



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday May 17, 2018 - 5:00 p.m.

1. **Call to Order**
2. **Announcements**
3. **Additions/Deletions/Approval of Agenda**
4. **Declaration of Pecuniary Interest and the General Nature Thereof**
5. **Approval of Draft Minutes - May 3, 2018**
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**
 1. Request from C.F. Crozier and Associates - Hyland Village Haul Routes for Fill
 2. Road Counter Report - April 27, 2018 - May 4, 2018
 3. Concerns from property owner at Lots 65-66, Plan 34A in Horning's Mills – **onsite scheduled for Wednesday, May 16, 2018 at 8:30 a.m. at High Street and Main Street**
 4. Other
10. **Planning**
 1. Applications to Permit
 2. Chris Jones Report - Proposed Zoning By-law Amendment for Part Lot 276, Concession 1 NE
 3. Unfinished Business
 1. Feral Cat - Zoning By-law Amendment for Part Lot 5, Concession 3 OS
 2. Annable ZBA
 3. Strada OPA and ZBA
 4. Source Water Protection ZBA
11. **Police Services Board**

Board meeting this Wednesday, May 16th at 10:00 a.m.
12. **County Council Update**
13. **Correspondence**

***Board & Committee Minutes**

1. Shelburne Public Library Board Minutes - March 20, 2018
2. North Dufferin Community Centre Board of Management Minutes - April 10, 2018

*** Items for Information Purposes**

1. NVCA Board Meeting Highlights - April 27, 2018
2. Township of Southgate Notice of Passing Zoning By-law -712007 Southgate Sideroad 71
3. Township of Southgate - Municipalities Call on Province for "Right to Approve" Landfill Development
4. Dufferin County Press Release - Help Us Bring Broadband to Everyone
5. Motion from Town of Lakeshore regarding Renovation and/or Demolition of All Buildings Containing Hazardous Material
6. County of Dufferin Press Release - Dufferin County Participating In Nation-wide

- Campaign to House 20,000 Homeless Canadians
- 7. Town of Shelburne Notice of Public Meeting under the Planning Act - Main Street West and Gordon Street
- 8. Letter from Ministry of Tourism Culture and Sport improving access to digital services
- 9. Progress Report on the Grand River Watershed Water Management Plan
- 10. Notice from NVCA Watershed Municipalities regarding a letter sent to Premier Wynne from Grey Highlands
- 11. AMO Policy Update - Ministry of Community Safety and Correctional Services Introduces Important Policy Changes for Fire and Police
- 12. Ontario Good Roads - Amendments to the Minimum Maintenance Standard Regulation are now online
- 13. MCSCS - Three new fire safety regulations under the Fire Protection and Prevention Act

*** Items for Council Action**

- 1. Shelburne and District Agricultural Society request for a letter of support for the TAC Stores Community Agricultural Grant
- 2. FCM Climate Change Staff Grant Report from the County of Dufferin
- 3. Cathy and Giovanni Martino Application for Permission for Filling or Grading
- 4. Report from Denise Holmes, CAO/Clerk regarding Delegation of Authority during “Lame Duck” Period

14. General Business

- 1. New/Other Business/Additions
 - 1. Shelburne District Fire Department Draft Board Agreement
- 2. Unfinished Business
 - 1. Township Signage

15. Delegations

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, June 7, 2018 - 5:00 p.m. at the Horning's Mills Community Hall

21. On Sites

- 1. Wednesday, May 16th - 8:30 a.m. - High Street and Main Street, Horning's Mills

22. Correspondence on File at the Clerk's Office

Denise Holmes

From: Craig Micks <roads@melancthontownship.ca>
Sent: Tuesday, May 08, 2018 7:19 AM
To: Denise Holmes
Subject: Fwd: Hyland Village Haul Routes for earthworks (CFCA #1000-4069F)
Attachments: image001.gif; Untitled attachment 00007.htm; fill to site map (shelburne).pdf; Untitled attachment 00010.htm

Sent from my iPhone

Begin forwarded message:

From: Kevin Morris <kmorris@cfcrozier.ca>
Date: May 7, 2018 at 5:42:51 PM EDT
To: "roads@melancthontownship.ca" <roads@melancthontownship.ca>
Cc: Jim Moss <jmoss@shelburne.ca>, Anindita Datta <adatta@cfcrozier.ca>
Subject: FW: Hyland Village Haul Routes for earthworks (CFCA #1000-4069F)

Craig

Thanks again for taking my call and providing your time to discuss the potential haul route thru Melancthon Township.

As explained our office is working with a developer on a residential subdivision located in the west end of Shelburne south of Hwy 89. It is the Developer's intention to initiate earthworks on the site in early June, and they have secured a fill source on the KTH industrial property.

One condition of the agreement with the Town of Shelburne is to identify a haul route for any possible fill source and to obtain acceptance for the haul route from any municipality thru which the trucks will travel. Due to some restrictions on a haul route to the south of Shelburne thru Amaranth, we have proposed an alternative route to the north of Shelburne.

The northern route involves travelling north along C.R. 124, west along 5th S.R., and south along the paved section of 4th Line. The route is approximately 10km long and travels through the Township of Melancthon.

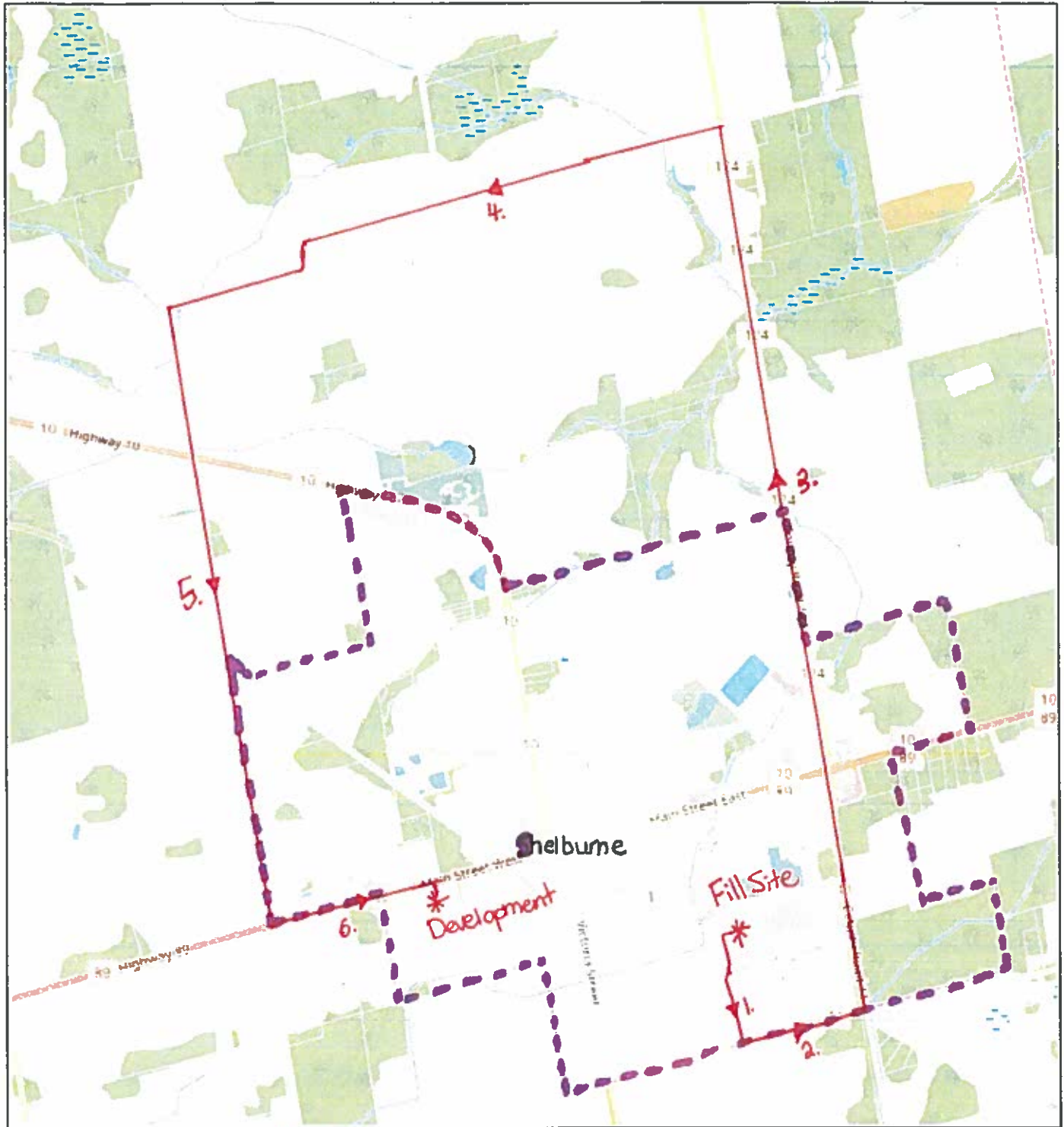
It is estimated that approximately 80,000 cubic metres of material will be removed from this existing stockpile and transported to the development site. It is further estimated that this will require between 7,000 to 8,000 truckloads over a two moth period (200 trucks a day).

Post your review of this route we would be happy to discuss any further questions or comments from the Township of Melancthon. Thank you again for your assistance.

Cheers, Kevin

| **KEVIN MORRIS** P.Eng. | PARTNER | C.F. CROZIER & ASSOCIATES
| 40 Huron Street, Suite 301 | Collingwood, ON L9Y 4R3

Explore Dufferin County



May 4, 2018

Override 1

Assessment Lot Parcels

Route Instructions: Step 1: Exist site onto
Prentice Drive

Step 2: Turn Left onto
30th SR.

Step 3: Turn Left and continue on 2nd Line onto Dufferin Road
124.

Step 4: Turn Left onto SR 5

Step 5: Turn Left onto 4th Line

Step 6: Turn Left onto HWY 89

Step 7: Turn Right into Site

1:36,112

0 0.23 0.45 0.9 mi
0 0.35 0.7 1.4 km

Map data © OpenStreetMap (and) contributors, CC-BY-SA

Dufferin County

Map data © OpenStreetMap contributors, CC-BY-SA

5th Line O.S. At Lot 17 (John McDonalds)

Start Date/Time:27-04-2018 9:15

End Date/Time:04-05-2018 7:15

	Class 1 (bikes)	Class 2 (cars)	Class 3 (Pickups) (Vans)	Class 4 (buses)	Class 5 (Double Axles)	Class 6 (Triple Axles)	Class 7 (Four Axles)	Class 8 (Semi w. 1 Axle)	Class 9 (Semi w. Tri Axle)	Class 10 (Semi w. 6 Axle)	Class 11 Multi Trailers	Class 12 Multi Trailers	Class 13 Multi Trailers	Class 14 Multi Trailers	Class 15 Unclassified	All Classes
27/04/2018	6	82	64	3	33	7	0	3	0	1	0	0	0	0	0	199
28/04/2018	0	103	70	2	40	15	0	7	0	0	0	0	0	0	0	237
29/04/2018	1	81	48	0	28	9	0	1	0	0	0	0	0	0	0	168
30/04/2018	4	106	78	13	56	4	0	6	0	1	0	0	0	0	0	268
01/05/2018	7	107	61	7	51	8	1	5	2	0	1	0	0	0	0	250
02/05/2018	4	101	62	11	60	13	0	3	1	0	0	0	0	0	0	255
03/05/2018	0	104	63	7	60	7	0	2	1	0	0	0	0	0	0	244
04/05/2018	0	13	9	1	11	1	0	1	0	1	0	0	0	0	0	37
TOTALS	22	697	455	44	339	64	1	28	4	3	1	0	0	0	0	1658
PERCENTAGE	1.33%	42.04%	27.44%	2.65%	20.45%	3.86%	0.06%	1.69%	0.24%	0.18%	0.06%	0.00%	0.00%	0.00%	0.00%	100.00%
Number Of Trucks			484	Percentage of Trucks			29.19%									

	40 KPH	50 KPH	60 KPH	70 KPH	80 KPH	90 KPH	100 KPH	110 KPH	120 KPH	130 KPH	140 KPH	150 KPH	160 KPH	170 KPH	> 170 KPH	All Speeds
27/04/2018	1	2	2	5	12	32	64	37	28	11	3	1	0	0	1	199
28/04/2018	0	1	1	8	14	31	69	65	32	10	3	2	0	0	1	237
29/04/2018	1	3	1	4	5	18	47	53	22	8	6	0	0	0	0	168
30/04/2018	4	3	5	4	16	35	71	73	40	12	2	3	0	0	0	268
01/05/2018	9	4	2	3	12	35	70	69	28	14	4	0	0	0	0	250
02/05/2018	2	2	4	10	11	48	80	61	27	6	1	2	0	1	0	255
03/05/2018	2	0	2	5	15	48	82	58	25	5	2	0	0	0	0	244
04/05/2018	1	1	1	0	3	2	14	8	6	1	0	0	0	0	0	37
TOTALS	20	16	18	39	88	249	497	424	208	67	21	8	0	1	2	1658
PERCENTAGE	1.21%	0.97%	1.09%	2.35%	5.31%	15.02%	29.98%	25.57%	12.55%	4.04%	1.27%	0.48%	0.00%	0.06%	0.12%	100.00%
SPEEDERS GOING OVER 80 KM			1477	PERCENTAGE OF SPEEDERS			89.08%									

SPEEDERS GOING OVER 100KM MAINLY BETWEEN 4AM & 9AM & 4 P.M. & 6 P.M.

SPEEDER GOING OVER 170KM AT 9 AM ON APRIL 27TH

SPEEDERS GOING OVER 150KM AT 8 AM AND 2 P.M. ON APRIL 29TH

PW #2

MAY 17 2018

APPLICATIONS TO PERMIT FOR APPROVAL
May 17, 2018 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
Gajanan Dhumatkar Applicant: Stellar Outdoor Advertising	East Part Lot 19, Concession 2 OS 517544 County Road 124	Billboard Sign	\$5,500	NO	
Doug Meyer	Lot 253-255, Concession 2 SW 118141 2nd Line SW	Single Family Dwelling	\$250,000	NO	
Doug Meyer	Lot 253-255, Concession 2 SW 118141 2nd Line SW	Electrical Service Building	\$4,000	NO	
Doug Meyer	Lot 253-255, Concession 2 SW 118141 2nd Line SW	Equipment Shed	\$135,000	NO	

PLAN # 1
MAY 17 2018

• Municipal Planning Services Ltd. •

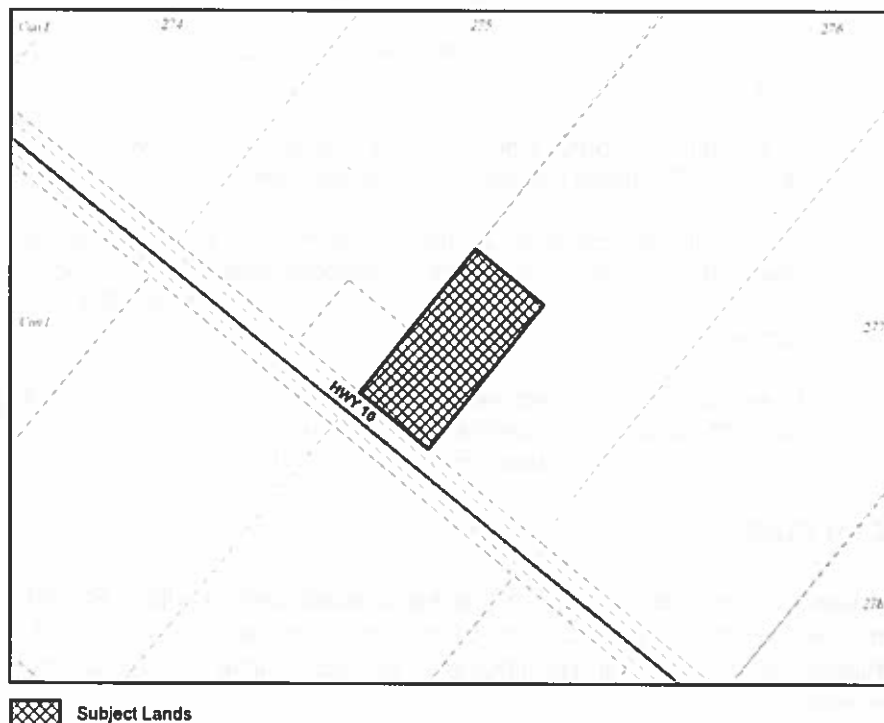
MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris D. Jones MCIP, RPP
Date: May 9, 2018
Re: Proposed ZBA for Part Lot 276, Concession 1 N.E.T.S.R (Copeland)

BACKGROUND

The Township has received an application for zoning by-law amendment for a vacant lot located in Part Lot 276, Concession 1 N.E.T.S.R. The applicant's lot has a frontage of 76 metres (250 feet) on Highway 10 and a lot area of approximately 1.2 hectares (3 acres). The location of the applicant's lot is illustrated in Figure 1.

Figure 1 – Location of Subject Lands



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Chris D. Jones BES, MCIP, RPP
51 Churchill Drive, Unit 1
Barrie, Ontario
(705) 725-8133

PLAN #2
MAY 17 2018

The applicant's objective is to construct a dwelling and relocate his existing home based business to the new location shown in Figure 1. The applicant currently operates an auto repair business on a rural residential lot located at 156259 Highway 10, in Part of Lot 5, Concession 4 O.S. This business was authorized through the approval of a zoning by-law amendment in 2014. Specifically the following exemption was authorized for the applicant's lot:

...a home occupation in the form of an automobile repair shop is permitted as a home occupation within the existing detached accessory building on the subject lands in Part of Lot 5, Concession 4 O.S. Such a use shall be conducted within the enclosed building and shall have a maximum floor area of 105 square metres...

It is understood that the applicant's business has been successful, and he wishes to stay in the Township but move to a larger property to build a new home as well as a larger shop.

The applicant's lot is zoned Rural Residential (RR), which does not permit a home industry. In summary the applicant is seeking the following through this application for a zoning by-law amendment:

- To create a zone exception from the new definition of home industry, which does not include auto repair businesses;
- To permit the proposed home industry (auto repair) in the Rural Residential (RR) Zone;
- To permit the home industry to be conducted in a workshop having a floor area of 229 square metres (2,465 square feet);
- To permit the operation of the home industry prior to the construction of a dwelling unit. Specifically, the applicant seeks a two-year temporary use provision to allow the workshop to be constructed first and the dwelling second; and,
- To establish a temporary use provision on the applicant's existing business to allow this business to continue operation for a two-year temporary basis while he establishes the business in the new location.

OFFICIAL PLAN

The subject lands are located in the Agricultural designation. Section 5.2.2 (j) of the Plan permits home occupations, subject to compliance with Section 3.9 of the Plan, which establishes a number of guiding policies for home occupations. These policies are summarized below:

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Chris D. Jones BES, MCIP, RPP
51 Churchill Drive, Unit 1
Barrie, Ontario
(705) 725-8133

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

MINISTRY OF TRANSPORTATION

It is noted that the applicant has contacted the Ministry of Transportation and has received positive feedback on the proposal. The MTO has indicated they wish to be provided a copy of a draft zoning by-law amendment for review.

COMPLETE APPLICATION

The purpose of this report is to provide Council with an overview of the proposal and seek direction to declare the application complete and schedule a public meeting under the Planning Act.

RECOMMENDATION

In my opinion the application is suitable to declare complete and schedule a public meeting under the Planning Act.

Respectfully Submitted,

-Original Signed-

Chris Jones MCIP, RPP

• *Municipal Planning Services Ltd.* •

Chris D. Jones BES, MCIP, RPP
51 Churchill Drive, Unit 1
Barrie, Ontario
(705) 725-8133

MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris D. Jones MCIP, RPP
Date: May 11, 2018
Re: Proposed ZBA for Part Lot 5, Concession 3 O.S. (Goddard)

BACKGROUND

On May 3, 2018 the Township held a public meeting for a zoning by-law amendment for lands located at 476260 3rd Line, located in the east part of Lot 5, Concession 3 O.S.

The purpose of the amendment is to permit the establishment of a feral cat facility to be housed in two accessory buildings to be constructed on the subject lands. To facilitate the application, the owner of the lot, Kimberly and Mike Goddard, have authorized Ms. Sharon Morden, the manager of the feral cat facility, to submit this application.

The purpose of this report is to review the application and provide advice to Council to assist in making a decision.

OFFICIAL PLAN

The subject lands are located in the Agricultural designation of the Official Plan. Permissible uses in the Agricultural designation include agricultural uses, agricultural-related uses and on-farm diversified uses.

It is noted that Section 7.9 of the Official Plan authorizes Council to enact temporary use by-laws. Section 7.9 c) requires Council to be satisfied of the following in considering a temporary use by-law:

- i. The proposed use is clearly temporary in nature;
- ii. The proposed use is compatible with adjacent uses particularly in terms of nuisance effects such as noise and dust and, where necessary, suitable buffering is, or can be provided to minimize or eliminate any incompatibility or nuisance effects;
- iii. Sufficient road capacity exists and sufficient on-site parking can be provided;
- iv. The size of the lot and/or building is appropriate for the proposed use; and,

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

PLAN UHF# 3.1

MAY 17 2018

- v. Services such as water supply, sewage disposal and site drainage are sufficient.

ANALYSIS

The requested use is unique but I believe it is a use which is appropriate and not incompatible in the context of a rural/agricultural community. As I indicated in my prior report, I believe the manner in which the use is proposed to be established (through a lease agreement on a rural residential lot) is unique and if Council is inclined to support the proposal I would recommend the use be authorized through a temporary use by-law. In consideration of Section 7.9 c) of the Official Plan it is my opinion that all of these policy criteria have been addressed or can be confirmed through a site plan agreement to satisfy the test of Official Plan conformity. To this end, a draft site plan agreement has been appended to this report for Council's consideration.

RECOMMENDATION

If Council concurs with the analysis of this report the following recommendation is provided for consideration:

1. That the proposed zoning by-law amendment to permit a feral cat facility on lands located in the East Part of Lot 5, Concession 3 O.S. be permitted on a three-year temporary basis, subject to the landowner and manager entering into a site plan agreement with the Township of Melancthon.

Respectfully Submitted,



Chris Jones MCIP, RPP

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Chris D. Jones BES, MCIP, RPP
51 Churchill Drive, Unit 1
Barrie, Ontario
(705) 725-8133

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

SITE PLAN AGREEMENT

THIS AGREEMENT made in triplicate this xx day of MAY, 2018

BETWEEN:

KIMBERLY and MICHAEL GODDARD
hereinafter referred to as the "OWNER"

- AND -

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
hereinafter referred to as the "TOWNSHIP"

WHEREAS the OWNER is the owner in fee simple of a rural residential lot in the Township of Melancthon, in the County of Dufferin, being more particularly described in Schedule "A" attached hereto;

AND WHEREAS the OWNER is seeking a Planning Act approval from the TOWNSHIP to develop the certain lands;

AND WHEREAS Section 41 of the Planning Act R.S.O 1990 c.P 13, authorizes the use of Site Plan Control by approval authorities;

AND WHEREAS Section 7.4 of the Township of Melancthon Official Plan designates all lands in the Township as being subject to site plan control;

AND WHEREAS the TOWNSHIP desires to confirm and establish responsibilities and obligations of the OWNER with respect to the establishment of a feral cat facility on the OWNER's lands;

NOW THEREFORE WITNESSETH that in consideration of other good and valuable consideration and the sum of ONE- - - (\$1.00) - - - DOLLAR of lawful money of Canada now paid by the OWNER to the TOWNSHIP, the receipt whereof is hereby acknowledged, the OWNER and the TOWNSHIP covenant, declare and agree as follows:

SECTION I - LANDS TO BE BOUND

- 1) The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the Township of Melancthon and are more particularly described in Schedule "A" hereto.

SECTION II - COMPONENTS OF THE AGREEMENT

- 1) The text, consisting of Sections I through VI, and the following Schedules, which are annexed hereto, constitute the components of this Agreement.

Schedule "A" -	Legal Description of the Lands to be developed.
Schedule "B" -	Site Plan

SECTION III - REGISTRATION OF AGREEMENT

- 1) This Agreement may be registered on title to the OWNER'S lands at the OWNER'S expense.
- 2) The OWNER agrees that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required.

SECTION IV - BUILDING PERMITS

- 1) The OWNER agrees to not request the Chief Building Official to issue a building permit to carry out development of the subject lands until this Agreement has been duly executed by the Township.

- 2) On any application for a Building Permit and prior to the issuance thereof, the OWNER shall submit such plans, specifications and approvals with respect to the project as are required by the TOWNSHIP and/or the Chief Building Official.

SECTION V - PROVISIONS

- 1) The OWNER agrees not to alter the lot or place buildings on the subject lands to accommodate a feral cat facility except for such alterations and buildings necessary for the facility and shown on the site plan appended to this Agreement as Schedule 'B'.
- 2) The OWNER agrees to comply with the use permissions and regulations of the Comprehensive Zoning By-law for the Township of Melancthon, and more specifically By-law xx-xx which authorizes the subject lands to be utilized for a feral cat facility as an accessory use to the primary residential use of the subject lands.
- 3) Upon expiry of the Temporary Use By-law xx-xx, the Owner agrees to remove all buildings and facilities formerly utilized for the feral cat facility and to restore the lands to their original state.
- 4) The OWNER agrees to dispose of all waste materials in a manner approved by the County Health Department and/or the Ministry of Environment, Energy and Climate Change.
- 5) The OWNER agrees that feral cats will be accommodated only within facilities shown on Schedule 'B' to this Agreement and feral cats will not be permitted to roam freely on the lands subject to this agreement or upon any adjacent or abutting lands.
- 6) The OWNER agrees to provide a copy of this agreement to any lessee.
- 7) The OWNER agrees, that at any time during or subsequent to site alteration and construction of the subject lands, the TOWNSHIP may inspect the OWNER's lands to assess and determine compliance with matters specified in this Agreement.
- 8) The OWNER agrees and shall be aware, that spatial separations as required by the Ontario Building Code must be complied with.
- 9) The OWNER agrees to reimburse the TOWNSHIP for all costs associated with the preparation, registration and processing of this Agreement.

SECTION VI - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

- 1) This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.
- 2) This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.
- 3) The Agreement shall come into effect on the date of execution by the TOWNSHIP.
- 4) Nothing in this Agreement shall relieve the OWNER from complying with all other applicable by-laws, laws or regulations of the TOWNSHIP or any other laws, regulations or policies established by any other level of government. Nothing in this Agreement shall prohibit the TOWNSHIP from instituting or pursuing prosecutions in respect of any violations of the said by-laws, laws or regulations.
- 5) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the TOWNSHIP to carry out any of its obligations under this Agreement, or, as a result of the TOWNSHIP performing any municipal work on adjacent properties which may damage or interfere with the works of the OWNER, provided that such default, failure or neglect was not caused intentionally or through negligence on the part of the TOWNSHIP, its servants or agents.

- 6) Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

OWNER's NAME AND ADDRESS
FOR SERVICE:

Ms. Kimberly Goddard
xxx
xxx

TOWNSHIP OF MELANCTHON
ADDRESS FOR SERVICE:

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

THIS AGREEMENT shall enure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the OWNER has hereunder set her hand and seal and the TOWNSHIP has hereto affixed its Corporate Seal attested to by the hands of its duly authorized officers this **xx** day of May, 2018

SIGNED, SEALED AND DELIVERED
in the presence of:

Witness

Kimberly Goddard – OWNER

Witness

Michael Goddard – OWNER

**THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON**

Witness

Mayor, Darren White

Witness

Clerk, Denise Holmes

SCHEDULE "A"

DESCRIPTION

PIN xxxxx-xxxx (LT), described legally as Part 2, Plan 7R-6054, being located in the East Part of Lot 5, Concession 3 in the Township of Melancthon, County of Dufferin

SCHEDULE “B”

SITE PLAN

READ A THIRD TIME and finally passed this 17th day of May 2018.

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

(FCR – May 3, 2018)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon for lands legally described as Part 2, Plan 7R-6054, and located in Part of Lot 5, Concession 3 O.S, in the Township of Melancthon, County of Dufferin.

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

AND WHEREAS the owner of the subject lands has requested a zoning by-law amendment to establish a feral cat rescue facility;

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

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

1. Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands legally described as Part 2, Plan 7R-6054 and located in the East Part of Lot 5, Concession 3, O.S. from the Rural Residential (RR) Zone to the Rural Residential Exception (RR-164) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
2. And Furthermore, Section 8.5 to Zoning By-law 12-79 as amended, is further amended by adding the following new sub-section after sub-section 8.5 fffff):

ggggg) *Notwithstanding Section 8.5 of the Rural Residential (RR) Zone, on lands described legally as Part 2, Plan 7R-6054 and located in the East Part of Lot 5, Concession 3 O.S, and located in the RR-164 Zone, a feral cat facility shall be a permitted accessory use to a detached dwelling. For the purpose of the RR-164 Zone a feral cat facility shall be defined as:*

A facility designed to accommodate feral cats and to provide for the care, rehabilitation and adoption of feral cats. A feral cat facility may include an office or administration area but shall not include a dwelling unit.

For the purpose of the RR-164 Zone, the following additional regulations shall apply:

- a) *Maximum number of buildings that shall be used for a feral cat facility: 2*
- b) *Maximum total floor area of each building: xx sq. metres*
- c) *Minimum Setback from front and side lot line: 20 metres*
- d) *Minimum Setback from rear lot line: 50 metres*

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

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

READ A FIRST AND SECOND TIME on the 3rd day of May 2018.

READ A THIRD TIME and finally passed this 3rd day of May 2018.

Mayor

Clerk

Schedule 'A-1'
By-law 2018-_____
East Part of Lot 5, Concession 3 OS
Township of Melancthon



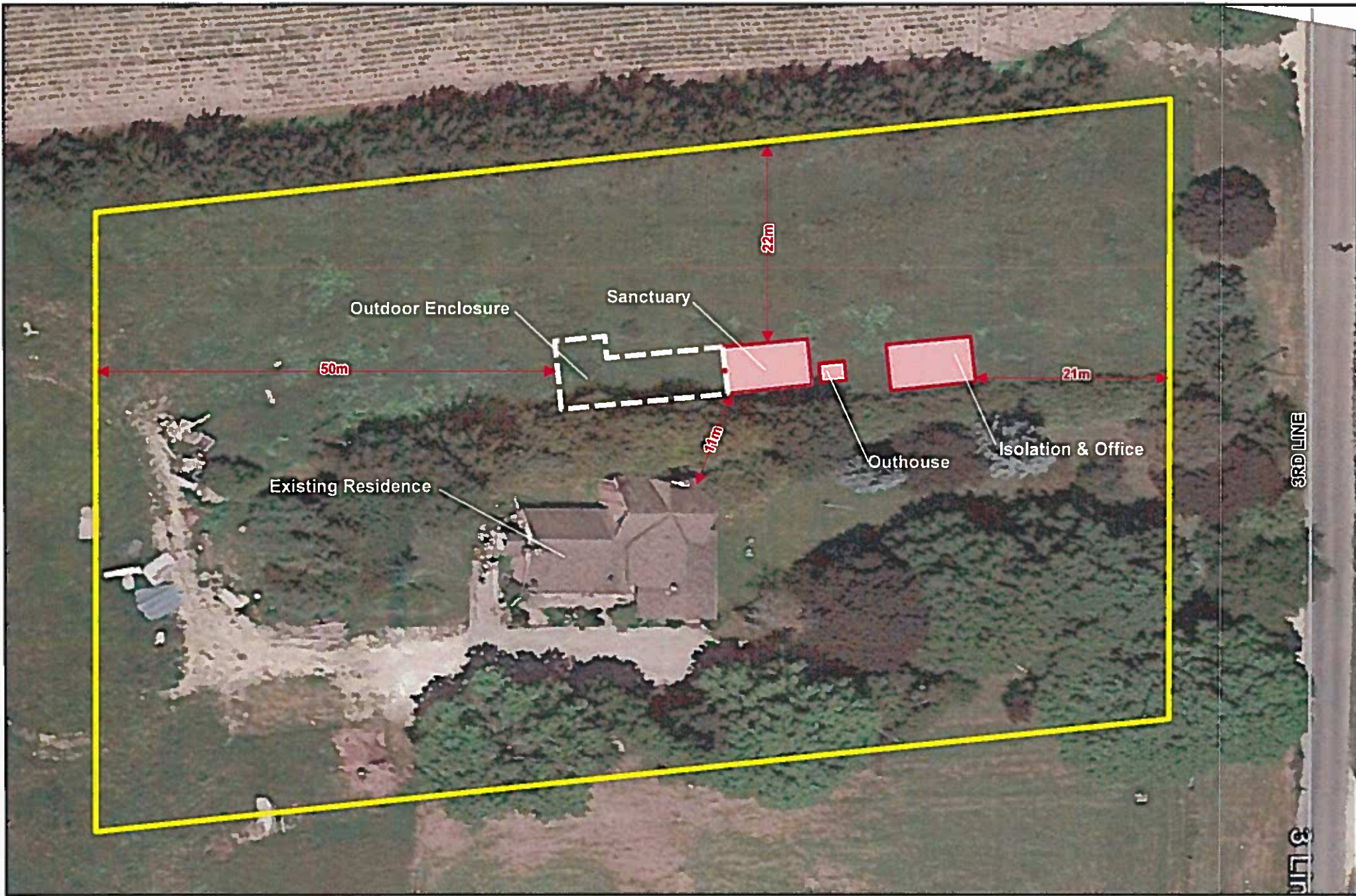
Lands to be rezoned from the Rural Residential (RR) Zone
to the Rural Residential Exception (RR-164) Zone

This is Schedule 'A-1' to By-law _____

Passed this _____ day of _____, 2018.

Mayor

Clerk



**Township of Melancthon
Feral Cat Rescue
Proposed Site Plan
Part of Lot 5, Concession 3**

Site plan prepared from
information provided by
Sharon Mordon

March 26, 2018

*Minutes for Shelburne Public Library Board Meeting
Tuesday, March 20, 2018*

Present: Geoff Dunlop Larry Haskell Erika Ulch
 Dave Besley Sharon Martin

Regrets: Gail Little, Paul Barclay

Also Present: Rose Dotten, CEO/ Head Librarian

The chair, Geoff Dunlop, called the meeting to order at 7:00 P.M.

Motion 12 -18 E. Ulch, D. Besley

Be it resolved that we approve the agenda of the board meeting dated March 20, 2018, as amended.

Carried

Motion 13-18 D. Besley, E. Ulch

Be it resolved that we approve the minutes of the board meeting dated February 20, 2018.

Carried

Financial Reports:

Motion 14-18 E. Ulch, S. Martin

Be it resolved that we approve the Accounts Payable Register for February, 2018 with invoices and payments in the amount of \$26,109.44.

Carried

CEO/ Head Librarian's Report:

- **Statistics**
Our statistics this month were slightly lower but that is normal due to the fact that February is a shorter month.
- **Coffee, Conversation & Books**
The last session was held in Shelburne at the Jelly Craft Bakery, with speaker Harry Posner, the poet laureate of Dufferin County. Harry regaled us with some of his poetry and writings from his novels. We had a great number in attendance and it was very encouraging for this type of casual event. We partnered with Jelly Café who supplied staff and we had refreshments and some sweet treats. All in all, a warm and welcoming evening.
- **March Break Programs**
The programs were an immense success. Every performance was sold out, and what a noise there was in Grace Tipling Hall for Dufflebag Theatre's Cinderella and the Bumbling

BD (Comm #1)
MAY 17 2018

Bert show. As well, the children were enthralled with the Birds of Prey that was a hands-on presentation in our KTH room.

The Fun with Science program presented on Friday through our partnership with Early Years Centre in Orangeville was also filled to capacity with 40 children attending.

Correspondence:

- **Correspondence from Mulmur**
After arriving at a solution, the delegation from the Township of Mulmur was cancelled. We met with Mayor Paul Mills and Treasurer, Heather Boston, earlier in the week and were able to reconcile numbers which in turn enabled us to resolve the Funding Issues.
- **Correspondence from Pine River Book Club**
The Board also received a letter from the Pine River Book Club cc'd to Mulmur Council supporting Shelburne Public Library and promoting and outlining the importance of the library to the community and the longstanding relationship that Mulmur residents have with SPL.
- **Correspondence from Sylvia Jones, MPP**
Copies of letters from Sylvia Jones, MPP, to Minister of Tourism, Culture and Sport, and the Minister of Education relating to the need for more funding for library services and the need for allowing loans between schools and community libraries.

Business:

- **Township of Mulmur—funding**

The Board confirmed the Invoice prepared for Mulmur with the total amount of \$30,000.00 which would relate to a number of 300 Household cardholders.

Motion 15 - 18 L. Haskell, D. Besley

That we now adjourn at 7:30 p.m., to meet again April 17, 2018, at 7 pm., or at call of the Chair.

Carried



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
TUESDAY, APRIL 10, 2018 – 7:00 P.M.
NORTH DUFFERIN COMMUNITY CENTRE**



The North Dufferin Community Centre Board of Management held its meeting on the 10th day of April, 2018 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre.
Those present:

Chester Tupling, Chair, Mulmur
Bert Tupling, Vice Chair, Melancthon
Dave Besley, Councillor Melancthon
Keith Lowry, Councillor Mulmur
Nancy Noble, Mulmur
Clayton Rowbotham, Melancthon
Heather Boston, Treasurer, Mulmur
Donna Funston, Administration and Finance Assistant, Melancthon
Denise Holmes, CAO/Clerk, Interim Secretary, Melancthon

Regrets:

Debbie Fawcett, Melancthon (with prior notice given).
Allen Clarke, Mulmur (with prior notice given).

Call to Order by Chair

Chair Tupling called the meeting to order at 7p.m.

Approval of Agenda

No additions or deletions.

Moved by Besley, Seconded by Lowry the Agenda be approved as circulated. Carried.

Declaration of Pecuniary Interest or Conflict of Interest

None.

Approval of Draft Minutes

Moved by Lowry, Seconded by Noble that the minutes of the North Dufferin Community Centre Board of Management held on March 8, 2018 be approved as circulated. Carried.

Business Arising from the Minutes

Member Lowry will continue working on the hiring policy for the next meeting.

Facility Manager's Report

The Facility Manager went over his report with the Board. Had a power surge about 2 weeks ago which took out the compressor, it has since been fixed. Work is still being done on the dehumidifier that was also affected with the power surge.

Member Lowry asked Curtis to get an estimate on surge protector as opposed to replacing the compressor- would like a cost comparison. An estimate to surge protect the entire building as well, the building has three separate units that would require the protection.

Discussion about insurance policy and if surges are covered, Heather to bring insurance policy to next meeting to show coverage, liability and deductibles.

General Business

1. Accounts
2. Financial Report & Discussion about Capital Budget/Reserve - Treasurer
3. Building Renovations/Improvements - Discussion
4. Beef BBQ
 1. Cost of tickets
 2. Raffle
 3. Advertising
 4. Other
5. Resignation of Member Allen Clarke – Motion to accept – Discussion regarding filling vacancy
6. Risk Management Policy – Samples from other municipalities
7. Unfinished Business
 1. Policies of the Board
 1. Hiring Policy
 2. Procurement Policy
 3. Progressive Discipline Policy
8. Tour of the Facility

1 - Moved by Lowry, Seconded by Besley that the accounts in the amount of \$23, 043.87 be paid. Carried.

#2- Member Besley questioned the over budget amount in office/computer supplies. Heather explained she didn't budget enough as most of the cost is the Arena's Keystone Computer Software portion. To determine if an item qualifies as capital or not currently Heather uses professional judgement as opposed to a specific dollar value, she also says depreciation is based on Mulmur policy. Vice-Chair Tupling expressed concerns regarding

amortization of the building, as well as capital expenses. With respect to the repairs being added to the value of the building as a betterment and being depreciated with the remaining life of the building. Heather is going to bring her spreadsheet showing 2017 repairs that were added as betterments and a depreciation schedule, to the next meeting.

3 – Member Rowbotham requests a land survey and drawings of building footprint for the Building Sub-Committee. Also asks for By-law set backs for a new building in regards to the Fire Hall and lot lines. Denise will email survey and footprints to member Rowbotham, Heather will look into zoning and By-law requests.

4 – Janice Aldcorn accepts BBQ Chair position and she requests to deal with the NDCC Board directly. Janice is able to deal with staff members of the Board. Chair Tupling will ask Janice to attend the May and June NDCC Board meetings to give an update on the Beef BBQ as well as get direction.

1. Cost of tickets will remain at \$20
2. There will be no raffle this year may try 50/50 draw instead
3. Janice will handle the advertising

#5 – Moved by Noble, Seconded by Lowry we accept, with great regret, the resignation of Mulmur Member Allen Clarke from the Board of Management. Carried.
Moved by Lowry, Seconded by Noble that the Board request Mulmur Council to identify and designate a replacement representative to fill the position left vacant by the resignation of Mr. A. Clarke. Carried.

#6 - Moved by Lowry, Seconded by Besley NDCC Board prepare and publish an RFP for a Risk Management assessment and draft plan for the NDCC facility and property. Carried.
-Member Lowry to put wording together then it be posted on the Melancthon and Mulmur websites.

#7 –

Policies of the Board

1. -Hiring Policy- Member Lowry will review this policy
2. -Procurement policy- defer to next meeting
3. Progressive Discipline Policy-Member Besley had no concerns with the policy

Also need a Harassment and Violence Policy and HR policies, will look at adopting Policies possibly from The County, Township of Melancthon or Township of Mulmur. More discussion next meeting. Heather will send all policies to Denise. If Mulmur policies are adopted they automatically update when the Township does theirs.

Vice-Chair Tupling suggested putting out a snow removal tender and possibly changing the fiscal year.

#8 - Tour the facility- Curtis took us around the arena to view dressing rooms, ice surface and the concrete issues. He also went over issues an older arena has.

#8 – Closed Session

None

#9 Notice of Motion

None

#10 Confirmation Motion

Moved by Rowbotham, Seconded by Lowry be it resolved that: all actions of the Members and Officers of the North Dufferin Community Centre Board of Management with respect to every matter addressed and or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

Adjournment

8:38 p.m. - Moved by Besley, Seconded by B. Tupling that we adjourn the North Dufferin Community Centre Board of Management meeting at 8:38 p.m. to meet again on Tuesday, May 8, 2018 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY



NVCA Board Meeting Highlights April 27, 2018

Next Board Meeting & Annual General Meeting: June 22, 2018
at Tiffin Centre for Conservation, Utopia

For the full meeting agenda including documents and reports, visit nvca.on.ca/about/boardofdirectors

NVCA receives clean audit for 2017

At the meeting, the board received the 2017 NVCA audited financial statements as presented by KPMG LLP Chartered Accountants. The financial statements are available online at nvca.on.ca/about/PlansFinancials.

Support for improvements to the Swaley Drain

The board directed staff to continue to work with Springwater Township on improvements to the Swaley Drain in the Minesing Wetlands (under the *Drainage Act*).

Drinking Water Source Protection Plan Implementation

The board also met as the Nottawasaga Valley Source Protection Authority (NVSPA). The NVSPA is one of three source protection authorities for the South Georgian Bay Lake Simcoe Source Protection Region, and is authorized to act under Ontario's *Clean Water Act*.

Source water is untreated water from streams, lakes, rivers or underground aquifers that people use for drinking water supply.

Source water protection looks to stop contaminants from getting into sources of drinking water — lakes, rivers and underground aquifers — and preventing overuse of these water resources.

At the meeting, the NVSPA received a letter from Minister of the Environment and Climate

Change Chris Ballard approving an amendment to the South Georgian Bay-Lake Simcoe Source Protection Plan to include an updated and new wellhead protection area in Shelburne. The Minister also approved the [recent assessment report for the Nottawasaga Valley source protection area](#).

Lynn Dollin, chair of the South Georgian Bay Lake Simcoe Source Protection Committee, provided an update on the work of that committee. Among her updates, Chair Dollin highlighted the leadership being demonstrated by the agricultural representatives on the committee, who have now shared their experiences with audiences in Quebec and New Hampshire.

Bill Thompson, manager of integrated watershed management for the Lake Simcoe Region Conservation Authority, presented the regional Source Water Implementation Annual Report for 2017. Ryan Post, senior hydrogeologist for NVCA, provided highlights of the authority's source water related work in 2017 and the work plan for 2018.

In brief

During the meeting the board also:

- approved a roster of consultants to provide ecological review support to NVCA.
- approved Angela Mills, NVCA's project analyst-hydrologic function, as a risk management inspector as required under Section 48 of the *Clean Water Act*.



- recognized Cllr. Fred Nix, Town of Mono, with a special award celebrating his 28-year commitment to NVCA. Cllr. Nix (seen here with NVCA Chair Gail Ardiel) was nominated for this award by Mono Town Council.
- welcomed new staff to NVCA: Jonathan Cortese, forestry technician; Andrew Fera, regulations technician; Haleigh Ferguson, administrative assistant; Mark Hartley, senior engineer; Amy Knapp, planner; Julie Panovski, regulations assistant; and Emma Perry, planner.

Future Meetings and Events

Nature Days for Homeschoolers

Friday, May 18, 10:00 am - 3:00 pm
Location TBC

NVCA Annual Tree Sale

Saturday, May 12, 8:00 am - 12:00 pm at the
Tiffin Centre for Conservation

Minesing Wetlands BioBlitz

Saturday, June 2, 7:00 am - 4:00 pm
Minesing Wetlands Conservation Area
Partners: Friends of Minesing Wetlands, Nature
Conservancy of Canada (NCC) and Ducks
Unlimited Canada

Community Volunteer Tree Plants

- Saturday, May 5, 9:00 am - 12:00 pm
New Tecumseth
Partner: South Simcoe Streams Network (SSSN)
- Saturday, May 5, 9:00 am - 12:00 pm
Bradford West Gwillimbury
Partner: SSSN
- Sunday, May 6, 1:00 pm - 4:00 pm
Innisfil
Partner: SSSN
- Friday, May 11, 9:30 am - 2:30 pm
Patrick Hodgson Nature Reserve (Grenfel)
Partner: NCC
- Saturday, May 12, 9:00 am - 12:00 pm
Adjala-Tosorontio
Partner: SSSN
- Saturday, May 12, 9:00 am - 12:00 pm
Essa
Partner: SSSN
- Saturday, May 12, 9:30 am - 2:30 pm
Patrick Hodgson Nature Reserve (Grenfel)
Partner: NCC
- Tuesday, May 15, 8:30 am - 1:30 pm
Coates Creek, New Lowell
Partner: B&J Contracting
- Wednesday, May 16, 6:00 - 7:30 pm
Minesing Wetlands at Willow Creek Canoe
Corral (George Johnston Rd.)
Partner: NCC
- Sunday, May 27, 1:00 pm - 4:00 pm
Adjala-Tosorontio
Partner: SSSN
- Monday, May 28, 9:30 am - 12:00 pm
Baker Pond Site, 246366 Hockley Rd, Mono
Partners: Headwater Streams Committee
and Town of Mono

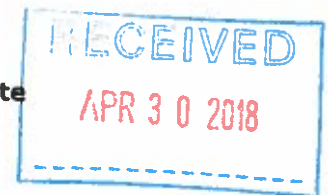
Additional dates will be added throughout the season. Groups (schools, community/service groups, workplaces, etc.) needed for specific plants. Please see the NVCA website for details.

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



The Corporation of the Township of Southgate

Notice of the Passing of a Zoning By-law



Take notice that the Council of the Corporation of the Township of Southgate passed By-law No. 2018-046 on April 18, 2018, under Section 34 of the Planning Act, R.S.O. 1990, as amended.

This by-law applies only to those lands described as Con 4, Lot 239 and lot 240, Geographic Township of Proton, known municipally as 712007 Southgate Sideroad 71, in the Township of Southgate. A map showing the location of the lands to which the by-law applies is provided below.

The purpose of the zoning by-law amendment is to allow for a portion of the property to be used as a metal shop with metal fabricating, welding, manufacture of small equipment and parts, and repair work. The shop will be 610m² including office and power room. The outside storage area will be limited to 395m² in area.

The effect of the zoning by-law amendment is to change the zoning symbol on a portion of the property from Agricultural (A1) to Agriculture Exception (A1-408) to allow for a small scale secondary use to be permitted on the property. The EP boundary will remain the same on property.

The property is designated Rural and Hazard lands in the Township of Southgate Official Plan. The Council of the Township of Southgate has adopted this by-law and is now circulating it in accordance with Provincial regulations.

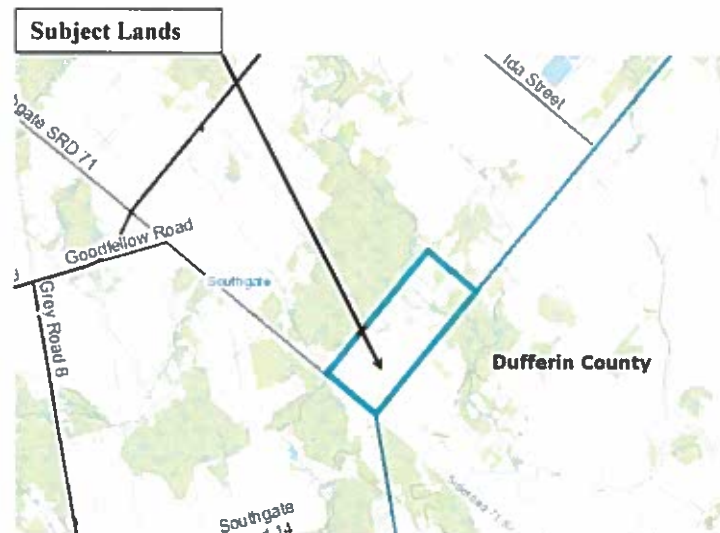
And take notice that any person or agency may appeal to the Local Planning Appeal Tribunal in respect of the by-law by filing with the Clerk of the Corporation of the Township of Southgate, not later than **May 17, 2018**, a notice of appeal (appeal forms and instructions are available at: <http://elto.gov.on.ca/tribunals/lpat/about-lpat/> setting out the objection to the by-law, the reasons in support of the objection and including a certified cheque or money order for \$300, made out to the Minister of Finance. To assist you in an appeal you may also contact the local planning appeal tribunal support centre at the address listed on this website <https://www.lpasc.ca/> .

Only individuals, corporations and public bodies may appeal a zoning by-law to the Local Planning Appeal Tribunal. 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 the group on its behalf.

The Council of the Township of Southgate has adopted this by-law and is now circulating it in accordance with provincial regulations. The complete by-law is available for inspection in my office during regular business hours.

Dated at the Township of Southgate,
on April 27, 2018.

Joanne Hyde, Clerk
Township of Southgate
185667 Grey Rd 9, RR 1
Dundalk ON, N0C 1B0
Tel. (519) 923-2110
ext 230
Toll free 1-888-560-6607
Fax (519) 923-9262



INFO# 2
MAY 17 2018

Township of Southgate
Administration Office
185667 Grey County Road 9, RR 1
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

April 23, 2018

Ernie Hardeman, M.P.P.
12 Perry Street
Woodstock, ON N4S 3C2

Dear Mr. Hardeman,

Please be advised that the Council of the Township of Southgate, at its regular meeting held on April 18, 2018, endorsed the following resolution:

Moved by Councillor Dobreen, Seconded by Councillor Pallister;

Be it resolved that Council receive consent item (O) from M.P.P. Ernie Hardeman for information; and

That Council support the resolution to grant Municipalities the "Right to Approve" Landfill developments; and

That Council direct staff to take the appropriate administrative action as outlined in the resolution. **Carried. No. 2018-313**

If you have any questions, please feel free to call me at 519-923-2110 ext. 222 or email jbrick@southgate.ca.

Sincerely,

Josh Brick

Deputy Clerk, Township of Southgate

c.c. M.P.P. Ernie Hardeman
Ontario Municipalities

Encl.

Township of Southgate Support Resolution for Municipalities "Right to Approve" Landfill Developments

INFO#3
MAY 17 2018

**Township of Southgate
Administration Office**
185667 Grey County Road 9, RR 1
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

Township of Southgate – Support Resolution

**MUNICIPALITIES CALL ON PROVINCE FOR "RIGHT TO APPROVE"
LANDFILL DEVELOPMENTS**

WHEREAS municipal governments in Ontario do not have the right to approve landfill projects in their communities, but have authority for making decisions on all other types of development;

AND WHEREAS this out-dated policy allows private landfill operators to consult with local residents and municipal Councils, but essentially ignore them;

AND WHEREAS municipalities already have exclusive rights for approving casinos and nuclear waste facilities within their communities, **AND FURTHER** that the province has recognized the value of municipal approval for the siting of power generation facilities;

AND WHEREAS the recent report from Ontario's Environmental Commissioner has found that Ontario has a garbage problem, particularly from Industrial, Commercial and Institutional (ICI) waste generated within the City of Toronto, where diversion rates are as low as 15%;

AND WHEREAS municipalities across Ontario are quietly being identified and targeted as potential landfill sites;

AND WHEREAS municipalities should be considered experts in waste management, as they are responsible for this within their own communities, and often have decades' worth of in-house expertise in managing waste, recycling, and diversion programs;

AND WHEREAS municipalities should have the right to approve or reject these projects, and assess whether the potential economic benefits are of sufficient value to offset any negative impacts and environmental concerns;

THEREFORE BE IT RESOLVED THAT the Township of Southgate supports *Bill 16, Respecting Municipal Authority Over Landfilling Sites Act* introduced by MPP Ernie Hardeman and calls upon the Government of Ontario, and all political parties, to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities,

AND FURTHER THAT the Township of Southgate send copies of this resolution to MPP Ernie Hardeman and all municipalities.



PRESS RELEASE

County of Dufferin
55 Zina Street
Orangeville, ON L9W 1E5

For Immediate Release: Date

Help Us Bring Broadband to Everyone

Dufferin County – Residents of Dufferin County, farmers and business owners are encouraged to participate in a brief web survey to help build "broadband for everyone" in Southwestern Ontario, Caledon, Dufferin and the Niagara Region.

When it comes to broadband Internet, there are considerable disparities in access and capacity between our rural and urban communities. The social and economic value of high-speed connectivity is set to explode over the next ten years, and unless we act now, those disparities will only grow wider and more serious in their implications. For this reason, The County of Dufferin, has partnered with SouthWestern Integrated Fibre Technology Inc. (SWIFT) to collect information about how residents, farms and businesses currently use the Internet. Your participation in this 15-minute survey is completely voluntary and you may opt out of any question in the survey. All of your responses will be kept confidential. They will only be used for statistical purposes and will be reported only in aggregated form. Participants should have their Telecom Service Provider name and contract information at hand.

To complete the survey, please visit www.swiftnetwork.ca/survey.

About the SWIFT Initiative

SouthWestern Integrated Fibre Technology Inc. (SWIFT) is a not-for-profit, collective broadband initiative that is funding the construction of an affordable, open-access, ultra-high-speed fibre-optic regional broadband network for everyone in Southwestern Ontario, Caledon and the Niagara Region. To overcome our region's broadband infrastructure gaps, SWIFT has developed a long-term plan to help more than 3.5 million Ontarians, or 25% of Ontario's population, to connect and keep pace in a changing digital world. The project is leveraging \$180 million in combined investments by the federal and provincial governments and over \$17 million in investments by municipalities across the region. SWIFT membership is open to any community or organization that needs connectivity to any of its locations. Members benefit from SWIFT's significant procurement expertise, including aggregated demand, negotiated rates, and support in preparing RFPs for broadband services. As a buying group, SWIFT also ensures greater competition between telecom service providers which will lead to better services at lower prices in member communities.

-30-

For more information, please contact:

Sonya Pritchard, CAO
spritchard@dufferincounty.ca
519.941.2816 ext. 2502

INFO# 4
MAY 17 2018



TOWN OF LAKESHORE

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

April 27, 2018

All Ontario Municipalities

VIA EMAIL

To Whom It May Concern:

**RE: RENOVATION AND/OR DEMOLITION OF ALL BUILDINGS
CONTAINING HAZARDOUS MATERIALS**

At their meeting of April 24, 2018 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Wilder moved and Councillor Bailey seconded:

WHEREAS municipalities are encouraged to develop planning strategies that allow for the redevelopment of existing properties;

WHEREAS redevelopment of existing properties involves the alteration, renovation and/or demolition of existing buildings, which due to their age of construction, may contain hazardous materials such as lead and asbestos;

WHEREAS disturbing hazardous materials increases health risks to those who are exposed to it;

WHEREAS the current law in Ontario allows for some buildings to be altered, renovated and/or demolished, without being required to adhere to the standard health and safety requirements regarding the identification, isolation, handling and disposal of hazardous materials; and

WHEREAS homes and public spaces, such as schools, parks and workplaces, are often located next to buildings containing hazardous building materials, which are being altered, renovated and/or demolished.

NOW THEREFORE BE IT RESOLVED that the Government of Ontario be urged to review and revise the laws regarding the alteration, renovation and/or demolition of all buildings containing hazardous materials, to ensure that proper steps and preventative measures are taken to protect the public from exposure to hazardous materials;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Doug Ford, Leader of the Progressive Conservative Party, the Honourable Andrea Horwath, Leader of the New Democratic Party, and all MPPs in the Province of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Motion Carried Unanimously

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

Yours truly,

A handwritten signature in dark ink, appearing to read 'Darlene Mooney', is written over a circular stamp or seal.

Darlene Mooney
Deputy Clerk

/km

cc: Hon. Kathleen Wynne, Premier
cc: Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Members of Provincial Parliament in Ontario
cc: Association of Municipalities Ontario (AMO)



PRESS RELEASE

County of Dufferin
55 Zina Street
Orangeville, ON L9W 1E5

For Immediate Release: 2018-05-03

DUFFERIN COUNTY PARTICIPATING IN NATION-WIDE CAMPAIGN TO HOUSE 20,000 HOMELESS CANADIANS

Dufferin – Dufferin County and the Community Advisory Board has joined the Canadian Alliance to End Homelessness (CAEH) again this year for the 20,000 Homes Campaign, a powerful nationwide campaign that aims to permanently house 20,000 of Canada's most vulnerable homeless people.

"The 20,000 Homes Campaign is a grassroots movement of communities working together to permanently house some of our most vulnerable homeless neighbours," says Tim Richter, President and CEO, CAEH. "Homelessness is a solvable problem and we believe if we work together, apply proven strategies like Housing First, we'll achieve meaningful, nationwide reductions in homelessness within three years."

The 20,000 Homes Campaign is focused on the 'most vulnerable', referring specifically to homeless individuals who are assessed as having high acuity (those with complex needs and at risk of death from homelessness) and/or those who are chronic or episodically homeless. The Housing First approach is a recovery-oriented approach to ending homelessness that centers on quickly moving people experiencing homelessness into independent and permanent housing providing supports and services as needed.

On any given night in Canada, approximately 35,000 people will sleep in a shelter or on the street and over 235,000 people will experience homelessness over the course of a year. Research suggests of those 235,000 as many as 33,000 people are chronic or episodically homeless, meaning they have been homeless for a long time or experience episodes of homelessness over the course of their lives. Chronic and episodically homeless people often struggle with deep poverty, trauma, mental illness, addiction along with complex and often multiple medical problems. Research shows conclusively that people experiencing homelessness have higher mortality rates and a lower life expectancy than other Canadians.

"Although homelessness in Dufferin County is not as visible as it is in larger municipalities it does exist and we are working hard to address it" said Anna McGregor, Dufferin County's acting Director of Community Services. "Through our partnership with the Community Advisory Board we are making great progress in ensuring that everyone in Dufferin County has a home first and foremost" she

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MAY 17 2018

continued.

The campaign in Dufferin will engage volunteers to get to know homeless people by name and assess their housing and health care needs through a simple survey conducted on May 14th and 15th, 2018. Completed surveys and recorded data will be shared with local staff who will prioritize entry into housing based on urgent need. The County will then work together with various partners to house their most vulnerable homeless people, reporting progress regularly on the campaign website www.20khomes.ca.

"We're going to extract every ounce of value we can from existing resources to get people housed," Richter says, "but to end homelessness in Canada we will need meaningful federal investment in affordable and supportive housing."

Over the next three years the campaign hopes to build public support for ending homelessness and renewed federal investment in housing and support services.

-30-

For more information, please contact:

Anna McGregor, Director of Community Services (Acting)
amcgregorl@dufferincounty.ca
519.941.2816 ext. 2003



THE CORPORATION OF THE TOWN OF SHELburne

NOTICE OF PUBLIC MEETING

UNDER SECTION 51 OF THE PLANNING ACT

Take notice that the Corporation of the Town of Shelburne has received complete applications for a Draft Plan of Subdivision and Draft Plan of Condominium and will hold a public meeting on:

MONDAY, MAY 28th, 2018

The public meeting is scheduled to start at 7:00 p.m., or as shortly thereafter as possible, and will be held in the Council Chambers at the Municipal Office, 203 Main Street East, Shelburne.

The purpose of the meeting is to consider applications for a Draft Plan of Subdivision and Draft Plan of Condominium. These applications (File Nos. DPS 17/01 and DPC 17/02) were deemed complete and circulated with Notice of Complete Applications given on January 17th, 2018. A related application for Zoning By-law Amendment to lift the Holding provision from the property has also been received (File No. Z17/05).

The land subject to the proposed Draft Plan of Subdivision and Draft Plan of Condominium is located at Main Street West (Highway 89) and Gordon Street. The site is legally described as Part of Lot 1, Concession 3, Old Survey (Geographic Township of Melancthon), in the Town of Shelburne, County of Dufferin. The subject property is approximately 1.2 hectares in size and is currently vacant. A map showing the location of the subject property is provided with this notice.

The purpose and effect of the Draft Plan of Subdivision and Draft Plan of Condominium applications are to permit a proposed development consisting of 38 street townhouse dwellings on parcels of tied land fronting a private common-element condominium road, one block for unspecified purposes (zoned for a semi-detached or single detached dwelling) at the south end of the development at Main Street and Gordon Street, and a stormwater management area. A reduced copy of the proposed plans is provided with this notice. To view a larger copy of the plans, please visit the municipal office or the Town's website as described below.

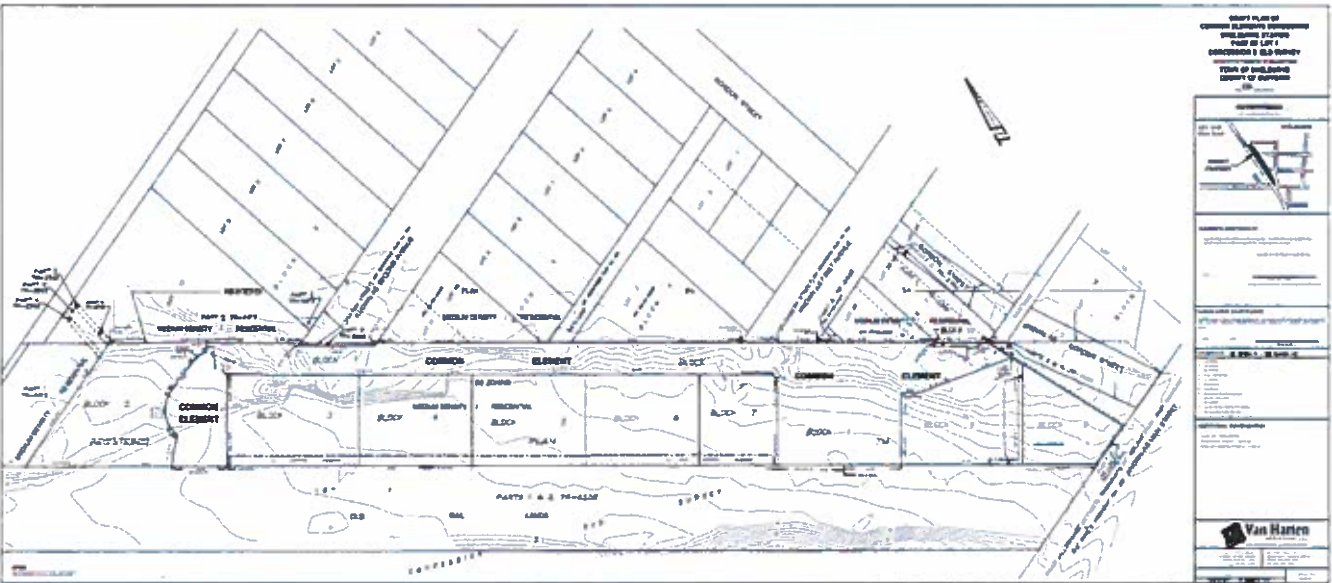
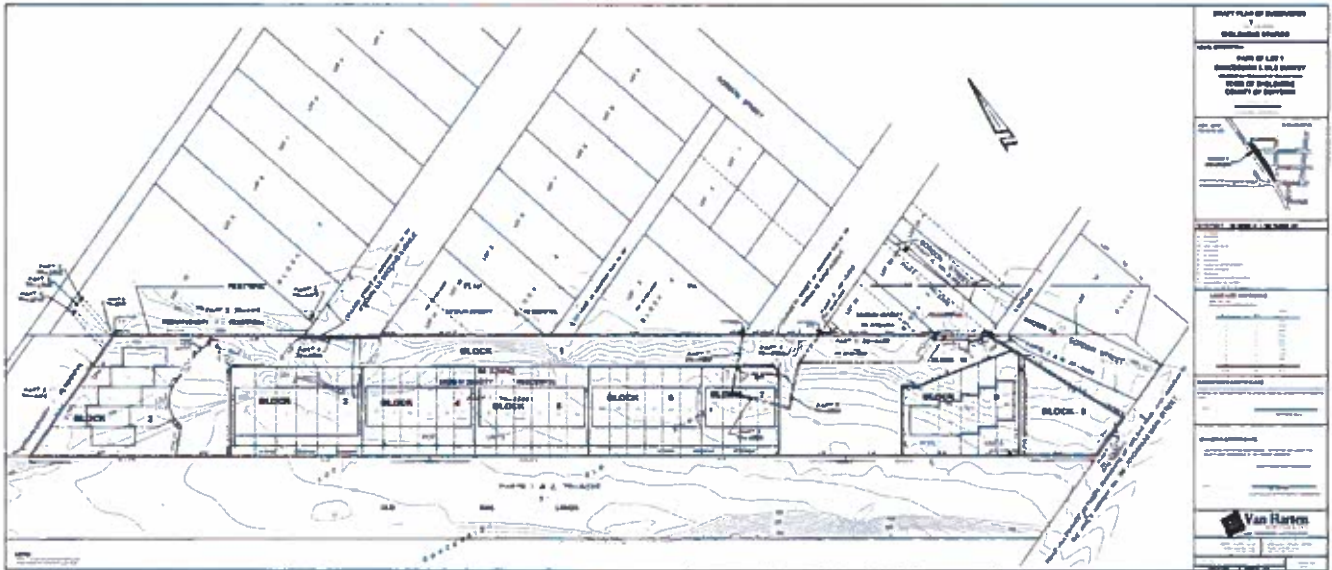
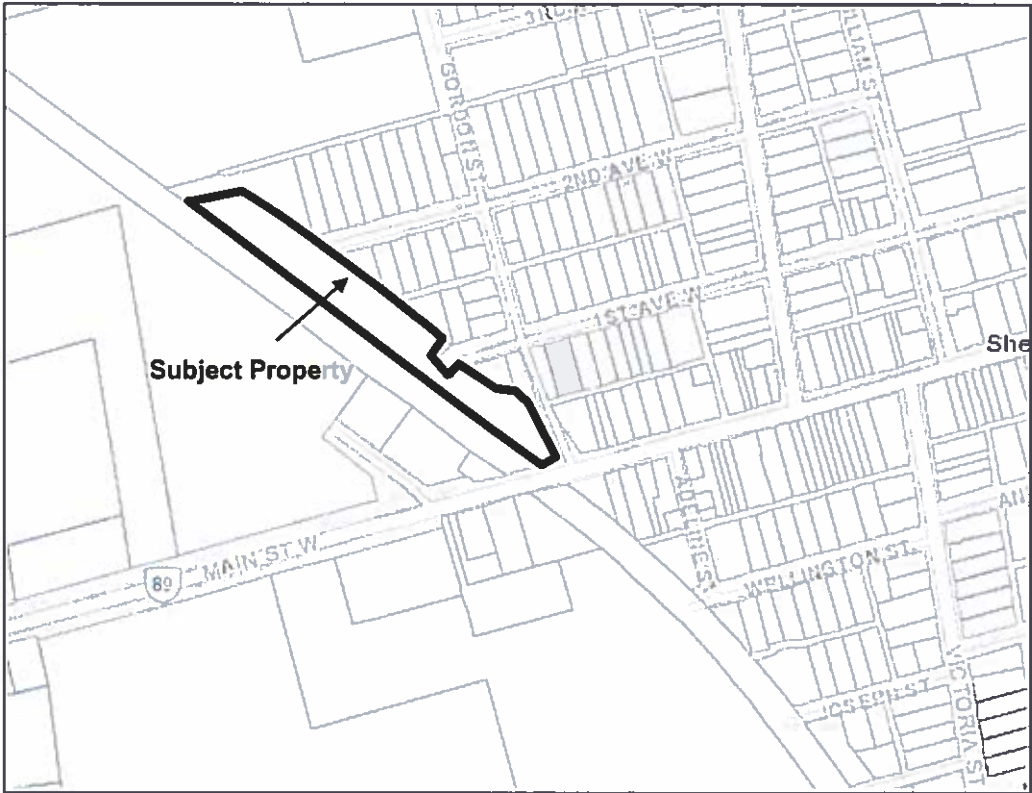
Additional information relating to the proposed Draft Plan of Subdivision and Draft Plan of Condominium is available for inspection at the Town of Shelburne Municipal Office at 203 Main Street East, during normal office hours, 8:30 a.m. to 4:30 p.m. and on the Town's website at www.townofshelburne.on.ca. If you would like to make written submissions pertaining to these applications, please address and deliver your comments to the Town Clerk. All written submissions will become part of the public record. If you wish to be notified of the decision of the Town of Shelburne in respect of the proposed Plan of Subdivision and Plan of Condominium, you must make a written request to the Town at the address below.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Town of Shelburne to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Clerk of the Town of Shelburne in respect of the applications before the approval authority gives or refuses to give approval to the Draft Plan of Subdivision and Draft Plan of Condominium: a) the person or public body is not entitled to appeal the decision; b) the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Dated at the Town of Shelburne on the 4th day of May, 2018.

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

INFO#7
MAY 17 2018



**Ministry of Tourism,
Culture and Sport**

Minister

9th Floor, Hearst Block
900 Bay Street
Toronto, ON M7A 2E1
Tel: 416 326-9326

**Ministère du Tourisme,
de la Culture et du Sport**

Ministre

9^e étage, édifice Hearst
900, rue Bay
Toronto (Ontario) M7A 2E1
Tél. : 416 326-9326



May 4, 2018

Dear partners,

This morning I announced that our government has committed to improving access to digital services and ensure that people stay connected at public libraries in towns, cities and First Nation communities across the province.

To improve access to technology and digital information, the 2018 Budget committed \$28 million over three years to create a province-wide digital public library. The digital public library would be a virtual hub providing all people in Ontario, including those living in rural, First Nation and remote communities, with direct access to high-quality digital content such as eBooks, audiobooks, research databases, learning resources and special collections.

In addition, we are investing \$51 million over three years to public library operating funding, including First Nation public libraries.

These investments build on the Ontario Culture Strategy commitments to build the capacity of libraries serving rural and remote communities, improve supports for First Nation libraries and support public libraries as essential spaces for access to cultural experiences, technology, and community life. They will also help ensure libraries across Ontario can respond to the needs of their communities with innovative services and help develop the talent and skills of people in Ontario.

To see highlights from today's announcement, I encourage you to visit our pages on Facebook and Twitter and consider sharing these posts with your community.

With kind regards,

A handwritten signature in black ink, reading "Daiene Vernile".

Daiene Vernile
Minister of Tourism, Culture and Sport

INFO# 8
MAY 17 2018



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca

May 1, 2018

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

Dear Ms. Denise Holmes:

RE: Progress report on the Grand River Watershed Water Management Plan

In 2014, many of our watershed municipalities, First Nations and Government partners endorsed the Grand River Watershed Water Management Plan. This Action Plan was the result of a five year collaboration to determine the best-value-solutions to continuously improve water management in the watershed. The Plan is a joint, voluntary Plan based on shared responsibility and cooperation. The goals of the Plan are to:

- Reduce flood damage potential;
- Ensure water supplies for communities, economies and ecosystems;
- Improve water quality and reduce the Grand's impact on Lake Erie; and
- Build resilience to deal with climate change.

Since 2014, the Grand River Conservation Authority (GRCA) has continued to support the collaboration among our partners, including many of the municipalities in the watershed, to report on the progress of implementing the 165 actions in the Plan.

I am pleased to provide to you with a copy of the 2017 Report on Actions, the progress report summarizing the highlights of some of the key actions in the plan. More information can be found on our website <https://www.grandriver.ca/en/our-watershed/Water-management-plan.aspx>

If you require additional information, please don't hesitate to contact Sandra Cooke at scooke@grandriver.ca or 519-621-2761x2224, who coordinates the Water Management Plan implementation

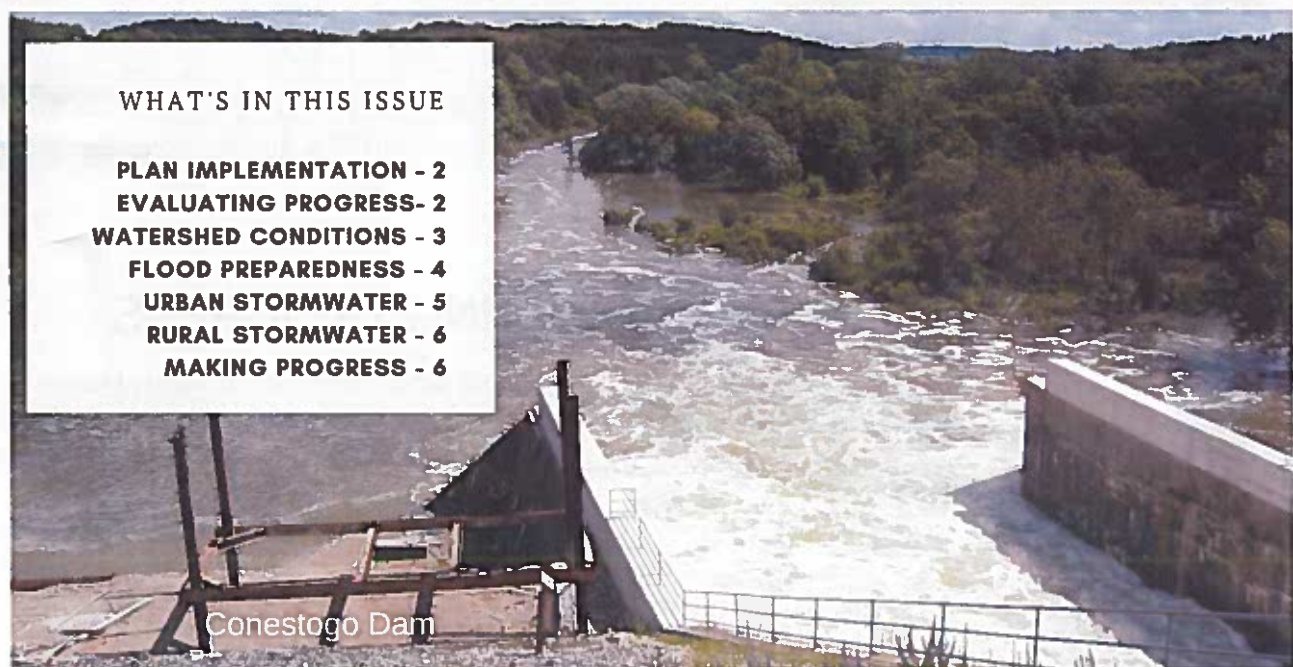
Sincerely,

A handwritten signature in black ink that reads "Joe Farwell".

Joe Farwell, CAO

2017 REPORT ON ACTIONS

*Reporting on the progress of implementing the actions
in the Grand River Water Management Plan*



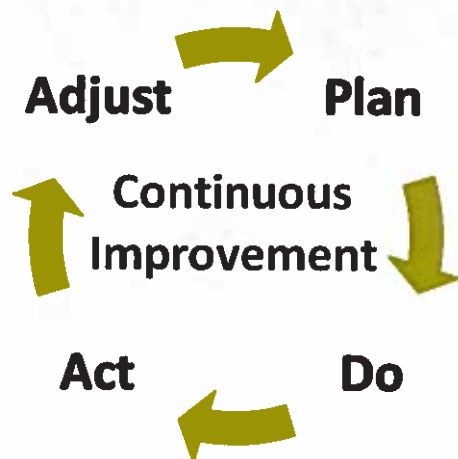
Highlighting Actions to Reduce Flood Damage Potential

Grand River Water Managers

In 2014, 16 partner organizations endorsed the Grand River Water Management Plan. Since that time, annual reports are issued to summarize the overall progress of implementing the Plan.

Each year, different water management challenges emerge for Water Managers and they must adapt and realign priorities. In June, an event north west of Grand Valley dumped over 100 mm in less than 3 hours; in August, a localized event in north-east Brantford saw 35mm fall in 20 minutes putting significant stress on their stormwater system.

Extreme events like these are predicted to become more frequent in the future. Thus, flood preparedness becomes even more important now than ever before.



STATS: GRCA PERMITS

GRCA has regulations for protecting land near rivers, streams, ponds, wetlands, steep slopes, floodplains and Lake Erie shoreline to reduce damages from flooding or erosion.

In 2017, GRCA reviewed 443 permits for construction in and around wetlands while they reviewed 256 floodplain permits.

PLAN IMPLEMENTATION

Many of the Water Management Plan partners continue to meet quarterly. Competing priorities, staff retirements and promotions always challenge our ability to fully participate in activities that may go beyond our borders. Staff from our northern municipalities, including Southgate, Wellington North, Mapleton and the Town of Grand Valley have also joined the watershed conversation and see value in attending the quarterly meetings.

The Grand River Conservation Authority (GRCA) hosted four meetings in 2017 including a joint meeting with watershed policy planners in September. GRCA will continue to provide the opportunity for Water Managers to meet and discuss issues that go beyond municipal boundaries.

EVALUATING PROGRESS

All water managers have competing priorities yet over the past four years, partners have implemented actions to work toward the four goals of the Grand River Water Management Plan:

- Reduce flood damage potential
- Ensure water supplies for communities, economies and ecosystems;
- Improve water quality and reduce the Grand's impact on Lake Erie; and
- Build resilience to deal with climate change.

Water managers will continue to meet quarterly in 2018. A review of all of the actions in the Plan will take place in early 2019 concurrently with a review of the state of the water resources in the Grand River watershed.

These reports will inform Water Managers whether its time to review and update the 2014 Plan or adjust actions and continue implementation.



WATERSHED CONDITIONS

All of GRCA's climate stations recorded above the normal total annual precipitation in 2017. Except Woolwich and Brantford, all climate stations recorded over 1000 mm of precipitation. Normal annual precipitation varies across the watershed from 850 mm in the south to 950 mm in the north.

Average air temperature for the year was above the long term average. The year started out fairly warm with winter and early spring temperatures about 3 degrees above normal. The late spring and summer period were very close to the long term average while the fall was about 3.5 degrees above normal.



FLOOD MESSAGING IN 2017

5 Watershed Conditions Statements

6 Flood Watches

13 Flood Warnings

1 High Lake Erie Warning

JUNE 23, 2017

An extreme rainfall event

One-day rainfall total at Luther Dam is the highest daily total rainfall recorded since 1950. Two characteristics made this storm very uncommon:

- (1) **High Intensity Rainfall** - 126 mm of rain fell over a 3-4 hour period - this is a very large volume of rainfall in a short period of time.
- (2) **Large Area** - This storm covered a very large area (approximately one-third of the watershed).



FLOOD PREPAREDNESS

GRCA is improving forecasting and decision support tools and piloting a new flood forecasting approach for West Montrose using improved models to predict river flows five hours in advance. This will provide additional flood warning to residents of the area.

GRCA applied to the *National Damage and Mitigation Program Funding* to acquire bathymetric LiDAR for reaches of the Grand River. This will complement the topographic LiDAR acquired by OMAFRA.

OMAFRA reached out to their clients in 2017 to encourage them to be prepared for extreme events

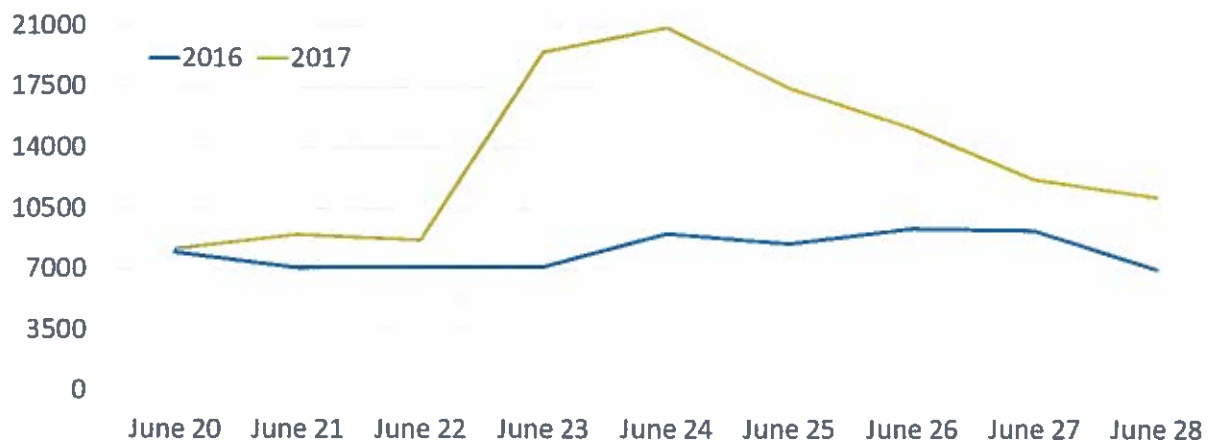
GRCA is updating hydrologic and hydraulic models to new or updated platforms (e.g. HEC-HMS and HEC-RAS, respectively) for the headwater areas of the watershed upstream of Shand Dam. This work will support updated floodline mapping.

Brantford created a flood prevention grant program for homeowners as a result of a significant rainfall event on August 11, 2017.

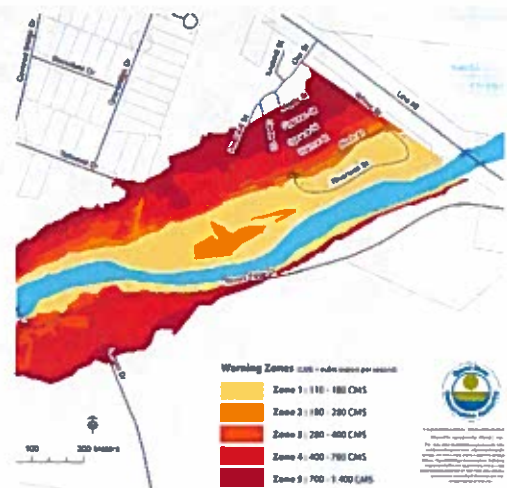
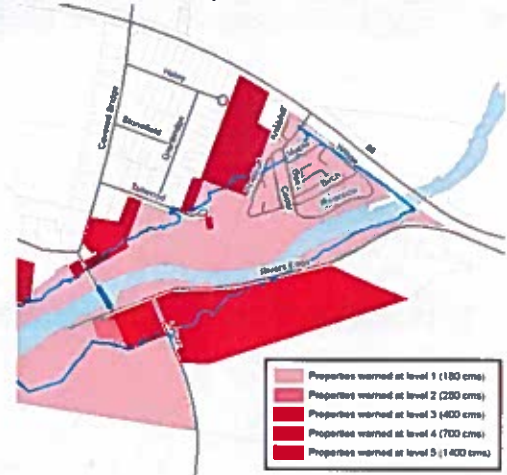
GRCA worked on 16 projects related to ensuring the maintenance of GRCA-owned dams

GRCA'S WEB-USER SESSIONS PER DAY TRIPLED DURING EVENT

Communications in a flood event is critical; more people are using GRCA's web-based information. 50% of web traffic is on mobile devices



Flood risk map - West Montrose



Flood Inundation Map - West Montrose



URBAN FLOODING

Urban flooding is caused when heavy, intense rain saturates an urban drainage system. The urban storm system becomes overwhelmed and water flows out into streets. This differs from Riverine Flooding where excessive rainfall over an extended period of time causes a river to exceed the capacity of its banks. It can also be caused by heavy snow melt and ice jams.

STORMWATER MANAGEMENT

Stormwater system assessments are important for mitigating urban flooding. Many actions by partners are underway or completed- **Cambridge** completed condition assessments of 20 facilities and cleaned out 3. **Kitchener** has implemented a 12.5 mm rainwater volume control target to incorporate low impact development techniques in projects. **Waterloo's** Master Plan is underway.

A case study on urban monitoring was completed in partnership with **MOECC, Kitchener, and GRCA**. It highlights several key lessons learned for developing a monitoring network that is able to detect changes.

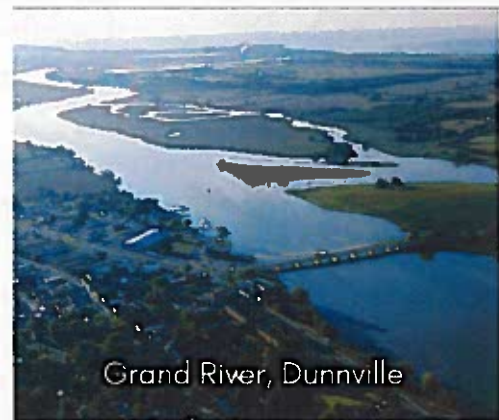
Inflow and Infiltration (I&I) is a common municipal challenge. **Cambridge** is currently developing an I&I reduction program. Others, **Wellington North, and Grand Valley** recently assessed the scope of I&I challenges in their municipality.

Special Policy Areas allow for limited development in the flood fringe. **Waterloo** is currently reviewing their SPA.

Haldimand piloted a basement flooding mitigation program and focused on I&I through illegal connections to the sewer system.



Blair Creek, Kitchener



Grand River, Dunnville

LAKE FLOODING

GRCA is working with **Haldimand County** and others on a project to update the Coastal Hazard Mapping along the Lake Erie shoreline in the county.

RURAL STORMWATER

OMAFRA completed the second edition of the Drainage Engineers Design and Construction Guidelines.

The Rural Water Quality Program, sponsored by the **Region of Waterloo, Wellington County, Dufferin, Oxford, Brant, Brantford and Haldimand** provided \$1.1M in grant to support the completion of **377 projects** to benefit water quality in 2017. Erosion control, tree planting, wetland and naturalization projects along with practices like establishing winter cover crops all help to manage water on the landscape, improve water quality and flood resilience.

MAKING PROGRESS ...

Region of Waterloo continues on-track with the upgrades at the Kitchener wastewater plant. It will be completed by 2019; the upgrades at the Waterloo wastewater plant will be completed by 2018.

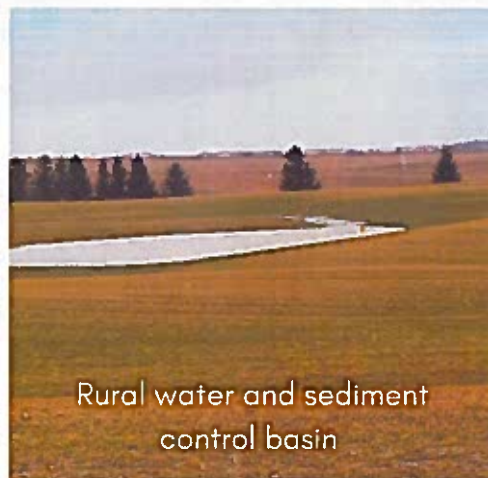
The Wastewater Optimization Program continues - **Guelph, Brantford and Region of Waterloo and Haldimand County** are pursuing voluntary total phosphorus targets through best practices in process control. Another annual performance report was issued.

Region of Waterloo achieved their demand management objective of 165 litres per person per day!

Centre Wellington continues with their Tier III water budget study through Source Protection Planning. This study will inform their long-term water supply strategy.

Environment and Climate Change Canada continue to support the Implementation of the Water Management Plan through their Grant and Contributions program.

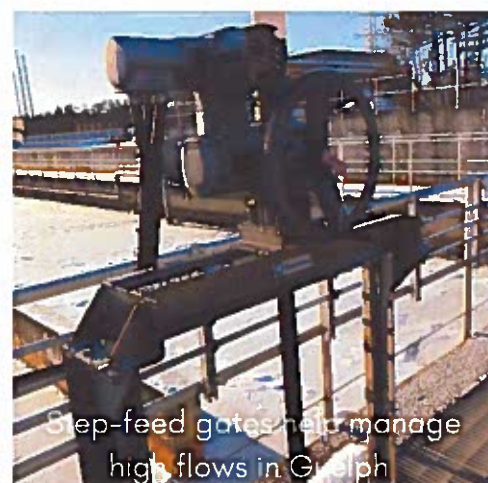
This progress report was prepared by the **Water Managers Working Group** - a committee of senior staff from partner organizations to report on the progress of implementing the actions in the Grand River Water Management Plan.



Rural water and sediment control basin



Best practices in wastewater process control



Step-feed gates help manage high flows in Guelph

For more information contact:
Sandra Cooke, Chair Water Managers,
Grand River Conservation Authority



Nottawasaga Valley
Conservation Authority

May 8, 2018

NVCA Watershed Municipalities
Mayor and Council
Via email: Municipal Clerk

Dear Mayor and Council:

Further to our meeting of April 27, 2018 board member Councillor Deb Doherty, Town of Collingwood requested, through resolution that NVCA staff provide each of our member municipalities with a copy of a Grey Highlands letter sent to Premier Wynne regarding Increased base funding to Ontario Conservation Authorities (attached).

In addition, the Municipality of Grey Highlands requested that the Province of Ontario demonstrate support for Conservation Authorities through correspondence with the various Ministries (see attached).

This is sent for your information should you wish to share this request with your Council.

Regards

A handwritten signature in black ink, appearing to be "Doug Hevenor", written over a horizontal line.

Doug Hevenor
Chief Administrative Officer

Attch: Grey Highlands letter to Premier

February 22 2018

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

Sent via email: premier@ontario.ca

Premier Wynne:

Re: Increase base funding to Ontario Conservation Authorities

The Council of the Municipality of Grey Highlands recognizes that there is only one taxpayer supporting all levels of government and that these are challenging times for the Province of Ontario with respect to its budget. We also recognize that transfer payment funding cuts to the Conservation Authorities were initially implemented in 1995 and have subsequently never been increased in the 22 years since, remaining at the same 1995 dollar value, with the only change being the further cut of several hundred thousand dollars directed at the two largest of the Authorities, Toronto Region and Grand River.

As a member municipality of three local Conservation Authorities, we followed with interest the multi-year review of the Conservation Authorities Act in which a consistent message was heard from virtually all stakeholders that there was a need for the Province of Ontario to address the chronic underfunding of the Conservation Authorities.

We wish to point out that while the base funding for Conservation Authorities comes through the MNR&F, and the MOE&CC for Drinking Water Source Protection, the work that Conservation Authorities do in partnership with those ministries also benefits other provincial ministries through the various programs and projects of the Authorities, i.e. Education; Health; Agriculture, Food and Rural Affairs; Municipal Affairs and Housing; Tourism, Recreation and Culture; Infrastructure; and Community Safety.

Further, we observed that during debate on Bill 139 addressing the proposed amendments to the Conservation Authorities Act, MPPs of all parties were supportive of the work of the Conservation Authorities and acknowledged the need to address the chronic underfunding. We also observed that the subsequent passage of Bill 139 received all party support so as to be passed in the Legislature in December of 2017 and receive Royal Assent immediately thereafter.

Therefore, be it resolved that the Council of the Municipality of Grey Highlands hereby requests that the Province of Ontario, demonstrate its all party support for

The Municipality of Grey Highlands

206 Toronto Street South, Unit One P.O. Box 409 Markdale, Ontario N0C 1H0
519-986-2811 Toll-Free 1-888-342-4059 Fax 519-986-3643

www.greghighlands.ca

info@greghighlands.ca

Agenda Page 37

Conservation Authorities and the work that they do on behalf of all our ratepayers by increasing the transfer payment allocation through reallocation of dollars from other benefiting provincial ministries, or other new revenues, i.e. Carbon Cap and Trade revenues; and

That the Council of the Municipality of Grey Highlands direct staff to forward a copy of this letter and resolution to the Ministers of Finance, MNR&F, MOE&CC, Education, Health, Agriculture, Food & Rural Affairs, Municipal Affairs, Housing, Tourism, Culture & Sport, Infrastructure, and Community Safety; local MPs and MPPs; the Association of Municipalities of Ontario; Conservation Ontario; and the local Conservation Authorities.

If you require anything further, please contact this office.

Sincerely,



Raylene Martell
Director of Legislative Services/Municipal Clerk
Municipality of Grey Highlands

Cc: PC Interim Leader Vic Fedeli
NDP Leader Andrea Horwath
Hon. Charles Sousa, Minister of Finance (csousa.mpp@liberal.ola.org)
Hon. Nathalie Des Rosiers, Minister of Natural Resources and Forestry (NDesRosiers.mpp.CO@liberal.ola.org)
Hon. Chris Ballard, Minister of Environment and Climate Change (cballard.mpp.co@liberal.ola.org)
Hon. Bill Mauro, Minister of Municipal Affairs (bmauro.mpp.co@liberal.ola.org);
Hon. Indira Naidoo-Harris, Minister of Education (inaldoo-harris.mpp.co@liberal.ola.org)
Hon. Helena Jaczek, Minister of Health and Long-Term Care (hjaczek.mpp.co@liberal.ola.org);
Hon. Jeff Leal, Minister of Agriculture, Food and Rural Affairs (jleal.mpp.co@liberal.ola.org)
Hon. Peter Z. Milczyn, Minister of Housing (pmilczyn.mpp.co@liberal.ola.org)
Hon. Daine Vernile, Minister of Tourism, Culture and Sport (dvernile.mpp.co@liberal.ola.org)
Hon. Bob Chiarelli, Minister of Infrastructure (bchiarelli.mpp.co@liberal.ola.org)
Hon. Marie-France Lalonde, Minister of Community Safety and Correctional Services (mflalonde.mpp.co@liberal.ola.org);
MPP Bill Walker (bill.walker@pc.ola.org);
MP Larry Miller (larry.miller.c1@parl.gc.ca);
the Association of Municipalities of Ontario (amo@amo.on.ca);
Conservation Ontario (info@conservationontario.ca);
Saugeen Valley Conservation Authority (j.hagan@svca.on.ca)
Nottawasaga Valley Conservation Authority (lbarron@nvca.on.ca)
Grey Sauble Conservation Authority (d.robinson@greysauble.on.ca)

The Municipality of Grey Highlands

206 Toronto Street South, Unit One P.O. Box 409 Markdale, Ontario N0C 1H0
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www.greyhighlands.ca info@greyhighlands.ca

Agenda Page 38



The place for all seasons

March 21, 2018

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

Sent via email: Premier@Ontario.ca

Re: Resolution 2018-137

Please be advised that the following resolution was passed at the March 21, 2018 meeting of the Council of the Municipality of Grey Highlands.

2018-137

Cathy Little – Lynn Silverton

That the Council of the Municipality of Grey Highlands hereby requests that the Province of Ontario demonstrate its all party support for Conservation Authorities and the work that they do on behalf of all our ratepayers by increasing the transfer payment allocation through reallocation of dollars from other benefiting provincial ministries, or other new revenues, i.e. Carbon Cap and Trade revenues; and

That Council direct staff to forward a copy of this letter and resolution to the Ministers of Finance, MNR&F, MOE&CC, Education, Health, Agriculture, Food & Rural Affairs, Municipal Affairs & Housing, Tourism, Recreation & Culture, Infrastructure, and Community Safety; local MPs and MPPs; the Association of Municipalities of Ontario; Conservation Ontario; and the member municipalities of their local Conservation Authorities.

As such, please see the attached letter. If you require anything further, please contact this office.

Sincerely,

Raylene Martell
Director of Legislative Services/Municipal Clerk
Municipality of Grey Highlands

The Municipality of Grey Highlands

206 Toronto Street South, Unit One - P.O. Box 409 Markdale, Ontario N0C 1H0
519-986-2811 Toll-Free 1-888-342-4059 Fax 519-986-3643
www.greyhighlands.ca info@greyhighlands.ca

Growing the Greenbelt in the Outer Ring (EBR Posting 013-1661)

- Any potential changes to the greenbelt should ensure that watershed and subwatershed planning is promoted and implemented.

NVCA staff appreciate the opportunity to comment at this early stage of the process. We will continue participate in the growing the greenbelt process including sharing data sets and commenting on future provincial release material on this matter.

Sincerely,



Chris Hibberd, MCIP, RPP
Director, Watershed Management
Services



Doug Hevenor,
Chief Administrative Officer

Copy: Board of Directors

From: AMO Communications <communicate@amo.on.ca>
Sent: Thursday, May 10, 2018 7:30 PM
To: dholmes@melancthontownship.ca
Subject: AMO Policy Update - Ministry of Community Safety and Correctional Services Introduces Important Policy Changes for Fire and Police - What You Need to Know
Attachments: MCSCS LTR AP Policing Grant Programs.pdf; MCSCS LTR AP Safer Ontario Act 2018-05-05.pdf

May 10, 2018

Ministry of Community Safety and Correctional Services Introduces Important Policy Changes for Fire and Police – What You Need to Know

AMO and its members are not pleased with some of the changes to the delivery of fire and police services. Below is a summary of the status, some of the challenges, and next steps.

1. Province Passes Three Fire Regulations under the *Fire Protection and Prevention Act, 1997*

The three MCSCS fire regulations are now publicly available:

- Firefighter Training & Certification
- Community Risk Assessment, and
- Public Reporting for Fire Departments.

To provide details on these new regulations, AMO and the Ontario Association of Fire Chiefs will co-host a webinar for CAOs, Fire Chiefs, senior municipal/fire services staff on May 16, 2018 at 12 noon. Please register [here](#).

Since January 2017, AMO has attended the Fire Safety Technical Table (Table) to provide advice to the Ministry on the development of evidence-based recommendations that will enhance fire safety in Ontario. This advisory Table consisted of multiple stakeholders with representatives from employer groups and employee fire associations. Municipal employers have raised concerns during the consultation and now with the release of two of the three regulations at this time. From the municipal government view, these regulations are rushed and may have unintended fiscal, risk management, and timing impacts.

On May 8th, the MCSCS Minister sent a letter to all municipal governments who have fire services explaining the basis for these fire regulations as well as a commitment of provincial supports and resources. With respect to small and rural municipalities, MCSCS is to provide funding to cover all additional costs associated with this initiative but the amount is unspecified. Additionally, MCSCS will set up an implementation table with a specific focus on small and rural communities to address their unique challenges throughout the implementation process.

Preliminary Analysis & Implications

- MCSCS has expanded the ability to grandfather all existing firefighters to NFPA standards who could have been grandfathered in 2014 when the first voluntary intake occurred.
- Under the new regulation, certification for four firefighter roles, including basic fire suppression, would only apply to new hires.
- A 24 plus month internship for new hires to be certified will be available. Firefighters who need to be certified will be able to work under the supervision of another certified firefighter, via an internship program, while they complete their training.
- Medical responses in the public reporting regulation for fire services has been included against our strong advice on this matter. We understand that the regulation has limited it to emergency medical calls that fire services can legally provide as First Responders. It has been clarified that the public reporting regulation does not imply that firefighters have the authority to perform acts that the *Regulated Health Professionals Act*, 1991, does not permit them to do.
- No provincial liability indemnification was provided to accompany these regulations, though the Minister committed to looking at the issue when the FPPA is reopened. Until then, municipal governments are left with increased risk.
- AMO consistently asked at the Table that a gap analysis be conducted *before* the regulations were finalized and released. The MCSCS survey to quantify the nature of the gap and collect data for implementation purposes has not yet been released. At this time, the survey will need to happen after the provincial election.

We encourage you to work with your Fire Chief and fire service to learn how these regulations will affect your municipality. Note: Grandfathering needs to be completed by September 2018.

AMO Contact: Monika Turner, Director of Policy, mturner@amo.on.ca, 416-971-9856 ext. 318.

2. Updates on Policing – Grants and *Safer Ontario Act*, 2018 Implementation

Policing Grants – In a recent letter received from the Minister of Community Safety and Correctional Services, the Ministry has confirmed that for 2019-20, police services or boards may continue to apply for grants under the traditional programs (Provincial Anti-Violence Intervention Strategy, Community Policing Partnerships, and Safer Communities – 1,000 Officers Partnership) or under the new Policing Effectiveness and Modernization (PEM) program. This is a further one-year delay to implementing the new model which will provide funding stability in the short term.

New granting criteria for 2020-21 may not necessarily be directed to front-line officers in the future. Questions related to this potential financial risk should be discussed locally with Boards and Chiefs. AMO's objectives in any new grant discussion will include: 1) a thorough examination of historical and future funding envelopes, 2) transition assistance and stable funding as needed, 3) no unfunded municipal liabilities arising from the transition, and 4) financial support for newly mandated municipal Community Safety and Well-Being Planning.

The Minister's letter to the AMO President is attached.

Safer Ontario Act, 2018

In-Force Date – The Act has been proclaimed with an in-force date of January 1, 2020. This will delay the implementation of the Act including the limited provisions to potentially control some service costs with "authorized policing providers".

Policing Oversight – Changes related to the Ontario Special Investigations Unit (OSIU) take effect on June 30, 2018. As of October 1, 2018, all special constables (including transit agencies) will become subject to the jurisdiction of the OSIU.

Changes related to the establishment of the Ontario Policing Complaints Agency and the Ontario Policing Discipline Tribunal will come into force on January 1, 2020. AMO strongly supports the changes related to oversight agencies and processes. These measures will enhance public confidence in policing and oversight.

Community Safety and Well-Being Planning – In a second letter received from the Minister of Community Safety and Correctional Services some additional details related to this new municipal mandate have been laid out. All municipalities (except lower tier municipalities in Durham, York, Peel, Halton, Niagara, and Waterloo) will be required to adopt Community Safety and Well-Being Plans by January 1, 2021. AMO will continue to seek provincial assistance to minimize the impact this responsibility imposes on municipalities.

Consolidate of OPP Detachment Police Service Boards – Details related to the consolidation of OPP Boards will be set out in regulations. AMO is advised this consolidation will recognize geographic differences, particularly in the north. Regulations will also govern board composition.

Regulation Development – Over 150 regulations are needed to give effect to the Act. AMO will continue to represent municipal interests in any future discussions.

The Minister's letter to the AMO President is attached.

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

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

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

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



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[Login](#)

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

From: communicate@amo.on.ca

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

**Ministry of Community Safety
and Correctional Services**

Office of the Minister

25 Grosvenor Street
18th Floor
Toronto ON M7A 1Y6
Tel: 416-325-0408
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**Ministère de la Sécurité communautaire
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May 5, 2018

Lynn Dollin
AMO President
200 University Avenue, Suite 801
Toronto, Ontario
M5H 3C6

Dear President Dollin,

I am pleased to share with you that Bill 175, the *Safer Ontario Act, 2018*, received Royal Assent on March 8, 2018. The *Safer Ontario Act, 2018* repeals and replaces Ontario's *Police Services Act*, amends the *Coroners Act*, and creates, for the first time, the *Missing Persons Act, 2018*, the *Forensic Laboratories Act, 2018*. It also creates new legislation related to the oversight of police, including the *Police Oversight Act, 2018*, the *Ontario Policing Discipline Tribunal Act, 2018*, and the *Ontario Special Investigations Unit Act, 2018*. These statutes fall under the purview of the Ministry of the Attorney General.

As well, please note that the *Police Services Act, 2018* has been proclaimed with an in-force date of January 1, 2020. This will give all involved an opportunity to prepare for the new *Act*, as well as for us to complete a significant amount of necessary regulatory work to underpin the *Act*.

Passing this legislation is a momentous step for our province. It represents the first comprehensive review of the *Police Services Act* since 1990 and the largest policing transformation in a generation. The changes support our goal to build a proactive, sustainable and effective model of policing in Ontario. The *Police Services Act, 2018*, will modernize our approach to community safety by mandating municipalities to undertake local community safety and well-being (CSWB) planning; improve police oversight, transparency and accountability; enhance civilian governance; and respond to the needs and realities of Ontario's diverse communities.

I want to express my gratitude for the advice you provided to help shape the legislation and for your collaboration in achieving this milestone.

I am pleased that we were able to work together to address many of the issues that have been raised by municipal governments. You expressed concerns over certain changes affecting board composition, and we listened. As the Association of Municipalities of Ontario [AMO] requested at the Standing Committee on Justice Policy, and consistent with our efforts to increase diversity on boards, we introduced diversity plan requirements for police services. You

wanted clarity around which services a police service must provide, and that will come through regulations enabled under this *Act*.

The new *Police Services Act, 2018*, will see municipalities taking a leadership role in defining and addressing local needs in collaboration with partners from a wide range of sectors through the development and implementation of CSWB plans. This collaborative approach to community safety and well-being planning represents a province-wide shift from a focus on reactive enforcement approaches to a more proactive and holistic community safety and well-being approach, which will help ensure those in need of help receive the right response, at the right time, and by the right service provider. A few key benefits of this new approach include enhanced collaboration among sectors, transformation of service delivery through better coordination of services, and more effective use of existing resources to address priority issues in the community.

We recognize, however, that municipalities cannot do this alone. In addition to standing ready to provide guidance documents and advice in preparing these plans, we agree that there is more for all levels of government to do to help you lead locally on these challenges. A crucial step, responsive to what we have heard from you, came in our most recent budget with a historic investment in mental health services, including, for example, establishing new integrated mobile crisis response teams – including community crisis workers, safe beds, and case managers in areas where they do not currently exist – to support people in crisis who might otherwise end up entering the justice system. We hope that CSWB planning will help you develop the case for the assistance you need in the future.

We also know that some municipalities may experience challenges due to limited capacity and resources. That's why municipalities will have the discretion and flexibility to create joint CSWB plans with surrounding municipalities. Municipalities may also partner with First Nation band councils to develop plans. This new legislative requirement for CSWB planning will come into force on January 1, 2019 – which would mean first plans must be adopted by January 1, 2021. As we move forward, my ministry is committed to working with our municipal and policing partners to identify and develop further appropriate supports required to implement these changes. This includes continuing to transform our grant programs to an outcomes-based funding model that better supports local CSWB initiatives. Further information on grants transformation will be communicated as soon as possible.

Finally, the requirements in this *Act* for what must be in a CSWB plan are not onerous. We commit to working with you through AMO to ensure any regulations that might, in the future, be developed to clarify best practices for CSWB plans take into account the unique needs of different municipalities across the province.

The *Act* will also help to modernize and strengthen the civilian police governance system through more consistent and effective oversight and accountability. The changes will ensure all municipalities policed by the Ontario Provincial Police (OPP) have an OPP detachment board to provide civilian governance with respect to policing received from the local OPP detachment. OPP detachment boards will determine local priorities and objectives for the detachment and advise the detachment commander with respect to policing that is provided by the detachment. In addition, OPP detachment boards will have the power to establish local policies after consultation with the detachment commander, with respect to policing in the area. My ministry

recognizes that there are unique geographic differences among municipalities in Ontario, such as those in the north; that is why we have built flexibility into the legislation to address these circumstances via regulation. We will work with AMO and our municipal partners to develop criteria for multiple OPP detachment boards and to determine OPP detachment board composition.

This is a large, complex *Act*. My Ministry is committed to ongoing dialogue with municipalities to ensure the *Act* is effectively rolled out across our great province. There is at least one area that has created some confusion that I would like to comment on. This *Act* does not, and will not, privatize core policing. In fact, it places a limit on what could potentially be privatized in the future. However, we know there are exciting initiatives going on across the province involving better cooperation between community organizations and police, and we look forward to working with you to spread those great ideas.

Thank you again for your support and ongoing efforts to build safer, stronger communities in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Lalonde', written in a cursive style.

Marie-France Lalonde
Minister

**Ministry of Community Safety
and Correctional Services**

Office of the Minister

25 Grosvenor Street
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Lynn Dollin
President
Association of Municipalities of Ontario
200 University Avenue, Suite 801
Toronto, ON M5H 3C6

Dear Ms. Dollin,

As you know, over the past several years the Ministry of Community Safety and Correctional Services (Ministry) has been working to transform its traditional policing grant programs [Provincial Anti-Violence Intervention Strategy (PAVIS), Toronto Anti-Violence Intervention Strategy (TAVIS), Community Policing Partnerships (CPP) and Safer Communities - 1,000 Officers Partnership (1,000 Officers)] to develop a new outcomes-based, locally-driven funding model that better supports community safety and well-being initiatives across the province.

To support this process, the Ministry has consulted with a variety of municipalities, police services/boards, community agencies/organizations and members of the public on community safety and well-being initiatives, including the repurposing of Ministry grant funding. The Association of Municipalities of Ontario (AMO) has been a valuable contributor to these discussions.

The grants transformation aligns with the government's Strategy for a Safer Ontario, which involves shifting away from reactive, incident-driven responses to crime and moving towards a proactive, collaborative approach that will help ensure those in need of help receive the right response at the right time, and by the right service provider. This includes a new and holistic approach to community safety and well-being planning where municipalities will have a larger role in defining and addressing local needs.

As part of the *Safer Ontario Act, 2018*, municipalities will be required to work with police services and local service providers in health care, social services and education to develop and implement community safety and well-being plans that proactively address crime and complex social issues on a sustainable basis. To support municipalities in meeting this legislative requirement, the Ministry is moving forward with its grants transformation.

To further ease the transition as the Ministry finalizes an outcomes-based grant program, eligible police services/boards will be again provided with the option to either apply for funding under the PEM grant or continue under the traditional policing grants for an additional year in 2019/20.

Page Two
Ms. Dollin

Beginning in 2019, the Ministry will continue its consultations with partners, including municipal and policing stakeholders, on the grants transformation process. I would like to formally invite AMO to participate in these consultations, specifically by establishing a working group to help inform the development of the new, outcomes-based grant program to better support local community safety and well-being initiatives in Ontario. The timing of the consultation aligns with the Ministry's plan to launch this new grant program in the 2020/21 fiscal year.

In the coming months, Ministry staff will be in touch to discuss next steps for consultations, including finalizing details for the development of the working group.

I look forward to continuing our partnership as we work towards achieving safety and well-being within Ontario communities.

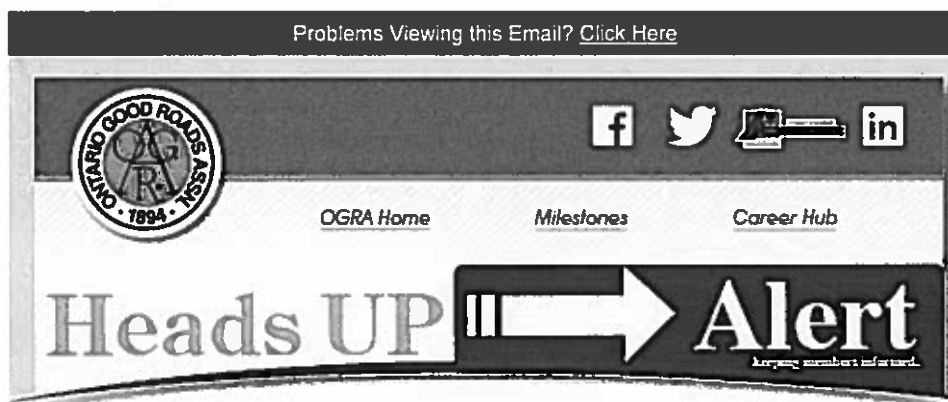
Sincerely,

A handwritten signature in dark ink, appearing to read 'Marie-France', with a stylized, flowing script.

Marie-France Lalonde
Minister

Denise Holmes

From: Ontario Good Roads Association <DoNotReply@ConnectedCommunity.org>
Sent: Thursday, May 10, 2018 10:03 AM
To: dholmes@melancthontownship.ca
Subject: OGRA Heads-Up Alert - Amendments to the Minimum Maintenance Standard Regulation are now online.



Amendments to the Minimum Maintenance Standard Regulation are now online.

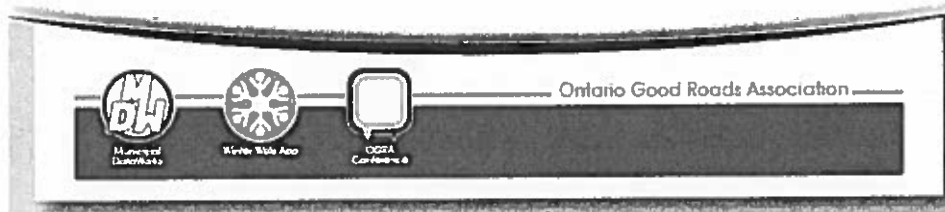
May 10, 2018

Shortly after becoming law with the approval of Minister McGarry, the updated Minimum Maintenance Standards (MMS) regulation has been posted to the Government of Ontario's e-Law webpage.

Please take some time to review this new law by [Clicking on This Link](#). With OGRA playing a pivotal role in the revision of the regulation, we continue to be an invaluable source of municipal expertise and knowledge on this and numerous other issues. For questions or further information on the regulation, please contact James@ogra.org.

Join the conversation about this Heads Up Alert at the OGRA Interchange

The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.



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Municipal Act, 2001
Loi de 2001 sur les municipalités

ONTARIO REGULATION 239/02

MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

Consolidation Period: From May 3, 2018 to the e-Laws currency date.

Last amendment: 366/18.

Legislative History: [+]

This Regulation is made in English only.

Definitions

1. (1) In this Regulation,

"bicycle facility" means the on-road and in-boulevard cycling facilities listed in Book 18 of the Ontario Traffic Manual;

"bicycle lane" means,

(a) a portion of a roadway that has been designated by pavement markings or signage for the preferential or exclusive use of cyclists, or

(b) a portion of a roadway that has been designated for the exclusive use of cyclists by signage and a physical or marked buffer;

"cm" means centimetres;

"day" means a 24-hour period;

"encroachment" means anything that is placed, installed, constructed or planted within the highway that was not placed, installed, constructed or planted by the municipality;

"ice" means all kinds of ice, however formed;

"motor vehicle" has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*, except that it does not include a motor assisted bicycle;

"non-paved surface" means a surface that is not a paved surface;

"Ontario Traffic Manual" means the Ontario Traffic Manual published by the Ministry of Transportation, as amended from time to time;

"paved surface" means a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion;

"pothole" means a hole in the surface of a roadway caused by any means, including wear or subsidence of the road surface or subsurface;

"roadway" has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*;

“shoulder” means the portion of a highway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use;

“sidewalk” means the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

“significant weather event” means an approaching or occurring weather hazard with the potential to pose a significant danger to users of the highways within a municipality;

“snow accumulation” means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway:

1. Newly-fallen snow.
2. Wind-blown snow.
3. Slush;

“substantial probability” means a significant likelihood considerably in excess of 51 per cent;

“surface” means the top of a sidewalk, roadway or shoulder;

“utility” includes any air, gas, water, electricity, cable, fiber-optic, telecommunication or traffic control system or subsystem, fire hydrants, sanitary sewers, storm sewers, property bars and survey monuments;

“utility appurtenance” includes maintenance holes and hole covers, water shut-off covers and boxes, valves, fittings, vaults, braces, pipes, pedestals, and any other structures or items that form part of or are an accessory part of any utility;

“weather” means air temperature, wind and precipitation.

“weather hazard” means the weather hazards determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program. O. Reg. 239/02, s. 1 (1); O. Reg. 23/10, s. 1 (1); O. Reg. 47/13, s. 1; O. Reg. 366/18, s. 1 (1, 2).

(2) For the purposes of this Regulation, every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified in the Table to this section as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average daily traffic on it. O. Reg. 239/02, s. 1 (2); O. Reg. 366/18, s. 1 (3).

(3) For the purposes of subsection (2) and the Table to this section, the average daily traffic on a highway or part of a highway under municipal jurisdiction shall be determined,

(a) by counting and averaging the daily two-way traffic on the highway or part of the highway; or

(b) by estimating the average daily two-way traffic on the highway or part of the highway. O. Reg. 239/02, s. 1 (3); O. Reg. 23/10, s. 1 (2); O. Reg. 366/18, s. 1 (3).

(4) For the purposes of this Regulation, unless otherwise indicated in a provision of this Regulation, a municipality is deemed to be aware of a fact if, in the absence of actual knowledge of the fact, circumstances are such that the municipality ought reasonably to be aware of the fact. O. Reg. 366/18, s. 1 (4).

TABLE
CLASSIFICATION OF HIGHWAYS

Column 1 Average Daily Traffic (number of motor vehicles)	Column 2 91 - 100 km/h speed limit	Column 3 81 - 90 km/h speed limit	Column 4 71 - 80 km/h speed limit	Column 5 61 - 70 km/h speed limit	Column 6 51 - 60 km/h speed limit	Column 7 41 - 50 km/h speed limit	Column 8 1 - 40 km/h speed limit
53,000 or more	1	1	1	1	1	1	1

23,000 - 52,999	1	1	1	2	2	2	2
15,000 - 22,999	1	1	2	2	2	3	3
12,000 - 14,999	1	1	2	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	4	4
5,000 - 5,999	1	2	2	3	3	4	4
4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	5	5
1,000 - 1,999	1	3	3	3	4	5	5
500 - 999	1	3	4	4	4	5	5
200 - 499	1	3	4	4	5	5	6
50 - 199	1	3	4	5	5	6	6
0 - 49	1	3	6	6	6	6	6

O. Reg. 366/18, s. 1 (5).

Application

2. (1) This Regulation sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of clause 44 (3) (c) of the Act. O. Reg. 288/03, s. 1.

(2) REVOKED: O. Reg. 23/10, s. 2.

(3) This Regulation does not apply to Class 6 highways. O. Reg. 239/02, s. 2 (3).

Purpose

2.1 The purpose of this Regulation is to clarify the scope of the statutory defence available to a municipality under clause 44 (3) (c) of the Act by establishing maintenance standards which are non-prescriptive as to the methods or materials to be used in complying with the standards but instead describe a desired outcome. O. Reg. 366/18, s. 2.

MAINTENANCE STANDARDS

Patrolling

3. (1) The standard for the frequency of patrolling of highways to check for conditions described in this Regulation is set out in the Table to this section. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (2).

(2) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on roadways, ice formation on roadways or icy roadways, the standard for patrolling highways is, in addition to that set out in subsection (1), to patrol highways that the municipality selects as representative of its highways, at intervals deemed necessary by the municipality, to check for such conditions. O. Reg. 47/13, s. 2; O. Reg. 366/18, s. 3 (2).

(3) Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway, and may be performed by persons responsible for patrolling highways or by persons responsible for or performing highway maintenance activities. O. Reg. 23/10, s. 3 (1).

(4) This section does not apply in respect of the conditions described in section 10, subsections 11 (0.1) and 12 (1) and section 16.1, 16.2, 16.3 or 16.4. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (3).

TABLE
PATROLLING FREQUENCY

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

O. Reg. 239/02, s. 3, Table; O. Reg. 23/10, s. 3 (2).

Weather monitoring

3.1 (1) From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

(2) From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

Snow accumulation, roadways

4. (1) Subject to section 4.1, the standard for addressing snow accumulation on roadways is,

(a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and

(b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,

(i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or

(ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (1).

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.

(3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

1. Patrolling highways.

2. Performing highway maintenance activities.

3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (2).

(4) The depth of snow accumulation on a roadway and lane width may be determined by,

(a) performing an actual measurement;

(b) monitoring the weather; or

(c) performing a visual estimate. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (3).

(5) For the purposes of this section, addressing snow accumulation on a roadway includes,

- (a) plowing the roadway;
- (b) salting the roadway;
- (c) applying abrasive materials to the roadway;
- (d) applying other chemical or organic agents to the roadway;
- (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 5 (4).

(6) This section does not apply to that portion of the roadway,

- (a) designated for parking;
- (b) consisting of a bicycle lane or other bicycle facility; or
- (d) used by a municipality for snow storage. O. Reg. 366/18, s. 5 (4).

TABLE
SNOW ACCUMULATION - ROADWAYS

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (5).

Snow accumulation on roadways, significant weather event

4.1 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on roadways in accordance with section 4. O. Reg. 366/18, s. 7.

Snow accumulation, bicycle lanes

4.2 (1) Subject to section 4.3, the standard for addressing snow accumulation on bicycle lanes is,

- (a) after becoming aware of the fact that the snow accumulation on a bicycle lane is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
- (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table to this section to provide a minimum bicycle lane width of the lesser of 1 metre or the actual bicycle lane width. O. Reg. 366/18, s. 7.
- (2) If the depth of snow accumulation on a bicycle lane is less than or equal to the depth set out in the Table to this section, the bicycle lane is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 7.
- (3) For the purposes of this section, the depth of snow accumulation on a bicycle lane and, if applicable, lane width under clause (1) (b), may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3), with necessary modifications. O. Reg. 366/18, s. 7.
- (4) For the purposes of this section, addressing snow accumulation on a bicycle lane includes,
- (a) plowing the bicycle lane;
 - (b) salting the bicycle lane;
 - (c) applying abrasive materials to the bicycle lane;
 - (d) applying other chemical or organic agents to the bicycle lane;
 - (e) sweeping the bicycle lane; or
 - (f) any combination of the methods described in clauses (a) to (e). O. Reg. 366/18, s. 7.

TABLE
SNOW ACCUMULATION – BICYCLE LANES

Column 1 Class of Highway or Adjacent Highway	Column 2 Depth	Column 3 Time
1	2.5 cm	8 hours
2	5 cm	12 hours
3	8 cm	24 hours
4	8 cm	24 hours
5	10 cm	24 hours

O. Reg. 366/18, s. 7.

Snow accumulation on bicycle lanes, significant weather event

4.3 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on bicycle lanes until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on bicycle lanes, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.
- (2) If the municipality complies with subsection (1), all bicycle lanes within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4.2 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

(a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and

(b) address snow accumulation on bicycle lanes in accordance with section 4.2. O. Reg. 366/18, s. 7.

Ice formation on roadways and icy roadways

5. (1) The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

1. Monitor the weather in accordance with section 3.1.

2. Patrol in accordance with section 3.

3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway, if practicable, to prevent ice formation within the time set out in Table 1 to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 8.

(2) If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that the roadway is icy. O. Reg. 366/18, s. 8.

(3) Subject to section 5.1, the standard for treating icy roadways is to treat the icy roadway within the time set out in Table 2 to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that a roadway is icy. O. Reg. 366/18, s. 8.

(4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 366/18, s. 8.

(5) For greater certainty, this section applies in respect of ice formation on bicycle lanes on a roadway, but does not apply to other types of bicycle facilities. O. Reg. 366/18, s. 8.

TABLE 1
ICE FORMATION PREVENTION

Class of Highway	Time
1	6 hours
2	8 hours
3	16 hours
4	24 hours
5	24 hours

O. Reg. 366/18, s. 8.

TABLE 2
TREATMENT OF ICY ROADWAYS

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours

Icy roadways, significant weather event

5.1 (1) If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,

(a) to monitor the weather in accordance with section 3.1; and

(b) if deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 8.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in Table 2 to section 5 expires after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 8.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

(a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and

(b) treat icy roadways in accordance with section 5. O. Reg. 366/18, s. 8.

Potholes

6. (1) If a pothole exceeds both the surface area and depth set out in Table 1, 2 or 3 to this section, as the case may be, the standard is to repair the pothole within the time set out in Table 1, 2 or 3, as appropriate, after becoming aware of the fact. O. Reg. 239/02, s. 6 (1); O. Reg. 366/18, s. 8 (1).

(1.1) For the purposes of this section, the surface area and depth of a pothole may be determined in accordance with subsections (1.2) and (1.3), as applicable, by a municipal employee, agent or contractor whose duties or responsibilities include one or more of the following:

1. Patrolling highways.

2. Performing highway maintenance activities.

3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 366/18, s. 8 (2).

(1.2) The depth and surface area of a pothole may be determined by,

(a) performing an actual measurement; or

(b) performing a visual estimate. O. Reg. 366/18, s. 8 (2).

(1.3) For the purposes of this section, the surface area of a pothole does not include any area that is merely depressed and not yet broken fully through the surface of the roadway. O. Reg. 366/18, s. 8 (2).

(2) A pothole is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in Table 1, 2 or 3, as appropriate. O. Reg. 239/02, s. 6 (2); O. Reg. 47/13, s. 6.

TABLE 1
POTHOLES ON PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1000 cm ²	8 cm	7 days
4	1000 cm ²	8 cm	14 days
5	1000 cm ²	8 cm	30 days

O. Reg. 239/02, s. 6, Table 1.

TABLE 2
POTHOLES ON NON-PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
3	1500 cm ²	8 cm	7 days
4	1500 cm ²	10 cm	14 days
5	1500 cm ²	12 cm	30 days

O. Reg. 239/02, s. 6, Table 2.

TABLE 3
POTHOLES ON PAVED OR NON-PAVED SURFACE OF SHOULDER

Class of Highway	Surface Area	Depth	Time
1	1500 cm ²	8 cm	7 days
2	1500 cm ²	8 cm	7 days
3	1500 cm ²	8 cm	14 days
4	1500 cm ²	10 cm	30 days
5	1500 cm ²	12 cm	60 days

O. Reg. 239/02, s. 6, Table 3.

Shoulder drop-offs

7. (1) If a shoulder drop-off is deeper than 8 cm, for a continuous distance of 20 metres or more, the standard is to repair the shoulder drop-off within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 9 (1).

(2) A shoulder drop-off is deemed to be in a state of repair if its depth is less than 8 cm. O. Reg. 366/18, s. 9 (1).

(3) In this section,

"shoulder drop-off" means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder. O. Reg. 239/02, s. 7 (3).

TABLE
SHOULDER DROP-OFFS

Class of Highway	Time
1	4 days
2	4 days
3	7 days
4	14 days
5	30 days

O. Reg. 366/18, s. 9 (2).

Cracks

8. (1) If a crack on the paved surface of a roadway is greater than 5 cm wide and 5 cm deep for a continuous distance of three metres or more, the standard is to repair the crack within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 10 (1).

(2) A crack is deemed to be in a state of repair if its width or depth is less than or equal to 5 cm. O. Reg. 366/18, s. 10 (1).

TABLE
CRACKS

Column 1 Class of Highway	Column 2 Time
1	30 days
2	30 days
3	60 days
4	180 days
5	180 days

O. Reg. 366/18, s. 10 (2).

Debris

9. (1) If there is debris on a roadway, the standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris. O. Reg. 239/02, s. 9 (1); O. Reg. 366/18, s. 11.

(2) In this section,

"debris" means any material (except snow, slush or ice) or object on a roadway,

(a) that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and

(b) that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle. O. Reg. 239/02, s. 9 (2);
O. Reg. 47/13, s. 9.

Luminaires

10. (0.1) REVOKED: O. Reg. 366/18, s. 12.

(1) The standard for the frequency of inspecting all luminaires to check to see that they are functioning is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 12.

(2) For conventional illumination, if three or more consecutive luminaires on the same side of a highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(3) For conventional illumination and high mast illumination, if 30 per cent or more of the luminaires on any kilometre of highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(4) Despite subsection (2), for high mast illumination, if all of the luminaires on consecutive poles on the same side of a highway are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(5) Despite subsections (1), (2) and (3), for conventional illumination and high mast illumination, if more than 50 per cent of the luminaires on any kilometre of a Class 1 highway with a speed limit of 90 kilometres per hour or more are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(6) Luminaires are deemed to be in a state of repair,

- (a) for the purpose of subsection (2), if the number of non-functioning consecutive luminaires on the same side of a highway does not exceed two;
- (b) for the purpose of subsection (3), if more than 70 per cent of luminaires on any kilometre of highway are functioning;
- (c) for the purpose of subsection (4), if one or more of the luminaires on consecutive poles on the same side of a highway are functioning;
- (d) for the purpose of subsection (5), if more than 50 per cent of luminaires on any kilometre of highway are functioning. O. Reg. 366/18, s. 12.

(7) In this section,

“conventional illumination” means lighting, other than high mast illumination, where there are one or more luminaires per pole;

“high mast illumination” means lighting where there are three or more luminaires per pole and the height of the pole exceeds 20 metres;

“luminaire” means a complete lighting unit consisting of,

- (a) a lamp, and
- (b) parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply. O. Reg. 239/02, s. 10 (7).

TABLE
LUMINAIRES

Class of Highway	Time
1	7 days
2	7 days
3	14 days
4	14 days
5	14 days

Signs

11. (0.1) The standard for the frequency of inspecting signs of a type listed in subsection (2) to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 7 (1); O. Reg. 47/13, s. 11 (1); O. Reg. 366/18, s. 13.

(0.2) A sign that has been inspected in accordance with subsection (0.1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 11 (2).

(1) If any sign of a type listed in subsection (2) is illegible, improperly oriented, obscured or missing, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair or replace the sign. O. Reg. 239/02, s. 11 (1); O. Reg. 23/10, s. 7 (2); O. Reg. 366/18, s. 13.

(2) This section applies to the following types of signs:

1. Checkerboard.
2. Curve sign with advisory speed tab.
3. Do not enter.
- 3.1 Load Restricted Bridge.
- 3.2 Low Bridge.
- 3.3 Low Bridge Ahead.
4. One Way.
5. School Zone Speed Limit.
6. Stop.
7. Stop Ahead.
8. Stop Ahead, New.
9. Traffic Signal Ahead, New.
10. Two-Way Traffic Ahead.
11. Wrong Way.
12. Yield.
13. Yield Ahead.
14. Yield Ahead, New. O. Reg. 239/02, s. 11 (2); O. Reg. 23/10, s. 7 (3).

Regulatory or warning signs

12. (1) The standard for the frequency of inspecting regulatory signs or warning signs to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 8; O. Reg. 47/13, s. 12 (1); O. Reg. 366/18, s. 13.

(1.1) A regulatory sign or warning sign that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 12 (2).

(2) If a regulatory sign or warning sign is illegible, improperly oriented, obscured or missing, the standard is to repair or replace the sign within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 23/10, s. 8; O. Reg. 366/18, s. 13.

(3) In this section,

"regulatory sign" and "warning sign" have the same meanings as in the Ontario Traffic Manual, except that they do not include a sign listed in subsection 11 (2) of this Regulation. O. Reg. 23/10, s. 8.

TABLE
REGULATORY AND WARNING SIGNS

Class of Highway	Time
1	7 days
2	14 days
3	21 days
4	30 days
5	30 days

O. Reg. 239/02, s. 12, Table.

Traffic control signal systems

13. (1) If a traffic control signal system is defective in any way described in subsection (2), the standard is to deploy resources as soon as practicable after becoming aware of the defect to repair the defect or replace the defective component of the traffic control signal system. O. Reg. 239/02, s. 13 (1); O. Reg. 366/18, s. 13.

(2) This section applies if a traffic control signal system is defective in any of the following ways:

1. One or more displays show conflicting signal indications.
2. The angle of a traffic control signal or pedestrian control indication has been changed in such a way that the traffic or pedestrian facing it does not have clear visibility of the information conveyed or that it conveys confusing information to traffic or pedestrians facing other directions.
3. A phase required to allow a pedestrian or vehicle to safely travel through an intersection fails to occur.
4. There are phase or cycle timing errors interfering with the ability of a pedestrian or vehicle to safely travel through an intersection.
5. There is a power failure in the traffic control signal system.
6. The traffic control signal system cabinet has been displaced from its proper position.
7. There is a failure of any of the traffic control signal support structures.
8. A signal lamp or a pedestrian control indication is not functioning.
9. Signals are flashing when flashing mode is not a part of the normal signal operation. O. Reg. 239/02, s. 13 (2).

(3) Despite subsection (1) and paragraph 8 of subsection (2), if the posted speed of all approaches to the intersection or location of the non-functioning signal lamp or pedestrian control indication is less than 80 kilometres per hour and the signal that is not functioning is a green or a pedestrian "walk" signal, the standard is to repair or replace the defective component by the end of the next business day. O. Reg. 239/02, s. 13 (3); O. Reg. 366/18, s. 13.

(4) In this section and section 14,

"cycle" means a complete sequence of traffic control indications at a location;

"display" means the illuminated and non-illuminated signals facing the traffic;

"indication" has the same meaning as in the *Highway Traffic Act*;

"phase" means a part of a cycle from the time where one or more traffic directions receive a green indication to the time where one or more different traffic directions receive a green indication;

"power failure" means a reduction in power or a loss in power preventing the traffic control signal system from operating as intended;

"traffic control signal" has the same meaning as in the *Highway Traffic Act*;

"traffic control signal system" has the same meaning as in the *Highway Traffic Act*. O. Reg. 239/02, s. 13 (4).

Traffic control signal system sub-systems

14. (1) The standard is to inspect, test and maintain the following traffic control signal system sub-systems once per calendar year, with each inspection taking place not more than 16 months from the previous inspection:

1. The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables.
2. The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors.
3. The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push- buttons. O. Reg. 239/02, s. 14 (1); O. Reg. 47/13, s. 13 (1); O. Reg. 366/18, s. 13.

(1.1) A traffic control signal system sub-system that has been inspected, tested and maintained in accordance with subsection (1) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the traffic control signal system sub-system has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (2).

(2) The standard is to inspect, test and maintain conflict monitors every five to seven months and at least twice per calendar year. O. Reg. 239/02, s. 14 (2); O. Reg. 47/13, s. 13 (3); O. Reg. 366/18, s. 13.

(2.1) A conflict monitor that has been inspected, tested and maintained in accordance with subsection (2) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the conflict monitor has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (4).

(3) In this section,

"conflict monitor" means a device that continually checks for conflicting signal indications and responds to a conflict by emitting a signal. O. Reg. 239/02, s. 14 (3).

Bridge deck spalls

15. (1) If a bridge deck spall exceeds both the surface area and depth set out in the Table to this section, the standard is to repair the bridge deck spall within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 15 (1); O. Reg. 366/18, s. 13.

(2) A bridge deck spall is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 15 (2); O. Reg. 47/13, s. 14.

(3) In this section,

"bridge deck spall" means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge. O. Reg. 239/02, s. 15 (3).

TABLE
BRIDGE DECK SPALLS

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1,000 cm ²	8 cm	7 days
4	1,000 cm ²	8 cm	7 days
5	1,000 cm ²	8 cm	7 days

O. Reg. 239/02, s. 15, Table.

Roadway surface discontinuities

16. (1) If a surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Table to this section, the standard is to repair the surface discontinuity within the time set out in the Table after becoming aware of the fact. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(1.1) A surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, is deemed to be in a state of repair if its height is less than or equal to the height set out in the Table to this section. O. Reg. 47/13, s. 15.

(2) If a surface discontinuity on a bridge deck exceeds five centimetres, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the surface discontinuity on the bridge deck. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(2.1) A surface discontinuity on a bridge deck is deemed to be in a state of repair if its height is less than or equal to five centimetres. O. Reg. 47/13, s. 15.

(3) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge. O. Reg. 23/10, s. 9.

TABLE
SURFACE DISCONTINUITIES

Class of Highway	Height	Time
1	5 cm	2 days
2	5 cm	2 days
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

O. Reg. 239/02, s. 16, Table.

Sidewalk surface discontinuities

16.1 (1) The standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (1); O. Reg. 366/18, s. 13.

(1.1) A sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to any surface discontinuity until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge of the presence of a surface discontinuity in excess of two centimetres. O. Reg. 47/13, s. 16 (2).

(2) If a surface discontinuity on or within a sidewalk exceeds two centimetres, the standard is to treat the surface discontinuity within 14 days after acquiring actual knowledge of the fact. O. Reg. 366/18, s. 14.

(2.1) REVOKED: O. Reg. 366/18, s. 14.

(3) A surface discontinuity on or within a sidewalk is deemed to be in a state of repair if it is less than or equal to two centimetres. O. Reg. 366/18, s. 14.

(4) For the purpose of subsection (2), treating a surface discontinuity on or within a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity, including making permanent or temporary repairs, alerting users' attention to the discontinuity or preventing access to the area of discontinuity. O. Reg. 366/18, s. 14.

(5) In this section,

"surface discontinuity" means a vertical discontinuity creating a step formation at any joint or crack in the surface of the sidewalk or any vertical height difference between a utility appurtenance found on or within the sidewalk and the surface of the sidewalk. O. Reg. 366/18, s. 14.

Encroachments, area adjacent to sidewalk

16.2 (1) The standard for the frequency of inspecting an area adjacent to a sidewalk to check for encroachments is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 15.

(2) The area adjacent to a sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair in respect of any encroachment present. O. Reg. 366/18, s. 15.

(3) For greater certainty, the area adjacent to a sidewalk begins at the outer edges of a sidewalk and ends at the lesser of the limit of the highway, the back edge of a curb if there is a curb and a maximum of 45 cm. O. Reg. 366/18, s. 15.

(4) The area adjacent to a sidewalk is deemed to be in a state of repair in respect of any encroachment present unless the encroachment is determined by a municipality to be highly unusual given its character and location or to constitute a significant hazard to pedestrians. O. Reg. 366/18, s. 15.

(5) If a municipality determines that an encroachment is highly unusual given its character and location or constitutes a significant hazard to pedestrians, the standard is to treat the encroachment within 28 days after making such a determination, and the encroachment is deemed in a state of repair for 28 days from the time of the determination by the municipality. O. Reg. 366/18, s. 15.

(6) For the purpose of subsection (4), treating an encroachment means taking reasonable measures to protect users, including making permanent or temporary repairs, alerting users' attention to the encroachment or preventing access to the area of the encroachment. O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks

16.3 (1) Subject to section 16.4, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,

- a) to reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and
- b) to provide a minimum sidewalk width of 1 metre. O. Reg. 366/18, s. 15.

(2) If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 15.

(3) If the depth of snow accumulation on a sidewalk exceeds 8 centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. O. Reg. 366/18, s. 15.

(4) For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) with necessary modifications. O. Reg. 366/18, s. 15.

(5) For the purposes of this section, addressing snow accumulation on a sidewalk includes,

- (a) plowing the sidewalk;
- (b) salting the sidewalk;
- (c) applying abrasive materials to the sidewalk;
- (d) applying other chemical or organic agents to the sidewalk; or
- (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks, significant weather event

16.4 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.

(2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow present until 48 hours following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on sidewalks in accordance with section 16.3. O. Reg. 366/18, s. 15.

Ice formation on sidewalks and icy sidewalks

16.5 (1) Subject to section 16.6, the standard for the prevention of ice formation on sidewalks is to,

- (a) monitor the weather in accordance with section 3.1 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and
- (b) treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 15.

(2) If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy. O. Reg. 366/18, s. 15.

(3) The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated. O. Reg. 366/18, s. 15.

(4) For the purposes of this section, treating a sidewalk means applying materials including salt, sand or any combination of salt and sand to the sidewalk. O. Reg. 366/18, s. 15.

Icy sidewalks, significant weather event

16.6 (1) If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,

(a) to monitor the weather in accordance with section 3.1; and

(b) if deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.

(2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48 hours after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

(a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and

(b) address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5. O. Reg. 366/18, s. 15.

Winter sidewalk patrol

16.7 (1) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on sidewalks in excess of 8 cm, ice formation on sidewalks or icy sidewalks, the standard for patrolling sidewalks is to patrol sidewalks that the municipality selects as representative of its sidewalks at intervals deemed necessary by the municipality. O. Reg. 366/18, s. 15.

(2) Patrolling a sidewalk consists of visually observing the sidewalk, either by driving by the sidewalk on the adjacent roadway or by driving or walking on the sidewalk or by electronically monitoring the sidewalk, and may be performed by persons responsible for patrolling roadways or sidewalks or by persons responsible for or performing roadway or sidewalk maintenance activities. O. Reg. 366/18, s. 15.

Closure of a highway

16.8 (1) When a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in this Regulation from the time of the closure until the highway is re-opened by the municipality. O. Reg. 366/18, s. 15.

(2) For the purposes of subsection (1), a highway or part of a highway is closed on the earlier of,

(a) when a municipality passes a by-law to close the highway or part of the highway; and

(b) when a municipality has taken such steps as it determines necessary to temporarily close the highway or part of a highway. O. Reg. 366/18, s. 15.

Declaration of significant weather event

16.9. A municipality declaring the beginning of a significant weather event or declaring the end of a significant weather event under this Regulation shall do so in one or more of the following ways:

1. By posting a notice on the municipality's website.
2. By making an announcement on a social media platform, such as Facebook or Twitter.
3. By sending a press release or similar communication to internet, newspaper, radio or television media.
4. By notification through the municipality's police service.
5. By any other notification method required in a by-law of the municipality. O. Reg. 366/18, s. 15.

REVIEW OF REGULATION

Review

17. (1) The Minister of Transportation shall conduct a review of this Regulation and Ontario Regulation 612/06 (Minimum Maintenance Standards for Highways in the City of Toronto) made under the *City of Toronto Act, 2006* every five years. O. Reg. 613/06, s. 2.

(2) Despite subsection (1), the first review after the completion of the review started before the end of 2007 shall be started five years after the day Ontario Regulation 23/10 is filed. O. Reg. 23/10, s. 11.

18. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION). O. Reg. 239/02, s. 18.

Denise Holmes

From: MCSCS Feedback <MCSCS.Feedback@ontario.ca>
Sent: Tuesday, May 08, 2018 4:56 PM
To: MCSCS Feedback
Subject: Three new fire safety regulations under the Fire Protection and Prevention Act (FPPA)
Attachments: Letter from the Honourable Marie-France Lalonde re Fire Regs.pdf; Fire Safety Regulations - Narrative.pdf; Fire Safety Regulations - Clause-by-Clause Explanation.pdf; Fire Safety Regulations - Questions and Answers_.pdf

May 8, 2018

As Minister of Community Safety and Correctional Services, it is my responsibility to ensure that the framework for the delivery of municipal fire services meets the needs and circumstances of the communities they serve across the province.

Ontario's firefighters – both career and volunteer – are among the best in the world. Our government is committed to the safety of our firefighters and of the communities they serve. An important part of my responsibilities is to work with municipalities to identify and address emerging gaps and challenges related to the delivery of fire protection services.

The ministry established the Fire Safety Technical Table (the Table) in January 2017 to provide recommendations on the enhancement of fire safety in Ontario.

The Table meets on a monthly basis and includes municipal representation (the Association of Municipalities of Ontario and the Town of Aurora), representatives from firefighter associations and representatives from career, composite, and volunteer fire departments.

I want to thank the members of the Table for their dedication and for their work with my ministry on the development of three new fire safety regulations under the *Fire Protection and Prevention Act (FPPA)*. The regulations relate to:

- Certification of firefighters
- Risk assessments to inform the delivery of fire protection services
- Public reporting on fire department response times

These regulations respond to a number of coroner's inquest recommendations, enhance the consistency of fire safety across the province, increase transparency and accountability, and ensure that fire protection services meet the unique needs of communities.

The regulations were posted for comment on the regulatory registry in early 2018, and a great deal of valuable commentary was received. A number of changes have been made to reflect the thoughtful feedback.

I want to thank municipalities for their participation in this process and I am pleased to provide an update on the outcome of the regulatory consultation.

Mandatory Certification

The mandatory certification of firefighters, based on internationally recognized National Fire Protection Association (NFPA) standards, is a key step forward in building safer communities.

I want to emphasize that mandatory certification for four firefighter roles – including basic fire suppression – would only apply to new hires.

As such, the majority of existing suppression firefighters in Ontario – including those that work in volunteer departments – will not need to certify to maintain their jobs in their current positions. To progress to more senior positions in the fire service, certification would be required.

Some fire services in Ontario already train to NFPA standards – and over 80 have already begun certifying their firefighters. Province-wide certification would help ensure firefighters have a consistent level of knowledge and skill to safely provide fire protection services.

We recognize that some municipalities may require more time to comply with the mandatory certification of their firefighters. In response to feedback from the public posting of this regulation, we are delaying the in-force date for several roles to July 1st, 2019 and for others to January 1, 2020 and January 1, 2021.

For firefighters who have made best efforts to complete the certification in 24 months but were not able to do so, we are allowing an additional 12 months for completion, if the extension is approved by the Fire Marshal. This program would allow firefighters to work while completing their training and certification.

The internship program will also be expanded to include in-service fire instructors and fire inspectors for an initial 6-month internship. These participants will also benefit from a potential 6-month extension, if the extension is approved by the Fire Marshal. Firefighters who are certified and deemed-to-be certified (i.e., grandfathered) will have the ability to supervise firefighters in the internship program.

We believe the training and certification process for fire services across the province should be convenient and straightforward – particularly for small and rural municipalities who may face challenges in recruiting new volunteer firefighters.

We also recognize that firefighters will need a straightforward way to access testing services – and we will provide an online testing system that will be available free of charge. Where high-speed internet is not available, paper testing will continue to be available to fire services, also free of charge.

To ensure any challenges small or rural fire services may have adapting to the new requirements are mitigated, we will work with these municipalities to assess their current state of readiness and we will provide funding to cover all additional costs associated with this initiative.

In collaboration with our partners, MCSCS will be setting up an implementation table with a specific focus on small and rural communities to address their unique challenges throughout the implementation process.

Community Risk Assessments

Most communities undertake a risk assessment of some sort to help inform local decisions on the provision of fire protection services.

This regulation requires that all municipalities undertake a standardized risk assessment that will be used to inform the development of municipal fire protection services. A full risk assessment must be conducted every five years, with monitoring and reviewing conducted annually.

Undertaking a risk assessment will ensure that the delivery of fire protection services, including the development of public education and fire prevention programs, are based on consideration of key profiles of the community.

Public Reporting

Fire services across Ontario report their response times to the Office of the Fire Marshal and Emergency Management (OFMEM) using varying definitions. The result is inconsistent data that may be misinterpreted. There is no requirement to share this data with municipal governments or to make the information public. The

public reporting regulation will create consistent reporting, and will increase transparency and accountability by providing the public with a clear understanding of what they can expect from the fire department in terms of response times.

This regulation is consistent with the Ontario Government's "open-by-default" approach to data sharing, and it is in line with the public's expectation that key information be available about their fire services.

Conclusion

My most important priority as Minister is the safety and security of every Ontarian. That is why we are requiring firefighters to certify, fire departments to develop risk assessments, and fire department response time data to be publicly reported – it will help to improve community safety across our province.

We will work closely with communities to ensure a smooth transition to the new regulations that will begin to come into force on July 1, 2019.

I want to thank all of our partners who worked with us on these regulations, and the municipal governments who submitted comments to the public registry.

If you have further questions about next steps, please contact mcscsinput@ontario.ca.

Warm regards,

Marie-France Lalonde
Minister

Also attached are:

1. Questions and answers document
2. Compendium with plain language explanation (clause-by-clause explanation)
3. Narrative

Confidentiality Warning: This e-mail contains information intended only for the use of the individual named above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Ministry of Community Safety and Correctional Services' website at http://www.mcscs.jus.gov.on.ca/english/contact_us/contact_us.asp and destroy all copies of this message. Thank you.

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May 8, 2018

As Minister of Community Safety and Correctional Services, it is my responsibility to ensure that the framework for the delivery of municipal fire services meets the needs and circumstances of the communities they serve across the province.

Ontario's firefighters – both career and volunteer – are among the best in the world. Our government is committed to the safety of our firefighters and of the communities they serve. An important part of my responsibilities is to work with municipalities to identify and address emerging gaps and challenges related to the delivery of fire protection services.

The ministry established the Fire Safety Technical Table (the Table) in January 2017 to provide recommendations on the enhancement of fire safety in Ontario.

The Table meets on a monthly basis and includes municipal representation (the Association of Municipalities of Ontario and the Town of Aurora), representatives from firefighter associations and representatives from career, composite, and volunteer fire departments.

I want to thank the members of the Table for their dedication and for their work with my ministry on the development of three new fire safety regulations under the *Fire Protection and Prevention Act (FPPA)*. The regulations relate to:

- Certification of firefighters
- Risk assessments to inform the delivery of fire protection services
- Public reporting on fire department response times

These regulations respond to a number of coroner's inquest recommendations, enhance the consistency of fire safety across the province, increase transparency and accountability, and ensure that fire protection services meet the unique needs of communities.

The regulations were posted for comment on the regulatory registry in early 2018, and a great deal of valuable commentary was received. A number of changes have been made to reflect the thoughtful feedback.

I want to thank municipalities for their participation in this process and I am pleased to provide an update on the outcome of the regulatory consultation.

Mandatory Certification

The mandatory certification of firefighters, based on internationally recognized National Fire Protection Association (NFPA) standards, is a key step forward in building safer communities.

I want to emphasize that mandatory certification for four firefighter roles – including basic fire suppression – would only apply to new hires.

As such, the majority of existing suppression firefighters in Ontario – including those that work in volunteer departments – will not need to certify to maintain their jobs in their current positions. To progress to more senior positions in the fire service, certification would be required.

Some fire services in Ontario already train to NFPA standards – and over 80 have already begun certifying their firefighters. Province-wide certification would help ensure firefighters have a consistent level of knowledge and skill to safely provide fire protection services.

We recognize that some municipalities may require more time to comply with the mandatory certification of their firefighters. In response to feedback from the public posting of this regulation, we are delaying the in-force date for several roles to July 1st, 2019 and for others to January 1, 2020 and January 1, 2021.

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The internship program will also be expanded to include in-service fire instructors and fire inspectors for an initial 6-month internship. These participants will also benefit from a potential 6-month extension, if the extension is approved by the Fire Marshal. Firefighters who are certified and deemed-to-be certified (i.e., grandfathered) will have the ability to supervise firefighters in the internship program.

We believe the training and certification process for fire services across the province should be convenient and straightforward – particularly for small and rural municipalities who may face challenges in recruiting new volunteer firefighters.

We also recognize that firefighters will need a straightforward way to access testing services – and we will provide an online testing system that will be available free of charge. Where high-speed internet is not available, paper testing will continue to be available to fire services, also free of charge.

To ensure any challenges small or rural fire services may have adapting to the new requirements are mitigated, we will work with these municipalities to assess their current state of readiness and we will provide funding to cover all additional costs associated with this initiative.

In collaboration with our partners, MCSCS will be setting up an implementation table with a specific focus on small and rural communities to address their unique challenges throughout the implementation process.

Community Risk Assessments

Most communities undertake a risk assessment of some sort to help inform local decisions on the provision of fire protection services.

This regulation requires that all municipalities undertake a standardized risk assessment that will be used to inform the development of municipal fire protection services. A full risk assessment must be conducted every five years, with monitoring and reviewing conducted annually.

Undertaking a risk assessment will ensure that the delivery of fire protection services, including the development of public education and fire prevention programs, are based on consideration of key profiles of the community.

Public Reporting

Fire services across Ontario report their response times to the Office of the Fire Marshal and Emergency Management (OFMEM) using varying definitions. The result is inconsistent data that may be misinterpreted. There is no requirement to share this data with municipal governments or to make the information public. The public reporting regulation will create consistent reporting, and will increase transparency and accountability by providing the public with a clear understanding of what they can expect from the fire department in terms of response times.

This regulation is consistent with the Ontario Government's "open-by-default" approach to data sharing, and it is in line with the public's expectation that key information be available about their fire services.

Conclusion

My most important priority as Minister is the safety and security of every Ontarian. That is why we are requiring firefighters to certify, fire departments to develop risk assessments, and fire department response time data to be publicly reported – it will help to improve community safety across our province.

We will work closely with communities to ensure a smooth transition to the new regulations that will begin to come into force on July 1, 2019.

I want to thank all of our partners who worked with us on these regulations, and the municipal governments who submitted comments to the public registry.

If you have further questions about next steps, please contact mcscsinput@ontario.ca.

Warm regards,



Marie-France Lalonde
Minister

Fire Protection and Prevention Act Regulations

Narrative

Ontario is committed to the safety of both firefighters, and the public. That is why it's critical that the framework for the delivery of fire services across the province meets the needs and circumstances of communities they serve.

Following recommendations from multiple coroner's inquests, the Ministry of Community Safety and Correctional Services (MCSCS) formed a Fire Safety Technical Table (the Table) to provide recommendations on enhancing fire service delivery in Ontario. The Table includes municipal representation from the Association of Municipalities of Ontario (AMO), the Town of Aurora, fire associations and representatives from career, composite and volunteer fire departments from both urban and rural communities.

To date, the work of the Table has been informing the development of regulations related to mandatory certification of firefighters, community risk assessments to inform the delivery of fire protection services, and public reporting of fire department response times.

In regards to mandatory certification, currently, under the Occupational Health and Safety Act, employers must provide information, instruction and supervision to a worker to protect their health or safety. Ontario voluntarily adopted National Fire Protection Association (NFPA) standards in 2013/14, although certification is not yet mandatory. NFPA uses codes and standards that are considered best practice, evidence based and are used throughout North America.

More than 80 fire departments (a mix of urban/rural, large/small, professional/composite and volunteer) are already voluntarily certifying to the NFPA standards and many are training to the NFPA standards, but not yet certifying.

Under the new regulation, certification for four firefighter roles – including basic fire suppression – would only apply to new hires. As such, the majority of existing suppression firefighters in Ontario will not need to certify to maintain their jobs in their current positions. Those seeking to advance to a higher rank (e.g., Fire Officer) would be required to certify.

Firefighters who need to be certified will be able to work under the supervision of another certified firefighter, via an internship program, while they complete their training. They will have up to two years (with the potential of a one-year extension, with the approval of the Fire Marshal) to complete their certification.

Firefighters not certified before being hired by a fire department would need to be enrolled in the two year internship program. Firefighters seeking to certify to NFPA 1001 Levels 1 and 2 (exterior and interior attack), would be required to train approximately 3 hours a week to achieve certification if the firefighter is enrolled in the two year internship program.

Those who have previously trained to the former Ontario standards may be eligible to have their previous knowledge or experience qualify them for alternative compliance to certification

(i.e., grandfathering). In these instances, fire chiefs would need to attest that training has been received by the firefighter and provide documentation, upon request.

The earliest that any part of the regulation comes into force is July 2019, with other parts coming in force in 2020 and 2021.

The government of Ontario will work closely with the Table and municipalities, especially those who represent small, northern and rural areas, to identify specific challenges and seek their input in developing an implementation model that would best address their needs in order to ensure successful implementation.

Clause-by-Clause Explanation

Mandatory Certification Regulation under the *Fire Protection and Prevention Act, 1997*

Regulation Section Affected	Provision	Description
Definitions		
1.	Definition 1. In this Regulation, "NFPA" means the National Fire Protection Association.	In the regulation, "NFPA" means the National Fire Protection Association.
Mandatory Certification		
2.(1)	Mandatory certification 2. (1) Every municipality, and every fire department in a territory without municipal organization, must ensure that its firefighters perform a fire protection service set out in Table 1 only if, (a) the firefighter performing the fire protection service is certified to the corresponding certification standard set out in that Table; or (b) this Regulation provides that the certification standard referred to in clause (a) does not apply with respect to the firefighter.	A municipality is responsible for ensuring its firefighters that perform fire protection services are certified except where a firefighter is grandfathered or is enrolled in an internship program. In an area where there is no local government, the fire department is responsible for

Regulation Section Affected	Provision	Description
		ensuring its firefighters that perform fire protection services are certified except where a firefighter is grandfathered or is enrolled in an internship program.
2.(2)	Who provides certifications (2) The certification must be provided by the Fire Marshal.	The Office of the Fire Marshal and Emergency Management (OFMEM) is responsible for knowledge and skills testing and issuing certificates to firefighters.
Intern firefighters		
3.(1)	Intern firefighters 3. (1) A certification standard does not apply with respect to a firefighter who, <ul style="list-style-type: none"> (a) is enrolled in an internship program approved by the Fire Marshal; and (b) is operating under the supervision of a firefighter certified to that standard; and (c) has, <ul style="list-style-type: none"> (i) been a firefighter for no more than 24 months, or 	<p>If a firefighter is performing a role in the internship program under the supervision of a certified firefighter and has not been a firefighter for more than two years, the intern firefighter does not have to be certified.</p> <p>The intern firefighter must be supervised by another firefighter who is certified to the appropriate NFPA standard. (e.g., if an intern is training to become a Public Educator, their supervisor must be</p>

Regulation Section Affected	Provision	Description
	(ii) been in the internship program for no more than six months, if the internship program is to train to be a fire instructor or to train to be a fire inspector.	<p>certified as a Public Educator [NFPA 1035]).</p> <p>An intern firefighter can also be an existing firefighter who is training to become a Fire Instructor or Fire Inspector. These individuals have six months to become certified.</p>
3.(2)	<p>Extension of time</p> <p>(2) If a firefighter did their best to fulfil the requirements of the internship program but did not fulfil the requirements, the Fire Marshal must grant them an extension of a further,</p> <p>(a) 12 months; or</p> <p>(b) 6 months, if the internship program is to train to be a fire instructor or to train to be a fire inspector.</p>	<p>OFMEM will grant an extension of 12 months to an intern firefighter if they have made their best efforts to achieve certification within the two year internship period but were unable to do so.</p> <p>OFMEM will grant an extension of six months to an intern firefighter who has made their best efforts to achieve certification to become a Fire Instructor or Fire Inspector within the six month internship period but were unable to do so.</p>

Regulation Section Affected	Provision	Description
Transition		
4.(1)	<p>Transition</p> <p>4. (1) A certification standard set out in item 1, 2, 3, or 4 of Table 1 does not apply with respect to a firefighter who,</p> <ul style="list-style-type: none"> (a) became a firefighter before July 1, 2019; and (b) performed the fire protection service that the standard corresponds to before July 1, 2019 	<p>This section states that mandatory certification for Public Educators, Suppression Firefighters (interior and exterior) and Pump Operators will be implemented on a go-forward basis for newly hired firefighters.</p> <p>Firefighters in the roles of Public Educator, Suppression Firefighter (both interior and exterior attack) and Pump Operators hired after July 1, 2019 will have to be certified. Existing firefighters hired before July 1, 2019 in these roles <u>do not</u> have to be certified.</p>
4.(2)	<p>Same, technical rescue</p> <p>(2) The certification standard set out in item 5.1 of Table 1 does not apply with respect to a firefighter who,</p> <ul style="list-style-type: none"> (a) became a firefighter before January 1, 2021; and 	<p>Firefighters in the role of a Technical Rescuer hired after January 1, 2021 will have to be certified.</p> <p>Existing firefighters hired before January 1, 2021 in the</p>

Regulation Section Affected	Provision	Description
	(b) performed the fire protection service that the standard corresponds to before January 1, 2021.	role of Technical Rescuer <u>do not</u> have to be certified.
4.(3)	<p>Letter of compliance</p> <p>(3) A certification standard set out in item 1, 2 or 3 of Table 1 does not apply with respect to a firefighter that both of the following criteria apply to:</p> <ol style="list-style-type: none"> 1. The firefighter became a firefighter before July 1, 2019. 2. The firefighter's fire chief was given permission by the Fire Marshal to issue the firefighter a Letter of Compliance with NFPA Standards respecting the relevant standard under Fire Marshal's Communiqué 2014-04, "Transition to NFPA Professional Qualifications Standards: Grandfathering Policy", which is dated January 2014 and available on a website of the Government of Ontario. 	<p>This section speaks to firefighters that have been grandfathered.</p> <p>Firefighters in the roles of Public Educator and Suppression Firefighter (both interior and exterior attack) <u>do not</u> have to be certified if they were hired before July 1, 2019 and have been grandfathered to the appropriate NFPA standard.</p>
4.(4)	<p>Earlier version of standard</p> <p>(4) A certification standard does not apply with respect to a firefighter who, prior to July 1, 2019, was certified to an earlier version of that standard.</p>	Firefighters who, before July 1, 2019 are certified to an earlier version of an NFPA standard <u>do not</u> need to re-certify to the newer editions of the standard.
4.(5)	<p>Deemed certification for the purpose of supervising interns</p> <p>(5) If subsection (3) or (4) provides that a certification standard does not apply with respect to a firefighter, that firefighter is deemed to be certified to that standard for the purpose of clause 3 (1) (b).</p>	A firefighter who has been grandfathered or holds certification to an earlier version of the appropriate NFPA standard may supervise intern firefighters.

Regulation Section Affected	Provision	Description																		
Amendments																				
5.(1)	Amendments (1) Subsection 4 (3) of this Regulation is amended by striking out "item 1, 2 or 3" in the portion before paragraph 1 and substituting "item 1, 1.3, 2, 3, 5 or 6".	As of January 1, 2020, Fire Inspectors, Fire Officers and Fire Instructors will need to be certified unless they were hired before July 1, 2019 and received grandfathering to appropriate NFPA standard.																		
5.(2)	(2) Table 1 to this Regulation is amended by adding the following items: <table border="1"> <tr> <td>1.1</td><td>Dispatch fire department resources (personnel and equipment)</td><td>NFPA 1061, "Professional Qualifications for Public Safety Telecommunications Personnel", 2014 Edition, Level I</td></tr> <tr> <td>1.2</td><td>Fire investigation activities</td><td>NFPA 1033, "Standard for Professional Qualifications for Fire Investigator", 2014 Edition</td></tr> <tr> <td>1.3</td><td>Fire prevention inspections or plans examination activities</td><td>NFPA 1031, "Standard for Professional Qualifications for Fire Inspector and Plan Examiner", 2014 Edition, Level I</td></tr> <tr> <td>3.1</td><td>Hazardous materials response at the Technician Level</td><td>NFPA 1072, "Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications", 2017 Edition</td></tr> <tr> <td>5.</td><td>Supervise other firefighters</td><td>NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Level I</td></tr> <tr> <td>6.</td><td>Training courses for fire protection services</td><td>NFPA 1041, "Standard for Fire Service Instructor Professional Qualifications", 2012 Edition, Level I</td></tr> </table>	1.1	Dispatch fire department resources (personnel and equipment)	NFPA 1061, "Professional Qualifications for Public Safety Telecommunications Personnel", 2014 Edition, Level I	1.2	Fire investigation activities	NFPA 1033, "Standard for Professional Qualifications for Fire Investigator", 2014 Edition	1.3	Fire prevention inspections or plans examination activities	NFPA 1031, "Standard for Professional Qualifications for Fire Inspector and Plan Examiner", 2014 Edition, Level I	3.1	Hazardous materials response at the Technician Level	NFPA 1072, "Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications", 2017 Edition	5.	Supervise other firefighters	NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Level I	6.	Training courses for fire protection services	NFPA 1041, "Standard for Fire Service Instructor Professional Qualifications", 2012 Edition, Level I	As of January 1, 2020, Table 1, which outlines the roles that require certification, will be amended to include Fire Dispatchers, Fire Investigators, Fire Inspectors, Hazardous Materials Personnel (Technician), Fire Officers, and Fire Instructors.
1.1	Dispatch fire department resources (personnel and equipment)	NFPA 1061, "Professional Qualifications for Public Safety Telecommunications Personnel", 2014 Edition, Level I																		
1.2	Fire investigation activities	NFPA 1033, "Standard for Professional Qualifications for Fire Investigator", 2014 Edition																		
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6.	Training courses for fire protection services	NFPA 1041, "Standard for Fire Service Instructor Professional Qualifications", 2012 Edition, Level I																		
5.(3)	(3) Table 1 to this Regulation is amended by adding the following item: <table border="1"> <tr> <td>5.1</td><td> Technical rescue activities, but only the following technical rescue activities: 1. Confined space rescue 2. Ice rescue 3. Rope rescue 4. Surface water rescue 5. Swift water rescue </td><td>NFPA 1006, "Standard for Technical Rescue Personnel Professional Qualifications", 2017 Edition</td></tr> </table>	5.1	Technical rescue activities, but only the following technical rescue activities: 1. Confined space rescue 2. Ice rescue 3. Rope rescue 4. Surface water rescue 5. Swift water rescue	NFPA 1006, "Standard for Technical Rescue Personnel Professional Qualifications", 2017 Edition	On January 1, 2021, Table 1, which outlines the roles that require certification, will be amended to include Technical Rescuers who perform these seven specific rescue activities need to be certified.															
5.1	Technical rescue activities, but only the following technical rescue activities: 1. Confined space rescue 2. Ice rescue 3. Rope rescue 4. Surface water rescue 5. Swift water rescue	NFPA 1006, "Standard for Technical Rescue Personnel Professional Qualifications", 2017 Edition																		

Regulation Section Affected	Provision		Description				
	<table><tr><td>6. Trench rescue</td><td></td></tr><tr><td>7. Vehicle rescue</td><td></td></tr></table>	6. Trench rescue		7. Vehicle rescue			
6. Trench rescue							
7. Vehicle rescue							
Commencement							
6. (1)	Commencement 6. (1) Subject to subsections (2) and (3), this Regulation comes into force on July 1, 2019.		<p>On July 1, 2019, Sections 1 to 4 and Table 1 of the regulation come into force.</p> <p>On July 1, 2019, newly hired firefighters in the roles of Public Educator, Suppression Firefighter (interior and exterior attack) and Pump Operator will need to be certified.</p>				
6. (2)	(2) Subsections 5 (1) and (2) come into force on January 1, 2020.		<p>On January 1, 2020 subsection 5(1) and Table 1 are amended with respect to adding the firefighter roles that are eligible for grandfathering and require certification: Fire Inspector, Fire Officer and Fire Instructor.</p> <p>On January 1, 2020 existing firefighters in the roles of Fire Dispatchers, Fire Investigators and Hazardous Materials Personnel (Technician) will need to be certified.</p>				

Regulation Section Affected	Provision	Description
		Grandfathered Fire Inspectors, Fire Officers and Fire Instructors will not need to be certified.
6. (3)	(3) Subsections 4 (2) and 5 (3) come into force on January 1, 2021.	On January 1, 2021, subsection 4 (2) and Table 1 are amended so that Technical Rescuers performing seven specific rescue activities will need to be certified, unless they performed these specific rescue activities before January 1, 2021.

Clause-by-Clause Explanation

Public Reports Regulation under the

Fire Protection and Prevention Act, 1997

Regulation Section Affected	Provision	Description
Definitions		
1.	Definition 1. In this Regulation, "PSAP" is short for public safety answering point, which means a call centre responsible for answering calls to 9-1-1 for police, firefighting and ambulance services.	In the regulation, "PSAP" is short for public safety answering point, which means a call centre responsible for answering calls to 9-1-1 for police, firefighting and ambulance services.
Preparation of public reports		
2.(1)	Preparation of public reports Fire Marshal sends fire department the information 2. (1) The Fire Marshal must give every fire department the information required by Schedule 1, based on the information the Fire Marshal has received through reports under subsection 11 (2) of the Act.	Fire departments must time stamp information through the Standard Incident Reporting system to the Office of the Fire Marshal and Emergency Management (OFMEM). OFMEM will then provide calculated response times to fire departments.
2.(2)	Fire department prepares the public report (2) Every fire department must prepare a public report setting out,	Using the calculated response time data from OFMEM, fire departments will prepare a public report.

Regulation Section Affected	Provision	Description
	<p>(a) the information required by Schedule 1; and</p> <p>(b) any other information the fire department chooses to include.</p>	This report will include all response times set out in Schedule 1. Fire departments may include any other information, including explanatory language that will help the public understand the factors that may have impacted the department's response times.
2.(3)	<p>Fire department may use Fire Marshal's data</p> <p>(3) The fire department may use the information required by Schedule 1 that the Fire Marshal provided to prepare their public report, or may carry out their own calculations respecting the same time period.</p>	A fire department may choose to calculate their own response time data in their public report instead of relying on OFMEM to conduct and provide calculations.
Dissemination of public reports		
3.(1)	<p>Dissemination of public reports</p> <p>From fire department to Fire Marshal</p> <p>3. (1) Every fire department must give their public report to the Fire Marshal no later than 180 days after the Fire Marshal gives the fire department the information.</p>	After the fire department receives their calculated response time data from OFMEM or does their own calculations, the fire department will have six months to provide their public report to the OFMEM.
3.(2)	<p>From fire department to municipality</p> <p>(2) Every fire department that is authorized to provide fire protection services by a municipality must give their public report to the municipal council before giving its public report to the Fire Marshal.</p>	Before a fire department submits their public report to OFMEM, they must submit the report to their municipal council.
3.(3)	<p>From fire department to group of municipalities</p> <p>(3) Every fire department that is authorized to provide fire protection services by a group of municipalities must</p>	If a fire department provides services to more than one municipality (e.g., through an automatic or mutual aid agreement),

Regulation Section Affected	Provision	Description
	give their public report to the municipal council of each municipality in the group of municipalities before giving their public report to the Fire Marshal.	the fire department must submit the public report to each municipal council for which they provide services.
3.(4)	Fire Marshal makes public (4) The Fire Marshal may make the public report available to the public.	OFMEM may make the public report available to the public (e.g., on its website)
Clarification		
4.	Clarification 4. For greater certainty, this Regulation does not imply that firefighters have authority to perform acts that the <i>Regulated Health Professions Act, 1991</i> does not permit them to perform.	The Regulated Health Professions Act (RHPA) provides authority for firefighters to perform "controlled acts" in response to medical emergencies in specific instances. The purpose of this provision is to clarify that the regulation does not authorize firefighters to provide any medical services that would not be permitted under the RHPA.
Commencement		
5.	Commencement 5. This Regulation comes into force on the later of January 1, 2020 and the day it is filed.	The regulation comes into force on January 1, 2020.

Regulation Section Affected	Provision				Description	
<div>SCHEDULE 1</div> <div>REQUIRED INFORMATION</div> <div>CAREER FIREFIGHTERS</div>						
1. (1)	<div>1. (1) The public report must set out the following information respecting incidents in which the first fire department unit that arrives on the scene does not include a volunteer firefighter:</div> <div>1. For each standard set out in the following Table,</div> <div><div>i. the percentage value of how often the fire department achieves that standard for the corresponding time interval, and</div><div>ii. the corresponding benchmark percentage value for how often the fire department should achieve or exceed that standard.</div></div> <div>2. For each time interval set out in the following Table that does not have a corresponding standard, the time interval value that the fire department achieves or exceeds 90% of the time.</div>				<div>In instances, where the first fire truck on scene only includes career firefighters, the fire department must include response time benchmark data as outlined in Schedule 1 (e.g., turnout time of 80 seconds for fire and special operations) and the percentage of time the fire department achieved the benchmark (e.g., turnout time benchmark of 90%).</div> <div>Where a response time does not have a benchmark, the first fire truck that only includes career firefighters will report the response time that they met or exceeded 90% of the time.</div>	
Table	Item	Column 1 Time interval	Column 2 Standard	Column 3 Benchmark	Definitions of each item are as follows: 1. Alarm transfer time: The time the call the PSAP is in receipt of the alarm from the time that the alarm is first	
	1.	Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre	30 seconds	95%		

Regulation Section Affected	Provision				Description
	2.	Alarm answering time: The time interval that begins when the alarm is received at the fire department communication centre and ends when the alarm is acknowledged at the communication centre	15 seconds	95%	received at the communication or dispatch centre
	3.	Alarm processing time: The time interval from when the alarm is acknowledged at the fire department communication centre until response information begins to be transmitted via voice or electronic means to fire department facilities and fire department units	64 seconds for calls other than the following calls; and 90 seconds for the following calls: 1. Calls requiring emergency medical dispatch questioning and pre-arrival medical instructions 2. Calls requiring language translation 3. Calls requiring the use of a TTY/TDD device or audio/video relay services 4. Calls of criminal activity that require information vital to emergency responder safety prior to dispatching units 5. Hazardous material incidents 6. Technical rescue 7. Calls that require determining the	90%	2. Alarm answering time: The time the call is received at the communication or dispatch centre from the time the alarm is acknowledged by the communication or dispatch centre 3. Alarm processing time: The time the call is initially received by the communication or dispatch centre from the first time facilities/units are notified of the emergency by the communication or dispatch centre 4. Alarm handling time: The time the alarm is received at the PSAP from the beginning time that emergency facilities/unit(s) have information transmitted to them 5. Turnout time: The time the call is received by the facilities/unit from the time that the unit leaves the station 6. Travel time: The time the unit(s) leaves the station from the time that the first unit arrives on scene 7. Initiating action/intervention time: The time between when the fire department first arrives on the scene and when they begin to respond to the emergency

Regulation Section Affected	Provision				Description
			location of the alarm due to insufficient information		8. Total response time: The time the call is initially received by the PSAP from the time the first unit arrives on scene
	4.	Alarm handling time: The time interval from the receipt of the alarm at the PSAP until the beginning of the transmittal of the response information via voice or electronic means to fire department facilities or the fire department units in the field	8. Calls received by text message No standard; set out the time interval value that the fire department achieves or exceeds 90% of the time	No benchmark	
	5.	Turnout time: The time interval that begins when the fire department facilities and fire department units notification process begins by either an audible alarm or visual annunciation or both and ends at the beginning point of travel time	80 seconds for fire and special operations; 60 seconds for emergency medical services	90%	
	6.	Travel time: The time interval that begins when a fire department unit is en route to the incident and ends when the fire department unit arrives at the scene	240 seconds for fire suppression; 240 seconds for the arrival of a unit with a first responder with an automatic external defibrillator or higher level capability no standard for other services	90%	
	7.	Initiating action/intervention time: The time interval from when a fire department unit arrives on the scene to the initiation of emergency mitigation	No standard; set out the time interval value that the fire department achieves or exceeds 90% of the time	No benchmark	
	8.	Total response time: The time interval from the receipt of the alarm at the PSAP to when the first	No standard; set out the time interval value that the fire	No benchmark	

Regulation Section Affected	Provision				Description
		fire department unit is initiating action or intervening to control the incident	department achieves or exceeds 90% of the time		
1. (2)	(2) The public report does not have to set out information for items 1, 2, 3, 4 and 8 if the information is not available from the fire department's records.				If a fire department does not have information for alarm transfer time, alarm answering time, alarm processing time, alarm handling time, or total response time, then this information does not need to be included in the public report.
<div>SCHEDULE 1</div> <div>REQUIRED INFORMATION</div> <div>VOLUNTEER FIREFIGHTERS</div>					
2. (1)	2. (1) The public report must set out the following information respecting incidents in which the first fire department unit that arrives on the scene includes at least one volunteer firefighter: 1. For each time interval set out in the following Table, the time interval value that the fire department achieves or exceeds 90% of the time.				In instances, where the first fire truck on scene has at least one volunteer firefighter, the fire department will include the response time that they met or exceeded 90% of the time in their public report.
Table	Item	Column 1 Time interval			Definitions of each item are as follows: 1. Alarm transfer time: The time the call the PSAP is in receipt of the alarm from the time that the alarm is first received at the communication or dispatch centre
	1.	Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre			
	2.	Alarm answering time: The time interval that begins when the alarm is received at the fire department communication centre and ends when the alarm is acknowledged at the communication centre			
	3.	Alarm processing time: The time interval from when the alarm is acknowledged at the fire department communication centre until response information begins to be transmitted via voice or electronic			

Regulation Section Affected	Provision	Description																								
	<table><tr><td></td><td>means to fire department facilities and fire department units</td></tr><tr><td>4.</td><td>Alarm handling time: The time interval from the receipt of the alarm at the PSAP until the beginning of the transmittal of the response information via voice or electronic means to fire department facilities or the fire department units in the field</td></tr><tr><td>5.</td><td>Turnout time: The time interval that begins when the fire department facilities and fire department units notification process begins by either an audible alarm or visual annunciation or both and ends at the beginning point of travel time</td></tr><tr><td>6.</td><td>Travel time: The time interval that begins when a fire department unit is en route to the incident and ends when the fire department unit arrives at the scene</td></tr><tr><td>7.</td><td>Initiating action/intervention time: The time interval from when a fire department unit arrives on the scene to the initiation of emergency mitigation</td></tr><tr><td>8.</td><td>Total response time: The time interval from the receipt of the alarm at the PSAP to when the first fire department unit is initiating action or intervening to control the incident</td></tr></table>		means to fire department facilities and fire department units	4.	Alarm handling time: The time interval from the receipt of the alarm at the PSAP until the beginning of the transmittal of the response information via voice or electronic means to fire department facilities or the fire department units in the field	5.	Turnout time: The time interval that begins when the fire department facilities and fire department units notification process begins by either an audible alarm or visual annunciation or both and ends at the beginning point of travel time	6.	Travel time: The time interval that begins when a fire department unit is en route to the incident and ends when the fire department unit arrives at the scene	7.	Initiating action/intervention time: The time interval from when a fire department unit arrives on the scene to the initiation of emergency mitigation	8.	Total response time: The time interval from the receipt of the alarm at the PSAP to when the first fire department unit is initiating action or intervening to control the incident	<table><tr><td>2.</td><td>Alarm answering time: The time the call is received at the communication or dispatch centre from the time the alarm is acknowledged by the communication or dispatch centre</td></tr><tr><td>3.</td><td>Alarm processing time: The time the call is initially received by the communication or dispatch centre from the first time facilities/units are notified of the emergency by the communication or dispatch centre</td></tr><tr><td>4.</td><td>Alarm handling time: The time the alarm is received at the PSAP from the beginning time that emergency facilities/unit(s) have information transmitted to them</td></tr><tr><td>5.</td><td>Turnout time: The time the call is received by the facilities/unit from the time that the unit leaves the station</td></tr><tr><td>6.</td><td>Travel time: The time the unit(s) leaves the station from the time that the first unit arrives on scene</td></tr><tr><td>7.</td><td>Initiating action/intervention time: The time between when the fire department first arrives on the scene and when they begin to respond to the emergency</td></tr></table>	2.	Alarm answering time: The time the call is received at the communication or dispatch centre from the time the alarm is acknowledged by the communication or dispatch centre	3.	Alarm processing time: The time the call is initially received by the communication or dispatch centre from the first time facilities/units are notified of the emergency by the communication or dispatch centre	4.	Alarm handling time: The time the alarm is received at the PSAP from the beginning time that emergency facilities/unit(s) have information transmitted to them	5.	Turnout time: The time the call is received by the facilities/unit from the time that the unit leaves the station	6.	Travel time: The time the unit(s) leaves the station from the time that the first unit arrives on scene	7.	Initiating action/intervention time: The time between when the fire department first arrives on the scene and when they begin to respond to the emergency
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Regulation Section Affected	Provision	Description
		8. Total response time: The time the call is initially received by the PSAP from the time the first unit arrives on scene
2. (2)	(2) The public report does not have to set out information for items 1, 2, 3, 4 and 8 if the information is not available from the fire department's records.	If a fire department does not have information for alarm transfer time, alarm answering time, alarm processing time, alarm handling time, or total response time then this information does not need to be included in the public report.

Clause-by-Clause Explanation

Community Risk Assessments Regulation under the *Fire Protection and Prevention Act, 1997*

Regulation Section Affected	Provision	Description
Mandatory Use		
1.	<p>Mandatory use</p> <p>1. Every municipality, and every fire department in a territory without municipal organization, must,</p> <p>(a) complete and review a community risk assessment as provided by this Regulation; and</p> <p>(b) use its community risk assessment to inform decisions about the provision of fire protection services.</p>	<p>A municipality is responsible for completing a community risk assessment and using the completed assessment to make evidence-based decisions on the provision of fire protection services in their community.</p> <p>In an area where there is no local government, the fire department is responsible for completing a community risk assessment and using the completed assessment to make evidence-based decisions on the provision of fire protection services in their community.</p>

Regulation Section Affected	Provision	Description
What it is		
2. (1)	What it is 2. (1) A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services.	An explanation of what is a community risk assessment in the regulation.
Mandatory profiles		
2. (2)	Mandatory profiles (2) A community risk assessment must include consideration of the mandatory profiles listed in Schedule 1.	Schedule 1 lists all of the factors within a community that a municipality must consider when identifying and categorizing risks.
Form		
2. (3)	Form (3) A community risk assessment must be in the form, if any, that the Fire Marshal provides or approves.	If OFMEM provides a community risk assessment template a municipality or fire department in an area where there is no local government must use the template provided. A municipality or fire department in an area where there is no local government that uses another risk assessment process can be approved by OFMEM provided the mandatory profiles outlined in Schedule 1 are included.
When to complete (at least every five years)		
3. (1)	When to complete (at least every five years) 3. (1) The municipality or fire department must complete a community risk assessment no later than five years after the day its previous community risk assessment was completed.	Municipalities or fire departments in areas with where there is no local government must complete a risk assessment every five years.

Regulation Section Affected	Provision	Description
New municipality or fire department		
3. (2)	New municipality or fire department (2) If a municipality, or a fire department in a territory without municipal organization, comes into existence, the municipality or fire department must complete a community risk assessment no later than two years after the day it comes into existence	If a new municipality or fire department in an area where there is no local government is created after the regulation comes into force, they must complete their first community risk assessment within two years.
Transition		
3. (3)	Transition (3) A municipality that exists on July 1, 2019, or a fire department in a territory without municipal organization that exists on July 1, 2019, must complete a community risk assessment no later than July 1, 2024.	A municipality or fire department in an area where there is no local government has five years to complete its community risk assessment when the regulation comes into force on July 1, 2019. As a result, the first community risk assessment will not need to be in place until July 1, 2024.
Revocation		
3. (4)	Revocation (4) Subsection (3) and this subsection are revoked on July 1, 2025	The 'transition' item in the regulation will be removed on July 1, 2025, as municipalities or fire departments in areas where there is no local government will have completed a risk assessment.
When to review (at least every year)		
4. (1)	When to review (at least every year)	Risk assessments must be reviewed annually within the five year period.

Regulation Section Affected	Provision	Description
	<p>4. (1) The municipality or fire department must complete a review of its community risk assessment no later than 12 months after,</p> <p>(a) the day its community risk assessment was completed; and</p> <p>(b) the day its previous review was completed.</p>	
Other reviews		
4. (2)	<p>Other reviews</p> <p>(2) The municipality or fire department must also review its community risk assessment whenever necessary.</p>	Risk assessments must be reviewed whenever necessary.
Revisions		
4. (3)	<p>Revisions</p> <p>(3) The municipality or fire department must revise its community risk assessment if it is necessary to reflect,</p> <p>(a) any significant changes in the mandatory profiles;</p> <p>(b) any other significant matters arising from the review.</p>	Municipalities and or fire departments in an area where there is no local government must revise its risk assessment if there are any significant changes to the mandatory profiles or another significant change in the community
New assessment instead of review		
4. (4)	<p>New assessment instead of review</p> <p>(4) The municipality or fire department does not have to review its community risk assessment if it expects to complete a new community risk assessment on or before the day it would complete the review.</p>	If a municipality or fire department plans to complete a new risk assessment before the five years is up, then an annual review is not required.
Commencement		
5.	<p>Commencement</p> <p>5. This Regulation comes into force on the later of July 1, 2019 and the day it is filed.</p>	The regulation comes into force July 1, 2019.

Regulation Section Affected	Provision	Description
SCHEDULE 1 MANDATORY PROFILES		
Schedule 1	1. Geographic profile: The physical features of the community, including the nature and placement of features such as highways, waterways, railways, canyons, bridges, landforms and wildland-urban interfaces.	Physical features of the community may present inherent risks or potentially have an impact on fire department access or response time.
Schedule 1	2. Building stock profile: The types of buildings in the community, the uses of the buildings in the community, the number of buildings of each type, the number of buildings of each use and any building-related risks known to the fire department.	Potential fire risks associated with different types or uses of buildings given their prevalence in the community and the presence or absence of fire safety systems and equipment at time of construction.
Schedule 1	3. Critical infrastructure profile: The capabilities and limitations of critical infrastructure, including electricity distribution, water distribution, telecommunications, hospitals and airports.	Presence/availability and capacity of infrastructure elements that could have a significant impact on such things as dispatch, communications, suppression operations, overall health care or transportation for the community if compromised, or that may present unique fire risks by virtue of their size or design.
Schedule 1	4. Demographic profile: The composition of the community's population, respecting matters relevant to the community, such as population size and dispersion, age, gender, cultural background, level of education, socioeconomic make-up, and transient population.	Characteristics of the population in the community in order to tailor delivery of fire protection services including public education and fire prevention programs.
Schedule 1	5. Hazard profile: The hazards in the community, including natural hazards, hazards caused by humans, and technological hazards.	Hazards, to which fire departments may be expected to respond, that may have a significant impact on the

Regulation Section Affected	Provision	Description
		community. Examples of natural hazards would include floods, forest fires or earthquakes; human caused hazards would include such things as chemical or biological attacks, or other terrorist activity; and technological hazards would include such things as industrial pollution, nuclear or hazardous materials incidents.
Schedule 1	6. Public safety response profile: The types of incidents responded to by other entities in the community, and those entities' response capabilities.	Other public safety response agencies (such as police/ambulance/rescue) that might be tasked to or able to assist in the some capacity to the response to emergencies or in mitigating the impact of emergencies to which the fire department responds.
Schedule 1	7. Community services profile: The types of services provided by other entities in the community, and those entities' service capabilities.	Presence or absence and potential abilities of other agencies, organizations, or associations to provide services that may assist in mitigating the impact of emergencies to which the fire department responds.
Schedule 1	8. Economic profile: The economic sectors affecting the community that are critical to its financial sustainability.	Economic drivers in the community that have significant influence on the ability of the community to provide or maintain service levels.

Regulation Section Affected	Provision	Description
Schedule 1	<p>9. Past loss and event history profile: The community's past emergency response experience, including the following analysis:</p> <p>1. The number and types of emergency responses, injuries, deaths and dollar losses.</p> <p>2. Comparison of the community's fire loss statistics with provincial fire loss statistics.</p> <p>Note: Each profile is to be interpreted as extending only to matters relevant to fire protection services.</p>	<p>Evaluation of previous response data to identify circumstances and behaviours that will inform decisions on fire protection services delivery including public fire safety education and inspection programs.</p>

Questions & Answers

Fire Safety Regulations

General

1. What are the new regulations that the ministry developed under the Fire Protection and Prevention Act (FPPA)?

- The ministry has developed three new regulations under the FPPA that relate to:
 - Certification of firefighters;
 - Community risk assessments to inform the delivery of fire protection services; and,
 - Public reporting on fire department response times.

2. What is the Fire Safety Technical Table (the Table)?

- The Table was established in January 2017 to identify policy gaps and challenges, and to provide recommendations to the ministry to modernize fire service delivery in Ontario.
- The Table includes municipal representation from the Association of Municipalities of Ontario (AMO), the Town of Aurora, fire associations and representatives from career, composite and volunteer fire departments from both urban and rural communities.
- The initial focus of the Table has been to inform the development of recommendations for the ministry on firefighter certification, conducting community risk assessments, public reporting of fire-related data, and other matters of collective interest.

3. Why does the government need the advice of a technical table?

- The FPPA is over 20 years old, which means there is a need to address emerging gaps and challenges related to the delivery of fire safety in Ontario, including a lack of mandatory standards related to firefighter training and certification.
- The ministry established the Table to seek input from knowledgeable stakeholders, including firefighter associations, fire departments and municipalities. The advice received from stakeholders complements the existing technical expertise of the Office of the Fire Marshal and Emergency Management (OFMEM), allowing the ministry to take into account municipal and local concerns when addressing various challenges.

4. Who has been consulted on these regulations?

- In addition to consultations with the Table and partner ministries, the proposals were posted on the regulatory registry for public comment in early 2018 – approximately 400 comments were received.

5. When would the regulations come into force?

- Mandatory certification: July 1, 2019, with some sections coming into force on January 1, 2020 and January 1, 2021.
- Community risk assessment: July 1, 2019.
- Public reporting: January 1, 2020.

Questions & Answers

Fire Safety Regulations

6. Do these regulations apply to fire services that operate in unincorporated territories where the province has jurisdiction?

- Yes, the regulatory requirements will apply to unincorporated territories as well as municipalities.

Mandatory Certification

1. Why is the ministry mandating that firefighters be certified?

- Numerous coroner's inquests have identified and/or recommended the need to implement mandatory certification of firefighters/fire services personnel.
- The Occupational Health and Safety Act requires employers to provide information, instruction and supervision to a worker to protect the health or safety of the worker; however there is no mandatory requirement to train to a specific standard.
- To increase public and firefighter safety by ensuring firefighters delivering fire protection services are trained and certified to National Fire Protection Association (NFPA) standards – which are best practice, internationally regarded and evidence based.

2. Why is the government using NFPA standards?

- NFPA is a body that creates and maintains consensus-based standards and codes for usage and adoption by local governments. These codes and standards are considered best practice, evidence based and are used throughout North America.
- NFPA standards are regularly reviewed and updated based on the latest information, with input from multiple sectors, including fire services, health care facilities, manufacturers, architects/engineers and others.

3. Which NFPA standards will firefighters have to certify to?

- Mandatory certification requirements will be implemented for the following firefighter roles:

Firefighter Roles and NFPA Standard	Available for Grandfathering	In-Force Date
Newly Hired Firefighters		
Suppression firefighters: NFPA 1001	Yes	July 1, 2019
Pump Operators: NFPA 1002	No	July 1, 2019
Technical Rescuers: NFPA 1006 (for 7 chapters)	No	January 1, 2021
Fire Educators: NFPA 1035	Yes	July 1, 2019
Newly Hired and Existing Firefighters		
Fire Officers: NFPA 1021	Yes	January 1, 2020
Fire Inspectors: NFPA 1031	Yes	January 1, 2020
Fire Investigators: NFPA 1033	No	January 1, 2020
Fire Instructors: NFPA 1041	Yes	January 1, 2020
Fire Dispatchers: NFPA 1061	No	January 1, 2020
Hazardous Materials Personnel: NFPA 1072	No	January 1, 2020

Questions & Answers

Fire Safety Regulations

4. Why are some mandatory certification requirements only applicable to new hires while others are applicable to existing firefighters?

- Based on discussions with the Table, concern was raised that a number of fire service roles are exposed to increased risk, both for the individuals performing these roles and the municipalities themselves and therefore all firefighters in these roles should be certified.

5. If a municipality has a mutual aid agreement with another jurisdiction or First Nation department who will be responsible for ensuring the firefighters are certified?

- Firefighters from other provinces, territories, countries outside Canada and First Nation fire departments will not be required to certify to NFPA standards.
- The certification regulation applies to municipalities and fire departments in unorganized territories. As such, all firefighters employed by or appointed to a fire department within these areas must be certified.

Grandfathering

6. What does grandfathering mean?

- The grandfathering program allows existing firefighters to achieve alternative compliance with specific NFPA standards based on knowledge or experience gained to December 31, 2015.
- Grandfathering has been re-opened to all fire departments in Ontario using the same requirements as the previous program in 2013/14.

7. What will be required for grandfathering?

- The grandfathering program allows existing firefighters to achieve alternative compliance with specific NFPA standards based on knowledge or experience gained to December 31, 2015.
- Grandfathering has been re-opened to all fire departments in Ontario using the same requirements as the previous program in 2013/14.
- Firefighters who wish to take advantage of grandfathering must submit an application through their fire department by September 30, 2018. Each firefighter's application must be signed by their Fire Chief, confirming the information provided is valid and that supporting documentation is available for audit. Supporting documentation includes proof of completion of Ontario Fire College courses or programs and training or in-service records.
- OFMEM maintains a repository of Northern Fire Protection Program (NFPP) firefighter training records. OFMEM will support NFPP fire departments through the grandfathering process by providing, upon request, individual firefighter training records to the department.
- Applications are reviewed and approved by the OFMEM. Fire departments will receive a list of successful applicants. Successful applicants may request a Letter of Compliance

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from their department. Fire Chiefs have the authority to sign the Letter of Compliance with NFPA Standards for their firefighters.

- Existing firefighters who do not submit an application prior to September 30, 2018 will be required to complete the necessary training and testing to achieve certification where required by the regulation (e.g., fire inspectors, fire instructors).
- 8. How many fire services personnel were grandfathered when the program was offered in 2013/14?**
- When Ontario decided to voluntarily adopt NFPA standards in 2013/14, a voluntary grandfathering program was offered that allowed fire service personnel to gain an entry point into the certification system based on knowledge or experience for:
 - Suppression Firefighters (NFPA 1001)
 - Fire Officers (NFPA 1021)
 - Fire Inspector (NFPA 1031)
 - Fire Educators (NFPA 1035)
 - Fire Instructors (NFPA 1041)
 - When the grandfathering program was first offered, the ministry received over 17,000 applications from over 350 fire services.
 - Approximately 66% (i.e., 11,500) of applicants applied for and were grandfathered for two or more levels of NFPA standards based on knowledge or experience.
- 9. If a firefighter has been grandfathered prior to the regulation coming into force and moves to another fire department, is their grandfathering still valid?**
- Yes. Grandfathering is assigned to the individual, so it would remain with them even if they move to a new department.
- 10. Why are all NFPA standards outlined for mandatory certification not available for grandfathering?**
- Grandfathering is not available for all positions as there were no Ontario based programs in place for some positions before Ontario endorsed NFPA certification standards in 2013/14.
- 11. If training records are not available, could Fire Chiefs swear an oath to say somebody has completed the necessary skills and training?**
- No. Training information/records or calls for service records are needed to substantiate eligibility for grandfathering. This information should already be in the firefighters' training and calls for service records that fire departments are required to maintain.
- 12. How much time will it take a Fire Chief to grandfather each firefighter in their department?**
- Time for a Fire Chief or designate to complete the application to grandfather each firefighter in his/her department would vary as the review of training or calls to service records would be required in order to substantiate a firefighter's eligibility.

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- The training and calls for service information needed to substantiate eligibility for grandfathering should already be in the firefighters' records maintained by the fire department.

13. Who will be responsible for grandfathering firefighters in the fire departments that operate in unorganized territories?

- Fire Chiefs appointed to NFPP departments would be responsible.
- The ministry understands that some NFPP fire departments may face issues with locating and compiling the necessary records for their firefighters.
- For these cases, OFMEM would provide, upon request, individual firefighter training records or calls for service records to the department.

Internship Program

14. What does "internship" mean, as outlined in the regulation?

- The internship program would allow municipalities/fire departments to hire new uncertified individuals who would have up to 24 months, with the potential of an additional 12 months upon approval of the Fire Marshal, to become certified.
- Firefighters seeking employment as either a Fire Instructor or Fire Inspector may enter into the internship program for a period of six months (with an additional six months upon approval of the Fire Marshal) to allow them to train and become certified.
- The ministry will work with the sector and appropriate stakeholders to determine the criteria for the internship program, including acceptable duties an intern may perform under direct supervision by a qualified individual before the regulation comes into force.

Training and Testing

15. What is mandatory certification going to cost municipalities?

- Since 2013/14, many fire services have been voluntarily training to NFPA standards. There are also a number of fire departments that have voluntarily been certifying their firefighters.
- Additional costs to municipalities for mandatory certification primarily relate to training materials (i.e., study manuals) and staff compensation. This would include the potential need to pay a firefighter to take training offsite if it is not delivered in-house or for a volunteer firefighter to take time off work and attend in-house or offsite training.
- Fire departments that are training to NFPA standards would likely already have training materials.

16. How much will it cost a new recruit to become a volunteer firefighter?

- The cost for a new recruit to become certified is dependent on the level of service provided by the municipality and the location of training. As such, costs will vary.
- The cost for a new volunteer recruit to be certified to NFPA 1001, Levels I and II (exterior and interior attack) at the Ontario Fire College, would be \$130 if the recruit enrolls in the 2-Part "Recruit" (which is a blend of in-class and online learning) delivery model. It would

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cost \$325 if the recruit enrolls in the 5-Part (which is only in-class learning) delivery model.

- Costs for training at Regional Training Centres or at a College of Applied Arts and Technology/Private Career College may vary and, in some circumstances, be more costly than what is charged at the Ontario Fire College.
- In addition, there may be costs for travel and staff compensation; however, these would vary depending on the distance travelled and whether the municipality/fire department provides staff compensation.

17. How will the ministry support fire departments with training and certification?

- Ontario specific training course content produced by the Ontario Fire College will continue to be made available online and free of charge, while other instructor material through third party publishers is made available at a nominal cost (\$75-125 for study manuals that can be shared amongst students).
- Online knowledge testing will be made available at no charge which would reduce municipal travel expenses.
- The ministry will work with the Table and municipalities, especially those who represent small, northern and rural areas, to identify specific challenges and seek their input in developing an implementation model that would best address their needs in order to ensure successful implementation.

18. How will the fire departments that operate in unorganized territories be supported?

- Fire departments that operate in the unorganized territories are part of the NFPP.
- OFMEM, having oversight for the NFPP, would support the NFPP Fire Chiefs with the implementation of the regulations, including covering related costs as appropriate.

19. When will training content be made available to fire services?

- Content for fire services that choose to deliver in-house training to their firefighters is currently available online through recognized third-party publishers and through OFMEM for Ontario specific content.

20. When will online testing be made available?

- The ministry is currently working to help ensure that online testing is made available before requirements come into force July 1, 2019.

21. Will the requirement to certify to NFPA standards mean that firefighters train for incidents that they may not be dealing with in their community?

- No. Firefighters will not have to certify to NFPA standards for roles that they do not perform in their community.
- Municipalities set levels of service and provide fire protection services in accordance with their needs and circumstances.

Questions & Answers

Fire Safety Regulations

22. Would firefighters be required to re-train and pass a certification test every time a new edition of an NFPA standard is issued?

- No. However, it would be recommended that fire departments and firefighters review and train to any new edition of an NFPA standard to stay current in their field.

23. How many hours will it take a new recruit in a northern/rural area with no high-rise/urban issues to become certified as a volunteer firefighter?

- A new volunteer recruit would have an opportunity to spread these hours over a period of two years, or three upon approval of the Fire Marshal, if they enrol in the internship program (which will likely be the case if they are not certified before being hired).
- A new recruit training to NFPA 1001 Level 1 (exterior attack) would have to complete approximately 225 hours of training.
 - If the new recruit is enrolled in the internship program which provides 24 months, this would equate to approximately two hours of training per week with 52 weeks per year (or approximately nine and a half hours a month) over the course of a two year period.
 - Should this new recruit obtain an extension by the Fire Marshal to be an intern for an additional 12 months on top of the 24 months, this would equate to approximately one and a half hours of training per week with 52 weeks per year (or approximately six and a quarter hours a month) over the course of a three year period.
- An additional 90 hours of training is required should a recruit want to be certified to NFPA 1001 Level 1 and Level 2 (interior attack).
 - If the new recruit is enrolled in the internship program, this would equate to approximately three hours of training per week with 52 weeks per year (or approximately 13 hours a month) over the course of a two year period.
 - Should this new recruit obtain an extension by the Fire Marshal to be an intern for an additional 12 months on top of the 24 months, this would equate to approximately two hours per week with 52 weeks per year (or approximately nine hours a month) over the course of a three year period.

24. Would volunteer firefighters be expected to travel for training/testing? If so, who would be expected to cover these costs for fire departments in unorganized territories?

- In some instances, volunteer firefighters may have to travel for training and testing.
- The ministry will work with municipalities to minimize impacts such as reducing travel to take training and certification so that fire services who wish to train their firefighters locally will be able to do so.
- We will work with the Table and municipalities, especially those who represent small, northern and rural areas, to identify specific challenges and seek their input in developing an implementation model that would best address their needs in order to ensure successful implementation.

Questions & Answers

Fire Safety Regulations

Community Risk Assessments

- 1. Why is the ministry requiring municipalities to conduct mandatory community risk assessments?**
 - Community risk assessments will better ensure fire departments understand the unique needs and circumstances of their communities, including fire risks.
 - This will help municipalities make evidence based decisions on the provision of fire protection services in their communities.
- 2. How is the new community risk assessment different from the risk assessment some municipalities currently complete?**
 - OFMEM has promoted the completion of a simplified risk assessment to inform decisions relating to the provision of fire protection services.
 - OFMEM has found that a large portion of municipalities do complete risk assessments. Although this is occurring, there is no mandatory requirement for them to do so.
 - The new requirements in the community risk assessment regulation build on the existing simplified risk assessments that many municipalities already conduct. This would standardize the process and help ensure a consistent and robust approach to assessing community risk across the province.
 - If a municipality currently conducts an equivalent risk assessment process, the municipality, upon approval from the Fire Marshal, would not be required to complete the risk assessment as set out in the regulation.
- 3. How is the ministry planning to support small and rural municipalities that do not have the resources to complete a more comprehensive assessment?**
 - OFMEM will be providing municipalities with a risk assessment guideline that includes a sample template to assist municipalities in completing the risk assessment.
 - OFMEM will also provide support to small/rural communities who may not be able to complete the risk assessment without assistance.
- 4. When will the template be made available to municipalities and fire services?**
 - The ministry will work with stakeholders on the development of the template which will be available before the regulation comes into force on July 1, 2019.
 - All municipalities will have to complete the new community risk assessment by July 1, 2024.

Public Reporting

- 1. Why is the ministry requiring that municipalities publicly report on their response times?**
 - Under the FPPA, fire departments report information through the completion of a Standard Incident Report (SIR) to the Fire Marshal.

Questions & Answers

Fire Safety Regulations

- Fire departments report response times using varying definitions which results in inconsistent data that may not be properly interpreted.
- Not all fire departments report response times to their municipal councils and where they do, only some departments, typically the larger ones, report this information publicly.
- This regulation will create consistent reporting and increase transparency and accountability by providing the public with a clear understanding of what they can expect from their fire service in terms of their response times.

2. Why does the ministry have different requirements for fire trucks made up of career firefighters and volunteer firefighters?

- The public reporting regulation requirements differ for career and volunteer firefighters to recognize there are differences in the make-up of fire service delivery across Ontario and response times may vary depending on the department type.
- Fire trucks made up of all career firefighters are required to report their response times against benchmarks that have been set out in NFPA.
- Fire trucks made up of at least one volunteer firefighter would only be required to report what their response time is 90 percent of the time. They would not be required to compare these to benchmarks that have been set out in NFPA.

3. What is the process for public reporting?

- Beginning January 1, 2020:
 - Fire departments provide time stamp data to OFMEM through the existing Standard Incident Reporting system.
 - OFMEM will use this information to calculate response times and will then provide calculated response times back to fire departments.
 - Upon receiving calculated response time data, fire departments must prepare a public report. Fire departments must submit their public report to municipal council. This provides fire departments and municipalities the opportunity to explain their response times. Explanatory language will help the public understand the factors that may impact a fire department's response times.
 - Once OFMEM receives public reports from all fire departments, OFMEM will publicly post these reports on its website.

4. What evidence was used to support the response times in the regulation?

- The definitions and benchmarks for response times come from NFPA – an association that creates and maintains industry best practice, evidence based standards and codes internationally.
- NFPA standards are regularly reviewed and updated based on the latest information, with input from multiple sectors, including fire services, health care facilities, manufacturers, architects/engineers and others.

Questions & Answers

Fire Safety Regulations

5. Why has the ministry included medical response times as part of the public reporting regulation?

- Currently, fire departments respond to medical emergency calls. Information from these calls are reported to OFMEM through the SIR system.
- The public reporting regulation requires fire departments to report on their turnout times related to emergency medical services and travel time for a fire department unit with a first responder with an automatic external defibrillator or higher level capability.
- The ministry will be conducting a comprehensive review of the SIR and through this process, will ensure that the capability to report on the medical calls in the regulation are reported and captured accurately by fire departments.
- The public reporting regulation does not imply that firefighters have the authority to perform acts that the *Regulated Health Professions Act, 1991* does not permit them to perform.



Shelburne & District Agricultural Society
P.O. Box 1112
Shelburne, ON L9V 3M2
info@shelburnefair.com

May 8, 2018

Corporation of the Township of Melancthon
57101 Highway 10
Melancthon, ON L9V 2E6

ATTEN: MAYOR AND COUNCIL

Re: Letter of Support for TSC Stores Community Agricultural Grant

The Shelburne & District Agricultural Society is applying for a TSC Stores Community Agricultural Grant, a source of funding for innovative local agricultural projects. Each year the Grant will award up to a total of \$50,000. The Grants are awarded to local non-profit groups who want to organize and achieve their vision. The group will show community stakeholder support, and may have municipal support but should not be a municipal government.

The grant would be used to support and enhance education awareness among youth both at an education day in advance of the fair and at the fair through various interactive events and activities. Our goal is to bring new and old together and recognize our rich history, both and to celebrate the diversity growth has brought to our community. With growth comes a great opportunity to bring rural and urban together and educate our urban partners on the community's rural roots.

We are asking that you provide a letter of support for our application. The grant deadline is May 31, 2018 so we would need the letter on or before May 30, 2018.

Thanks for considering our request and "see you at the fair".

Yours truly

Larry Braiden

Larry Braiden, President

ACT #1
MAY 17 2018



TSC Stores is proud to provide the TSC Stores Community Agricultural Grant, a source of funding for innovative local agricultural projects. Each year the Grant will award up to a total of \$50,000.

The Grant will be awarded to a local non-profit group who want to organize and achieve their vision. The group will show community stakeholder support, and may have municipal support but should not be a municipal government.

We prefer projects that are not primarily capital projects to build, renovate or repair a facility. We do want to see an agricultural focus or benefit and potential for community strengthening.



2018 Application Form

Applications available March 1, 2018

Application deadline May 31, 2018

Each of us has a community, and most of us have ideas about how our community can be helped to be stronger, and better.

To make that great idea a reality is not easy. Developing plans, gathering input and building support from other individuals, groups, businesses and government, then acting on those plans to produce a sustainable benefit, is hard work. That kind of development is the purpose of the TSC Stores Community Agricultural Grant.

The Grant exists to nourish the entrepreneurial spirit with a focus on agriculture. We want to help incubate and develop good ideas, to give community stakeholders a reason to come together, and ultimately help strengthen the communities where we live and work.

Canada has incredible resources, but if we take them for granted, don't develop them or use them efficiently, or rely only on imported foods and food knowledge, then our food security is diminished.

Community agriculture emphasizes the benefits of local foods. It usually brings people together to share the work, and share knowledge that may otherwise be forgotten, or new ideas that might otherwise not be learned. Community agriculture can be an economic driver too, as well as benefiting individual health.

TSC Stores is a Canadian owned and operated retailer, which has developed strong roots in Ontario over the past 50 years. TSC reached this 50 year milestone in September 2016 and is excited to continue to serve their customers through their 49 corporate TSC Store locations and head office in London, Ontario. TSC Stores caters to those who enjoy the country lifestyle. The Community Agricultural Grant is one more way TSC Stores connects with the land that benefits us all.

Whether you have a mature community group, or a great new idea that needs seed funding, if you meet our criteria with a focus on agriculture, please apply.

Thank you for your interest in the TSC Stores Community Agricultural Grant.

Application Expectations

- Applications must be completed in full to be considered for a Grant.
- A budget must be included.
- Up to \$50,000 may be provided by the Grant. Multi-year funding requests totalling \$50,000 or less, applicable to a period of no longer than 3 years, are accepted.
- Applicants undertake that all information is accurate to the best of their knowledge.
- Persons included or referenced in this application may be contacted by the Grant administrators.
- Present your project clearly and concisely. Community benefits should be specific.
- Supporters must be listed. Letters of support may assist your application.

- Grant recipients agree to participate in a public grant presentation event, media publicity, and have the project profiled.

Application Instructions

- It may be best to first read the entire form to see what is required.
 - Executive Summary
 - Organizational Profile
 - Explanation of Project Benefits
 - Community Profile
 - List of supporters, including contact information
 - Project Phases
 - Budget - see specific information requested.
- As you gather information from your key people and community supporters, they may provide additional insights that will help with your application.
- All requested or required documents must be included in your application.
- You may use point form rather than complete sentences.
- Attach other supporting material if desired.

Application Submission

- Applications are reviewed by TSC Stores.
- When completed, submit your application by the deadline to:

TSC Stores
Attn: Katherine Miller
1000 Clarke Road
London, ON
N5V 3A9
Email: communitygrant@tscstores.com

- Sorry, we cannot be responsible for incorrect or late delivery of your application.

Organization

Organization Name: _____

Contact Person: _____

Contact Information: _____

Mailing Address: _____

Nearest TSC Store: _____

It is assumed the organization's board or key people are aware of and approve of this submission.

Project Name & Executive Summary

100-200 words. You may decide to complete this last.

Project Name: _____

Project Financial Overview

What is the total budget of your project? _____ Over how many years? _____

What is the TSC Stores Grant amount you are applying for? _____ Over how many years? _____

If you are awarded your Grant request, when would you like to receive it? *Month/Year* _____

Will persons having signing authority for your group sign a legal Undertaking? (Y/N) _____

Budget

Please attach an estimated budget for your project.

The budget should be reasonably detailed and provide your best understanding of your project finances. At a minimum, provide estimated income and expenses for the period to be covered the by the Grant, and the year after the Grant to show how the project is being sustained.

What % of your Grant request is allocated for salaries? _____

What % of your Grant request is allocated for facility building, renovation or repair? _____

Other Project Fundraising

Have you applied or will you/your group apply for other Grants for this project? (Y/N) _____

If you do not receive those other Grants, can your project move forward as planned? (Y/N) _____

Are you doing any fundraising for this project?

Past Fundraising Activities for this Project?

Month/Year

Future Fundraising Activities Planned for this Project?

Month/Year

What total amount does your group expect to raise *this calendar year*, for this project? _____

Project Organization and Accountability

The TSC Stores Community Agricultural Grant will not be awarded to individuals, businesses or government entities. Recipients will sign a legal Agreement outlining use of Grant funds.

Is your Group a:

☐ **Registered Non-Profit Organization**

Year Founded: _____ Organization Number: _____

Audited Financials Available? (Y/N) ____

Mission Statement:

Is your Group a:

☐ **Non-Registered Community Group**

Year Founded: _____ Frequency of Meetings: _____ Minutes Taken? (Y/N) ____

What is your group's goal? Or, if you have a Mission Statement, write it here:

List the Board of Directors, or Key People, and provide their occupation and contact details:

Name	Occupation	Contact Details
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____

9

Attach a short profile of each Key Person or Board Member.

Has your non-profit or group, or key individuals you have listed, been involved with previous or other current community projects? If so, please provide location and details:

Community Profile

In what community will this project be located? _____ Prov. _____

Community population _____ Trading area population _____

What benefits will this project bring to your community? *Please be specific.*

How could those benefits be measured?

How will this project help your community to be self-reliant?

Support and Success

Do you have local community alliances that want to see this project succeed? *Please list.*

Alliance**Why will project success benefit them?**

1	
2	
3	
4	
5	

Have you discussed this project with others in your community, such as civic groups, businesses, or government? If so, please list their names and contact information here:

Group**Name/Contact Details**

1	
2	
3	
4	
5	

Attach any letters of support for your project.

Project Strengths, Weaknesses, Opportunities and Threats

Project **Strengths**. *Why is this a great idea?*

Project Weaknesses. *What aspects could be improved?*

Opportunities for Success. *What will the project look like if you succeed?*

Threats to Success. *What could go wrong? How can you plan to minimize these threats?*

Detailed Planning

What is the timeline for completion of this project?

☐ 1 year ☐ 2 years ☐ 3 years ☐ More than 3 years

Describe the stages of this project. *Use any format you prefer. Point form is acceptable. Attach additional pages as required.*

Stage 1 Month/Year _____ Covered by TSC Stores Grant? (Y/N)_____

Stage 2 Month/Year _____ Covered by TSC Stores Grant? (Y/N)_____

Stage 3 Month/Year _____ Covered by TSC Stores Grant? (Y/N)_____

Stage 4 Month/Year _____

Covered by TSC Stores Grant? (Y/N)_____

Recognition

If your project is successful in receiving an amount from the TSC Stores Community Agricultural Grant, you and your group will be expected to communicate the project vision and community benefits. Public events or media events may be scheduled. Please use this space to add your thoughts.

Community Trends

Please note your answers to these questions are not connected in any way to the Grant request. We are simply seeking information from active people in relevant communities. All information will be kept confidential, and used in an aggregate format.

What are the trends in urban agriculture?

What are the trends in community or rural development?

Is there anything that can help local communities to become more self-reliant?

Thank you for your responses! Good luck with your Application!

Sincerely,

TSC Stores

Denise Holmes

From: Michelle Dunne <mdunne@dufferincounty.ca>
Sent: Friday, May 11, 2018 12:23 PM
To: Denise Holmes
Subject: FCM Climate Change Staff Grant Report
Attachments: Melancthon.pdf

Good afternoon,

Last night at County Council, the '*FCM Climate Change Staff Grant*' report from the Public Works Committee was approved.

Please find the report attached, along with a summary letter of how the County and the local municipalities could collaborate around the issue of Climate Change mitigation activities. You'll see at the end of the summary that we are asking for a response by May 29th, so we can include it in the FCM application. If your Council meets after this time, a letter of support from the CAO would suffice for the purposes of the application. If this is not possible, the local municipality will be more than welcome to join in on the collaboration afterwards. For the purposes of the FCM grant process, the more partners listed will strengthen the application.

If you have any questions, please contact Scott Burns at sburns@dufferincounty.ca, or 519-941-2816, x2601.

Best regards,

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

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Total Control Panel

[Login](#)

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

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

May 11th, 2018

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

Ms. Holmes,

Re: FCM CLIMATE CHANGE STAFF GRANT – MUNICIPAL PARTNERSHIP OVERVIEW

As explained in the recent Public Works Committee “FCM Climate Change Staff Grant” report to County Council, municipalities are important partners in the fight against climate change, and are required to address this issue within their Official Plans. Dufferin County will be applying for a grant from the Federation of Canadian Municipalities (FCM) to help fund a dedicated staff position for two years to address climate mitigation action.

The principle focus of the proposed Climate Change Coordinator position will be on the planning and implementation of municipal climate change priorities to support the required climate action plan in Dufferin County's Official Plan, scheduled to be updated in 2020. The primary responsibilities of the Climate Change Coordinator will be working on the development and implementation of the County's GHG emissions reduction plan, in addition to acting as a resource and advisor to the local municipalities to help them complete their own activities.

The new position will chair a municipal Climate Change Working Group (CCWG), which will also contain subcommittees based on the relevant subject area (e.g. Public Works activities, municipal buildings, etc). We foresee the CAO of each municipality and/or designate as the representative on the CCWG. The expertise in the working group will serve as a valuable voice in informing recommendations to each municipality's respective committees and councils. Partnering and joining on this initiative is an opportunity to address each municipalities' climate change plan with the support of the new Climate Change Coordinator. We see this committee as a way to build capacity within Dufferin County to address climate change, build community resilience, take advantage of local synergies, and continue to build urban-rural cohesiveness.

The first objective of the committee is to focus on completing corporate greenhouse gas (GHG) inventories for each municipality and then setting corporate GHG reduction targets. Once these milestones are reached, the Climate Change Working Group will be expanded to

COUNTY OF DUFFERIN

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

create a Dufferin Climate Change Round Table (DCCRT), which will include community stakeholders, such as conservation authorities and local utilities. The intention of the DCCRT is to build on the lessons learned and experience gained from the corporate GHG Inventory and complete a community-wide GHG inventory and reduction targets. This inventory will inform a community climate action plan for all of Dufferin County. During this time, municipal staff will continue to carry out the work of creating their own corporate action plans, informed from the results of their GHG inventories. We see the DCCRT continuing to exist in the future as an advisory group as climate mitigation activities are carried out in the community.

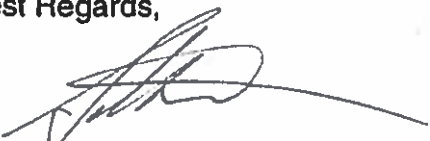
To help support the work of the CCWG and the DCCRT, it is recommended that the local municipalities join FCM's Partners for Climate Protection (PCP) program (<https://fcm.ca/home/programs/partners-for-climate-protection.htm>). This program is a network of over 300 Canadian municipal governments that have committed to reducing greenhouse gases and to acting on climate change. Membership to the PCP is free, and by joining, Dufferin County and the local municipalities will be making a public commitment to reduce emissions; a process guided by the PCP's five-milestone program, which is supported by FCM. PCP members have access to regional climate advisors, online tools to prepare GHG inventories and set realistic targets, emissions monitoring and management resources, and networking hubs.

For the purposes of the FCM Climate Change Staff Grant application, Dufferin County is requesting the following from each local municipality that is interested in participating by ***Tuesday, May 29th, 2018:***

1. A resolution from your council or a letter of support from the CAO to:
 - a. partner in this initiative
 - b. join the Partners for Climate Protection program
2. The identification of a staff member as a potential representative on the municipal Climate Change Working Group
3. Please identify any current or future resources and initiatives (e.g. funding, staff, etc.) already dedicated to climate change activities within your municipality

If you have any questions about this initiative, please contact Melissa Kovacs Reid at mkovacs@dufferincounty.ca 519-941-2816, x2622.

Best Regards,



Scott Burns, P.Eng., C.E.T
Director of Public Works and County Engineer

COUNTY OF DUFFERIN

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



REPORT TO COMMITTEE

To: Chair Aultman and Members of Public Works Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: April 26th, 2018

Subject: FCM Climate Change Staff Grant

In Support of Strategic Plan Priorities and Objectives:

Economic Vitality: 1.3 Promote conservation and environmental sustainability

Good Governance: 3.1 Promote rural/urban cohesiveness

Purpose

The purpose of this report is to introduce the Federation of Canadian Municipalities' (FCM) Climate Change Staff Grant. This grant is available to help fund a Climate Change Coordinator position within the Public Works Department.

Background & Discussion

Municipalities are important partners in the fight against climate change, and are required to address this issue within their Official Plans. As Robyn Kurtes, Director, Environmental Policy Branch of the Ministry of Environment and Climate Change, recently wrote to municipalities, "...the Growth Plan for the Greater Golden Horseshoe, 2017, along with other provincial land use planning direction, requires municipalities to incorporate climate change policies into their official plans, while also encouraging municipalities to develop GHG inventories and emission reduction strategies, including targets and performance measures" (email – April 17, 2018).

Mitigating and adapting to climate change is a far-reaching and long-term initiative that will require work from the County and the local municipalities to address this issue, both corporately and within the community. As written in the Province's recently updated document *Community Emissions Reduction Planning: A Guide for Municipalities*, "Energy and emissions planning incorporates many dimensions of municipal planning, and requires the involvement of multiple city government departments, stakeholders and communities...in all phases of planning and implementation" (see Figure 1 below).

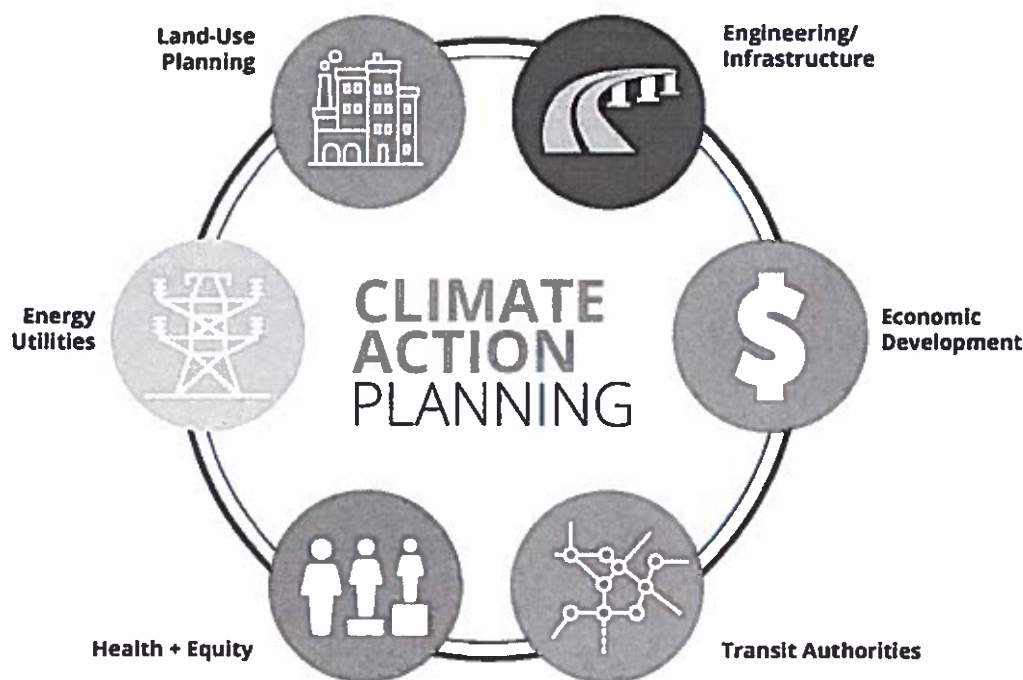


Figure 1

Source: "Community Emissions Reduction Planning: A Guide for Municipalities", April 2018, page 45.

Lack of staff resources is one of the biggest barriers for municipalities and communities looking to take action on climate change. The funding available from FCM would assist the County in hiring a Climate Change Coordinator.

The FCM's Municipalities for Climate Innovation Program (MCIP) has released Climate Change Staff Grants to help municipalities address staffing gaps, and produce lasting improvements in their operations related to climate change. The grant for \$125,000, disbursed over two years, will cover up to 80% of a dedicated staff position to complete climate mitigation activities.

The application evaluation process indicates proposals that support a group of municipalities will be assessed more favourably. All local municipalities within the County of Dufferin will be required to incorporate Climate Change Plans that comply with both provincial policy and the County Plan into their next Official Plan update. It is recommended that County staff take the lead to work with local municipalities to submit a collaborative application.

Within the County's application, the proposed deliverables for this position over the two years of funding will include:

- creation of a Dufferin Climate Change Round Table, in partnership with Dufferin County's local Municipalities;

- development of a corporate Greenhouse Gas (GHG) Inventory for each municipality;
- setting corporate GHG reduction targets;
- development of a municipal operations action plan (emission reduction strategy); and
- the preliminary investigation of a Climate Projection Study, to lay the foundation for future corporate and community adaptation activities.

The process of undertaking climate change mitigation and adaption work is intricate and long-term (see Figure 2). The County would be starting at the bottom left of the matrix with corporate mitigation activities. Continuing work on the various climate change activities will be required beyond the (potential) two year funding from the FCM grant.

Climate Change Activities

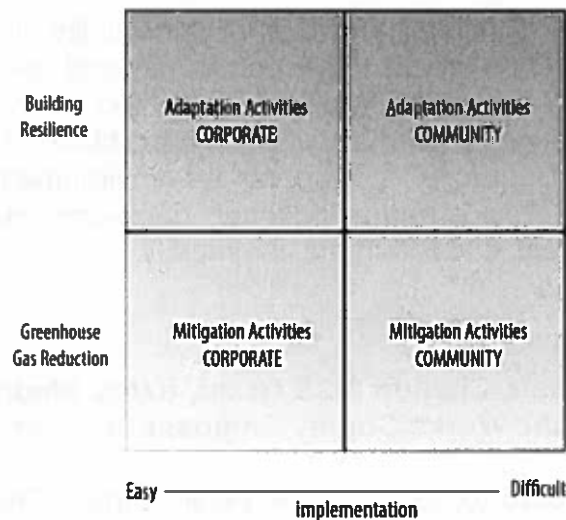


Figure 2

To aid in the work ahead, there are resources available to municipalities. For example, the FCM grant is geared towards municipalities that are part of FCM's Partners for Climate Protection (PCP) program. The PCP program is a network of more than 200 Canadian municipalities that have committed to greenhouse gas reduction and climate change action. This group of municipalities recognize they have a role to play with climate change given that "up to half of Canada's greenhouse gas emissions are under the direct or indirect control or influence of municipal governments" (2010, FCM). PCP program members have access to invaluable resources like a Regional Climate Advisor, networking hubs, document templates, and greenhouse gas inventory tools. The Town of Mono recently signed on to this program, and the Town of Caledon has completed it. It is recommended that the County sign up for this program.

Financial, Staffing, Legal, or IT Considerations

The staff grant covers up to 80% of a staff position (up to \$125,000 over two years). Funds for the remaining cost of staff salary plus any related project costs will be funded through the Rate Stabilization Reserve.

Strategic Direction and County of Dufferin Principles

Hiring a dedicated staff member to address climate change is in line with the specific priorities outlined in the Corporate Strategic Plan: 1.3 Promote conservation and environmental sustainability, and 3.1 Promote rural/urban cohesiveness. The Dufferin County principles are adhered to as follows:

1. We Manage Change – addressing climate change issues in collaboration with the local municipalities, to help ensure corporate and community goals and targets are met;
2. We Deliver Quality Service – providing a high quality climate change mitigation program that reflects the needs of the community and partners;
3. We Communicate – engaging in open, timely and clearly articulated discussion around climate change program activities in a multitude of ways;
4. We Make Good Decisions – fostering an environment of collaboration that contributes to informed and thoughtful decisions around climate change mitigation corporately, and within the community.

Recommendation

THAT Report, FCM Climate Change Staff Grant, dated Wednesday, April 18, 2018 from the Director of Public Works/County Engineer be received;

AND THAT staff be directed to apply for the FCM Climate Change Staff Grant;

AND THAT staff work with interested local municipalities to submit a collaborative application;

AND THAT the necessary funds for staff salary plus any other related project costs be funded through the Rate Stabilization Reserve;

AND THAT the County of Dufferin sign on to the FCM Partners for Climate Protection (PCP) program.

Respectfully Submitted By:

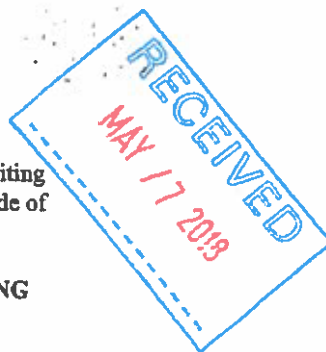
Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer



SCHEDULE "B"

To the By-law of the Corporation of the Township of Melancthon prohibiting and regulating the placing or dumping of fill and the alteration of the grade of land.

APPLICATION FOR PERMISSION FOR FILLING OR GRADING
Pursuant to By-law No. 15-2004 of the
TOWNSHIP OF MELANCTHON



The Township of Melancthon and the appropriate Conservation Authority will consider your application based on the information you provide below. Any false or misleading statement made on this application will render null and void any permission granted. Complete all relevant sections, date, sign and return application along with the appropriate fee (non-refundable).

Please Clearly Print All Information

Contact Information

Property Owner's Name(s) Cathy Martino Giovanni Martino
Caterina Papa
Mailing Address 32 Aristocrat Rd P/C L6P 1X7
Telephone # Home [REDACTED] Fax [REDACTED]

Applicant/Agent's Name Cathy Martino
Mailing Address 32 Aristocrat Rd P/C L6P 1X7
Telephone # Home same as above Work [REDACTED] Fax [REDACTED]
Property Owner Authorization (if applicant/agent is not owner) _____

Location of Proposed Works

Lot _____ Concession _____ Reg. Plan No. _____
Municipality _____ Watercourse Name _____
Street Address/Emergency Address and Road _____
Assessment Roll Number (from Tax Bill) _____

Terms and Conditions

- Consent is given to the Township of Melancthon and the appropriate Conservation Authority, its employees and authorized representatives to access the property for the purposes of obtaining information and monitoring any approved construction.
- Permits granted by the Township of Melancthon or the appropriate Conservation Authority are not transferable.
- Approvals, permits, etc. may be required from other agencies prior to undertaking the work proposed. Authority permission, if granted for the proposed work, does not exempt the owner/agent from complying with any or all other approvals, laws, statutes, ordinances, directives, regulations, etc. that may affect the property or the use of same.
- Should the information provided on or with this application be untrue or incorrect, or become untrue or incorrect, the Township of Melancthon and appropriate Conservation Authority reserve the right to withdraw any permission granted.
- Permits contain important conditions, contractors must have a copy of the permit on-site

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SCHEDULE "A"

To the By-law of the Corporation of Township of Melancthon prohibiting and regulating the placing or dumping of fill and the alteration of the grade on land.

Enforcement Officers

Enforcement Officers shall be the following:

- **DUFFERIN COUNTY - BY-LAW ENFORCEMENT OFFICER**
- **EMPLOYEES AND AUTHORIZED REPRESENTATIVES OF THE NOTTAWASAGA VALLEY CONSERVATION AUTHORITY**
- **EMPLOYEES AND AUTHORIZED REPRESENTATIVES OF THE GRAND RIVER CONSERVATION AUTHORITY**
- **EMPLOYEES AND AUTHORIZED REPRESENTATIVES OF THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

at all times.

- In submitting this development application and supporting documentation the applicant, hereby acknowledges and provides consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act that the information on this application and any supporting documentation provided by the applicant, agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

DESCRIPTION OF THE WORKS

Please check each that apply

What is the purpose of the work?

No work on the property
Dumped clean fill from home
property due to extension

Proposed Starting Date NA Completion Date N/A

Details (Application #, Permit #)

Clearance letter required Y ☐ N ☐

Zoning of property permits works Y ☐ N ☐

MNR, MOE, MTO, DFO,
Drainage Act Applications Y ☐ N ☐

Drainage Agreement or
Landowner Permission(s) needed Y ☐ N ☐

Previous or current violation or court
orders on property Y ☐ N ☐

Previous Conservation Authority/Township
Application Y ☐ N ☐

Planning approval required (eg. Site Plan
approval & zoning) Y ☐ N ☐

Municipal Building Permit required Y ☐ N ☐

Health Unit approval required Y ☐ N ☐

Niagara Escarpment Commission App. Y ☐ N ☐

Is all your fill remaining on site. (If answer is 'no', you must specify an address where the fill is to be removed.

☒ Y ☐ N Address _____

I/We the undersigned hereby certify to the best of my/our knowledge and belief that all of the above noted, attached and/or supporting information is correct and true. I/We further solemnly declare that I/we have read and fully understand the contents of this application, and specifically the terms and conditions, and the declaration which are written below.

Date April

Signature _____
Applicant _____ Authorized Agent _____

Your application must be accompanied with the following

- A location or road map to your development
- A legal survey
- Payment of the processing fee
- A copy of any studies undertaken for the work (example: Environmental Impact Study, soil samples, well records, flood-line study, slope stability study, Fisheries Impact Assessment)
- A plan view (birds eye view of the land) showing the proposed works, your property boundaries and features of the site such as other buildings & structures, tree lines, streams, wetlands, wet areas, springs, ditches, culverts, elevation contours or existing and proposed grades (if available). Include measurements and dimensions, Show how much vegetation or tree cover is to be removed and where fill is to be placed.

**The following may also be required to support your application
(As determined by the Township of Conservation Authority) and will speed up
the time it takes to review your application.**

- A cross section (what the work will look like from the side). Your consultant or contractor can shoot the grades of the work site with a survey levelling instrument
- A topographic survey tied into a geodetic benchmark or based on a known ground elevation would be very helpful, and may be requested for some types of works.
- A written description or drawings showing the materials to be used and the proposed specifications, measurements or sizes of thing such as culverts or rock protection
- Concept, architectural or design drawings of the proposed building(s) (if available).
- A copy of any studies undertaken for the work (example: Environmental Impact Statement, Soil samples, Well records, Flood-line study, Slope stability study, Fisheries Impact Assessment).
- Photographs are very helpful (example: pictures of the watercourse's bottom and banks).
- The location and extent or perimeter of all proposed works should be staked out or flagged or marked in some way so we can easily locate it on your property when we visit.
- A written description or diagrams of how the work is to be done and how the site will be accessed by heavy equipment.
- Prepare plans or describe how sediment and erosion will be controlled during construction and for the period after construction until vegetation is established.
- Prepare plans or describe how the site is to be re-vegetated after construction, such as sod, seeding, hydro-seeding, tree & shrub plantings.
- Copies of drainage agreements (if required).



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Report to Council

To: Mayor White and Members of Council

From: Denise B. Holmes, AMCT, CAO/Clerk

Meeting Date: May 17, 2018

Subject: Delegation of Authority during "Lame Duck" Period

Recommendation

BE IT RESOLVED THAT Council receives the report from the CAO/Clerk regarding delegation of authority during the potential "Lame Duck" period;

AND FURTHER THAT the Chief Administrative Officer/Clerk (CAO/Clerk) be delegated the necessary authority to ensure continuity of business for the Township of Melancthon during a lame duck period;

AND THAT staff bring forward a Delegation of Authority By-law to the June 7, 2018 Council meeting for Council's consideration.

Background and Discussion

Section 275 of the Municipal Act places certain restrictions on outgoing Councils when and if it can be determined that the new Council will include less than three-quarters (75%) of the members of the outgoing Council. This period is commonly known as "lame duck", with having only one nomination paper submitted as of the writing of this Report, a potential for lame duck may commence on Nomination Day (July 27, 2018) or voting day (October 22, 2018).

Therefore, the outgoing (current) Council cannot undertake any of the following actions during the lame duck period:

- a) the appointment or removal from office of any officer of the municipality;
- b) the hiring or dismissal of any employee of the municipality;

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- c) the disposition of any real or personal property of the municipality which had a value exceeding \$50,000 when it was acquired by the municipality; and
- d) making any expenditures or incurring any other liability which exceeds \$50,000.

Note: Sections (c) and (d) do not apply if the disposition or liability was included in the most recent budget adopted by Council before Nomination Day.

During the lame duck period, these requirements could significantly limit the Township's ability to carry on business as usual.

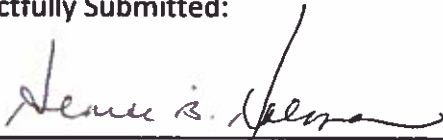
To ensure continuity of business, it is recommend that the CAO/Clerk be delegated the necessary authority during a potential lame duck period for the 2018 municipal election.

The proposed temporary delegation of authority will allow the Township to carry on business as usual and ensure the Township's financial interests are protected and taxpayers' money is spent wisely and responsibly. The Township's procurement decisions will remain fair, open and transparent and follow the Township's Procurement Policy

Financial Impact

No potential financial impacts have been determined at this time.

Respectfully Submitted:

A handwritten signature in dark ink, appearing to read "Denise B. Holmes", is written over a horizontal line.

Denise B. Holmes, AMCT, CAO/Clerk

Denise Holmes

From: Nicole Hill <nhillsecretary@gmail.com>
Sent: Wednesday, May 09, 2018 11:22 PM
To: Denise Holmes; Jennifer Willoughby; thorne@mulmurtownship.ca; mark@townofmono.com; Susan Stone; Denyse Morrissey
Subject: SDFD Draft Board Agreement
Attachments: 2018 DRAFT Board Agreement.pdf

Hello,

Please find attached the draft Board Agreement for Council review.

Please let me know if you require anything further,

Regards,
Nicole Hill

Total Control Panel

[Login](#)

To: dholfmes@melancthon township.ca
From: nhillsecretary@gmail.com

Message Score: 1
My Spam Blocking Level: High

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

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

TOWN OF SHELBURNE

BY-LAW NUXBER XX-XXXX

BEING A BY-LAW TO AUTHORIZE A FIRE PROTECTION AGREEMENT

WHEREAS section 202 (1) of The Municipal Act, 2001, S.O. 2001. C. 25, authorizes two or more municipalities to enter into agreements to establish a joint municipal service board and to provide for those matters which, in the opinion of the participating municipalities, are necessary or desirable to facilitate the establishment and operation of the joint municipal service board;

AND WHEREAS it is the intention of each partnering municipality to enter into an agreement for the joint management and operation of The Shelburne and District Fire Department:

AND WHEREAS the Fire Protection and Prevention Act, 1997, 2001, c. 25, s. 475 (2) The council of a municipality may establish, maintain and operate a fire department for all or any part of the municipality.

NOW THEREFORE the council of the corporation of the Town of Shelburne enacts as follows:

THAT an agreement be entered into between the Town of Shelburne, the Township of Amaranth, the Township of Melancthon the Town of Mono and the Township of Mulmur with respect to fire department management and operation and that a joint board of management be established in accordance with the agreement attached hereto

This by-law shall take effect and come into force on _____.

That all or any parts of previous By-laws including By-law #22-1991, not consistent herewith are hereby repealed.

BY-LAW READ A FIRST AND SECOND TIME THIS THE ____ DAY OF _____, 2018.

BY-LAW READ A THIRD TIME AND ENACTED THIS THE ____ DAY OF _____, 2018.

AGREEMENT

THE AGREEMENT made this ____ day of _____ 2018, BETWEEN:

THE CORPORATION OF THE TOWN OF SHELBURNE

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

THE CORPORATION OF THE TOWN OF MONO

THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS section 196 (1) of the Municipal Act, 2001, S.O. 2001. C. 25 authorizes a municipality to establish a municipal service board;

AND WHEREAS it is the intention of each partnering municipality to enter into agreements with one or more municipalities to provide for the joint management and operation of the Shelburne and District Fire Department and for the establishment of a Joint Board of Management thereof;

AND WHEREAS the parties hereto have passed respective by-laws for entering into this Agreement;

AND WHEREAS the parties hereto have agreed to jointly manage and operate a Fire Department known as the Shelburne and District Fire Department, hereinafter called the "DEPARTMENT" for the purpose of providing fire protection in the areas defined in this Agreement. "FIRE PROTECTION", for the purpose of this Agreement shall mean prevention, rescue and suppression services;

AND WITNESSETH THIS AGREEMENT that in consideration of the covenants and terms contained herein, the parties hereto agree as follows:

In this agreement,

- a) "Fire Board" means the Shelburne and District Fire Board of Management
- b) "Department" means the Shelburne and District Fire Department
- c) "Deputy Fire Chief" means the person who, in the absence of the Fire Chief, is assigned to be in charge of the particular activity of the Fire

Department and who has the same powers and authority as the Fire Chief.

- d) "Designate" means the person, who in the absence of the Fire Chief or the Deputy Fire Chief, is assigned to be in charge of the particular activity of the fire Department and who has the same powers and authority as the Fire Chief or the Deputy Fire Chief
 - e) "Fire Chief" means the chief of the jointly managed and operated by the Shelburne and District Fire Department.
 - f) "Response area" means the areas of the participating municipalities, as described in Schedule "A" attached to and forming part of this agreement.
 - g) "Fire Protection" means a range of programs designed to protect the lives and property of the inhabitants of the fire Department response area from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by and/or nature and includes fire prevention and public education, rescue and suppression services.
 - h) "Member" means a person employed by the Shelburne and District Fire Department or voluntarily acting as a fire fighter and includes an officer.
 - i) "Municipality/Municipalities" means a member municipality to this agreement.
 - j) "Capital" means tangible asset expenditures as defined by PSAB to include but not limited to Vehicles or Rolling stock, Bunker Gear/Turnout Gear and Breathing Apparatus/SCBA.
1. A Joint Board of Management shall be established and shall be composed of two (2) members from each municipality and to be known as the SHELburne & DISTRICT FIRE BOARD OF MANAGEMENT, hereinafter called the "FIRE BOARD" The Fire Board shall be appointed by the Councils of the participating municipalities, each Council appointing in December, to take office effective January 1st next following, for a term concurrent with Council, two members including at least one elected member. Any vacancy occurring on the Fire Board shall be filled within thirty (30) days of same occurring by the Council of the municipality which had appointed the member wherein the vacancy occurred. Council can change their representation on the Board over the 4 years as they deem fit.

2. The Fire Board shall appoint a Chairperson and Vice Chairperson from among its members at the first meeting of the Fire Board in each calendar year. The Chairperson shall preside at all meetings of the Fire Board and be charged with the general administration of the business and affairs of the Fire Board. In absence of the Chairperson the Vice Chairperson shall preside.
3. a) The Fire Board shall hire or appoint a Secretary Treasurer. The Secretary Treasurer shall give or cause to be given all notices required to members of the Fire Board and shall attend all meetings of the Fire Board and enter or cause to be entered in books kept for that purpose minutes of all proceedings at such meetings and be the custodian of all books, papers, records and documents belonging to the Fire Board and perform and do such other duties as may from time to time be prescribed by the Fire Board. The Secretary Treasurer shall keep full and accurate books of account in which shall be recorded all receipts and disbursements of the Department and, under the direction of the Fire Board, shall deposit all monies with respect to the operation of the Department in a special bank account designated for that purpose and shall render to the Fire Board at the meetings thereof, or whenever required, an account of all transactions and of the financial position of the Department. The Secretary Treasurer shall pay only such items as are approved.

b) The Fire Board shall appoint annually an auditor for the Board and shall audit the accounts of the Fire Board and shall submit copies of the annual statements and copies of his report to the Fire Board and to each of the parties to the Agreement.
4. The Fire Board shall hold at least four regularly scheduled meetings annually, and at such other times at the call of the Chairperson or on petition of a majority of the members of the Fire Board. The Fire Board shall ensure the attendance of the Fire Chief of the Department and/or his representative (s) at each Fire Board meeting.
5. The Fire Board shall ensure that all meetings are convened and continued only when a quorum of six (6) members including the Chairperson is present.

6. All Fire Board meetings shall have business conducted by utilizing the Town of Shelburne's Procedural By-law. Copies of all agendas and minutes of regular and special meetings of the Fire Board are to promptly be submitted to the Councils of each party to this Agreement. Quarterly unaudited Financial Statements, after consideration by the Fire Board, are to be forwarded to the Councils of each party to this Agreement forthwith.
7. A draft budget shall be circulated to all Councils prior to November 1st, to which Councils will have 30 days to respond. Each party hereto shall endeavour to approve such draft budget or an amendment thereof as agreed to by the other parties on or before the 31st day of January in each year. Each party hereto agrees to pay the amount required from the municipality for Fire Board purposes in the following instalments:
 - i) twenty—five percent (25%) of the amount required for Fire Board purposes in the prior year on or before the 31st day of March in the current year;
 - ii) Fifty percent (50%) of the amount required for Fire Board purposes in the current year, less the amount of the instalment paid under Section (i), on or before the 30th day of June in the current year;
 - iii) Twenty-five percent (25%) of the amount required for Fire Board purposes in the current year on or before the 30th day of September in the current year;
 - iv) Twenty—five percent (25%) of the amount required for Fire Board purposes in the current year on or before the 15th day of December in the current year.
- Each annual draft budget submitted to the Councils shall include an appropriate provision for a reserve for the replacement of equipment. The Secretary Treasurer shall submit a report to the Fire Board on the position of the reserve by the 31st day of January of each year.
8. It shall be the responsibility of the Fire Board to prepare draft by-laws and formulate policies and procedures for and relating to the administration of the Department and of the Fire Board.

9. The Fire Board shall provide adequate facilities and equipment for the operation of the Department.
10. The Fire Board shall be responsible for providing fire protection to areas within the boundary lines as per Schedule A attached and forming part of this agreement.
11. The Department shall endeavour to respond as soon as possible to all emergency calls within the defined areas as per Schedule with such apparatus and manpower as per policy established by the Fire Board.
12. All parties to this Agreement shall give such authority as may be necessary, by by-law, to the members of the Department in all matters pertaining to the Fire Protection.
13. The Fire Board will arrange for the Issue of policies of insurance to protect assets in the care, custody and control of the Fire Board from physical loss or damage, and for protecting the Fire Board, the parties hereto and members of the Department against legal liability resulting from the activities of the Fire Board and the operations of the Department, and to ensure that all policies of insurance provide that all parties to this Agreement are endorsed as additional named insureds as their interest may appear.
14. i) The parties hereto agree that, for the purpose of the financial terms and commitments of this Agreements, all capital and operating costs incurred by the Department shall be apportioned to the parties of this Agreement according to Schedule "B" which forms part of this Agreement which will be adjusted annually.

ii) The Township of Amaranth, the Township of Melancthon, the Town of Mono and the Township of Mulmur hereto agree with the Town of Shelburne that capital maintenance and operating costs and assets of the existing Fire Department, shall be administered as set out in Schedule "C" attached and forming part of this Agreement.
15. The Fire Board shall review this Agreement at the end of each term of Council.
16. This agreement shall be in effect when all parties have signed the said Agreement and shall remain in effect until a new Agreement is

made. Should one of the parties wish to propose an amendment to this Agreement, such written notice shall be given to the Fire Board and to all parties of this Agreement at least thirty (30) days prior to the next regularly scheduled meeting of the Fire Board.

17. So often as there shall be any dispute between the parties to this Agreement or any of them with respect to any matter contained in this Agreement including, but not limited to, the interpretation of this Agreement, the same shall be submitted to arbitration under the provisions of the Municipal Arbitrations Act, R.S.O. 1980 c. 304, and the decision rendered in respect of such proceedings shall be final and binding upon the parties to this Agreement. If, for any reason, the said arbitration cannot be conducted pursuant to the provisions of the Municipal Arbitrations Act, then the parties hereto shall agree to the selection of a single arbitrator and, in the absence of agreement, such arbitrator shall be appointed by a judge of the Supreme Court of Ontario pursuant to the provisions of the Arbitrations Act, R.S.O. 1980 c. 25 or pursuant to any successor legislation.
18. In the event that any municipality wishes to cease participating in the Fire Board, they may do so provided that:
 - a) One (1) years written notice be given to the Fire Board and to the other parties. Any written notice given as aforesaid shall terminate this Agreement as of 31 December of the appropriate year.
 - b) Any debt incurred by the municipality for Fire Board purposes, whether through the issue of debentures or any other way, shall remain the responsibility of the municipality.
 - c) Any assets, including reserves but excluding the fire hall, contributed by the municipality to the Department shall remain the property of the Department.
 - d) If the Department is completely dissolved, the assets are to be split, based on the formula in paragraph 14 of this Agreement.
18. It is agreed that, with respect to matters not dealt with in this Agreement, the Fire Board may formulate policies for and relating to

the administration and operation of the Department unless otherwise prohibited by any applicable statute or regulation passed thereunder.

19. The parties hereto shall execute such further assurances as may be reasonably required to carry out the terms hereof.
20. Upon the execution of this Agreement by all parties, any existing Agreements among the parties as amended with respect to fire protection shall forthwith become null and void.
21. In the event that any covenant, provision or terms of this Agreement should at any time be held by any competent tribunal to be void or unenforceable, then the Agreement shall not fail, but the covenant, provision or term shall be deemed to be severable from the remainder of this Agreement, which shall remain in full force and effect mutatis mutandis.
22. In the event that any covenant, provision or term of this agreement should at any time be held by any competent tribunal to be void or unenforceable, then the agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this agreement which shall remain in full force and effect mutatis mutandis.

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their respective corporate seals duly attested to by the hands of their respective proper officers in that behalf.

THE CORPORATION OF THE TOWN OF SHELBURNE

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

MAYOR

CLERK

THE CORPORATION OF THE TOWN OF MONO

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF MULMUR

MAYOR

CLERK

SCHEDULE "B"

COST SHARING

Definitions:

"Assessment" shall include all taxable residences taxable commercial and industrial taxable businesses as shown on the previous year's assessment roll, but shall not include exempt assessment.

2018

<u>Municipality</u>	<u>Assessment</u>	<u>%</u>	<u>Res. & Bus. Units</u>	<u>%</u>	<u>Fire Calls</u>	<u>%</u>	<u>Combined Average %</u>
Amaranth	311,947,232	16.138	666	13.884	26	10.924	13.65
Melancthon	296,420,176	15.335	607	12.654	38	15.966	14.65
Mono	221,259,174	11.447	326	6.796	28	11.765	10.00
Mulmur	191,623,185	9.914	294	6.129	26	10.924	8.99
Shelburne	911,701,537	47.166	2,904	60.538	120	50.420	52.71
TOTAL	1,932,951,304	100.00	4,797	100.00	238	100.00	100.00

"Households" shall include all primary or tenant households and apartments as shown on the previous year's assessment roll. (RU, PRU, RDU. . . .)

"Fire calls" shall include all emergency calls that involve calling the volunteers and/or vehicle(s) out, including false alarms, but shall not include calls to provincial or county highways which will be billed out direct to those jurisdictions by the Department. Fire calls from the previous three years shall be included.

Capital and operating cost sharing shall be calculated annually by the Secretary/ Treasurer of the Department by taking the data provided by the clerks from the previous year's assessment roll for total assessment and total households; and average fire calls as recorded by the Department for the previous three years and converting each category into an average percentage as in part " 3 'J the Combined Average percentage shall be used for cost sharing.

SCHEDULE "C"

ASSETS OF THE SHELBURNE & DISTRICT FIRE DEPARTMENT

Existing Fire Hall

- Shelburne shall retain ownership of the existing fire hall.
- In 2018 and succeeding years, the Shelburne & District Fire Department shall lease the fire hall from the Town of Shelburne for one dollar (\$1.00) per year.
- All maintenance, insurance and operating expenses of the fire hall shall be an expense of the Shelburne & District Fire Department.
- Future capital improvements and/or expansions shall be jointly funded as per the cost—sharing formula in Schedule These improvements and expansions shall be assets of the Shelburne & District Fire Department.

Vehicles. Equipment and Reserves

All vehicles, equipment and reserves in the possession of the Shelburne Fire Department shall be transferred to the Shelburne & District Fire Department and shall be owned by the Shelburne & District Fire Department.