



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, November 15, 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 - November 1, 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. Letter to Council from Mark Hardman regarding concerns of a drainage culvert beside 142 Mill Lane Horning's Mills
 2. Other
10. **Planning**
 1. Applications to Permit
 2. Report from Chris Jones, Township Planner - OPA/ZBA - Source Water Protection
 3. Report from Chris Jones, Township Planner - Bauman Temporary Use Zoning By-law Amendment
 4. Other
11. **Police Services Board**
12. **County Council Update**
13. **Correspondence**

***Board & Committee Minutes**
 1. St. Paul's Cemetery Board Meeting - October 17, 2018
 2. Shelburne & District Fire Board - October 2, 2018
 3. Centre Dufferin Recreation Complex - September 26, 2018
*** Items for Information Purposes**
 1. NVCA Board Meeting Highlights October 26, 2018
 2. Letter from Stacey Daub regarding Headwaters Health Care Centre and Township of Melancthon continuing to work together
 3. Shelburne Council Passes New Cannabis Rule
 4. AMO Policy Update - While You Were Busy
 5. Wellington-Dufferin-Guelph Public Health Letter regarding Cannabis Legalization
 6. Letter from Ministry of Indigenous Affairs - Settlement of Williams Treaties Land Claim
 7. Report from Denise Holmes, CAO/Clerk - Accessibility Report 2018 Municipal Election
14. **General Business**
 1. Notice of Intent to Pass By-law
 1. Development Agreement between Connie Tunney and Corporation of the Township of Melancthon
 2. New/Other Business/Additions

1. County of Dufferin - Emergency Management Program Committee and Appointment of Members to the Committee
2. Appointment of Member to the Grand River Conservation Authority - Email from Eowyn Spencer, Executive Assistant
 1. Email from Susan Stone, CAO/Clerk-Treasurer - Amaranth and East Garafraxa Township
3. Report from Denise Holmes, CAO - Return of the Security Deposit of \$5,000.00 to John and Nancy Kidd as the existing house on Part of Lots 22 & 23, Concession 4 OS has been removed
4. Motion to direct the CAO/Clerk and Treasurer to pay all accounts to December 31, 2018
5. Motion to transfer \$5,000 to the Special Reserve Fund Emergency Relief as per the 2018 Budget
6. Motion to transfer \$5566.20 to the Insurance Reserve Fund Account 2018 (insurance surplus - Roads \$2848.48, Admin \$2717.72)
7. Motion to transfer \$50,000 from Roads Capital Reserve Fund for Horning's Mills Shouldering Project
8. Motion to transfer \$150,000 to the Roads Replacement Equipment Reserve Fund as per the 2018 Budget
9. Motion to transfer \$10,000 to the Landfill Rehabilitation Reserve Fund as per the 2018 Budget
10. Motion to transfer \$5,000 to the Mulmur-Melancthon Recreation Capital Reserve Account as per the 2018 Budget
3. Other

15. Delegations - none for this meeting

16. Closed Session

1. Adoption of the Draft Minutes - November 1, 2018
2. Business Arising from the Minutes
3. Personal matters about an identifiable individual, including municipal or local board employees - Report of Denise Holmes, Stats Ontario CPI Adjustment for Employee/Council Wages - 2019 as per the Pay Administration Policy
4. Rise with/without Report

17. Third Reading of By-laws

18. Notice of Motion

19. Confirmation By-law

20. Adjourn Sine Die

21. On Sites

22. Correspondence on File at the Clerk's Office

Melancthon Town council

The following letter is a detailed request of the pre existing drainage culvert located beside 142 Mill Lane Melancthon Ontario. The letter contains issues of concern such as safety and repeated water backing up causing severe property damage from flooding. Included are two suggestions the homeowner Mark Hardman has established based on his experience with construction as well as the knowledge gained from being a resident of 142 Mill lane for thirty plus years.

The culvert of concern is located beside 142 Mill lane, this home has suffered severe water damage from its location next to a waterfall, creek and existing culvert. The water back up started to become a major issue approximatley four years ago when the new culvert was installed. Due to the age of the existing culvert it became a hazard resulting in the need to replace it. Allthough that existing culverts design was effective at handling the excess spring run off water the design was not continued when the new culvert was installed. The new culvert is an engineered design but does not allow the water to flow through the opening. The culvert becomes ineffective forcing the water into the basement of the home every spring thaw, sometimes multiple times per season. The cost of repairs are being paid out of pocket by Mr. Hardman which is no longer manageable or acceptable considering the cause of this expense is beyond his control.

The first solution proposed is to add two smaller three foot wide culverts directly beside the existing culvert. This might enable the water to flow through all three openings freely preventing the potential of the water back up that is causing the severe property damage again in the upcoming spring 2019.

The next proposed idea is the most logical regarding the flooding as well as the safety concerns for people that the waterfall attracts year round. The instillation of a new culvert system that has an opening of at least four feet wide made with a smooth concrete finish. There is currently an existng culvert system in place in Hornings Mills located next to the property with an emergency number of 537227. Replicating this design would be perfect for managing water as well as creating a safer area for the hundreds of people who visit the waterfall yearly located at 142 Mill Lane Melancthon.

Thank you kindly for bringing this matter to the towns council attention. To address this matter further please contact Mark Hardman [REDACTED]

Mark Hardman



RECEIVED

NOV - 8 2018

PW# 1

NOV 15 2018

MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris D. Jones MCIP, RPP
Date: November 8, 2018
Re: Source Protection Plan Implementation

BACKGROUND

The South Georgian Bay Lake Simcoe Source Protection Plan was approved by the Ministry on January 26, 2015 and became effective on July 1, 2015.

The Grand River Source Protection Plan (Lake Erie Source Protection Region) was approved by the Ministry on November 26, 2015 and became effective on January 1, 2015.

Sections 40 and 42 of the *Clean Water Act* require municipalities to implement applicable aspects of an approved Source Protection Plan in the municipal Official Plan and Zoning By-law.

On November 16, 2017 the Township held a public meeting under Sections 22 and 34 of the Planning Act for proposed amendments to the Official Plan and Zoning By-law to implement planning related aspects of the above-mentioned Source Protection Plans.

At the public meeting Council heard from several landowners with concerns regarding the proposed amendments. In an effort to discuss and address these concerns, one-on-one meetings were coordinated with each of the landowners, the Risk Management Official (RMO) and the Township's land use planner.

ISSUES DISCUSSED IN ONE-ON-ONE MEETINGS

Meetings were coordinated with the following individuals on Monday, October 29, 2018:

- Mr. Harvey Lyon;
- Mr. Bill Barton;
- Mr. Leo Blydorp;
- Mr. Dale Rutledge;
- Mr. Brian Horner on behalf of Robert Coutts; and,
- Mr. Rick Wallace.

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PLAN#2
NOV 15 2018

The following represents a summary list of the issues that were raised and discussed during the meetings:

- historic dumping of septage sludge in the Township;
- the process that led to the establishment of the new Shelburne well;
- lack of consultation regarding the establishment of the well and WHPAs;
- clarification of policies and terminology in the draft OPA;
- suggested additional policy for the draft OPA;
- implications of SPP regulations and responsibilities of farmers within the WHPA areas;
- source of mapping used to identify WHPA areas;
- compensation for lost land value; and,
- operation and test results of the Shelburne well.

It is apparent that the above-list of discussion items was wide ranging and was not limited to the Source Protection Plans or the proposed amendments designed to implement the Source Protection Plans. For the purpose of this report, which has been prepared for Council information on issues related specifically to the Source Protection Plans, the following analysis and response to SPP issues is provided below:

Clarification of OPA Policies

Through our discussions we heard questions and concerns regarding the issue of watercourses, farm drains as well as tile drainage, given that tile drains were identified in the draft OPA as an example of a "transport pathway". The RMO reviewed this matter and confirmed that watercourses, farm drains and tile drains are not examples of transport pathways as described in the Source Protection Plans. On this basis this item (second paragraph, page 9) will be removed from the OPA.

A question was also raised concerning the issue of pasturing of farm animals and whether this constituted a SPP Threat. To confirm this item, Threat #21 is, *"The use of land as livestock grazing or pasturing land, an outdoor confinement area or a farm animal yard"*.

It was also suggested that a policy should be added to the OPA that would serve to restrict the establishment of a new municipal wellhead in an area of prime agricultural land. In consideration of this request it is noted that Section 4.2.1 of the Greenbelt Plan includes a policy designed to restrict new infrastructure from specialty crop areas and prime agricultural lands. While it is acknowledged that the Greenbelt Plan does not apply to the Township, such a policy would be appropriate in the Melancthon Official Plan as a measure to discourage the installation of new municipal wells in active agricultural areas. On this basis, the following additional policy is proposed to be included in Section 4.4.2.5 of the OPA:

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Similarly in an effort to minimize future land use conflicts between existing agricultural uses and municipal wells, the establishment of a new municipal well shall avoid prime agricultural areas, unless, through an Official Plan Amendment, the need for the well has been demonstrated and it has been established that there is no reasonable alternative location for the well.

Clarification of OPA Mapping

Schedule G to the Official Plan is currently in effect as per an OMB Decision dated September 20, 2017. Schedule G identifies the location of the WHPA features that extend from the settlements of Shelburne and Dundalk.

It is noted that Schedule G does not align with Appendix 2 to the County of Dufferin Official Plan, as the County mapping is reflective of earlier WHPA mapping that was subsequently revised prior to approval by the Minister.

It is also noted that there is still a Dundalk WHPA feature that will need to be added in the future once the Minister approves the WHPA for the new Dundalk well. However the GRCA advises that this approval will take 6 to 12 months to finalize.

Implications for Landowners and Agricultural Practices with the WHPAs

The meetings provided landowners with an opportunity to discuss the implications of the WHPA mapping and the regulated Threats identified by the Source Protection Plan. In my opinion the RMO was able to allay most of these concerns as the land use and operational restrictions imposed by the SPP are limited only to the WHPA areas with the highest vulnerability, which from a spatial perspective are very small areas. The RMO also agreed to provide two landowners with more detailed mapping of the highly vulnerable area and to provide site clearance letters for the land areas located outside of the most vulnerable WHPA lands.

SUMMARY

In my opinion, reasonable efforts have been taken to provide concerned landowners with further insight and information concerning the proposed OPA and ZBA. It is apparent that a primary source of landowner frustration stems from the installation of the new Shelburne well and this frustration is understandable.

Subject to the revisions to the OPA that are noted in this report, it is recommended that Council proceed to adopt the OPA and ZBA to fulfill the Township's statutory requirement under the Clean Water Act.

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RECOMMENDATIONS

If Council concurs with this report and finds the revised OPA to be acceptable, it is recommended that the OPA and ZBA implementing the Grand River and South Georgian Bay Lake Simcoe Source Protection Plans be approved.

Respectfully submitted,



Chris Jones MCIP, RPP

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THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. 2018-_____

(Source Protection Final ZBA – November 9, 2018)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon with respect to lands identified by the South Georgian Bay Lake Simcoe and Grand River Source Protection Plans as Wellhead Protection Areas

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 Township of Melancthon is required to implement provisions of a Source Protection Plan that is prepared and approved under the authority of the Clean Water Act;

AND WHEREAS Source Protection Plans have been approved for areas within the jurisdiction of the Township of Melancthon;

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

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

1. Zoning By-law No. 12-79 as amended, is further amended by adding a new Schedule A-14, attached hereto and forming part of this By-law, the purpose of which is to identify that certain lands located in Lots or Part Lots of 226 to 231, Concessions 1 and 2 N.E. in the Township of Melancthon, as being subject to Section 3.24 of the Zoning By-law, (Special Provision for Wellhead Protection Areas).
2. Zoning By-law No. 12-79 as amended, is further amended by adding a new Schedule A-15, attached hereto and forming part of this By-law, the purpose of which is to identify that certain lands located in the West Part of Lot 3, Concession 3 O.S. as well as lands located in the West and East Part of Lots 1, 2 & 3, Concession 4 O.S. and also to lands located in Part of Lots 291 to 305, Concessions 2 & 3 S.W. in the Township of Melancthon, as being subject to Section 3.24 of the Zoning By-law, (Special Provision for Wellhead Protection Areas).
3. Furthermore, Section 3 to Zoning By-law 12-79 as amended, is further amended by adding the following new sub-section:

3.24 *Special Provision for Wellhead Protection Areas*

Lands identified on Schedules A-14 and A-15, as being subject to this sub-section are located in a Wellhead Protection Area (WHPA) as identified by a Source Protection Plan approved under the authority of the Clean Water Act. Permitted uses and regulations for lands subject to this provision shall be derived from the primary zone category shown on the zone schedule, with the exception that any activity, land use or undertaking that is prohibited or regulated under Section 59 of the Clean Water Act shall not be a permitted use unless or until such activity, land use or undertaking has been duly authorized by the issuance of a Notice by the Risk Management Official and/or as directed by the policies of Section 4.4.2 of the Township of Melancthon Official Plan.

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

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

READ A FIRST AND SECOND TIME on the 15th day of November 2018.

READ A THIRD TIME and finally passed this 15th day of November 2018.

Mayor

Clerk

**AMENDMENT NO. 1
TO THE TOWNSHIP OF MELANCTHON
OFFICIAL PLAN**

This Amendment applies to:

**Lands located in the Township of Melancthon and identified as a wellhead protection area
by the South Georgian Bay Lake Simcoe and Grand River Source Protection Plans**

(Final for Adoption - November 8, 2018)

CONSTITUTIONAL STATEMENT

The following Amendment to the Official Plan of the Township of Melancthon consists of three parts.

Part A - The Preamble, consisting of the purpose, location and basis of the Amendment, does not constitute part of this Amendment.

Part B - The Amendment consisting of the noted text constitutes Amendment No. 1 to the Official Plan for the Township of Melancthon.

Part C - The Appendices.

PART A - THE PREAMBLE

PURPOSE

The purpose of this Amendment is to implement recommendations of the South Georgian Bay Lake Simcoe and Grand River Source Protection Plans as required by the *Clean Water Act*.

LOCATION

The Amendment affects the following specific areas in the Township of Melancthon:

1. Lands located adjacent to the settlement of Dundalk in the Township of Southgate; and,
2. Lands located adjacent to the Town of Shelburne;

BASIS

The basis and authority for the amendment is fundamentally derived from the following sources:

1. Section 3 of The *Planning Act*, which authorizes the Minister to issue policy statements;
2. Section 2.2 of the Provincial Policy Statement (2014), specifically Section 2.2.1 (e) which requires municipalities to protect municipal drinking water supplies and designated vulnerable areas;
3. Section 40 of The *Clean Water Act* which requires Official Plans to conform with local Source Protection Plans;
4. The South Georgian Bay Lake Simcoe Source Protection Plan prepared for the Nottawasaga Valley Source Protection Area, which identified three vulnerable areas in the Township of Melancthon and was approved on January 26, 2015;
5. The Grand River Source Protection Plan (Lake Erie Protection Region) prepared for the Grand River Source Protection Area, which identified one vulnerable area in the Township of Melancthon and was approved on November 26, 2015.

PART B – THE AMENDMENT

Section 4.4.2, Wellhead Protection Areas is hereby deleted and replaced with the following new text in the Township of Melancthon Official Plan.

4.4.2 SOURCE WATER PROTECTION

4.4.2.1 Purpose

The purpose of this section of the Official Plan is to establish policies designed to protect sources of drinking water as required by The *Clean Water Act*, The Provincial Policy Statement as well as the South Georgian Bay Lake Simcoe and Grand River Source Protection Plans, which have identified vulnerable areas known as Wellhead Protection Areas in the Township.

4.4.2.2 Definitions

The following definitions are provided for terminology found referred to in this Section of the Plan:

- a) **Activity** refers to a land use activity.
- b) **Agricultural Source Material** means materials that may be sources of nutrients or pathogens such as:
 - i. Manure produced by farm animals, including bedding materials;
 - ii. Runoff from farm-animal yards and manure storages;
 - iii. Wash water that has not been mixed with human body waste;
 - iv. Organic materials produced by intermediate operations that process the above materials;
 - v. Anaerobic digestion output that does not include sewage biosolids or human body waste;
 - vi. Materials produced by aquaculture; and,
 - vii. Regulated compost that is derived from compost containing dead farm animals.
- c) **Municipal Drinking Water System** has the same meaning as in the *Safe Drinking Water Act, 2002*
- d) **Non-Agricultural Source Material:** includes a variety of materials that may be sources of nutrients or pathogens and are intended to be applied to land as nutrients, but are not necessarily produced on a farm. Such materials may include pulp and paper biosolids; sewage biosolids; anaerobic digestion output; and, materials from dairy product or animal food manufacturing.
- e) **Risk Management Official** means the risk management official appointed under Part IV of the *Clean Water Act 2006*.
- f) **Risk Management Plan** means a plan for reducing a risk prepared in accordance with the regulations prescribed under the *Clean Water Act 2006*.
- g) **Sensitive** means in regard to surface water features and ground water features, means areas that are particularly susceptible to impacts from activities or events including, but not limited to, water withdrawals, and additions of pollutants.

- h) **Significant Drinking Water Threat** means an activity that poses or has the potential to pose a significant risk to a drinking water system.
- i) **Significant drinking water threat, Existing, means:**
- i) An activity that has been engaged in prior to July 1, 2015 for lands within the NVCA watershed and July 1, 2016 for lands within the GRCA watershed;
 - ii) An agricultural activity (as defined by the TSPP) that has been engaged in at some time since July 1, 2005 for lands within the NVCA watershed and July 1, 2016 for lands within the GRCA watershed;
 - iii) An activity that is related to a development proposal where an application was made under the Planning Act, Condominium Act, or Building Code Act prior to July 1, 2015 for lands within the NVCA watershed and July 1, 2016 for lands within the GRCA watershed; or
 - iv) An activity that is related to an application made for the issuance or amendment of a prescribed instrument prior to July 1, 2015 for lands within the NVCA watershed and July 1, 2016 for lands within the GRCA watershed.
- j) **Significant drinking water threat, Expansion** means an increase in the scale of an activity already taking place on a property. The increase in scale may include, but is not limited to:
- i) Increasing the area of land where an activity is taking place;
 - ii) Increasing the amount of effluent or discharge from an activity;
 - iii) Increasing the quantity of chemical or pathogen containing material handled or stored; or
 - iv) Increasing the quantity of chemical or pathogen containing material applied.
- k) **Significant drinking water threat, Future** means an activity that is to commence after January 1, 2015 for lands within the NVCA watershed and July 1, 2016 for lands within the GRCA watershed.
- l) **Transport pathway** means a condition of land resulting from human activity that increases the vulnerability of a raw water supply of a drinking water system. Transport pathways may include, but are not limited to, the following:
- For groundwater systems:
- Wells or boreholes;
 - Unused or abandoned wells;
 - Pits and quarries;
 - Mines;
 - Construction activities involving deep excavations (such as building foundations, basements, parking garages);
 - Underground storm sewer, sanitary sewer & water distribution system infrastructure.
- m) **Vulnerable Area** means Wellhead Protection Areas around or adjacent to municipal drinking water sources where activities may be a significant drinking water threat now or in the future. These areas are shown on Schedule G to the Official Plan.

- n) **Wellhead Protection Area** means the vulnerable area delineated around groundwater wells that supply municipal drinking water systems and is comprised of subareas. The WHPA-A (subarea) is the area that is closest to the municipal wellhead and is considered the most vulnerable area due to its proximity to the municipal wellhead.

4.4.2.3 Wellhead Protection Areas

A Wellhead Protection Area (WHPA) is a vulnerable area delineated around groundwater wells that supply municipal drinking water systems which could be impacted by migrating contaminants. In the Township of Melancthon, there are four WHPAs, which are identified on Schedule G to this Official Plan. The permitted uses and policies applicable to the primary land use designations shall generally prevail except where such policies are in conflict with this section in which case the policies which provide the greatest protection to the water system shall apply.

The WHPAs identified on Schedule G has been spatially illustrated as zones, referred to as A, B, C or D. The purpose of these zones is described below:

- a) WHPA-A identifies a 100 metre radius from the wellhead;
- b) WHPA-B identifies a 2-year travel time for a contaminant to reach a municipal wellhead if released into the environment;
- c) WHPA-C identifies a 5-year travel time for a contaminant to reach the municipal wellhead if released into the environment; and,
- d) WHPA-D identifies a 25-year travel time for a contaminant to reach the municipal wellhead if released into the environment.

4.4.2.4 Development Policies

Where development and/or site alteration within vulnerable areas identified on Schedule G requires a municipal approval related to the construction, demolition or change of use of a building or structure or an application for planning approval, the Risk Management Official will, prior to the granting of the municipal approval, determine if the proposed activity constitutes a significant drinking water threat. In making this determination, the Risk Management Official may, prior to the issuance of a Notice, require additional information which shall be the responsibility of the proponent.

Furthermore, in order to minimize threats to these vulnerable areas, the following land use activities shall not be permitted on lands which are located within areas identified on Schedule G as a Wellhead Protection Area if such uses constitute a future significant drinking water threat:

- a) new waste disposal sites and facilities within the meaning of Part V of the Environmental Protection Act, excluding storage of wastes described in clauses (p), (r), (s), (t) or (u) of the definition of hazardous waste (O.Reg

347);

- b) facilities designed to store or handle or manage or stockpile agricultural source material, non-agricultural source material, commercial fertilizer, pesticides, road salt, snow, dense non-aqueous phase liquid, liquid fuels and organic solvents; and,
- c) facilities and yards designed to confine or pasture livestock and that will generate agricultural source material or the application of agricultural source material.

For the purpose of this policy, no land use activities that are an existing significant drinking water threat are prohibited within the areas identified on Schedule G, however such land use activities may be subject to a Risk Management Plan, if the Risk Management Official deems the land use to be an activity that warrants the preparation of a Risk Management Plan.

During pre-consultation and development application review the County Planning Department, Risk Management Official and Local Municipal Staff will provide information related to source water protection to the proponent, to indicate whether the proposed application is within a vulnerable area and, if so, the applicable Source Protection Plan policies may apply to a development proposal.

As part of a complete application, development applications within identified vulnerable areas shall be accompanied by a Notice under Section 59(2) of the Clean Water Act, 2006, as amended.

New land uses, including the creation of lots, and new or expanding land use activities, shall not be permitted within vulnerable areas unless it can be demonstrated that they do not pose a significant drinking water threat. Similarly in an effort to minimize future land use conflicts between existing agricultural uses and new municipal wells, the establishment of a new municipal well shall avoid prime agricultural areas, unless, through an Official Plan Amendment, the need for the well has been demonstrated and it has been established that there is no reasonable alternative location for the well.

4.4.2.5 Division of Land

Where a consent application proposes the division of land within a vulnerable area, the application shall be accompanied by a Notice issued under Section 59 of the Clean Water Act, 2006.

4.4.2.6 Sewage Systems and Facilities

The Source Protection Plan requires new development to be serviced by a municipal sewage collection system, where connection is feasible given financial and technical constraints. However, given that the Township does not possess a municipal sewage collection system, all sewage servicing will be accommodated by on-site sewage systems.

New sewage systems defined in Section 1 of O. Reg. 350/06 (Building Code), where deemed a significant drinking water threat, shall not be located within a vulnerable area identified on Schedule G unless such system complies with requirements established by the approval authority for such system, which may require a mandatory maintenance inspection once every five years by the approval authority that has jurisdiction in the vulnerable area.

Wastewater collection facilities that collect or transit sewage containing human waste that would be a future significant drinking water threat and require the approval of the MOECC are not permitted unless the facility complies with construction standards that will ensure the activity is not a significant drinking water threat.

Planning approvals shall not be given to proposed land uses dependent upon systems that collect, store, transmit, treat or dispose of sewage that would require an approval by the MOECC and would be a future significant drinking water threat. Exceptions to this policy may be made where only in cases where the MOECC has determined that all of the following conditions are met:

- a) The proposed system is intended to replace an existing activity or activities;
- b) The proposed system would be more protective of drinking water; and
- c) The instrument for the proposed activity contains conditions that ensure that it does not become a significant drinking water threat.

4.4.2.7 Pre-consultation and Planning Act Approvals

The policies of this section shall be read in conjunction with all other development policies in this Plan. Proponents that require municipal approval related to the construction, demolition, change of use, or an application under the Planning Act within the vulnerable areas identified on Schedule G are required to pre-consult with the Township, County and the Risk Management Official to ensure the proponent is aware of submission requirements, which will include a Notice issued by the Risk Management Official under Section 59(2) of the Clean Water Act and may also require the proponent to enter into a Risk Management Plan with the Risk Management Official.

4.4.2.8 Transport Pathways

A transport pathway is a condition of land resulting from human activity that increases the vulnerability of a raw water supply of a drinking water system. In the case of groundwater systems, transport pathways may include, but are not limited to:

- a) Wells or boreholes;
- b) Unused or abandoned wells;
- c) Pits and quarries;
- d) Mines;
- e) Construction activities involving deep excavations, such as a building foundation; and,

- f) Underground storm sewer, sanitary sewer and water distribution system infrastructure.

The Township may establish a by-law prohibiting the approval of a proposal to engage in an activity that will result in the creation of a new transport pathway

If the Township becomes aware of a new transport pathway or modification of an existing transport pathway through a development application or any other application that relates to the Vulnerable Area for the municipal drinking water source, the Township shall give the Source Protection Authority and the Source Water Protection Committee notice of the proposal.

When informing the Source Protection Authority and the Source Water Protection Committee about a new or modified transport pathway, notice must include:

- a) A description of the proposal;
- b) The contact information of the proponent responsible for the proposal; and,
- c) A description of the approvals the proponent requires to engage in the proposed activity.

4.4.2.9 Stormwater Management Facilities

Stormwater management facilities are prohibited within wellhead protection areas identified on Schedule G.

4.4.2.10 Education and Outreach

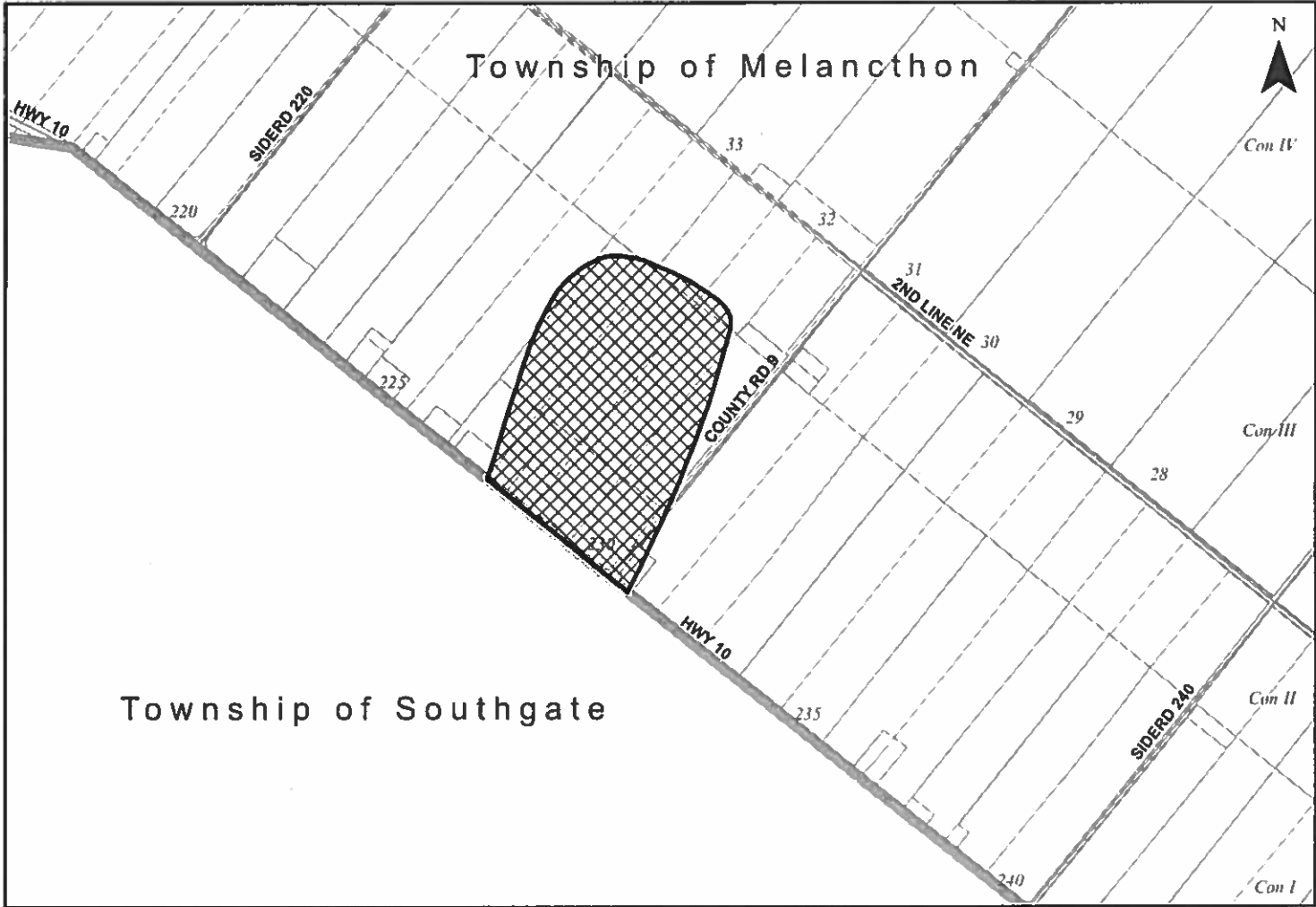
The Township will collaborate with the Source Protection Authority for the purpose of undertaking and coordinating education and outreach programs designed to engage and communicate with individuals, associations, and businesses with respect to the application, handling and/or storing of agricultural source material, non-agricultural source material, commercial fertilizer, pesticides as well as the keeping of livestock.

The intent of such collaboration will be to promote best management practices to safeguard municipal drinking water supplies.

PART C - THE APPENDICES

There are no appendices at this time.

Schedule 'A-14'
By-law 2018-_____
Part of Lots 226-231, Concessions 1 & 2 NE
Township of Melancthon



 Subject to Section 3.24 of the Zoning By-law

This is Schedule 'A-14' to By-law _____

Passed this _____ day of _____, 2018.

Mayor

Clerk

• Municipal Planning Services Ltd. •

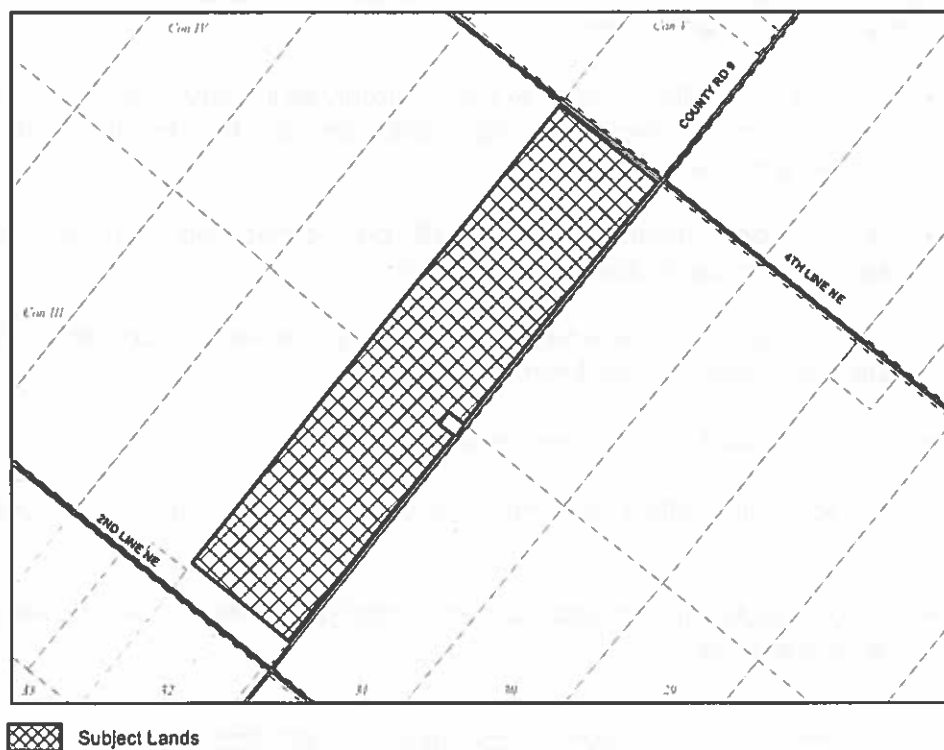
MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris D. Jones MCIP, RPP
Date: November 9, 2018
Re: Proposed TZBA for Part Lot 32, Concession 3-4 N.E.T.S.R (Hoover)

BACKGROUND

On November 1, Council held a public meeting for a temporary use zoning by-law amendment for a farm parcel located in Part Lot 32, Concession 3 and 4 N.E.T.S.R. The applicant's farm parcel has a frontage of 1,911 metres (6,270 feet) on County Road 9 and a lot area of approximately 76 hectares (188 acres). The location of the applicant's lot is shown in Figure 1.

Figure 1 – Location of Subject Lands



• Municipal Planning Services Ltd. •

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

PLAN #3

NOV 15 2018

The applicant's objective is to utilize a portion of an existing workshop on a temporary basis for the assembly of wheelchair parts and related parts for convalescent aids. The applicant would utilize a 46.45 square metre (500 square feet) portion of an existing workshop for the use.

The applicant, Mr. Bauman is a family relation of the owner Mr. Hoover, and has requested the use on a temporary basis as it is Mr. Bauman's intention to acquire his own farm in the near future.

It is noted that the subject lands were rezoned in 2011 to permit a welding shop and this amendment became the subject of an OMB proceeding which ultimately led to the creation of the on-farm use zone regulations.

OFFICIAL PLAN

The subject lands are located in the Agricultural designation of the Official Plan and the proposed use is reflective of an on-farm diversified use, defined in the Official Plan as:

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

The policies relative to on-farm diversified uses, as articulated in Section 5.2.3 of the Plan, are paraphrased below:

- On-farm diversified use may be commercial in nature and must be secondary to the principle agricultural use, operated by the farmer, not located in the dwelling and limited in area;
- The on-farm diversified use must be compatible with and shall not hinder surrounding agricultural operations;
- Zoning regulation shall be used to ensure the use is secondary and properly sited and regulated on the farm;
- Site plan control may also be utilized;
- On-farm diversified uses may be subject to restrictions on hours of operation; and,
- Once established, a separate lot is not permitted to be created for an on-farm diversified use.

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Given that the application is for a temporary use, Council should also be guided by Section 7.9 c) of the Official Plan, which states:

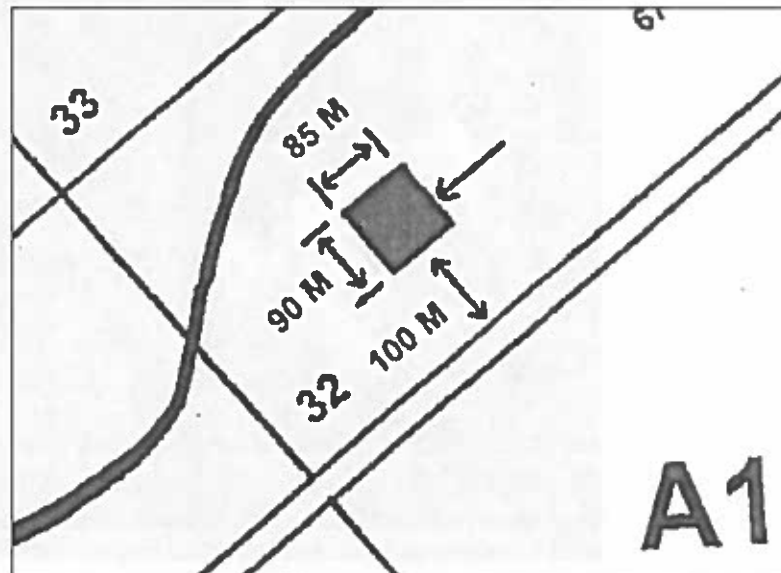
In considering temporary use by-laws, Council shall be satisfied that:

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

ZONING BY-LAW

Zoning By-law 13-2011 was approved on March 3, 2011 and is applicable to a portion of the subject lands. This By-law zoned approximately 0.76 hectares (1.87 acres) of the subject lands to the General Agricultural Exception (A1-116) Zone as shown in Figure 2:

Figure 2 – Lands Subject to the A1-116 Zone



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The A1-116 Zone authorized the following use and regulations:

...lands within the area zoned A1-116 in part of Lot 32, Concession 3 and 4, N.E.T.S.R on Schedule A may be used for a welding shop, in addition to the uses permitted in subsection 4.2. The maximum combined gross floor area for all buildings used for a welding shop and accessory uses shall be 575 square metres and the minimum distance from any lot line for any such building shall be 160 metres...

The applicant's original intention was to construct a new building to house the welding shop, however as an alternative he elected to utilize approximately 185.8 square metres (2,000 square feet) of an existing 371.6 square metre (4,000 square feet) agricultural building. The residual space in the building is used for hay storage.

Figure 3 is an air photo of the applicant's building cluster which shows the A1-116 zone as an overlay.

Figure 3 – Location of A1-116 Zone Relative to Building Cluster



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In Figure 3, the existing welding shop is located in the building located at the rear of the building cluster. The building proposed to be used for the temporary use is the building opposite the house and closest to the road. Despite the fact that the A-116 Zone pre-dates the Township's On-Farm Uses By-law, a cursory review of the On-Farm Use regulations suggests that the existing welding shop is compliant with these provisions, save and except that the welding shop is located in a building also used for hay storage.

PUBLIC COMMENTS

Council has been provided with three written submissions and one verbal submission on this application. All of the submissions oppose the proposed temporary use amendment. Issues raised in the submissions include:

- Increased truck traffic;
- Inconsistency with the on-farm uses by-law which only permits one use in a dedicated building;
- Potential for lost revenue in the form of commercial taxes;
- On-farm uses should be located in a dedicated building; and,
- Would establish a poor precedent.

ANALYSIS

The requested amendment is to provide a temporary use permission of up to 3 years to authorize the use of 500 square feet of an existing drive shed for a wheelchair parts assembly facility.

The following constitutes my review of the previously noted Official Plan policies that are applicable to this application.

Policies Addressing On-Farm Diversified Uses

1. On-farm diversified use may be commercial in nature and must be secondary to the principle agricultural use, operated by the farmer, not located in the dwelling and limited in area.

The proposed temporary use conforms with this policy requirement.

2. The on-farm diversified use must be compatible with and shall not hinder surrounding agricultural operations.

The proposed temporary use will, in my opinion, be compatible with and will not hinder surrounding agricultural operations.

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3. Zoning regulation shall be used to ensure the use is secondary and properly sited and regulated on the farm.

The proposed temporary use by-law could fulfill this policy requirement.

4. Site plan control may also be utilized.

Site plan control is an option for Council consideration, but in my opinion is not warranted for the proposed temporary use.

5. On-farm diversified uses may be subject to restrictions on hours of operation.

Hours of operation could be established through the proposed temporary use zoning amendment, but does not appear to be warranted.

6. Once established, a separate lot is not permitted to be created for an on-farm diversified use.

This creation of a new lot is not an issue.

Policies Addressing Temporary Uses

1. The proposed use is clearly temporary in nature.

It is the intent of the applicant to acquire his own farm prior to the expiry of the temporary use. The workshop utilized for the temporary use would revert to a workshop accessory to the farm.

2. 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;

In my opinion, the proposed use poses no compatibility issues.

3. Sufficient road capacity exists and sufficient on-site parking can be provided;

In my opinion this is not an issue. The County of Dufferin has been circulated on this application and has provided no comments.

4. The size of the lot and/or building is appropriate for the proposed use; and,

I have been on-site and I believe the size of the lot and building is appropriate for the use.

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

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This is not an issue.

Precedent

In considering the issue of whether the approval of the proposed temporary use would constitute a poor precedent, my opinion is that a temporary use ZBA provides Council with a preferred mechanism to authorize a land use knowing that the use is required by law to cease and desist within 3 years. This is in contrast to a zoning by-law amendment which is a permanent approval from which rights of legal non-conformity can be retained.

In 2016, Council denied a request for a temporary use by-law for an existing on-farm business. In this case, the applicant had an existing on-farm business and was seeking to utilize additional floor area in another building to expand the footprint of the existing business. In the case of the Hoover/Bauman application, the proposed use is unrelated to the existing welding shop.

Proposed Zoning By-law Amendment

The draft by-law that was prepared for the public meeting was prepared on the premise that the original A1-116 Zone would remain intact with the temporary use being authorized through the introduction of a secondary paragraph and schedule to the A1-116 Zone.

However, given that the existing welding shop is co-located in part of an agricultural building and has not maximized its floor area permission as authorized by the By-law, an alternate option is to re-write the A1-116 Zone in the following manner in an effort to align any future expansion of the welding shop with the current On-Farm Use regulations:

General Agricultural Exception (A1-116) Zone

In addition to the permitted uses of the A1 Zone, on lands located in Part of Lot 32, Concession 3 and 4, N.E.T.S.R and located in the A1-116 Zone, an existing welding shop having a floor area of 185.8 square metres (2,000 square feet) shall be a permissible use within an existing agricultural building. For the purpose of the A1-116 Zone, any expansion, renovation, alteration or change to the existing welding shop shall only be undertaken in compliance with Section 3.13 3) of the Zoning By-law (On-Farm Diversified Uses), with the exception that the maximum floor area of the welding shop shall not exceed 575 square metres.

And furthermore, in the A1-116 Zone, a portion of an existing workshop located closest to County Road 9 may be utilized on a temporary basis for one additional on-farm diversified use consisting of a small-scale assembly facility. The assembly facility shall be located in an existing storage building and shall utilize no more than 46.45 square metres



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of the storage building. The assembly facility shall be operated by no more than one individual. In accordance with Section 39 of the Planning Act the assembly facility shall cease and desist prior to the 3-year anniversary of the passage of this By-law on XXX, XX, 2018.

This new exception would be accompanied by a new zone schedule, which would identify the owner's entire farm parcel as being subject to the A1-116 Zone as shown in Figure 4.

Figure 4 – Proposed Zone Schedule

Schedule 'A-1' By-law 2018- _____ Part of Lot 32, Concessions 3 & 4 North East of Toronto and Sydenham Road Township of Melancthon	
	
	Lands to be rezoned to a new General Agricultural Exception (A1-116) Zone
<p>This is Schedule 'A-1' to By-law _____</p> <p>Passed this _____ day of _____, 2018.</p> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;"> <p>_____</p> <p>Mayor</p> </div> <div style="text-align: center;"> <p>_____</p> <p>Clerk</p> </div> </div>	

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CONCLUSION

In my opinion, the proposed temporary use conforms with the Township's Official Plan policies addressing on-farm uses and temporary uses. Furthermore, the proposed temporary use by-law presents an opportunity to align the existing on-farm welding shop with the Township's on-farm use regulations in the event of a future expansion or renovation of the existing welding shop.

RECOMMENDATION

If Council concurs with the analysis of this report, it is recommended that direction be given to draft a temporary use zoning by-law as reflected in this report for Council's consideration.

Respectfully Submitted,

~~original signed~~

Chris Jones MCIP, RPP

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①

St Paul's Cemetery Board Meeting October 17, 2018

Meeting held at CDRC Pool Room

Members Present

John Crowe
Diane Trudgerson
Doug Maxwell
Janice Elliott

Absent Nancy MAHEK with prior notice

Meeting Called to order 2:00 P.M.

Member John CROWE was appointed chairperson and proceeded to conduct the meeting. See motion number 1. Moved by Janice ELLIOTT, seconded by Doug Maxwell.

The agenda was approved as circulated by show of hands.

The standard request for disclosure of pecuniary interest was made by the chairperson. None given by any member at that time or any time during the meeting.

The minutes of the November 13, 2017 ~~minutes~~ board meeting were approved. See motion number 2. Moved by Doug MAXWELL, seconded by Diane TRUDGERSON.

No business arising from the November 13, 2017 meeting.

(2)

Board members had the option of adding business and none disclosed.

The caretakers annual bill for services was discussed. Bob OSBORNE had submitted a bill on Sept 10, 2018 for the sum of \$975.00. The Board felt that a payment of \$950.00 be approved, as per the previous motion, made at their meeting on Nov 9, 2015. See motion Number 3, moved by Janice Elliott, seconded by Diane TRUDGEON.

No new business was identified

The 2017 year end financial statement was received. The accumulated surplus being \$46,076., with the interest portion being \$6112.00. The Board authorized the Township of Madoc to use the interest portion towards the caretakers yearly payment. See motion number 4, moved by Janice Elliott, seconded by Daley MAXWELL.

A verbal report by Diane MAXWELL indicated that the cemetery condition is good and well kept.

(3)

The Township CAO, indicated by Email that to her knowledge there were no burials or cremations this year.

At 2.23 P.M. There was a motion to adjourn. See motion number 5, moved by Doug MAXWELL, seconded by Janice ELLIOTT.

SHELBURNE & DISTRICT FIRE BOARD

October 2, 2018

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

Present

As per attendance record.

1. Opening of Meeting

- 1.1 Chair, Walter Benotto, called the meeting to order at 7:00 pm.

2. Additions or Deletions

- 2.1 None

3. Approval of Agenda

3.1 Resolution # 1

Moved by K. McGhee – Seconded by W. Mills

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. Approval of Minutes

4.1 Resolution # 2

Moved by W. Mills – Seconded by K. McGhee

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 4, 2018 as circulated.

Carried

5. Pecuniary Interest

- 5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 None

8. **Unfinished Business**

8.1 **Draft Operating Budget**

Resolution # 3

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

BE IT RESOLVED THAT:

The Shelburne & District Fire Board receives the draft budget for circulation to the municipalities for discussion and refers the adoption of the 2019 budget for the new board.

Carried

9. **New Business**

9.1 **Fire Fighter Appreciation Night**

Fire fighter appreciation night will be Thursday October 11th, we hope that the board will be in attendance to assist with cooking for the fire fighters.

9.2 **Dispatch Agreement**

Resolution # 4

Moved by: H. Foster – Seconded by: J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management authorizes Chair Walter Benotto and Fire Chief Brad Lemaich to sign the 2018/2019 Communication Agreement with the Orangeville Police Services Board for the period of July 18th, 2018 to July 18th, 2019 as presented and for the sum of \$9,970.00

Carried

10. **Chief's Report**

10.1 **Monthly Reports (September 2018)**

There were a total of 21 calls for the month of September.

10.2 **Update from Fire Chief**

The Chief conducted 4 inspections and 1 consultation. The Chief attended the Provincial Emergency Operations Centre in Toronto.

The Chief attended the Ontario Fire College for NFPA Officer III program.

11. **Future Business:**

11.1 None at this time.

12. **Accounts & Payroll – September 2018**

12.1 **Resolution # 5**

Moved by J. Horner – Seconded by: H. Foster

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$7,739.05 for the period of September 1, 2018 to September 29, 2018 as presented and attached be approved for payment.

Carried

12.2 **Resolution # 6**

Moved by: J. Elliott – Seconded by: G. Little

BE IT RESOLVED THAT:

Payroll for the following months be approved for payment:

September 2018 - \$10,383.18

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 7**

Moved by G. Little – Seconded by J. Elliott

BE IT RESOLVED THAT:

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

Carried

13.2 **Resolution # 8**

Moved by J. Elliott – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:31 pm to meet again on November 6, 2018 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Walter Benotto
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of October 2, 2018

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

CENTRE DUFFERIN RECREATION COMPLEX
BOARD OF MANAGEMENT

Minutes of the Regular meeting held September 26, 2018 at the CDRC

Attendance:	Randy Chambers	Shelburne
	Dan Sample	Shelburne
	Steve Anderson	Shelburne
	AJ Cavey	Shelburne
	Chris Gerrits	Amaranth
	Laura Ryan	Mono
	Kim Fraser	Facility Administration Manager
	Marty Lamers	Facility Maintenance Manager

Regrets: Darren White, Janice Elliott, and Heather Foster

Meeting called to order by Chairman, Chris Gerrits at 6:00pm
A quorum was present.

Declaration of Pecuniary Interests:

As Chairman, Chris Gerrits will be leaving the meeting early, Vice-Chairman, Laura Ryan will chair the meeting. L Ryan stated that if any member of the board had a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

Agenda:

- C. Gerrits asked to move agenda item 6.2 ahead
- D. Sample added County Programs as a discussion item to New Business.

MOTION #1 – Moved by AJ Cavey seconded by D. Sample. Be it resolved we approve the agenda dated September 26, 2018 as amended and presented.
Carried

Discussion of Minutes of Previous Meetings:

MOTION #2 – Moved by R. Chambers seconded by AJ Cavey. That the minutes of the CDRC Board of Management regular board meeting held August 22, 2018 be approved as presented and circulated.
Carried

Summer Pool and Day Camp-Season End Reports:

See Schedule A and Schedule B

For review, season end reports were received from Head Lifeguard, Emily Francis and Head Day Camp Leader, Hannah Francis. After discussion some key points will be reviewed and considered when planning the 2019 programs.

MOTION #3 – Moved by D. Sample seconded by AJ Cavey. That we receive the report from the Pool Committee-End of Season Head Lifeguard and Day Camp Reports.
Carried

Correspondence:

- Letter from Town of Shelburne: 2019 Budget Schedule-Important Timelines

MOTION #4 – Moved by C. Gerrits seconded by D. Sample. That correspondence is received and placed on file.

Carried

Finance Committee Report:

Follow up with the power surge insurance claim

MOTION #5 – Moved by L. Ryan seconded by D. Sample. That the bills and accounts as presented in the amount of \$139,075.42 be approved and paid.

Carried

Facility Administration Manager's Report:

See Schedule C

MOTION #6 – Moved by D. Sample seconded by AJ Cavey. That we receive the report from the Facility Administration Manager.

Carried

Facility Maintenance Manager's Report:

See Schedule D

Until the new ammonia detection monitor is installed, it was suggested that a 'Buddy System' be implemented when checking the refrigeration plant.

MOTION #7 – Moved by R. Chambers seconded by S. Anderson. Be it resolved that the CDRC Board of Management hires the following for the 2018/2019 seasonal youth positions: Matt Kratky, Domenic Carnovale, Cole Dobson, Kyle Webber and Kayleigh Sobon.

Carried

C.Gerrits leaves at 6:30pm

MOTION #8 – Moved by R. Chambers seconded by S. Anderson. That we receive the report from the Facility Maintenance Manager.

Carried

Old Business:

Summer Ice/Feature Dressing Room:

Representation from Hockey Training Institute (HTI) did not arrive to discuss this item.

New Business:

County Programs:

D. Sample inquired why an Orangeville based sports organization was not invited to join in the previous Community Information & Registration Days. The event, held at the CDRC 3-4 times in the winter/spring, is intended to promote local Shelburne and area clubs and organizations so they can provide information and registrations for upcoming spring/summer programs. As there are no set guidelines to this event and football is not available in Shelburne, it was recommended that Orangeville Outlaws Football Association be allowed to participate in the upcoming event.

Cooling Centre Guidelines:

AJ Cavey requested follow up from the September 26, 2018 minutes. The Town of Shelburne is developing a policy and the CDRC will then have an opportunity to review and approve.

Confirmation by By-law

MOTION #9 – Moved by R. Chambers seconded by D. Sample. Be it resolved that leave be given for the reading and enacting of by-law #07-2018 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Regular Board meeting held September 26, 2018.

Carried

Adjournment:

MOTION #10 - Moved by R. Chambers seconded by S. Anderson. That we now adjourn at 6:44pm to meet again on October 24, 2018 at 6:00pm, or at the call of the chair.

Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

**Centre Dufferin Recreation Complex Pool
Summer 2018 End of Season Report
Prepared by Emily Francis (Head Lifeguard)
August 2018**

2018 Successes

Overall, the 2018 pool season ran quite successfully with some amazing weather. We opened right on time the second week of June and were busy right through until the week leading up to labour day weekend.

Lessons/Programs

Below are the enrollment numbers for all programs offered by the CDRC Pool for the Summer of 2018;

June Lessons: 19
Session 1: Group Lessons: 152 Private Lessons: 17
Session 2: Group Lessons 156 Private Lessons: 12
Session 3: Group Lessons: 120 Private Lessons: 6
Session 4: Group Lessons: 93 Private Lesson: 11
June Babysitting Course: 35
June Bronze Star: 4
June Bronze Medallion: 4
Junior Lifeguard Club: 18
August Bronze Medallion/Cross: 2 Medallion, 3 Cross
August Home Alone Course: 32

Overall, all programs ran successfully throughout the summer. In June, we introduced a 2-week session of evening lessons for parents who have various summer plans and cannot make swimming lessons work. Being the first year we only had 19 people register but if it continued I believe the registrations numbers would continue to increase. The Junior Lifeguard Club was another huge success this summer we had 18 participants participate in the two-week program. A group of 8-12-year olds participated in activities around the pool introducing them to the various aspects of the roles and responsibilities of a lifeguard. It is important to develop young lifeguards as there are limited number of lifeguards in the area. This year we saw an increase in registrations into the Bronze courses which will help increase the applications as lifeguards for future years.

Staff Trainings

Staff trainings were very successful this summer. They were held bi weekly and covered everything from first aid skills and situations to many aspects of teaching. Prior to staff trainings all staff members were required to complete their NLS standard skills including: Distance Swim, PIA Carry, Submerged Victim, Deep end Spinal Roll and removing the Brick from the deep end. We had no issues with any staff members not completing their skills throughout the duration of the summer. In the case that they were not completed, shifts would be adjusted for that particular staff member. Staff trainings significantly helped bond together the staff team for the summer of 2018, which is crucial when working a public environment.

Staff Bonding

For the summer of 2018, between the Day Camp and Pool staff we were allotted \$800.00 for Staff Bonding Activities. Our first bonding was held at an Escape Room in Camilla. All staff members were divided into 3 team and were challenged to complete a series of puzzles. Teams were required to work together in order to escape from the room. This was a very successful outing for the staff and provided all staff members with the opportunity to get to know each other outside of the work environment. For our second staff bonding we went out for dinner at Boston Pizza and had a fire to celebrate the end of the summer. Both bonding experiences were successful and definitely improved the relationships between all staff members.

Fundraiser

The CDRC pool held the first ever Summer Kick off Fundraiser on June 15th, 2018. Prior to the event, local businesses were approached with letters to gather prizes for our raffle draw. The local Shelburne businesses were extremely generous with donations for our draw. Tickets were \$2.00 each or 3 for \$5.00 and were sold the week prior to the event. Patrons had the choice of 15 difference baskets to insert their tickets into. The morning of the event a booth was set up at the Shelburne Street Festival in order to promote the free swim in the afternoon sponsored by Tim Horton's. Throughout the 1:00-4:00 swim, there were snacks available for purchase as well as raffle tickets. Overall a total of \$1000 was made throughout this event. The money was used to purchase noodles, a basketball net, new balls and new toys for the use of the public as well as swimming lessons. The Shelburne Kinnette's were very kind to donate \$500.00 to purchase a canopy for the shallow end bench to protect the lifeguards from the sun. With it being a hot summer, this canopy was appreciated by all. I would recommend that a

booth be set up at the street festival in future years to promote and advertise the pool and what it has to offer. That was where the majority of the money was raised. Overall, the event was a huge success and is something to consider again in future years.

Recommended Changes for 2019

Programming

Overall, our programming ran smoothly for the summer of 2018. Aqua fit was offered 3 times a week: Tuesday and Thursday 7:15-8:00am and Wednesday evening 8:00-8:45pm. During the beginning of the summer, the evening aqua fit had 4-8 participants but as the summer went on the participation decreased. Throughout the entire summer there was consistently 2-3 participants for every morning aquafit session. For next summer it is recommended that participants are required to register for a certain amount of sessions either Tuesday, Wednesday or Thursday or Morning or evenings. I think that this would increase consistent participation throughout the entire summer. Our weekend hours were adjusted this summer to allow for an adult swim/lane swim every Saturday and Sunday. This adjustment was very unsuccessful therefore it is recommended that the weekend hours switch back to 1:00-4:00 for family and public swim. It was seldom that we received 1 or more patrons during our weekend lane swim. Another option is to allow lane swim from 1:00-2:00 as opposed to lane swim so that staff members are not around all day if there are no rentals.

Equipment

Next summer there are certain pieces of equipment that will need to be replaced including the follow:

1. Umbrellas for both Guard Chairs (Shallow and Deep End)
2. Infant Lifejackets
3. Benches on the pool deck (broke out of the wall this summer)
4. Lifeguard tubes (if we switch to guarding with those)
5. 2-4 new chairs (they were very handy on the pool deck)

Perfect Mind

I would highly recommend that the CDRC advance to a database system in order to keep track of all swimming and programs at the facility. Perfect Minds is a system that will incorporate all patron information as well as online registration. I have done the research and received a quote it will all be on the Pool Email. This would be a significant change for the Pool to increase registrations and convenience for all patrons.

SCHEDULE 'B'

CDRC Day Camp: End of Year Report 2018
August 24th, 2018

Written by Hannah Francis and Maddison Green

The summer of 2018 was full of ups and downs. From the first day of registration, with the line out the door, we knew that we would have a busy summer packed with many new faces. Our biggest struggle this summer was certainly dealing with difficult parents (and grandmas). The negativity we experienced from certain individuals made it very difficult for us to enjoy camp as much as we had in the past. Despite this negativity, we were still able to provide a fun and safe environment for all of our campers. Below, we will outline a few of our suggestions for future summers at the CDRC.

Overview of Positions:

This year, having an assistant was extremely helpful. Maddison and I had the opportunity to collaborate on all of the programming, which I believe made the average day at camp more successful. In the future, we recommend transforming the coordinator position into an office position. The responsibility of the coordinator would be to accept registrations, plan day-to-day activities, purchase supplies, make attendances, plan staff trainings and oversee staff, assist with troubled campers and any other running around or jobs that arise. This would be especially helpful in the summer months when camp is in progress. Next we would recommend having 2 site supervisors as mentioned in last years report. One of these supervisors should be classified as an assistant and still work during May and June like Maddison did. The other site supervisor should have casual hours during May and June but start full time before camp starts. This way they will still get to assist in some planning but they will fully understand all programming. The rest of the staff will be considered counsellors and will work full time in July and August. Having a casual counsellor was extremely helpful this year for days off.

Budget:

The increase in budget this year allowed us to improve our overall quality of programming by permitting us to purchase better craft supplies. Although this was beneficial, we still found that we did not have enough funds to invest in other important supplies such as proper first aid kits and sports/ outdoor equipment. Applying for grants that could expand our resources in these other areas would heighten the quality of the overall CDRC Day Camp experience.

Registration:

After having numbers as high as 49 this summer we feel it would be best to cap at 40 campers. Due to space and resources it was a challenge to accommodate all the campers this summer. When doing registration next summer I believe it will be important to keep the ratios in mind, 1 counsellor to 8 children for those 6 years and under and 1 counsellor to 10 children for those above the age of 7. Next summer it would also be beneficial to have the coordinator handle registration for the duration of the summer. This summer was a challenge as every Monday morning new registrations had been accepted for the week and we hadn't always been informed. If there were only one person accepting and handling registrations, there would be no surprises or miscommunications about certain campers. We had difficulty creating programming suitable for children over 10 since most campers are between the ages of 4 and 9.

Space:

Since the arena doesn't have outdoor space it is crucial that there are arrangements made elsewhere for camp to run the outdoor component of the days. These arrangements need to be made prior to the start of camp; Glenbrook schoolyard and the fairgrounds are both suitable options. Due to the sizing of the rooms we feel the cap number should be 16 campers in the younger room and 24 campers in the older room. With these numbers it will also keep ratios and overall camp capacity in check.

Thank you for the opportunity the last couple of summers, best of luck in the future.

Hannah Francis and Maddison Green

SCHEDULE 'C'

Facility Administration Managers Report – September 26, 2018

Pool/Day Camp:

-

General/New Business:

- I received and responded to another GST/HST Post-Assessing review
- CSJ 2018 Final Claim has been submitted. Expect to receive \$8,400.00
- Beginning to work on 2018 Budget
- Continuing to finish up Summer Pool and Day Camp financials
- Tim Hortons will provide \$1,000 to sponsor Free Holiday Skates in 2018

Ice Rentals

- Weekly 55+ Shinny will begin Tuesday, November 6th
- Continuing to work on seasonal ice rental agreements with groups that will start in October
- September ice rentals have started off well with pre-season skating. SMHA, Figure skating, HTI, Muskies, GVMH, Ringette, private rentals. Week #1-15 hours, Week #2-31 hours, Week #3-42.5 hours, Week #4-45 hours. So far six (6) Party Packages are booked.

Kim Fraser
Facility Administration Manager

SCHEDULE 'D'

Facility Maintenance Managers Report –September 26, 2018

SAFETY:

No worker safety incidents.

ARENA: Plant running well tough start with hot humid weather ice has held up pretty well. Ammonia detector needs servicing cannot calibrate properly parts are obsolete and direct replacement not option as TSSA standards have changed. New ammonia detection monitor on order. Running rooms exhaust fan 24/7 as precaution so ammonia cannot build up as per refrigeration tech. E mailed Chris for approval to proceed. Money in Capital budget for air quality upgrades.

BUILDING: HVAC In floor water circulating pump leaking replacement pump on order. Replacing exterior another outside light same as last year with LED (Budgeted item)

Stair enclosure removal of metal to evaluate building material needs. Will begin to purchase supplies as needed.

POOL Pool shut down and drained. Proceeding with pool winterizing.

GROUNDS:

GENERAL INFORMATION:

Training Terry new operator building procedures and flood procedures.
Orientation training for youth.

Youth interviews hired Domenico Carnovale, Cole Dobson, Kyle Webber, Kayleigh Sobon, and return Matthew Kratky.

New business

Marty Lamers
Facility Maintenance Manager



NVCA Board Meeting Highlights October 26, 2018

Next Board Meeting: December 14, 2018
at Tiffin Centre for Conservation, Utopia

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

NVCA's 2019 draft budget and capital levy to be circulated for municipal review

The board received NVCA's 2019 draft budget, which sets total revenues/expenses at \$4.92 million (compared to \$4.74 million in 2018). This amounts to an increase of \$176,586 to be shared by all 18 member municipalities.

The 2019 capital asset levy also was received. This levy is used to fund NVCA's Asset Management Plan, which details capital needs over a period of ten years. For 2019, the total amount being contributed by all 18 member municipalities is \$130,579.

The draft budget and capital asset levy will now be circulated to member municipalities for review until February 22, 2019. This is longer than the typical 30-day review period to allow for transition for the incoming councils.

The draft budget is posted on the NVCA [website](#) under "About Us – Plans, Annual Reports & Financials."

Tiffin Centre outbuildings, washrooms to receive upgrade

The board approved the use of up to \$43,500 from the land acquisition/management reserve to undertake significant renovations to two buildings at the Tiffin Centre for Conservation.

The Trails Office will be renovated to become additional classroom space for use by the growing education program, and the main outdoor washroom will be updated for use by the education program and the general public.

Both structures are currently in need of renovation for public safety, functionality and enjoyment.

New requirements for Source Protection Authorities

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 municipalities 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 this meeting of the NVSPA, the board received two reports for their information.

First, the board learned of new provincial regulations under the *Safe Drinking Water Act* that create new requirements for municipalities and Source Protection Authorities before new, expanded or assumed drinking water systems can provide water to the public.

These requirements include the completion of technical work such as the mapping of wellhead protection areas, vulnerability assessments, etc., and the approval of required amendments

to the Source Protection Plan, prior to drinking water being provided to the public. There is a concern that these requirements may slow the delivery of service to residents. This concern is being shared with local municipalities and Source Protection Authorities so they are aware of the issue.

Second, the board received information on the work plan proposed by our area's lead Source Protection Authority (Lake Simcoe) to respond to the request from Minister of Environment, Conservation and Parks for plans for a formal review of the region's Source Protection Plan.

In brief

During the meeting the board also:

- Received the 2018 third-quarter financial statements, which show expenditures to be on track against the approved budget.
- Approved the 2019 NVCA board meeting schedule. As there will be new board members starting in 2019, the schedule incorporates an educational component. The schedule is posted on the NVCA [website](#) under "About Us – Board of Directors"
- Approved housekeeping changes to the Procedures for the Implementation of Ontario Regulation 172/06. This document provides guidance to internal and external parties on the implementation of provincial regulation 172/06, Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, under the *Conservation Authorities Act*. It is available on the NVCA [website](#).
- Approved the use of up to \$25,000 from the land acquisition/management reserve to finance a Tiffin Centre Hazard Tree Management Plan and associated tree pruning and/or removal.
- Approved updates to the NVCA employee handbook (progressive discipline policy).

Future Meetings and Events

Stream Restoration Work Party - Beeton Creek

Saturday, Nov. 3, 9:30 am to 12:30 pm
Tottenham

This event is hosted by NVCA's partner, the South Simcoe Streams Network

Christmas Bird Count for Kids

Saturday, Jan. 5, 9:00 am - 12:00 pm
Tiffin Centre for Conservation, Utopia

For more information on these events, please visit the [NVCA website](#).



HEADWATERS
Health Care Centre

100 Rolling Hills Drive
Orangeville, ON L9W 4X9
(519) 941-2410

October 24, 2018

Mayor Darren White & Council
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Dear Mayor White and Council,

On behalf of Headwaters Health Care Centre and our Board of Directors please accept our congratulations on your success in the recent municipal election. As a strong hospital partner, we remain committed to working with the Township of Melancthon to ensure that our community continues to receive the best care possible, close to home.

We are proud to play a major role in the health and wellness in our communities. As you are probably aware, last fall we opened our Ambulatory Care Centre Wing, since then we've expanded programs and services in cancer care, dialysis, surgical services, end-of-life care and patient and family engagement to name a few. We are also embarking on several facility improvements that will see a renovated Emergency Department and main hospital lobby.

We are also proud of our wonderful Friendship Gardens, a collection of 12 gardens and areas of respite at our hospital that were part of Orangeville's recent win in the Communities in Bloom competition!

This spring and summer, we participated in a grassroots community engagement campaign, called *Imagine Headwaters*, to gather feedback on our hospital that will serve as a roadmap in establishing future plans. We visited each municipality in Dufferin County, including Caledon and Erin and received over 1,200 completed surveys. This feedback as well as from hospital and community partners will help shape our new strategic plan. The municipalities and County were quite supportive of our plans and our provincial advocacy for medium size hospital funding support. We look to you and Council for ongoing support in our advocacy efforts to ensure Headwaters remains strong and viable in our community for years to come.

We look forward to working with you and your council and would be pleased to give you and your colleagues a tour of Headwaters and to provide you with an update of our programs, services and plans for the future.

Sincerely,

Stacey Daub
President & CEO

cc. Louise Kindree, Chair of the Board of Directors, Headwaters Health Care Centre



Shelburne Council Passes New Cannabis Rules

SHELBURNE, ON – October 29, 2018 — At the regularly scheduled Council meeting, Shelburne Council passed a new Cannabis By-law 61-2018 that further protects the health and well-being of Shelburne residents and ensures local community needs and concerns are fully addressed.

The Cannabis By-law prohibits the smoking and vaporizing of recreational cannabis in any public place in the Town of Shelburne.

Definition: Public Place

"Public Place" includes any place to which the public has access as of right or invitation, express or implied, regardless of whether it is owned by a public or private entity, and also includes any motor vehicle located in a public place or in any place open to public view."

On October 17, 2018, cannabis became legal in Canada. In addition to new federal legislation, the Province will also pass legislation governing the implementation and enforcement of the distribution and sale of cannabis. The Ontario Government has publicly indicated that municipalities have the authority to provide additional local restrictions on the smoking of cannabis in public places.

The Town of Shelburne's new by-law is more restrictive than the proposed provincial cannabis legislation and includes the following provisions:

1. Cannabis consumption is generally restricted to private residences
2. No person shall smoke or vaporize cannabis, or hold or otherwise use lighted cannabis in any public place, including, but not limited to, the following:
 - Facilities owned by the Town of Shelburne including: arenas, libraries, and parks etc.
 - Retails, commercial & business establishments / premises
 - All schools, daycare, and other childcare facilities
 - Roads, sidewalks and municipal boulevards
 - Public and private parking lots
 - Parks trails and natural areas

3. Introduces fines and penalties for contraventions of the By-Law

4. Provides an exemption for medical cannabis users

The negative health risks associated with smoking of any kind (tobacco or cannabis) are well documented in academic and medical research. This is especially true with respect to youth. Shelburne's new Cannabis By-law will better protect the quality of life for residents and visitors and ensure our public spaces continue to be enjoyed by all.

View the new Cannabis By-law [Click HERE](#)

For all other media inquiries related to this news release:

Denyse Morrissey, CAO, Town of Shelburne at: CAO@shelburne.ca

From: AMO Communications <communicate@amo.on.ca>
Sent: Wednesday, October 31, 2018 12:23 PM
To: dholmes@melancthontownship.ca
Subject: AMO Policy Update - While You Were Busy

October 31, 2018

Members' Update: While You Were Busy

October was a busy month for elected municipal officials and clerks. Given this, we wanted to provide an update of provincial legislation and activities that you may not have had a chance to consider with local elections and activities.

Bill 47: Making Ontario Open for Business Act

The provincial government introduced Bill 47, Making Ontario Open for Business Act, 2018 on October 23rd that largely repeals the previous government's Bill 148, *Fair Workplaces, Better Jobs Act, 2017*. Throughout the Bill 148 debates, AMO and municipal employers were told that local governments were not the intended targets regarding precarious employment. Municipal governments are employers of choice – paying good wages with good benefit packages that provides stable, mostly unionized, employment throughout the province. Despite several key amendments achieved by AMO for municipal governments, Bill 148 added requirements that increased costs for municipal budgets without any increases in efficiencies such as the challenging scheduling and on-call provisions.

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

Cannabis Act Passed; Municipal Council Considerations

Municipal governments have until January 22, 2019 to opt out of cannabis retail. Councils that decide to allow cannabis retail need to consider any local conditions that they feel should be reflected in location decisions. AMO recommends that municipal staff prepares a report to Council that lays out any considerations communities would like the Alcohol and Gaming Commission of Ontario (AGCO) to be aware of when approving sites. This report will need to be considered by January 22 and can form the basis of staff comments on site proposals to AGCO. AMO's most recent cannabis policy update and materials can be found [here](#).

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

Bill 34, Green Energy Act Repeal Act, 2018

This Bill, if passed, would return the authority for land use planning of renewable energy projects to municipal governments. AMO made a presentation October 30th to the Standing Committee on

Social Policy welcoming this change. Transition matters and oversight of existing renewable energy projects are addressed in the submission.

AMO Contact: Cathie Brown, Senior Advisor, cathiebrown@amo.on.ca, 416.971.9856 ext. 342.

Ontario Consulting on New Climate Change Plan

The provincial government is consulting on a new climate plan for Ontario. Residents have the opportunity to provide input on priorities. AMO will provide comments to the provincial government and make them available soon to municipal members for information: Consultation: A Made-in-Ontario Climate Change Plan.

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

Full Producer Responsibility for Waste Diversion Programs:

The transition of used tires, electronics, and household hazardous waste programs to *Resource Recovery and Circular Economy Act, 2016* are underway while the Blue Box program remains in its current challenging state. Full producer responsibility fits with making polluters accountable and ensures businesses are responsible for the materials they put into the market. The costs are moved off the property taxpayer who has little ability to manage or influence any decisions on packaging. A recent Draft Discussion Paper on how to transition the Blue Box has been released by Municipal Resource Recovery & Research Collaborative (M3RC). [M3RC is composed of senior staff from AMO, City of Toronto, the Regional Public Works Commissioners of Ontario, and the Municipal Waste Association.]

AMO Contact: Dave Gordon, Senior Advisor (Waste), dgordon@amo.on.ca, 416.971.9856 ext. 371.

Fire Regulations - Update

On October 5th, the Province revoked the Mandatory Certification Fire Regulation, citing that the regulation "would present significant challenges for fire services and municipalities – in particular in small, rural, and northern municipalities with volunteer fire departments". The Community Risk Assessment and Public Reporting regulations will come into force as scheduled. Although we are pleased that the Mandatory Certification regulation has been repealed given all the municipal concerns expressed, we will continue to work with the Ministry of Community Safety and Correctional Services, the Ontario Association of Fire Chiefs, and the Fire Fighter Association of Ontario to make sure fire fighter safety is paramount. We will also work with the Ministry of Community Safety and Correctional Services (MCSCS) and fire associations to have the Reporting regulation in a form that is viable before it comes into force.

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

AMO Events and Training Update

In this post election season, AMO is working on a number of councillor workshops for the upcoming term. In person workshops include: Municipal Leadership Essentials (November, 2018), As a Member of Council What You Need to Know (February/March, 2019), Land Use Planning: Beyond the Basics (February/March, 2019), and Communications for Elected Officials.

Don't forget AMO's year-round education portal MunicipalEducation.ca houses a number of foundation courses to kick start any education and development plans. Visit AMO.on.ca/training to learn more about what AMO offers.

AMO Contact: Navneet Dhaliwal, Special Events and Business Development Coordinator, ndhaliwal@amo.on.ca, 416.971.9856 ext. 330.

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.

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Denise Holmes

From: Sylvia Muir <Sylvia.Muir@wdgpublichealth.ca>
Sent: Monday, November 5, 2018 10:37 AM
To: 'dholmes@melanctontownship.ca'
Subject: WDGPH Letter to Denise Holmes re Cannabis Legalization
Attachments: WDGPH Letter to Denise Holmes, Township of Melancthon re Cannabis Legalization - November 2, 2018.pdf

Good morning Ms. Holmes.

Please see attached letter of November 2, 2018, from Dr. Mercer, regarding Cannabis Legalization.

Have a great day.

Regards,

Sylvia Muir
Executive Assistant
Wellington-Dufferin-Guelph Public Health
160 Chancellors Way, Guelph, ON N1G 0E1
T: 519-822-2715 or 1-800-265-7293 Ext. 4330
F: 519-836-7215
sylvia.muir@wdgpublichealth.ca
www.wdgpublichealth.ca

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November 2, 2018

DELIVERED VIA E-MAIL

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

Attention: Ms. Denise Holmes,
Chief Administrative Officer

Dear Ms. Holmes:

Re: Public Health Support to Help Municipalities Around Cannabis Legalization

Wellington-Dufferin-Guelph Public Health (WDGPH) would like to offer support to municipalities to help prevent and reduce cannabis harm. As you know, cannabis use became legal on October 17, 2018 and private retail storefronts are proposed to launch by April 1, 2019. Municipal decisions regarding public education, public policies and bylaws, and access to programs and services can have significant impacts on the health of community members.

WDGPH can provide municipalities with example initiatives and policies from other jurisdictions, learnings from municipal regulation of alcohol and tobacco, and statistics on local cannabis use behaviors and attitudes. WDGPH can also provide municipalities with educational materials from our latest information campaign, talkingaboutweed.ca, which aims to raise awareness about the health effects of cannabis use among youth and adults. We would welcome the opportunity to share this information with you and to participate in discussions about cannabis policy with your municipality as you prepare for legalization.

If you are interested in receiving support from WDGPH around cannabis legalization, please contact Amy Estill, Manager of Healthy Communities and Public Policy (amy.estill@wdgpublichealth.ca; 1-800-265-7293 x 4218) and provide her with the contact information of the appropriate person to connect with at your municipality.

Sincerely,

Nicola J. Mercer, MD, MBA, MPH, FRCPC
Medical Officer of Health and CEO

160 Chancellors Way, Guelph, ON N1G 0E1

T: 1-800-265-7293 | F: 519-836-7215 | wdgpublichealth.ca

Grant Wedge
Assistant Deputy Minister
Negotiations and Reconciliation Division

Ministry of Indigenous Affairs
180 Bloor Street East, 9th Floor
Toronto, ON M7A 2E6

Telephone: (416) 326-4741
Facsimile: (416) 326-4017
Email: Grant.Wedge@ontario.ca

Grant Wedge
Sous-ministre adjoint
Division des négociations et de la
réconciliation
Ministère des affaires autochtones
180, rue Bloor Est, 9^e étage
Toronto, ON M7A 2E6

Téléphone: (416) 326-4741
Télécopieur: (416) 326-4017
Courriel : Grant.Wedge@ontario.ca



RECU/RECEIVED

06-11-2018

October 26, 2018

Subject: Settlement of Williams Treaties Land Claim

I am pleased to inform you that we have achieved a negotiated resolution of the Williams Treaties First Nations Claim. Canada, Ontario and the Williams Treaties First Nations have signed a Settlement Agreement and the *Alderville* litigation has been discontinued. Please find attached a news release (Appendix A) and backgrounder (Appendix B) that provide further information on the settlement.

As part of the Settlement Agreement, the Williams Treaties First Nations will receive financial compensation of \$1.11 billion (\$666 million from Canada and \$444 million from Ontario). Under the terms of the agreement, Canada and Ontario have also formally recognized the pre-existing treaty harvesting rights of the Williams Treaties First Nations' members to hunt, trap, fish and gather for food, social and ceremonial purposes within the areas covered by Treaties No. 5, 16, 18, 20 and 27-27½, the Crawford Purchase, the Gunshot Treaty and Lake Simcoe. The precise boundaries of the treaty areas will be the subject of further discussion among the parties. In the meantime, for general information on the location of these treaties please see https://files.ontario.ca/firstnationsandtreaties_1.pdf. In day to day practice, this places the Williams Treaties First Nations in a similar position in terms of harvesting in the areas set out above as most other treaty First Nations in Ontario.

Also as part of the Settlement Agreement there is provision for each of the seven First Nations to add up to 11,000 acres of land to their reserve land base (subject to fulfilment of the conditions of Canada's Additions to Reserve/Reserve Creation Policy). Lands to be added to reserve may be purchased on the open market, or from Canada or Ontario, on a willing buyer/willing seller basis.

Canada, Ontario and the Williams Treaties First Nations are continuing work towards implementing the terms of the Settlement Agreement. Should you have any questions concerning the implications of the recognition of treaty harvesting rights or the terms of the Williams Treaties Settlement Agreement, please contact Sean Tutak, Senior Negotiator, Ministry of Natural Resources and Forestry, or Mark Clearwater, Negotiator, Ministry of Indigenous Affairs, by email at WTFNClaim@Ontario.ca or by phone at 833-650-0756.

Media inquiries are to be directed to Flavia Mussio, Senior Media Relations and Issues Coordinator by email at Flavia.Mussio@Ontario.ca or by phone at 416-314-9455.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Wedge', is written over the printed name and title.

Grant Wedge
Assistant Deputy Minister
Negotiations and Reconciliation Division

Enclosures:

Appendix A - News Release
Appendix B - Backgrounder

Backgrounder: The Williams Treaties First Nations Settlement Agreement: A Journey Toward Reconciliation

Overview

The Government of Canada, the Government of Ontario and the seven Williams Treaties First Nations have reached a negotiated settlement agreement and the *Alderville* litigation has been discontinued. This is a significant step forward on our path to advance reconciliation with the Williams Treaties First Nations. The seven First Nations are: Alderville First Nation, Beausoleil First Nation, Chippewas of Georgina Island First Nation, Chippewas of Rama First Nation, Curve Lake First Nation, Hiawatha First Nation and Mississaugas of Scugog Island First Nation.

Terms of the negotiated settlement include:

- Financial compensation of \$1.11 billion (\$666 million by Canada and \$444 million by Ontario).
- An entitlement for each First Nation to add up to 11,000 acres of land to their reserve land base subject to Canada's Additions to Reserve/Reserve Creation policy. The First Nations are responsible for acquiring these lands.
- Recognition of the First Nations' continuing treaty harvesting rights and a commitment to continue to work together to implement these rights.
- A commitment by Canada and Ontario to provide an oral and written statement of apology to the Williams Treaties First Nations.

Looking Back: Historic Treaties and the *Alderville* Litigation

The seven First Nations are signatories to various 18th and 19th century treaties that covered lands in different parts of south central Ontario. After these pre-Confederation treaties¹ were signed, the First Nations maintained that they continued to have an interest in other lands in central Ontario, known as their northern hunting grounds. These lands had not yet been addressed through treaty and were increasingly being subject to encroachment. To address these outstanding issues, new treaties (called the Williams Treaties) were signed between the seven First Nations and the Crown in 1923.

¹ Treaties that were signed between the Crown and First Nations before Canada became a country in 1867.

More than 90 years later, questions remained about the making, terms, interpretation and implementation of the Williams Treaties. In 1992, the seven First Nations filed litigation to seek a resolution of this longstanding dispute. The case, known as the *Alderville* litigation, went to trial in 2012 before the Federal Court of Canada.

In their litigation, the First Nations alleged that the Crown breached its duties to them in the making and implementation of the Williams Treaties. In particular, the First Nations alleged that they were not fairly compensated for their lands and should have received additional reserve lands at the time of treaty.

Harvesting rights were another key issue raised in the *Alderville* litigation. The First Nations maintained that the pre-Confederation treaties they signed with the Crown protected harvesting rights and that those rights were not affected by the Williams Treaties and continue to exist.

In October 2012, based on evidence obtained and prepared for the trial, Canada and Ontario recognized on an interim basis, the treaty harvesting rights of the Williams Treaties First Nations in Treaty No. 20. In February 2017, Canada and Ontario formally recognized these rights, not only within Treaty No. 20, but in additional pre-Confederation Treaty areas. With the negotiated settlement, Canada and Ontario now formally recognize the existing treaty harvesting rights of the Williams Treaties First Nations within the areas covered by Treaties No. 5, 16, 18, 20, 27-27 ½, the Crawford Purchase, the Gunshot Treaty and Lake Simcoe.

The recognition of the First Nations' constitutionally protected treaty harvesting rights to hunt, fish, trap and gather in certain pre-Confederation treaty areas for food, social and ceremonial purposes addresses a longstanding dispute between the parties. This is an important step toward renewed relationships and reconciliation with the First Nations for the benefit of everyone. Ensuring the long-term sustainability of natural resources for future generations is a key priority for all parties going forward.

A New Beginning: From Litigation to Negotiations

In early 2016, Canada, Ontario and the seven First Nations began substantive exploratory discussions to see if they could find the common ground to negotiate a settlement of the *Alderville* litigation outside of the courts. A negotiated resolution achieved through co-operation and dialogue is preferable to litigation.

In February 2017, the parties agreed to a process to begin formal negotiations toward a negotiated settlement of the *Alderville* litigation and the court case was adjourned on March 27, 2017 on joint consent of the parties.

Negotiations Timeline

March 2017: Formal negotiations begin.

June 2018: Williams Treaties First Nations members approve settlement in vote.

July 2018: Williams Treaties First Nations sign settlement.

August 2018: Province of Ontario and Government of Canada sign settlement.

September 2018: Settlement announced after Federal Court approves discontinuance of *Alderville* litigation and a related Ontario Superior Court of Justice action is discontinued.

Looking Ahead: Continuing to Rebuild Relationships

Achievement of a negotiated settlement to resolve the *Alderville* litigation is an important milestone for all parties. The Government of Canada, the Province of Ontario and the Williams Treaties First Nations will continue to work together to implement the First Nations' constitutionally protected treaty harvesting rights and to address applications by the First Nations to have lands added to reserve pursuant to Canada's Additions to Reserve/Reserve Creation policy. Further, Canada and Ontario have committed to provide an oral and written statement of apology to the Williams Treaties First Nations.



News Release

For Immediate Release

Canada, Ontario and Williams Treaties First Nations reach negotiated settlement agreement for *Alderville* Litigation

September 13, 2018 Ottawa, ON

Crown-Indigenous Relations and Northern Affairs Canada
Province of Ontario
Williams Treaties First Nations

As we build a new future with First Nations, reconciliation requires that we acknowledge the wrongs of the past and work collaboratively with Indigenous people to take the necessary steps to respectfully resolve them.

Today, the Government of Canada, the Province of Ontario and the seven Williams Treaties First Nations, announced that the Federal Court has granted a discontinuance of the *Alderville* litigation as a result of the parties reaching a negotiated settlement agreement that resolves the litigation.

The *Alderville* litigation was filed by the seven Williams Treaties First Nations in 1992 and went to trial in 2012. The *Alderville* litigation deals with a longstanding dispute about the making, terms, interpretation and implementation of the 1923 Williams Treaties.

Terms of the negotiated settlement include:

- Financial compensation of \$1.11 billion (\$666 million by Canada and \$444 million by Ontario).
- An entitlement for each First Nation to add up to 11,000 acres of land to their reserve land base subject to Canada's Additions to Reserve/Reserve Creation policy. The First Nations are responsible for acquiring these lands.
- Recognition of the First Nations' continuing treaty harvesting rights and a commitment to continue to work together to implement these rights.
- A commitment by Canada and Ontario to provide an oral and written statement of apology to the Williams Treaties First Nations.

Achieved through partnership and dialogue, the settlement advances reconciliation and resolves outstanding issues in a way that respects the rights and interests of the seven Williams Treaties First Nations and all Canadians.

A formal celebration of the settlement agreement and the delivery of an apology by the federal and provincial Crowns is currently being planned.

.../2



Ontario

Canada

Quotes

"After years of litigation and repeated attempts at negotiations, I am extremely proud that the negotiations team has successfully resolved our longstanding battle for constitutionally protected hunting and fishing rights. Our ancestors have fought since 1923 to exercise our rights freely and without encumbrance and finally we have been able to secure this for our people and for future generations. It is a success for the Williams Treaties First Nations, but also for all Ontarian's and Canadians who will see a new way forward in Crown-Indigenous relations."

Chief Kelly LaRocca, Mississaugas of Scugog Island First Nation, Portfolio Chief, Williams Treaties First Nations

"I have been a part of the trial and negotiations for more than a decade. We have come full circle. My Grandfather, Norman Marsden was one of the signatories on the Williams Treaties and it is gratifying for me to be able to sign my name to this settlement as current Chief of Alderville First Nation because it represents how far we have come. This settlement will benefit the Williams Treaty First Nations today and for our future generations."

Chief James Robert Marsden, Alderville First Nation

"Beausoleil First Nation acknowledges and honours our ancestors who endured the hardships created by the misinterpretation of the 1923 Williams Treaty. Finally 95 years later, today we celebrate the conclusion of this chapter and work towards reconciliation and a new beginning for our community. We extend our full-hearted appreciation and acknowledgement to Peter Hutchins and all associates at Hutchins Legal Inc. for their advocacy throughout our litigation. We are extremely proud that our own Karry Sandy, negotiator, was a part of this negotiation team and also recognize Ceyda Turan, counsel, and Mel Jacobs, co-negotiator, for achieving their mandate and in bringing this settlement home for the Anishinabek of Beausoleil First Nation. Miigwetch."

Chief Guy Monague, Beausoleil First Nation

"On this historic day, we acknowledge the hard work of our ancestors, our elders, our leaders and knowledge keepers in their determination to have our collective Treaty rights recognized and affirmed. We are on a path of reconciliation, healing and Treaty implementation for Curve Lake members and for our future generations. Miigwetch to those who have made this Settlement possible."

Chief Phyllis Williams, Curve Lake First Nation



"We are happy to resolve this outstanding injustice that affected our ancestors tremendously and impacted the future generations of our people. We want to recognize and honour our past leadership who began this journey to bring forth justice and reconciliation. The resolution of the Williams Treaty will benefit our future generations to come and contribute to restore the loss of our culture and independence. I would like to say miigwetch to our Chiefs and Councillors, negotiating team and lawyers who worked with our First Nations and brought us to the settlement of the Williams Treaty. I'm grateful that our children do not have to take on the burden of resolving this claim. Miigwetch to the Creator Lord for allowing me to be a part of this historical resolution."

Chief Donna Big Canoe, Georgina Island First Nation

"It is with honour and pride to our ancestors and our people today that we have settled the Williams Treaties claim for our Seven Generations to come."

Chief Laurie Carr, Hiawatha First Nation

"Rama First Nation joins with Williams Treaties leadership in celebrating the conclusion of the work our ancestors began so long ago, the resolution of this long-standing claim. The restoration of harvesting rights throughout our territories is a part of our cultural identity that these treaties compromised. G'chi miigwech to the Williams Treaties members who contributed to this effort and to the leadership, past and present, who continued to press for the resolution of this claim. This historic settlement paves the way for a better future in our communities for many generations to come."

Chief Rodney Noganosh, Rama First Nation

"Working together in partnership to resolve and address the wrongs of the past is critical to resetting our relationship with Indigenous peoples. This settlement agreement is a demonstration of our government's commitment to move forward to renew our relationship and advance reconciliation between Canada, Ontario and the Williams Treaties First Nations and is an example of what we can achieve when we uphold the honour of the Crown and treat Indigenous peoples with respect and support strong, healthy and sustainable Indigenous Nations that are full partners."

*The Honourable Carolyn Bennett, M.D., P.C., M.P.
Minister of Crown-Indigenous Relations*



Ontario

Canada

"This agreement avoids further costly litigation and will help create opportunities within the Williams Treaties First Nations and surrounding communities."

*The Honourable Greg Rickford, M.P.P.
Minister of Indigenous Affairs for Ontario*

"This negotiated settlement supports strong and enduring relationships and means we can focus on ensuring the long-term sustainability of Ontario's natural resources for future generations."

*The Honourable Jeff Yurek, M.P.P.
Minister of Natural Resources and Forestry for Ontario*

Quick Facts

- The seven Williams Treaties First Nations are: Alderville First Nation, Beausoleil First Nation, Chippewas of Georgina Island, Chippewas of Rama, Curve Lake First Nation, Hiawatha First Nation and Mississaugas of Scugog Island.
- Since March 2017, the parties have been working together towards a negotiated resolution of the *Alderville* litigation
- Under the settlement, the First Nations can use the funds to buy land on a willing-seller/willing-buyer basis and apply to Canada to have the land added to their reserve land base.

Associated Links

[Williams Treaties First Nations](#)
[Additions to Reserve](#)

- 30 -

For more information, media may contact:

James Fitz-Morris
Director of Communications and Issues Management
Office of the Honourable Carolyn Bennett
Minister of Crown-Indigenous Relations
819-997-0002

Crown-Indigenous Relations and Northern Affairs Canada Media Relations
819-934-2302
RCAANC.media.CIRNAC@canada.ca
819-953-1160



Government
of Canada

Gouvernement
du Canada

Brayden Akers
Director of Communications
Office of the Honourable Greg Rickford
Minister of Indigenous Affairs for Ontario
416-816-9383

Flavia Mussio
Ministry of Indigenous Affairs for Ontario
Issues Management & Media Relations
416-314-9455

Chief Kelly LaRocca
Portfolio Chief
Williams Treaties First Nations
905-985-3337

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Ontario

Canada



The Corporation of

THE TOWNSHIP OF MELANCTHON

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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

Denise B. Holmes, AMCT

CAO/Clerk

TO: Mayor White and Members of Council
FROM: Denise B. Holmes, CAO/Clerk
DATE: November 5, 2018
SUBJECT: Accessibility Report 2018 Municipal Election

PURPOSE

The purpose of this Report is to comply with Section 12.1 of the *Municipal Elections Act* regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

BACKGROUND AND DISCUSSION

As a requirement of the Municipal Elections Act, 1996, s. 12.1(2) the Clerk, within 90 days after voting day, shall submit a Report to Council pertaining to the identification, removal and prevention of barriers that affect Electors and Candidates with disabilities. Accessibility was a major consideration during every aspect of the Election, and the attached appendix indicates actions taken to make the voting process more inclusive.

FINANCIAL IMPACT

There is no financial impact.

RECOMMENDATION

This Report is for the information of Council.

Respectfully submitted,

Denise B. Holmes, CAO/Clerk

INFO # 7
NOV 15 2018

APPENDIX - ACCESSIBLE ELECTIONS REPORT

Identification of Barriers

The following actions were taken to identify barriers that affect electors and candidates with disabilities:

1. Consider various disabilities to identify potential barriers in the election process.
2. Assessed past election administration policies, identifying the likelihood of our practice creating a risk to the accessibility of candidates and electors, then identified the impact of the risk and developed measures to mitigate or minimize the risk.

Removal and Prevention of Barriers

The following actions were taken to remove and prevent barriers that affect electors and candidates with disabilities:

- Township Council on January 4, 2017 approved a Report by the CAO to use Vote By Telephone/Internet as the alternative method of Voting. This clearly removed any barriers that would be associated with the Election as people were able to vote in the comfort of their own home. The Township recognized the many other benefits of electronic voting, including: the large number of non-resident electors, eliminated the need for proxies and advance poll voting and voting places, it provided voters with an extended period of time to vote, a Voter Information Letter was provided to every qualified elector and was mailed directly to each elector or provided directly at the Township Office.
- The Township dedicated a separate section on the website for Election Information and posted information there regularly. The information was in clear, simple language. Information was also posted on the office bulletin board, in the local newspapers and through MailChimp (a subscription based information tool). The website also assisted in educating the electors of the voting method and included a tutorial on the Vote By Telephone and Internet.
- Candidates were provided with a "Candidate Information Package" containing useful information on the Municipal Election. A copy of the Voters List was provided to the Candidates, upon request, as well as the information regarding maximum campaign expenses.
- as per Section 5 of the Customer Service Accessibility Policy, dated January 1, 2010, if candidates and electors required alternative formats for documents and forms, this could be provided to them at their request, in a manner that was mutually agreed upon.
- Electors were able to confirm that they were on the Voters List by email, telephone or attending at the office.

- When the Voter Information Letters were mailed to each elector, it contained the following: a Personal Identification Number (PIN), a telephone access number and internet address for voting, the number for the Voter Help Centre (Melancthon Township Office) and a list of the candidates for office.
- The Township also provided an accessible Voter Help Centre at the Municipal Office for those electors who required assistance or just wanted to come out and vote. The Returning Officer, Assistant Returning Officer and Election Assistants were available at the Voter Help Centre to answer any questions the Electors had and all were sworn to an Oath of Secrecy. Instructions to vote were also available on the Township website.
- Electors could vote 24 hours per day from 10:00 a.m. on Friday, October 12, 2018 until 8:00 p.m. on Monday, October 22, 2018 by using a touch tone phone or via the internet. The Voter Help Centre was open extended hours on Monday, October 22, 2018 for Electors to either come in to vote or call if they required assistance.
- Allowed for the use of service animals and support persons at the Voter Help Centre as Service Animals and Support persons are allowed as per the Township of Melancthon Customer Service Accessibility Policy dated January 1, 2010.
- The Township provided a process for an elector to be assisted by a support person, a friend or a Deputy Returning Officer at the Voter Help Centre. The support person would take an Oral Oath of Secrecy.
- All Election Staff, dealing with the Electors, had received the Accessible Customer Service Training.
- The Township has a Policy in place for temporary disruptions of services and is provided in the Township of Melancthon Customer Service Accessibility Policy, dated January 1, 2010.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER _____ - 2018

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN
AGREEMENT BETWEEN CONNIE TUNNEY AND THE CORPORATION
OF THE TOWNSHIP OF MELANCTHON**

WHEREAS Section 45 (9.1) of the Planning Act allows approval authorities to enter into agreements for lands subject to the approval of a minor variance;

AND WHEREAS the Township of Melancthon approved Minor Variance Application A1/18 and, as a condition of approval requires the applicant to enter into an agreement;

AND WHEREAS it is deemed expedient that Ms. Connie Tunney and the Corporation of the Township of Melancthon enter into an agreement to fulfill the required condition of Minor Variance A1/18.

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY THE MUNICIPAL COUNCIL THEREOF ENACTS AS FOLLOWS:**

1. THAT the Head of Council and Clerk are hereby authorized to execute the consent agreement, in the same form or substantially the same form, as attached hereto as Schedule "A" to this by-law.

BY-LAW READ A FIRST AND SECOND TIME THIS 15TH DAY OF NOVEMBER, 2018.

BY-LAW READ A THIRD TIME AND PASSED THIS 15TH DAY OF NOVEMBER, 2018.

MAYOR

CLERK

GB# 1.1
NOV 15 2018

THIS DEVELOPMENT AGREEMENT made this 15th day of November, 2018

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

(hereinafter referred to as the "Township")

OF THE FIRST PART,
- and -

Ms. CONNIE TUNNEY

(hereinafter referred to as the "Owner")

OF THE SECOND PART.

WHEREAS the Township is authorized to establish agreements under Section 45 (9.1) of the Planning Act, RSO (1990);

AND WHEREAS the Owner, through Minor Variance Application A1/18, obtained relief from certain requirements of the Township's Comprehensive Zoning By-law;

AND WHEREAS it is a condition of the approval of A1-18 that the owner enter into an agreement with the Township of Melancthon to address matters relating to parking and the use of the Township road allowance for parking;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of mutual benefits, the Parties hereto agrees 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 VII, and the following Schedules, which are attached hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands Subject to Agreement

Schedule "B" - Site Plan

SECTION III - REGISTRATION OF AGREEMENT

- 1) This Agreement may be registered on title to the Subject Lands at the expense of the OWNER;
- 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;
- 3) The OWNER agrees that the TOWNSHIP may register this Agreement at the expense of the OWNER.

SECTION IV - BUILDING PERMITS

- 1) The OWNER agrees to not request the Chief Building Official to issue a building permit to carry out any construction until this Agreement has been executed by the OWNER and the TOWNSHIP has entered into this Agreement by by-law.
- 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 to the TOWNSHIP for the approval of the Chief Building Official.

SECTION V - USE OF MUNICIPAL ROAD ALLOWANCE FOR PARKING

- 1) This Agreement authorizes that the OWNER may utilize a portion of the Township Road Allowance to provide three (3) short-term parking spaces exclusively for the patrons of the OWNER's commercial premises as shown on the Site Plan attached hereto as Schedule 'B'.
- 2) The OWNER agrees that the parking spaces authorized by this Agreement shall not be used by the OWNER or any tenant, employee or lessee of the OWNER.

- 3) The OWNER agrees that the parking spaces authorized by this Agreement will not be occupied by the same vehicle for longer than 1 hour.
- 4) The OWNER agrees that the use of the Township Road Allowance for parking will not interfere with or block the sidewalk or use by pedestrians.
- 5) The OWNER agrees to remove snow and maintain the parking spaces in a suitable, accessible manner during the winter months and in cases where snow removal is no longer possible due to excessive snowfall and/or snowplowing by the TOWNSHIP, the OWNER agrees to discontinue the use of the parking spaces until such time as the snow melts or is removed at the OWNER's expense.
- 6) The OWNER agrees to name the Township in an insurance policy in the amount of 5 million dollars in an effort to address liability matters related to the use of the road allowance for public parking and further the OWNER saves the TOWNSHIP harmless from any action or liability related to the use of the TOWNSHIP road allowance for the provision of short-term parking for the OWNER's commercial business.
- 7) The OWNER agrees that this Agreement is applicable only for the OWNER of the subject lands and the retail use proposed at the time this Agreement was entered into with the Township. Any expansion, or change or use, or change of ownership shall render this Agreement null and void.
- 8) The OWNER agrees not to alter or place any sign or structure on the TOWNSHIP road allowance.
- 9) The OWNER acknowledges that if an up-to-date survey is required to assist in the administration of this Agreement, such survey will be obtained at the cost of the OWNER.
- 10) The OWNER agrees to permit inspection of the subject lands by any TOWNSHIP Official or its authorized agent and to act with reasonable dispatch with respect to any requires by the Township official.
- 11) The OWNER agrees to reimburse the TOWNSHIP for all costs associated with the preparation, administration, 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 not enure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.
- 3) This Agreement shall come into effect on the date of execution by the TOWNSHIP.
- 4) This Agreement shall, upon coming into effect, serve to provide an exemption from the TOWNSHIP's Parking By-law 56-2017, only insofar as to permit the use of the TOWNSHIP's road allowance located along the frontage of the lands subject to this Agreement and only for the current OWNER and not to any subsequent owner.
- 5) The TOWNSHIP shall not release any security held in accordance with Agreement in whole or in part until the TOWNSHIP is satisfied that the OWNER has fulfilled all obligations specified under this Agreement.
- 6) 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.
- 7) 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 as a result of the OWNER utilizing the TOWNSHIP road allowance as authorized in this Agreement.
- 8) 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 NAME AND ADDRESS:

Ms. Connie Tunney
164 Main Street
Melancthon, Ontario
L9V 1X6

TOWNSHIP:

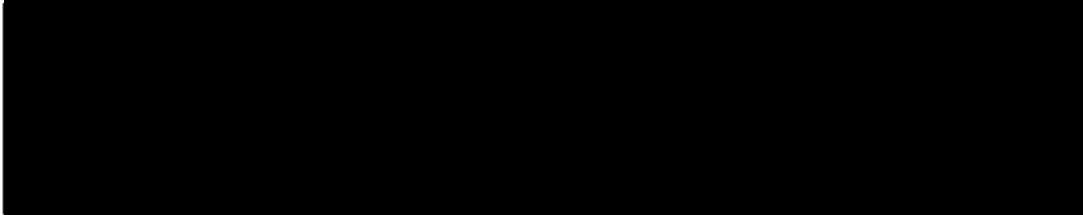
Clerk
Township of Melancthon
157101 Highway 10
Melancthon, Ontario
L9V 2E6

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 and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

THIS AGREEMENT was executed by the duly authorized signing officers of each party and sealed this 15th day of November, 2018.

SIGNED, SEALED AND DELIVERED



Witness

Signature of Owner

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Witness

Mayor, Darren White

Witness

Clerk, Denise Holmes

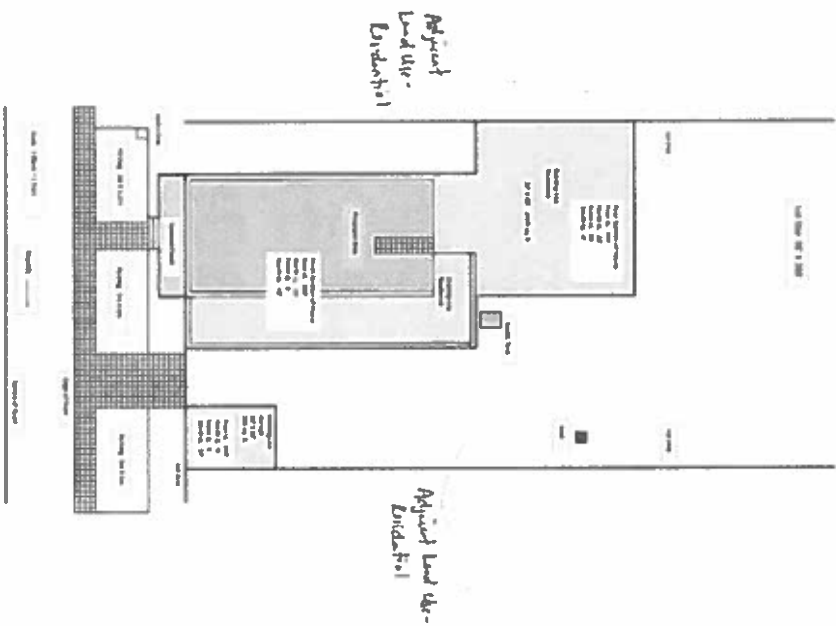
SCHEDULE "A"

Legal Description

Lot 12, Plan 34A (Horning's Mills) in the Township of Melancthon, County of Dufferin.

SCHEDULE "B"

Site Plan



Denise Holmes

From: Pam Hillock <phillock@dufferincounty.ca>
Sent: Friday, November 2, 2018 4:51 PM
To: Denise Holmes; Jane Wilson (jwilson@townofgrandvalley.ca); Jennifer Willoughby; Kerstin Vroom; Mark Early; mtownsend (mtownsend@townofgrandvalley.ca); Sue Stone; Susan Greatrix
Subject: EM Stuff
Attachments: Terms of Refernce Emergency Management Program Committee.docx; GGS 2017-03-22 Emergency Management Program Committee Terms of Reference.doc

Hi All:

I've attached the staff report, terms of reference, etc. for the EM Program Committee. Let me know if you have any questions/issues.

Regards,

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

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From: phillock@dufferincounty.ca

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TERMS OF REFERENCE

Emergency Management Program Committee May 24, 2017

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

Emergency management program committee

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

(2) The committee shall be composed of,

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

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

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

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

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

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

Terms of Reference – Emergency Management Program Committee

Composition:

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

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

Chair: The Chair shall be the Community Emergency Management Coordinator

Staff Resources: Committee Secretariat – Clerk's Staff

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

Objectives:

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

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

Quorum:

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

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

Minutes: Minutes will be recorded and circulated to the committee

Terms of Reference – Emergency Management Program Committee

Sub-Committee:

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

Reporting to Council:

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

Frequency of Meetings:

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

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

Closed Session:

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

Conflicts of Interest:

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

Location of Meetings:

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

Activities and Responsibilities:

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

Terms of Reference – Emergency Management Program Committee

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



REPORT TO COMMITTEE

To: Chair McGhee and Members of General Government Services

From: Pam Hillock, Director of Corporate Services/Clerk

Meeting Date: March 22nd, 2017

Subject: Emergency Management Program Committee – Terms of Reference

In Support of Strategic Plan Priorities and Objectives:
Good Governance 3.3: Improve policies, practices and procedure

Purpose

The purpose of this report is to seek approval of the terms of reference for the newly formed Emergency Management Program Committee and appoint the Chair and Council representative.

Background & Discussion

Ontario Regulation 380/04 sets the emergency management standards for every municipality in Ontario.

The standard requires the Emergency Management Program Committee be comprised of the municipality's emergency management program coordinator; a senior municipal official appointed by Council; a members of Council may be appointed as well as municipal employees who are responsible for emergency management functions.

The standard also permits such other persons as appointed by council provided they are an official of any level of government involved in emergency management; representatives of organizations outside government involved in emergency management or persons representing industries involved in emergency management.

The standard further requires that the chairperson of the Emergency Management Program Committee be appointed by Council.

A recent survey of all Ontario municipalities regarding the composition of their Emergency Management Program Committees indicated that, of the 94 municipalities that responded, 51% appointed the Community Emergency Management Coordinator as the chairperson of the committee

The most common representatives on the Emergency Management Program Committee were the Community Emergency Management Coordinator, a Senior Municipal Official, a Member of Council and representatives from the Fire Service; Police Service; Emergency Medical Services; Public Works; Social Services; Information Technology; Hospital and the Conservation Authority.

The attached terms of reference for the Emergency Management Program Committee specifies the mission; objectives; composition; term of office; quorum; motions; chairperson; sub-committees; reporting to council; meeting frequency; closed sessions; conflict of interest; meeting locations; activities and responsibilities.

The terms of reference comply with provincial legislation and the County of Dufferin's procedural by-law.

Financial, Staffing, Legal, or IT Considerations

There is no financial, staffing, legal or IT considerations resulting from this report.

Strategic Direction and County of Dufferin Principles

The implementation of these terms of reference adheres to the County of Dufferin Principles:

1. We Manage Change – by researching legislation, best practices and procedures
2. We Deliver Quality Service – by keeping our policies current and in compliance with legislation.
3. We Communicate – by reporting to Committee, Council and the public in a transparent manner
4. We Make Good Decisions – by seeking subject matter expertise.

Recommendation

THAT the report of the Director of Corporate Services/Clerk dated March 22nd 2017, with respect to Emergency Management Program Committee – Terms of Reference, be received;

AND THAT _____ be appointed as Chairperson of the Emergency Management Program Committee:

AND THAT the representatives as identified in the terms of reference be appointed as members of the Emergency Management Program Committee:

AND THAT a by-law be enacted approving the composition of the Emergency Management Program Committee and the Terms of Reference.

Respectfully Submitted,

Pam Hillock, Director of Corporate Services/Clerk

Prepared by: Steve Murphy, Emergency Management & Communications Coordinator



Corporation of the Township of Melancthon

Moved by

Seconded by

Date, 2018

Be it resolved that:

WHEREAS the Emergency Management Civil Protection Act, Ontario Regulation 380/04, s. 11 (1) states that every municipality shall have an Emergency Management Program Committee;

AND WHEREAS the Committee shall advise the Council on the development and implementation of the municipality's Emergency Management Program;

AND WHEREAS the Committee shall conduct an annual review of the municipality's Emergency Management Program and shall make recommendations to the Council for its revision if necessary;

NOW THEREFORE Council appoints the Community Emergency Management Coordinator, Steve Murphy; CAO/Clerk and /or designates; Director of Public Works and/or designates to the Emergency Management Program Committee for the Township of Melancthon, and authorizes those personnel who, from time-to-time, are invited to participate as determined by the core membership such as emergency service personnel;

AND FURTHER THAT the Chair of the Township of Melancthon Emergency Management Program Committee shall be the Community Emergency Management Coordinator, Steve Murphy.

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

Carried/Lost: _____

MAYOR

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Monday, October 01, 2018 10:46 AM
To: Christine Hickey (chickey@amaranth.ca); Susan Stone; Hyde, Joanne; Denise Holmes; Jane Wilson
Subject: Appointment of Member - Grand River Conservation Authority

Township of Amaranth Clerk's Office
Township of East Garafraxa Clerk's Office
Township of Southgate Clerk's Office
Township of Melancthon Clerk's Office
Town of Grand Valley Clerk's Office

Dear Ms. Hickey, Ms. Stone, Ms. Hyde, Ms. Holmes, and Ms. Wilson :

Please note that the appointment of Guy Guardhouse as the representative of the Townships of Amaranth, East Garafraxa, Southgate and Melancthon and the Town of Grand Valley will expire on Friday, November 30, 2018.

When making new appointments please be aware that Section 14(4.1) of the *Conservation Authorities Act*, R.S.O.1990 (the Act) provides as follows:

A member shall be appointed for a term of up to four years, as may be determined by the council that appoints the member.

This does not preclude a municipality from re-appointing the same member for a further term.

Additionally, Section 14(4.2) of the Act reads:

A member's term begins at the first meeting of the authority after his or her appointment and expires immediately before the first meeting of the authority after the appointment of his or her replacement.

In order to maintain operational needs and ensure a smooth transition of board members, please appoint new members for a term to commence on or after December 1, 2018.

Please advise as to the effective and expiry dates of your new appointment as soon as possible.

Should you have any questions or concerns regarding this email, please contact Karen Armstrong, Deputy CAO & Secretary Treasurer at karmstrong@grandriver.ca.

Kind regards,

Eowyn Spencer | Executive Assistant | Grand River Conservation Authority
www.grandriver.ca | Phone: 519-621-2763 x.2200 | espencer@grandriver.ca

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Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Tuesday, November 6, 2018 7:38 AM
To: Susan Stone
Cc: Christine Hickey; Jessica Kennedy; Guy Gardhouse; Meghan Townsend; jwilson@townofgrandvalley.ca; Denise Holmes; Joanne Hyde - Southgate
Subject: RE: Appointment of Members for December meeting

Hi Susan,

This sounds like a good course of action. We are aware that some of the timelines will be tight.

I'll look forward to the resolution to extend Mr. Gardhouse's appointment until the end of December.

Thank you,
eowyn

From: Susan Stone [mailto:suestone@amaranth-eastgary.ca]
Sent: Monday, November 5, 2018 5:04 PM
To: Eowyn Spencer
Cc: Christine Hickey; Jessica Kennedy; Guy Gardhouse; Meghan Townsend; jwilson@townofgrandvalley.ca; Denise Holmes; Joanne Hyde - Southgate
Subject: RE: Appointment of Members for December meeting

Hi Eowyn

Amaranth council meets on Wednesday this week (Nov. 7th) and East Garafraxa council meets next Tuesday (Nov. 13th). I can get both councils to pass resolutions extending Mayor Gardhouse's appointment as representative until the end of December, 2018, as I think that is the best, maybe only, course of action. However, not all municipalities have council meetings prior to their inaugural meetings. So if that is the case, not everyone would be able to extend Guy's appointment before December.

As for process going forward, normally representatives are picked/nominated from amongst the five municipalities, and there has generally been a meeting of the Heads of Council (which won't be sworn in until the beginning of December, 2018) and a member is then chosen, which name comes back to the local municipalities for a resolution of endorsement, which might not occur until early to mid January, 2019. Amaranth council meets on January 16, 2019 and East Garafraxa council meets on January 22, 2019 so any appointment resolution would not occur until those dates, unless there is a special council meeting required.

So for now, I suggest that Guy's appointment be extended until the end of December, 2018, and once sworn in, the new Heads of Council should meet to consider who should be appointed to represent the five municipalities for the coming term of council.

Is there some other way to proceed, or do we just do as we have done in the past (at least that's the way I remember doing it).

Sue

Susan M. Stone, A.M.C.T.
CAO/Clerk-Treasurer
Township of Amaranth
Township of East Garafraxa
suestone@amaranth-eastgary.ca
519-941-1007 ext. 227

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Monday, November 5, 2018 9:53 AM
To: Susan Stone <suestone@amaranth-eastgary.ca>
Subject: Appointment of Members for December meeting

Township of East Garafraxa Clerk's Office

Dear Ms. Stone:

REMINDER: Appointments expire November 30. The December meeting of the GRCA General Membership is scheduled for **December 14th at 9:30 a.m.** **If your council will not be making appointments prior to that date, we ask that you extend your current member's appointment until December 31, 2018 in order for us to meet quorum at our December meeting. A resolution is required for our records.**

Please note that the appointment of Guy Guardhouse as the representative of the Townships of Amaranth, East Garafraxa, Southgate and Melancthon and the Town of Grand Valley will expire on Friday, November 30, 2018.

When making new appointments please be aware that Section 14(4.1) of the *Conservation Authorities Act*, R.S.O.1990 (the Act) provides as follows:

A member shall be appointed for a term of up to four years, as may be determined by the council that appoints the member.

This does not preclude a municipality from re-appointing the same member for a further term.

Additionally, Section 14(4.2) of the Act reads:

A member's term begins at the first meeting of the authority after his or her appointment and expires immediately before the first meeting of the authority after the appointment of his or her replacement.

In order to maintain operational needs and ensure a smooth transition of board members, please appoint new members for a term to commence on or after December 1, 2018.

Please advise as to the effective and expiry dates of your new appointment as soon as possible.

Should you have any questions or concerns regarding this email, please contact Karen Armstrong, Deputy CAO & Secretary Treasurer at karmstrong@grandriver.ca.

Kind regards,

Eowyn Spencer | Executive Assistant | Grand River Conservation Authority
www.grandriver.ca | Phone: 519-621-2763 x.2200 | espencer@grandriver.ca

Total Control Panel

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To: dholmes@melancthontownship.ca

Message Score: 50

High (60): Pass

From: espencer@grandriver.ca

My Spam Blocking Level: High

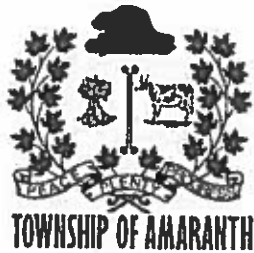
Medium (75): Pass

Low (90): Pass

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THE CORPORATION OF THE TOWNSHIP OF AMARANTH

NUMBER _____

MOVED BY:

[Signature] *Chris*

DATE: November 7, 2018

SECONDED BY:

[Signature]

BE IT RESOLVED THAT:

Council of the Township of Amaranth extends the appointment of Guy Gardhouse as the Grand River Conservation Authority Representative of the Townships of Amaranth, East Garafraxa, Southgate and Melancthon and the Town of Grand Valley until December 31, 2018 and that the appointment also extend to 2019 as required until a new appointment has been made by the participating municipalities.

Defeated ☐

Carried ☒

Head of Council

[Signature]

Recorded Vote

Yea

Nay

Abstain

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

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The Corporation of

THE TOWNSHIP OF MELANCTHON

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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

REPORT TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

DATE: NOVEMBER 9, 2018

SUBJECT: RETURN OF DEPOSIT TO JOHN AND NANCY KIDD - PART OF LOTS 22 AND 23, CONCESSION 4 OS

RECOMMENDATION

Be it resolved that: The security deposit of \$5,000.00 be returned to John and Nancy Kidd, as the existing house on Part of Lots 22 and 23, Concession 4 OS has been demolished.

PURPOSE

The purpose of this Report is to provide information to Council on why the deposit of \$5,000.00 is being returned to John and Nancy Kidd.

BACKGROUND AND DISCUSSION

On June 23, 2016, both John and Nancy Kidd entered into an Agreement with the Township of Melancthon to retain the existing dwelling on Part of Lots 22 and 23, Concession 4 OS to live in while constructing a new dwelling. A \$5,000.00 deposit was left as security that the existing house would be demolished when the new home was built. On June 12, 2017, Mrs. Kidd requested an extension to their Agreement, as they needed more time to complete their new home. The extension was granted by myself. On November 6, 2018, Mrs. Kidd informed the Township via email that the old house had been demolished and they would like their deposit returned.

FINANCIAL

N/A

Respectfully submitted,

Denise B. Holmes, AMCT, CAO/CLERK

GB# 2.3
NOV 15 2018