



# TOWNSHIP OF MELANCTHON

## A G E N D A

Thursday, October 19, 2017 - 5:00 p.m.

**\*\* Note: Location of Meeting is at the Horning's Mills Community Hall - Upstairs  
14 Mill Street, Horning's Mills \*\***

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 - October 5, 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. **Public Works**
10. **Planning**
  1. Applications to Permit
  2. Other Planning Matters
11. **Police Services Board**
12. **County Council Update**
13. **Correspondence**

**\* Items for Information Purposes**

1. Resolution from Town of Erin Council, dated September 28, 2017, Re. requesting Melancthon Township support for WDGPH Unit to regularly inspect Dental Practices for infection control Incidents
2. Copy of a resolution to Premier Kathleen Wynne, from Township of Oro Medonte, dated August 24, 2017, Re. Ontario's Wildlife Damage Compensation Program
3. Headwaters Tourism - Executive Director Report, September 25, 2017
4. Email regarding Municipal Delegations at ROMA 2018 Conference, dated October 4, 2017
5. Notice of the Passing of By-Law 60-2017, Zoning By-Law Amendment at 440 Main Street West, Town of Shelburne
6. Letter from O.P.P., dated September 27, 2017, Re. The OPP Municipal Policing 2018 Annual Billing Statement Package
7. Memorandum from Ministry of Community Safety and Correctional Services, dated October 5, 2017, Re. Regulations made under the Police Services Act to amend the OPP billing model
8. GRCA Current - October 2017 Volume 22 Number 10
9. Email from Tom Pridham, Drainage Superintendent, dated October 11, 2017, Re. Costing for the Bradley Drain Works on 6<sup>th</sup> Line NE



**\* Items for Council Action**

1. Letter from Niagara Escarpment Commission, dated October 3, 2017, Requesting Comments for Development Permit Application. Deadline for Comment - November 3, 2017
2. Letter from the Town of Orangeville, Parks and Recreation Committee of Council, dated October 10, 2017, Re. Potential Partnership and Collaboration for Future Delivery of Recreation Programs and Facility Services
3. Email from Brian McRae, Zone/Member & Club Services Liaison, Ontario Federation of Anglers and Hunters, dated October 6, 2017, Re. Sunday Gun Hunting Delegation on October 5, 2017

**14. General Business**

1. Accounts
2. Notice of Intent to Pass the following By-law
  - 2.1 By-law to Appoint a Municipal By-law Enforcement Officer
  - 2.2 By-law to Provide for the Parking in the Township of Melancthon
3. New/Other Business/Additions
  1. Motion to release the security deposit to Reuben Bowman as the trailer has been removed from his property Lot 28, Concession 9 NE
4. Unfinished Business
  1. NVCA 2018 Budget - Approval
  2. NVCA - Request for Support of Funding Application
  3. Mulmur Melancthon Fire Department 2018 Budget - Approval
  4. Asset Management Plan

**15. Delegations**

1. 5:30 p.m. - Dennis Ramsarran and Stephanie Grylls, Blue Sky RV Resorts - to update Council on the RV Park successes and to inform Council on an upcoming Zoning Amendment to change the A1 to OS1
2. 5:40 p.m. - Mike Swidersky regarding the Township's Canine By-law and how it does not seem to cover/apply to livestock producers

**16. Closed Session**

**17. Third Reading of By-laws**

**18. Notice of Motion**

**19. Confirmation By-law**

**20. Adjournment and Date of Next Meeting - Thursday, November 2, 2017 - 5:00 p.m.**

**21. On Sites**

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



# TOWN OF ERIN

5684 Trafalgar Road  
Hillsburgh, Ontario N0B 1Z0  
www.erin.ca



## Clerk's Department

Tel: (519) 855-4407, Ext.233

Fax: (519) 855-4281

E-mail: dina.lundy@erin.ca



September 28, 2017

Mayor Darren White  
Township of Melancthon  
157101 Highway 10  
Melancthon, ON L9W 2E6

Dear Mayor White:

We wish to advise you that at our Regular Council Meeting held on September 19, 2017, our Council passed the following resolution requesting your support;

**Resolution #17-310**

**Moved By Councillor Duncan**

**Seconded By Councillor Smith**

**Whereas** the Wellington-Dufferin-Guelph Public Health unit (WDGPH) currently can only on a complaint basis carry out infection control inspections and are **not** authorized to routinely inspect places where regulated dental practices operate to investigate incidents of infection control (hepatitis B, hepatitis C and HIV)

**Be it resolved that Council** herby supports in principle WDGPH and the Province of Ontario in their implementation of a proactive inspection policy for dental practices similar to the food premises (restaurant) inspection program or at a minimum enact a proactive "random" dental practices inspection policy/protocol.

**In addition be it resolved that Council** direct this Resolution be forwarded to the City of Guelph, County of Wellington, County of Dufferin and the local tier municipalities within those two Counties for support. The Resolutions of support to be forwarded to:

Nicola Mercer  
Medical Officer of Health & CEO - Wellington-Dufferin-Guelph Public Health

Manager of Aids and Hepatitis C  
Ontario Ministry of Health and Long Term Care

Ted Arnott MPP - Wellington-Halton Hills

Liz Sandals MPP - Guelph

Sylvia Jones MPP - Dufferin-Caledon

**Carried**

The Town of Erin Council thanks you for your consideration of this matter.

Sincerely,

Dina Lundy Dipl.M.A, CMO  
Clerk

Info#1  
OCT 19 2017



**Via Email**

August 24, 2017

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

**Re: Ontario's Wildlife Damage Compensation Program**

Dear Premier Wynne,

At its meeting on August 9, 2017 the Council of the Township of Oro-Medonte adopted the following motion pertaining to the Ontario Ministry of Agriculture, Food and Rural Affairs, Ontario's Wildlife Damage Compensation Program:

"Be it resolved

1. That the Ontario's Wildlife Damage Compensation Program Guide from the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and presented by Councillor Jerney be received.
2. And Whereas Council of the Township of Oro-Medonte recognizes that The Ontario Wildlife Damage Compensation Program (OWDCP) provides compensation to eligible producers whose livestock and/or poultry have been injured or killed as a result of wildlife predation or whose bee colonies, beehives and/or beehive-related equipment has been damaged as a result of wildlife predation.
3. And Whereas livestock producers are passionate about caring for their animals, creating a sustainable environment for future generations and providing high-quality livestock to represent the industry.
4. And Whereas the Municipal Investigators are appointed by the Municipality to conduct a thorough investigation ensuring that all relevant evidence is documented.
5. Now therefore be it resolved that the Township of Oro-Medonte respectfully requests that the Province:
  - a) expand the OWDCP to include evidence of partial carcass' to allow eligible producers to process legitimate claims; and

*Info#2*  
OCT 19 2017



b) rely more heavily on the opinions of the Municipal Investigator, as they are experienced, familiar and knowledgeable with the Municipality's producers, as they continue to process genuine and valid applications.

6. And That correspondence be forwarded, under the Mayor's signature, to the Premier, the Ministry of Agriculture, Food and Rural Affairs, the Ontario Sheep Marketing Agency, the Beef Farmers of Ontario and Ontario municipalities requesting their support."

We respectfully request your consideration and support of Council's resolution of this matter and thank you in advance for your time.

Sincerely,



Mayor Harry Hughes  
/so

Cc: Hon. Jeff Leal, Minister of Agriculture, Food and Rural Affairs  
Jennifer MacTavish, General Manager, Ontario Sheep Marketing Agency  
Beef Farmers of Ontario  
Ontario Municipalities  
Township of Oro-Medonte Council



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[www.township.montague.on.ca](http://www.township.montague.on.ca)

October 2<sup>nd</sup>, 2017

Mayor Harry Hughes,  
Township of Oro Medonte  
Via Email

Dear Mr. Hughes,

Please be advised the Council of the Township of Montague passed the following resolution at its regular meeting of Council of September 5<sup>th</sup>, 2017:

MOVED BY: V. Carroll

RESOLUTION NO: 221-2017

SECONDED BY: K. Van Der Meer


DATE: September 05, 2017

That the Council of the Township of Montague hereby support the Township of Oro-Medonte's resolution related to the Ontario Wildlife Damage Compensation Program.

**CARRIED**

Please contact me if you have any additional questions.

Thank you,



Jasmin Ralph  
Clerk

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



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



**E D A C • A C D E**

Headwaters Tourism won a national Marketing Canada award presented by the Economic Developers Association of Canada.

Presented in Niagara Falls in September, Headwaters' "Where Ontario Gets Real" brand won top honours for brand identity.

<https://edac.ca/gallery-of-nominees/>

**Municipal economic development integration:**

- Headwaters Tourism is currently meeting with our funding municipal partners to ensure alignment, and engage partners in ensuring strategic priorities are driving needed results across the region. Currently meetings have been held with the Town of Caledon and Town of Erin; other municipal partners will be engaged between now and the end of October.

**Stakeholder engagement:**

- Presentation to the Optimists Club of Orangeville around opportunities to expand Christmas in the Park through tourism, as well as exploring market gaps for other tourism related events that the Optimists might be able to undertake.
- Attended the Canada 150 commemorative medallion ceremony hosted by MP David Tilson, recognizing 150 individuals from across Caledon/Dufferin for contributions to the community.

**Tourism industry sector liaison:**

- Attended Economic Developers' Association of Canada national conference in Niagara Falls; met tourism & economic development professionals from across the country; shared common concerns, challenges & identified best practices for many common issues; also re-connected with Alan O'Dette (Chief Investment Officer for the Province of Ontario).
- Attended Central Counties Tourism (CCT) stakeholder session on September 5<sup>th</sup>. CCT has hired tourism consultants, Floor13, to revisit the CCT destination management plan and assist them with reviewing their strategic direction.
- Attended Tourism Industry Association of Ontario (TIAO) golf tournament that was hosted at Caledon Woods Golf Course; brought greetings and welcomed attendees to Headwaters.



**Product development – Nature & Leisure**

- Headwaters Tourism, with support from Ontario 150 Celebrate By Bike and the Greenbelt Route hosted a Prep Rally on September 15<sup>th</sup> for the Tour de Headwaters cycling event that took place on September 16<sup>th</sup>. Funding support allowed Headwaters Tourism to increase promotional activity for the event, and obtain photography and video for future regional cycling promotion.

**Product development – Arts & Heritage**

- Framework for collecting data is currently in development; Vicki Sword (project lead) will be connecting with local arts groups to assist in data collection and reach out, with plans to begin data verification by mid-October 2017.

**Product development – Horse & Country**

- Headwaters Horse Country Excellence Awards (September 30<sup>th</sup>, 2017) honours four industry leaders in the equine industry in Headwaters:
  - **EQUESTRIAN MANAGEMENT GROUP** for **LEADERSHIP IN INDUSTRY BUILDING** – awarded to a business or individual in recognition of their contribution, leadership and dedication to growing the equine industry in Headwaters.
  - **ANGELSTONE TOURNAMENTS** for **LEADERSHIP IN PROMOTING EQUINE SPORT** – awarded to a business or individual in recognition of their dedication to the ongoing growth and development of the equine sport and industry in Headwaters.
  - **SUSAN FRIPP (Caledon Equestrian School)** for **LEADERSHIP FOR THE FUTURE** – awarded to a business or individual in recognition of their commitment to developing meaningful partnerships between youth and the industry in Headwaters.
  - **NOBLETON FEED/BUDSON'S** for **LEADERSHIP IN EQUINE BUSINESS** – awarded to a business or individual in recognition of their commitment to and impact on the growth and development of the equine industry in Headwaters.

**Marketing:**

**2018 Visitor Guide planning** – Touchwood Design will once again be the creative agency responsible for the 2018 edition of the award-winning Headwaters Tourism Visitor Guide. Preliminary creative meetings have taken place, and creative work will begin in October. Sales team will begin selling in October.



**Digital/Social Media:**

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

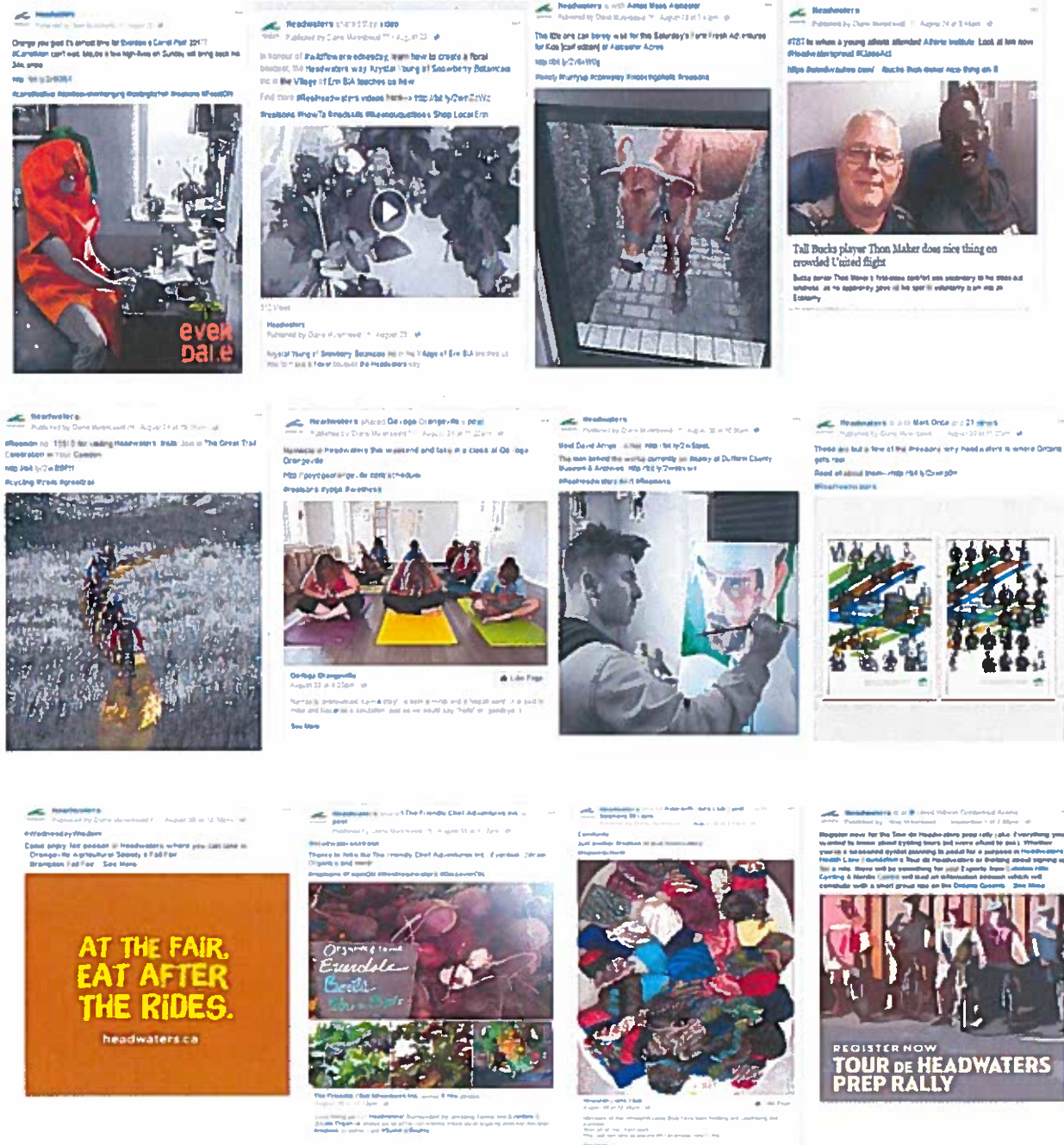
	Sessions	Page Views	Reach	Impressions	Total audience	Open rate	Growth rate
<a href="http://www.headwaters.ca">www.headwaters.ca</a>   <a href="http://www.headwatersb2b.ca">www.headwatersb2b.ca</a>   <a href="http://www.headwatershorsecountry.ca">www.headwatershorsecountry.ca</a>	14,520	37,539	n/a	n/a	n/a	n/a	n/a
Facebook	n/a	n/a	23,945	50,100	1,244	n/a	1.8%
Twitter	n/a	n/a	139,035	n/a	5,104	n/a	1.39%
Constant Contact	n/a	n/a	n/a	n/a	9,088	33%	0.07%
Instagram	n/a	n/a	Na/	n/a	269	n/a	186.17%
YouTube	2,342	n/a	n/a	n/a	n/a	n/a	13.33%

Headwaters Tourism entered the Instagram world in August 2017. This supports our marketing & consumer digital engagement strategy and metrics will be added to our overall digital statistics moving forward to assess impact.

**Crowdriff:** Currently over 123,000 assets sourced from social media channels for the Headwaters region.

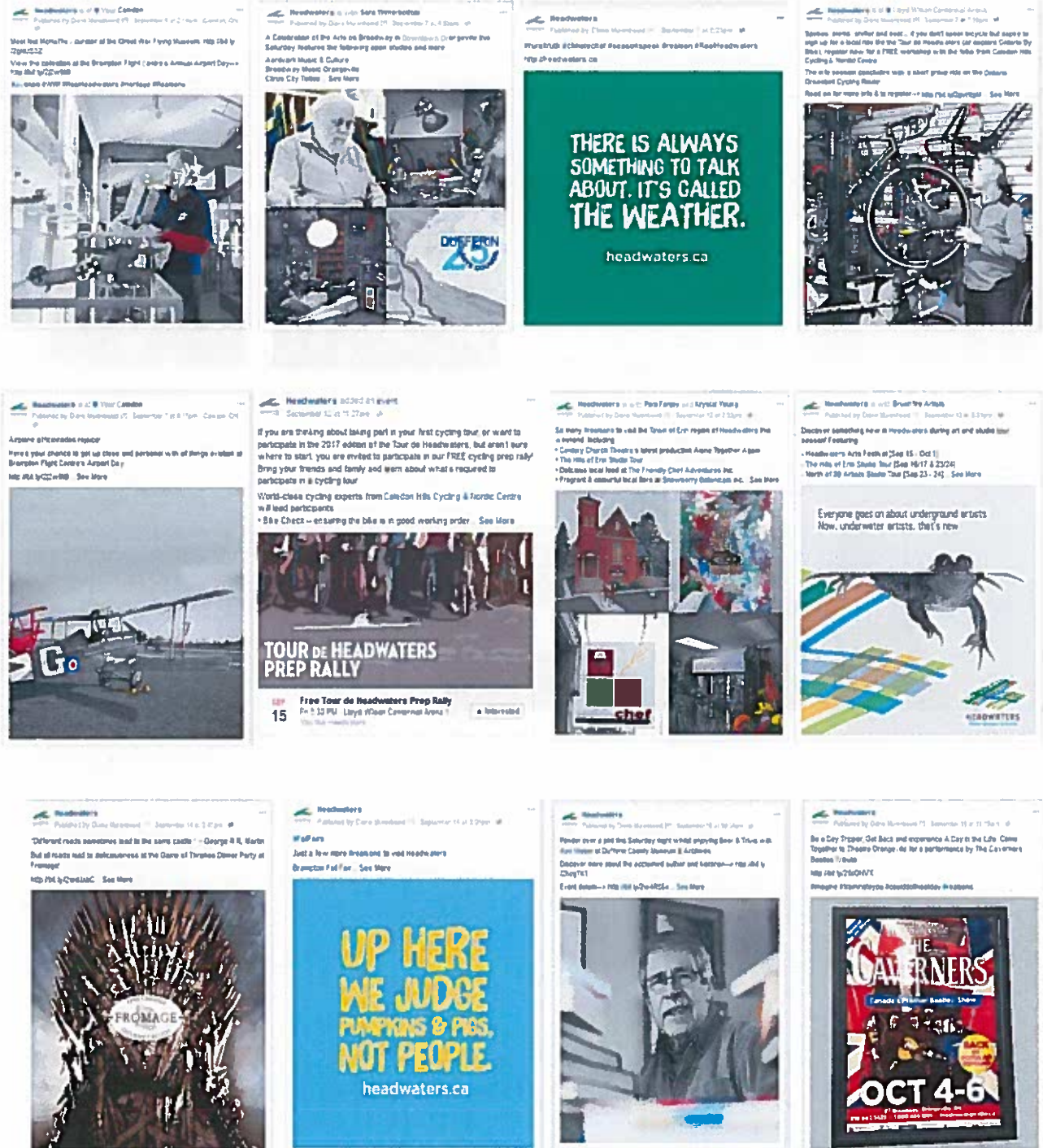


**Social media posts:**

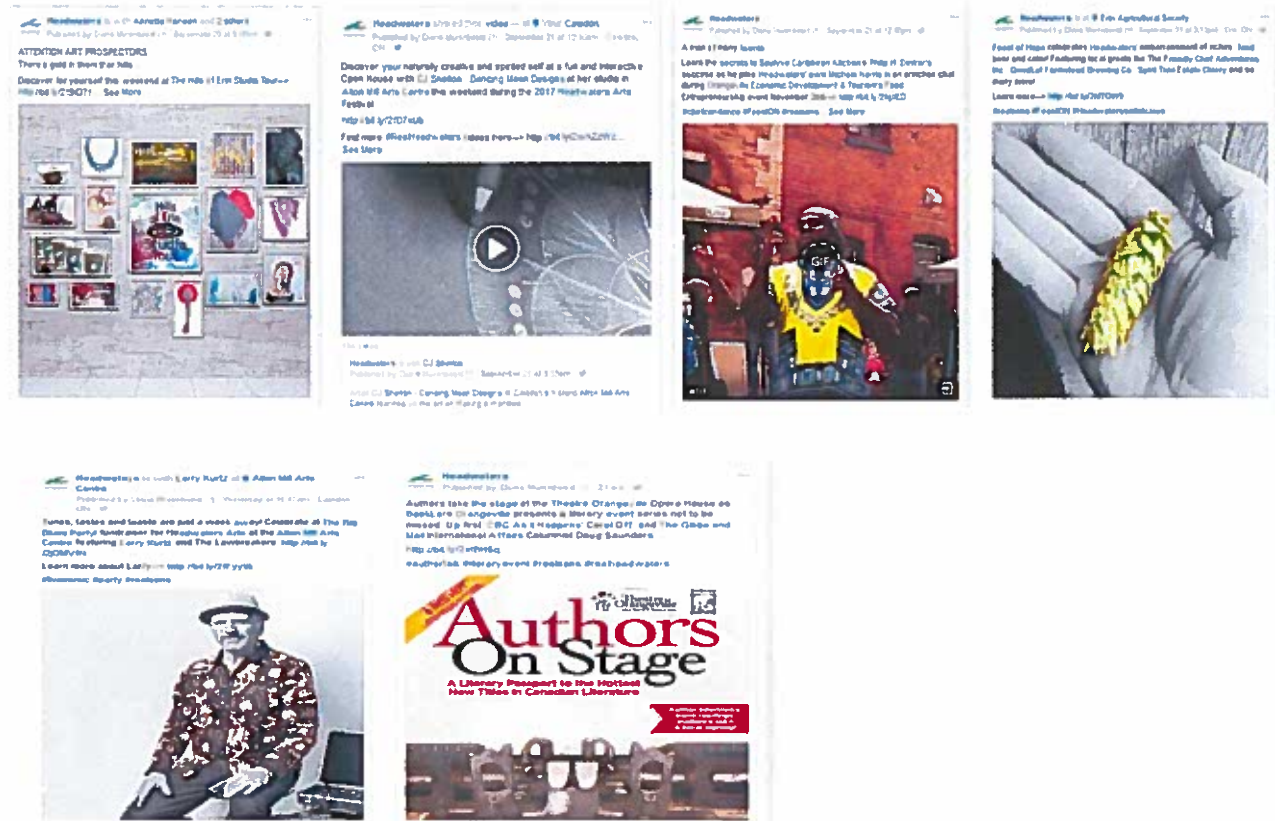




## Executive Director report 25 September 2017









Media coverage:



**ORANGEVILLE TODAY**  
DAILY LOCAL NEWS HEADLINES

Home Community Contests Orangeville's Local News Great Music Online Extras Contact

**HEADWATERS TOURISM GETS ANOTHER NATIONAL AWARD**  
By Carolyn A. G. - 9/19/17

Headwaters Tourism got national honours for its brand identity at the Marketing Canada Awards.

The organization's "Where Ontario Gets Real" was recognized by the Economic Developers' Association of Canada (EDAC) as one of the top marketing brands in the country.

It was recognized for its creativity, innovation, and exceptional marketing of the region as a tourism destination.

This award can be added to the list of other awards Headwaters Tourism has received over the last year and a half.

It has been recognized for three awards from the Economic Developers' Council of Ontario, three provincial tourism awards of excellence, and national recognition at the Canadian Tourism Awards.

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3 > School Bus Report Road Closures Road Conditions News Top Safety Celebrations

Saturday, September 16, 2017

**Headwa**  
Headwaters | by Phil DeLand

*Headwaters Tourism has received some national attention for its exceptional marketing.*

Headwaters Tourism has received some national attention for its work in creativity, innovation and exceptional marketing.

It's "Where Ontario Gets Real" brand was recognized by the Economic Developers' Association of Canada (EDAC) for making the region a tourism destination.

Headwaters was recognized at the event on September 12th in Niagara Falls.

Touchwood Design Inc. developed the "Where Ontario Gets Real" brand in order to showcase the people and places that makes Headwaters "the real deal."

Over the past 18 months, Headwaters Tourism has won three provincial tourism awards of excellence and national recognition at the Canadian Tourism Awards.

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**HEADWATERS**  
Where Ontario gets real.





## Executive Director report 25 September 2017



### Headwaters tourism awarded again

Honours continue to roll in

By Michelle Harris  
Caledon Enterprise



#### HEADWATERS REAL PEOPLE



Featuring in the stories of the people who make up the Headwaters is a big part of the 'Where Ontario Gets Real' campaign that just won Headwaters' Tourism Award for excellence in marketing.

Headwaters Tourism continued a season of awards with some economic development honours for its 'Where Ontario Gets Real' campaign.

Recently, the group was singled out in Niagara Falls by the Economic Developer's Association of Canada (EDAC) as one of the top "marketing brands in the country for creativity, innovation, and exceptional marketing of the region as a tourism destination," read a release about the awards.

Penny Gardner, Chief Executive Officer for EDAC, said the Headwaters' "Where Ontario Gets Real" brand campaign "has been deemed the 'best of the best' marketing material from across Canada."

The award from the EDAC follows provincial and national recognition for the work being done by Headwaters in tourism marketing and economic development. Over the last 18 months, Headwaters Tourism has been recognized with three awards from the Economic Developers' Council of Ontario, three provincial tourism awards of excellence, and national recognition at the Canadian Tourism Awards.

And Headwaters was thrilled at the style of recognition.

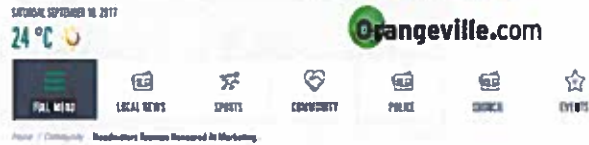
"National recognition for branding and identity is perhaps the holy grail for marketing; it encompasses all the work we've been developing over the past two years, and confirms for us that the messaging is resonating with our target audience, and driving traffic to our businesses and our communities," said Michelle Harris, executive director of Headwaters Tourism.

The Headwaters' "Where Ontario Gets Real" brand was developed by local creative agency Touchwood Design Inc., and is built around showcasing the people and places that make Headwaters the "real" deal, the release read.

Stacey Coupland, Chair of Headwaters Tourism's Board of Directors, said the recognition at a national level is significant for a small team.

"It's a testament to the exceptional work being done on behalf of our municipal partners and tourism stakeholders to position Headwaters as a nationally-recognized tourism destination; this recognition builds on the national and provincial recognition we've received over the last year, and confirms our commitment to continuing to elevate Headwaters into the forefront."

By Michelle Harris  
Michelle Harris is a reporter with the Caledon Enterprise and can be reached at [michelle.harris@caledonenterprise.com](mailto:michelle.harris@caledonenterprise.com). Follow her on Twitter @michelleharris. Her phone is 905-881-1111. Email: [michelle.harris@caledonenterprise.com](mailto:michelle.harris@caledonenterprise.com). Twitter: [michelleharris](https://twitter.com/michelleharris).



### Headwaters Tourism honoured at marketing awards

By Chris Vennart  
Orangeville Banner



Headwaters Tourism has received national honours for brand identity at the Marketing Canada Awards.

Among colleagues from across the country, Headwaters Tourism's "Where Ontario Gets Real" was recognized by the Economic Developers' Association of Canada (EDAC) as one of the top marketing brands in the country for creativity, innovation and exceptional marketing of the region as a tourism destination.

The announcement was made Sept. 12 in Niagara Falls.

According to Penny Gardner, chief executive officer for EDAC, the Headwaters' "Where Ontario Gets Real" brand campaign "has been deemed the 'best of the best' marketing material from across Canada."

Headwaters' executive director Michele Harris said: "National recognition for branding and identity is perhaps the holy grail for marketing; it encompasses all the work we've been developing over the past two years, and confirms for us that the messaging is resonating with our target audience, and driving traffic to our businesses and our communities."

According to Stacey Coupland, chair of Headwaters' board of directors: "Being recognized at a national level is a significant accomplishment for our small rural DMO, and is a testament to the exceptional work being done on behalf of our municipal partners and tourism stakeholders to position Headwaters as a nationally-recognized tourism destination."

"This recognition builds on the national and provincial recognition we've received over the last year, and confirms our commitment to continuing to elevate Headwaters into the forefront of national tourism and economic development prominence."

The Where Ontario Gets Real brand was developed by local creative agency Touchwood Design Inc., and is built around showcasing the people and places that make Headwaters the "real" deal.

The award from the Economic Developers' Association of Canada follows provincial and national recognition for the work being done by Headwaters in tourism marketing and economic development.

Over the past 18 months Headwaters Tourism has been recognized with three awards from the Economic Developers' Council of Ontario, three provincial tourism awards of excellence, and national recognition at the Canadian Tourism Awards.

By Chris Vennart  
Chris Vennart is the Regional Editor for the Caledon Enterprise, an independent and free Press, from Advertiser and the Orangeville Banner. He can be reached at [chris.vennart@caledonenterprise.com](mailto:chris.vennart@caledonenterprise.com). Email: [chris.vennart@caledonenterprise.com](mailto:chris.vennart@caledonenterprise.com).





**OUT FOR THE DAY: Trailing through Headwaters country north of Orangeville**

By [Name] | [Date]



Along the way, we saw some beautiful views of the great outdoors. The scenery was absolutely stunning. The water was crystal clear, and the surrounding forest was lush and green. It was a truly beautiful experience.

The Headwaters region is a beautiful area with a rich history. It was first settled in the 1800s and has since become a popular destination for outdoor enthusiasts. The region is home to many beautiful lakes and rivers, and it offers a wide variety of recreational activities. Whether you're looking for a quiet spot to relax or a more adventurous excursion, the Headwaters has something for everyone.

One of the best ways to experience the Headwaters is by taking a trail. There are many trails to choose from, each offering a unique view of the region's natural beauty. Some trails are easy and suitable for families, while others are more challenging and require some experience. No matter what your skill level, there is a trail for you.

Another great way to enjoy the Headwaters is by visiting one of the many local businesses. The region is home to a variety of shops, restaurants, and other businesses that offer a taste of local life. Whether you're looking for a unique gift or a delicious meal, you'll find it all in the Headwaters.

If you're looking for a peaceful spot to relax, the Headwaters is the perfect place. There are many beautiful spots where you can sit and enjoy the view. The sound of the water and the rustling of the leaves is a truly soothing experience. The Headwaters is a place where you can truly connect with nature.

So, if you're looking for a beautiful outdoor experience, the Headwaters is the place to go. It offers a wide variety of activities and a truly beautiful view of the great outdoors. The Headwaters is a place where you can truly enjoy life.

**Headwaters tourism awarded again**

Honours continue to roll in

By [Name] | [Date]

Headwaters Tourism has been awarded a number of honours for its work in promoting the region's tourism. The awards recognize the organization's commitment to excellence in tourism marketing and its efforts to promote the region's unique attractions.

The awards were presented at a ceremony held in the region's capital city. The ceremony was attended by many guests, including local officials and members of the community. The awards were presented to the organization's staff, who were recognized for their hard work and dedication.

The awards include the following:

- Best of the Best Award for Tourism Marketing
- Best of the Best Award for Tourism Development
- Best of the Best Award for Tourism Service

The organization is proud to have received these awards and is committed to continuing its efforts to promote the region's tourism. The organization will continue to work hard to provide the best possible experience for all visitors to the region.

**HEADWATERS REAL PEOPLE**



Headwaters Tourism continues a season of awards with some economic development honours for its 'Where Ontario Gets Real' campaign.

Recently, the group was singled out in Niagara Falls by the Economic Development Association of Canada (EDAC) as one of the top 'marketing brands in the country for creativity, innovation, and exceptional marketing of the region as a tourist destination,' read a release about the award.

Perry Gardner, Chief Executive Officer for EDAC, said the Headwaters 'Where Ontario Gets Real' brand campaign 'has been deemed the best of the best' marketing material from across Canada.

The award from the EDAC follows provincial and national recognition for the work being done by Headwaters in tourism marketing and economic development. Over the last 18 months, Headwaters Tourism has been recognized with three awards from the Economic Development Council of Ontario, three provincial tourism awards of excellence, and national recognition at the Canadian Tourism Awards.

And Headwaters was named at the top of the list of recognition.

"National recognition for branding and identity is perhaps the holy grail for marketing. It encompasses all the work we've been developing over the past two years, and confirms for us that the messaging is resonating with our target audience, and driving traffic to our businesses and our communities," said Michele Harris, executive director of Headwaters Tourism.

The Headwaters 'Where Ontario Gets Real' brand was developed by local creative agency Teachmeand Design Inc., and is built around showcasing the people and places that make Headwaters the 'real' deal. The release read:

Shelley Campbell, Chair of Headwaters Tourism's Board of Directors, said the recognition at a national level is significant for a small town.

"It's a testament to the exceptional work being done on behalf of our municipal partners and tourism stakeholders to position Headwaters as a nationally-recognized tourism destination; the recognition builds on the regional and provincial recognition we've received over the last year, and confirms our commitment to continuously elevate Headwaters into the forefront."




blogTO

Powerful stuff

**Sports & Play**

## This unreal cliff system is just one hour from Toronto



You could spend a lifetime in Southern Ontario and just not know what has a step off the beaten path, but this is the kind of place to make a go at that. This place is your perfect escape.


Stay in the loop

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There's a suggestion for a place to add. **Wooded Hill Provincial Park** is located on the Niagara Escarpment. It is one of the best places to see the escarpment. It is one of the best places to see the escarpment. It is one of the best places to see the escarpment.



The view from the viewing platform in the Cliff Top Trail is particularly remarkable as it sits on the edge and offers a panoramic view of the Escarpment below. This is a very beautiful view for those who are looking for a place to see the escarpment.




blogTO

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It's not all about the beautiful views, though. Another beautiful spot to the park is the top of the escarpment. This is a very beautiful view of the park. It is one of the best places to see the escarpment. It is one of the best places to see the escarpment.



Wooded Hill is a very beautiful place to see the escarpment. It is one of the best places to see the escarpment. It is one of the best places to see the escarpment.



A view of the escarpment from the top of the park. It is one of the best places to see the escarpment. It is one of the best places to see the escarpment.

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## Leading With the Best – partner engagement:

Currently 70 partners engaged in Headwaters Leading With the Best marketing program:

Adamo Estate Winery	Alabaster Acres	Alton Mill Arts Centre
Ann Randeraad Pottery	Best Western Plus Orangeville	Beth Grant Gass
Brampton Flight Centre	Caledon Country Club	Caledon Equestrian Park
Caledon Ski Club	Century Church Theatre	Champ Burger
CJ Shelton Dancing Moon Designs	Credit Valley Conservation	Downey Farm Market & Winery
Dragonfly Arts on Broadway	Dufferin County Museum & Archives	Dufferin Town & Country Farm Tour
ECO Camp	Erin Agricultural Society	Euphoria Café & Smoothies
Everdale	Far Shot Recreation	Farmhouse Pottery Gallery & Café
Forks of the Credit Inn	Fromage	Go YOGA
GoodLot Farmstead Brewing Co.	Gourmandissimo	Headwaters Arts
Grand Spirits Inc	Hats on Dufferin	Heatherlea Farm Market
Headwaters Health Care Foundation	Headwaters Racquet Club	Kitchen to Table
Hills of Erin Studio Tour	Historic Downtown Orangeville BIA	Margi Taylor Self
Hockley Valley Resort	Inglewood Antique Market	Millcroft Inn & Spa
Landman Gardens & Bakery	Lavender Blue	Orangeville Lions Club
Maria Britto Real Estate	Marlene Madole	Caledon Hills Cycling
Mrs. Mitchell's Restaurant	Orangeville Blues & Jazz Festival	Rosemont General Store & Café
Osprey Valley Resorts	Plant Paradise Country Gardens	Snowberry Botanicals
Pommies Cider Co.	Rock Garden Farms	Terra Nova Public House
Ross Millar Group	Rustik Local Bistro	The Globe Restaurant
Soulyve Caribbean Kitchen	Spirit Tree Estate Cidery	William's Mill
Theatre Orangeville	The Friendly Chef Adventures Inc.	Toronto Region Conservation
Wicked Shortbread	Woodfield Farm	



## **Municipal updates:**

### **Town of Caledon:**

<b>EVENT NAME</b>	<b>DESCRIPTION</b>	<b>DATES</b>
Fall Finale, Caledon Equestrian Park	Show jumping competition	Sept 27 – Oct 1
Open Studio weekend and heritage tour	Meet professional artists and take a heritage tour of the Alton Mill	Sept 30 – Oct 1
Belfountain Salamander Festival	Music, vendors, silent auction and local food.	Sept 30
Honey Garlic Festival	Garlic themed event at Albion Hills Community Farm	Sept 30
Headwaters Stable Tour	Caledon Equestrian Park Open Day, self guided tours	Sept 30 – Oct 1
Bruce Trail Day	Guided hikes, nature walk, BBQ at Glen Haffy	Oct 1
Terra Cotta Fall Festival	Local food, drink and entertainment at Terra Cotta Conservation Area	Weekends in October
Downey's Pumpkinfest	Farm animals, corn maize, wagon rides, family activities	Weekends starting 7 October

### **Town of Shelburne:**

<b>EVENT NAME</b>	<b>DESCRIPTION</b>	<b>DATES</b>
Shelburne Fall Fair	The promotion of the importance of agriculture generally through educational displays and competitions.	Sept. 15 – 17, 2017
Culture Days	Annual three-day event featuring engaging community activities	Sept. 29 -30 <sup>th</sup> , 2017
Downtown Shelburne Halloween Party	Halloween Festivities	October 28 <sup>th</sup> , 2017
Santa Claus Parade	Christmas Celebration - Parade	Dec. 2 <sup>nd</sup> , 2017





## Executive Director report 25 September 2017

### Town of Orangeville:

EVENT NAME	DESCRIPTION	DATES
Orangeville Farmers' Market	Located beside Town Hall, Orangeville's weekly source for local food and goods. Harvest Celebration on October 21 marks the last day of the outdoor market and includes family activities throughout downtown Orangeville.	Every Saturday morning, 8 a.m. to 1 p.m. until October 21
Celebration of the Arts	This evening reception hosted by the Town of Orangeville's Arts & Culture Committee will kick off Culture Days and will include the presentation of the Town's Arts & Culture Awards.	Thursday, September 28
Theatre Orangeville	The 2017/8 season opens on October 4 with The Caverners.	October to May

### MUNICIPAL UNDERTAKINGS OF NOTE

INITIATIVE	DESCRIPTION
Arts and Culture awards to be presented on September 28	Thirty businesses, individuals and organizations in Dufferin County have been nominated for the Town of Orangeville's Arts and Culture Awards. Winners will be announced at the Celebration of the Arts event on September 28. Tickets are free and can be reserved online at <a href="http://www.orangeville.ca">www.orangeville.ca</a> .

### Town of Erin:

EVENT NAME	DESCRIPTION	DATES
Erin Fall Fair	Erin Ag Building, Erin	Oct 5-9
Stable Tour	Partnering with Headwaters	
Erin Farmers Market	McMillan Park, Erin	Sep 29 <sup>th</sup> Last one



**Denise Holmes**

---

**From:** Delegations (MMA) <Delegations@ontario.ca>  
**Sent:** Wednesday, October 04, 2017 3:51 PM  
**Cc:** Partanen, Karen (MMA/MHO); Wang, Susan (MMA); agilchrist@admastonbromley.com  
**Subject:** CORRECT DATE: Municipal Delegations at ROMA 2018 Conference

**Correction: Deadline is Thursday November 2, 2017**

Hello/ Bonjour,

Please be advised that the Municipal Delegation Request Form for the Rural Ontario Municipal Association 2018 Annual Conference is available online. Information about delegations and a link to the form are available here: <http://www.mah.gov.on.ca/Page16603.aspx> . The deadline to submit requests is **Thursday November 2, 2017**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel de la ROMA (Rural Ontario Municipal Association) 2018 est disponible en ligne. Pour plus d'information sur les délégations et le formulaire, veuillez suivre le lien suivant :

<http://www.mah.gov.on.ca/Page16604.aspx> . Date limite pour présenter une demande: **le jeudi 2 novembre 2017**.

Thank you/ Merci

---

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

From: [delegations@ontario.ca](mailto:delegations@ontario.ca)

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## 2018 Rural Ontario Municipal Association (ROMA) annual conference

[Email this page](#)

### Process for ministers' and parliamentary assistants' delegations

To all ROMA delegates

- To meet with a minister or parliamentary assistant, [please submit an online form](#). You can now submit one form to request delegation meetings with up to 3 ministries. To request delegation meetings with more than 3 ministries, please submit a new form.
- Please limit issues for discussion to a maximum of 3 per ministry.
- **We ask that delegates not meet with more than one minister on a given issue.**
- Include the name of a contact person who is knowledgeable about the issue(s) and available to respond to ministry inquiries within one business day. If staff will be on vacation, please be sure to provide an alternate contact.
- To make the most of the delegation time available (delegations usually run 15 minutes), please ask to discuss your issue **only** with the minister or parliamentary assistant responsible for that issue.
- **Note:** Not all ministers and parliamentary assistants will be accepting delegations.
- To expedite your request, please complete the online form. Please do not contact your MPP or individual Ministers' Offices to request a delegation.
- **The deadline to submit requests: Thursday, November 2, 2017.**

Municipalities will be contacted by the respective ministries about their requests and, if applicable, the meeting time and location, approximately **one week** before the conference.

### Event details

Sunday, January 21 to Tuesday, January 23, 2018  
Sheraton Centre Hotel  
Toronto, Ontario

### Questions?

#### Please Contact:

Rhema Maharaj  
Municipal Programs & Analytics Branch  
Ministry of Municipal Affairs  
Ministry of Housing  
Telephone: 416-585-6850  
Email: [rhema.maharaj@Ontario.ca](mailto:rhema.maharaj@Ontario.ca)

- [2018 ROMA municipal delegation request](#)  
Sunday, January 21 to Tuesday, January 23, 2018

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**NOTICE OF THE PASSING OF  
BY-LAW 60-2017  
BY COUNCIL OF THE TOWN OF SHELburne  
UNDER SECTION 34 OF THE PLANNING ACT**

**TAKE NOTICE** that the Council of the Corporation of the Town of Shelburne passed By-Law 60-2017 on September 25, 2017, under Section 34 of the Planning Act, R.S.O., 1990, C.P. 13, as amended.

The purpose and effect of the Amendment is to rezone the subject property at 440 Main Street West from 'Development (D) Zone' to 'Development Exception One (D-1) Zone' to add a Home Occupation, Class II as a permitted use within a single detached dwelling on an existing lot of record. The Amendment recognizes an existing personal service shop (hair salon) that is operated by the property owner as a non-resident of the property, within the attached garage on the property, and also requires that a minimum of two parking spaces to be provided for the home occupation in addition to the parking space required for the dwelling.

A public meeting was held by Council on September 11, 2017. The Town received written and oral submissions from members of the public regarding this Zoning By-law Amendment with questions regarding the use of the existing private septic system to service the dwelling including the home occupation. The submissions did not impact Council's decision.

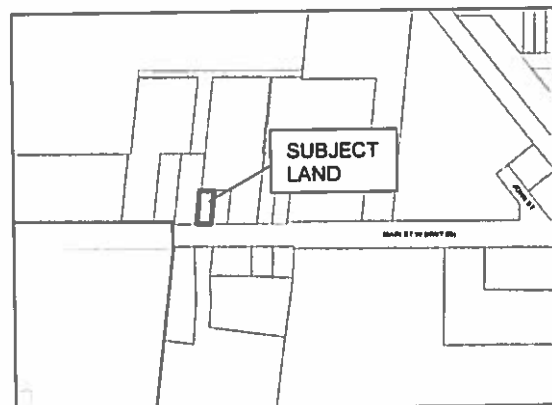
The accompanying map illustrates the location of the land subject to the Zoning By-law Amendment. The Zoning By-law amendment is in keeping with the Town of Shelburne Official Plan.

**AND TAKE NOTICE** that any person or agency may appeal to the Ontario Municipal Board in respect of By-law 60-2017 by filing with the Clerk of the Corporation of the Town of Shelburne, not later than the 25<sup>th</sup> day of October, 2017, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection accompanied by the prescribed fee required by the Ontario Municipal Board in the amount of \$125.00, payable to the Minister of Finance. Only individuals, corporations and public bodies may appeal a Zoning By-law to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf. No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law is passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Ontario Municipal Board, there are reasonable grounds to add the person or public body as a party.

A copy of the complete By-law 60-2017 is available to the public for inspection at the Municipal Offices during normal business hours.

Dated this 5<sup>th</sup> day of October, 2017.

Jennifer Willoughby, Clerk  
Town of Shelburne  
203 Main Street East  
Shelburne, ON L9V 3K7  
Telephone: 519-925-2600  
Fax: 519-925-6134





THE CORPORATION OF THE TOWN OF SHELBURNE

BY-LAW NO. 60-2017

BEING A BY-LAW TO AMEND BY-LAW 38-2007, AS AMENDED.

WHEREAS an Official Plan has been approved for the Town of Shelburne.

AND WHEREAS authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this By-law.

NOW THEREFORE the Council of the Corporation of the Town of Shelburne enacts as follows:

1. That Schedule "A" of By-law 38-2007, as amended, be further amended by rezoning the lands known municipally as 440 Main Street West and described legally as Plan 28A South Part Lot 6, in the Town of Shelburne, County of Dufferin, from Development (D) Zone to Development Exception One (D-1) Zone as shown on Schedule "A1" to this By-law.
2. That subsection 4.16.3 of By-law 38-2007, as amended, be further amended by inserting one exception zone as follows:

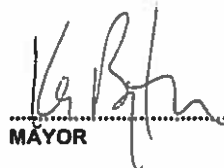
"4.16.3.1 Development Exception One (D-1) Zone

Notwithstanding the requirements of subsection 4.16.1 to the contrary, on the lands zoned D-1 on Schedule "A" hereto, the permitted uses shall include a *Home Occupation, Class II, within a single detached dwelling on an existing lot of record.* Notwithstanding subsections 3.9.4 (l) and 3.9.6, a Home Occupation may be operated primarily by the property owner even if the owner does not reside as an occupant of the dwelling provided that a minimum of 2 parking spaces are provided for the Home Occupation in addition to the parking space required for the dwelling."

3. That except as amended by this By-law; the subject lands as shown on Schedule "A1" to this By-law, shall be subject to all other applicable regulations of By-law 38-2007, as amended.
4. Schedule "A1" attached hereto forms part of this By-law.
5. This By-law shall take effect from its date of passage by Council and shall come into force either upon approval by the Ontario Municipal Board or upon compliance with Section 34 of the Planning Act, R.S.O. 1990, C.P. 13.

BY-LAW READ A FIRST AND SECOND TIME THIS 25<sup>th</sup> DAY OF SEPTEMBER, 2017

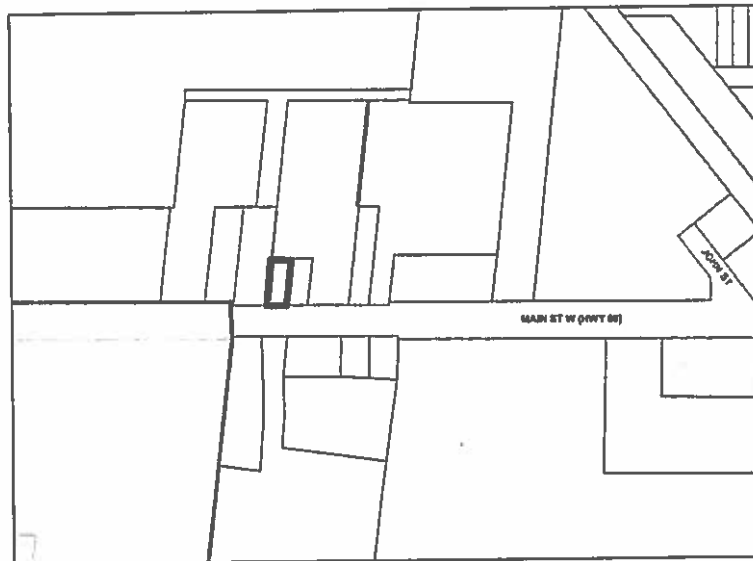
BY-LAW READ A THIRD TIME AND ENACTED THIS 25<sup>th</sup> DAY OF SEPTEMBER, 2017.

  
MAYOR

  
CLERK



**SCHEDULE A1 TO BY-LAW NO. 60-2017**



☒ Zone change from D to D-1



#### **EXPLANATORY NOTE**

The purpose and effect of this amendment to Zoning By-law 38-2007 is to change the zoning of the property described legally as Plan 28A South Part Lot 6, and known as 440 Main Street West in the Town of Shelburne, County of Dufferin, from Development (D) to Development Exception One (D-1) Zone as shown on Schedule "A1" to this By-law.

The amendment adds a Home Occupation, Class II as a permitted use within a single detached dwelling on an existing lot of record. The property contains an existing single detached dwelling with an attached garage from which an existing home occupation (personal service shop – hair salon) has operated. This amendment brings the home occupation use of the dwelling on the property into compliance with the Zoning By-law, which otherwise does not permit home occupations in the "D" Zone. The limitation to Class II Home Occupations is reflective of the existing operations with a maximum of one client visit at a time and no outside employees, and to ensure appropriate limitations based on the existing private well and septic system servicing the property. Recognizing that the property owner who operates the home occupation does not reside in the dwelling on the property, the amendment also provides an exception from the requirement of the Zoning By-law that home occupations shall be operated by a resident of the dwelling provided that two parking spaces are provided for the home occupation in addition to the required parking space for the dwelling, for a total of three parking spaces.



Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

777, avenue Memorial  
Orillia ON L3V 7V3

Tel: 705 329-6140  
Fax: 705 330-4191

Tél. : 705 329-6140  
Télééc.: 705 330-4191

File Reference:

612-20



September 27, 2017

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2018 Annual Billing Statement package.

In accordance with information communicated to all municipalities in Fall 2016 regarding the delays in the settlement of collective agreement salary rates, this year's billing package includes statements for the year-end reconciliations of both the 2015 and 2016 calendar years. Final cost adjustments calculated as a result of the 2015 and 2016 annual reconciliations have been included as adjustments to the amount being billed to the municipality during the 2018 calendar year.

The current uniform and civilian collective agreements are in effect for years 2015 through 2018 and include a 1.75% annual general salary increase, effective January 1, 2018. This rate increase has been incorporated into the 2018 Annual Billing Statement.

The property counts used for the calculation of the 2018 Base Service cost excludes certain commercial and industrial (C&I) property counts (i.e. wind turbine, solar properties) in agreement with O. Reg. 267/14 revisions addressed this year in consultation with municipalities. In total 5,330 (0.047%) C&I properties were removed from the 2018 count for the province.

The final reconciliation of the 2018 annual costs will be included in the 2020 Annual Billing Statement.

For more detailed information on the 2018 property count description update and the 2018 Annual Billing Statement package please refer to resource material available on the internet, [www.opp.ca/billingmodel](http://www.opp.ca/billingmodel) Further, the Municipal Policing Bureau will be hosting webinar information sessions in October. An e-mail invitation will be forwarded to the municipality advising of the session dates.

If you require French versions of this communication or have questions about the Annual Billing Statement material please email [OPP.MPB.Financial.Services.Unit@OPP.ca](mailto:OPP.MPB.Financial.Services.Unit@OPP.ca).

Yours truly,

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

Info#  
OCT 19 2017



## OPP 2018 Annual Billing Statement

Melancthon Tp

### Notes to Annual Billing Statement

**1. Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2018 billing purposes the allocation of the municipal workload in detachments has been calculated to be 57.4% Base Services and 42.6% Calls for Service. The total 2018 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.

**2. Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$191.35, estimated for 2018.

The number of municipal properties is determined based on MPAC data. Please note the property counts in the 2018 annual billing are in accordance with the Ontario Regulation 267/14 revisions addressed in 2017. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.

Please note the revision of the property counts decreased the Base Services cost for the municipality by approximately \$22,521.

**3. Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.

**4. Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2013, 2014, 2015 and 2016 has been analyzed and averaged to estimate the 2018 costs. The costs incorporate the 2018 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2018 hours and salary rates and included in the 2020 Annual Billing Statement.

**5. Court Security and Prisoner Transportation** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2018 costs have been based on 2016 security activity. These costs will be reconciled to actual 2018 hours and salary rates.

The municipality has been allocated \$2,070 in Court Security and Prisoner Transportation grants to partially offset the 2018 costs. The grant will be paid in two installments, February (25%) and September (75%) 2018. See Court Security Cost Summary, (if applicable), for further details.

**6. Year-End Adjustments** - The 2015 and 2016 adjustments account for the variance between total Annual Billing Statement estimated costs and Reconciled Year-end Summary costs. All costs in the Annual Billing Statements have a salary component and due to the delay in the settlement of the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements, all were subject to reconciliation. Overall, the estimate of the cumulative impact of general increases on salary rates was slightly less than final settlement for the two year period (0.22%). The salary rate reconciliation impact on the cost of Base Services and Calls for Service costs of the municipality is minimal. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security. These costs are reconciled considering not only salary and benefit rate updates but also the extent of service provided during the year.



**OPP 2018 Estimated Base Services and Calls For Service Cost Summary**  
**For the Period January 01 to December 31, 2018**

**Salaries and Benefits**

					<b>Total Base Services and Calls for Service</b>	<b>Base Services</b>	<b>Calls for Service</b>
	(Note 1)	<b>FTE</b>	<b>Base %</b>	<b>\$/FTE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Uniform Members</b>							
Inspector .....		25.29	100.0	155,356	3,928,953	3,928,953	-
Staff Sergeant-Detachment Commander .....		12.19	100.0	139,185	1,696,665	1,696,665	-
Staff Sergeant .....		31.04	100.0	129,918	4,032,655	4,032,655	-
Sergeant .....		222.74	57.4	116,535	25,957,006	14,895,504	11,061,502
Constables .....		1,855.11	57.4	98,826	183,333,101	105,203,242	78,129,859
Part Time Constables .....		5.84	57.4	78,688	459,538	263,605	195,933
<b>Total Uniform Salaries</b>		<b>2,152.21</b>		<b>101,945</b>	<b>219,407,918</b>	<b>130,020,623</b>	<b>89,387,294</b>
Statutory Holiday Payout .....				3,499	7,510,149	4,411,784	3,098,365
Shift Premium .....				681	1,418,993	814,272	604,721
Benefits (Full-time 26.96%, Insp. 26.53%, Part-time 14.68%) .....					59,079,049	35,004,295	24,074,754
<b>Total Uniform Salaries &amp; Benefits</b>				<b>133,545</b>	<b>287,416,108</b>	<b>170,250,974</b>	<b>117,165,134</b>
<b>Detachment Civilian Members</b>	(Note 1)						
Court Officer .....		15.55	57.4	65,446	1,017,685	583,778	433,907
Detachment Administrative Clerk .....		173.09	57.4	64,326	11,134,187	6,389,502	4,744,686
Detachment Clerk Typist .....		0.44	57.4	55,496	24,418	13,874	10,544
Detachment Operations Clerk .....		1.40	57.4	61,665	86,331	49,332	36,999
Crime Stopper .....		0.81	57.4	58,876	47,690	27,083	20,607
<b>Total Detachment Civilian Salaries</b>		<b>191.29</b>			<b>12,310,311</b>	<b>7,063,569</b>	<b>5,246,743</b>
Benefits (25.17% of Salaries) .....					3,098,505	1,777,900	1,320,605
<b>Total Detachment Civilian Salaries &amp; Benefits</b>				<b>80,552</b>	<b>15,408,817</b>	<b>8,841,469</b>	<b>6,567,348</b>
<b>Support Staff (Salaries and Benefits)</b>	(Note 2)						
Communication Operators .....				6,322	13,606,272	7,992,399	5,613,873
Prisoner Guards .....				1,698	3,654,453	2,146,646	1,507,807
Operational Support .....				4,520	9,727,989	5,714,274	4,013,715
RHQ Municipal Support .....				2,358	5,074,911	2,981,031	2,093,880
Telephone Support .....				123	264,722	155,499	109,223
Office Automation Support .....				628	1,351,588	793,930	557,658
Mobile and Portable Radio Support .....				168	365,165	214,450	150,714
<b>Total Support Staff Salaries and Benefits</b>					<b>34,045,099</b>	<b>19,998,229</b>	<b>14,046,870</b>
<b>Total Salaries &amp; Benefits</b>					<b>336,870,024</b>	<b>199,090,672</b>	<b>137,779,352</b>
<b><u>Other Direct Operating Expenses</u></b>	(Note 2)						
Communication Center .....				203	436,899	256,637	180,262
Operational Support .....				807	1,736,833	1,020,226	716,608
RHQ Municipal Support .....				219	471,334	276,864	194,470
Telephone .....				1,289	2,774,199	1,629,580	1,144,619
Mobile Radio Equipment Maintenance .....				286	617,202	362,525	254,677
Mobile Radio Equipment Maintenance Court Officer .....				286	4,447	2,551	1,896
Office Automation - Uniform .....				1,854	3,990,197	2,343,864	1,646,333
Office Automation - Civilian .....				1,689	323,089	185,385	137,704
Vehicle Usage .....				7,344	15,805,830	9,284,432	6,521,399
Detachment Supplies .....				505	1,086,866	638,431	448,435
Uniform & Equipment .....				1,938	4,182,301	2,456,551	1,725,750
Uniform & Equipment Court officer .....				837	13,015	7,466	5,549
<b>Total Other Direct Operating Expenses</b>					<b>31,442,213</b>	<b>18,464,510</b>	<b>12,977,703</b>
<b>Total 2018 Municipal Base Services and Calls for Service Cost</b>					<b>\$ 368,312,237</b>	<b>\$ 217,555,182</b>	<b>\$ 150,757,055</b>

**Total OPP-Policed Municipal Properties**

**1,136,933**

**BASE SERVICES COST PER PROPERTY**

**\$191.35**



**OPP 2018 Estimated Base Services and Calls For Service Cost Summary**  
**For the Period January 01 to December 31, 2018**

**Notes:**

Total Base Services and Call for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2013 through 2016. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded. The equivalent of 88.04 FTEs with a cost of \$13,753,104 has been excluded from the Base Services and Calls for Service to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2018 salaries incorporate the January 1, 2018, 1.75% general salary rate increase set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2017-18). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 57.4% Base Services : 42.6% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2017 Municipal Policing Cost-Recovery Formula.



**2018 Calls for Service Billing Summary**  
**For the Period January 1 to December 31, 2018**

**Melancthon Tp**

Calls for Service Billing Workgroups	Calls for Service Count					2018 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2018 Estimated Calls for Service Cost
	2013	2014	2015	2016	Four Year Average				
					A	B	C = A * B		
	(Note 1)						(Note 2)		(Note 3)
Drug Possession	2	2	1	4	2	6.3	14	0.0009%	\$ 1,344
Drugs	-	1	1	1	1	34.4	26	0.0016%	\$ 2,446
Operational	151	153	105	155	141	3.5	494	0.0310%	\$ 46,779
Operational 2	88	61	71	74	74	1.2	88	0.0055%	\$ 8,361
Other Criminal Code Violations	3	3	5	3	4	7.8	27	0.0017%	\$ 2,588
Property Crime Violations	48	25	31	57	40	6.8	274	0.0172%	\$ 25,944
Statutes & Acts	30	27	14	16	22	3.2	70	0.0044%	\$ 6,597
Traffic	65	106	87	78	84	3.4	286	0.0180%	\$ 27,072
Violent Criminal Code	15	13	6	8	11	15.5	163	0.0102%	\$ 15,427
<b>Total</b>	<b>402</b>	<b>391</b>	<b>321</b>	<b>396</b>	<b>378</b>		<b>1,441</b>	<b>0.0906%</b>	<b>\$ 136,558</b>
<b>Provincial Totals</b>	<b>389,097</b>	<b>382,989</b>	<b>365,441</b>	<b>366,389</b>	<b>375,979</b>		<b>1,590,416</b>	<b>100.0000%</b>	<b>\$ 150,757,055</b>

- Note 1) Showing no decimal places, for billing purposes the exact calculated numbers have been used  
 Note 2) Showing 4 decimal places here, for calculations 9 decimal places have been used  
 Note 3) Costs rounded to 0 decimals



**2018 Calls For Service Details**  
For the Calendar Years 2013 to 2016

**Melancthon Tp**

Calls for Service Billing Workgroups	Calls for Service Count				
	2013	2014	2015	2016	Four Year Average
<b>Grand Total</b>	<b>402</b>	<b>391</b>	<b>321</b>	<b>396</b>	<b>377.50</b>
<b>Drug Possession</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>2.25</b>
Drug Related Occurrence	2	1	0	1	1.00
Possession - Cannabis	0	1	1	1	0.75
Possession - Cocaine	0	0	0	1	0.25
Possession - Other Controlled Drugs and Substances Act	0	0	0	1	0.25
<b>Drugs</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0.75</b>
Drug Operation - Residential Grow Outdoor	0	0	0	1	0.25
Trafficking - Cannabis	0	1	1	0	0.50
<b>Operational</b>	<b>151</b>	<b>153</b>	<b>105</b>	<b>155</b>	<b>141.00</b>
Accident - non-MVC - Master Code	0	0	0	1	0.25
Accident - Non-MVC - Others	0	0	0	1	0.25
Alarm - Others	0	1	1	2	1.00
Animal - Bear Complaint	1	0	0	1	0.50
Animal - Dog Owners Liability Act	0	1	2	0	0.75
Animal - Other	6	6	0	7	4.75
Animal Bite	1	3	3	1	2.00
Animal Injured	5	2	3	2	3.00
Animal Stray	10	5	2	7	6.00
Assist Fire Department	0	1	2	3	1.50
Assist Public	43	37	18	43	35.25
Compassionate Message	0	1	1	0	0.50
Distressed / Overdue Motorist	1	1	0	0	0.50
Dogs By-Law	0	1	0	0	0.25
Domestic Disturbance	13	11	15	12	12.75
False Fire Alarm - Other	1	0	0	0	0.25
Family Dispute	7	12	10	11	10.00
Fire - Building	3	5	0	2	2.50
Fire - Vehicle	0	0	1	1	0.50
Found - Bicycles	2	0	0	0	0.50
Found - Household Property	0	1	0	0	0.25
Found - License Plate	1	0	0	0	0.25
Found - Others	1	1	0	2	1.00
Found - Personal Accessories	0	1	0	0	0.25
Found - Sporting Goods, Hobby Equip.	0	0	0	1	0.25
Found Property - Master Code	3	2	2	1	2.00
Insecure Condition - Others	0	0	2	0	0.50
Lost - Accessible Parking Permit	0	1	0	0	0.25
Lost - License Plate	8	8	0	0	4.00
Lost - Others	1	0	1	1	0.75
Lost - Personal Accessories	2	1	0	3	1.50
Lost - Radio, TV, Sound-Reprod. Equip.	0	0	0	1	0.25
Lost Property - Master Code	1	0	1	1	0.75
Missing Person - Master Code	0	0	1	0	0.25
Missing Person 12 & older	0	0	0	1	0.25
Missing Person Located 12 & older	1	0	0	1	0.50



**2018 Calls For Service Details**  
For the Calendar Years 2013 to 2016

**Melancthon Tp**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2013	2014	2015	2016	
Missing Person Located Under 12	0	0	1	0	0.25
Neighbour Dispute	5	9	3	5	5.50
Noise By-Law	1	1	0	0	0.50
Noise Complaint - Animal	0	1	0	0	0.25
Noise Complaint - Business	0	1	0	0	0.25
Noise Complaint - Others	2	0	1	0	0.75
Noise Complaint - Residence	0	3	3	5	2.75
Noise Complaint - Vehicle	0	0	1	0	0.25
Other Municipal By-Laws	2	4	6	1	3.25
Phone - Master Code	0	0	1	2	0.75
Phone - Nuisance - No Charges Laid	5	3	3	1	3.00
Phone - Threatening - No Charges Laid	1	1	0	0	0.50
Protest - Demonstration	0	1	0	0	0.25
Sudden Death - Accidental	0	0	1	0	0.25
Sudden Death - Natural Causes	2	2	1	3	2.00
Sudden Death - Suicide	0	1	0	0	0.25
Suspicious Person	4	9	4	6	5.75
Suspicious vehicle	8	9	8	18	10.75
Trouble with Youth	3	2	3	3	2.75
Unwanted Persons	4	2	3	2	2.75
Vehicle Recovered - All Terrain Vehicles	2	0	0	0	0.50
Vehicle Recovered - Automobile	1	1	1	0	0.75
Vehicle Recovered - Other	0	1	0	0	0.25
Vehicle Recovered - Snow Vehicles	0	0	0	1	0.25
Vehicle Recovered - Trucks	0	0	0	2	0.50
<b>Operational 2</b>	<b>88</b>	<b>61</b>	<b>71</b>	<b>74</b>	<b>73.50</b>
911 call - Dropped Cell	0	0	2	3	1.25
911 call / 911 hang up	61	43	46	47	49.25
911 hang up - Pocket Dial	1	1	2	1	1.25
False Alarm - Accidental Trip	3	2	5	8	4.50
False Alarm - Cancelled	5	4	4	3	4.00
False Alarm - Malfunction	5	1	2	3	2.75
False Alarm - Others	3	0	1	3	1.75
Keep the Peace	10	10	9	6	8.75
<b>Other Criminal Code Violations</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>3.50</b>
Animals - Unnecessary suffering	0	0	1	0	0.25
Bail Violations - Fail To Comply	0	0	0	1	0.25
Bail Violations - Recognizance	0	0	1	1	0.50
Breach of Probation	0	0	1	0	0.25
Disturb the Peace	1	0	0	0	0.25
Libel - Defamatory	0	1	0	0	0.25
Offensive Weapons - In Vehicle	0	1	0	0	0.25
Offensive Weapons - Other Offensive Weapons	1	0	0	0	0.25
Offensive Weapons - Other Weapons Offences	0	0	0	1	0.25
Offensive Weapons - Possession of Weapons	0	1	0	0	0.25
Offensive Weapons - Restricted	0	0	1	0	0.25
Trespass at Night	1	0	0	0	0.25



**2018 Calls For Service Details**  
For the Calendar Years 2013 to 2016

**Melancthon Tp**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2013	2014	2015	2016	
Utter Threats to damage property	0	0	1	0	0.25
<b>Property Crime Violations</b>	<b>48</b>	<b>25</b>	<b>31</b>	<b>57</b>	<b>40.25</b>
Arson - Building	0	0	1	0	0.25
Break & Enter	13	5	8	15	10.25
Fraud - False Pretence Under \$5,000	1	1	0	0	0.50
Fraud - Fraud through mails	0	0	0	1	0.25
Fraud - Money/property/security Under \$5,000	2	1	0	2	1.25
Fraud - Other	4	1	2	2	2.25
Fraud - Steal/Forge/Poss./Use Credit Card	1	0	2	0	0.75
Identity Fraud	0	0	1	2	0.75
Identity Theft	2	0	0	0	0.50
Mischief - Master Code	8	10	9	19	11.50
Personation with Intent (fraud)	0	0	0	1	0.25
Property Damage	1	0	2	0	0.75
Theft from Motor Vehicles Under \$5,000	0	0	1	1	0.50
Theft of - All Terrain Vehicles	2	0	0	0	0.50
Theft of - Automobile	2	0	1	0	0.75
Theft of - Farm Vehicles	0	0	0	1	0.25
Theft of - Other Motor Vehicles	0	0	0	2	0.50
Theft of - Trucks	0	0	0	1	0.25
Theft of Motor Vehicle	3	0	0	1	1.00
Theft Over \$5,000 - Master Code	1	0	0	0	0.25
Theft Over \$5,000 - Trailers	2	0	0	1	0.75
Theft Under \$5,000 - Boat (Vessel)	0	1	0	0	0.25
Theft Under \$5,000 - Building	0	0	0	1	0.25
Theft Under \$5,000 - Farm Agricultural Livestock	0	0	1	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	0	0	0	1	0.25
Theft Under \$5,000 - Mail	0	1	0	0	0.25
Theft Under \$5,000 - Master Code	0	0	0	1	0.25
Theft Under \$5,000 - Other Theft	5	5	2	5	4.25
Theft Under \$5,000 - Trailers	0	0	1	0	0.25
Theft Under \$5,000 Shoplifting	1	0	0	0	0.25
<b>Statutes &amp; Acts</b>	<b>30</b>	<b>27</b>	<b>14</b>	<b>16</b>	<b>21.75</b>
Custody Dispute	2	2	1	0	1.25
Landlord / Tenant	5	10	2	5	5.50
Mental Health Act	5	3	1	2	2.75
Mental Health Act - Attempt Suicide	1	1	1	0	0.75
Mental Health Act - Threat of Suicide	4	6	3	1	3.50
Mental Health Act - Voluntary Transport	0	1	0	1	0.50
Trespass To Property Act	13	4	6	7	7.50
<b>Traffic</b>	<b>65</b>	<b>106</b>	<b>87</b>	<b>78</b>	<b>84.00</b>
MVC - Others (Motor Vehicle Collision)	0	1	1	1	0.75
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	0	0	1	0	0.25
MVC - Personal Injury (Motor Vehicle Collision)	3	13	11	13	10.00
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	5	2	0	2.00
MVC - Prop. Dam. Non Reportable	4	6	20	21	12.75
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	56	81	52	42	57.75



**2018 Calls For Service Details**  
For the Calendar Years 2013 to 2016

**Melancthon Tp**

Calls for Service Billing Workgroups	Calls for Service Count				
	2013	2014	2015	2016	Four Year Average
MVC (Motor Vehicle Collision) - Master Code	1	0	0	1	0.50
<b>Violent Criminal Code</b>	<b>15</b>	<b>13</b>	<b>6</b>	<b>8</b>	<b>10.50</b>
Assault - Level 1	3	4	3	3	3.25
Assault With Weapon or Causing Bodily Harm - Level 2	2	3	0	0	1.25
Criminal Harassment	3	1	2	1	1.75
Extortion	0	0	0	1	0.25
Indecent / Harassing Communications	1	1	0	0	0.50
Pointing a Firearm	0	1	0	0	0.25
Sexual Assault	3	1	0	1	1.25
Sexual Interference	1	0	0	0	0.25
Utter Threats - Master Code	1	0	0	0	0.25
Utter Threats to Person	1	2	1	2	1.50



## OPP 2015 Reconciled Year-End Summary

Melancthon Tp

Reconciled cost for the period January 1 to December 31, 2015

			Cost per Property \$	Actual Total Cost \$
<b>Base Services</b>	<u>Property Counts</u>			
	Household	1,146		
	Commercial and Industrial	<u>129</u>		
	Total Properties	<u>1,275</u>	200.91	256,160
<b>Calls for Service</b>				
	Total all municipalities	\$138,204,918		
	Municipal portion	0.0913%	98.96	126,174
<b>Overtime</b>			11.64	14,846
<b>Contract Enhancements (pre-2015)</b>	(see summary)		-	-
<b>Court Security</b>	(see summary)		-	-
<b>Prisoner Transportation</b>	(per property cost)		2.02	2,576
<b>Accommodation/Cleaning Services</b>	(per property cost)		<u>4.80</u>	<u>6,120</u>
<b>Total 2015 Reconciled Cost</b>			<u><b>318.33</b></u>	<b>405,876</b>
<b>Year Over Year Variance (estimate for the year is not subject to phase-in adjustment)</b>				
<b>2014 Reconciled Cost per Property</b>			314.24	
<b>2015 Reconciled Cost per Property (see above)</b>			<u>318.33</u>	
<b>Cost per Property Variance</b>		(Increase)	<u><u>4.09</u></u>	
<b>2015 Billed Amount</b>				<b>(422,028)</b>
<b>2015 Year-End Adjustment</b>	(see note)			<u><u><b>(16,152)</b></u></u>

### Note:

The Year-End Adjustment above will be included as an adjustment on the 2018 Annual Billing Statement. This amount is be incorporated into the monthly invoice amount for 2018.



## OPP 2016 Reconciled Year-End Summary

Melancthon Tp

Reconciled cost for the period January 1 to December 31, 2016

			Cost per Property \$	Actual Total Cost \$
<b>Base Services</b>				
	<u>Property Counts</u>			
	Household	1,159		
	Commercial and Industrial	<u>145</u>		
	Total Properties	<u>1,304</u>	193.63	252,494
<b>Calls for Service</b>				
	Total all municipalities	\$143,993,462		
	Municipal portion	0.0977%	107.85	140,642
Overtime			12.17	15,865
Contract Enhancements (pre-2015)	(see summary)		-	-
Court Security	(see summary)		-	-
Prisoner Transportation	(per property cost)		2.12	2,764
Accommodation/Cleaning Services	(per property cost)		<u>4.76</u>	<u>6,207</u>
Total 2016 Reconciled Cost			<u><u>320.53</u></u>	<u><u>417,972</u></u>
<b>Year Over Year Variance (estimate for the year is not subject to phase-in adjustment)</b>				
2015 Reconciled Cost per Property			318.33	
2016 Reconciled Cost per Property (see above)			<u>320.53</u>	
Cost per Property Variance		(Increase)	<u><u>2.20</u></u>	
2016 Billed Amount				(431,728)
2016 Year-End Adjustment	(see note)			<u><u>(13,756)</u></u>

### Note:

The Year-End adjustment above will be included as an adjustment on the 2018 Billing Statement. This amount will be incorporated into the monthly invoice amount for 2018.



**Ministry of Community Safety  
and Correctional Services**

Office of the Minister

25 Grosvenor Street  
18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416-325-0408  
Fax: 416-325-6067

**Ministère de la Sécurité communautaire  
et des Services correctionnels**

Bureau de la ministre

25, rue Grosvenor  
18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416-325-0408  
Téléc. : 416-325-6067



**MC-2017-2413  
By e-mail**

**OCT 05 2017**

**MEMORANDUM TO:** Mayors and Heads of Council

**FROM:** Marie-France Lalonde  
Minister of Community Safety and Correctional Services

**SUBJECT:** Regulation made under the *Police Services Act* to amend the Ontario Provincial Police (OPP) billing model has been filed as:  
O. Reg. 363/17

I am pleased to advise you that the regulation that amends the OPP billing model to exclude certain structures/property codes identified from the Commercial and Industrial (C&I) count was approved and filed. The regulation is O. Reg. 363/17. The amendments exclude properties from the OPP billing calculation within the following categories:

- Passive renewable energy structures, e.g., wind turbines, solar facilities;
- Structures where there are rarely any interactions with the public, owner or a representative/employee and do not typically contribute to policing requirements, e.g., communication towers, billboards;
- Structures that are considered to be part of a larger infrastructure system, e.g., tunnels, bridges; and
- Federal or provincial parks, or in some cases, vacant properties such as vacant federally/provincially owned lands.

This amended list of structures/property codes will now be used to calculate your 2018 base service billings for proactive policing by the OPP. You may access the regulation through e-laws under the following link: <https://www.ontario.ca/laws/regulation/140267>

Your 2018 Annual Billing Statement has been provided to your CAO, to give you time to prepare for the changes in advance of the January 1, 2018 implementation date.

Through the June 2017 online survey and the August 2017 Technical Tables, the ministry was able to receive feedback that has been incorporated into the regulation amendments. Through our review, broader concerns about the overall OPP billing model were also raised.

As a result of your feedback, my ministry will now turn its attention to the five-year review of the OPP billing model, with review recommendations to be finalized by the end of 2019.

.../2 Info<sup>#</sup>  
OCT 19 20



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During the review process, municipalities will have the opportunity to provide input on the billing model, which will help inform recommendations for potential changes to the model. I look forward to working with you in the months ahead.

A handwritten signature in black ink, appearing to read 'M. Lalonde', with a large, stylized initial 'M'.

Marie-France Lalonde  
Minister

c:      Municipal Chief Administrative Officers  
         Association of Municipalities of Ontario  
         Municipal Clerks



# GRCA Current



October, 2017 • Volume 22 Number 10

## GRCA General Membership

<b>Chair</b>	Helen Jowett
<b>Vice-Chair</b>	Chris White
<b>Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley</b>	Guy Gardhouse
<b>Townships of Mapleton and Wellington North</b>	Pat Saker
<b>Township of Centre Wellington</b>	Kirk McElwain
<b>Town of Erin, Townships of Guelph/Eramosa and Puslinch</b>	Chris White
<b>City of Guelph</b>	Bob Bell, Mike Salisbury
<b>Region of Waterloo</b>	Les Armstrong, Elizabeth Clarke, Sue Foxton, Helen Jowett, Geoff Lorentz, Jane Mitchell, Joe Nowak, Wayne Roth, Sandy Shantz, Warren Stauch
<b>Municipality of North Perth and Township of Perth East</b>	George Wicke
<b>Halton Region</b>	Cindy Lunau
<b>City of Hamilton</b>	George Stojanovic
<b>Oxford County</b>	Bruce Banbury
<b>County of Brant</b>	Brian Coleman, Shirley Simons
<b>City of Brantford</b>	Dave Neumann, Vic Prendergast
<b>Haldimand and Norfolk Counties</b>	Bernie Corbett, Fred Morison



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

## Camping closes October 15

The 2017 camping season at Grand River Parks is coming to a successful close on October 15.

Five parks will remain open to daytime visitors this fall. They are Belwood Lake Park near Fergus, Shade's Mills Park in Cambridge, Laurel Creek Park in Waterloo, Rockwood Park and Pinehurst Lake near Ayr.

Park revenue is on track to match that of 2016, which was an exceptional year. The 2017 park revenue is \$8 million to date. This is higher than the projected revenue of \$7.3 million, which was in the 2017 budget.

Plans are underway to offer winter programs, such as cross-country skiing, ice fishing and snowshoeing. These activities are highly dependent on weather.

## Commemorative stone installed at Dumfries CA

A commemorative stone and sitting area were installed at Dumfries Conservation Area in September to remember Percy Hilborn (1886-1972), who donated the 75-hectare property.

An early environmentalist, Hilborn bought farmland from 1916 to 1967 in order to preserve some untouched green space in the heart of Cambridge. The land was initially donated to the province, which later turned it over to the GRCA to manage.

The park has four kilometres of trails, as well as natural and plantation forests. In recent years, the City of Cambridge and the GRCA have enlisted the help of community volunteers at special events to remove invasive plants and plant native Carolinian trees and shrubs.

Two benches, donated by BWXT Canada, formerly Babcock and Wilcox, are near the commemorative rock, creating a sitting area with native plants and shrubs nearby. Entry to the conservation area is off of Dunbar Road, west of Hespeler Road. There is no admission fee.

The commemorative stone was unveiled by two

of Hilborn's children, Elinor Hueton and John Hilborn. They thought it was especially fitting to remember Percy 50 years after he made the donation and to mark Canada 150, which commemorates the creation of Canada in 1867.

## Fighting phragmites at Taquanyah

The first phase of a three-year plan to control phragmites at Taquanyah Conservation Area, just west of Cayuga, got underway September 29.

While phragmites is a problem throughout the province, it is especially important to control it at Taquanyah – one of only two locations in Ontario where an endangered plant, Virginia mallow, grows. Controlling phragmites is an essential step in ensuring that the Virginia mallow will continue to thrive in Taquanyah.

Phragmites, also known as the European common reed, is a tall grass with a fluffy seed head that grows densely and out competes native plants for water and nutrients.

A licensed pesticide applicator applied the herbicide glyphosate, which is better known by the trade name Roundup. This herbicide has been widely adopted by conservation organizations as a safe and effective way to remove invasive species.

Manual removal of phragmites plants around Virginia mallow is taking place in October. Follow-up treatments and an expansion of the treatment area will occur next fall.

Controlling phragmites is part of the larger restoration effort that has been ongoing at Taquanyah since the removal of the reservoir in 2005. A management plan for phragmites was developed in 2015 to map where it grows and come up with a plan to manage it.

## Order trees from the GRCA for spring 2018

Rural landowners can now order trees from the GRCA for planting next spring.

Info#

Grand River Conservation Authority

OCT 19 20



Landowners who have at least one hectare (2.5 acres) of land are eligible to order trees that they can plant themselves. Online tree orders can be placed October 2, 2017 to March 1, 2018, and orders can also be taken by mail. Ordering early is advisable for the best selection of trees.

Landowners with at least two hectares (five acres) of property may also be interested in having a GRCA forestry specialist come to their property to put together a planting plan, arrange for the planting of their trees, and help them to access funding programs to offset the cost of their tree planting project (if applicable).

There is no cost for this planning service, but demand is high, so interested landowners will be put on a waiting list to be contacted at a later date by one of the GRCA's forestry specialists. To be put on this waiting list, please email [trees@grandriver.ca](mailto:trees@grandriver.ca) or call 519-621-2761 and ask to speak to a forestry specialist.

For more information, to order trees and to view the tree availability list, go to the forestry section of the GRCA website at [www.grandriver.ca/Trees](http://www.grandriver.ca/Trees).

## Blue-green algae

Observations by GRCA staff in mid-September confirmed that blue-green algae were present at Conestogo, Belwood and Woolwich reservoirs.

The algae may contain a toxin called microcystin, which can cause illness when ingested by people or animals. Park visitors, recreational users and cottagers surrounding these reservoirs should be aware of the algae and take necessary precautions.

There are several things that visitors can do to stay safe from blue-green algae. These include not swimming, keeping children and pets away, not drinking or using water for any other purpose and not eating fish from the lake. While boating is allowed (where permitted), boaters and recreational users should avoid touching the algae.

There have been no reports of human illness caused by these algae blooms.

## Rainfall fairly consistent across the watershed

Precipitation during the first two weeks of September was fairly consistent across the



For the first time, the GRCA volunteer program offered a Professional Activity (PA) day activity for kids and their parents at Guelph Lake. They collected wildflower seeds and then planted them on the site of the new Guelph Lake Nature Centre.

watershed.

August was a more variable month, with 45 per cent to 154 per cent of the long-term average rainfall. Weather events took place frequently during August, but amounts varied, since most rain fell during localized storms.

Temperatures during the first couple of weeks of September were well below the long-term average, but it became hot later in the month.

Water levels in the four large reservoirs are near their normal operating level for the time of year. River flows have been above low-flow targets.

GRCA staff is working with the flood coordinator from Haldimand County to plan a desktop emergency planning exercise based on a flood emergency for November.

## New preschool program at Shade's Mills

Shade's Mills Nature Centre in Cambridge is setting out in a new direction and offering a six-week outdoor exploration program for parents and preschool children on Wednesday mornings, called Wild Wee Ones, starting October 4.

The Wild Wee Ones program brings nature-based education that has long been

provided to school children by the GRCA to younger kids.

This program is ideal for parents or guardians who are looking for ways to connect their children with nature and the outdoors at an early age. The registration fee for non-members is \$70 or \$50 for Grand River Parks members. This covers an adult with one or two young children, age two-and-a-half to five. Register and learn more

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

It is a summary of the September, 2017 business conducted by the Grand River Conservation Authority board and committees, as well as other noteworthy happenings and topics of interest.

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

October 27 at 9:30 a.m.,  
GRCA Administration Centre

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

**View coming events:**

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



## Denise Holmes

---

**From:** Tom Pridham <Tom.Pridham@rjburnside.com>  
**Sent:** Wednesday, October 11, 2017 1:42 PM  
**To:** Denise Holmes  
**Subject:** Bradley Drain - Work on 6th Line NE  
**Attachments:** 20171011125911626.pdf

Hi Denise

As requested attached is our letter regarding the costing for the 6th Line road crossing that was discussed with Craig. As the owners have agreed to take on a portion of the cost this is a very economical arrangement for the Municipality. If you need anything further let me know.

Thanks Tom

 **BURNSIDE**  
Tom Pridham,

R.J. Burnside & Associates Limited  
15 Townline, Orangeville, Ontario L9W 3R4  
Office: 800-265-9662 Direct: 519-938-3077  
[www.rjburnside.com](http://www.rjburnside.com)

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To: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca) [Remove](#) this sender from my allow list  
From: [tom.pridham@rjburnside.com](mailto:tom.pridham@rjburnside.com)

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





October 11, 2017

**Via: Email**

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

Dear Denise:

**Re: Bradley Drain Improvement, 2017  
Special Assessment – 6<sup>th</sup> Line NE  
Project No.: 300036575.0000**

As requested, outlined below, is the background of the costing discussed with Craig regarding the work on the 6<sup>th</sup> Line NE for review by the Committee of the Whole.

Under Section 26 of the Drainage Act, the Road Authority is assessed for the "increased cost of the work" associated with a road crossing whether it be an open drain or a closed drain. The cost is identified in the Drainage Act as a Special Assessment.

The construction cost of the road crossing is the first item to be determined. The next item is called an equivalent drain. This is the cost as if no road were present and an open drain or tile drain was installed across the right-of-way. The last item is the overhead cost associated with the survey, design and construction inspection.

The Special Assessment for the "increased cost of the work" is arrived at by taking the construction cost, less the equivalent drain which is paid for by the upstream property owners, plus the overhead costs. Attached is an example from the McIsaac Drain in the Township of Mapleton from November 2016 where a 600 mm (24 in) tile was being installed. This work was recently completed very close to the estimates outlined.

Closed drain gravel road crossings under the Drainage Act typically include 3 structures (2 catchbasins and a junction box). These crossings also generally include a length of pipe from the road ditch to the fence line on each side plus a longer section across the centre section of the road. Typically our reports would provide construction estimates for 5 or 6 items associated with the closed drain crossing of a gravel road.



On behalf of the owners we prepared a Quote for Bradley Drain closed work in order to complete a portion of the work in 2017 for later incorporation under our final report. The branch of the E.H.M Welding Inc. (Ezra Martin) that crosses the 6<sup>th</sup> Line NE has been designated 'D' Drain. Attached is the relevant section for the road crossing (Item 26.0 to Item 30.0). The prices were submitted by A.G. Hayter Contracting Ltd. who are excellent closed drain Contractors who we work with quite often.

After receiving the quote and discussing the work with Craig I met with Ezra Martin. In order to expedite the work Mr. Martin indicated the participating owners would cover the cost of Items 26,27,29 and 30. This left only Item 28 covering the centre part of the road crossing to remain as part of the Special Assessment. The cost for this Item would be \$6,690.00 plus H.S.T. for a total of \$6,807.74 or \$6,810.00 in round numbers.

The cost for the equivalent drain would be based on the cost to install 23 m of 525 mm (21 in) tile across the road. Item 25 of the quote provides the basis for the calculation. As indicated the cost to install 204 lin.m of 525 mm (21 in) tile is \$11,580.00. This translates into a cost of \$56.76 per lin.m of tile. As such for 23 m the equivalent drain credit to the road would be \$1,305.48 or \$1,310.00 in round numbers. I estimated \$1,500.00 with I met with Craig as I did not have the quote with me at the time.

The last item is the overhead cost. We have found over the years that for closed drain crossings on gravel roads the cost for the survey, design, construction inspection, calculation of the actual Special Assessment is typically \$7,500.00 plus H.S.T for a total of \$7,632.00. This cost is deducted from the final overhead costs, after the completion of the work, prior to levying of any assessments.

**The actual Special Assessment for work on the 6<sup>th</sup> Line NE would be as follows:**

<b>Construction Cost</b>	<b>\$6,810.00</b>
<b>Less Equivalent Drain</b>	<b>1,310.00</b>
<b>Plus Engineering/Administration</b>	<b><u>7,632.00</u></b>
<b>Actual Special Assessment Total</b>	<b><u>\$13,132.00</u></b>

This is most reasonable for the Municipality as the typical Special Assessment for a closed drain on a gravel road is \$20,000.00.

The E.H.M Welding Inc. property has been tiled. Flows from the tile are boiling up on the east side of the road flooding the crop and keeping the road bed saturated. The equipment is on site completing the work on private lands. They should be at the road within the next few weeks. It would be most beneficial to all involved to have the road crossing and tile connection completed this fall in order to allow the area to dry up.



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

Yours truly,

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



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

Enclosure(s)      Sample Special Assessment McIsaac Drain 2016, Township of Mapleton  
Quote for Bradley Drain Improvement- Page 4

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036575\_Holmes\_Bradley Special Assessment 101117.docx  
11/10/2017 12:56 PM



Mclsaac Drain Improvement, 2016  
November 2016

Also, in addition to the work included in the above estimate, should repairs, replacements, underpinning or other alterations be required for existing bridges, culverts, overflow culverts or any other structure necessary to conduct overflow water, or water in open channels under or across a road allowance, as affected by this drainage work, the work and cost thereof, including any necessary expenses incidental thereto, and if not determined otherwise, shall be the responsibility of and shall be assessed against the authority having control of such road or road allowance.

## 9.0 Special Assessments

Pursuant to Section 26 of the Drainage Act the following Special Assessments are made:

### A Drain - Work on Sideroad 12

The Special Assessment for this portion of the work is the increased cost to the drainage works due to the presence and operation of the road and is calculated as follows:

Construction Costs	Equivalent Drain	+	Engineering/ Administration	=	Special Assessment
Consisting of Items Item 11.0, Item 12.0, Item 13.0, Item 14.0, Item 15.0 and Item 16.0 in the estimate of the cost of the work plus net HST.	Consisting of 25 m of 600 mm dia. tile plus net HST.		Consisting of Survey, design, utilities Investigation, determination of special assessment, construction layout, inspection and determination of final costs plus net HST.		
\$13,992.00	- \$1,874.00	+	\$7,632.00	=	\$19,750.00

Whether or not the Township of Mapleton elects to do the work on Sideroad 12, they shall be assessed or pay the actual cost of the work (estimated as \$13,992.00) minus the actual cost of an equivalent drain (estimated as \$1,874.00) plus engineering/administration (estimated as \$7,632.00) as a Special Assessment.



Quote For:  
Bradley Drain Improvement, 2017  
August 2017

Item	Description	Approx. Quantity	Bid Price
24.0	Supply and install 200 mm dia. perforated HDPE pipe with non-woven geotextile filter sock including clear stone bedding and stripping and replacing topsoil to connect existing tubing (two locations) (Sta. A1580)	18 lin.m	\$ <u>1150<sup>00</sup></u>
<b>D Drain – Branch for Ezra Martin</b>			
<b>Work on Private Lands</b>			
25.0	Supply and install 525 mm dia. heavy duty concrete drain tile including stripping and stockpiling topsoil, wrapping all joints with geotextile filter material and releveilling of subsoil and topsoil (Sta. D000 to Sta. D204)	204 lin.m	\$ <u>11580<sup>00</sup></u>
<b>Work on 6th Line NE</b>			
26.0	Supply and install 600 mm x 840 mm pre-benched concrete junction box including connections (Sta. D204)	1 ea.	\$ <u>1795<sup>00</sup></u> ✓
27.0	Supply and install 900 mm x 1200 mm offset ditch inlet concrete catchbasin with bird cage style grate and quarry stone rip-rap inlet apron including connection with 4 m of 300 mm dia. HDPE pipe as detailed (Sta. D204)	1 ea.	\$ <u>2470<sup>00</sup></u> ✓
* 28.0	Supply and install 525 mm dia. bell and gasket HDPE pipe including stripping and replacing topsoil, removal and disposal of any excess material, supply, placement and compaction of all granular materials as detailed, connection to new catchbasin and seeding of all disturbed areas (Sta. D204 to Sta. D225)	21 lin.m	\$ <u>6690<sup>00</sup></u> RJS ✓
29.0	Supply and install 900 mm x 1200 mm on-line concrete catchbasin with bird cage style grate including quarry stone rip-rap inlet apron (Sta. D225)	1 ea.	\$ <u>2220<sup>00</sup></u> ✓
30.0	Supply and install 525 mm dia. bell and gasket HDPE pipe including stripping and stockpiling topsoil, clear stone bedding and releveilling of topsoil (Sta. D225 to Sta. D227)	2 lin.m	\$ <u>450<sup>00</sup></u> ✓



Niagara Escarpment Commission

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

Commission de l'escarpement du Niagara

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



Niagara Escarpment Commission  
An agency of the Government of Ontario

October 3, 2017

**County of Dufferin - Township of Melancthon**

Denise B. Holmes, Clerk

Michael Giles, Chief Building Official

Kim Benner, District Planner, Ministry of Natural Resources, Midhurst

Tim Salkeld, Resource Planner, Nottawasaga Valley C.A.

**REQUEST FOR COMMENTS**

FILE NUMBER: D/D/2017-2018/277

APPLICANT: Scott and Jennifer Rutledge

AGENT: None

OWNER: Same as Applicants

LOCATION: Part East Lot 16, Concession 1  
[REDACTED] 15th Sideroad  
Township of Melancthon, County of Dufferin

RELATED FILES: (11232) D/R/2016-2017/220; D/R/1996-1997/137

DESCRIPTION OF PROPOSED DEVELOPMENT: To demolish a  $\pm 455.2$  sq m ( $\pm 4,900$  sq ft) agricultural storage building that is  $\pm 9$  m (30 ft) high on a 37.4 ha (92.5 ac) lot.

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

We request your comments by: **November 3, 2017**. If we do not receive your comments, we will assume you have no objection to the proposal. If you require additional time to provide comments, please call immediately.

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

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

ACT#1  
OCT 19 2017



FILE # D/D/2017-2018/27  
(For NEC office use only)

## NIAGARA ESCARPMENT DEVELOPMENT PERMIT APPLICATION

(Revised April 17, 2014)

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

<p><b>NIAGARA ESCARPMENT COMMISSION</b> 232 Guelph Street, 3<sup>rd</sup> Floor Georgetown, ON L7G 4B1</p> <p>Phone: 905-877-5191 Fax: 905-873-7452 Website: <a href="http://www.escarpment.org">www.escarpment.org</a> Email: <a href="mailto:necgeorgetown@ontario.ca">necgeorgetown@ontario.ca</a></p> <p><i>Serving the areas of:</i></p> <p>Dufferin County Region of Halton Region of Peel Region of Niagara City of Hamilton</p>	<p><b>NIAGARA ESCARPMENT COMMISSION</b> Box 308, 99 King Street East Thornbury, ON N0H 2P0</p> <p>Phone: 519-599-3340 Fax: 519-599-6326 Website: <a href="http://www.escarpment.org">www.escarpment.org</a> Email: <a href="mailto:necthornbury@ontario.ca">necthornbury@ontario.ca</a></p> <p><i>Serving the areas of:</i></p> <p>Bruce County Grey County Simcoe County</p>
---	---

**RECEIVED**  
SEP 19 2017  
NIAGARA ESCARPMENT COMMISSION

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

### 1. APPLICANT

Name: Scott and Jennifer Rutledge

Mailing Address: [Redacted] 15 st Melancthon Ont L9V 1Z5  
Street/P.O. Box City/Town Province Postal Code

Phone: [Redacted] Fax: [Redacted] E-mail: [Redacted]

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

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

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

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

### 3. OWNER (if different from applicant)

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

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

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

### 4. CONTRACTOR (if applicable)

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

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

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



**5. PROPERTY LOCATION**

County/Region Dufferin Municipality Melancthon (former) Municipality \_\_\_\_\_  
Lot Pt 16 E 1/2 Concession 1 O S E and/or Lot \_\_\_\_\_ Plan \_\_\_\_\_  
Civic Address # [REDACTED] Street Address \_\_\_\_\_  
(Fire/Emergency #)

**6. LOT INFORMATION**

Lot Size 92 acres Frontage 551.5 m Depth 600 m

**7. SERVICING**

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

**8. EXISTING and PROPOSED DEVELOPMENT**

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

**Existing Development:** (describe)



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

**Proposed Development:** (describe)



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**9. EASEMENTS, COVENANTS, AGREEMENTS**

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

\_\_\_\_\_  
\_\_\_\_\_

**10. DATE OF PURCHASE**

Date the property was purchased by the current owner: May 12 2012

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



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

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

**11. CONSTRUCTION DETAILS**

**PLEASE NOTE**

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

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

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

	Ground Floor Area (Exterior measurements)	Total Floor Area	# of Storeys	Maximum Height (to peak)	Use of structure
Dwelling	_____	_____	_____	_____	_____
Dwelling Addition	_____	_____	_____	_____	_____
Accessory Building 1	_____	_____	_____	_____	_____
Accessory Building 2	_____	_____	_____	_____	_____
Accessory Building Addition	_____	_____	_____	_____	_____
Other Building	_____	_____	_____	_____	_____
Demolition (specify what structure)	L-Shape 100x40 30x30	1490	_____	25-30 ft.	Storage Existing Agriculture Storage in poor conditions

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

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

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

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

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

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

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

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

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



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

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

Pond is: ☐ Proposed ☐ Existing

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

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

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

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

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

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

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

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

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

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

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

#### 15. AGRICULTURAL DEVELOPMENT

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

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

#### 16. LOT CREATION

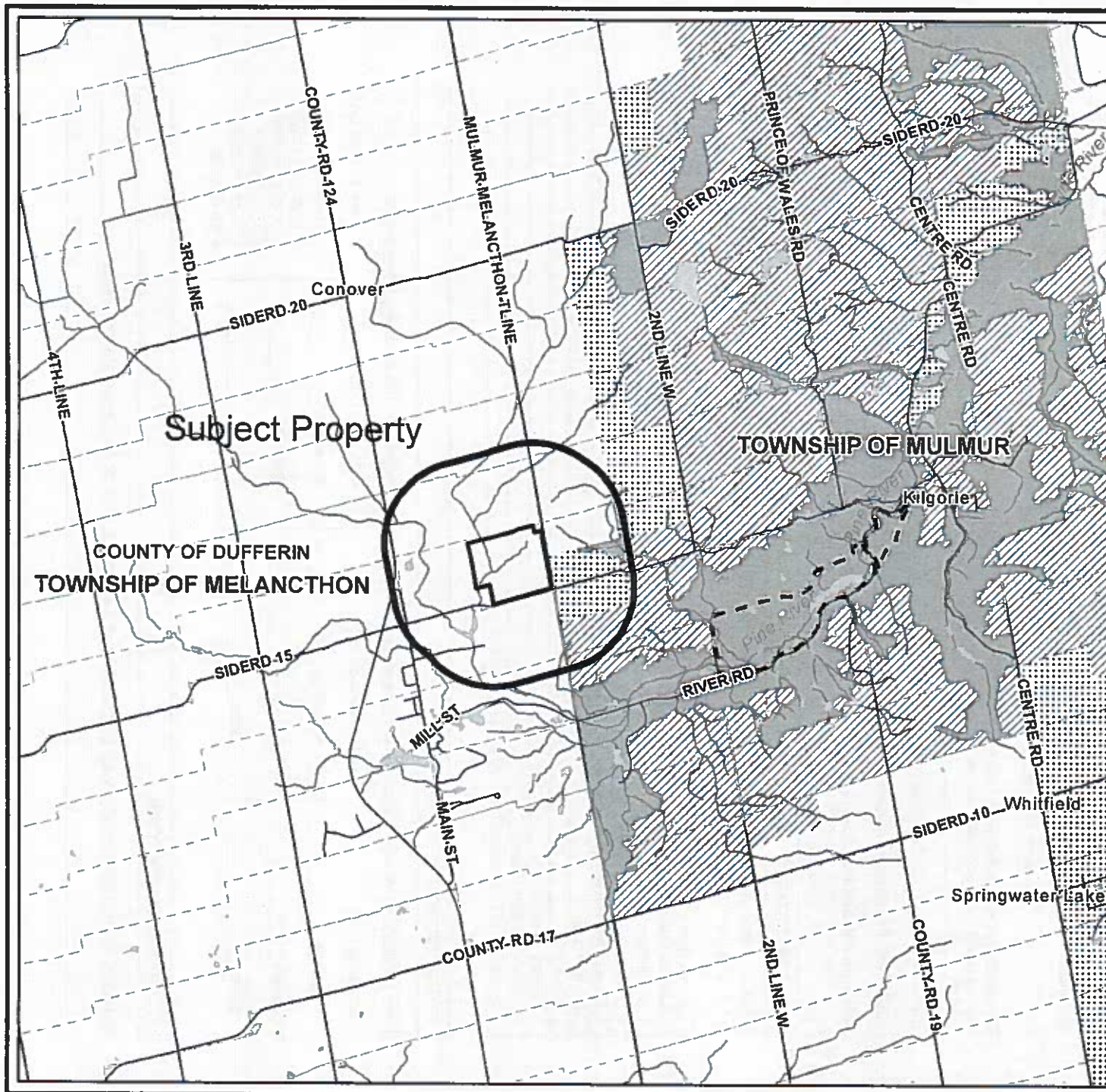
If this application involves the creation / severance of a new lot, please provide the following information:

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

#### 17. OTHER INFORMATION

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





# Map 1A Niagara Escarpment Plan

Scott and Jennifer Rutledge  
File: D/D/2017-2018/277

- Subject Property
- Plan Designations**
  - Escarpment Natural Area
  - Escarpment Protection Area
  - Escarpment Rural Area
  - Mineral Resource Extraction Area
  - Public Land (in Parks and Open Space System)
  - Roads
  - Waterbodies
  - Watercourse
  - Upper Tier Municipality
  - Lower/Single Tier Municipality
  - Lot and Concession Boundary

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

Scale 1:50,000

0 380 760 1140 1520

Metres

Printed on Sep 25, 2017

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



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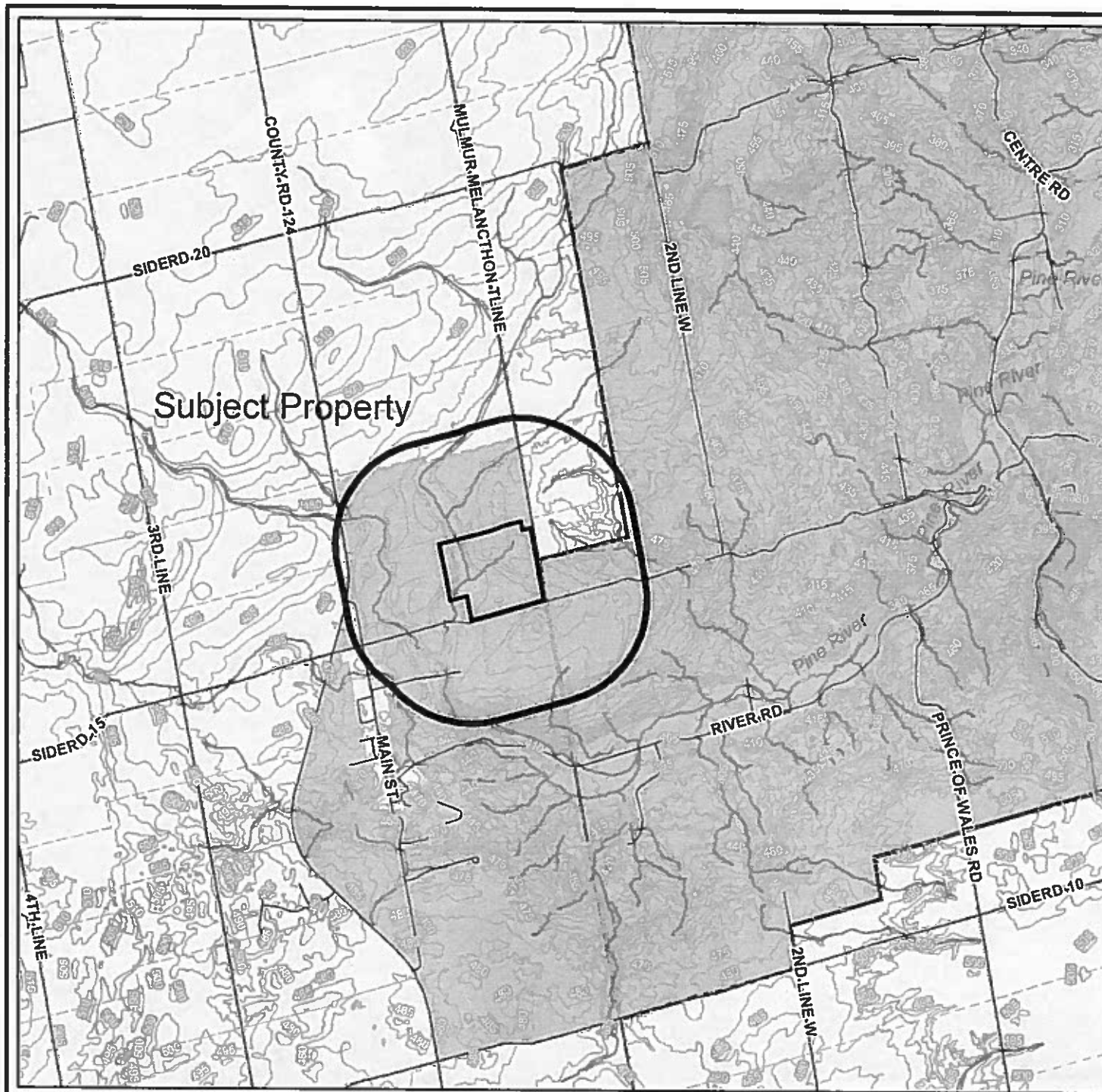


## Map 2 - Development Control

### Lot Configuration

Scott and Jennifer Rutledge

File: D/D/2017-2018/277



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

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

Scale 1:40,000

0 310 620 930 1240

Metres

Printed on Sep 23, 2017

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(GIS) Department of the Niagara Escarpment Commission,  
Ministry of Natural Resources



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## Map 2C Orthophoto

Scott and Jennifer Rutledge  
File: D/D/2017-2018/277

- Subject Property
- Roads
- Waterbodies
- Watercourse
- Upper Tier Municipality
- Lower/Single Tier Municipality
- Lot and Concession Boundary
- Parcel Boundary

Orthophoto Date: 1995-2015

Scale 1:7,865

0 60 120 180 240

Metres

Printed on Sep 25, 2017

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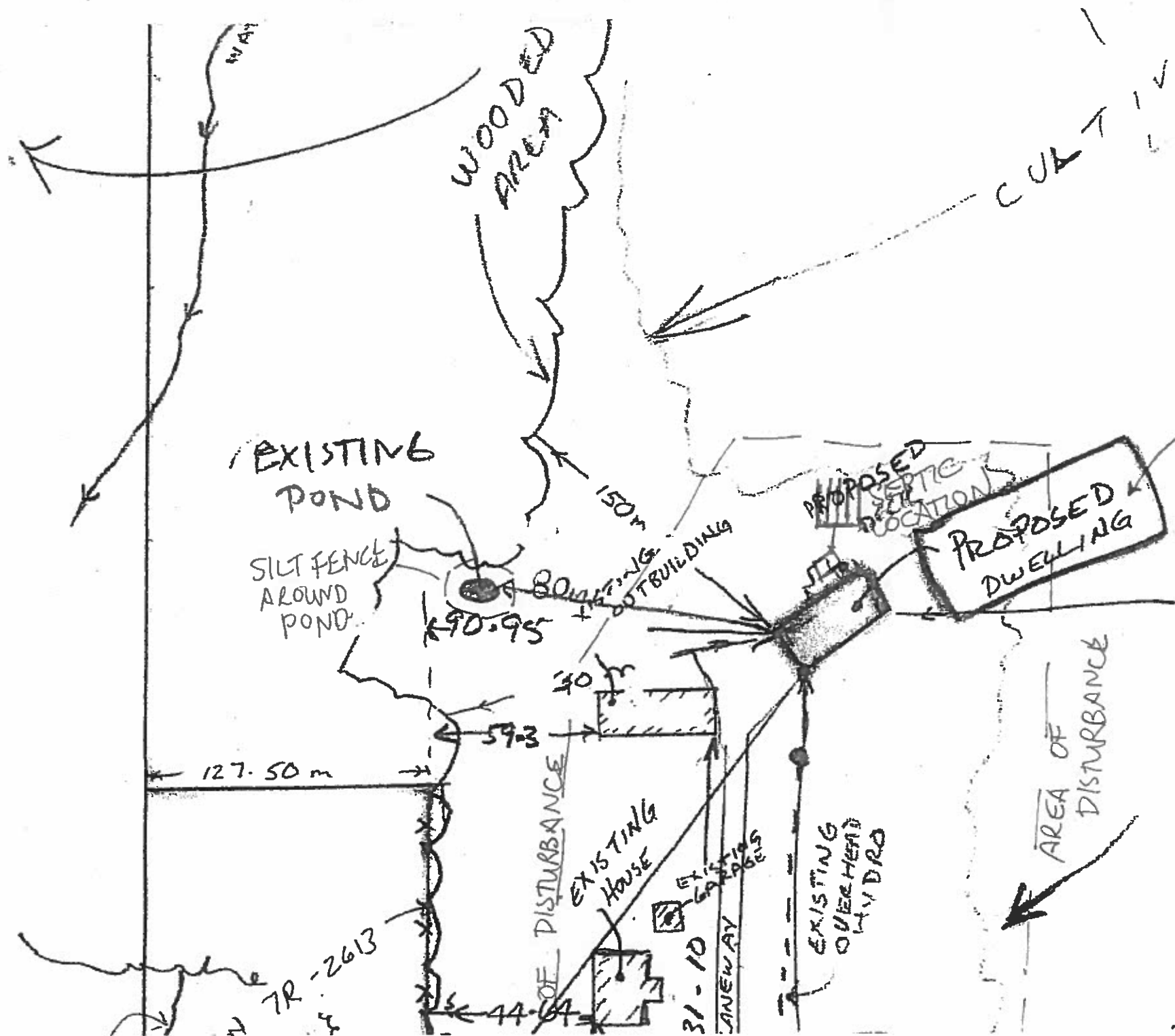
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October 10, 2017

Denise Holmes, CAO/Clerk  
Township of Melancthon  
157101 Hwy 10  
Melancthon, ON, L9V 2E6  
Via Email: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)

Dear Ms. Holmes,

The Parks and Recreation Committee of Council has been directed to engage in a conversation with our neighbouring municipalities to determine potential for partnerships and collaboration for our future delivery of recreation programs and facility services.

A number of fundamental discussion points that we would like to propose include:

1. Future municipal plans involving parks and recreation services and where there might be potential for partnership/collaborative efforts.
2. Non-resident user fee agreements and or other approaches to parks and recreation services within our existing inter-municipal environment to ensure residents maximize access to recreational facilities and services.
3. How communication between municipalities can be enhanced to ensure ongoing discussions and best practices in addressing community needs.
4. Opportunity to consider approaches to parks and recreation services that are sustainable and accessible for the benefit of all residents in the Orangeville and neighbouring municipal catchment area.

We would like to invite a representative(s) from your municipality to a meeting to discuss opportunities and benefits of inter-municipal engagement on the delivery of parks and recreation services. We would like to propose the following date and time that hopefully can accommodate all municipalities.

- Thursday, October 26 at 5:30 p.m., Orangeville Town Hall, Lower Committee Room



Again, addressing parks and recreation opportunities our residents need, and desire going forward may be approached through collaboration and partnership. There may be inter-municipal synergies that will benefit all residents, stakeholders, health and other community agencies. We look forward to meeting all participants and engaging in this conversation.

If you could please, RSVP your attendance to Andrea Shaw, Administrative Assistant at 519-940-9092 Ext. 4109 or via email at [ashaw@orangeville.ca](mailto:ashaw@orangeville.ca) it would be greatly appreciated.

Sincerely,



Ray Osmond  
Director of Parks and Recreation



Don Kidd, Councillor  
Chair, Parks and Recreation Committee



## Denise Holmes

---

**From:** Brian McRae <brian\_mcrac@ofah.org>  
**Sent:** Friday, October 06, 2017 12:01 PM  
**To:** dwhite@melancthontownship.ca; jelliott@melancthontownship.ca;  
dbesley@melancthontownship.ca; jwebster@melancthontownship.ca;  
whannon@melancthontownship.ca  
**Cc:** dholmes@melancthontownship.ca; watkinson@melancthontownship.ca; 'Chad dupuis';  
Wayne Forgrave  
**Subject:** Sunday Gun Hunting Presentation Follow Up  
**Attachments:** Sample Resolution SGH.docx

Good afternoon Mayor White and Members of Council,

I wanted to take a moment to thank you for the opportunity to appear before you last night in support of Sunday gun hunting.

As I mentioned in my presentations, 179 municipalities across Southern Ontario have already approved this initiative, without any issue.

To re-iterate a few key points discussed during my presentation;

- landowners still have the right to determine what happens on their property (and when) just as they do every other day of the week, but, a landowner cannot hunt their own land (with a gun), or give permission to someone to hunt on their land on a Sunday (with a gun) unless council passes a resolution to approve Sunday gun hunting (they are not exempt just because they are the landowner)
- there is no public safety concern with approving Sunday gun hunting
- lifestyles are much different than they used to be as a typical work week is no longer Monday to Friday with many people working shift work, multiple jobs or six days a week
- an individual can hunt with a bow on a Sunday, can target shoot with a gun on a Sunday, but until a resolution is passed by council, unable to hunt with a gun on a Sunday
- added economic value
- enhanced wildlife management
- enhanced public safety
- decreases crop and livestock predation

Once again, I thank you for your time and consideration on this matter and we hope that the Township of Melancthon passes a resolution to approve Sunday gun hunting at your next council meeting, and joins what them majority of other municipalities have already done.

If anyone has any questions, or would like further clarification on any aspect of my presentation, please don't hesitate to contact me your convenience.

As we had discussed last night, I have attached a copy of a sample resolution that has been adopted by many. For convenience, I have also cc'd Jamie Stewart on this email (Legislative Specialist with the Ministry of Natural Resources and Forestry) should you have any further questions for him.

From my family to yours, we hope that you have a wonderful Thanksgiving Weekend!!!

Yours in Conservation,

Brian McRae  
Zone/Member & Club Services Liaison  
Ontario Federation of Anglers and Hunters



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## Sample Resolution

***WHEREAS*** hunting in Ontario is regulated by the Ministry of Natural Resources and Forestry;

***AND WHEREAS*** individual municipalities may decide whether to permit Sunday gun hunting;

***NOW THEREFORE BE IT RESOLVED*** that the Ministry of Natural Resources and Forestry be notified that the “**XXXX Township**” supports and authorizes Sunday gun hunting in “**XXXX Township**” in accordance with provincial legislation;

***AND FURTHER BE IT RESOLVED*** that staff requests the Ministry of Natural Resources and Forestry to amend the appropriate regulation to include “**XXXX Township**” in the list of municipalities that authorizes Sunday gun hunting in Ontario.



**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW #     - 2017**

Being a By-law to appoint a Municipal By-law Enforcement Officer

**AND WHEREAS** section 15 of the *Police Services Act* (R.S.O. 1990, c.P.15) provides that a Municipal Council may appoint persons to enforce the By-laws of the Municipality and that Municipal By-law Enforcement Officers are Peace Officers.

**NOW THEREFORE** the Council for the Corporation of the Township of Melancthon **ENACTS AS FOLLOWS:**

1. That Vanessa Albanese is hereby appointed as a Municipal By-law Enforcement Officer for the Corporation of the Township of Melancthon.
2. The appointment of Vanessa Albanese as a Municipal By-law Enforcement Officer is deemed to be effective as of October 16, 2017.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL**

**THIS 19<sup>TH</sup> DAY OF OCTOBER, 2017.**

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Mayor

---

CAO/ Clerk



**The Corporation of the Township Of Melancthon**

**By-law No. -2017**

Being a By-law to provide direction for the Parking in the Township of Melancthon

WHEREAS Section 11(1), Paragraph 3 of the Municipal Act, 2001 S.O. 2001, c. 25, provides municipalities the authority to pass By-laws respecting Parking;

AND WHEREAS the Corporation of the Township of Melancthon deems it expedient to provide that all Parking throughout the Township of Melancthon shall be monitored;

The provisions of this By-law shall be subject to the provisions of the Highway Traffic Act, Chapter H.8, R.S.O. 1990, as amended from time to time.

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MELANCTHON ENACTS AS FOLLOWS:

**1. Definitions**

**Authorized Sign** shall mean a sign approved by the Ministry of Transportation of the Province of Ontario or a sign approved by the Township which includes words or symbols which describe a permitted or prohibited act and which have been erected by authorized agents of the Township pursuant to this By-law and without limiting the generality of the foregoing, includes a Traffic control device and a Traffic control signal.

**Accessible Parking Permit** means an unexpired Accessible Parking Permit issued under O. Reg. 581 of the Highway Traffic Act.

**By-law Enforcement Officer** means an enforcing officer appointed by the Township to enforce the provisions of this By-law or a Person specially appointed to enforce only specific provisions of this By-law.

**Council** means the Municipal Council of The Corporation of the Township of Melancthon.

**Crosswalk** means that part of a Highway at an intersection which is included within the connections of the lateral lines of the Sidewalks on opposite sides of the Highway measured from the curbs, or, in the absence of curbs, from the edges of the travelled portion of the Highway or any portion of a Roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs including a Traffic Control Device or Traffic Control Signal or by lines or other markings on the road surface.

**Commercial Motor Vehicle** unless otherwise defined by regulation, means a motor vehicle having attached to it a truck or delivery body and includes an ambulance, a hearse, a casket wagon, a fire apparatus, a bus and a tractor used for hauling purposes on a highway.

**Driveway** means a public or private Roadway providing vehicular access to a Street or Highway.

**Highway** includes a common and public Highway, Street, avenue, Parkway, Driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.



**Highway Traffic Act (HTA)** means the Highway Traffic Act, RSO 1990, c H.8 as amended from time to time.

**Motor Vehicle** includes an automobile, a motorcycle, a motor-assisted bicycle unless otherwise indicated in this Act, and any other vehicle propelled or driven otherwise than by muscular power, but does not include a Street car or other Motor Vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine within the meaning of the Highway Traffic Act.

**Park or Parking**, when prohibited, means the Standing of a Motor Vehicle, whether occupied or not, except when Standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers.

**Pedestrian** means a Person on foot, in a wheeled carriage or using a wheelchair or Personal mobility device.

**Person** includes any Person, firm, partnership, association, corporation, company, or organization of any kind.

**Police Officer** means a member of The Ontario Provincial Police Services or a Person authorized by the Chief of Police to regulate or direct Traffic.

**Roadway** means the portion of a Street or Highway improved, designed, or ordinarily used for vehicular Traffic, but does not include the Shoulder, and, where a Highway includes two or more separate Roadways, the term Roadway refers to any one Roadway separately and not to all of the Roadways collectively.

**Shoulder** means the area between the moving Traffic lanes of a Street or Highway, and the curb or edge of the Roadway.

**Sidewalk** means the portion of a Street or Highway that lies between the Roadway and the lateral property lines of the Street or Highway, and which may be paved, surfaced, or levelled, and is intended to be used as a pedestrian walkway.

**Stand or Standing**, when prohibited, means the halting of a Motor Vehicle whether occupied or not, except for the purpose of and while actually engaged in receiving and discharging passengers.

**Stop or Stopping**, when prohibited, means any Stopping of a Motor Vehicle, except when necessary to avoid conflict with other Traffic or in compliance with the direction of a Police Officer, or Traffic control sign or signal.

**Street or Highway** includes a common and public Highway, Street, avenue, Parkway, crescent, court, public Driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

**Through Highway** means a Highway or part of a Highway designated as such by the Minister or by By-law of a municipality, and every such Highway shall be marked by a stop sign or yield right of way sign in compliance with the regulations of the Ministry.

**Township** means the Corporation of the Township of Melancthon.

**Traffic** includes the movement or Stopping of pedestrians, ridden or herded animals, Motor Vehicles, motor buses, and other conveyances, either singly or together, while using any Street or Roadway.

**Traffic Control Device** means any sign, or Roadway, curb or Sidewalk markings, or other device erected or placed under the authority of the Township for the purpose of guiding or directing Traffic.



**Trailer** means a vehicle that is at any time drawn upon a Highway by a Motor Vehicle, except an implement of husbandry, a mobile home, another Motor Vehicle or any device or apparatus not designed to transport Persons or property, temporarily drawn, propelled or moved upon such Highway, and except a side car attached to a motorcycle, and shall be considered a separate vehicle and not part of the Motor Vehicle by which it is drawn.

For the purpose of this By-law, the definitions and interpretations given in this By-law shall govern. In this By-law, "shall" is mandatory; words in the singular include the plural words and words in the plural include the singular; words used in the masculine gender include the feminine and words in the feminine gender include the masculine.

## **2. Enforcement of By-law**

This By-law may be enforced by a Police Officer or a Municipal By-law Enforcement Officer appointed by Council.

### **2.1 Obedience to Parking Regulations**

Notwithstanding any other provisions of the By-law, if a Motor Vehicle is Parked contrary to the By-law, in addition to any other remedy, a Police Officer or By-law Enforcement Officer may remove such Motor Vehicle, or cause same to be removed to and be stored in a suitable place, and all costs and charges for removal or storage thereof shall be a lien upon such Motor Vehicle (Appendix A).

## **3. Parking and Operation of Vehicles**

### **3.1 Method of Parking**

Each vehicle must be Parked on any Street on the right-hand side of the Street, having regard for the direction in which the vehicle had been proceeding, and unless the right-front and right-rear wheels or runners of the Motor Vehicle are parallel to and distant, respectively, not more than 150 mm from the edge of the Roadway.

### **3.2 Stopping Prohibited**

No Person shall allow any Motor Vehicle or part thereof to Stop anytime upon any Highway or parts of Highways.

No Person shall Stop or Stand a Motor Vehicle in, or within six metres from, a Crosswalk.

### **3.3 Parking Prohibited – General**

No Person shall, at any time, Park a vehicle, or any part thereof, in any of the following places, except as herein expressly permitted:

1. on a Sidewalk;
2. in front of a public or private Driveway or lane;
3. within 1 meter of residential Driveways on both sides;
4. commercial motor vehicle Parking limited to a 2 hour duration;
5. within an intersection;
6. within 3 meters from the point where a straight line drawn from a fire hydrant at right angles to the Roadway intersects the Roadway;
7. on a Crosswalk;
8. on the front lawn of a home within a village;
9. on any bridge or the approaches thereto;
10. on any Street in such a manner as to obstruct Traffic;



- 11.in such a position as to prevent the convenient removal of any other vehicle previously Parked or Standing
- 12.in front of the main entrance to, or any emergency exit from a theatre, auditorium, or other building while large assemblages are being held in such theatre, auditorium, or other building, or for a reasonable time immediately preceding and following such assemblages;
- 13.in any public lane;
- 14.on any paved Shoulder in the Township
- 15.on any Roadway for an unreasonable time, having regard for the Traffic requirements of such Roadway;
- 16.on any Highway between the hours of 2:00 a.m. and 7:00 a.m. during the period of November 15 to April 15.

### **3.4 Specified Places Where an Authorized Sign is on Display – Anytime**

Where an Authorized Sign has been installed and is on display, no Person shall Park or leave Standing any Motor Vehicle anytime:

- within 9.1 metres of the corner of any Street intersection except where otherwise provided in this By-law;

### **3.5 Specified Places Where an Authorized Sign is on Display – Specified Time**

Where an Authorized Sign has been installed and is on display, no Person shall Park or leave Standing, except in accordance with the time limits shown on the Authorized Sign, any Motor Vehicle on the Highway or parts of Highways.

Where an Authorized Sign has been installed and is on display, no Person shall Park or leave Standing, any Motor Vehicle on the Highway or parts of Highways.

### **3.6 Heavy Vehicle / Oversized Load**

When Authorized Signs have been installed and are on display, no Person shall move, drive or operate a Heavy Vehicle at any time on any Highway or parts of Highways without a Township of Melancthon Moving Permit which is available through the municipal office.

### **3.7 Disabled or Unlicensed Vehicles and Trailers**

The Parking of a disabled vehicle, boat or Trailer, or travel Trailer within a residential zone for a period of more than one month shall be prohibited unless such vehicle is stored in an enclosed accessory building or garage. Automotive vehicles or travel Trailers without current licence plates shall not be stored or Parked, other than in completely enclosed buildings except that one boat and one unoccupied travel Trailer may be stored in a side yard or rear yard.

### **3.8 Winter Parking**

To ensure the safe passage of Traffic and to prevent interference with snow clearing operations, any vehicles found Parked on public Streets in Melancthon from Nov 15 – April 15 of each year between the hours of 2:00 am and 7:00 am in such a manner as to interfere with the movement of Traffic or the clearing of snow from the roads, in contravention of the Highway Traffic Act, s. 170 may be referred to the OPP, ticketed and/or removed at the owner's expense.

**Highway Traffic Act Section 181**– No Person shall deposit snow or ice on a Roadway without permission in writing to do so from the Ministry or the road authority responsible for the maintenance of the road.



No Person shall Park or Stand a vehicle on a Highway in such a manner as to interfere with the movement of Traffic or the clearing of snow from the Highway.

### **3.9 Accessible Parking**

Where an Authorized Sign is erected and on display, no Person at any time shall Stop, Stand or Park a Motor Vehicle in any Parking space or area designated for the use of vehicles displaying an Accessible Parking Permit.

## **4. Designating Through Highways, Yield, and Stop Signs**

### **4.1 Through Highways**

The Highways or parts of Highways named or described in this By-law are hereby declared to be Through Highways.

### **4.2 Stop Signs**

In addition to Stop signs required at intersections on Through Highways, Council of the Township of Melancthon may by By-law provide for the erection of Stop signs at intersections on Highways under its jurisdiction and every sign so erected shall comply with the regulations of the Ministry.

### **4.3 Delegation of Authority**

The Director of Public Works or their designate is hereby appointed by the Township as the office holder with the authority to temporarily designate a Highway or portion of a Highway under the Township's jurisdiction as a construction zone for the purpose of, and during the period required for, construction, repair or improvement of the Highway or other services.

Where a Highway or portion of a Highway under the Township's jurisdiction has been designated as a construction zone, the Director of Public Works or their designate may:

- temporarily set a lower rate of speed for Motor Vehicles driven in the designated construction zone than is otherwise provided in the Highway Traffic Act; or
- temporarily close any Highway or portion thereof which is designated as a construction zone.

### **4.4 Removal of Motor Vehicle to be Stored**

Where an authorizing sign has been installed and is on display any Police Officer or By-law Enforcement Officer, upon discovery of any Motor Vehicle or other object Parked or left in contravention of this By-law, may cause it to be moved, removed, impounded, restrained, immobilized, or taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, if any, are a lien upon the vehicle, which may be enforced in the manner provided in the Repair and Storage Liens Act of Ontario.

### **4.5 Ontario Highway Traffic Act to Govern**

The provisions of this By-law shall be subject to the provisions of the Highway Traffic Act, Chapter H.8, R.S.O. 1990, as amended from time to time.

### **4.6 Penalty**

Any Person who contravenes the provisions of this By-law is guilty of an offence and upon conviction therefore is subject to the penalty set out in the Provincial Offences Act.



**5. Short Title**

This By-law may be cited as the "Melancthon Parking By-law".

**6. Effective Date of By-law**

This By-law shall come into effect on the final passing thereof.

By-law read a first and second time this                    day of                    , 2017.

By-law read a third time and passed this                    day of                    , 2017.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



## **Appendix A**

1. No Parking is permitted on any Roadways within the Township of Melancthon between the dates of November 15 to April 15 from 2:00am to 7:00am for the purpose of cleaning road ways of snow.



**Part II Provincial Offences Act**  
**Short Form Wording**

<b>Item</b>	<b>Column 1 Short Form Wording</b>	<b>Column 2 Provision Creating or Defining Offence</b>	<b>Column 3 Set Fine</b>
1.	Park incorrect direction	3.1	\$75.00
2.	Stop within 6 meters of Crosswalk	3.2	\$75.00
3.	Park on Sidewalk	3.3	\$75.00
4.	Park in front of Driveway	3.3	\$75.00
5.	Park within 1 meters of residential Driveways	3.3	\$75.00
6.	Park commercial motor vehicle longer than 2 hours	3.3	\$75.00
7.	Park within an intersection	3.3	\$75.00
8.	Park on front lawn of a house	3.3	\$75.00
9.	Park on a bridge or approaches thereto	3.3	\$75.00
10.	Park to obstruct Traffic	3.3	\$75.00
11.	Park to prevent removal of other vehicle Parked or Standing	3.3	\$75.00
12.	Park at front or emergency entrance at theatre, auditorium and/or large assembly	3.3	\$75.00
13.	Park in any public lane	3.3	\$75.00
14.	Park for unreasonable amount of time	3.3	\$75.00
15.	Park 2am to 7am November 15 to April 15	3.3	\$75.00
16.	Park on Paved Shoulder	3.3	\$75.00
17.	Park within 9.1 meters of intersection	3.4	\$75.00
18.	Park where an Authorized Sign is posted	3.5	\$75.00
20.	Park – disabled vehicle, boat, travel Trailer in residential area	3.7	\$75.00
21.	Park – interfere with snow removal	3.8	\$75.00
22.	Park in a disabled Person Parking space	3.9	\$300.00