Archer, Caledon OPP court officers, and the internal stakeholders impacted by this move. I have not received any word back from the majority of you, therefore could you kindly confirm that you have provided this information to the PSB chair and advise whether or not they have spoken to the respective Councils. Also I would like to know if you have received the letter that was sent from Justice Kelly to County Council regarding this move.

Thank you all
Nikki

From: Randall, Nicol (OPP) [<mailto:Nicol.Randall@opp.ca>]
Sent: Thursday, May 18, 2017 11:43 AM
To: Denise Holmes <dholmes@melancthontownship.ca>; Kathy Pearl <kpearl@amaranth.ca>; csmith@cfoalternative.ca; dstill@townofgrandvalley.ca; Kerstin Vroom <kvroom@mulmur.ca>; Karen Canivet (kcanivet@amaranth-eastgary.ca) <kcanivet@amaranth-eastgary.ca>
Subject: Change to Provincial Offences Court location

Good Morning all,

I have included you on this email knowing you will be able to disseminate this information to each of our Police Service Board Chairs and affected Council Members. On Monday May 15 I was advised at a meeting with the Regional Senior Justice of the Peace that court proceedings for the Provincial Offences Court for Dufferin County will physically move to Caledon effective 01 January 2018. Justice of the Peace Kelly will be notifying Dufferin County Council in writing of this decision.

A working group has been struck to identify the impacts on each affected police agency and the administration of the POA courts. The first meeting will take place Wednesday June 7th.

I will be available for call or comment as needed,

Thank you for assisting me by sharing this information.

Nikki

S/Sgt N. (Nikki) Randall
Interim Detachment Commander
Dufferin Detachment
519 925 3838
501 3840

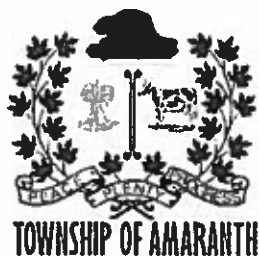
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THE CORPORATION OF THE TOWNSHIP OF AMARANTH

NUMBER _____

MOVED BY:

[Signature]

DATE: June 7, 2017

SECONDED BY:

[Signature]

BE IT RESOLVED THAT:

Whereas the recent decision to relocate the Dufferin POA to Caledon will create significant hardship and inconvenience to the residents of Dufferin County; and

Whereas the residents of Dufferin have a right to have their cases heard in the same jurisdiction as the offence occurred; and

Whereas the re-location will increase police costs, time and overtime, including lost time from their active duties in Dufferin; and

Whereas remote testifying by the police is not an acceptable solution;

Now therefore be it resolved that the Township of Amaranth formally and respectfully asks the Regional Senior Justice of the Peace, Brett Kelly to reconsider his decision.

Defeated ☐

Carried ☐

Head of Council

Carried [Signature]

Recorded Vote

Deputy-Mayor Jane Aultman
Councillor Heather Foster
Councillor Chris Gerrits
Councillor Gail Little
Mayor Don MacIver

Yea

Nay

Abstain

☐
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☐
☐

☐
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☐
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☐

Info #12
JUN 15 2017



TOWN OF SHELBURNE

Planning & Development Department

May 30, 2017

CIRCULATED TO:

- County of Dufferin**
- Upper Grand District School Board**
- Dufferin-Peel Catholic District School Board**
- Nottawasaga Valley Conservation Authority**
- Hydro One***
- Ontario Power Generation***
- Township of Amaranth**
- Township of Melancthon**
- Canada Post Corporation**
- Bell**
- Rogers Communications**
- Enbridge Gas**
- Public Works**
- Engineering**
- Shelburne & District Fire Department**
- Shelburne Police Service**
- Shelburne EDC**
- Legal**
- Council*

*Email and hard copy circulation

**Email circulation only

***Hard copy circulation only

APPLICATIONS FOR ZONING BY-LAW AMENDMENT, DRAFT PLAN OF SUBDIVISION AND DRAFT PLAN OF CONDOMINIUM

**FILE NO: Z17/02, DPS 17/01, DPC 17/01 PROJECT: 600 MAIN ST E
INNOVATIVE PLANNING SOLUTIONS FOR MUSKOKA D & M CORP.**

Please take notice that applications have been submitted to the Town of Shelburne for a Zoning By-law Amendment as well as for the approval of a Draft Plan of Subdivision and a Draft Plan of Condominium for land located at 600 Main Street East, north of Highway 89 (Main Street East), being Part of the East Half of Lot 1, Concession 2, Old Survey, Parts 1-9 Plan 7R-2670 and Parts 1-11 Plan 7R-5087 in the Town of Shelburne, County of Dufferin. A copy of the Notice of Complete Applications and the completed Zoning By-law Amendment and Draft Plan of Subdivision and Draft Plan of Condominium application forms are attached for your consideration. A copy of the Draft Plan of Subdivision, Draft Plan of Condominium and list of supporting information submitted by the applicant are also attached. Please contact me should you require additional information to complete your review.

I would appreciate any comments, concerns or conditions you may have by:

Friday, June 30, 2017.

Please provide comments in an electronic format via email to planning@townofshelburne.on.ca. Alternatively, if you have no comment or objection, please complete the attached response sheet and return it by email or fax it to the Town of Shelburne Planning Department at (519) 925-6134. Should you have any questions or require any additional information, please contact me.

Sincerely,

Steve Wever, MCIP, RPP
Town Planner

Attachment(s)



TOWN OF SHELBURNE PLANNING & DEVELOPMENT

Circulation Response Form

File: Z17/02, DPS 17/01, DPC 17/01 – 600 Main Street East
Project: Zoning By-law Amendment, Draft Plan of Subdivision and Draft Plan of Condominium - Innovative Planning Solutions for Muskoka D&M Corp.

If you have no comments or objection to the approval of the above noted application please complete this form and fax it to **Jennifer Willoughby** at the Town of Shelburne by **Friday June 30, 2017**.

Fax Number: 519-925-6134

(No cover page is necessary)

By signing this document I acknowledge that as a representative of the noted organization / body / or person, I have reviewed this application and as a result have no comments or concerns related to this matter.

Agency Name
(Please Print)

Representative Name
(Please Print)

Representative Title
(Please Print)

Signature

Date



A People Place, A Change of Pace
SHELBURNE
ONTARIO, CANADA

May 31, 2017

File Nos. Z17/02, DPS 17/01, DPC 17/01

Innovative Planning Solutions
150 Dunlop Street East, Suite 201
Barrie, ON L4M 1B1

Attention: Victoria Lemieux, Planner / Planning Technician

Dear Ms. Lemieux:

RE: Notice of Complete Application for Zoning By-law Amendment (Z17/02), Plan of Subdivision (DPS 17/01) and Plan of Condominium (DPC 17/01) for 600 Main Street East – Muskoka D & M Corp., legally described as Part of the East Half of Lot 1, Concession 2, Old Survey, Parts 1-9 Plan 7R-2670 and Parts 1-11 Plan 7R-5087 in the Town of Shelburne, County of Dufferin

In accordance with the provisions of the Planning Act, as amended, this letter is to advise you that the applications received by the Town of Shelburne Planning and Development Department from Innovative Planning Solutions for a Zoning By-law Amendment (Z17/02), Plan of Subdivision (DPS 17/01) and Plan of Condominium (DPC 17/01), for land located at 600 Main Street East, have been deemed complete. The Town will be processing the applications in accordance with the Planning Act. The applications are now being circulated to Town Departments and Public Agencies for technical review. Please note, however, that an Archeological Assessment has not been submitted but will be required prior to any decisions on these applications, and clearance of the Archaeological Assessment by the Ministry of Tourism, Culture and Sport will be required as a condition of any approvals. Town Council may not make a decision for approval of an application until a Public Meeting has been held in accordance with the Planning Act. Notice of a Public Meeting to receive comments on the application will be provided in accordance with the Planning Act and the Town's Official Plan.

The following is a brief description of the application:

Location:

The subject property is approximately 2.25 hectares in size and is located along the north side of Main Street East (Highway 89) and has a municipal address of 600 Main Street East. The Site is legally described as Part of the East Half of Lot 1, Concession 2, Old Survey, Parts 1-9 Plan 7R-2670 and Parts 1-11 Plan 7R-5087 in the Town of Shelburne, County of Dufferin.

Proposal

The subject land is proposed for a residential development consisting of 60 street townhouse dwellings on private condominium roads as well as a parkette, a stormwater management facility, open space and natural environment areas. The applications are for the proposed Plan of Subdivision, Plan of Condominium and a related zone change from Residential Type Five (R5) Zone, Residential Type Five – Floodplain (R5-F) Zone, Employment (M1) Zone and Employment – Floodplain (M1-F) Zone to Residential Type Five Exception (R5-#) Zone. The existing Natural Environment 'NE' zone is to remain unchanged.

Information Submitted in Support of Application:

- Completed application form for Zoning By-law Amendment;
- Completed application form for Plan of Subdivision;
- Completed application form for Plan of Condominium;
- Agent authorization letter dated April 5, 2017;
- Planning Justification Report;
- Traffic Impact Study;
- Geotechnical Investigation;
- Functional Servicing and Stormwater Management Report;
- Noise Feasibility Study;
- Phase II Environmental Site Assessment – East Parcel;
- Phase II Environmental Site Assessment – West Parcel;
- Draft Plan of Subdivision;
- Draft Plan of Condominium;
- Site Surveys;
- Draft Zoning By-law Amendment Schedule; and,
- Site Plan.

A preliminary review of this information has been undertaken by the Town to determine the completeness of the application. The Town's planning advisors have provided comments on the completeness of the information submitted in support of the application (see attached letter from GSP Group dated May 30, 2017 and Record of Pre-Submission Consultation dated August 19, 2016).

The Town and its advisors will be undertaking a detailed review of this information through the normal course of processing the application, and reserves the right to request changes or enhancements to the studies and drawings as needed to address municipal, provincial and public agency requirements.

Should you have any questions, please contact Steve Wever, Town Planner, at your convenience.

Sincerely,



John Telfer, AMCT
Clerk/CAO

Enc.

cc. Doug Gray, Muskoka D & M Corp.
Jack Tupling, Town of Shelburne
Jeff Wilker, Thomson, Rogers
Stephen Burnett, SBA Engineering
Steve Wever, GSP Group Inc.

203 Main Street East
Box 69
Shelburne, Ontario
L0N 1S0
Tel: (519) 925-2600
Fax: (519) 925-6134
www.townofshelburne.on.ca



For Office Use Only

File #: Z17/02
Date Received: 05/23/2017
Date Accepted: 05/30/2017
Application Fees:
Paid by Chq. #000016

**TOWN OF SHELBURNE
APPLICATION FORM FOR AN ZONING BY-LAW AMENDMENT**

Date Received: 05/23/2017

1. APPLICATION INFORMATION

Name of Applicant: INNOVATIVE PLANNING SOLUTIONS

Mailing Address: 150 DUNLOP STREET EAST, SUITE 201 BARRIE ON L4M 1B1

Telephone Number (Home): _____ Fax Number: _____

Telephone Number (Business): 705-812-3281 Email Address: dvella@ipsconsultinginc.com

2. OWNER

If the Applicant is not the Owner of the subject lands, than authorization from the Owner is required, as well as the following information:

Name: MUSKOKA D & M CORP

Mailing Address: 190 HOTCHKISS STREET GRAVENHURST, ON P1P 1H6

Telephone Number: 416-617-8478 Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: MERIDIAN CREDIT UNION

Mailing Address: CORPORATE PARK DRIVE LOWER LEVEL ST. CATHARINES ON L2S3W3

Name: _____

Mailing Address: _____

4. SUBJECT LANDS

Lot: PART OF LOT 1 Concession: 2

Reference Plan: PARTS 1-9 PLAN 7R-2670
PARTS 1-11 PLAN 7R-5087 Part/Block/Lot: _____

Street Name and Number: NO MUNICIPAL ADDRESS
(if corner lot please include both street names) 10m - CENTENNIAL ROAD

Area of subject lands: 2.25 ha Frontage: 49.5m - MAIN STREET

Depth: IRREGULAR

What is the current use of the subject land? VACANT, NATURAL ENVIRONMENT

What is the proposed use of the subject lands? RESIDENTIAL, NATURAL ENVIRONMENT

When were the subject lands acquired by the current owner? JULY 2016/ JANUARY 2017

How long have the existing uses continued on the subject lands? >10 YEARS

5. ZONING AND OFFICIAL PLAN INFORMATION

RESIDENTIAL, INDUSTRIAL, NATURAL ENVIRONMENT.

What is the present Official Plan designation of the subject lands? OPA 34: RESIDENTIAL, EMPLOYMENT, POLICY EXCEPTION 4.5.4.2

What is the present zoning? 'R5', 'R5-F', 'M1', 'M1-F' 'NE'

What is the purpose of the proposed Zoning By-law Amendment? _____

TO REZONE A PORTION OF THE SUBJECT LANDS TO PERMIT THE DEVELOPMENT OF 60 RESIDENTIAL TOWNHOUSE UNITS. PROPOSED TO REZONE FROM 'R5', 'R5-F', 'M1' AND

'M1-F' TO RESIDENTIAL TYPE FIVE - SPECIAL PROVISIONS 'R5-SP' ZONE. NATURAL ENVIRONMENT ZONING TO REMAIN.

6. PROPOSED DEVELOPMENT

Please describe any proposed development on the subject lands (include buildings, floor area, height, parking spaces, etc. and attached plans with site and development statistics):

60 UNIT TWO-STOREY TOWNHOUSE DEVELOPMENT ON A CONDOMINIUM RIGHT OF WAY. PROPOSED DEVELOPMENT INCLUDES STORMWATER MANAGEMENT AREA, PARKETTE AND OPEN SPACE BLOCKS. LANDS CURRENTLY ZONED AS NATURAL ENVIRONMENT NOT PROPOSED TO BE DEVELOPED. DEVELOPMENT INCLUDES 15m BUFFER SETBACK FROM ADJACENT DRAIN.

PLEASE SEE ATTACHED SITE PLAN AND PLANNING JUSTIFICATION REPORT FOR DETAILS.

04/04/2013

7. ACCESS

Is the subject land accessible by:

- ☐ Provincial highway
☒ Municipal road (maintained year round)
☐ Right of way
☐ Other, describe _____

8. SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by:

<input checked="" type="checkbox"/> Storm Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
<input type="checkbox"/> Other, describe _____		

9. STATUS OF OTHER APPLICATION

Are the subject lands the subject of any other applications under the Planning Act?

☒ Yes ☐ No ☐ Unknown

If yes, describe the application(s)? DRAFT PLAN OF SUBDIVISION, SUBMITTED CONCURRENTLY
DRAFT PLAN OF CONDOMINIUM, SUBMITTED CONCURRENTLY

10. DRAWINGS

Drawings shall be provided as required in the Official Plan Amendment Process sheet.

11. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape architectural and/or external planning consulting expenses incurred by the Town of Shelburne during the processing of this application, in addition to any application fee set by the Town of Shelburne.

04/05/2017
Date


Signature of Owner/Applicant

Note: All invoices for payment shall be sent to the person indicated in section 2 of this application, unless otherwise requested.

04/04/2013

12. AUTHORIZATION

PLEASE SEE ATTACHED AUTHORIZATION LETTER

I/We _____ am/are the owner(s) of the subject lands for which this application is to apply. I/We _____ do hereby grant authorization to _____ to act on my/our behalf in regard to this application.

04/05/2017
Date

[Signature]
Signature of Registered Owner(s)

13. AFFIDAVIT

I, DARREN VELLA of the TOWNSHIP OF SPRINGWATER in the COUNTY OF SIMCOE solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME AT BARRIE, ON
in the County of the Simcoe
this 7 day of April, 2017

[Signature]
Witness

[Signature]
Signature of Registered Owner (s) or Agent

14. PERMISSION TO ENTER

I hereby authorize the members of staff and/or elected members of Council of the Town of Shelburne to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

04/05/2017
Date

[Signature]
Signature of Registered Owner (s) or Agent

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council agenda. The agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-2600.



203 Main Street East
Box 69
Shelburne, Ontario
L0N 1S0
Tel: (519) 925-2600
Fax: (519) 925-6134
www.townofshelburne.on.ca



For Office Use Only

File #: DPS17/01
Date Received: 05/23/2017
Date Accepted: 05/30/2017
Application Fees:
Paid by Chq. #000015

**TOWN OF SHELBURNE
APPLICATION FORM FOR
PLANS OF SUBDIVISION & CONDOMINIUM**

Date Received 05/23/2017

1. APPLICATION INFORMATION

Name of Applicant: INNOVATIVE PLANNING SOLUTIONS
Mailing Address: 150 DUNLOP STREET EAST, SUITE 201 BARRIE ON L4M 1B1
Telephone Number (Home): _____ Fax Number: 705-812-3438
Telephone Number (Business): 705-812-3281 Email Address: dvella@ipsconsultinginc.com

2. OWNER

If the Applicant is not the Owner of the subject lands, then authorization from the Owner is required, as well as the following information:

Name: MUSKOKA D & M CORP
Mailing Address: 190 HOTCHKISS STREET GRAVENHURST, ON P1P 1H6
Telephone Number: 416-617-8478 Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: MERIDIAN CREDIT UNION
Mailing Address: 75 CORPORATE PARK DRIVE LOWER LEVEL ST. CATHERINES ON L2S3W3
Name: _____
Mailing Address: _____

4. SUBJECT LANDS

Lot: PART OF LOT 1 Concession: 2

Reference Plan: PARTS 1-9 PLAN 7R-2670
PARTS 1-11 PLAN 7R-5087 Part/Block/Lot: _____

Street Name and Number: NO MUNICIPAL ADDRESS
(if corner lot please include both street names)

Area of subject lands: 2.25 ha Frontage: 10m - CENTENNIAL ROAD/
49.5m - MAIN STREET

Depth: IRREGULAR

	Yes	No	Unknown
(i) Has the grading of the subject land been changed by adding earth or other material?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(ii) Has a gas station been located on the subject land or land adjacent to the subject land at any time?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(iii) Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(iv) Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Are there any easements or restrictive covenants affecting the subject lands? If so, please describe _____
SEWER EASEMENTS - MF122376, MF13756, MF21164, MF122376, MF13756, MF122376, MF152170

5. ZONING AND OFFICIAL PLAN INFORMATION

RESIDENTIAL, INDUSTRIAL,
NATURAL ENVIRONMENT
OPA 34: RESIDENTIAL, EMPLOYMENT,
POLICY EXCEPTION 4.5.4.2

What is the present Official Plan designation of the subject lands? _____

What is the present zoning? 'R5', 'R5-F', M1', 'M1-F', 'NE'

6. PROPOSED AND CURRENT USE

What is the existing use of the subject land? VACANT

Are there any buildings or structures on the subject lands?
☐ yes ☒ no

Are the existing buildings proposed to be demolished?
☐ yes ☒ no

When were the subject lands acquired by the current owner? JULY 2016/ JANUARY 2017

How long have the existing uses continue don the subject lands? >10 YEARS

Is the application for a plan of subdivision or plan of condominium? SUBDIVISION

If the application is for a plan of condominium, is a site plan agreement proposed and what is the status of such application? N/A

Please complete the following table to describe the proposed land use:

Proposed Land Use	Number of Units or Dwellings	Number of Lots and/or Blocks	Area (ha)	Density (Units/Dwellings per ha)
Residential:				
Detached				
Semi-Detached				
Multiple		1	2.08	
Apartments				
Other				
Commercial				
Industrial				
Institutional				
Open Space				
Natural Environment		2	0.17	
Roads				
Other – specify				
Totals		3	2.25	

7. ACCESS

Is the subject land accessible by:

- ☐ Provincial highway
☒ Municipal road (maintained year round)
☐ Right of way
☐ Other, describe _____

8. SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by: ☒ Sewer ☐ Ditch ☐ Swale
 ☐ Other, describe _____

9. OTHER APPLICATIONS

When was the draft plan application submitted to the Ministry of Municipal Affairs and Housing?
TO BE SUBMITTED _____

Please provide the Ministry file number: _____

Are the subject lands the subject of any other applications under the Planning Act?
☒ yes ☐ no

If yes, please describe and provide file numbers: _____
DRAFT PLAN OF CONDOMINIUM, SUBMITTED CONCURRENTLY
ZONING BY-LAW AMENDMENT, SUBMITTED CONCURRENTLY

10. DRAWINGS AND REPORTS

Drawings and required reports should be provided in accordance with the requirements set out on the Plan of Subdivision Process Sheet.

11. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape architectural and/or external planning consulting expenses incurred by the Town of Shelburne during the processing of this application, in addition to any application fee set by the Town of Shelburne.

04/05/2017

Date



Signature of Owner/Applicant

04/04/2013

12. AUTHORIZATION

PLEASE SEE ATTACHED AUTHORIZATION LETTER

I/We _____ am/are the owner(s) of the subject lands for which this application is to apply. I/We _____ do hereby grant authorization to _____ to act on my/our behalf in regard to this application.

04/05/2017
Date

[Signature]
Signature of Registered Owner(s)

13. AFFIDAVIT

I, DARREN VELLA of the TOWNSHIP OF SPRINGWATER in the COUNTY OF SIMCOE solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under other, and by virtue of "The Canada Evidence Act".

Note: All invoices for payment shall be sent to the person indicated in section 2 of this application, unless otherwise requested.

DECLARED BEFORE ME AT CITY of BARRIE
in the County of the Simcoe
this 7 day of April, 2017

[Signature]
Witness

[Signature]
Signature of Registered Owner (s) or Agent

14. PERMISSION TO ENTER

I hereby authorize the members of staff and/or elected members of Council of the Town of Shelburne to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

04/05/2017
Date

[Signature]
Signature of Registered Owner (s) or Agent

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council agenda. The agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-2600.

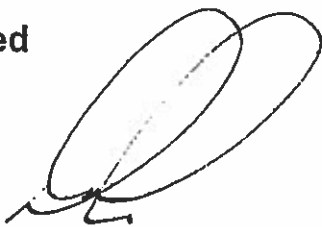
Date: April 03, 2017

Authorization as Agent Letter:

This letter is to give Innovative Planning Solutions permission to represent Muskoka D & M Corp in all planning applications relative to:

- Part of Lot 1, Concession 2 in the Town of Shelburne, Dufferin County

Signed

A handwritten signature, possibly reading "J. L.", is written over a horizontal line.

04/05/2017

Date:

SCHEDULE OF PARTS					
PART	LOT	CONCESSION	P. I. N.	TOWN	AREA
1					0.011 ha.
2					0.121 ha.
3				SHELBURNE	0.586 ha.
4	EAST HALF OF LOT 1	2. OLD SURVEY	ALL OF 34138-0060 (LT)	(FORMERLY THE GEOGRAPHIC TOWNSHIP OF MELANCTHON)	0.041 ha.
5	(a)				0.119 ha.
7	(b)				0.042 ha.
8	(c)				0.004 ha.
9	(d)				0.065 ha.
10	(e)				0.003 ha.
11	(f)				0.017 ha.
					0.142 ha.

**PLAN OF SURVEY OF
PART OF THE EAST HALF OF LOT 1
CONCESSION 2, OLD SURVEY
TOWN OF SHELBURNE
(formerly the Geographic Township of Melancthon)
COUNTY OF DUFFERIN**



NOTE:

(1) BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THE NORTHERLY LIMIT OF THE ROAD ALLOWANCE BETWEEN THE TOWNSHIPS OF AMARANTH AND MELANCTHON AS SHOWN ON A PLAN OF SURVEY BY ZUBEK AND EWO, ONTARIO LAND SURVEYORS DATED JULY 10, 1989 AS N 74° 26' 30" E.

(2) ALL MEASUREMENTS ARE IN METRES AND MAY BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

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

(2) THIS SURVEY WAS COMPLETED ON SEPTEMBER 26, 2002.

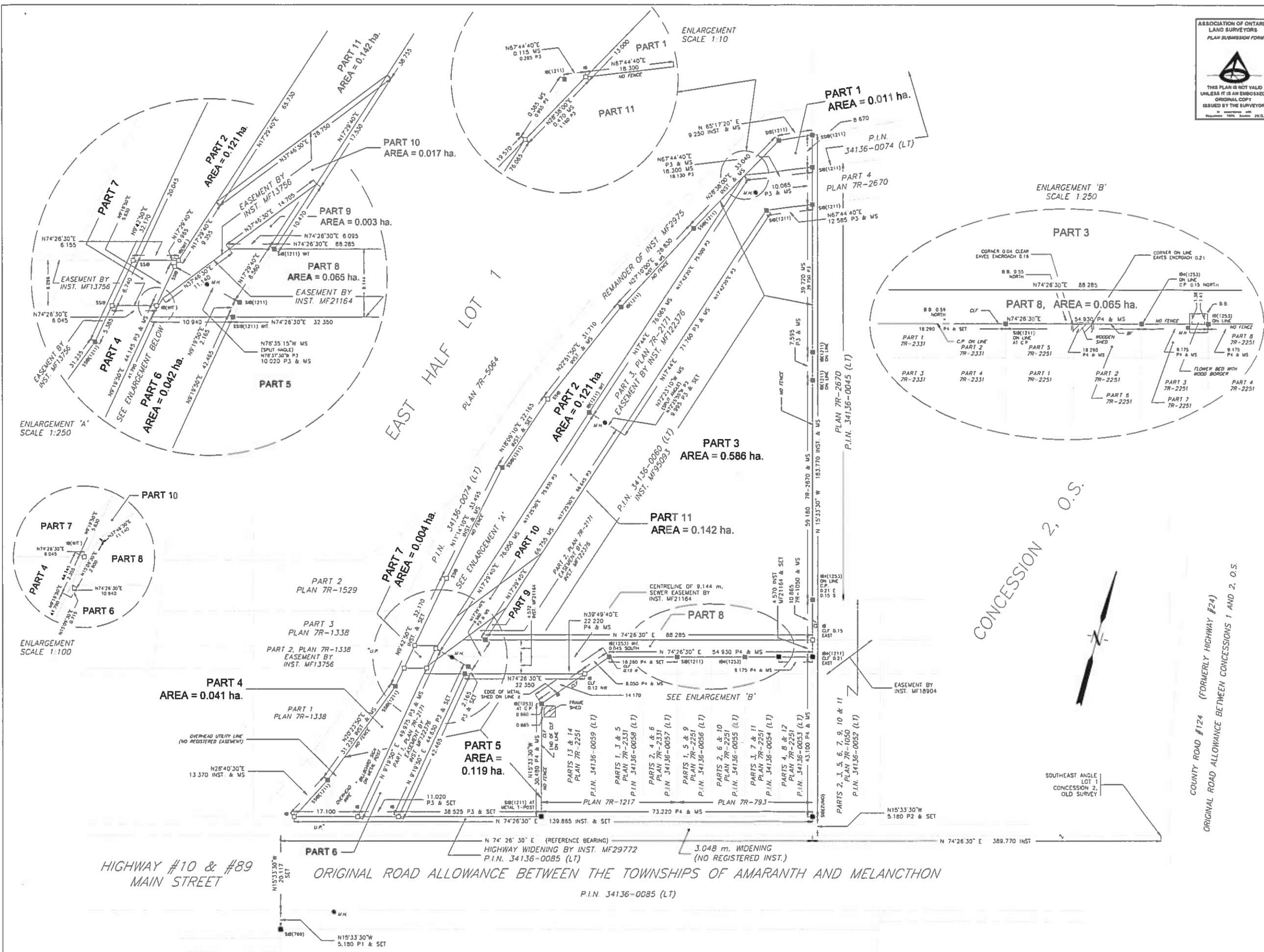
P.J.WILLIAMS, O.L.S.

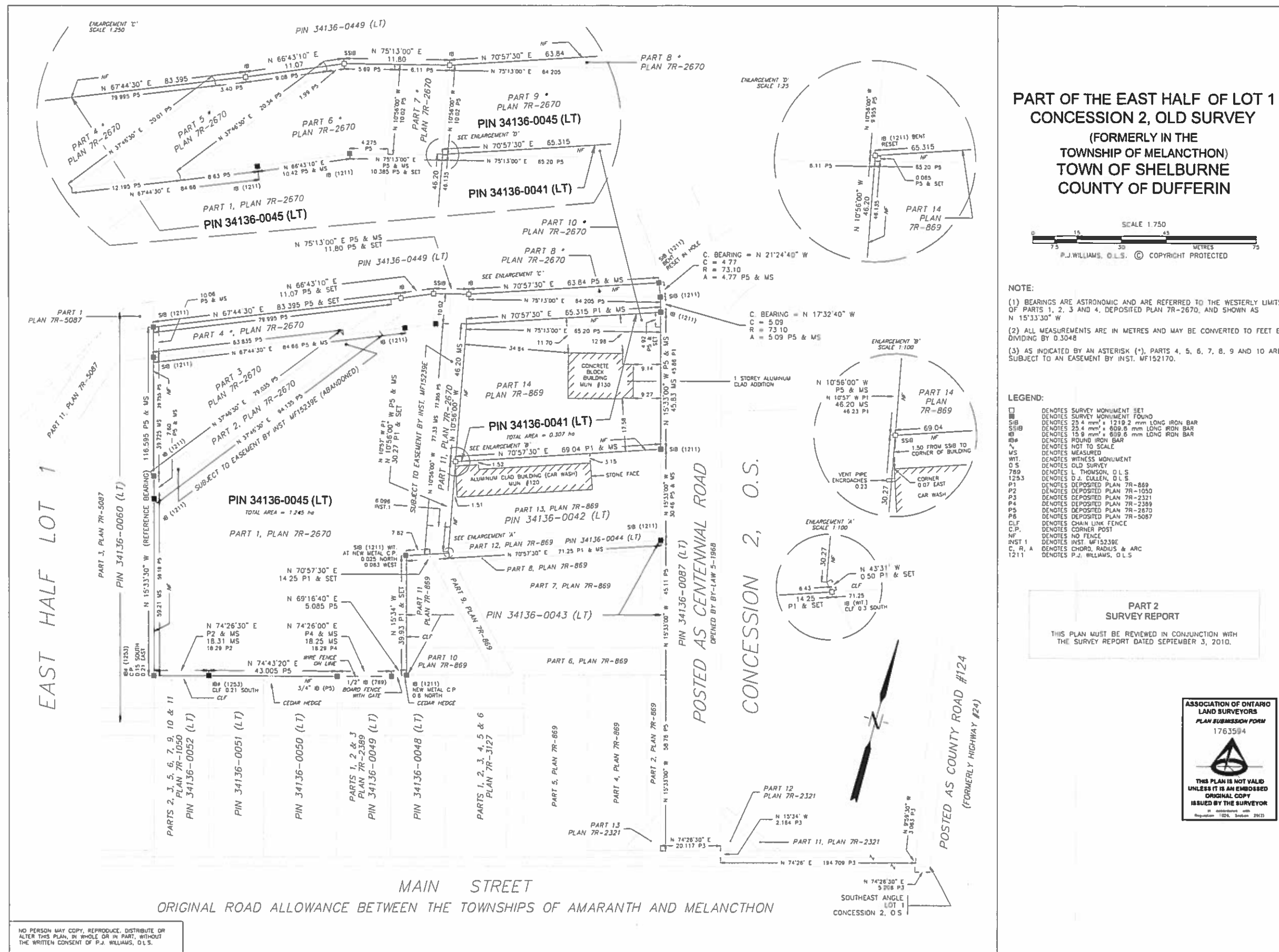
Sepembre 28, 2003
DATED

P.J. WILLIAMS, ONTARIO LAND SURVEYOR

MALING ADDRESS: P.O. Box 146, ORANGEVILLE, ONTARIO L9W2Z5
OFFICE ADDRESS: 608286 RIVER ROAD W.R.G., SLEIGHBURNE, ONTARIO L0M1S7
PHONE/F: (519)941-6231. (519)925-0037 Fax/F: (519)925-4105
E-MAIL: pje121@aol.com

PROJECT \$700 CLIENT VAL RICCI / PAT VANDERBURGH





NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR
ALTER THIS PLAN, IN WHOLE OR IN PART, WITHOUT
THE WRITTEN CONSENT OF P.J. WILLIAMS, D: S.

ZONING TABLE - RESIDENTIAL TYPE FIVE (R5) ZONE		
PROVISION	REQUIRED	PROVIDED
MIN. LOT AREA PER DWELLING	185 m²	154 m²
MIN. LOT FRONTAGE - INTERIOR	6.0 m	6.1 m
MIN. LOT FRONTAGE - CORNER	8.0 m	7.4 m
MIN. FRONT YARD	6.0 m	3.8 m
MIN. EXTERIOR SIDE YARD	4.5 m	1.3 m
MIN. INTERIOR SIDE YARD	1.2 m	1.2 m
MIN. REAR YARD	7.5 m	3.58 m
MAX. SETBACK FROM STREET CENTRELINE	16.0 m	N/A
MAX. LOT COVERAGE	45%	24.3 %
MAX. BUILDING HEIGHT	12.0 m	≤ 12.0 m
MIN. LANDSCAPED OPEN SPACE	25 %	39 %
MAX. # OF CONNECTED TOWNHOUSE DWELLINGS	6 units	6 units
MIN. DISTANCE BETWEEN TWO GROUPS OF TOWNHOUSE DWELLINGS	2.0 m	2.0 m
PARKING	1 parking space/ unit	1.2 spaces/ unit
MAX. GARAGE WIDTH	3.0 m	< 3.0 m

- TOTAL LANDS
2.25 ha (5.55 ac)
- 60 UNITS TOWNHOUSE DWELLINGS
- PRIVATE YARDS
- PARKETTE
0.024 ha (242.7 m²)
- OPEN SPACE (COMMON LANDS)
0.27 ha (2744 m²)
- NATURAL ENVIRONMENT AREA
0.17 ha (0.42 ac)
- STORMWATER MANAGEMENT POND
0.11 ha (1142 m²)
- 0.9 m TRAIL



SITE PLAN
PART OF LOT 1, CONCESSION 2
PARTS 1-9 PLAN 7R-2670 & PARTS 1-11
PLAN 7R-5087
IN THE
TOWN OF SHELBURNE
DUFFERIN COUNTY
2017

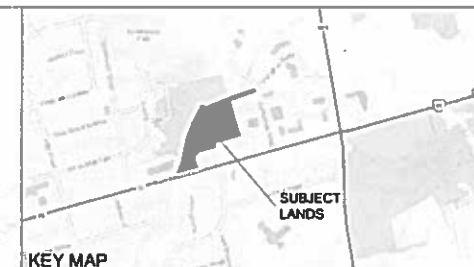
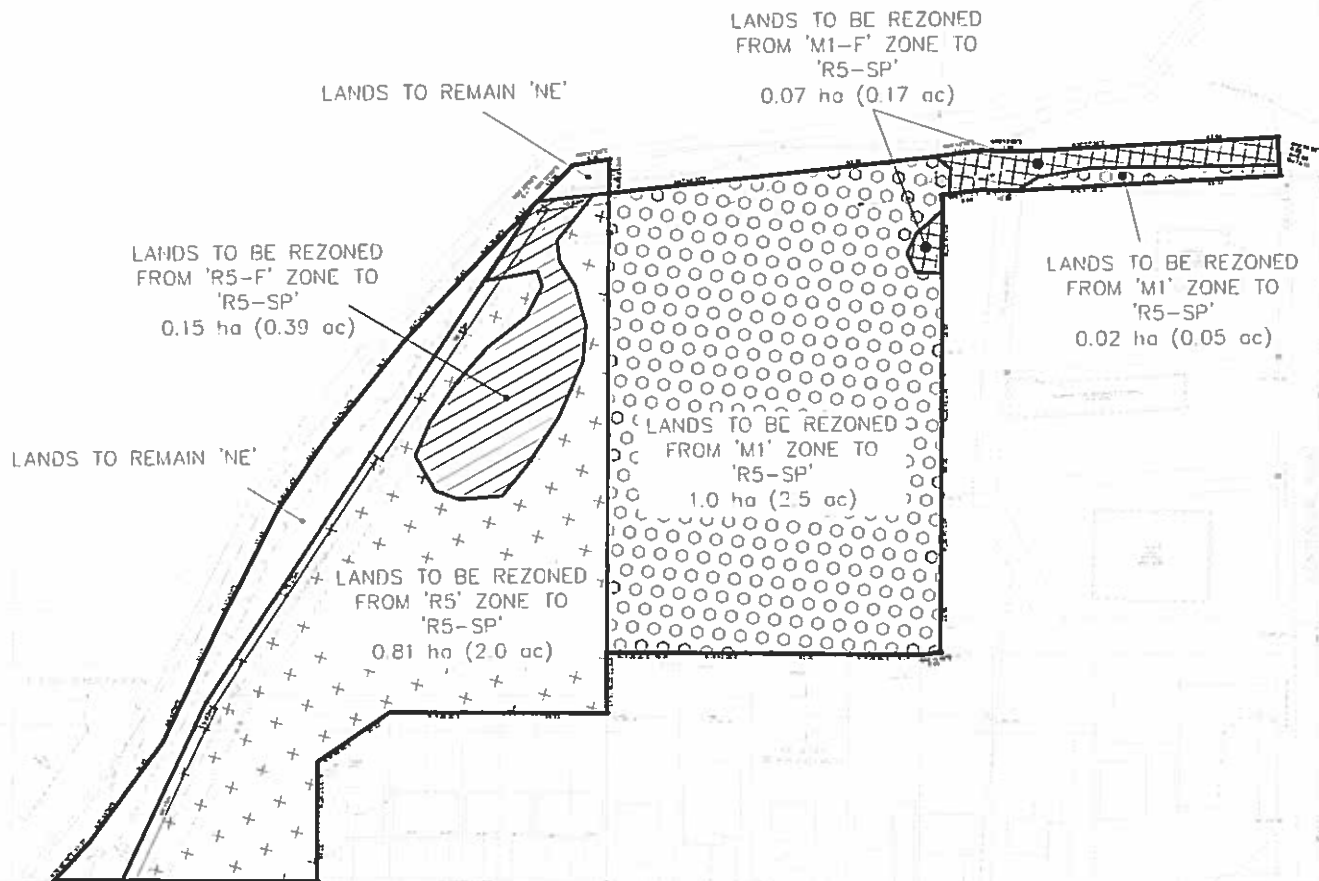


INNOVATIVE PLANNING SOLUTIONS
PLANNERS • PROJECT MANAGERS • LAND DEVELOPMENT
150 DUNDAS STREET EAST, SUITE 201, BARRIE, ONTARIO L4M 1G2
TEL: (705) 813-3381 FAX: (705) 813-3438
EMAIL: INFO@IPSONSULTING.COM

FILE: 16-621 SITE PLAN.dwg

PROJECT: 16-621 SHELBURNE

DATE: MARCH 28, 2017



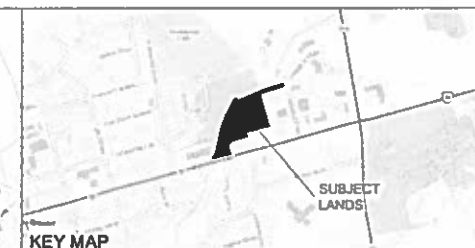
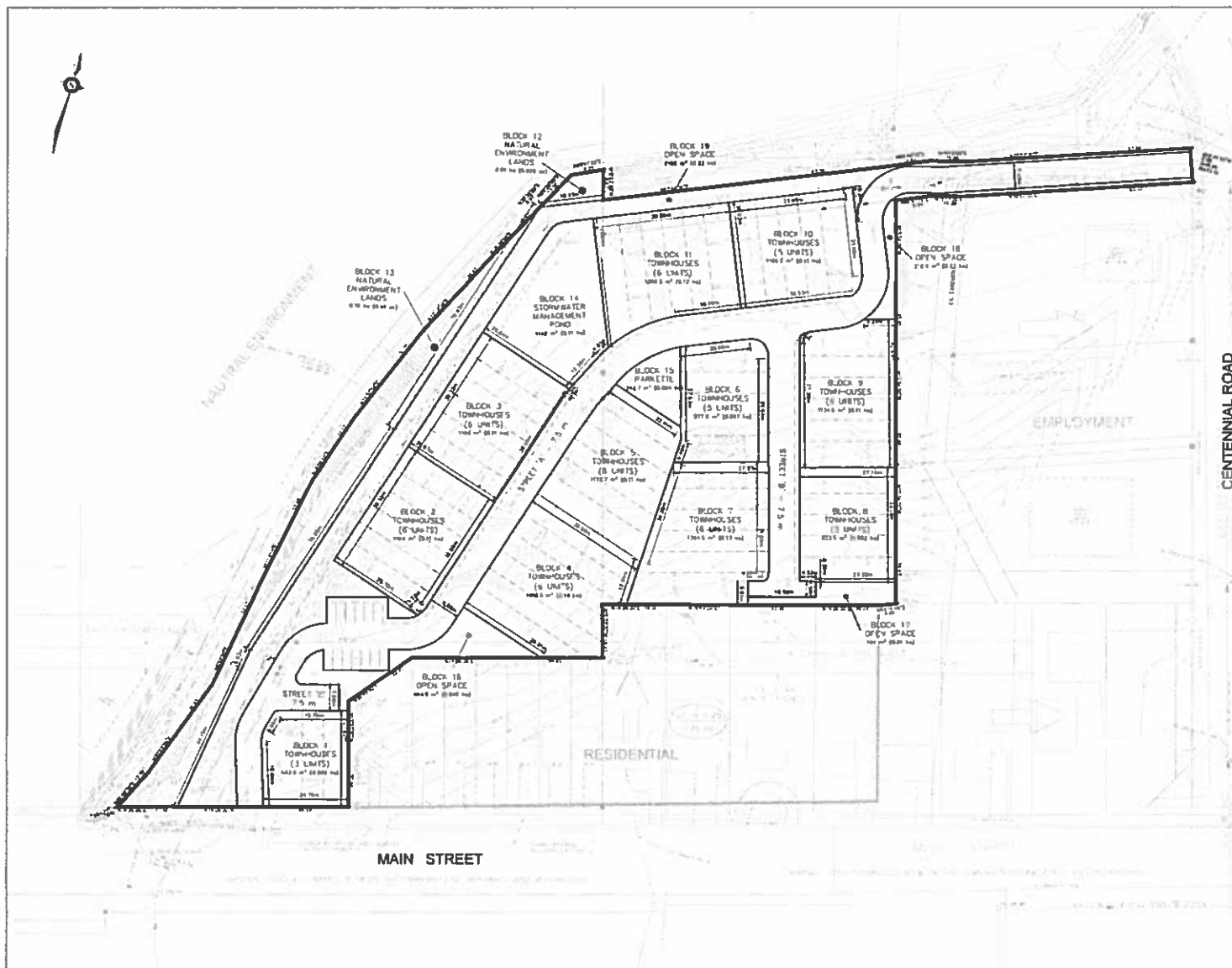
ZONING BY-LAW AMENDMENT SCHEDULE **PART OF LOT 1, CONCESSION 2** **PARTS 1-9 PLAN 7R-2670 & PARTS 1-11** **PLAN 7R-5087** **IN THE** **TOWN OF SHELBURNE** **DUFFERIN COUNTY** **2017**



	TOTAL LANDS 2.26 ha (5.6 ac)
	LANDS TO BE REZONED FROM 'RESIDENTIAL TYPE FIVE (FLOODPLAIN)' (R5-F) TO 'RESIDENTIAL TYPE FIVE - SPECIAL PROVISIONS' (R5-SP) 0.15 ha (0.39 ac)
	LANDS TO BE REZONED FROM 'RESIDENTIAL TYPE FIVE' (R5) TO 'RESIDENTIAL TYPE FIVE - SPECIAL PROVISIONS' (R5-SP) 0.81 ha (2.0 ac)
	LANDS TO BE REZONED FROM 'EMPLOYMENT' (M1) TO 'RESIDENTIAL TYPE FIVE - SPECIAL PROVISIONS' (R5-SP) 1.07 ha (2.64 ac)
	LANDS TO BE REZONED FROM 'EMPLOYMENT (FLOODPLAIN)' (M1-F) TO 'RESIDENTIAL TYPE FIVE - SPECIAL PROVISIONS' (R5-SP) 0.07 ha (0.17 ac)
	LANDS TO REMAIN ZONED 'NATURAL ENVIRONMENT' (NE) 0.17 ha (0.42 ac)

ZONING TABLE - RESIDENTIAL TYPE FIVE (R5) ZONE		
PROVISION	REQUIRED	PROVIDED
MIN LOT AREA PER DWELLING	186 m ²	154 m ²
MIN LOT FRONTAGE - INTERIOR	6.0 m	6.1 m
MIN LOT FRONTAGE - CORNER	9.0 m	7.6 m
MIN FRONT YARD	6.0 m	7.6 m
MIN EXTERIOR SIDE YARD	4.5 m	7.6 m
MIN INTERIOR SIDE YARD	1.2 m	1.2 m
MIN REAR YARD	7.5 m	7.6 m
MAX SETBACK FROM STREET (SEMPLE)	10.0 m	N/A
MAX LOT COVERAGE	40%	34.3%
MAX BUILDING HEIGHT	12.0 m	≤ 12.0 m
MIN LANDSCAPED OPEN SPACE	35%	35%
MAX % OF CONNECTED TOWNHOUSE DWELLINGS	0 units	0 units
MIN DISTANCE BETWEEN TWO GROUPS OF TOWNHOUSE DWELLINGS	2.0 m	2.0 m
PARKING	1 parking space per unit	1.2 spaces per unit
MAX GARAGE WIDTH	3.0 m	≤ 3.0 m

ZONING BY-LAW AMENDMENT **TOWN OF SHELBURNE**



DRAFT PLAN OF CONDOMINIUM PART OF LOT 1, CONCESSION 2 PARTS 1-9 PLAN 7R-2670 & PARTS 1-11 PLAN 7R-5087 IN THE TOWN OF SHELBURNE DUFFERIN COUNTY 2017



OWNER'S CERTIFICATE
I HEREBY AUTHORIZE INNOVATIVE PLANNING SOLUTIONS TO PREPARE THIS DRAFT PLAN OF SUBDIVISION AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION FOR APPROVAL.

DATE: _____ TRIDORCA DEVELOPMENT CORP.

SURVEYOR'S CERTIFICATE
I CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE: _____ TRIDORCA DEVELOPMENT CORP.
DRAFT PLAN OF SUBDIVISION
1:1000 SCALE
1:1000 SCALE
1:1000 SCALE

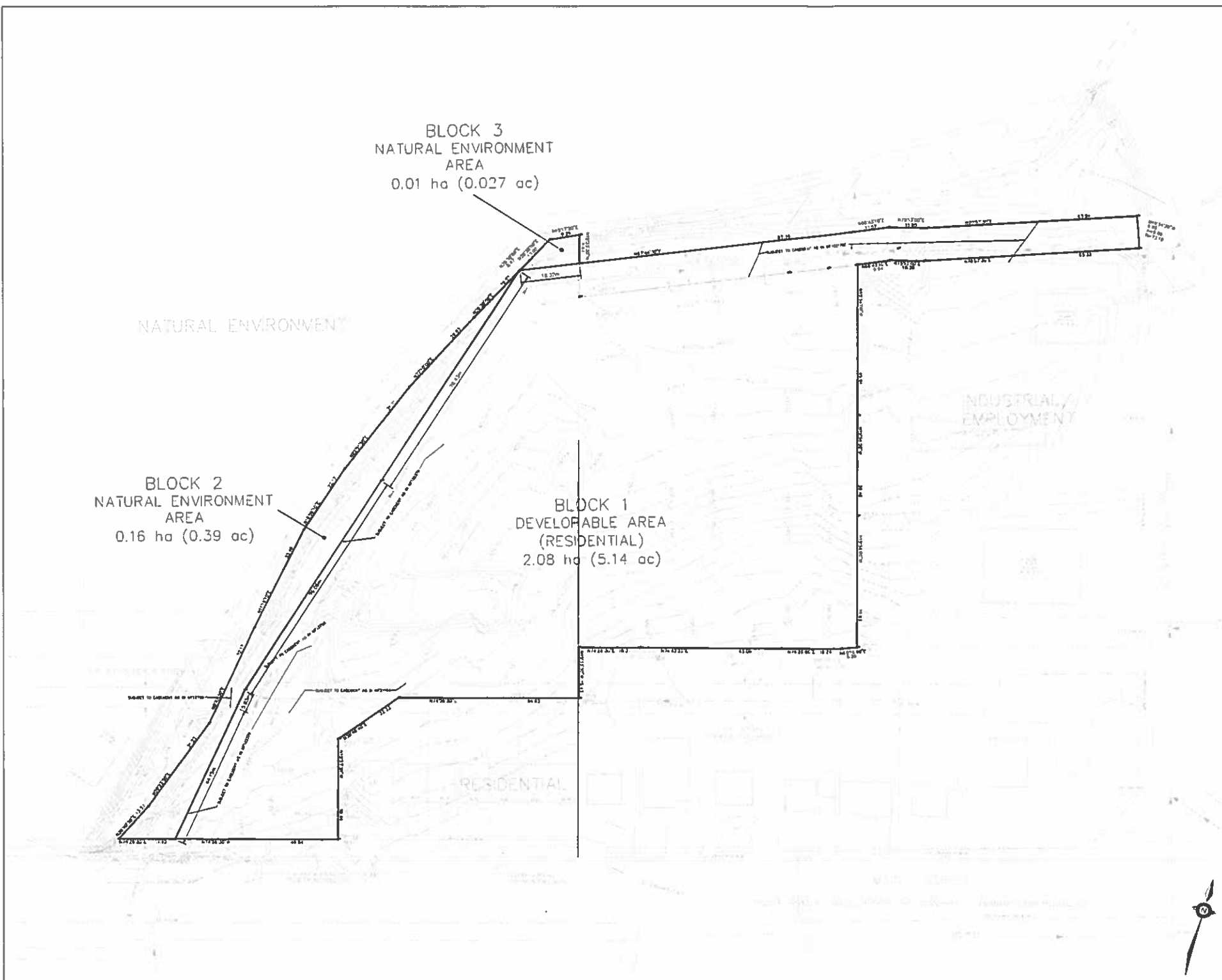
LAND USE STATISTICS		
LAND USE	LOT/BLOCK No.	AREA (sq. ft.)
RESIDENTIAL (TOWNHOUSES)	1-11 (18 UNITS)	1,381
NATURAL ENVIRONMENT	12-13	0.17
STORMWATER MANAGEMENT	14	0.11
PARKING	15	0.02
OPEN SPACE	16-18	0.28
TOTAL	1-18 (21)	2.05

DRAFT PLAN OF CONDOMINIUM TOWN OF SHELBURNE



INNOVATIVE PLANNING SOLUTIONS
PLANNERS • PROJECT MANAGERS • LAND DEVELOPMENT
150 DUNDAS STREET EAST, SUITE 201, BARRIE, ONTARIO L4M 1B3
TEL: (705) 612-3281 FAX: (705) 612-3438
EMAIL: INFO@IPSONLINE.COM

FILE: 16-421 DRAFT PLAN OF CONDOMINIUM.dwg DATE: APRIL 05, 2017
PROJECT: 16-421 GRANTIE CONDOS DRAWN BY: V.L.



DRAFT PLAN OF SUBDIVISION
PART OF LOT 1, CONCESSION 2
PARTS 1-9 PLAN 7R-2670 & PARTS 1-11
PLAN 7R-5087
IN THE
TOWN OF SHELBURNE
DUFFERIN COUNTY
2017

OWNER'S CERTIFICATE
I HEREBY AUTHORIZE INNOVATIVE PLANNING SOLUTIONS TO PREPARE THIS DRAFT PLAN OF SUBDIVISION AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION FOR APPROVAL.

DATE _____ "MUSKOKA DAM CORP."

SURVEYOR'S CERTIFICATE
I CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE _____ "DROASTRI SURVEYING LTD."
DROASTRI SURVEYING LTD.
1481 WELHAM ROAD
BARRIE, ON
L4N 8B7

- ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT**
- | | |
|-------------------------------------|-----------------------------|
| a) SHOWN ON PLAN | b) SHOWN ON PLAN |
| b) SEE KEY PLAN | c) MUNICIPAL WATER |
| c) SHOWN ON PLAN | d) HOMEWOOD BLT LOAM |
| d) RESIDENTIAL, NATURAL ENVIRONMENT | e) SHOWN ON PLAN |
| e) SHOWN ON PLAN | f) MUNICIPAL WATER & SEWAGE |
| f) SHOWN ON PLAN | g) SHOWN ON PLAN |

LAND USE STATISTICS		
LAND USE	LOT/BLOCK No.	AREA (ha)
DEVELOPABLE AREA (RESIDENTIAL)	1	2.08
NATURAL ENVIRONMENT AREA	2-3	0.17
TOTAL		2.25

APPROVED SUBJECT TO CONDITIONS IN ACCORDANCE WITH SECTION 51(31) OF THE PLANNING ACT, RSO 1990, CHAP. P. 13, AS AMENDED, THIS _____ DAY OF _____, 20____.

JOHN TELFER, CAO/CLERK - TOWN OF SHELBURNE

DRAFT PLAN OF SUBDIVISION
TOWN OF SHELBURNE



INNOVATIVE PLANNING SOLUTIONS
PLANNERS • PROJECT MANAGERS • LAND DEVELOPMENT
150 DUNDAS STREET EAST, SUITE 201, BARRIE, ONTARIO L4M 1B2
TEL: (705) 612-2261 FAX: (705) 612-3438
EMAIL: info@ipcsolutions.com

FILE 16-621 DRAFT PLAN OF SUBDIVISION.dwg	DATE APRIL 05, 2017
PROJECT 16-621 GRANITE CONDOS	DRAWN BY V.L.

Denise Holmes

From: Nicole Hill <nhillsecretary@gmail.com>
Sent: Wednesday, June 07, 2017 12:07 PM
To: Jennifer Willoughby; John Telfer; Denise Holmes; thorner@mulmurtownship.ca; Susan Stone; Town of Mono; mark@townofmono.com
Subject: SDFB Resolution

Hello,

The following resolution was passed at the SDFB Meeting last night:

Moved by: K.McGhee
Seconded by: W. Mills

BE IT RESOLVED THAT:

The SDFB recommends that the current Contract dated the 15th day of October 1991 signed by each participating municipality be updated to reflect Provincial Legislation and Municipal By-laws now in effect;

And furthermore, the SDFB requests that each participating municipality submit identified up-dates that they would like to have considered in an updated contract.

Carried

Regards,
Nicole Hill

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca
From: nhillsecretary@gmail.com

Message Score: 13
My Spam Blocking Level: High

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

[Block](#) this sender
[Block](#) gmail.com

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

CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2017

**BEING A BY-LAW TO AMEND SCHEDULE "A" ATTACHED TO BY-LAW 35-2013 -
TARIFF OF FEES FOR ADMINISTRATIVE MATTERS**

WHEREAS the provisions of the Municipal Act, 2001 Section 391 provides that the Council of the municipality may by By-law prescribe fees and charges for services or activities provided.

AND WHEREAS the Council of the Corporation of the Township of Melancthon deems it expedient to amend Schedule A attached to By-law No. 35-2013.

NOW THEREFORE be it resolved that the Council of the Corporation of the Township of Melancthon enacts as follows:

1. That the Township of Melancthon add "Reminder/Overdue Tax Notices" to the list fees and charges for Administrative matters as described in Schedule 'A' attached hereto.
2. This By-law shall come into force and have effect upon the final reading thereof.

BY-LAW READ A FIRST AND SECOND TIME THIS 15th DAY OF JUNE, 2017.

BY-LAW READ A THIRD TIME AND PASSED THIS 15TH DAY OF JUNE, 2017.

MAYOR

CLERK

GB#1.1
JUN 15 2017

CORPORATION OF THE TOWNSHIP OF MELANCTHON

SCHEDULE OF FEES

<u>Service</u>	<u>Fee</u>
Business Licenses	\$100.00
Additional Blue Box	\$5.00
Additional Green Bins	\$15.00
Additional Kitchen Catcher	\$5.00
Faxes (per sheet)	\$3.00
Fire permit (per year)	\$15.00
NSF/Returned Cheques	\$35.00
Official Plan	\$40.00
Lapel Pins	\$4.00
Photocopies (per sheet)	\$0.30
Photocopies - large colour (per sheet)	\$1.00
Tax Certificate	\$40.00
Duplicate Tax Bill	\$10.00
Tax Statement	\$10.00
Township Drain Map	\$10.00
Zoning By-law Book	\$25.00
Zoning Compliance Letter	\$85.00
Application to Permit (Building Permit)	
- Structures - 1,000 square feet or greater than	\$100.00
- Agricultural Buildings that require MDS/Commercial & Industrial Buildings & On-Farm Uses	\$100.00 + \$1,500.00 deposit
- All other building permits	\$50.00
Entrance Permit	\$300.00
<i>(\$200.00 refunded if entrance properly installed)</i>	
Wide Load Permit	\$40.00/load or \$200.00/truck/year
Reduced Load Exemption Application	\$100.00
Lottery License (Raffle)	\$20.00
FOI Requests	\$5.00
Search of Records (per 1/4 hour)	\$15.00
Nevada Licenses	3% of prize value of each box
Special Event Permit App. Fee (<1,000 people)	\$100.00 + \$50.00 Admin Fee
Special Event Permit App. Fee (>1,000 people)	\$200.00 + \$50.00 Admin Fee
Tile Drainage Loan Payout Administration Fee	\$200.00
Reminder/Overdue Tax Notices	\$2.00 per mailing

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY-LAW NO. _____

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon to define and regulate home based business.

WHEREAS the Council of the Corporation of the Township of Melancthon is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the Planning Act, 1990;

AND WHEREAS Council of the Corporation of the Township of Melancthon wishes to update the definitions and regulations governing home based business and has sought public input with respect to the proposed definitions and regulations;

AND WHEREAS the Council of the Corporation of the Township of Melancthon deems it advisable to amend By-Law 12-79, as amended;

NOW THEREFORE the Council of the Corporation of the Township of Melancthon enacts as follows:

1. Zoning By-law 12-79 as amended, is further amended by deleting Section 2.34 and replacing it with the following new sections:

2.34 **HOME INDUSTRY** means a small-scale, legal business activity of an industrial nature accessory to a residential use or agricultural use and conducted entirely within an accessory building. Where a home industry is accessory to an agricultural use, the use shall be located within the farm cluster of buildings, which shall include a dwelling. For the purpose of this definition, a home industry shall not include the repairing, storage or recycling of motor vehicles, mobile homes, boats, heavy equipment and recreational vehicles, which includes, but is not limited to campers, motor homes, motor cycles, all terrain vehicles, personal water craft and snowmobiles.

2.34 a) **HOME OCCUPATION** means the use of part of a dwelling unit for a legal business activity that produces a product or service in a manner which is clearly accessory to the principal residential use of the dwelling unit.

2. And Furthermore, Section 2 is further amended by adding the following new subsection after Section 2.55:

2.55 a) **ON-FARM DIVERSIFIED USE** means a use, occurring entirely and exclusively within a detached building that is secondary and subordinate to the active and principle agricultural use occurring on a property. Such uses shall be integrated within a farm cluster of buildings which must include a dwelling, and may include, but are not limited to, uses that produce value added agricultural products or provide a service that is supportive of regional agri-business.

3. And Furthermore, Section 3 is amended by deleting Section 3.13 and replacing it with the following new section:

3.13 HOME BASED BUSINESS

- 1) **Home Occupations**

A home occupation is permitted in any dwelling unit and is subject to the following regulations:

- a) No more than one employee, in addition to the residents of the dwelling unit, shall be engaged in the business;
- b) Any dwelling unit containing a home occupation shall be occupied as a full-time residence by the owner/operator of the business which shall be confirmed by the current address on record with the Municipal Property Assessment Corporation;

- c) The use is entirely restricted to the dwelling unit and shall not be conducted in whole or in part in any accessory building, yard or private garage;
- d) No more than one home occupation shall be permitted in any dwelling;
- e) The maximum gross floor area dedicated to the home occupation shall be the lesser of 50 square metres or 25% of the gross floor area of the dwelling.
- f) There shall be no goods, wares or merchandise offered or displayed for sale on the premises other than those produced on the premises;
- g) There shall be no outside storage of materials, goods or vehicles in conjunction with the home occupation use;
- h) There shall be no external advertising other than a sign no larger than 1 square metre that may be placed in the front yard or may be affixed to the exterior wall of the dwelling;
- i) A home occupation shall not create noise, vibration, fumes, odour, dust, glare or radiation that is detectable outside of the dwelling unit;
- j) Neither a home industry nor an on-farm diversified use shall be permitted uses in conjunction a home occupation; and,
- k) The following uses shall not be permitted as a home occupation:
 - i) Adult entertainment use;
 - ii) Dating/escort services;
 - iii) Construction/landscaping contractors' yards;
 - iv) Tattoo parlours;
 - v) Taxi service depot, delivery or dispatch establishments; and
 - vi) Any use involving the storage, repair, maintenance and/or towing of motor vehicles or recreational vehicles

2) Home Industries

One home industry is permitted on a lot in the General Agricultural (A1) or Specialty Agricultural (A2) Zones subject to the following regulations:

- a) Not more than 2 employees, who are not residents of the lands utilized for the home industry, shall be permitted;
- b) Any lot upon which a home industry is located shall be occupied as a residence by the operator of the business which shall be confirmed by the current address on record with the Municipal Property Assessment Corporation;
- c) The building or structure housing the home industry shall be dedicated solely to the home industry and shall be set back a minimum of 22.8 metres from any lot line, 121.9 metres from the closest lot line of a vacant lot having a maximum size of 4.1 hectares, and 121.9 metres from a dwelling on a separate lot.
- d) The minimum lot area shall be 2.0 hectares;
- e) The maximum gross floor area of any building or structure housing a home industry shall not exceed:
 - i) 92.9 square metres for lots having a lot area between 2 ha and 10 ha;
 - ii) 185.8 square metres for lots greater than 10 ha in lot area.
- f) The driveway accessing the home industry shall be shared with the driveway that is utilized for the principal use on the lot;
- g) The sale of goods shall be limited to those products that are manufactured, processed, fabricated, or produced on the premises;
- h) All business operations, storage and loading spaces shall be located within the building or structure housing the home industry;
- i) A maximum of two licensed motor vehicles utilized in conjunction with the home industry shall be permitted;
- j) Any permitted home industry shall operate only during any part of the following time periods: between 7:00 a.m. and 7:00 p.m. on Mondays to Fridays and between 8:00 a.m. and 5:00 p.m. on Saturdays;

- k) *There shall be no external advertising other than a sign no larger than 1 square metre that may be placed in the front yard or may be affixed to the exterior wall of the dwelling; and,*
- l) *Neither a home occupation nor an on-farm diversified use shall be permitted uses in conjunction a home industry.*

3) **On-Farm Diversified Uses**

- a) *The following uses may be permitted in the General Agricultural (A1) Zone as an On-Farm Diversified Use as a secondary use to an agricultural operation:*
 - i) *Dry manufacturing, trades and repair services other than an automobile repair shop or public garage;*
 - ii) *Welding and machine shops;*
 - iii) *Wood working shops;*
 - iv) *Band saw mills with covered storage of saw logs;*
 - v) *Greenhouses and market gardens;*
 - vi) *Garden centres;*
 - vii) *Tree nurseries;*
 - viii) *Compatible commercial or retail uses including but not limited to storage and refrigeration of regional agricultural products, and production, sales and marketing of value added agricultural products derived from regional sources;*
 - ix) *Supplemental sources of on-farm income that support and sustain on-farm agricultural operations and production;*
 - x) *Support services that facilitate the production, marketing and distribution of agricultural products;*
 - xi) *On-farm and off-farm sales and marketing of predominantly regional agricultural products and experiences;*
 - xii) *Locally made arts and crafts; and,*
 - xiii) *Ancillary retail sales and service activities.*
- b) *On-farm diversified uses shall be subject to the following regulations:*
 - i) *Ancillary retail commercial sales and service activities, including accessory retail sale of products produced by the on-farm business use, shall be limited to a maximum of 10 percent of the gross floor area of the building.*
 - ii) *Any permitted use shall require a Change of Use Certificate from the Township.*
 - iii) *Only one permitted use is allowed on any qualifying lot.*
 - iv) *The lot shall be eligible for the Farm Property Class tax rate and must be used for a farming business that has a current and valid Farm Business Registration number.*
 - v) *The minimum lot area shall be 20.23 hectares.*
 - vi) *The minimum lot frontage shall be 150 metres.*
 - vii) *The use and all associated facilities including parking areas shall not exceed a maximum area of 0.4 hectares.*
 - viii) *The use shall be located in a separate building or buildings that are not associated with any other use on the lot.*
 - ix) *All buildings and structures shall be set back a minimum of 22.8 metres from any lot line, 121.9 metres from the closest lot line of a vacant lot having a maximum size of 4.1 hectares, and 121.9 metres from a dwelling on a separate lot.*
 - x) *The minimum separation distance between on-farm business uses shall be 500 metres.*

- xi) *The maximum combined total floor area of all buildings shall be 418.06 square metres.*
- xii) *All buildings shall have a peaked roof and the maximum building height shall be 9.2 metres measured vertically from the abutting finished ground level to the peak of the roof.*
- xiii) *All business operations, storage and loading spaces shall be located within fully enclosed buildings.*
- xiv) *There shall be a landscaped buffer strip provided between the use and the nearest open public road. The landscaped buffer strip shall consist of either a minimum 2 metre wide continuous strip of land containing or planted with at least one row of coniferous trees having a minimum height of 2 metres and spaced at a maximum of 3 metre centres or containing a continuous 2 metre high tight board fence. Where necessary, driveways and walkways may cross this landscaped buffer strip. Where existing vegetation provides the equivalent of this buffer, no further planting or fencing is required.*
- xv) *The use shall comply with the applicable noise emission standards of the Ministry of the Environment and, where necessary, acoustic fencing, berms or other mitigation measures shall be provided to ensure that off-site sound levels generated by the use meet those standards.*
- xvi) *The use shall be operated by the owner of the lot and a maximum of four employees.*
- xvii) *The use shall not be offensive, obnoxious or dangerous to the neighbours or the area by reason of: the emission of light, heat, fumes, noise, vibration, gas, dust, smoke, fire, odour, air or water borne waste or pollution; interference with radio or television; or the significant increase in vehicle traffic due to frequency of deliveries by commercial carriers or patron parking.*
- xviii) *There shall be no advertising other than a non-illuminating sign having a maximum size of 1 square metre.*
- xix) *Any permitted on-farm business shall operate only during any part of the following time periods: between 7:00 a.m. and 7:00 p.m. on Mondays to Fridays and between 8:00 a.m. and 5:00 p.m. on Saturdays.*
- xx) *Neither a home occupation nor a home industry shall be permitted uses in conjunction an on-farm diversified use.*

4. And furthermore, Section 4.6 of Zoning By-law 12-79, as amended, is hereby deleted and Section 4.7 is renumbered to 4.6.

5. In all other respects, the provisions of By-law 12-79, as amended shall apply.

This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act (Ontario).

READ A FIRST AND SECOND TIME on the 15th day of June, 2017.

READ A THIRD TIME and finally passed this 15th day of June, 2017.

Mayor

Clerk

Appraisal Report of:
East Side of Main Street
Hornings Mills, Ontario



Prepared For:



Avison Young Valuation & Advisory Services

55 Commerce Valley Drive West, Suite 501, Mailbox #7, Markham, ON L3T 7V9

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NB#2.1

JUN 15 2017



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June 1, 2017

The Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, Ontario
L9V 2E6



Attention : Ms. Denise Holmes, CAO/Clerk

Re: Parts 1, 2 and 3 of Unregistered Plan - East Side of Main Street, Horning's Mills, Ontario

At your request, we have examined the above-referenced property for the purpose of estimating the current market value as of May 30, 2017. It is our understanding this report is being prepared to determine the current estimate of value for sale purposes. This report satisfies appropriate industry and client standards.

The property consists of three vacant parcels of land. The first parcel (Part 3) is located at the northeast corner of Main Street and Fieldway Court, contains 0.47 acres, cannot be developed and represents excess land. The second and third parcels (Parts 1 and 2) is a building lot located on the east side of Main Street just north of Fieldway Court and contains 1.04 acres. The Niagara Escarpment Commission (NEC) recently approved the development of a single storey residential dwelling on Part 1. All three parcels combined contain 1.51 acres and are in the Village of Horning's Mills and Township of Melancthon.

Based upon our investigation of the real estate market and after considering all of the pertinent facts as set forth in the body of this appraisal report, as of May 30, 2017, the subject property is estimated to have a current market value of:

Parts 1 & 2

**Fifty Thousand Dollars
(\$50,000)**

Part 3

**Nine Thousand Four Hundred Dollars
(\$9,400)**

Respectfully submitted,
Avison Young Valuation & Advisory Services

Andrea Callegari, BA, AACI, P. App.
andrea.callegari@avisonyoung.com

Property Overview

E/S Main Street, Horning's Mills, Ontario



Valuation Summary

Property Type	Building Lot and Excess Land
Total Acreage	1.51 acres
Parts 1 & 2	1.04 acres
Permitted Development	1,000 square foot dwelling permitted
Part 3	0.47 acres
Permitted Development	None - Excess Land
Zoning	Niagara Escarpment Commission (NEC)
Exposure Time/Saleability	3 to 6 months
Est. Current Market Value	
Parts 1 & 2	\$50,000
Part 3	\$9,400

Property Data

Municipal Address: E/S Main Street, Horning's Mills, Ontario

Sales History

The subject parcels have not been sold or listed for sale on the open market over the past three years.

Listing History

No listing history could be found.

Description - Physical Improvements



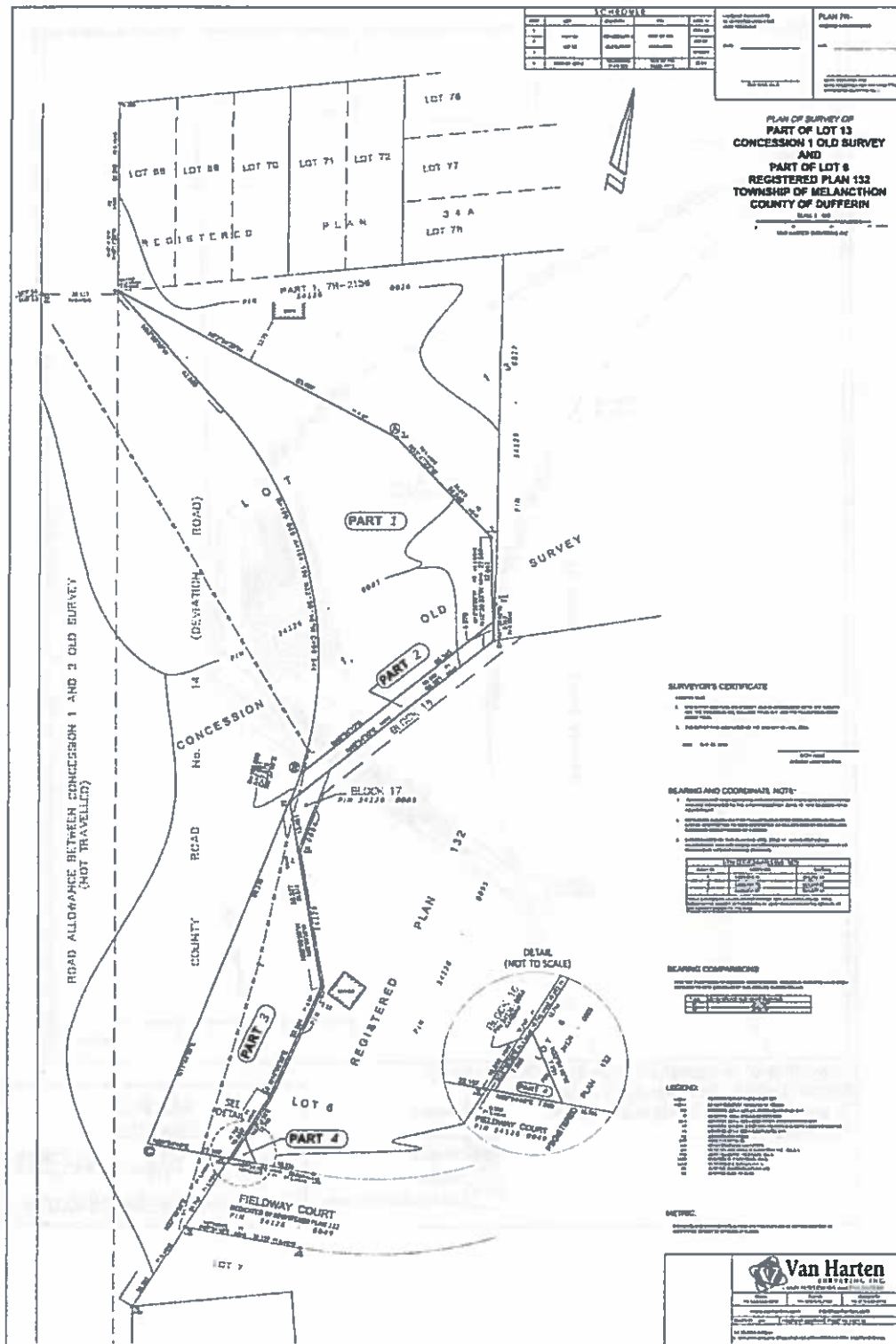
E/S Side Main Street, Horning's Mills, Ontario

Site and Building Description

Location:	On the east side of Main Street just north of Fieldway Court and at the northeast corner of Main Street and Fieldway Court, Horning's Mills, Ontario
Property Identification Number:	Parts 1, 2 and 3 are part of 341260001
Owner of Record:	The Corporation of the Township of Melancthon
Land Area:	1.51 acres total
Parts 1 & 2	1.04 acres
Part 3	0.47 acres
Official Plan Designation	Community
Zoning	NEC - Niagara Escarpment Commission
Services	None
Improvements	None
Permitted Development	Niagara Escarpment Commission (NEC) has approved the development of a single storey dwelling to contain 1,000 square feet located on a small envelope at the eastern edge of Part 1; Part 2 is the driveway (subject to an easement for adjacent owner to access his property) and Part 3 cannot be developed
Real Estate Tax (2016 Final):	n/a

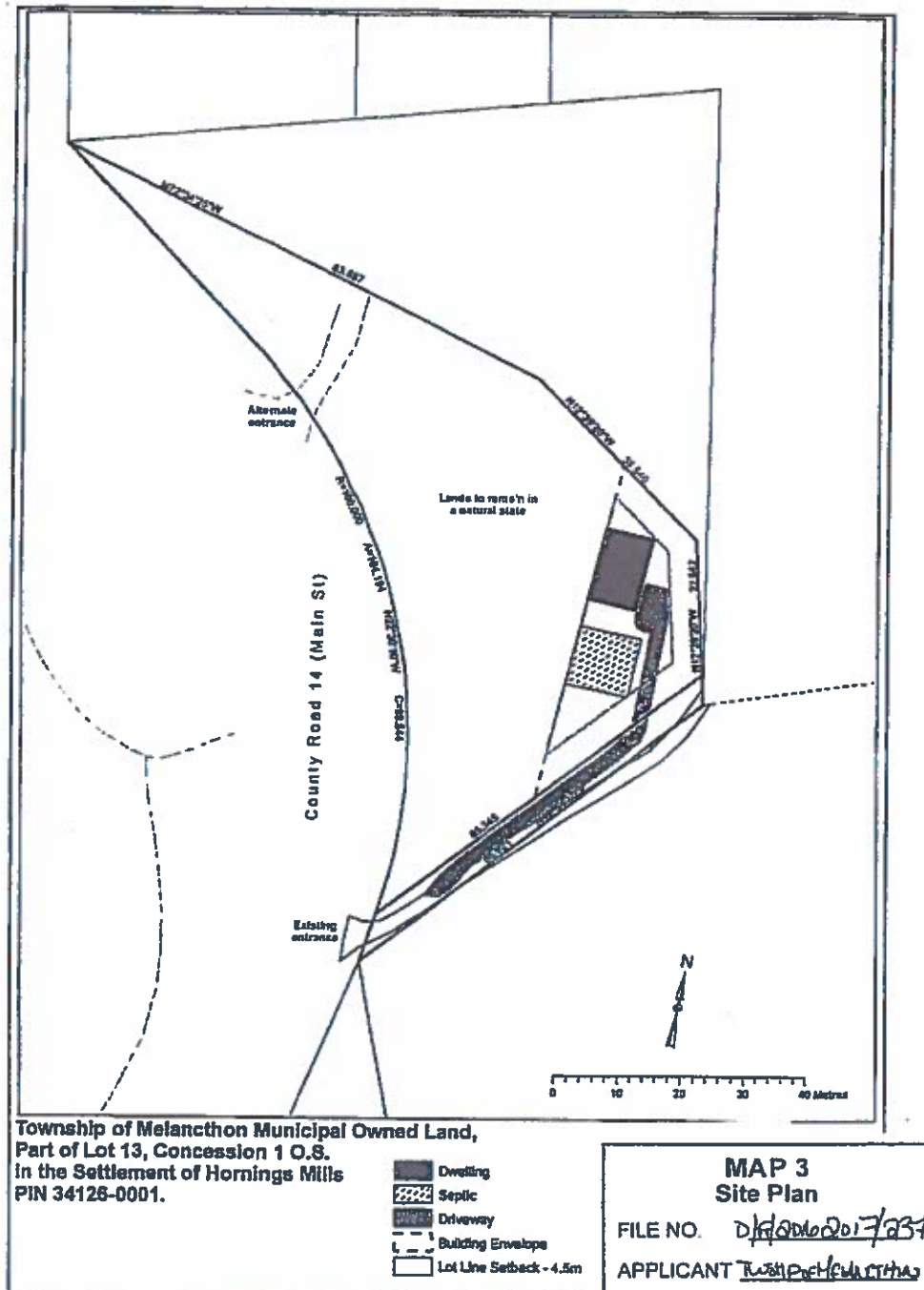
Property Data

SITE PLAN



Property Data

BUILDING ENVELOPE LAYOUT

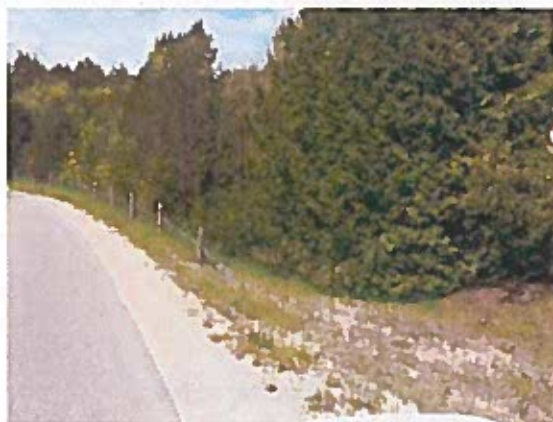


Property Data

PHOTOGRAPHS



Parts 1 & 2 View From Main Street



Looking North ~ Part 1



Looking From The Northwest – Part 1



Part 3 – Looking from Main Street



Part 3 – Looking From Fieldway Court

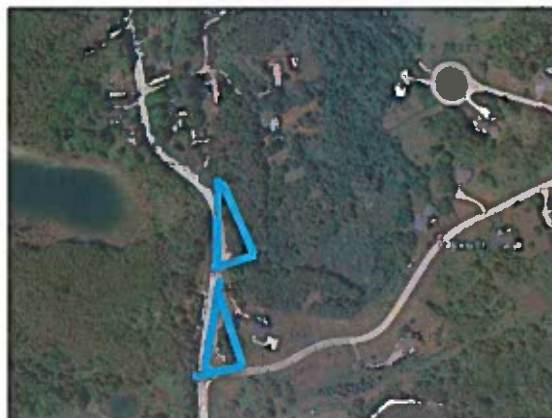


Looking South to Part 3

Property Data



Neighbourhood Map



Aerial Map

Neighbourhood:

The neighbourhood is generally bounded by Highway 124 to the west, by County Road 21 to the north, by Airport Road to the east and by County Road 17 to the south.

Municipal Services:

All typical public services are available portions of the subject neighbourhood including gas, water, sanitary sewers, hydro electric power, etc. as well as all available municipal services such as fire and police protection, garbage removal, etc.

Transportation:

Transportation access is considered good with access to the provincial highway network provided by Highway 124.

Adjacent Land Uses:

North Rural Residential/Agricultural uses
South Rural Residential/Agricultural uses
East Rural Residential/Agricultural uses
West Rural Residential/Agricultural uses

Commentary:

The subject property is situated in an established rural residential/agricultural area of the Township of Melancthon. The quality of farmland, relative affordability of housing and the close proximity to the major employment markets have aided in this area's rapid growth in popularity over the past decade.

Valuation

Method of Valuation

The three traditional approaches to value, Cost, Direct Comparison, and Income Capitalization have been considered in estimating the market value for the subject property. The subject property is vacant land therefore the Direct Comparison Approach will be solely relied in the determination of a final estimate of value for the subject property.

DIRECT COMPARISON APPROACH

The unit of comparison relied upon in this section is overall sale price and price per acre basis. Following is a Summary of Comparable Sales as well as an analysis of the data and a conclusion as to an estimate of market value.

Adjustments to Sale Data

The sales selected for this analysis are compared to the subject property and appropriate adjustments for the elements of comparison are considered. Elements of comparison analysed in this valuation include conditions of sale, market conditions, location, physical characteristics, economic characteristics and use/zoning considerations.

Valuation

Summary of Comparable Sales Melancthon & Surrounding Areas							
	Sale No.	Location	Sale Date	Sale Price	Site Size In Acres	Sale Price Per Acre	Comments
Listings	1	S/S 20 Sideroad, Mulmur	List	\$149,000	1.00	\$149,000	Building Lot in the hamlet of Terra Nova with NVCA approval - Relatively level cleared land
	2	3 Laela Crescent, Muimur	List	\$95,000	0.34	\$279,412	Building Lot - Relatively level cleared land - panoramic views
Sales	1	E/S Mulmur-Melancthon Townline	23-Mar-17	\$75,000	3.38	\$22,189	Building lot - Portion of the lot under NVCA jurisdiction - Relatively level treed lot
	2	N/S County Road 21, Mulmur	20-Dec-16	\$61,500	1.71	\$35,965	Building lot on top of Black Bank Hill - Smaller building envelope - Lot is on top of the hill - small elevation from County Road 21
	3	W/S County Road 124, Melancthon	15-Dec-16	\$130,000	3.55	\$36,620	Building lot - Relatively level, mostly cleared land
	4	S/S Argyle Street, Corbetton	24-Nov-16	\$29,000	0.50	\$58,000	Building lot in the hamlet of Corbetton - Relatively level cleared land
	5	437637 4th Line Melancthon	18-Nov-16	\$120,000	2.20	\$54,545	Building lot - Relatively level, treed land
	6	W/S 2nd Line SW, Melancthon	15-Jun-16	\$82,000	2.00	\$41,000	Building lot with Building Permit approval - Relatively level cleared land
	7	537037 Main Street, Horning's Mills	03-Jun-16	\$150,000	2.00	\$75,000	Building lot - Was improved with house, destroyed by fire - Relatively level cleared land
Subject Property as of May 30, 2017					1.51		3 parcels of vacant land - Part 1 is a building lot with NEC approvals; Part 2 is the driveway and Part 3 cannot be developed

Valuation

PHOTOGRAPHS OF THE COMPARABLE SALES



Listing No. 1 – S/S 20 Sideroad



Listing No. 2 – 3 Laela Crescent



Sale No. 1 – E/S Mulmur-Melancthon Townline



Sale No. 2 – N/S County Road 21



Sale No. 3 – W/S County Road 124



Sale No. 4 – S/S Argyle Street

PHOTOGRAPHS OF THE COMPARABLE SALES



Sale No. 5 – 437637 4th Line



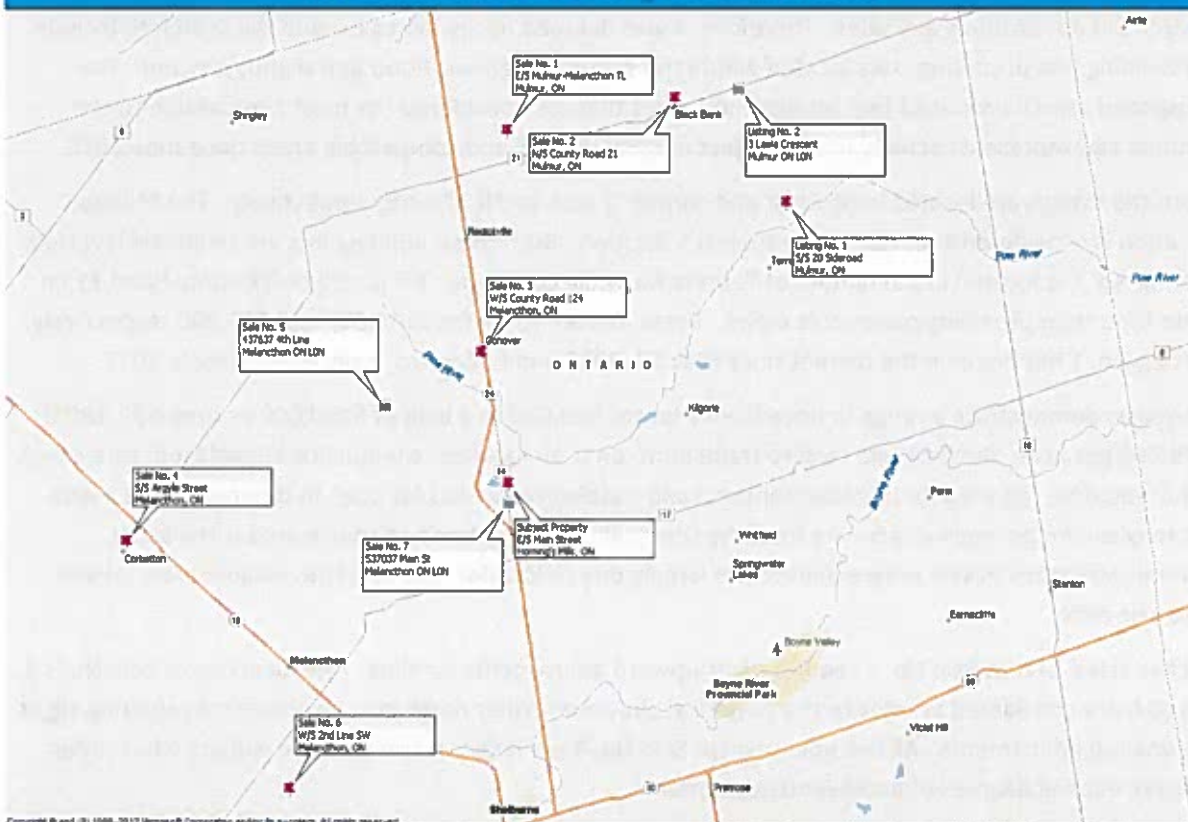
Sale No. 6 – W/S 2nd Line SW



Sale No. 7 – 537037 Main Street

Valuation

Map of Comparable Sales Melancthon & Comparable Areas



COMPARATIVE RATING TABLE

Building Transactions Compared with the Subject Property

Transaction		Major Comparative Variables Impacting Value				
Property	Overall Sale Price	Overall Comparison Adjustment	Time of Sale	Location	Land Size	Lot Quality
E/S Mulmur-Melancthon Townline	\$75,000	Downward	None	Upward	Downward	Downward
N/S County Road 21, Mulmur	\$61,500	Downward	Upward	Downward	Downward	Downward
W/S County Road 124, Melancthon	\$130,000	Downward	Upward	Downward	Downward	Downward
S/S Argyle Street, Corbetton	\$29,000	Upward	Upward	Upward	Upward	Downward
437637 4th Line Melancthon	\$120,000	Downward	Upward	Downward	Downward	Downward
W/S 2nd Line SW, Melancthon	\$82,000	Downward	Upward	Upward	Downward	Downward
537037 Main Street, Horning's Mills	\$150,000	Downward	Upward	None	Downward	Downward

The common unit of comparison is the overall sale price. Adjustments reflect the fact that larger sites trade for a higher price. The foregoing adjustments have been made to the common unit of comparison being the overall sale price.

Valuation

Conclusions - Direct Comparison Approach

A search was conducted for listings and sales of oddly shaped building lots that contain 1 – 1.5 acres in size located in the subject neighbourhood that have occurred within a reasonable time frame. The search did not produce any sales. Therefore, it was deemed necessary to expand the search to include all building lots of varying sizes located within the subject neighbourhood and slightly beyond. The expanded search produced two listings and 7 sales that are considered the most comparable to the subject and represents activity in the subject neighbourhood and comparable areas since June 2016.

Both the listings are located in Mulmur and contain 1 acre and 0.34 acres respectively. The Mulmur location is considered superior to the subject's location. Both these building lots are relatively level lots. Listing No. 1 is located in the hamlet of Terra Nova while Listing No. 2 is located off County Road 21 on Jade Mountain providing panoramic views. These lots are listed for \$149,000 and \$95,000 respectively. Listing No. 1 has been on the market since May 10, 2017 and Listing No. 2 since February 6, 2017.

The sales demonstrate a range in price from a low of \$29,000 to a high of \$150,000 or from \$22,189 to \$75,000 per acre. Building lots tend to trade more on their location, site qualities (level land, tree cover, if fill would be required for development etc) and usable area versus lot size. In other words, a 2-acre lot may sell for as much as a 5-acre lot if the site qualities are better and usable area is the same. Overall, variances in sale price achieved are largely due to location, site qualities, usable area, lot size and sale date.

All the sales, except Sale No. 1 require slight upward adjustments for time. The locations of Sale No.'s 1, 4 and 6 are considered inferior to the subject as they are further north or west therefore requiring slight downward adjustments. All the sales, except Sale No. 4 are larger in size than the subject which does require varying degrees of downward adjustments.

All the sales are considered superior to the subject with respect to lot quality. Most of the sales have lots that are relatively level with some tree cover which makes development easier and more cost effective than a site that is undulating and/or requires a substantial amount of fill for development. Sale No. 2 demonstrates this as this lot is located on the top of a hill. The development of this lot does pose additional costs when compared to a level lot. The sale price was reflective of its site quality/complications. Therefore, all the sales require downward adjustments for lot quality when compared to the subject. The subject parcel, Part 1 which permits the single storey dwelling must be placed on a small envelope with the remainder of the lot to retain the vegetation/tree cover. The lot is heavily treed and is undulating. From the proposed location of the dwelling and the NEC restrictions it would appear there is very little space for a yard. Furthermore, due to the subject site qualities, it appears that fill may be required to construct the dwelling.

The subject parcel, Part 1 and Part 2 (driveway) permits the development of the single storey dwelling and contains 1.04 acres in total. Having regard to the comparable sales, the location of the subject parcels, its size, site qualities and restrictions, it is our opinion an estimate of value for the subject Parts 1 and 2 below Sale No. 2 but above Sale No. 4 or about \$50,000. Is considered appropriate and well supported by the market evidence.

Valuation

Part 3 which is located at the northeast corner of Main Street and Fieldway Court cannot be developed, possesses very little value and desirability in the marketplace. The only conceivable option is to sell Part 3 to the adjoining neighbour that fronts onto Fieldway Court. Based on the comparable sales and the range of prices per acre produced, it is our opinion an estimate of value for Part 3 should be below the lowest price per acre value of \$22,189 or about \$20,000. Therefore, an estimate of value for Part 3 of \$9,400 is concluded by the Direct Comparison Approach (\$20,000 per acre x 0.47 acres).

Therefore, an estimate of value for Parts 1 and 2 of \$50,000 and \$9,400 for Part 3 is concluded by the Direct Comparison Approach.

RECONCILIATION AND FINAL ESTIMATE OF VALUE

Between the various approaches, the following estimated market values were concluded:

Direct Comparison Approach

Part 1 & 2 \$50,000

Part 3 \$9,400

Income Approach

Direct Capitalization Not Developed

Cost Approach Not Developed

The subject property comprises three parts of which Part 1 and 2 represent a building lot and Part 3 is excess land.

The Direct Comparison Approach produced two listings and seven sales of building lots located in the subject neighbourhood and slightly beyond that are considered the most comparable and represent the most recent activity. All the sales were found to provide sufficient evidence as to the value expressed on an overall sale price and per acre basis.

Given the market information with respect to sale transactions and to the fact the subject is vacant land, the Direct Comparison Approach was solely relied upon to determine the value of the subject property. Therefore, a final estimate of value of \$50,000 is concluded for Parts 1 and 2 and \$9,400 is concluded for Part 3.

Appraisal Requirements

Property Rights Appraised	The property rights being appraised are those of the "Fee Simple Interest". Fee Simple interest is an ownership interest unencumbered by any other user.
Purpose	Estimate the current market value.
Intended User	The Corporation of the Township of Melancthon
Date of Inspection	May 30, 2017
Effective Date of Valuation	May 30, 2017
Definition of Market Value	<p>"Market Value" is defined as the <i>"most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming that the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing the title from seller to buyer under conditions whereby:</i></p> <ol style="list-style-type: none"><i>1. buyer and seller are typically motivated;</i><i>2. both parties are well informed or well advised, and acting in what they consider their best interests;</i><i>3. a reasonable time is allowed for exposure in the open market;</i><i>4. payment is made in terms of cash in Canadian Dollars or in terms of financial arrangements comparable thereto; and</i><i>5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales or concessions granted by anyone associated with the sale."</i>
Exposure Time	<p>Exposure time is the estimated length of time the property interest being appraised would have been offered in the market prior to the hypothetical sale at the estimated market value on the effective date of the appraisal. Reasonable exposure encompasses not only adequate, sufficient and reasonable "time" but also adequate, sufficient and reasonable effort. In addition to price, exposure time is also a function of use and type of real estate. The subject is comprised of a building lot and excess land located in the Township of Melancthon. Based on our statistical data regarding days on market, discussions with brokers and information derived through analysis of comparable data, it is our opinion a reasonable exposure time for the subject is approximately three to six months.</p>

Appraisal Requirements

Scope of Valuation and Reporting Process

During the course of preparing this valuation, the appraiser:

- Made an inspection of the property and surrounding area.
- Reviewed available data regarding the local residential market.
- Verified current land use and zoning regulations.
- Reviewed data on comparable sale transactions for residential building lots as well as vacant rural land.
- Interviewed market participants.
- Confirmed all data relied upon in the valuation process.
- Prepared a full valuation report in accordance with the Canadian Uniform Standards of Professional Appraisal Practice ("Standards").

Property Identification Number

34126001 – Parts 1, 2 and 3 are a portion of this property

Highest and Best Use

Real estate is valued in terms of its highest and best use. Highest and best use is defined as:

The reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum profitability

Source: *The Dictionary of Real Estate Appraisal*
Third Edition, 1993
Appraisal Institute

To properly analyze highest and best use, two determinations must be made. First, the highest and best development of the site as though vacant and available for use, is made. Second, the highest and best use of the property as improved is analyzed and estimated. The highest and best use of both the land as though vacant and the property as improved must meet four criteria: physically possible, legally permissible, financially feasible, and maximally productive. Of the uses that satisfy the first three tests, the use that produces the highest price or value consistent with the rate of return warranted by the market is the maximally productive use.

Appraisal Requirements

Subject Properties – As Though Vacant	Physically Possible Legally Permissible Financially Feasible Maximally Productive	Residential Uses Residential Uses Residential Uses Residential Uses
Commentary	The subject property is best suited for a residential use to the maximum density permitted under existing zoning by-laws.	
Subject Property – As Improved	Given the site qualities, the current proposed residential use clearly generates the greatest return and therefore represents the highest and best use of the property as improved.	

Contingent and Limiting Conditions

- 1) This appraisal is not valid unless an original signature is evident.
- 2) It is assumed that the sub-soil, structure, materials and workmanship are considered as good and acceptable by the market. In addition, mechanical and electrical facilities are also assumed to be in good working order. No responsibility has been assumed for the requirements of government, public or private bodies.
- 3) The presence of any potentially hazardous materials on the property and/or used in the building's maintenance or construction has not been determined. We are not qualified to detect the existence of such substances. We have not undertaken a detailed soil analysis, and as we are not qualified to comment on soil conditions, we have assumed that there are no contaminants affecting the site. However, a full environmental audit is required for certainty and any cost to remedy the site should be deducted from the value estimate reported herein. The sub-soil is assumed to be similar to other lands in the area and suitable in drainage qualities and load bearing capacity to support the existing or additional development.
- 4) All data used and described herein whether provided for this appraisal or obtained in the market place is assumed to be correct and reliable.
- 5) Property rights being appraised are those of "Fee Simple" interest. We assume no responsibility for matters, which are legal in character. The legal description is assumed to be correct.
- 6) We are not required to give testimony or attendance in court by reason of the appraisal, with reference to the property in question, unless arrangements have been previously made.
- 7) Maps, surveys, etc. in this report are included to assist the reader in visualizing the information and are not warranted as to their accuracy.
- 8) It is assumed that the subject property complies in all material respects with all restrictive covenants affecting the site and is in compliance with all the requirements of law, including zoning, land classification, building, planning, fire and health by-laws, rules, regulations, orders and codes of all federal, provincial, regional and municipal governmental authorities having jurisdiction with respect thereto.
- 9) It is assumed that, save and except for encumbrances as may be permitted, there are no easements, rights-of-way, building restrictions or other restrictions so affecting the site as to prevent or adversely affect the operation of the property or so as to materially and adversely affect its market value.
- 10) This report has been prepared for The Corporation of the Township of Melancthon to determine the estimate of value for sale purposes. Possession of this report, or a copy thereof, does not carry with it the right to reproduction or publication, in whole or in part, nor may it be used for any purpose by any other than the recipient, its lenders, financiers or agents, without the written consent and approval of the firm, **Avison Young Valuation & Advisory Services Ontario Inc.**
- 11) Neither all nor any part of the contents of this report shall be disseminated or otherwise conveyed to the public through advertising media, public relations media, news media, sales media or any other media for public communication without the prior written consent and approval of the firm, **Avison Young Valuation & Advisory Services Ontario Inc.**

Certification

Re: E/S Main Street, Horning's Mills, Ontario

I certify that to the best of our knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses opinions and conclusions are limited only by the reported assumptions and limiting conditions, and is my personal impartial, and unbiased professional analyses, opinions and conclusions.
- I have no present or prospective interest in the property that is the subject of this report, and have no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in and compensation for this assignment were not contingent upon developing or reporting predetermined results, the amount of the value estimate, or a conclusion favouring the client.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Canadian Uniform Standards of Professional Appraisal Practice. The Appraisal Institute of Canada reserves the right to review this appraisal report.
- I have the knowledge and experience to complete the assignment competently.
- As of the date of this report I, Andrea Callegari, have fulfilled the requirements of The Appraisal Institute of Canada Mandatory Recertification Program for designated members.
- The property was inspected by Andrea Callegari on May 30, 2017.

By reason of my investigation and by virtue of my experience, I have been able to form and have formed the opinion that as of May 30, 2017, the subject property has a current market value of:

Parts 1 & 2

**Fifty Thousand Dollars
(\$50,000)**

Part 3

**Nine Thousand Four Hundred Dollars
(\$9,400)**

Dated: June 1, 2017

Avison Young Valuation & Advisory Services



Andrea Callegari, BA, AACI, P. App.
andrea.callegari@avisonyoung.com



E/S Main Street, Horning's Mills, Ontario
(AY17-247)

• Municipal Planning Services Ltd. •

MEMORANDUM

To: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: June 9, 2017
Re: Excess Soil Management Regulatory Proposal

Further to your request, I have reviewed the proposal by the Province to create/amend regulations in an effort to address issues related to the disposal of fill generated from development. I understand this is an on-going issue for the Township.

The EBR posting indicates that this Provincial initiative would take the form of a new regulation that would be administered by the Ministry of Environment and Climate Change (MOECC). The posting also indicates that amendments would be required to existing regulations including:

- Regulation 347 (Waste);
- O. Reg. 153/04 (Records of Site Condition); and,
- O. Reg. 332/12 (Building Code).

The information indicates that "excess soil" from a development site would be designated as waste until:

1. It is deposited at a site that is governed by a site-specific instrument or by-law;
2. It is deposited at an infrastructure project; or,
3. It is deposited at a site that is not governed by a site-specific instrument or by-law so long as the soil is "appropriate" based on excess soil reuse standards.

The above "options" have been paraphrased but I would draw Council's attention specifically to items 1 and 3. Item 1 suggests that the site has been authorized to accept fill by a municipality under the Municipal Act and/or Planning Act. Item 3 is the opposite – it appears to allow the MOECC to authorize the placement of fill without municipal authorization.

If my interpretation of item 3 is correct, Council needs to know if other amendments to existing legislation will be necessary to enact this proposed regulation. Specifically, if this regulation is enacted, will municipalities still have the ability to use the Municipal Act (Section 142) or the Planning Act (Section 34) to regulate the dumping of fill?

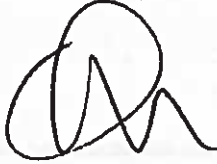
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I would suggest Council's communication on this proposed regulation acknowledge the Province's initiative to address a problem faced by rural municipalities while at the same time seeking clarity on the future authority, if any, that municipalities will have in regulating the placement of fill within their corporate boundaries.

Respectfully Submitted,



Chris Jones MCIP, RPP

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