



# TOWNSHIP OF MELANCTHON

## A G E N D A

Thursday, February 7, 2019 - 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 - January 17, 2019**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
  1. Email from Wayne Nicholson - Question regarding complaint process
9. **Public Works**
  1. Accounts
  2. Email from Chris Knechtel - Structure 2003 (3<sup>rd</sup> Line) Preliminary Design Report
  3. Other
10. **Planning**
  1. Applications to Permit
  2. Report from Chris Jones - Policy to Protect Tree Canopy
  3. PowerPoint Presentation on Bill 66 and on the Amendment to the Growth Plan
  4. Other
11. **Police Services Board**
12. **Committee Reports**
13. **Correspondence**

### **\*Board & Committee Minutes**

1. Melancthon Roads Sub-Committee December 12, 2018
2. GRCA - January 11, 2019 Selection of GRCA Board Member
3. GRCA - January 25, 2019 Summary of the GRCA General Membership Meeting

### **\* Items for Information Purposes**

1. NVCA Remuneration Letter
2. County of Dufferin Building Department Report January 1 - December 31, 2018
3. Email from Jenny Li regarding Notice of Decision with respect to Township of Melancthon OPA 1
4. Email from Minister Steve Clark, Municipal Affairs & Housing regarding Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe
5. Email from Fred Simpson regarding Bill 66, follow up letter sent to Honourable Todd Smith
6. Georgina Council Resolution - Bill 66 "Restoring Ontario's Competitiveness Act"
7. Town of Orangeville Resolution - Regarding Bill 66
8. Zoning By-Law Amendment - Township of Clearview
9. Statement of the Treasurer of Remuneration and Expenses Paid as Required by Section 284(1) of the Municipal Act, 2001 for the Year 2018
10. Headwaters Health Care Centre medium-sized hospital update in Ontario

11. Township of Southgate Notice of the Passing of a Zoning By-law
12. NVCA George Watson of Wasaga Beach to lead NVCA Board of Directors in 2019
13. Election Statistics - 2018 Melancthon Municipal School Board Elections
14. Town of Shelburne meets with Minister, MTO regarding Truck By-pass - Media Release
15. Email from Stacey Daub - Premier's Council Report January 2019

**\* Items for Council Action**

1. 2019 Melancthon Landfill Groundwater Monitoring Proposal
2. Request for comments from NEC Permit Application 537243 Main Street, Melancthon
3. Headwaters Farm Fresh Guide - Request for financial support

**14. General Business**

1. Accounts
2. Notice of Intent to Pass By-law
  1. To appoint a Board of Management for the Corbetton Community Park
3. Shelburne & District Fire Board of Management Resolution - Capital Implications of future accommodation, Version 2 of the Capital Plan and 2019 Draft Operating Budget
4. NVCA Draft Budget 2019
5. NDCC Final Budget 2019
6. Southgate Public Library Agreement
7. GRCA 2019 Budget
8. Draft 2019 Capital & Operating Budget - Supplied at Council Meeting
9. New/Other Business/Additions
  1. Review of Property Standards By-law/Other By-laws
    1. Submission of Draft Property Standards By-law (Councillor Thwaites)
    2. Draft Letter for Property Standards By-law (Councillor Thwaites)
  2. Understand/clarify role as Councillors with respect to going out and taking pictures or policing By-laws (Councillor Mercer)
  3. Discuss the Melancthon Strategic Plan (Councillor Mercer)
  4. Goals/Priorities for 2019 - Discussion (Deputy Mayor Besley)
  5. OPP - FTE Officer - Discussion (deferred from January 17, 2019)
  6. Other
10. Unfinished Business
  1. 2020 Council Meeting Schedule (tabled motion from January 17, 2019)
  2. Bill 66 - Support of Motion (Re: NDACT Presentation - January 17, 2019) - Town of Aurora Motion for consideration
  3. By-law to appoint a Board of Management for the Horning's Mills Community Hall
  4. By-law to appoint a Board of Management for the Horning's Mills Cemetery
  5. By-law to appoint a Board of Management for St. Paul's Cemetery

**15. Delegations**

**16. Closed Session**

1. Approval of Draft Minutes - December 6, 2018
2. Personal matters about an identifiable individual, including municipal or local board employees - Applicants for the Horning's Mills Community Hall Board of Management & Property Standards By-law (Mayor White)
3. Rise from Closed Session with or without Report

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

**18. Notice of Motion**

**19. Confirmation By-law**

**20. Adjournment and Date of Next Meeting - Thursday February 21, 2019 at 5:00 p.m.**

**21. On Sites**

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

## Denise Holmes

---

**From:** [REDACTED]  
**Sent:** Saturday, January 26, 2019 11:42 AM  
**To:** Township of Melancthon  
**Subject:** Wayne Nicholson

Hi Denise and Melancthon Council.

I'm away for the next council meeting but have a comment / question resulting from the last meeting. It was mentioned that items or complaints brought to councils attention would be the avenue for dealing with non compliance. Council was discussing property standards at the time. Sitting in meetings and bringing an issue forward in December, I have not seen or heard any actions taken when something is submitted. Please let me know what the process is or will be in the future regarding action plans or correspondence with regards to submissions. If actions where taken with regards to my submission, they clearly weren't effective as nothing has changed.

If submissions made at the meeting aren't documented on the meeting minutes I believe they should be. Then always added to the next meetings agenda as a tool for automatic follow up. They should remain on the agenda(s) until the issue has been resolved.

Thank you Wayne Nicholson.

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## Denise Holmes

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**From:** Chris Knechtel <Chris.Knechtel@rjburnside.com>  
**Sent:** Friday, February 1, 2019 2:26 PM  
**To:** Denise B. Holmes (dholmes@melancthontownship.ca)  
**Cc:** Wendy Atkinson; Craig Micks (roads@melancthontownship.ca); Matt Brooks; Mark August  
**Subject:** Melancthon - Structure 2003 (3rd Line) Preliminary Design Report  
**Attachments:** 043633\_Melancthon Structure 2003 PDR.pdf

Hi Denise,

Further to our discussions yesterday, please find attached an electronic copy of the Preliminary Design Report (PDR) for Structure 2003 on the 3<sup>rd</sup> Line, exploring various rehabilitation and replacement options.

You will notice the report is fairly comprehensive and is essentially a summary of the preliminary design and investigation work completed to date on the project. The good news is that once the Township selects a preferred option, we will be able to move forward with the detailed design and tender preparation to get this project out for bidding in good time as a majority of the leg work is done.

In summary, the following three options were considered feasible rehab/replacement options and explored in detail through the report, comparing factors such as construction costs, estimated service life, road closure/detour, construction duration, environmental impacts, etc. Table 3 in the report is a good comparison of the proposed options if you are looking for a snapshot.

**Option 1 – Rehabilitation – Invert Paving**  
**Option 2 – Replacement – Steel Pipe**  
**Option 3 – Replacement Concrete Box Culvert**

Note: due to the pipe size and invert/hydraulic constraints, lining the pipe was determined to not be a feasible option.

After a thorough review, we are recommending the Township proceed at this time with **Option 1 – Invert Paving** for an estimated construction cost of \$137,000 (+HST). It should be noted this cost estimate includes a 10% contingency and if we can tender the project in the next month or so, we are hopeful the price will be lower than this. It is worth noting that we are currently working with Dufferin County to complete similar pipe rehabilitation work on two of their culverts.

As noted in the Report, the other replacement costs options (Option 2 & 3) include approx. \$100-150k in road reconstruction work to address the deficient road profile over the culvert (i.e. raise the sag in the road to improve sightlines to match the posted speed limit ). This work can be scaled back if the Township decides to move forward with a replacement option and is willing to accept the associated risk of maintaining the same road profile.

Please let us know if you would like to set up a brief meeting and we can discuss in further detail. Otherwise, upon approval from the Township on their preferred option, we will proceed to preparing the tender package. If there are no changes required, we will send a hardcopy of the report to the Township for your file.

Have a great weekend.

Chris





Chris Knechtel, P.Eng.

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BURNSIDE

## **Structure No. 2003 Preliminary Design Report**

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

**R.J. Burnside & Associates Limited  
15 Townline  
Orangeville ON L9W 3R4 CANADA**

**February 1, 2019  
300043633.0000**

**Township of Melancthon**

Structure No. 2003 Preliminary Design Report  
February 1, 2019

**Distribution List**

No. of Hard Copies	PDF	Email	Organization Name
1	Yes	Yes	Township of Melancthon

**Record of Revisions**

Rev.	Date	Description
0	February 1, 2019	Final Report

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

**Report Prepared By:**



Mark August  
Engineering Assistant  
MA:sp

**Report Reviewed By:**



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

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- Appendix B Preliminary Cost Estimates
- Appendix C Evaluation Matrix Scoring and Notes

**Disclaimer**

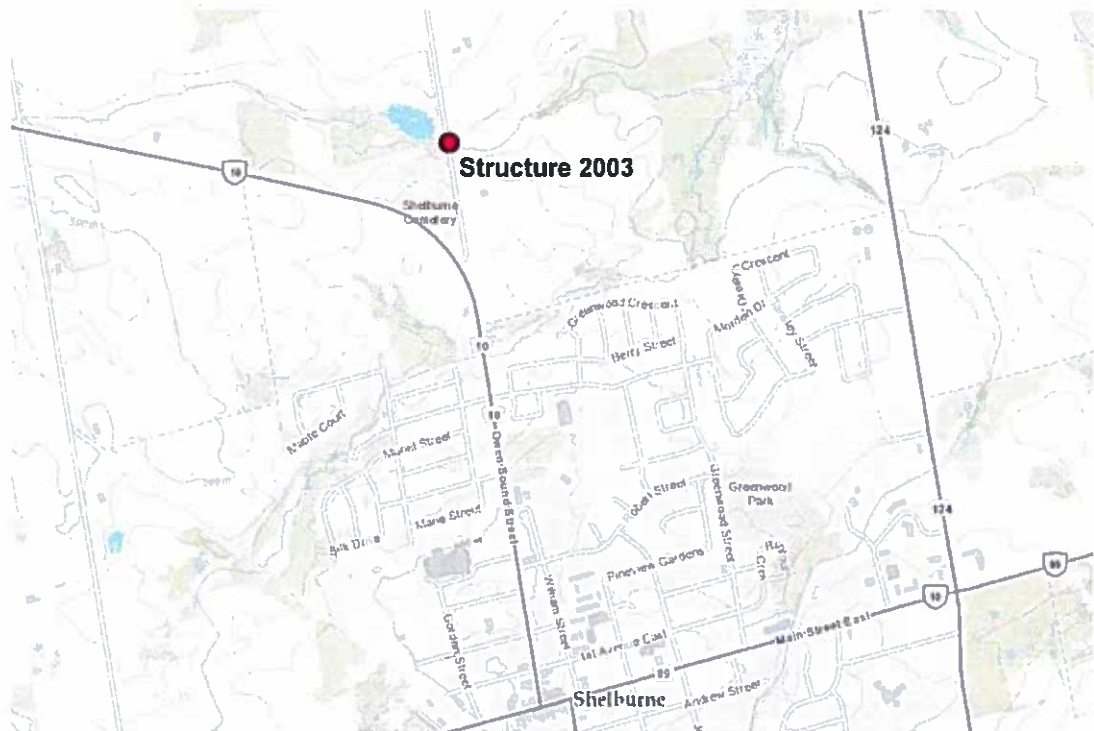
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Structure No. 2003 Preliminary Design Report  
February 1, 2019

## 1.0 Introduction

R.J. Burnside & Associates Limited (Burnside) has been engaged by the Township of Melancthon (Township) to complete the Preliminary and Detailed Design of the Structure 2003 Reconstruction, in the Township of Melancthon on 3<sup>rd</sup> Line, approximately 0.35 km North of Highway 10. A map of the study area has been provided below in Figure 1.

**Figure 1: Study Area**



A recent Structure Inspection Report prepared by K. Smart Associates Ltd., dated September 21, 2018, for the Township of Melancthon identified that the structure was generally in poor condition with structural defects. The Structure Inspection Report recommended that the bottom portion of the culvert be re-lined (if feasible) or that the structure be replaced. The following Report provides information to the Township pertinent to rehabilitation and replacement options. The enclosed Report provides information regarding:

- Existing Conditions;
- Design Criteria;
- Traffic Management;
- Proposed Design Options;
- Analysis and Comparison; and

- Recommendation.

## **2.0 Existing Conditions**

Based on Burnside's previous visual assessment of Structure 2003, a summary of the existing structure has been provided below.

### **2.1 Structure Geometry**

The existing structure consists of a single 3.8 m span Structural Plate Corrugated Steel Pipe (SPCSP) Culvert, with an overall structure length of 25 m. There is approximately 0.6 m of fill above the obvert of the culvert, and the existing roadway embankments are approximately 2H:1V at the structure and on the road approaches.

Burnside requested legal plans (R-Plans) of the site and have identified an approximate right-of-way (ROW) of 25 m, with 12 m on the west and 13 m on the east of the centerline of 3<sup>rd</sup> Line at the structure location. The Dufferin County GIS was reviewed to confirm this as well. It should be noted that the west end of the existing culvert protrudes approximately 1.8 m +/- onto private property.

### **2.2 Roadway Geometry**

The existing roadway at the culvert and approaches consists of a driving platform of approximately 7.0 m, which is comprised of two 3.5 m asphalt lanes. Approximately 141 m of 3-cable guide rail with wooden posts was installed along both sides of the road over the structure. It should be noted that there is approximately 1.5 m of vegetated shoulder on the west and 1.0 m on the east side of the road.

3<sup>rd</sup> Line is considered a two-lane Local Road and has a posted speed of 60 km/h at the site. The structure is located within a sag in the roadway, which is typical for bridge and culvert structures.

A topographic survey of the site and surrounding area was completed in December 2018, and the existing road profile was established for the roadway. The existing vertical profile of the roadway was found to have a rate of vertical curvature (K value) of approximately 15.0, which represents a Design Speed of 50 km/h, as per TAC Manual, Table 3.3.4: K Factors to Provide Minimum Stopping Sight Distance on Sag Vertical Curves.

### **2.3 Physical Condition**

As previously mentioned, Melancthon Structure 2003 was identified for rehabilitation / replacement based on isolated sections of the barrel having a poor condition rating as a result of the severe corrosion and section loss with perforations primarily along the base of the culvert below the waterline. As per the Ontario Ministry of Transportation (MTO)



Structure No. 2003 Preliminary Design Report  
February 1, 2019

Ontario Structure Inspection Manual (OSIM), the large value of 'poor' reflected from the severe corrosion and section loss is due to the importance of soil-steel interaction and continuity of the radial corrugations of steel, where such defects at one point on the culvert will affect the entire circumference.

Technical wording from the Alberta Infrastructure and Transportation, Bridge Inspection and Maintenance System – Inspection Manual, dated March 3, 2008 summarizes this structural defect.

*The floor serves to transmit loads to the foundation and prevents scouring within the culvert. Severe perforations in the culvert floor results in reduced strength and local or general collapse of the pipe may occur suddenly.*

The culvert floor was noted to be severely corroded with greater than 10% section loss and severe perforations. There were numerous bolt heads that were exhibiting severe corrosion with greater than 25% section loss. Rust staining and water penetration was also observed throughout the culvert.

The defects noted above may be a result of abrasion caused by movement of material through the culvert which wears down the protective coating and causes accelerated corrosion. The backfill material may also have poor drainage characteristics leading to leakage through the bolt holes.

Overall the culvert is generally holding its shape well, however based on the defects noted, it is recommended that the culvert be rehabilitated or replaced as soon as possible (within one year). Rehabilitation and replacement options will be explored further in this Report.

Photos of the defects are shown on the following pages:

Note: Photos included are from the 2015 OSIM Inspection completed by Burnside to demonstrate the culvert condition. Due to the current weather conditions following approval from the Township to proceed with the project, a visual inspection of the culvert bottom was not feasible. The culvert will be reassessed when the weather permits.



Photo 1: Roadway over Culvert Looking North



Photo 2: Culvert Inlet Looking West





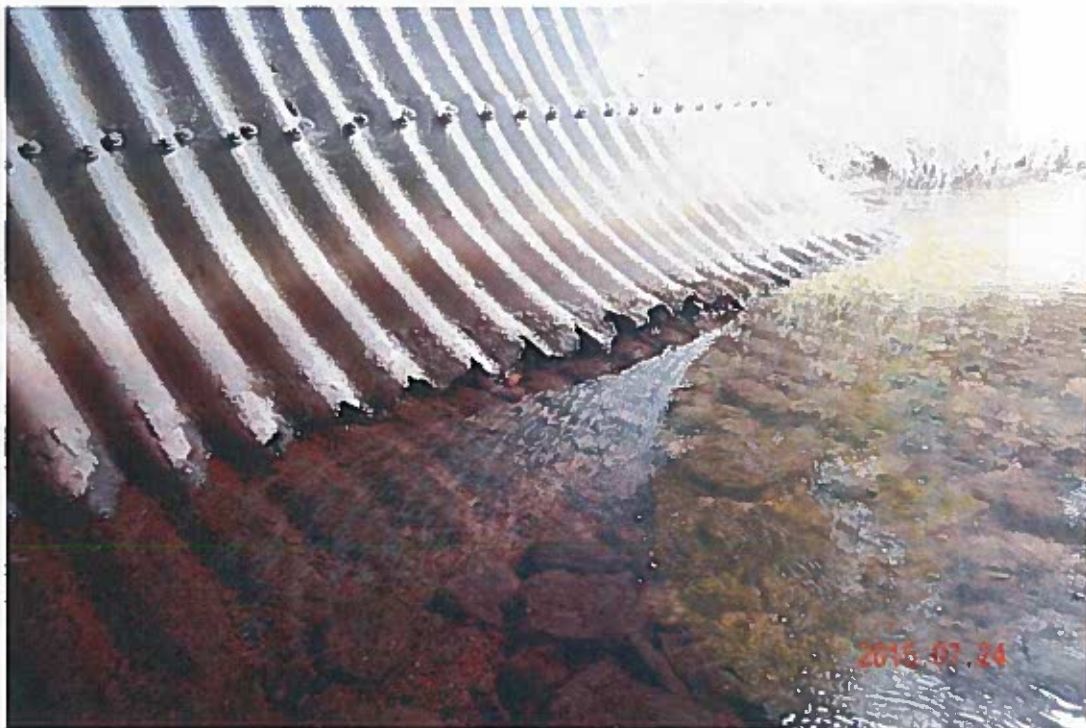
**Photo 3: Culvert Outlet Looking East**



**Photo 4: Internal Defects – Severe Corrosion of Bolts**



**Photo 5: Internal Defects – Severe Section Loss**



**Photo 6: Internal Defects – Severe Perforations**





**Photo 7: Internal Defects – Water Penetration**



**Photo 8: Internal Defects – Severe Corrosion of Culvert Floor**

## **2.4 Roadside Protection**

As previously mentioned, there is 3-cable guide rail located at the culvert site. It is recommended by the Ontario Provincial Standard Drawings (OPSD), that conventional 3-cable guide rail be installed on traversable embankments (slope 3H:1V or flatter). In the case of Melancthon Structure 2003, the roadside embankment is approximately 2H:1V, which does not meet the recommended embankment slope for standard cable guide rail. In addition, the MTO has recently updated their standard from traditional 3-cable guide rail to High Tension Safence 3-cable guide rail.

Burnside has reviewed the MTO Roadside Design Manual, dated December 2017, Appendix A – Severity Index Tables. The severity index of the slopes (3.5) and fixed culvert object (3.5) are greater than the severity index of the proposed guide rail system (2.3) at this site, and as such, replacing the current roadside protection system with Steel Beam Guide Rail or a High Tension Safence 3-Cable Guide should be considered during the Detailed Design, specifically if replacement is selected as the Township's preferred option.

## **2.5 Utilities**

Utilities have been labeled on the preliminary drawings for reference in Appendix A and a summary of the utilities onsite and the potential conflicts have been provided below.

### **2.5.1 Hydro**

**Provider: Hydro One Networks Inc.**

It was identified that overhead hydro lines are located along the west side of the roadway over end of the existing structure.

If replacement is considered, the end of the culvert may be in conflict with the overhead hydro lines. The utility should not require relocation, however temporary line de-energization during the Culvert Replacement Works will likely be required.

If rehabilitation is considered, construction access from the east side of the road is recommended, and the overhead hydro lines would not be in conflict with the proposed Works.

### **2.5.2 Communications**

#### **Provider: Bell Communication**

Buried Bell Communication lines are located within the work site. The lines may need to be exposed and temporarily supported / protected at all times if replacement is considered. The depth and exact location of the service cables has not been confirmed by Bell at this time. There also exists Bell service boxes at the north east and south east corners of the culvert that may be in conflict with the temporary access if rehabilitation is considered.

### **2.5.3 Gas**

There is no Gas located in the area.

## **2.6 Hydraulic Performance**

As part of the Detailed Design process, Burnside has completed a preliminary assessment of the hydraulic performance of the existing structure, and the modeling has confirmed that the culvert has adequate capacity to pass the Regional Storm event without overtopping the road, which exceeds the 25 Year Return Period Event culvert requirement for Local Roads.

Depending on the preferred option selected by the Township, Burnside will further identify impacts (if any) of a proposed structure on the site and surrounding area and the new structure will be sized accordingly.

However, based on the preliminary hydraulics and the existing size of the structure, at this time, we do not foresee any issues with repair or replacement.

## **2.7 Environmental Criteria**

A brief desktop review based on the existing species present within the natural watercourse indicates the in-water spring and fall timing restriction windows will apply. This will permit in-water work to occur from **July 15<sup>th</sup> to September 30<sup>th</sup>** of any year, as fall-spawning species (Brook Trout) and spring-spawning species (central mudminnow, pearl dace, northern redbelly dace) are identified as inhabiting the watercourse. The watercourse is also a D-Class Municipal Drain known as the Cague Drain, meaning sensitive species are known to inhabit it and that the timing window is restricted to preventing work in the spring and fall.

Burnside in-house aquatic specialists will complete a DFO Self-assessment to ensure the project is in compliance with the Fisheries Act. A permit will be required from the Nottawasaga Valley Conservation Authority (NVCA) for the rehabilitation/replacement work within the regulated area.

### **3.0 Design Criteria**

In order to identify and evaluate Preliminary Design Options, design criteria must be established for both the roadway and culvert. As per previous discussions with the Township, the road cross section shall match the existing pavement and shoulder widths for the rehabilitation option and provide improvements where possible for the replacement options through the discussions with the Township in the detailed design process.

### **4.0 Traffic Management**

It was noted that 3<sup>rd</sup> Line provides connection to Highway 10 and Sideroad 5. It is further noted that 3<sup>rd</sup> Line provides service to the Shelburne Cemetery.

It was determined that, for replacement, 3<sup>rd</sup> Line will be closed between Highway 10 and Sideroad 5. The detour route is anticipated to utilize 4<sup>th</sup> Line and Sideroad 5. Local traffic only signs should be placed at the intersection of Highway 10 and 3<sup>rd</sup> Line, and Sideroad 5 and 3<sup>rd</sup> Line. A road closed sign should be placed immediately after the Shelburne Cemetery to ensure access to the Cemetery remain open at all times. Construction staging would involve temporary traffic control lights and shoring. Given the high costs and relatively low traffic volume, construction staging is not recommended for this project.

Alternatively, if the culvert works consist of rehabilitation only, Burnside believes that the road could remain open to two lanes of traffic during construction.

### **5.0 Design Options**

For the purpose of this Preliminary Design Report, three primary options were considered. The three options considered are as follows:

- **Option 1:** Structural Rehabilitation – Culvert Invert Paving
- **Option 2:** Structural Replacement – Replace with SPCSP (Steel Pipe)
- **Option 3:** Structural Replacement – Replace with Concrete Box Culvert

Note: Due to the size of the existing culvert, pipe and shotcrete liners were not a feasible option to explore.

A brief outline of each option has been provided below, along with a summary of construction impacts for each alternative.

#### **5.1 Option 1 – Structural Rehabilitation – Culvert Invert Paving**

This option considers the repair / rehabilitation of the existing culvert through the use of reinforcement and shotcrete. This rehabilitation can be considered a viable option to



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February 1, 2019

remedy most of the above noted deficiencies and structural concerns. For the purpose of this assessment, this option will consider a work program designed to remedy as many noted deficiencies as is practically possible.

In general, the work associated with the minor rehabilitation program would include:

- Installation of environmental controls and cofferdam to isolate the stream from the work area. Safely relocate any aquatic wildlife encountered within the waterway;
- Install bypass pump to divert creek flows;
- Construction of access way and work area on the east side of road to avoid existing hydro lines;
- Sandblasting/cleaning the corrosion from the existing culvert;
- Install reinforcing and concrete paving;
- Placement of Smooth Run River Stone at the structure inlet and outlet; and
- Removal of access way and site restoration.

It was addressed in Section 2.2 above that the existing road profile does not meet the requirements of the posted speed according to the TAC – Geometric Design Guide for Canadian Roads Manual. It is recommended that the road profile be corrected to produce a K value for a design speed of at least 60 km/h ( $K = 18$ ) when the existing structure is replaced. It should be noted that, to upgrade the roadway to a K value of 18 (minimum), it will result in 165 m +/- of roadwork and up to 0.5 m +/- of fill required. A drawing has been included in Appendix A to demonstrate the change in the road profile.

Melancthon Structure 2003 was constructed in Circa 1970, and therefore has endured a 49 year +/- life span. Galvanized steel structures perform well in applications where low abrasion exists, in addition to having relatively neutral environmental conditions. It was noted during the visual inspection that the culvert has exhibited signs of coating deterioration or surface corrosion below the waterline. Galvanized steel has a proven service life of 50 years minimum in non-aggressive site conditions, and it is anticipated that this culvert will fulfill that anticipated lifespan and approximately add a **15 year +/- service life extension** with the completion of the structural reinforcing rehabilitation works. However, this service life extension is only an estimate and with continued review / maintenance this number could be higher.

It was observed during the investigation that the channel inlet and outlet inverts were lower than the culvert elevations. The addition of smooth run river stone at these locations will prevent this occurrence and protect the bedding foundation of the existing culvert.

The current 3-cable guide rail system does not meet the requirements outlined in the MTO Roadside Safety Manual, and therefore it is recommended to remove and replace the current system with Steel Beam Guide Rail. However, the Township may choose to keep the existing system if budgetary restriction does not allow for the upgrade.

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February 1, 2019

The proposed rehabilitation option is not anticipated to produce any conflicts with the existing Bell Communication or Hydro One utilities at the site location.

The proposed rehabilitation is not expected to require any lane closures or significant traffic control operations as no roadworks, excavation or grading will be required.

A Preliminary General Arrangement Drawing can be found in Appendix A.

It is estimated that construction would take approximately 2 to 4 weeks to complete at a cost of approximately \$137,000 (HST excluded), in addition to a 10% contingency.

Note: The replacement of the guide rail system has not been included in the Option 1 construction cost estimate. Replacing the current system is expected to cost approximately \$40,000.

## **5.2 Option 2 – Structural Replacement – SPCSP (4.3 m Dia. Steel Pipe)**

This option considers the replacement of the existing culvert with a new 4.3 m diameter SPCSP Culvert. The proposed structure will be approximately 24 m in length, buried a minimum of 300 mm, and increase the existing soffit (obvert) by approximately 70 mm, providing similar hydraulic capacity with an estimated 50 year design life.

In general, the work associated with replacing the culvert with a SPCSP would include the following:

- Expose and temporarily support / protect existing Bell utilities prior to construction;
- Traffic control, road closure and detour;
- Installation of environmental controls, and cofferdam to isolate the stream from the work area. Safely relocate any aquatic wildlife encountered within the waterway;
- Removal and replacement of culvert;
- Rebuild roadway (165 m +/-) and install new roadside protection system (guide rail);
- Placement of Smooth Run River Stone at the structure inlet and outlet; and
- Site restoration.

At this time, it is also recommended to improve the road profile over the structure. The K value of 15.0 calculated above does not meet the requirements of the posted design speed and therefore should be improved. It is understood that raising the road by up to approximately 0.5 m and completing roadworks over 165 m in length to produce a minimum K value of 18 and corresponding Design Speed of 60 km/h may not be economically feasible. Therefore, the Township may elect to maintain a similar road profile to the existing conditions and reduce the posted speed to 50 km/h to accommodate the existing design curve.

It is expected that retaining walls will be required on both upstream and downstream ends in order to keep the proposed structure within the Township right of way.

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February 1, 2019

Alternatively, the Township may choose to purchase property to allow for space to adequately fit the proposed structure and 2H:1V embankments, eliminating the need for retaining walls.

It is anticipated that steel beam guide rail will be required to replace the 3-cable system in the areas removed during construction.

The west end of the existing culvert is located directly underneath the overhead Hydro utilities, and therefore a temporary de-energization would have to be coordinated during the proposed culvert installation. The Bell Communications utility located in the east ditch line will also potentially be in direct conflict with the proposed construction works and will have to be exposed prior to construction.

This replacement will require a substantial amount of roadworks, grading, structural excavation and in-water-works. The construction season will be influenced by the timing windows outlined in Section 2.7. The full structural replacement option will have much larger environmental impacts than the rehabilitation option.

The full structural replacement and associated roadworks are expected to require full road closure.

A Preliminary General Arrangement Drawing can be found in Appendix A.

It is estimated that construction would take approximately 6 to 8 weeks to complete at a cost of \$446,000 (HST excluded), in addition to a 10% contingency.

### **5.3 Option 3 – Structural Replacement – Precast Box Culvert (4.2 m span x 4.2 m Rise)**

Option 3 considers the replacement of the existing culvert with a new, 4.2 m x 4.2 m precast concrete box culvert. The proposed structure will be buried a minimum of 300 mm and will maintain the existing soffit elevation, providing similar hydraulic capacity with an estimated 75 year design life.

In general, this option is similar to Option 2, but provides a different structure type. However, Township may elect to maintain a similar road profile to the existing conditions and reduce the posted speed to 50 km/h to accommodate the existing design curve. If the road profile is maintained a concrete distribution slab would be required as the new culvert would have less than the required 600 mm minimum cover. This would add an additional cost but would limit the amount of road work required.

A Preliminary General Arrangement Drawing can be found in Appendix A.

It is estimated that construction would take approximately 6 to 8 weeks to complete at a cost of \$567,000 (HST excluded), in addition to a 10% contingency.

Structure No. 2003 Preliminary Design Report  
February 1, 2019

## 6.0 Present Value Analysis

A Level 2 Present Value Cost Analysis (Capital Costs, Residual Value and Maintenance Costs) was performed on the three alternatives presented. The following life cycles and associated costs have been assumed for each alternative.

### Option 1 – Structural Rehabilitation

Year 0 (2019)	Minor Rehabilitation	\$137,000.00
Year 15 (2034)	Replace Structure	\$446,000.00
Year 50 (2069)		
Year 65 (2084)	Replace Structure	\$446,000.00

### Option 2 – Structural Replacement – SPCSP Culvert (Steel Pipe)

Year 0 (2019)	Replace Structure	\$446,000.00
Year 25 (2044)		
Year 50 (2069)	Replace Structure	\$446,000.00
Year 75 (2094)		

### Option 3 – Structural Replacement – Precast Box Culvert

Year 0 (2019)	Replace Structure	\$567,000.00
Year 25 (2044)		
Year 50 (2069)		
Year 75 (2094)	Replace Structure	\$567,000.00

To evaluate the various options, Table 1 and Table 2 have been prepared to provide a detailed investigation of the present value cost and sensitivity analysis for each option.

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**Table 1: Present Value Cost Analysis**

75 Year Service Life Present Value Cost Analysis – 3% Discount Rate						
Year	Option 1 Structural Rehabilitation		Option 2 Structural Replacement SPCSP		Option 3 Structural Replacement Concrete Box	
	Cost	Present Value	Cost	Present Value	Cost	Present Value
2019 (0)	\$137,000.00	\$137,000.00	\$446,000.00	\$446,000.00	\$567,000.00	\$567,000.00
2034 (15)	\$446,000.00	\$286,270.00				
2069 (50)			\$446,000.00	\$101,736.00		
2084 (65)	\$446,000.00	\$65,300.00				
2094 (75)					\$567,000.00	\$61,772.00
Total Present Value		\$488,571.00		\$547,736.00		\$628,772.00
Next Replacement Cost		\$446,000.00		\$446,000.00		\$567,000.00
Replacement Year		115		100		75
Residual Value (2094)		-\$33,694.00		-\$25,383.00		\$0.00
Net Present Value		\$454,877.00		\$522,353.00		\$628,772.00

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A sensitivity analysis was performed using discount rates of 3%, 5% and 7% as shown in Table 2 below.

**Table 2: Sensitivity Analysis**

<b>Present Value Cost Analysis Sensitivity Analysis</b>			
<b>Discount Rate</b>	<b>Net Present Value</b>		
	<b>Option 1 Structural Rehabilitation</b>	<b>Option 2 Structural Replacement</b>	<b>Option 3 Structural Replacement</b>
3%	\$454,877.00	\$522,353.00	\$628,772.00
5%	\$360,388.00	\$476,799.00	\$581,601.00
7%	\$301,535.00	\$458,865.00	\$570,546.00

Based on the review of the Net Present Value Analysis, it is determined that completing a Structural Rehabilitation is the most economical when assessing a 3%, 5%, and 7% discount rate. Completing a Structural Replacement should be deferred until the next major rehabilitation is warranted based on the physical condition of the culvert, which is anticipated to be in approximately 15 years.

## **7.0 Analysis and Comparison**

A comparative analysis of the advantages and / or challenges associated with each reconstruction option has been provided in Table 3 below.

Table 3: Repair and Replacement Options

	Option 1: Structural Rehabilitation	Option 2: Structural Replacement	Option 3: Structural Replacement
	Culvert Invert Paving	SPCSP Culvert (Steel Pipe)	Pre-cast Concrete Box Culvert
<b>Description of Work</b>	<ul style="list-style-type: none"> <li>• Environmental control.</li> <li>• Road remains open during construction.</li> <li>• Minor excavation required.</li> <li>• Install culvert steel reinforcing and invert paving.</li> <li>• Site restoration.</li> <li>• Potential PTE required to access culvert repair work.</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental control.</li> <li>• Traffic control detour required. (road closure).</li> <li>• Open cut excavation.</li> <li>• Install SPCSP culvert.</li> <li>• Construct and reinstate roadway.</li> <li>• Site restoration.</li> <li>• Potential PTE required to place river stone.</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental control.</li> <li>• Traffic control detour required. (road closure).</li> <li>• Open cut excavation.</li> <li>• Install precast concrete box culvert.</li> <li>• Construct and reinstate roadway.</li> <li>• Site restoration.</li> <li>• Potential PTE required to place river stone.</li> </ul>
<b>Construction Duration</b>	• 2 to 4 weeks	• 6 to 8 weeks	• 6 to 8 weeks
<b>Design Criteria</b>	<ul style="list-style-type: none"> <li>• Existing vertical profile does not allow for 60km/h design speed.</li> <li>• Existing 3-cable guide rail does not conform to current codes.</li> </ul>	• Meets all Design criteria.	• Meets all Design criteria.
<b>Utility Relocations</b>	<ul style="list-style-type: none"> <li>• No conflict with Bell Communications.</li> <li>• No conflict with Hydro Utilities.</li> </ul>	• Construction works will require temporary de-energization of Hydro lines.	• Construction works will require temporary de-energization of Hydro lines.
<b>Geometric Road Design</b>	• Maintain current road profile (approximate K value of 15).	• Improve upon current road profile.	• Improve upon current road profile.
<b>Length of Road Reconstruction</b>	• No proposed roadworks.	• Approximately 165m of roadworks required to improve road profile.	• Approximately 165m of roadworks required to improve road profile.
<b>Traffic Staging</b>	• None required.	• None required.	• None required.
<b>Roadside Safety Protection</b>	• Maintain existing roadside protection.	• Replace current system with SBGR.	• Replace current system with SBGR.
<b>Environmental Impacts</b>	• Water control construction works.	<ul style="list-style-type: none"> <li>• Water control construction works.</li> <li>• Full depth structure excavation.</li> <li>• Substantial road works and grading.</li> </ul>	<ul style="list-style-type: none"> <li>• Water control construction works.</li> <li>• Full depth structure excavation.</li> <li>• Substantial road works and grading.</li> </ul>
<b>Estimated Construction Cost (HST Included)</b>	• \$137,000.00	• \$446,000.00	• \$567,000.00
<b>Net Present Value Costs</b>	• \$454,877.00	• \$522,353.00	• \$628,772.00
<b>Estimated Service Life of Option</b>	• 15 years	• 50+ years	• 75+ years

A higher number in the Evaluation Matrix (Table 4) below indicates a more desirable outcome for any of the given criteria. For notes on the Evaluation Matrix and scoring, see Appendix C.

**Table 4: Evaluation Matrix**

Impact	Option 1 Structure Rehabilitation	Option 2 Replace Culvert SPCSP	Option 3 Replace Culvert Box Culvert
Construction Cost (30)	30.0	9	7
Net Present Value (20)	20	17.5	14.5
Estimated Service Life (10)	2	6.5	10.0
Duration of Construction (10)	10	5	5
Traffic Control (5)	5	4	4
Hydraulic Performance (10)	2.0	10.0	10.0
Utility Conflicts (10)	10.0	8.0	8.0
Environmental Impacts (5)	4.0	5.0	5.0
Score (100)	83	65	63.5

## 8.0 Recommendation

On the basis of our review of the background information, available design and geometric options and their associated impacts, Burnside recommends that the Township proceed with **Option 1, Structural Rehabilitation – Culvert Invert Paving**. This Option provides the lowest estimated construction costs, no foreseen conflicts with the existing utilities, lowest environmental impact, does not require any road work or temporary road closures, detours, and offers the shortest construction schedule. It should be noted that this option provides the shortest estimated service life, as the structure is not being replaced, however, based on the condition of the existing culvert and observed site conditions, it is expected that this rehabilitation will serve to rectify the noted deficiencies and provide a minimum of 15 years of additional service life. This rehabilitation will also allow for a full culvert replacement to take place in the future when the road surface, and road profile conditions can be improved simultaneously.





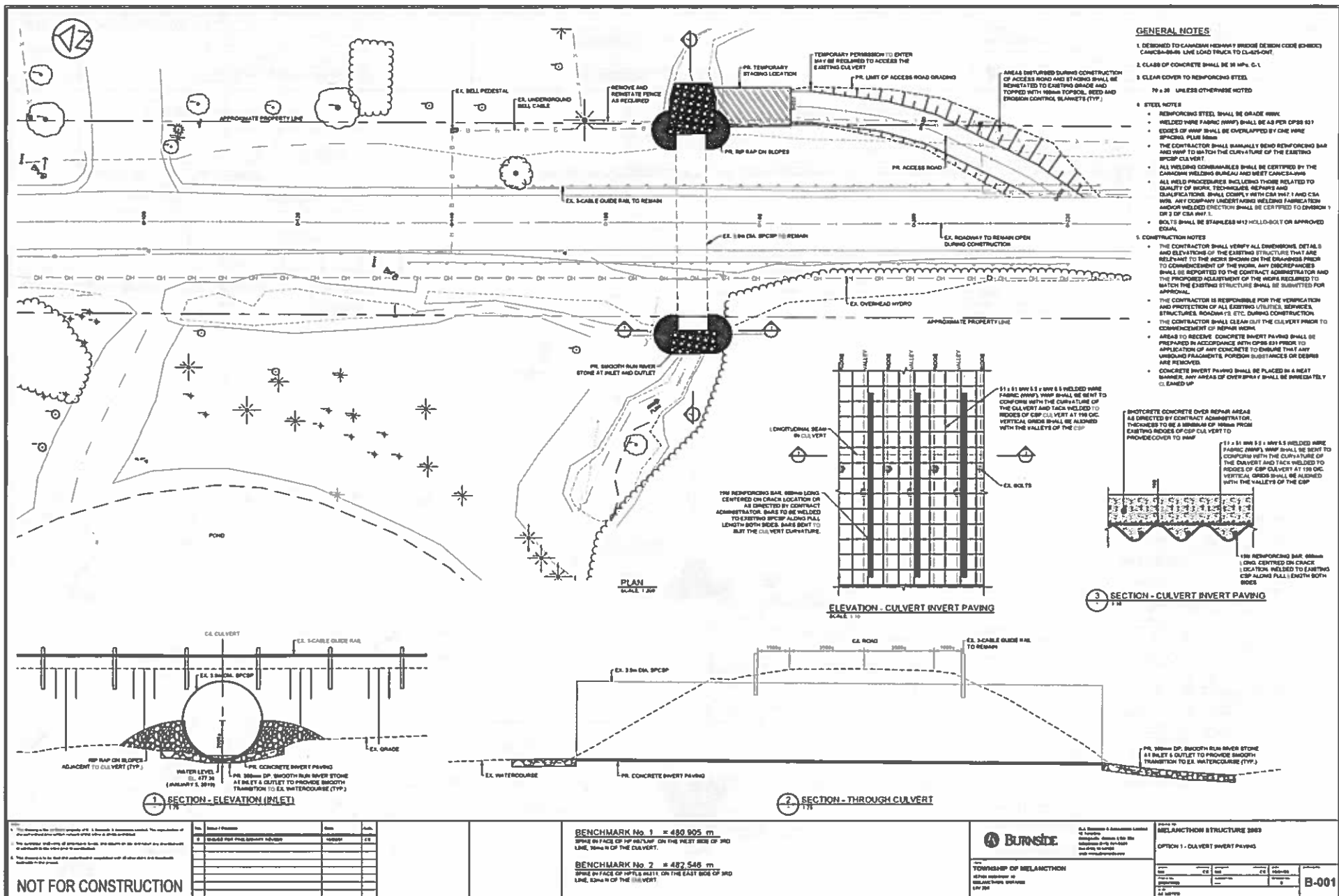
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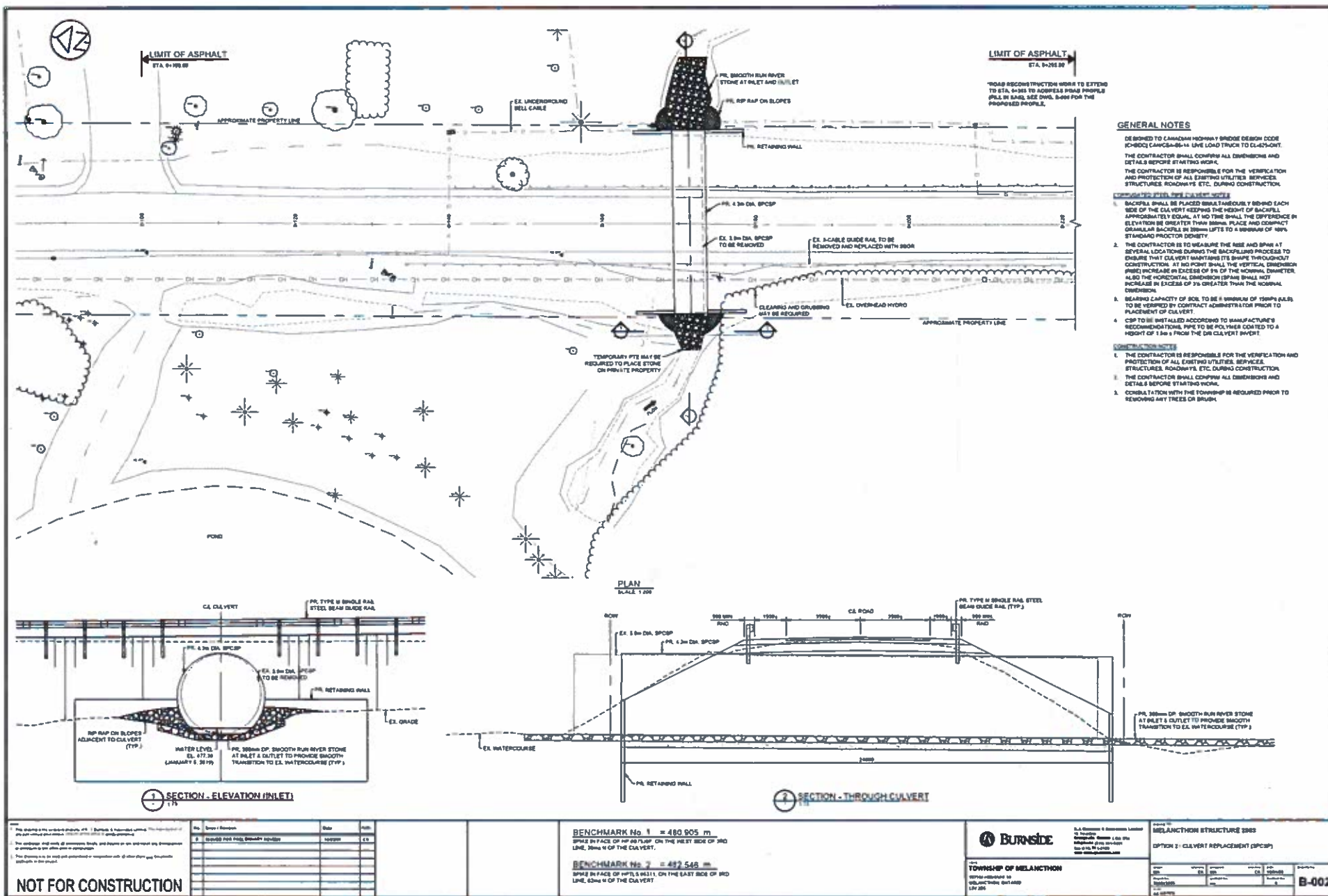
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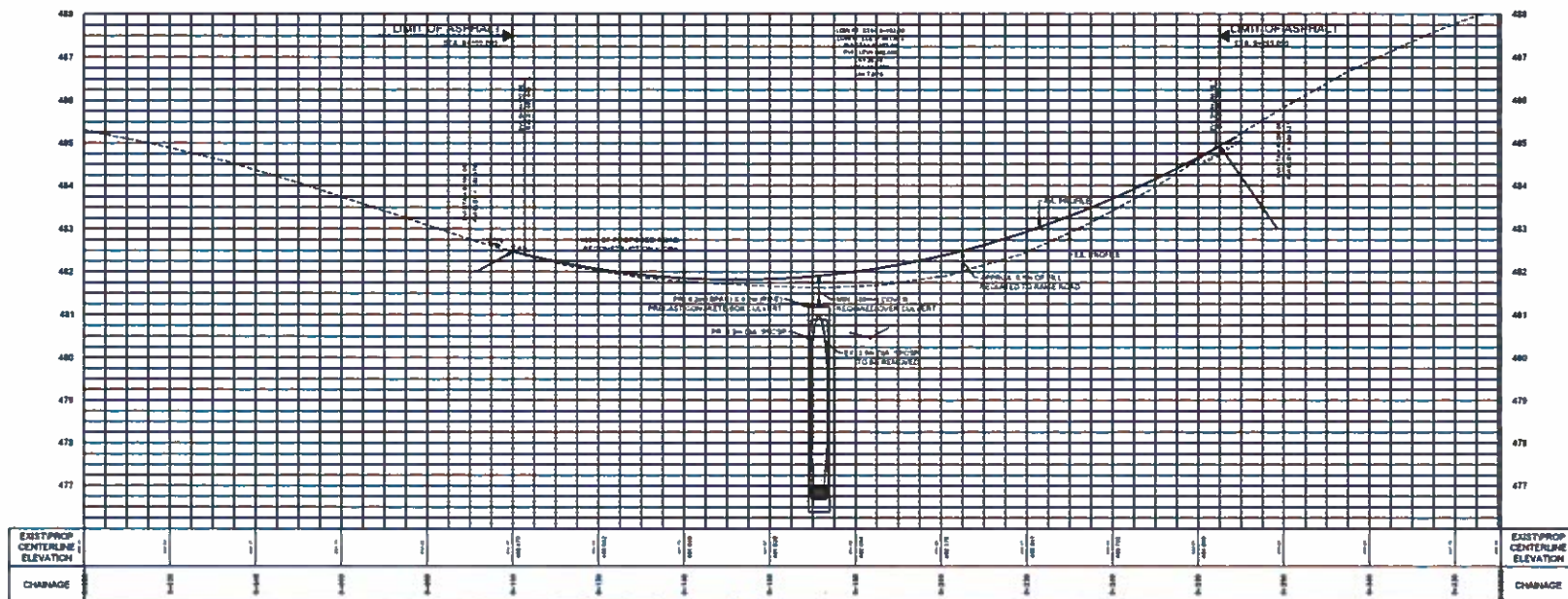
## Appendix A

### Drawings and Figures









Notes:

1. This drawing is the property of the Town of Melancthon and is not to be used for any other purpose without written permission.
2. The proposed road profile is shown in red. The existing road profile is shown in black. The proposed road profile is shown in red.
3. This drawing is to be used for construction purposes only. It is not to be used for any other purpose.

NOT FOR CONSTRUCTION

No.	Revisions	Date	By
1	DESIGNED FOR THIS DRAWING	10/10/2010	E.A.
2			
3			
4			
5			
6			
7			
8			
9			
10			



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MELANCTHON STRUCTURE 2003  
OPTION 2 & 3 PROPOSED ROAD PROFILE

Scale	Horizontal	Vertical
1" = 100'	1" = 100'	1" = 10'

B-004



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## Appendix B

### Preliminary Cost Estimates

Appendix B



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Client  
Project  
Project No.  
Date

Township of Melancthon  
Structure 2003  
300043633  
January 18, 2019

**Budgetary Cost Estimate  
Option 1 - Culvert Rehabilitation (Invert Paving)**

				Engineering Estimate	
Item No.	Description	Contract Quantity	Unit	UNIT PRICE	ESTIMATED PRICE
	<b>GENERAL</b>				
1	Mobilization and Demobilization	1.0	LS	\$20,000.00	\$20,000.00
2	Contract Bonds and Insurance	1.0	LS	\$3,500.00	\$3,500.00
3	Traffic Control and Signing	1.0	LS	\$1,500.00	\$1,500.00
	<b>REMOVALS AND TEMPORARY WORK</b>				
4	Earth Excavation and Grading Temporary Access	1.0	LS	\$4,000.00	\$4,000.00
5	Temporary Access Road	1.0	LS	\$10,000.00	\$10,000.00
6	Heavy Duty Silt Fence Barriers	80.0	m	\$25.00	\$2,000.00
7	Straw Bale Flow Check Dams	2.0	ea	\$300.00	\$600.00
8	Rock Flow Check Dams	2.0	ea	\$300.00	\$600.00
9	Waterway Control	1.0	LS	\$15,000.00	\$15,000.00
10	Dewatering Structure Excavation	1.0	LS	\$6,000.00	\$6,000.00
	<b>CULVERT REPAIRS</b>				
11	Sandblast Clean Structural Steel/Culvert	1.0	LS	\$8,000.00	\$8,000.00
12	Steel Reinforcement	1.0	LS	\$5,000.00	\$5,000.00
13	Concrete Invert Paving	160.0	m2	\$200.00	\$32,000.00
	<b>RESTORATION</b>				
14	Remove Temporary Access	1.0	LS	\$2,500.00	\$2,500.00
15	Topsoil (100mm depth), Imported	200.0	m2	\$15.00	\$3,000.00
16	Seed and Erosion Control Blankets	200.0	m2	\$7.50	\$1,500.00
17	Rip-Rap	50.0	t	\$100.00	\$5,000.00
18	Smooth Run River Stone	50.0	t	\$75.00	\$3,750.00
<b>Subtotal Estimated Construction Price</b>					<b>\$123,950.00</b>
<b>Contingency (10%)</b>					<b>\$12,395.00</b>
<b>Subtotal</b>					<b>\$136,345.00</b>
<b>13% H.S.T.</b>					<b>\$16,113.50</b>
<b>TOTAL ESTIMATED CONSTRUCTION PRICE</b>					<b>\$152,458.50</b>

Note - Total estimated construction price does not include any cost for property or engineering

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Client  
Project  
Project No.  
Date

Township of Melancthon  
Structure 2003  
300043633  
January 18, 2019

**Budgetary Cost Estimate  
Option 2 - 4.3m Dia. SPCSP Culvert**

				Engineering Estimate	
Item No.	Description	Contract Quantity	Unit	UNIT PRICE	ESTIMATED PRICE
<b>GENERAL</b>					
1	Mobilization and Demobilization	1.0	LS	\$35,000.00	\$35,000.00
2	Contract Bonds and Insurance	1.0	LS	\$5,000.00	\$5,000.00
3	Construction Layout	1.0	LS	\$2,500.00	\$2,500.00
4	Utility Relocation and Protection	1.0	LS	\$8,000.00	\$8,000.00
5	Traffic Control and Signing	1.0	LS	\$10,000.00	\$10,000.00
<b>REMOVALS</b>					
6	Removal of Asphalt Pavement, Full Depth	1155.0	m2	\$20.00	\$23,100.00
7	Removal of Existing Structure	1.0	LS	\$10,000.00	\$10,000.00
8	Removal of Guide Rail	170.0	m	\$25.00	\$4,250.00
<b>TEMPORARY WORKS</b>					
9	Heavy Duty Silt Fence Barriers	120.0	m	\$25.00	\$3,000.00
10	Straw Bale Flow Check Dams	4.0	ea	\$300.00	\$1,200.00
11	Rock Flow Check Dams	4.0	ea	\$300.00	\$1,200.00
<b>ROADWAY</b>					
12	Earth Excavation (Grading)	1.0	LS	\$15,000.00	\$15,000.00
13	Hot Mix (HL-4)	130.0	t	\$160.00	\$20,800.00
14	Hot Mix (HL-8)	195.0	t	\$160.00	\$31,200.00
15	Granular 'A'	950.0	t	\$20.00	\$19,000.00
16	Granular B Type I (Roadway)	1910.0	t	\$18.00	\$34,380.00
17	Type M Single Rail Steel Beam Guide Rail	171.45	m	\$125.00	\$21,431.25
18	Mash Sequential Kinking Terminal System	4.0	ea	\$4,500.00	\$18,000.00
<b>CULVERT</b>					
19	Waterway Control	1.0	LS	\$25,000.00	\$25,000.00
20	Dewatering Structure Excavation	1.0	LS	\$10,000.00	\$10,000.00
21	Earth Excavation for Structure	1.0	LS	\$30,000.00	\$30,000.00
22	Granular B Type I (Backfill)	1950.0	t	\$20.00	\$39,000.00
23	SPCSP Culvert 4.3m Dia.	25.62	m	\$3,000.00	\$76,860.00
24	Retaining Wall	100.00	sq.m	\$300.00	\$30,000.00
<b>RESTORATION</b>					
25	Topsoil (100mm depth), Imported	600.0	m2	\$15.00	\$9,000.00
26	Seed and Erosion Control Blankets	600.0	m2	\$7.50	\$4,500.00
27	Rip-Rap	60.0	t	\$100.00	\$6,000.00
28	Smooth Run River Stone	120.0	t	\$75.00	\$9,000.00

**Subtotal Estimated Construction Price** \$404,571.25

**Contingency (10%)** \$40,457.13

**Subtotal** \$445,028.38

**13% H.S.T.** \$52,594.26

**TOTAL ESTIMATED CONSTRUCTION PRICE** \$497,622.64

Note - Total estimated construction price does not include any cost for property or engineering

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Client  
Project  
Project No.  
Date

Township of Melancthon  
Structure 2003  
300043633  
January 18, 2019

**Budgetary Cost Estimate**  
**Option 3 - 4.2m x 4.2m Concrete Box Culvert**

Item No.	Description	Contract Quantity	Unit	Engineering Estimate	
				UNIT PRICE	ESTIMATED PRICE
	<b>GENERAL</b>				
1	Mobilization and Demobilization	1.0	LS	\$45,000.00	\$45,000.00
2	Contract Bonds and Insurance	1.0	LS	\$5,000.00	\$5,000.00
3	Construction Layout	1.0	LS	\$2,500.00	\$2,500.00
4	Utility Relocation and Protection	1.0	LS	\$8,000.00	\$8,000.00
5	Traffic Control and Signing	1.0	LS	\$10,000.00	\$10,000.00
	<b>REMOVALS</b>				
6	Removal of Asphalt Pavement, Full Depth	1155.0	m2	\$20.00	\$23,100.00
7	Removal of Existing Structure	1.0	LS	\$10,000.00	\$10,000.00
8	Removal of Guide Rail	170.0	m	\$25.00	\$4,250.00
	<b>TEMPORARY WORKS</b>				
9	Heavy Duty Silt Fence Barriers	120.0	m	\$25.00	\$3,000.00
10	Straw Bale Flow Check Dams	4.0	ea	\$300.00	\$1,200.00
11	Rock Flow Check Dams	4.0	ea	\$300.00	\$1,200.00
	<b>ROADWAY</b>				
12	Earth Excavation (Grading)	1.0	LS	\$15,000.00	\$15,000.00
13	Hot Mix (HL-4)	130.0	t	\$160.00	\$20,800.00
14	Hot Mix (HL-8)	195.0	t	\$160.00	\$31,200.00
15	Granular 'A'	950.0	t	\$20.00	\$19,000.00
16	Granular B Type I (Roadway)	1910.0	t	\$18.00	\$34,380.00
17	Type M Single Rail Steel Beam Guide Rail	171.45	m	\$125.00	\$21,431.25
18	Mash Sequential Kinking Terminal System	4.00	ea	\$4,500.00	\$18,000.00
	<b>CULVERT</b>				
19	Pipe Subdrain	40.0	m	\$40.00	\$1,600.00
20	Waterway Control	1.0	LS	\$25,000.00	\$25,000.00
21	Dewatering Structure Excavation	1.0	LS	\$10,000.00	\$10,000.00
22	Earth Excavation for Structure	1.0	LS	\$30,000.00	\$30,000.00
23	Granular B Type I (Backfill)	2000.0	t	\$20.00	\$40,000.00
24	4.2m x 4.2m Precast Concrete Box Culvert	26.823	m	\$7,500.00	\$201,172.50
25	Retaining Wall	60.000	sq.m	\$300.00	\$18,000.00
	<b>RESTORATION</b>				
26	Topsoil (100mm depth), Imported	600.0	m2	\$15.00	\$9,000.00
27	Seed and Erosion Control Blankets	600.0	m2	\$7.50	\$4,500.00
28	Rip-Rap	30.0	t	\$100.00	\$3,000.00
29	Smooth Run River Stone	100.0	t	\$75.00	\$7,500.00
<b>Subtotal Estimated Construction Price</b>					<b>\$514,983.75</b>
<b>Contingency (10%)</b>					<b>\$51,498.38</b>
<b>Subtotal</b>					<b>\$566,482.13</b>
<b>13% H.S.T.</b>					<b>\$66,947.89</b>
<b>TOTAL ESTIMATED CONSTRUCTION PRICE</b>					<b>\$633,430.01</b>

Note - Total estimated construction price does not include any cost for property or engineering

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## Appendix C

### Evaluation Matrix Scoring and Notes

Appendix C

<b>NOTES ON REHABILITATION EVALUATION</b>	
<b><u>Construction Cost</u></b>	<b>30</b>
<p>Lowest construction cost will be considered the base cost</p> <p>Replacement costs are then considered in terms of their relative increase over the base cost</p>	
<b><u>Net Present Value</u></b>	<b>20</b>
<p>Lowest NPV gets highest score and considered base cost</p> <p>NPV are then considered in terms of their relative increase over the base cost</p>	
<b><u>Estimated Service Life</u></b>	<b>10</b>
<p>Max Points for longest service life</p> <p>Service lives are then considered in terms of their relative increase over the base service life</p>	
<b><u>Duration of Construction</u></b>	<b>10</b>
<p>10 Points for Shortest Duration option and considered base</p> <p>Durations are then considered in terms of their relative increase over the base duration</p>	
<b><u>Traffic Control</u></b>	<b>5</b>
<p>5 Point for maintaining 2 lanes at all times</p> <p>Deduct 1 point for temporary lane closures</p> <p>Deduct 2 points for staged construction</p>	
<b><u>Hydraulic Performance</u></b>	<b>10</b>
<p>Base score of 5 for maintaining existing hydraulic performance</p> <p>Add 2 point if hydraulic performance improved</p> <p>Add 2 points if improved to meet minimum criteria</p> <p>Add 2 points if prevents roadway from overtopping under regional event</p> <p>Add 1 point if velocities reduced</p> <p>deduct 1 point if velocity increases</p> <p>deduct 2 points if backwater increases under any condition</p> <p>deduct 2 points if minimum criteria not satisfied</p> <p>maximum 10 points</p>	

<b><u>Utility Conflicts</u></b>	<b>10</b>
<p>10 points maximum for no conflicts</p> <p>Deduct points for:</p> <ul style="list-style-type: none"> <li>1      Lines need to be de-energized</li> <li>2      Lines to be relocated</li> <li>1      Bell to be Relocated</li> </ul>	
<b><u>Environmental Impacts</u></b>	<b>5</b>
<p>5 Points max score if habitat unchanged or improved</p> <p>Deduct 1 point if aquatic habitat reduced (area)</p> <p>Deduct 1 point if aquatic habitat can not be restored</p>	

<b>Construction Cost Scoring</b>			
	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
<b>Overall Cost</b>	<b>\$ 137,000.00</b>	<b>\$ 446,000.00</b>	<b>\$ 567,000.00</b>
<b>Base Score</b>	<b>30</b>	<b>30</b>	<b>30</b>
<b>Ratio</b>	<b>1.00</b>	<b>0.31</b>	<b>0.24</b>
<b>Score</b>	<b>30.00</b>	<b>9.00</b>	<b>7.00</b>
<b>Construction cost of cheapest option is the numerator and other costs are the denominator</b>			

<b><u>Net Present Value Scoring</u></b>			
	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
<b>Net Present Value</b>	<b>\$ 454,877.00</b>	<b>\$ 522,353.00</b>	<b>\$ 628,772.00</b>
<b>Base Score</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>Ratio</b>	<b>1.00</b>	<b>0.87</b>	<b>0.72</b>
<b>Score</b>	<b>20.00</b>	<b>17.50</b>	<b>14.50</b>
<b>Construction cost of cheapest option is the numerator and other costs are the denominator for the cost ratio</b>			

<b>Service Life Scoring</b>			
	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
<b>Service Life</b>	15	50	75
<b>Base Score</b>	10	10	10
<b>Ratio</b>	0.20	0.67	1.00
<b>Score</b>	2.00	6.50	10.00
<b>Construction cost of cheapest option is the numerator and other costs are the denominator for the cost ratio</b>			

<b>Construction Duration Scoring</b>			
	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
<b>Const. Duration (Wks)</b>	4	8	8
<b>Base Score</b>	10.0	10.0	10.0
<b>Ratio</b>	1	2	2
<b>Score</b>	10.00	5.00	5.00



**APPLICATIONS TO PERMIT FOR APPROVAL**  
**February 7, 2019 COUNCIL MEETING**

<b>PROPERTY OWNER</b>	<b>PROPERTY DESCRIPTION</b>	<b>TYPE OF STRUCTURE</b>	<b>DOLLAR VALUE</b>	<b>D.C.'s</b>	<b>COMMENTS</b>
David & Danielle Ashley Applicant: Lifestyle Sunrooms Inc	Part Lot 3, Concession 5 SW 096112 4th Line SW	Sunroom	\$42,500.00	NO	
David Hayles	Lot 256-258, Concession 2 SW 118081 2nd Line SW	Living Space	\$70,000.00	NO	

PLAN #1  
FEB 07 2019

# • Municipal Planning Services Ltd. •

## MEMORANDUM

**To:** Mayor White and Members of Council  
**Copy:** Ms. Denise Holmes, CAO  
**From:** Chris Jones MCIP, RPP  
**Date:** February 1, 2019  
**Re:** Policy to Protect Tree Canopy (Bill 68)

On May 30, 2017, Bill 68, "The Modernizing Ontario's Municipal Legislation Act" received Royal Assent. The Bill enacted a number of amendments to the Municipal Act, one of which was the following amendment to Section 270, which is a section that requires municipalities to establish local policies on specific matters:

7. *The manner in which the municipality will protect and enhance the tree canopy and natural vegetation in the municipality.*

The Township is therefore required to have a policy in place to address the above-mentioned provision by March 1, 2019. To this end, the following policy is provided for Council's consideration:

### **Protection of Natural Vegetation and Tree Canopy (Draft Policy)**

*The Township of Melancthon recognizes and values the importance of natural vegetation and tree canopy in the Township. The protection of this resource is articulated in the Township's Official Plan in Schedule E which illustrates the location of significant woodlands in the Township as well as the corresponding Official Plan policies found in Section 5.5.2 m), n), o) and p), which aim to protect this resource.*

*In accordance with the policies of the Plan, the Township will require impact assessment in conjunction with any Planning Act approval sought within or adjacent to this resource and where appropriate, will employ methods to protect the resource, such as the use of zoning and site plan control.*

*While the protection of the resource is important to long-term sustainability of natural species and ecosystems in a regional context, the Township acknowledges and supports the harvesting and use of privately held wood resources in accordance with sustainable forestry management practices as articulated by Natural Resources Canada and the Ministry of Natural Resources.*

*The Township also acknowledges the past contributions of landowners and agency partners such as the Nottawasaga Valley and Grand River Conservation Authority who have coordinated or participated in tree planting efforts that serve to remediate or restore natural, forest ecosystems in the County of Dufferin.*

---

• Municipal Planning Services Ltd. •

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

PLAN # 2

FEB 07 2019

Respectfully Submitted,



---

Chris Jones MCIP, RPP

---

• Municipal Planning Services Ltd. •

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

## CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Roads Sub-Committee held a meeting on December 12, 2018 at 1:30 p.m. in the Committee Room, Municipal Office. The following members were present: David Besley, David Thwaites, Wayne Hannon (1:35 p.m.). Also present were: Denise Holmes, CAO/Clerk as Secretary, Wendy Atkinson, Treasurer/Deputy Clerk and Craig Micks, Director of Public Works. Denise Holmes called the meeting to order.

### Election of Chair

Denise Holmes called for nominations for the position of Chair. Verbal motion - Moved by Thwaites, Seconded by Hannon that Dave Besley be nominated as Chair. Carried.

Member Besley accepts the nomination.

### Election of Vice-Chair

Chair Besley called for nominations for the position of Vice-Chair. Verbal motion - Moved by Hannon, Seconded by Besley that David Thwaites be nominated as Vice-Chair. Carried.

Member Thwaites accepts the nomination.

### Additions/Deletions/Approval of Agenda

The agenda was approved by a show of hands.

### Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

### General Business

#### 1. Terms of Reference for Sub-Committee - Discussion

Denise Holmes advised that she had received some samples of Terms of Reference and would put together a draft for the next meeting.

#### **2. Structures:**

##### **2.1. Preliminary Design Report and Engineer Costing for Structure 2003 (Location: 3<sup>rd</sup> Line)**

An email was received from Chris Knechtel, RJ Burnside and Associates regarding Culvert 2003 and discussed at the meeting. They are recommending that this structure

be repaired or replaced as soon as possible, as the Township's top priority – preferably in the 2019 construction season. Burnside's have anticipated their engineering fees to be as follows (upset limit). It should be noted that there may be opportunities to reduce the fees depending on which repair/replacement option is selected by the Township, however this will represent the upset limit.

Design

1. Project Management/Meetings -	\$1,600.00
2. Topographic Survey -	\$2,000.00
3. Hydrology & Hydraulic Analysis -	\$4,500.00
4. Preliminary Design Report (PDR) -	\$3,700.00
5. Permits, Approvals, etc. -	\$1,400.00
6. Detailed Design & Drawings -	\$4,600.00
7. Disbursements (printing, mileage, etc.) -	\$ 600.00

**Design Total: \$18,400.00**

Tender and Contract Administration

8. Tender Preparation and Process -	\$3,500.00
9. Contract Administration -	\$5,200.00
10. Part-time Construction Observation -	\$5,600.00
11. Disbursements (printing, mileage, etc.) -	\$ 900.00

**Tender & CA Total: \$15,200.00**

**TOTAL = \$33,600.00 +HST**

It was noted that the costs associated with Permit Fees and Tender Advertising have not been included in the fee estimate and will be the Township's responsibility.

The anticipated project schedule is as follows:

- Survey, November 2018
- Hydrology/Hydraulics and Preliminary Design, December 2018 to February 2019
- Submit PDR to Township, January/February, 2019
- Tender Project, March/April, 2019
- Construction, July/August, 2019

Discussion ensued about this structure. There are concerns about the stability of a pond that is across the road and whether this could affect the construction of the culvert and it was asked what are the implications of this private pond causing issues for the culvert? Staff to speak with our Engineers. The timeline for tenders was discussed and the Road Sub-Committee would like to have the project tendered at the end of February or early March. Discussion also about whether a steel culvert vs. concrete culvert and which is more sustainable. Craig to speak with Chris Knechtel about this.

## **RECOMMENDATION**

The Township of Melancthon Roads Sub-committee recommends to Council that RJ Burnside and Associates be retained for the engineering and contract administration on this project and Staff be directed to include the amount of \$33,600.00 + HST in the 2019 Budget. And further, that Burnside's be directed to put the tender out as soon as possible.

### **2.2. Structure 0004 (Location 5 Sideroad between 4<sup>th</sup> and 5<sup>th</sup> Line OS) - Discuss Options**

At the Inaugural meeting on December 6<sup>th</sup>, 2018 during the presentation by R.J. Burnside and Associates, it was noted that this bridge has severe concrete deterioration and there is presently no load limit. The options are to consider removing the structure and closing this portion of road due to low traffic volume. The estimated 2017 replacement cost was \$520,000.00. The Road Sub-Committee is in favour of closing a portion of the road as it is not financially feasible to put this amount of money into a structure with the low volume count on that road.

## **RECOMMENDATION**

The Township of Melancthon Roads Sub-Committee's preference is to close this portion of road as costs are too prohibitive considering the low traffic volume and recommends to Council that Staff be directed to investigate the costs and procedure for closing this portion of road.

### **2.3. Structure 2029 (Location: 220 Sideroad) Repairs Required - Discussion**

The email from Chris Knechtel of RJ Burnside and Associates pertaining to this structure was reviewed and discussed. The structure has a 2.4m span Concrete Rigid Frame, and lateral movement of the footings was suspected in the 2017 Report, which would require a \$70,000 +/- repair, including concrete struts. They are recommending completing a detailed site investigation in the Summer of 2019 during low flow to confirm the signs of lateral movement before proceeding to plan for the rehabilitation. They advised that the previous 2017 inspection was completed December 2017, which would make it difficult to inspect the exposed footings. The 2019 Engineering cost to complete a detailed site investigation is \$750. Discussion ensued and the Road Sub-Committee concurs with RJ Burnside and Associates.

## **RECOMMENDATION**

The Township of Melancthon Roads Sub-Committee recommends to Council that RJ Burnside and Associates be retained to complete a detailed site investigation in the Summer of 2019, during low flow, to confirm the signs of lateral movement before the Township proceeds to plan for rehabilitation. The cost of the Engineering is \$750.00 + HST to be included in the 2019 Budget.

#### **2.4. Structure 2021 (Location 2<sup>nd</sup> Line NE) - Repairs Required - Discussion**

The email from Chris Knechtel of RJ Burnside and Associates pertaining to this structure was reviewed and discussed. This structure is a 5.2m span CSPA multi-plate culvert and is exhibiting cracking along the bolt line (noted in 2017 Report). They advised that the short term repair is to weld steel to reinforce over the cracked locations and this would temporarily address the problem. They indicated that upon approval from the Township, they can work with Public Works and arrange for capable Contractor to complete this work in 2019 and construction costs can then be finalized once a quote is received. The estimated 2019 Construction Cost is \$15,000 +/- and the 2019 Engineering Cost is \$1,500.00 + HST.

#### **RECOMMENDATION**

The Township of Melancthon Roads Sub-Committee recommends to Council that Staff be directed to obtain further information from Burnside's on how many years this short term solution will give the Township before it has to replace this structure.

#### **3. Road Rationalization Study - Costs and Discussion**

An email from Arunas Kalinauskas, RJ Burnside and Associates dated December 12, 2018 was circulated during the meeting as it was just received by Staff. Mr. Kalinauskas said the study will focus on Township paved roads, as well as the section of the 4<sup>th</sup> Line NE. The study will include the following:

- Review, with Township staff, the existing programs, policies and issues affecting the management of the road network within the Township.
- Establish criteria, in consultation with Township staff, and Roads Committee, for the maintenance, rehabilitation and replacement of the roads within the network.
- Review the land uses that are currently serviced by the road network, including the connectivity that is provided by the network.
- Assess traffic volumes (AADT) and traffic types within the road network, based on traffic count data provided by the Township.
- Forecast growth, within the Township and within adjacent municipalities, that impacts the Township's road network. Complete traffic growth forecasts.
- Determine strategies for upgrading, or downgrading, the Level of Service (surface type etc.) to respond to the needs within the road network.
- Establish a strategy for addressing the road needs (types of improvements, triggers, prioritization), taking into account road condition, widths, road structure, drainage, traffic volumes, safety/geometry, network connectivity and road maintenance requirements.
- Obtain updated condition rating of the hard top roads and of a select number of gravel roads (where upgrades may be considered), through a field review of these roads, that is completed with the Road Superintendent.
- Update costs for maintenance, rehabilitation or replacements to roads within the network.

- Review budget constraints with the Township.
- Develop a ten year road maintenance and improvement program for the road network, within budget limitations.
- Recommend changes to Township policies that may be informed by the study work.
- Provide a draft report that summarizes the results of the study work completed to staff and Roads Committee
- Final Report
- Present the results of the study to Council.

The study will provide essential information for the ongoing management of the road network and will form a basis for the future completion of a more comprehensive Asset Management Plan within the municipality, as required by Regulation 588/17. The cost of this is estimated at \$45,000.

Discussion ensued and it was felt that this study would clarify which roads we need to focus on. It was suggested that we don't do any work in 2019 until we know what is priority and this study is done. The money that we would spend could be put in a reserve to be used in 2020. Concerns were raised about the timeline to complete the study.

#### **RECOMMENDATION**

The Township of Melancthon Roads Sub-Committee recommends to Council that the Township of Melancthon proceed with the Melancthon Road Study at an estimated cost of \$45,000.00 + HST, subject to Staff getting a timeline to complete the study as well as technical issues that require clarification

#### **4. 2019 Bridge Study - Costs and Discussion**

The email from Chris Knechtel of RJ Burnside and Associates pertaining to the 2019 Bridge Study was reviewed and discussed. The study will include, among others standard requirements, BCI calculations, replacement costs for every structure, incorporating the data into the Township's asset management and providing future capital planning priority recommendations. Upon approval to proceed, Burnside's will schedule this work early in 2019 so that Council and Staff can have updated bridge recommendations before the Fall 2019 to allow for future planning/budgeting. The estimated cost is \$16,900.00 + HST.

#### **RECOMMENDATION**

The Township of Melancthon Roads Sub-Committee recommends to Council that RJ Burnside and Associates be retained to complete the 2019 Bridge Study at an estimated cost of \$16,900.00 + HST and Staff be directed to include this in the 2019 budget.



**5. Asset Management Policy - deadline July 1, 2019**

The Asset Management Policy is due July 1, 2019. There are samples of policies online and Staff will look into this more in the new year.

**6. 5-year Roads and Bridges Plan - Discussion**

No further discussion on this item as it would be covered under the Melancthon Road Study – discussed above.

**7. Other/Additions**

Craig mentioned about micro-surfacing the 4<sup>th</sup> Line NE. Southgate uses this product and has been happy with it thus far.

**Adjournment**

2:45 p.m. - Moved by Thwaites, Seconded by Hannon that we adjourn the Roads Sub-Committee meeting to meet again at the call of the Chair. Carried.

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
SECRETARY

## Denise Holmes

---

**From:** Eowyn Spencer <espencer@grandriver.ca>  
**Sent:** Monday, January 14, 2019 3:08 PM  
**To:** Christine Hickey; Meghan Townsend (mtownsend@townofgrandvalley.ca); Denise Holmes; Hyde, Joanne; Susan Stone; jwoodbury@southgate.ca; Bob Currie; Darren White (dwhite@melancthontownship.ca); ssoloman@townofgrandvalley.ca; John Stirk; tnevills@eastgarafraxa.ca  
**Subject:** Teleconference - Selection of GRCA Board Member  
**Attachments:** Minutes - Group 1 Appointment Meeting January 2019.pdf

Good afternoon everyone,

The minutes of the selection meeting held by teleconference on January 11, 2019, are attached for your reference.

Kind regards,

**Eowyn Spencer** | Executive Assistant | Grand River Conservation Authority  
[www.grandriver.ca](http://www.grandriver.ca) | Phone: 519-621-2763 x.2200 | [espencer@grandriver.ca](mailto:espencer@grandriver.ca)

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## **MINUTES**

### **GROUP 1 MEMBER APPOINTMENT MEETING**

**2:00 p.m. on January 11, 2019**

**By Conference Call**

#### **Participants:**

Mayor Bob Currie, Township of Amaranth, Mayor Darren White, Township of Melancthon, Mayor Steve Soloman, Township of Grand Valley, Councillor Tom Nevills, East-Garafraxa

#### **Others:**

Joe Farwell, CAO, GRCA, Karen Armstrong, Deputy CAO & Secretary-Treasurer, GRCA, Eowyn Spencer, Executive Assistant, GRCA, Jane Wilson, Clerk, Grand Valley, Meghan Townsend, Deputy Clerk, Grand Valley, Denise Holmes, CAO/Clerk, Melancthon

#### **1. Call to Order**

J. Farwell assumed the Chair and called the meeting to order at 2:04 p.m.

#### **2. Roll Call and Certification of Quorum – 3 of the Participants constitute a quorum (1/2 of participating municipalities in the group)**

J. Farwell called the roll and certified quorum with representatives from four participating municipalities present.

#### **3. Appointment of Member for Group 1**

##### **a. Call for nominations**

B. Currie and D. White nominated Mark Tijssen and Guy Gardhouse, respectively, to represent the Townships of Amaranth, East Garafraxa, Southgate and Melancthon and the Town of Grand Valley on the GRCA board of directors. No further nominations were presented.

##### **b. Close nominations**

Resolution **Moved by:** Tom Nevills  
**Carried**

**Seconded by:** Steve Soloman

*THAT nominations for Group 1 member be closed.*

#### **4. Election**

Each participating member expressed their vote, as directed by resolution of their respective councils.

<b>Council</b>	<b>Recommendation</b>
Amaranth	Mark Tijssen
Grand Valley	Guy Gardhouse
East Garafraxa	Guy Gardhouse
Melancthon	Guy Gardhouse
Southgate	No recommendation

**Resolution  
Carried**

**Moved by: Tom Nevills**

**Seconded by: Darren White**

**THAT Guy Gardhouse is appointed effective immediately as member of Grand River Conservation Authority to represent the municipalities in Group 1 (Township of Amaranth, Township of East Garafraxa, Town of Grand Valley, Township of Melancthon and Township of Southgate) for a term to expire on November 30, 2022 (term of council) or until such time as a new member is appointed.**

**5. Adjourn**

**The meeting was adjourned at 2:07 p.m.**

## Denise Holmes

---

**From:** Eowyn Spencer <espencer@grandriver.ca>  
**Sent:** Friday, January 25, 2019 1:24 PM  
**Cc:** Lisa Stocco; Sara Wilbur; Doina Hartley; Karen Armstrong  
**Subject:** Summary of the GRCA General Membership Meeting – January 25, 2019



### **Grand River Conservation Authority** *Summary of the General Membership Meeting – January 25, 2019*

*To GRCA/GRCF Board and Grand River watershed municipalities - Please share as appropriate.*

#### **Action Items**

*The Board approved the resolutions in the following reports as presented in the agenda:*

- Grand River Conservation Foundation Member Appointment
- Award of Tender - Driveway Installation
- Award of Tender - 2019-2021 Firewood Supply
- Brant Rural Water Quality Program Delivery Agreement Renewal
- A Made-in-Ontario Environment Plan

#### **Information Items**

*The Board received the following reports as information:*

- Cash and Investment Status
- Environmental Assessments
- Current Watershed Conditions
- Report of the Audit Committee
- Budget 2019 - Second Draft
- Per Diems and Honorariums
- Development, Interference with Wetlands and Alterations to Shorelines Regulation
- Bill 66 - Restoring Ontario's Competitiveness Act, 2018
- Grand River Watershed Flood Warning System

#### **Correspondence**

*The Board received the following correspondence:*

- Minister of the Environment, Conservation and Parks regarding unauthorized tenting
- Woolner Trails Community Association regarding the City of Kitchener's proposed zoning by-law

#### **Election of Officers**

*The board elects a chair and vice-chair each January to serve for the coming year.*

- Helen Jowett was acclaimed as Chair of the Grand River Conservation Authority for a fourth term
- Chris White was acclaimed as Vice-Chair of the Grand River Conservation Authority for a fourth term

*For full information, please refer to the January 25 Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our online calendar. The minutes of this meeting will be posted on our online calendar on February 22, 2019*

*You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.*

Kind regards,

**Eowyn Spencer** | Executive Assistant | Grand River Conservation Authority  
[www.grandriver.ca](http://www.grandriver.ca) | Phone: 519-621-2763 x.2200 | [espencer@grandriver.ca](mailto:espencer@grandriver.ca)

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## Denise Holmes

---

**From:** Haleigh Ferguson <hferguson@nvca.on.ca>  
**Sent:** Friday, January 11, 2019 2:31 PM  
**To:** 'dholmes@melancthontownship.ca'  
**Cc:** 'watkinson@melancthontownship.ca'  
**Subject:** NVCA Board Member Remuneration  
**Attachments:** 2018 NVCA Board Member Remuneration - Township of Melancthon.pdf

Good afternoon,

Please see the attached NVCA remuneration letter for your records.

Kind regards,  
Haleigh

**Haleigh Ferguson | Administrative Assistant**

**Nottawasaga Valley Conservation Authority**  
8195 8<sup>th</sup> Line, Utopia, ON L0M 1T0  
T 705-424-1479 ext. 272 | F 705-424-2115  
hferguson@nvca.on.ca | nvca.on.ca

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January 11, 2019

The Township of Melancthon  
D. Holmes, Clerk-Treasurer  
157101 Hwy # 10  
Melancthon, Ontario  
L9V 2E6.

Dear Ms. Holmes:

RE: NVCA BOARD MEMBER'S PER DIEM AND EXPENSES

I have been asked to supply municipalities with remuneration expenses paid to our NVCA Board members over the 2018 year in accordance with the Municipal Act, Section 284(3).

Your council's appointee for the 2018 term to the Nottawasaga Valley Conservation Authority was Darren White.

The Authority held 7 Board of Directors meetings from January 1 to December 31, 2018.

The total number attended by your member was 2 Authority meetings.

The total mileage expense paid was \$131.76 and the total per diem paid was \$164.06.

If you have any questions relating to the above, please do not hesitate to contact the undersigned at 705-424-1379 ext.228.

Sincerely,

A handwritten signature in cursive script that reads "S. Flannagan".

Sheryl Flannagan  
Director, Corporate Services  
SF/ds

**Nottawasaga Valley Conservation Authority**  
8195 8<sup>th</sup> Line, Utopia, ON L0M 1T0  
T: 705-424-1479 F: 705-424-2115  
admin@nvca.on.ca • nvca.on.ca

*A member of Conservation Ontario*



# County of Dufferin - Building Department

*Report for the Year January 1 to December 31, 2018*

	BUILDING PERMITS																
	Residential		Commercial		Industrial		Agricultural		Institutional		Outbuildings				# of Permits	Estimated Value	Permit Fees
	A	B	A	B	A	B	A	B	A	B	A	B					
Amaranth	(3) 17	11	(1) 0	2	(1) 0	0	(3) 2	1	0	1	(1) 8	3	6	21	81	\$10,421,228	\$76,148.97
East Garafraxa	(2) 7	12	0	0	1	0	2	0	3	0	(1) 11	0	14	20	73	\$33,520,500	\$132,679.16
Grand Valley	(3) 77	11	4	4	0	0	5	1	0	2	7	1	1	4	120	\$21,541,300	\$190,931.68
Melancthon	(6) 9	13	4	0	0	0	(2) 14	1	1	0	9	2	0	18	79	\$6,852,000	\$61,812.75
Mono	(5) 14	37	0	3	0	0	(1) 3	3	0	1	(1) 27	1	15	32	143	\$15,104,420	\$95,123.07
Mulmur	(7) 23	34	(1) 0	0	0	0	(1) 6	1	(1) 2	4	(2) 20	6	4	37	149	\$22,013,425	\$129,253.71
Shelburne	4	28	(1) 2	8	0	3	0	0	1	4	(1) 3	0	2	0	57	\$5,728,040	\$39,905.96
TOTALS	177	146	13	17	2	3	39	7	8	12	91	13	42	132	702	\$115,180,913	\$725,855.30

A Columns - New Buildings

Outbuildings - Garages, Carports, Storage Sheds, Etc...

B Columns - Additions / Alterations to Existing Building

(#) Demolition Permits

- UNAUDITED -

INFO#2  
FEB 07 2019



## COUNTY OF DUFFERIN BUILDING PERMIT REPORT

January – December 2018



MUNICIPALITY	CONSTRUCTION TYPE	MONTH	COUNT	WORK VALUES	PERMIT FEES
Melancthon	Detached Dwelling	110-01 April	1	\$315,000.00	\$2,173.92
	Detached Dwelling	110-01 May	2	\$850,000.00	\$5,416.00
	Detached Dwelling	110-01 June	2	\$860,000.00	\$5,847.62
	Detached Dwelling	110-01 July	2	\$470,000.00	\$4,710.13
	Detached Dwelling	110-01 October	1	\$400,000.00	\$2,580.48
	Detached Dwelling	110-01 December	1	\$300,000.00	\$3,065.95
	<b>Sub-Total</b>	<b>New Construction</b>	<b>9</b>	<b>\$3,195,000.00</b>	<b>\$23,794.10</b>
Melancthon	Detached Dwelling	110-02 February	1	\$80,000.00	\$2,186.52
	Detached Dwelling	110-02 May	1	\$5,000.00	\$150.00
	Detached Dwelling	110-02 June	1	\$60,000.00	\$1,092.00
	Detached Dwelling	110-02 August	2	\$210,000.00	\$1,011.00
	Detached Dwelling	110-02 September	2	\$120,000.00	\$785.88
	Detached Dwelling	110-02 December	1	\$40,000.00	\$305.76
	<b>Sub-Total</b>	<b>Addition to Existing Structure</b>	<b>8</b>	<b>\$515,000.00</b>	<b>\$5,531.16</b>
Melancthon	Detached Dwelling	110-03 February	1	\$19,000.00	\$220.00
	Detached Dwelling	110-03 May	1	\$7,000.00	\$150.00
	Detached Dwelling	110-03 August	1	\$20,000.00	\$187.00
	Detached Dwelling	110-03 September	1	\$25,000.00	\$488.00
	Detached Dwelling	110-03 October	1	\$3,000.00	\$150.00
	<b>Sub-Total</b>	<b>Alteration or Improvement</b>	<b>5</b>	<b>\$74,000.00</b>	<b>\$1,195.00</b>

MUNICIPALITY	CONSTRUCTION TYPE		MONTH	COUNT	WORK VALUES	PERMIT FEES
Melancthon	Detached Dwelling	110-16	February	1	\$5,000.00	\$180.00
	Detached Dwelling	110-16	March	1	\$5,000.00	\$180.00
	Detached Dwelling	110-16	May	1	\$3,000.00	\$180.00
	Detached Dwelling	110-16	July	2	\$15,000.00	\$360.00
	Detached Dwelling	110-16	September	1	\$2,000.00	\$180.00
	<b>Sub-Total</b>	Demoliton		<b>6</b>	<b>\$30,000.00</b>	<b>\$1,080.00</b>
Melancthon	Agricultural	411-01	March	1	\$30,000.00	\$220.00
	Agricultural	411-01	April	1	\$40,000.00	\$479.40
	Agricultural	411-01	May	2	\$290,000.00	\$2,150.16
	Agricultural	411-01	June	4	\$1,310,000.00	\$5,137.10
	Agricultural	411-01	July	3	\$370,000.00	\$3,120.24
	Agricultural	411-01	August	1	\$3,000.00	\$150.00
	Agricultural	411-01	September	1	\$6,000.00	\$199.92
	Agricultural	411-01	December	1	\$100,000.00	\$1,172.32
	<b>Sub-Total</b>	New Construction		<b>14</b>	<b>\$2,149,000.00</b>	<b>\$12,629.14</b>
Melancthon	Agricultural	411-03	August	1	\$40,000.00	\$863.60
	<b>Sub-Total</b>	Alteration or Improvement		<b>1</b>	<b>\$40,000.00</b>	<b>\$863.60</b>
Melancthon	Agricultural	411-16	May	1	\$5,000.00	\$150.00
	Agricultural	411-16	July	1	\$10,000.00	\$150.00
	<b>Sub-Total</b>	Demoliton		<b>2</b>	<b>\$15,000.00</b>	<b>\$300.00</b>
Melancthon	Commercial	510-01	March	1	\$10,000.00	\$183.60
	Commercial	510-01	May	1	\$3,000.00	\$150.00
	Commercial	510-01	July	2	\$182,000.00	\$2,377.68
	<b>Sub-Total</b>	New Construction		<b>4</b>	<b>\$195,000.00</b>	<b>\$2,711.28</b>
Melancthon	Institutional	610-01	August	1	\$50,000.00	\$440.00
	<b>Sub-Total</b>	New Construction		<b>1</b>	<b>\$50,000.00</b>	<b>\$440.00</b>

MUNICIPALITY	CONSTRUCTION TYPE		MONTH	COUNT	WORK VALUES	PERMIT FEES
Melancthon	Res. Out Building	190-01	April	1	\$25,000.00	\$174.42
	Res. Out Building	190-01	June	1	\$15,000.00	\$150.00
	Res. Out Building	190-01	July	3	\$194,000.00	\$1,272.00
	Res. Out Building	190-01	August	1	\$20,000.00	\$150.00
	Res. Out Building	190-01	September	3	\$110,000.00	\$702.05
	Sub-Total	New Construction		9	\$364,000.00	\$2,448.47
Melancthon	Res. Out Building	190-02	October	1	\$18,000.00	\$150.00
	Sub-Total	Addition to Existing Structure		1	\$18,000.00	\$150.00
Melancthon	Res. Out Building	190-03	April	1	\$15,000.00	\$150.00
	Sub-Total	Alteration or Improvement		1	\$15,000.00	\$150.00
Melancthon	Septic	195-01	April	1	\$10,000.00	\$540.00
	Septic	195-01	May	2	\$20,000.00	\$1,080.00
	Septic	195-01	June	4	\$40,000.00	\$2,560.00
	Septic	195-01	July	3	\$30,000.00	\$2,020.00
	Septic	195-01	August	2	\$17,000.00	\$1,080.00
	Septic	195-01	September	1	\$10,000.00	\$540.00
	Septic	195-01	October	3	\$40,000.00	\$1,620.00
	Septic	195-01	December	1	\$10,000.00	\$540.00
	Sub-Total	New Construction		17	\$177,000.00	\$9,980.00
Melancthon	Septic	195-03	September	1	\$15,000.00	\$540.00
	Sub-Total	Alteration or Improvement		1	\$15,000.00	\$540.00
Total				79	\$6,862,000.00	\$61,812.75

## Denise Holmes

---

**From:** Jenny Li <jli@dufferincounty.ca>  
**Sent:** Monday, January 14, 2019 3:16 PM  
**To:** Denise Holmes; Chris Jones; ladouceurm@csmiamonde.ca; Shantz, Tyler (MMAH); lbull@nvca.on.ca; jwagler@grandriver.ca; e.downing@svca.on.ca; hdi2@bellnet.ca; joannem@metisnation.ca; Municipalplanning@enbridge.com; jhyde@southgate.ca; Jennifer Willoughby ; suestone@amaranth-eastgary.ca; Kerstin Vroom; Jane Wilson ; heather.morrison@grey.ca  
**Cc:** Pam Hillock; Darrell Keenie  
**Subject:** Notice of Decision Township of Melancthon OPA1  
**Attachments:** Notice of Decision Melancthon OPA 1.pdf

Good afternoon all,

Please see the attached Notice of Decision with respect to Township of Melancthon OPA1. Hard copies of the notice will be mailed to agencies, those who requested to be notified and landowners in the circulation area without an email address.

Sincerely,

Jenny Li, Planning Coordinator | Planning, Economic Development and Culture  
County of Dufferin | Phone: 519-941-2816 Ext. 2509 | [jli@dufferincounty.ca](mailto:jli@dufferincounty.ca) | 55 Zina St., Orangeville, ON L9W 1E5

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To: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)

From: [jli@dufferincounty.ca](mailto:jli@dufferincounty.ca)

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## **NOTICE OF DECISION**

**Under Section 17 and 22 of the *Planning Act R.S.O. 1990, C.P. 13 as amended***

## **TOWNSHIP OF MELANCTHON OFFICIAL PLAN AMENDMENT**

**Subject: Amendment 1 to the Official  
Plan for the Township of  
Melancthon**

**County File No.: Melancthon OPA 1**

**Date of this notice: Jan 14<sup>th</sup>, 2019**

**Last date of appeal: Feb 4<sup>th</sup>, 2019**

**TAKE NOTICE** that the County of Dufferin made a decision to **APPROVE**, Amendment 1 to the Official Plan for the Township of Melancthon on January 10<sup>th</sup>, 2018.

### **Purpose and effect of this Amendment:**

The purpose of OPA No. 1 to the Township of Melancthon Official Plan is to implement recommendations of the South Georgian Bay Lake Simcoe and Grand River Source Protection Plans, as required by the *Clean Water Act*, and to establish a new policy section in the Township of Melancthon Official Plan to implement the Source Protection Plans. The new policies for Source Protection will replace Section 4.4.2, Wellhead Protection Areas within the Township of Melancthon Official Plan. These recommendations include the identification of vulnerable areas known as Wellhead Protection Areas in the Township.

### **Land Affected**

The amendment specifically affects the lands located adjacent to the settlement of Dundalk in the Township of Southgate, and lands located adjacent to the Town of Shelburne. The land to which OPA 2 applies is shown on the accompanying map.

### **Other applications affecting the subject lands:**

Township of Melancthon Zoning By-law 57-2018.

### **For additional information:**

Copies of the Township of Melancthon OPA 1, as well as background information and the details of the decision, will be available for inspection at the County's municipal offices (see contact information at the end of this notice) from 8:30 to 4:30 on regular business days. For further assistance, please contact Pam Hillock, County Clerk/Director of Corporate Services, County of Dufferin, by phone: 519-941-2816 Ext. 2503, or email: phillock@dufferincounty.ca.

### **When the decision will become final:**

The decision of the County of Dufferin is final if a notice of appeal is not received on or before the last day for filing a notice of appeal.

### **When and how you may appeal:**

Take notice that an appeal to the Local Planning Appeal Tribunal in respect to all or part of this Official Plan Amendment may be made by filing a notice of appeal with the County Clerk, attention Pam Hillock, County Clerk/Director of Corporate Services, 55 Zina St., Orangeville, ON L9W 1E5, within 20 days of this notice.



A notice of appeal, referring to the Subject information and File Number at the top of this notice, must be received in writing at the address at the end of this notice no later than 4:30 pm on the last date of appeal shown at the top of this notice. The notice of appeal must:

- 1) be filed with The Corporation of the County of Dufferin, the approval authority, to the address below,
- 2) set out the specific part of the proposed official plan or plan amendment to which the appeal applies,
- 3) set out the reasons for appeal, and
- 4) be accompanied by the fee required by the Local Planning Appeal Tribunal (currently \$300.00 payable to the Environment and Land Tribunals Ontario).

If you wish to appeal to the Local Planning Appeal Tribunal (LPAT) an appeal form is available from the LPAT website at [www.elto.gov.on.ca](http://www.elto.gov.on.ca).

**Who can file an appeal:**

As per Section 17(36) of the *Planning Act*, only the Minister, the applicant, and a person or public body who, before the amendment was adopted, made oral submissions at a public meeting or written submissions to the council, may appeal the decision of the approval authority.

As per Section 8 of Ontario Regulation 543/06, only individuals, corporations, or public bodies may appeal a decision of the approval authority to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filled in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeals unless, before the plan was adopted, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.



Pam Hillock, County Clerk/Director of  
Corporate Services, County of Dufferin

Dated: January 14<sup>th</sup>, 2018

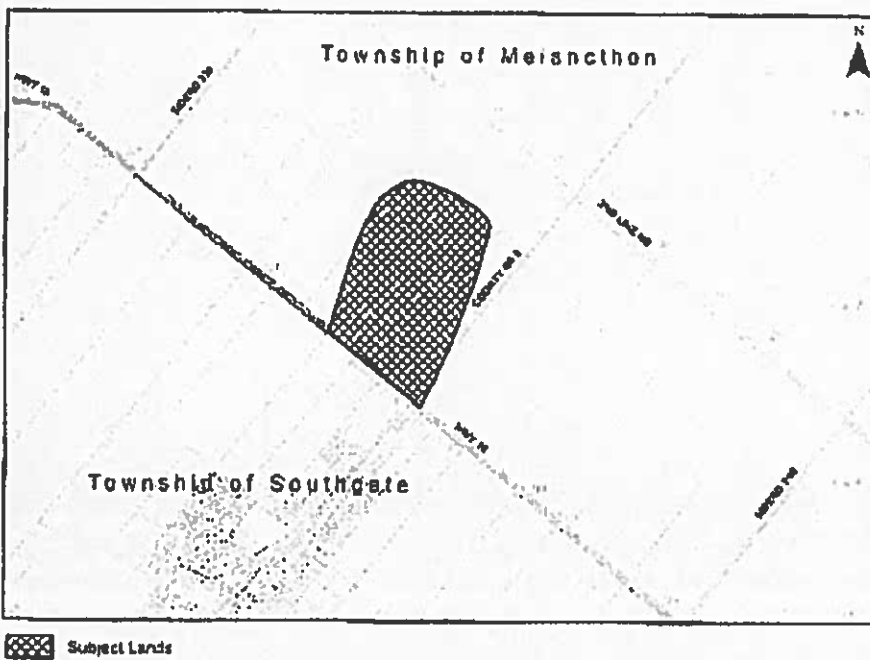
The Corporation of the County of Dufferin

55 Zina Street

Orangeville, ON L9W 1E5

Telephone: 519.941.2816

Facsimile: 519.941.4565

**Lands Subject to OPA 2 and Zoning By-law Amendment 57-2018**

## Denise Holmes

---

**From:** Minister Steve Clark <mah@ontario.ca>  
**Sent:** Tuesday, January 15, 2019 9:53 AM  
**To:** Darren  
**Subject:** Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe

*La version française suit.*

Dear Mayor Darren White,

Our government is committed to making it faster and easier for municipalities in the region to plan for growth, increase housing supply, attract investment, and create and protect jobs. That is why we are proposing changes to the Growth Plan for the Greater Golden Horseshoe, 2017 and its transition regulation. We encourage you to visit [www.placestogrow.ca](http://www.placestogrow.ca). Your municipality is invited to provide feedback by February 28, 2019.

Given the rising number of people who will live and work in the Greater Golden Horseshoe in the next 20 years, the Growth Plan provides a long-term framework for growth. It aims to:

- Increase and promote economic growth, reduce congestion and provide residents easy access to businesses and services
- Build communities that maximize infrastructure investments, while balancing local needs for the agricultural industry and natural areas

We have heard that planning for growth in the Greater Golden Horseshoe Region is needed. However, we have also heard that there are some issues with how best to implement the Growth Plan. The proposed changes build on feedback that the Ministry of Municipal Affairs and Housing heard from the business, research and development sectors, municipalities, and others during engagement sessions last fall.

The proposed changes respect the ability of local governments to make decisions about how they grow. The province will maintain protections for the Greenbelt, agricultural lands, the agri-food sector, and natural heritage systems.

Visit the [Environmental Registry](#) to read the proposed amendment and other changes, and provide feedback.

I look forward to hearing your comments and advice.

Sincerely,  
Steve Clark  
Minister of Municipal Affairs and Housing

c: Denise B. Holmes  
Chris Jones  
Denise B. Holmes

Madame ou Monsieur Mayor Darren White,

Notre gouvernement s'engage à faciliter et à accélérer le processus pour les municipalités de la région afin qu'elles puissent planifier la croissance, augmenter l'offre de logements, attirer des investissements, créer des emplois et les protéger. C'est la raison pour laquelle nous proposons des changements au Plan de croissance de la région élargie du Golden Horseshoe, 2017 et à sa réglementation de transition. Nous vous encourageons à consulter le site [www.placestogrow.ca](http://www.placestogrow.ca) et nous invitons votre municipalité à fournir des commentaires d'ici au 28 février.

En raison du nombre croissant de personnes qui habiteront et travailleront dans la région élargie du Golden Horseshoe d'ici les 20 prochaines années, le Plan de croissance offre un cadre pour la croissance à long terme, qui vise à :

- augmenter et à promouvoir la croissance économique, à réduire la congestion et à offrir aux résidents un accès facile aux entreprises et aux services
- bâtir des communautés qui maximisent les investissements dans l'infrastructure, tout en veillant à équilibrer les besoins de l'industrie agricole et les espaces naturels dans la région

Nous avons été informés qu'une planification de la croissance était nécessaire pour la région élargie du Golden Horseshoe. Cependant, nous avons également été avisés de certains enjeux concernant la façon la plus appropriée de mettre le Plan de croissance en œuvre. Les changements proposés sont fondés sur les commentaires reçus par le ministère des Affaires municipales et du Logement de la part des secteurs des affaires, de la recherche et du développement, des municipalités et des autres intervenants lors des séances de mobilisation de l'automne dernier.

Les changements proposés respectent la capacité des administrations locales de prendre des décisions sur la façon d'assurer leur croissance. Le gouvernement provincial assurera le maintien de la protection de la ceinture de verdure, des terres agricoles, du secteur agroalimentaire et du patrimoine naturel.

Consultez le [Registre environnemental](#) pour voir la modification et les autres changements proposés et fournir vos commentaires sur le sujet.

J'espère avoir l'occasion de lire vos commentaires et suggestions sous peu. Veuillez agréer, Madame ou Monsieur, l'expression de mes sentiments les meilleurs.

Steve Clark

Ministre des Affaires municipales et du Logement

c: Denise B. Holmes  
Chris Jones  
Denise B. Holmes

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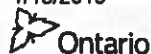
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**Environmental Registry** beta (1)

# Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017

ERO (Environmental Registry of Ontario) number	013-4504
Notice type	Policy
Act	Places to Grow Act, 2005
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Proposal
Proposal posted	January 15, 2019
Comment period	January 15, 2019 - February 28, 2019 (44 days) Open

This consultation closes at

11:59 p.m. on:

**February 28, 2019**

## Proposal summary

We are seeking feedback on a Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017 to address policies seen as potential barriers to the development of housing, job creation and business attraction. This proposal is linked to three others.

## Proposal details

### Description of policy

This proposal is for **Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017** (<http://www.mah.gov.on.ca/Page20926.aspx>) for the Greater Golden Horseshoe, 2017. It is recommended that Proposed Amendment 1 be read in conjunction with the **Growth Plan for the Greater Golden Horseshoe, 2017** ([https://www.placestogrow.ca/index.php?option=com\\_content&task=view&id=9](https://www.placestogrow.ca/index.php?option=com_content&task=view&id=9)), as it sets out proposed modifications and makes reference to definitions and policies included in the Growth Plan. To assist in reading these documents together, the Ministry has prepared the **Draft Amended Growth Plan**

1/15/2019 Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017 | Environmental Registry of Ontario  
(<http://www.mah.gov.on.ca/Page20924.aspx>) which is meant to show how the Growth Plan for the Greater Golden Horseshoe, 2017 would read if **Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017** (<http://www.mah.gov.on.ca/Page20926.aspx>) is approved.

This proposal works with the following other proposals that are also currently listed on the Environmental Registry of Ontario and Ontario's Regulatory Registry:

1. **Proposed Modifications to O. Reg. (Ontario Regulation) 311/06 (Transitional Matters - Growth Plans) made under the *Places to Grow Act, 2005* to implement the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017 (/notice/013-4505)**
2. **Proposed Modifications to O. Reg. (Ontario Regulation) 525/97 (Exemption from Approval – Official Plan Amendments) made under the *Planning Act* to implement the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017 (/notice/013-4507)**
3. **Proposed Framework for Provincially Significant Employment Zones (/notice/013-4506)**

The Growth Plan for the Greater Golden Horseshoe, 2017 (“the Plan”) provides a long-term framework for growth. It aims to:

- Increase and promote economic growth; reduce congestion and provide residents easy access to businesses and services;
- Build communities that maximize infrastructure investments, while balancing local needs for the agricultural industry and natural areas.

The proposed changes address implementation challenges with the Plan that were identified by the municipal and development sectors and other stakeholders. These changes are intended to provide greater flexibility and address barriers to building homes, creating jobs, attracting investments and putting in place the right infrastructure while protecting the environment.

The proposed changes respect the ability of local governments to make decisions about how they grow. The Province will maintain protections for the Greenbelt, agricultural lands, the agri-food sector, and natural heritage systems.

These changes would apply across six broad categories:

## Employment Planning

- A modernized employment area designation system that ensures lands used for employment are appropriately protected while unlocking land for residential development

## Settlement Area Boundary Expansions

- A system that enables local municipal decisions on reasonable changes to settlement area boundaries in a timely manner so as to unlock land faster for residential and commercial development and support more jobs and housing

## Small Rural Settlements

- Small Rural Settlement: A system that recognizes small rural settlements as areas that are not expected to face significant growth pressures

## Natural Heritage and Agricultural Systems

- Greater Golden Horseshoe regional mapping systems that are factual and reflect the local mapping realities, while providing for the appropriate level of protections for our natural resources and continuing to build the economic viability of our agri-food industry

## Intensification and Density Targets

- A simplified approach to minimum intensification and density targets that reflects the objective of supporting provincial transit investments, planned growth rates and local realities, including market demand for housing

## Major Transit Station Areas

- A streamlined approach that enables the determination of major transit station areas to happen faster so that zoning and development can occur sooner

The proposed changes are intended to quickly address identified implementation challenges with the Plan and to not unfairly disrupt housing and other developments currently underway.

This proposal reflects input the Ministry of Municipal Affairs and Housing received from key stakeholders at a stakeholder forum and ten implementation working groups held in the fall of 2018.

The proposed policy changes would not impact protections in the Greenbelt Area including the Oak Ridges Moraine and the Niagara Escarpment.

## Purpose of policy

The overall goal of the proposed changes is to streamline growth management planning in the Greater Golden Horseshoe to achieve the following outcomes:

## More Streamlined Process

- Provide greater flexibility so that municipalities will be able to move forward faster on the implementation of the Plan and meet the deadline to update their official plan to conform with the Plan by July 1, 2022.

## More Land for Housing

- Respect the ability of local governments to make decisions about when and where to add new land for housing, to ensure that there is enough housing supply to meet demand.

## More Housing and Jobs Near Transit



- A more flexible framework for focusing investments around transit infrastructure will enable municipalities to plan to increase the supply of housing and jobs near transit faster and more effectively.

## Greater Local Autonomy and Flexibility for Municipalities

- Ensuring that municipalities will have the ability to implement the Plan in a manner that better reflects their local context while protecting the Greenbelt.

## Other information

Questions about the proposed changes to the regulation, including the consultation process, collection of information and access to the consultation documents may be directed to: [growthplanning@ontario.ca](mailto:growthplanning@ontario.ca).

Feedback can be provided by

- email at [growthplanning@ontario.ca](mailto:growthplanning@ontario.ca)
- Environmental Registry online form
- mail to:

Ontario Growth Secretariat

Ministry of Municipal Affairs and Housing

777 Bay Street

23<sup>rd</sup> Floor, Suite 2304 Toronto

ON M5G 2E5

The consultation closes on February 28, 2019.

## Notice regarding collection of information

Any collection of personal information will be in accordance with subsection 39(2) of the *Freedom of Information and Protection of Privacy Act*. It will be collected under the authority of the *Places to Grow Act, 2005* for the purpose of obtaining input on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017.

If you have questions about the collection, use, and disclosure of this information please contact:

Ministry of Municipal Affairs and Housing

Senior Information and Privacy Advisor

777 Bay Street, 17<sup>th</sup> Floor

Toronto, Ontario, M5G 2E5

416-585-7094

## Organizations and businesses

Comments or submissions made on behalf of an organization or business may be shared or disclosed. By submitting comments you are deemed to consent to the sharing of information contained in the comments and your business contact information. Business contact information is the name, title and contact information of anyone submitting comments in a business, professional or official capacity.

## Individuals

Personal contact information will only be used to contact you and will not be shared. Please be aware that any comments provided may be shared or disclosed once personal information is removed. Personal information includes your name, home address and personal e-mail address.

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## Supporting materials

### Related links

[Growth Plan for the Greater Golden Horseshoe, 2017 \(http://placestogrow.ca/index.php?option=com\\_content&task=view&id=430&Itemid=14\)](http://placestogrow.ca/index.php?option=com_content&task=view&id=430&Itemid=14)

### Related ERO (Environmental Registry of Ontario) notices

[Proposed Modifications to O. Reg. 311/06 \(Transitional Matters - Growth Plans\) made under the Places to Grow Act, 2005 to implement the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017 \(/notice/013-4505\)](/notice/013-4505)

[Proposed Framework for Provincially Significant Employment Zones \(/notice/013-4506\)](/notice/013-4506)

[Proposed Modifications to O. Reg. 525/97 \(Exemption from Approval – Official Plan Amendments\) made under the Planning Act to implement the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2017 \(/notice/013-4507\)](/notice/013-4507)

## View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Ontario Growth Secretariat, Ministry of Municipal Affairs

<https://ero.ontario.ca/notice/013-4504>

777 Bay Street  
c/o Business Management Division, 17th floor  
Toronto ON M5G 2E5  
Canada  
**416-325-1210**

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## Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below.

**[Read our commenting and privacy policies. \(/page/commenting-privacy\)](/page/commenting-privacy)**

## Submit by mail

Charles O'Hara

Ontario Growth Secretariat, Ministry of Municipal Affairs

777 Bay Street

c/o Business Management Division, 17th floor

Toronto ON M5G 2E5

Canada

---

## Connect with us

### Contact

Charles O'Hara

**416-325-5794**

**[charles.o'hara@ontario.ca](mailto:charles.o'hara@ontario.ca)**

## Denise Holmes

---

**From:** Fred Simpson <fred.simpson@townofmono.com>  
**Sent:** Friday, January 18, 2019 2:05 PM  
**To:** Pam Hillock; Kerstin Vroom; Denise Holmes; Jennifer Willoughby; Susan Greatrix; Susan Stone; Jane Wilson; Sylvia Jones  
**Subject:** Bill 66 - Restoring Ontario's Competitiveness Act  
**Attachments:** bill 66 reponse\_001.pdf

Attached is a copy of a letter sent by the Mayor of the Town of Mono to the Minister of Economic Development & Trade & Job Creation, Todd Smith. This letter is a follow up to the resolution passed by Mono Council on January 8th.

### Resolution #5-1-2019

*Moved by Nix, Seconded by Manktelow*

*BE IT RESOLVED THAT staff, in addition to preparing ERO comments by January 20th as outlined in the report by the Director of Planning, also prepare a letter for the Mayor's signature to be sent to the Premier and other interested parties that:*

- i. *Points out that the Town of Mono has severe reservation about aspects of Bill 66 (in particular by allowing certain developments to bypass provisions of various Acts);*
- ii. *Points out that the Town believes that under no circumstances should a development be allowed to bypass the source water protection plans developed under the Clean Water Act;*
- iii. *Suggests that, as transparency should be mandatory, public notice and public consultation must be a requirement of the Planning Tool;*
- iv. *Indicates that if Bill 66 were to be passed in its current form the Town of Mono will not be asking the Minister to approve an "Open for Business Planning by-law".*

*"Carried"*

**Fred Simpson**  
*Deputy Clerk*  
Town of Mono  
519.941.3599, 234

TOWN OF

**MONO**



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# Town of Mono

347209 Mono Centre Road  
Mono, Ontario L9W 6S3

January 21, 2019

The Honourable Todd Smith  
Minister of Economic Development & Trade & Job Creation  
Queen's Park - Room 223  
Toronto Ontario M7A 1A2

Dear Minister

Re: Draft Bill 66 - Restoring Ontario's Competitiveness Act  
ERO Number ERO Number 013 - 4293  
ERO Number ERO Number 013 - 4239

Council for the Town of Mono has received a Planning Report from our Director of Planning regarding draft Bill 66. Part of our Director's review included comments posted, to date, from a variety of municipalities across the GTA. Mono Council resolved to instruct our Director of Planning to submit comments to both noted ERO postings. Council directed me as Mayor of the Town of Mono, to provide you with a letter to state this Council's position and view.

Many municipalities are currently conducting their own assessments of Bill 66 and will inform their respective Councils over the next few weeks. Those that have already provided their assessments shows a pattern of various concerns regarding Bill 66 in its present form. All Ontario municipal governments obviously have a strong desire to rely on an effective and efficient policy framework to respond to business interests that may wish to locate within their regional area or local municipality.

Like Mono, many municipalities are supportive of sound measures that will create net benefits to facilitate more effective support and response to new business investments and enterprise. Mono Council and staff are committed to providing new business ventures in our Town with the utmost support to help facilitate various enterprises to invest and create jobs in our Town. The Town maintains a modest industrial park just north of Highway 9 and it receives regular interest from the types of businesses that Bill 66 seeks to attract to Ontario. Many of the businesses in our industrial park employ modest numbers. Although none, to date, employ between 50 to 100 persons, these businesses have regional, national and global presence.

How can Mono do this? By using a collaborative, responsive and timely approach. This can all be done within the current Provincial planning framework that has been in place for some time. It provides the long-term vision necessary to ensure Ontario's long-term competitiveness. Our Council and senior staff work together with Dufferin County and stakeholders, on a regular daily basis, to collectively assist our business communities. The current policy framework doesn't influence, in a negative manner, our outcomes. Rather, it gives clarity to business enterprises

by defining where they can develop. More likely it is our competitive development charge rates and property tax levels that help contribute to our business sector growth. We are achieving great success with the current structure.

We know that, despite ongoing growth, protecting our agricultural lands, natural heritage resources, recreational assets and cultural heritage assets, the communities that we are building will only become more desirable. The current Provincial visionary approach to urban and rural planning in Ontario allows us to balance business enterprise priorities with the other important assets that draw them to Mono in the first place.

Similar to other municipalities that have responded, Mono is confident that Ontario should not have to enhance business opportunity at the expense of drinking water, green space and community assets. Many mayors are aligning themselves against Bill 66 including: Barrie, Burlington, Hamilton, Guelph and others. The Canadian Environmental Law Association (CELA) has taken a very strong position against Bill 66, particularly because of the proposed changes to the Clean Water Act. We, in Mono, strongly agree that while Bill 66 has good intention in the first instance, Bill 66 sorely misses the mark for the necessary sophisticated approach to this issue. We know the Province is capable of a truly sophisticated, creative approach that will address the underlying impediments to private sector competitiveness in Ontario.

In summary, while the Town of Mono endorses Provincial initiatives to enhance local, regional and Provincial private sector competitiveness, we take the viewpoint that the Province must curb its temptation to look for a "quick fix" and broad-brush approach. Instead, why not face and embrace the more challenging path to properly address this issue? While this direction may not be easy as is the present "quick-fix" basis of Bill 66, it will be the optimal and wiser outcome for all Ontario.

I respectfully urge you Minister Smith, to fully identify the underlying and substantive impediments to this issue. Please respond with the necessary sophisticated approach to address it. Then show the confidence to choose and pursue this more challenging path to your goal. It may not be the easier way, but the long-term result will be the greater success.

If you wish to call me, Minister Smith, please do not hesitate to do so.

Sincerely



Laura Ryan, Mayor  
Town of Mono, Dufferin County

Email: [laura.ryan@townofmono.com](mailto:laura.ryan@townofmono.com)

Copies:

1. Sylvia Jones - Minister of Community Safety & Correctional Services
2. Pam Hillock - Dufferin County Clerk
3. Kerstin Vroom - Mulmur Township Clerk
4. Denise Holmes - Melancthon Township Clerk
5. Jennifer Willoughby - Town of Shelburne Clerk
6. Susan Greatrix - Town of Orangeville Clerk
7. Susan Stone - Township of Amaranth & East Garafraxa Clerk
8. Jane Wilson - Town of Grand Valley Clerk



# GEORGINA

## Council Resolution January 16, 2019

Moved by Councillor Neeson, Seconded by Councillor Harding

### RESOLUTION NO. C-2019-0021

WHEREAS the Provincial Government introduced Bill 66 entitled "Restoring Ontario's Competitiveness Act" on the final day of sitting in the 2018 Ontario Legislature, December 6<sup>th</sup>, 2018 and;

WHEREAS significant concerns have been communicated regarding schedule 10, among other schedules contained therein by residents, community leaders, legal and environmental organizations such as the Canadian Environmental Law Association (CELA), EcoJustice, Environmental Defence Canada, Ontario Nature, South Lake Simcoe Naturalists, The Simcoe County Greenbelt Coalition, The David Suzuki Foundation, AWARE-Simcoe, Lake Simcoe Watch and the North Gwillimbury Forest Alliance that provisions within Bill 66 will weaken environmental protection, undermine democratic processes and potentially endanger public health and;

WHEREAS provisions of Bill 66 allow for an "Open for Business" bylaw, which may be approved without any public consultation of the citizens of the Town of Georgina and;

WHEREAS provisions of Bill 66 allow an "Open for Business Bylaw" which would permit major development in the Town of Georgina which most notably would no longer have to have any legislative regard for certain sections of:

- *The Planning Act*
- *The Provincial Policy Statement*
- *The Clean Water Act*
- *The Great Lakes Protection Act*
- *The Greenbelt Act*
- *The Lake Simcoe Protection Act*
- *The Oak Ridges Moraine Conservation Act and;*

WHEREAS the Town of Georgina remains committed to source water protection, *The Lake Simcoe Protection Act*, the integrity of the Greenbelt and it understands the benefits for protecting these features in support of our local economy and quality of life, and

WHEREAS notwithstanding the potential future adoption of Bill 66, that the Town of Georgina will continue to remain committed to making sound decision regarding resource and environmental preservation that remain consistent with the Clean Water Act, 2006, the Provincial Policy Statement and other legislative tools which provide for good planning, while balancing the need for economic development and providing environmental and public health protection;



NOW THEREFORE BE IT RESOLVED THAT the Town of Georgina strongly recommends that schedule 10 of Bill 66 be immediately abandoned or withdrawn by the Ontario Government and;

BE IT FURTHER RESOLVED THAT The Town of Georgina declares that notwithstanding the potential future adoption of Bill 66, the Town of Georgina's Council will not exercise the powers granted to it in schedule 10 or any successor schedules or sections to pass an "open for business planning bylaw" without a minimum of two (02) public meetings which shall be advertised twenty (20) days in advance in the Georgina Advocate or its successor, and also shall be advertised in any other local media resource that is widely available to the public in the Town of Georgina, by way of bylaw and;

BE IT FURTHER RESOLVED THAT staff be directed to draft such a bylaw for Council's consideration should Bill 66 be given royal assent and be given force and effect and;

BE IT FURTHER RESOLVED THAT the Town of Georgina requests the Province of Ontario to release draft criteria and draft regulations, and to provide a commenting period in advance of consideration by the legislature, and;

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser, Interim Leader of the Ontario Liberal Party, MPP and Leader of the Green Party of Ontario, Mike Schreiner, the Honourable Caroline Mulroney, MPP York-Simcoe, Attorney General and Minister Responsible for Francophone Affairs and;

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Association of Municipalities Ontario (AMO), all MPP's in the Province of Ontario and all Municipalities in Ontario for their consideration.

A recorded vote was requested; the Deputy Clerk recorded the vote as follows:

	<u>YEA</u>	<u>NAY</u>
Mayor Quirk	X	
Councillor Waddington		X
Councillor Neeson	X	
Councillor Sebo	X	
Councillor Harding	X	
Regional Councillor Grossi		X
Councillor Fellini	X	

Yea – 5    Nay - 2

**Carried.**

---

**Corporate Services**

January 17, 2019

Via Email

The Honourable Doug Ford, M.P.P., Premier of Ontario, [doug.ford@pc.ola.org](mailto:doug.ford@pc.ola.org)  
The Honourable Christine Elliott, M.P.P., Deputy Premier of Ontario, Minister of Health and Long Term Care, [christine.elliott@pc.ola.org](mailto:christine.elliott@pc.ola.org)  
The Honourable Steve Clark, M.P.P., Minister of Municipal Affairs and Housing, [steve.clark@pc.ola.org](mailto:steve.clark@pc.ola.org)  
The Honourable Sylvia Jones, M.P.P., Minister of Community Safety and Correctional Services, [sylvia.jones@pc.ola.org](mailto:sylvia.jones@pc.ola.org)  
Andrea Horwath, M.P.P., [ahorwath-qp@ndp.on.ca](mailto:ahorwath-qp@ndp.on.ca)

Dear Sir/Madam:

At the Town of Orangeville Council Meeting on January 14, 2019 Council passed the following resolution:

*Whereas the protection of the integrity of the Green Belt is a paramount concern for our residents;*

*And whereas the continued legislative protection of our water – groundwater, surface water and waterways – is vitally important for the current and future environmental health of our community;*

*And whereas significant concerns have been raised by residents, community leaders and environmental organizations such as the Canadian Environmental Law Association (CELA), that provisions within Bill 66 will weaken environmental protections as it "...will enable municipalities to pass "open-for business" zoning by-laws that do not have to comply with..." important provincial environmental statutes;*

*And whereas an "Open for Business" by-law may be approved without public consultation;*

*And whereas provisions within Bill 66 may allow exemptions from municipal Official Plans;*

And whereas the Town of Orangeville's Official Plan represents not only a significant investment of taxpayer resources but reflects our community's collective vision for current and future planning;

And whereas our Official Plan clearly designates land that is environmentally protected;

And whereas our Official Plan also provides clearly designated land to meet future employment land needs;

Now therefore be it hereby resolved:

1. That Orangeville Town Council opposes planned changes to the Planning Act in the proposed Bill 66 that may allow for an "open for business" planning by-law.
2. That the Government of Ontario be requested to reconsider the proposed changes to the Planning Act included in Bill 66 which speak to the creation of the open-for- business planning by-law.
3. That notwithstanding the future adoption of Bill 66, the Town of Orangeville will not exercise the powers granted to it in Schedule 10 or any successor sections or schedules to pass open-for-business planning by-laws.
4. That a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Christine Elliott, Deputy Premier of Ontario, the Honourable Sylvia Jones, Minister of Community Safety and Correctional Services, MPP Dufferin-Caledon and Andrea Horwath, MPP, Leader of the New Democratic Party.
5. That a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Yours truly,



**Susan Greatrix | Clerk**

**Town of Orangeville | 87 Broadway | Orangeville, ON L9W 1K1**

**519-941-0440 Ext. 2242 | Toll Free 1-866-941-0440 Ext 2242 | Cell 519-278-4948**

**sgreatrix@orangeville.ca | [www.orangeville.ca](http://www.orangeville.ca)**

TM

cc The Honourable François-Philippe Champagne, M.P., Minister of Infrastructure and Communities,  
[Francois-Philippe.Champagne@parl.gc.ca](mailto:Francois-Philippe.Champagne@parl.gc.ca)  
The Honourable Patricia A. Hajdu, M.P., Minister of Employment, Workforce Development and Labour,  
[Patty.Hajdu@parl.gc.ca](mailto:Patty.Hajdu@parl.gc.ca)  
The Honourable Lawrence MacAulay, M.P., Minister of Agriculture and Agri-Food,  
[lawrence.macaulay@parl.gc.ca](mailto:lawrence.macaulay@parl.gc.ca)  
The Honourable Catherine McKenna, M.P., Minister of Environment and Climate Change,  
[Catherine.McKenna@parl.gc.ca](mailto:Catherine.McKenna@parl.gc.ca)  
The Honourable Amarjeet Sohi, M.P., Minister of Natural Resources, [Amarjeet.Sohi@parl.gc.ca](mailto:Amarjeet.Sohi@parl.gc.ca)  
David Tilson, M.P., Dufferin-Caledon, [david.tilson.c1@parl.gc.ca](mailto:david.tilson.c1@parl.gc.ca)  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities



CLEARVIEW

# ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

REC'D/RECEIVED

21-01-2019

Township of Clearview Council has received an application to amend Comprehensive Zoning By-law 06-54. The amendment is being considered under the requirements of the *Planning Act RSO 1990 c.P.13* and applicable regulations. The purpose of this notice is to invite you to engage in the public process if you wish.

## Public Meeting Information:

When: Monday February 11, 2019 at 6:30 pm

Where: Council Chambers, Township of Clearview Administration Centre, 217 Gideon Street, Stayner, Ontario

## The Proposal:

The purpose of the meeting is to provide notice that the Council for The Corporation of the Township of Clearview will be holding a public meeting under Section 34 of the Planning Act, R.S.O. 1990, C.P. 13 as amended, to inform the public and provide opportunity for public comments on the proposed update to Comprehensive Zoning By-law 06-54 for the Municipality of the Township of Clearview.

The Zoning By-law is a statutory document that sets out the specific permitted land uses and development standards that apply to properties in the Township of Clearview.

Our Zoning By-law was passed in 2006 and is generally amended each year in order to make sure that it is as accurate and up-to-date as possible. The purpose of the proposed housekeeping amendment seeks to simplify wording and clarify the intent of ambiguous provisions and proposes:

### General:

- Clean up the Interpretation and General Provisions section to make the By-law more concise and defensible.
- Combine the encroachments section of the general provisions into one chart to make it more user friendly.
- Remove policy provisions that do not belong in a Zoning By-law.

### Agricultural and Rural Zones:

- Allow Rural Zones over 2 hectares to have the same accessory building provisions as the Agricultural Zone.
- Reduce the side yard setback for accessory buildings under 62 m<sup>2</sup> and no taller than 1 storey to 1.2 meters.



CLEARVIEW

# **ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING**

## Residential Zones:

- Reduce the lot coverage provisions as they are unusually high and not consistent with surrounding municipalities and the small town character of Clearview.
- Increase the side yard setback where it is 1.1 m to 1.2 m to be consistent with the Building Code that would otherwise require additional fire prevention construction.
- Add dwelling unit area minimums, noting accessory dwelling unit area minimums are already in the By-law.
- Increase the front yard requirement setback for the driveway for townhouses from 6 meters to 8 meters to reduce parking conflicts on these smaller frontages.
- Amend the maximum height and yard setback requirements for townhouses from a sliding scale based on every 0.3 meters of height to a set measurements that are more workable.

## Commercial and Industrial Zones:

- Update the Large Format Commercial zone with permitted uses commonly used in the By-law.
- Delete the County Commercial (C6) zone as it is outdated and rezone the two affected properties appropriately.

## Commercial Transition Zones:

- Update the Commercial Transition Zones to permit the mixed use of residential, bed and breakfasts, home occupations and commercial uses with the intent to encourage the retention the existing and heritage dwellings to bookcase the downtowns of Stayner and Creemore versus the demolition of these dwellings in favour of commercial plazas to maintain the small town character of the communities.

## Definitions:

- Clean up the definitions within the By-law by ensuring consistent use of terms.
- Add a Short Term Accommodation definition that is consistent with other municipalities.
- Updated the definition for commercial self-storage to ensure that this use is located within a building and not a portable storage container to ensure the fair application of development charges and taxation.
- Amend the definition for height to be from the lowest point of the front wall of the building to the peak versus the more confusing requirement of the lowest finished grade at all points around the perimeter of the base or foundation.



CLEARVIEW

# **ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING**

## Miscellaneous:

- Provide the use of portable moving containers (not shipping containers) for a legitimate moving company on a temporary basis, being no more than 5 days, at a residential location to enable to self packing of persons moving.

## Waste Disposal Assessment Areas:

- Add the Waste Disposal Assessment Area overlay, already in effect in the County Official Plan to the Zoning By-law within 500 meters of the following former disposal sites: 1493 12/13 Sideroad North Sunnidale, 6873 6/7 Sideroad Nottawasaga and 8512 County Road 9.

## Site Specific Amendments proposed:

- Part of Lot 25, Concession 3, formerly Nottawasaga, from the Recreational Trail (RECT) Zone to the Development (DA) Zone as the RECT zone is being removed from the By-law and this is the only location in the Township where it is used.
- 3996 and 4002 County Road 124, formerly Nottawasaga, now in the Township of Clearview, from the Country Commercial (C6) Zone to the Residential Hamlet (RS) Zone as the Country Commercial (C6) Zone is being removed from the By-law and the RS zone is the zone of the surrounding properties.
- 5192 County Road 9, formerly Sunnidale, from the General Commercial (C1) Zone to the Residential Large Lot (RS1) Zone to remove the drafting error and permit the existing dwelling.
- West half of 9000 County Road 91, formerly Nottawasaga, from the Institutional (IN) Zone to the Residential Hamlet (RS) Zone to correct the drafting error and bring the whole of the lot into the correct zone.
- 2385 Riverside Drive, 2445 Riverside Drive, 2541 Riverside Drive and 2371 Concession 6, formerly Nottawasaga; 7123 36/37 Sideroad, formerly Nottawasaga, and 1836 County Road 7, formerly Sunnidale from the Environmental Protection (EP) Zone to the Rural (RU) Zone to legalize the existing legal non-conforming dwellings and accessory buildings.
- 2292 3/4 Side Road, Sunnidale from the Environmental Protection (EP) Zone to the Agricultural (AG) Zone to largely recognize the previous zoning amendment that was not incorporated into Zoning By-law 06-54.
- 9593 County Road 10, Sunnidale from the Environmental Protection (EP) Zone to the Rural (RU) Zone, and from the Rural (RU) Zone to the Environmental Protection (EP) Zone to legalize the existing legal non-conforming barns and dwelling and to add the existing woodlot into the EP Zone.





CLEARVIEW

## ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The effect of the proposed amendment is to make the By-law more current, easier to understand, consistent and more defensible.

The subject application concerns all lands within the Township of Clearview.

There are no associated applications.

### Your Rights to Appeal:

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Township of Clearview before the by-law is passed, the person or public body:

- i) is not entitled to appeal the decision of the Township of Clearview Council to the Ontario Municipal Board; and
- ii) may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

### For More Information:

There are several ways to find more information about this application.

Visit our website:

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

Contact the Planner assigned to this file:

Mara Burton, Director Community Services

[mburton@clearview.ca](mailto:mburton@clearview.ca)

705-428-6230 ext. 264

Visit or write to the Community Services Department at the Township of Clearview

Administration Centre: Box 200, 217 Gideon St., Stayner ON L0M 1S0

Monday to Friday 8:30 AM to 4:30 PM

We invite you to comment on this application and to engage in the process with us. If you wish to receive future notices concerning this file, please submit your request in writing to the Planner assigned to this file using the information above. Please be advised that your comment or request to be notified will form part of the public record; your communication and any personal information therein will be made available to the public, unless you expressly request its removal.

If you have specific accessibility needs and would like another format or other accommodations the Township of Clearview will work to meet your needs. Please contact Human Resources at 705-428-6230 ext. 255.

**Notice dated: 17 January 2019**

Page 4 of 4

# Township of Clearview Schedule '1'

This is Schedule '1' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Christopher Vanderkruys,  
Mayor

Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Recreational Trail (RECT)  
Zone to Development Area (DA) Zone.



1:2,000

0 10 20 40 60 80 Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

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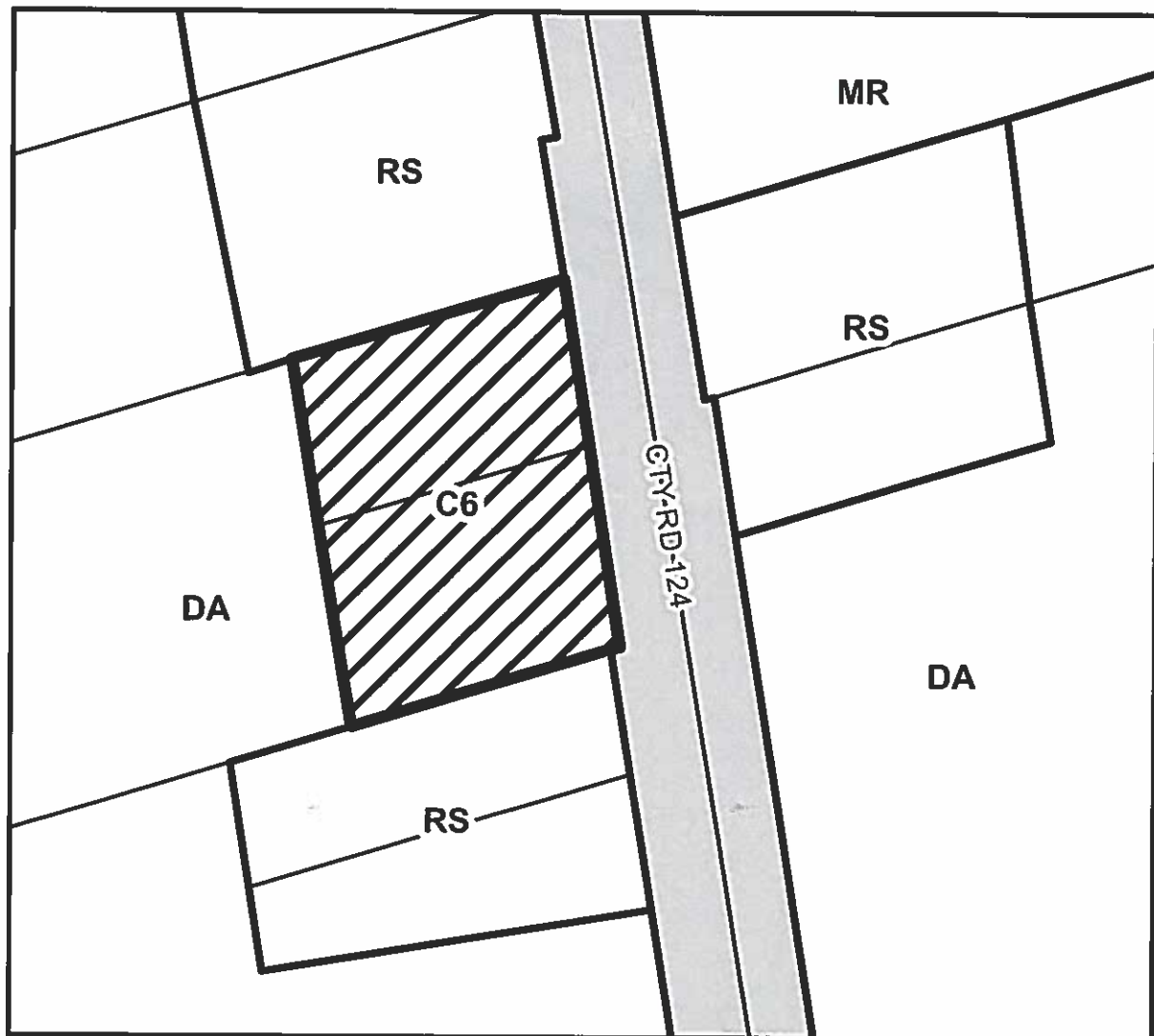


# Township of Clearview Schedule '2'

This is Schedule '2' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Christopher Vanderkruys,  
Mayor

Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Country Commercial (C6)  
Zone to Residential Hamlet (RS) Zone.



1:1,500

0 5 10 20 30 40  
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

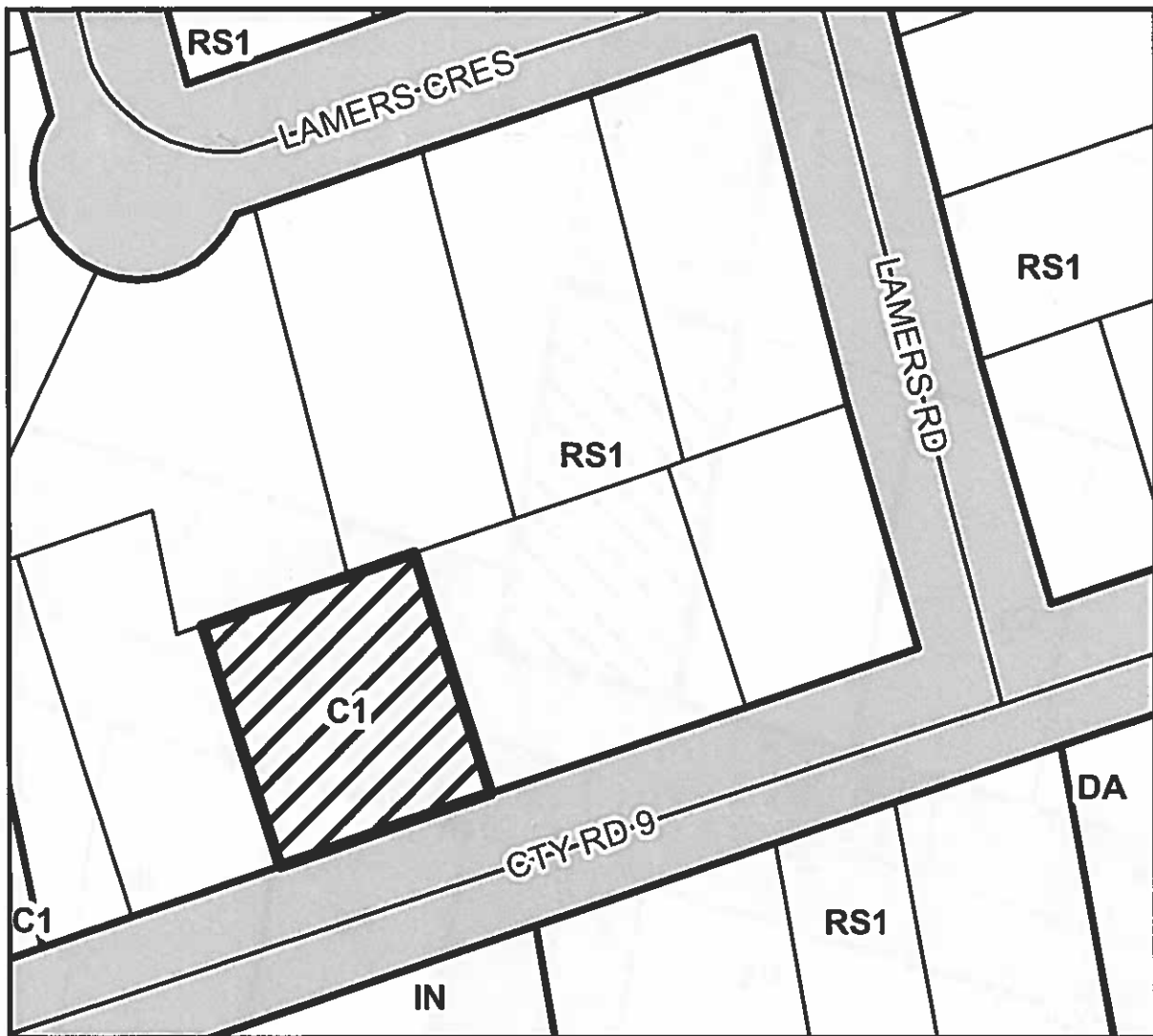
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# Township of Clearview Schedule '3'

This is Schedule '3' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from General Commercial (C1)  
Zone to Residential Large Lot (RS1) Zone.



1:1,000

0 5 10 20 30 40 Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

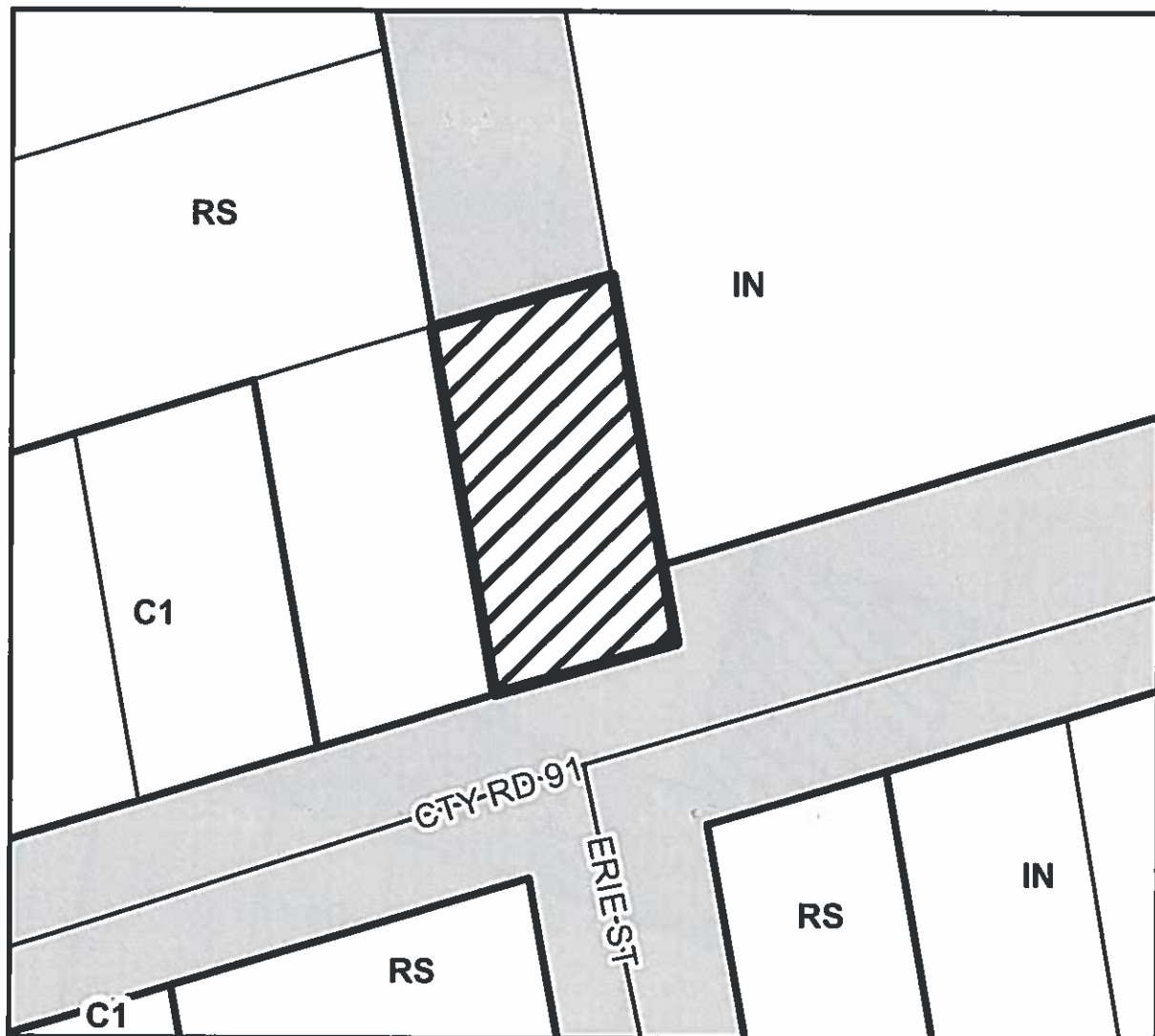
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# Township of Clearview Schedule '4'

This is Schedule '4' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Institutional (IN) Zone to  
Residential Hamlet (RS) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

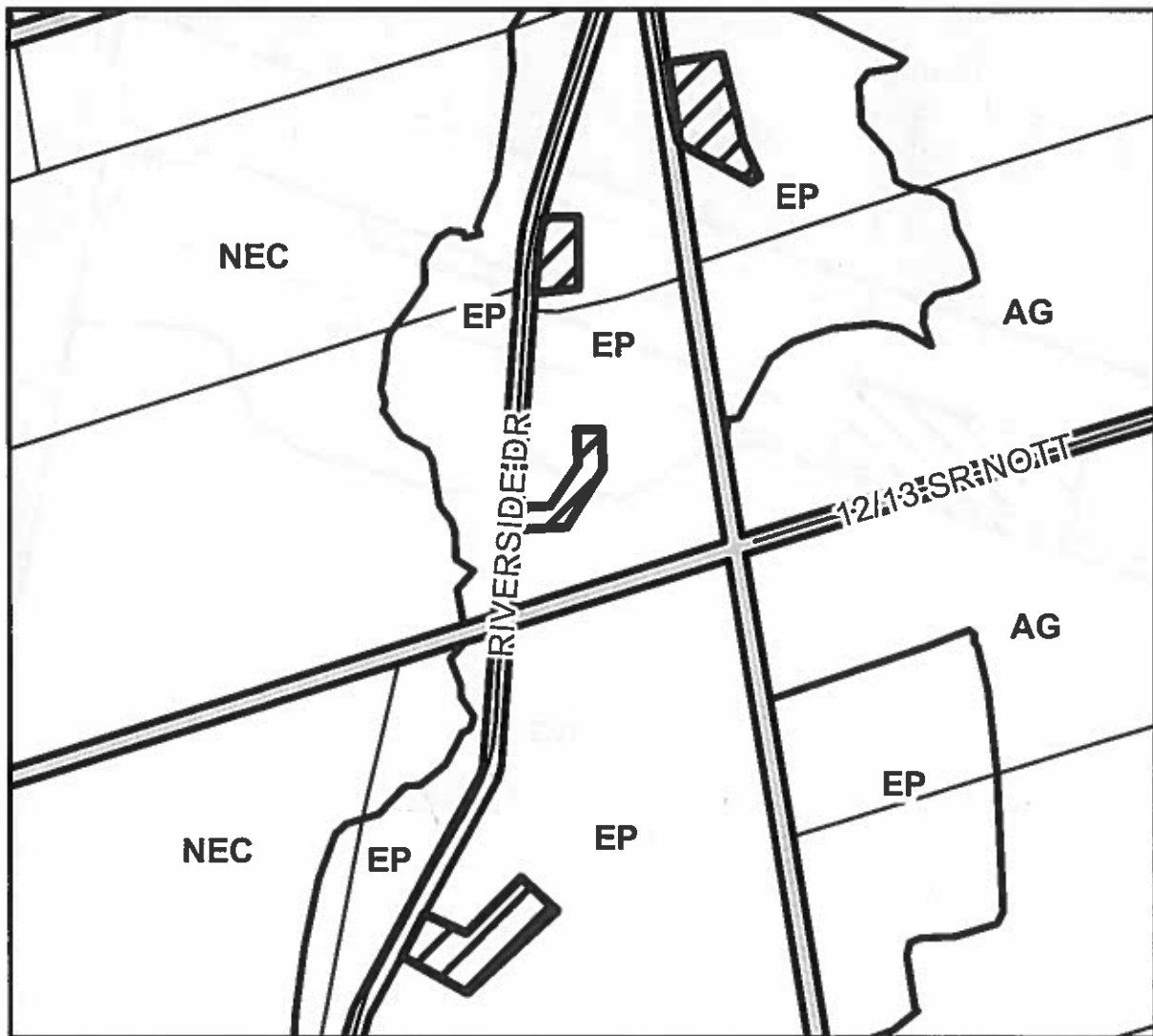
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# Township of Clearview Schedule '5'

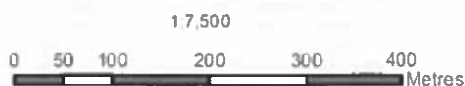
This is Schedule '5' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Environmental Protection  
(EP) Zone to Rural (RU) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

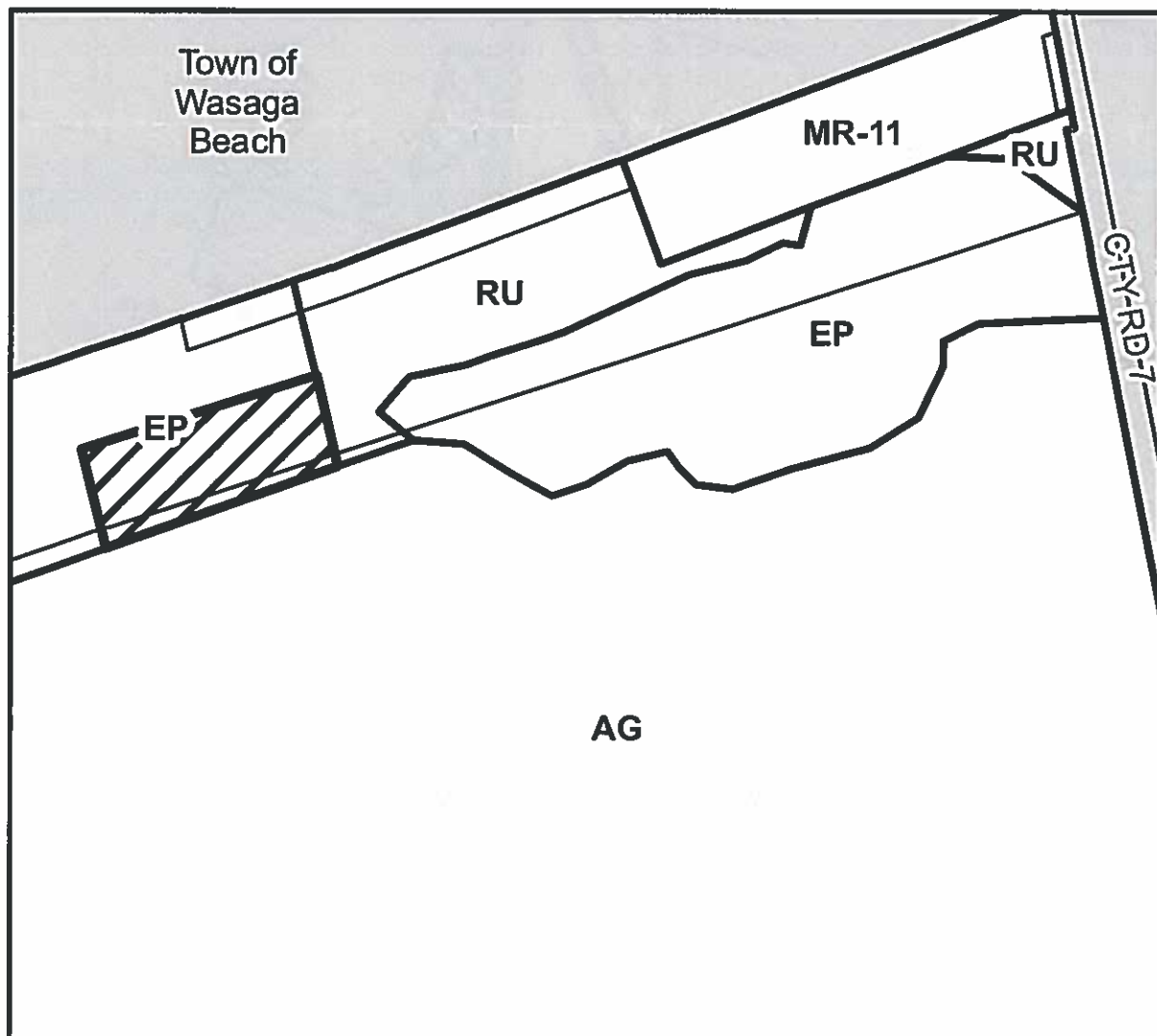
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# Township of Clearview Schedule '6'

This is Schedule '6' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Christopher Vanderkruys,  
Mayor

Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Environmental Protection  
(EP) Zone to Rural (RU) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

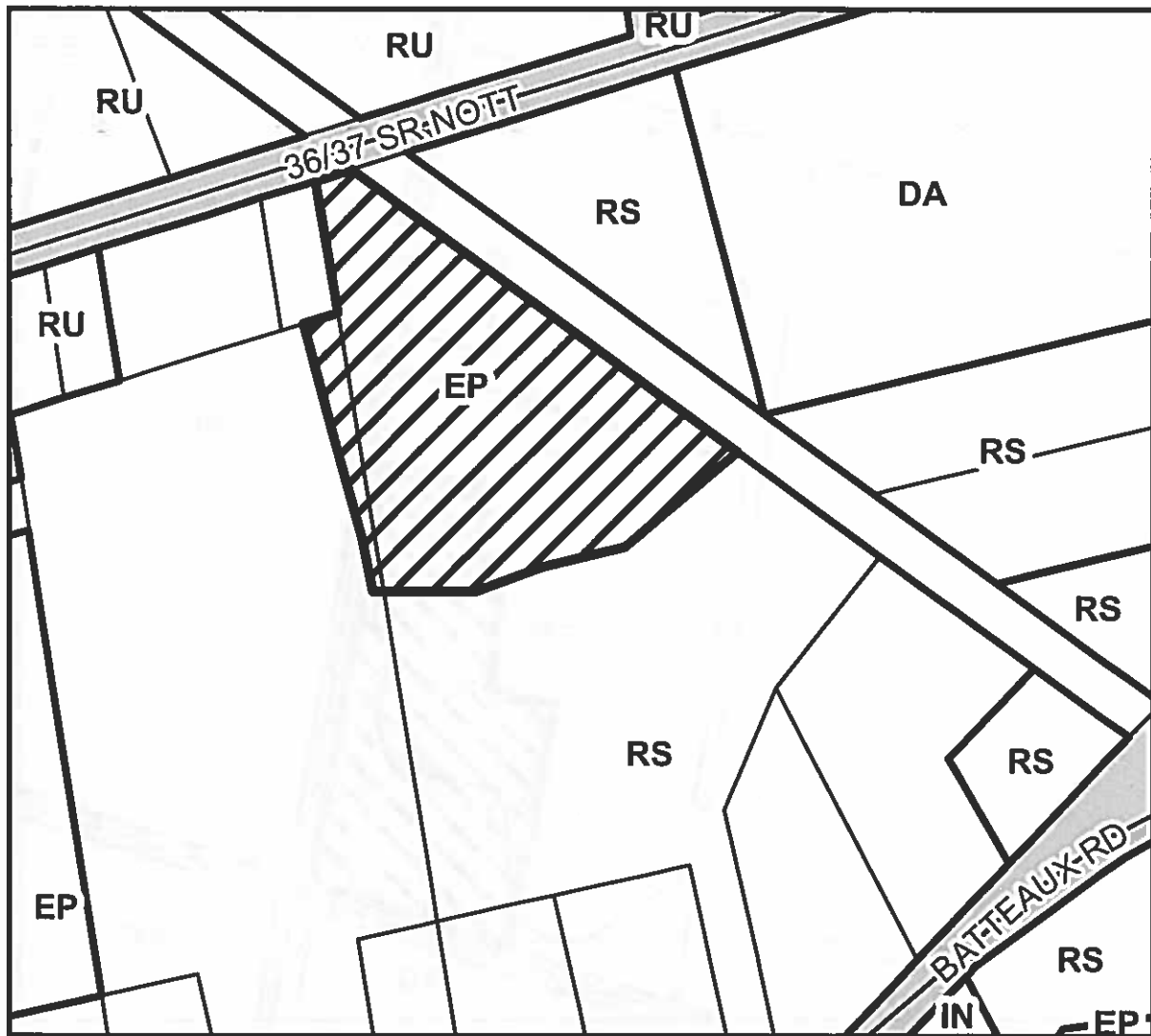
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# Township of Clearview Schedule '7'

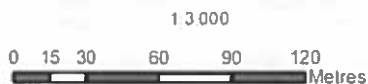
This is Schedule '7' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Environmental Protection  
(EP) Zone to Residential Hamlet (RS) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

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# Township of Clearview Schedule '8'

This is Schedule '8' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruids,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned as Agricultural Hold 18 (AG(H18)) Zone.



1:5 500

0 25 50 100 150 200  
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

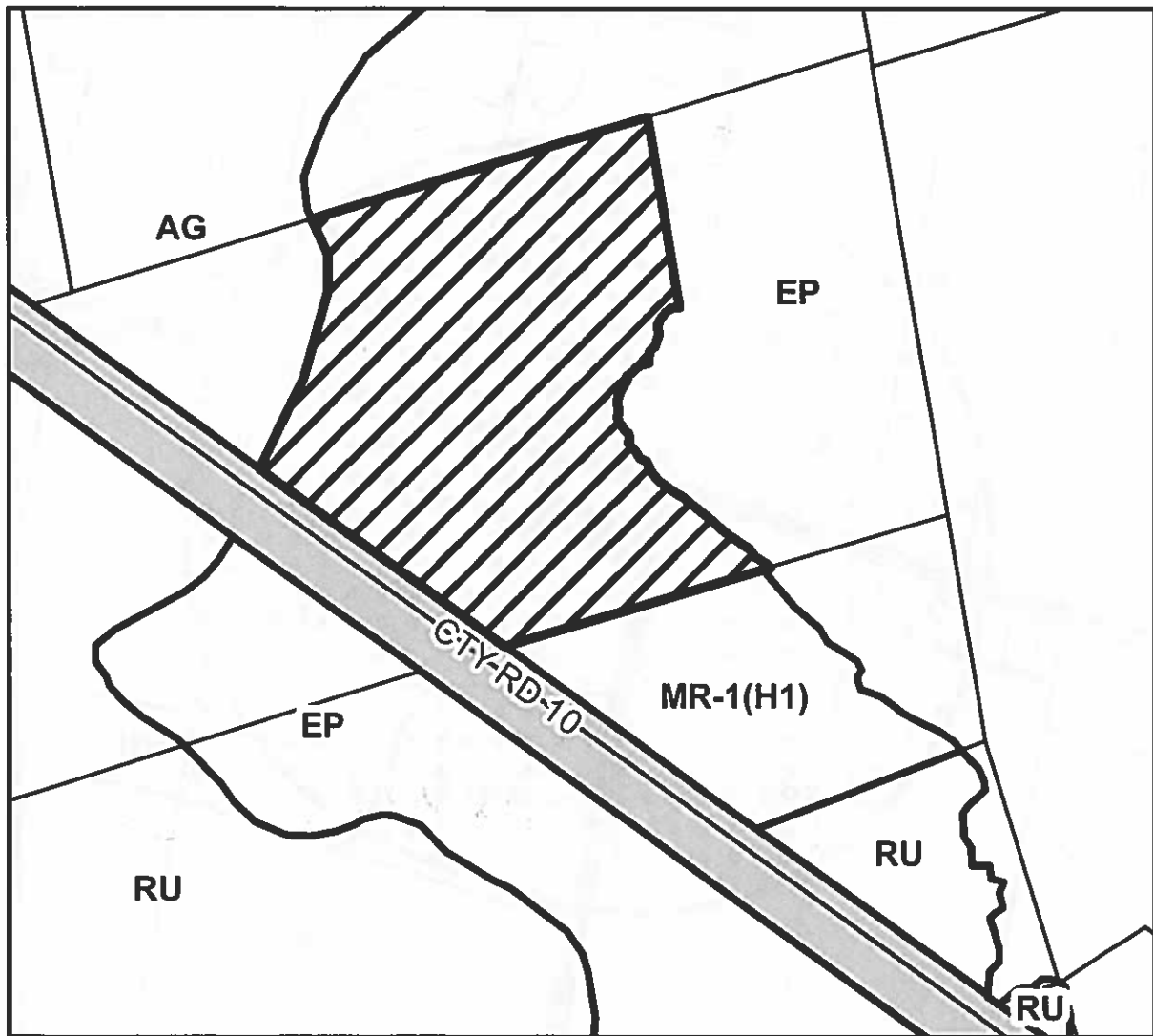
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# Township of Clearview Schedule '9'

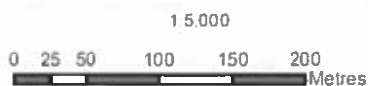
This is Schedule '9' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



Area to be rezoned from Environmental Protection  
(EP) Zone to Rural (RU) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

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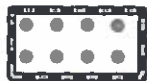
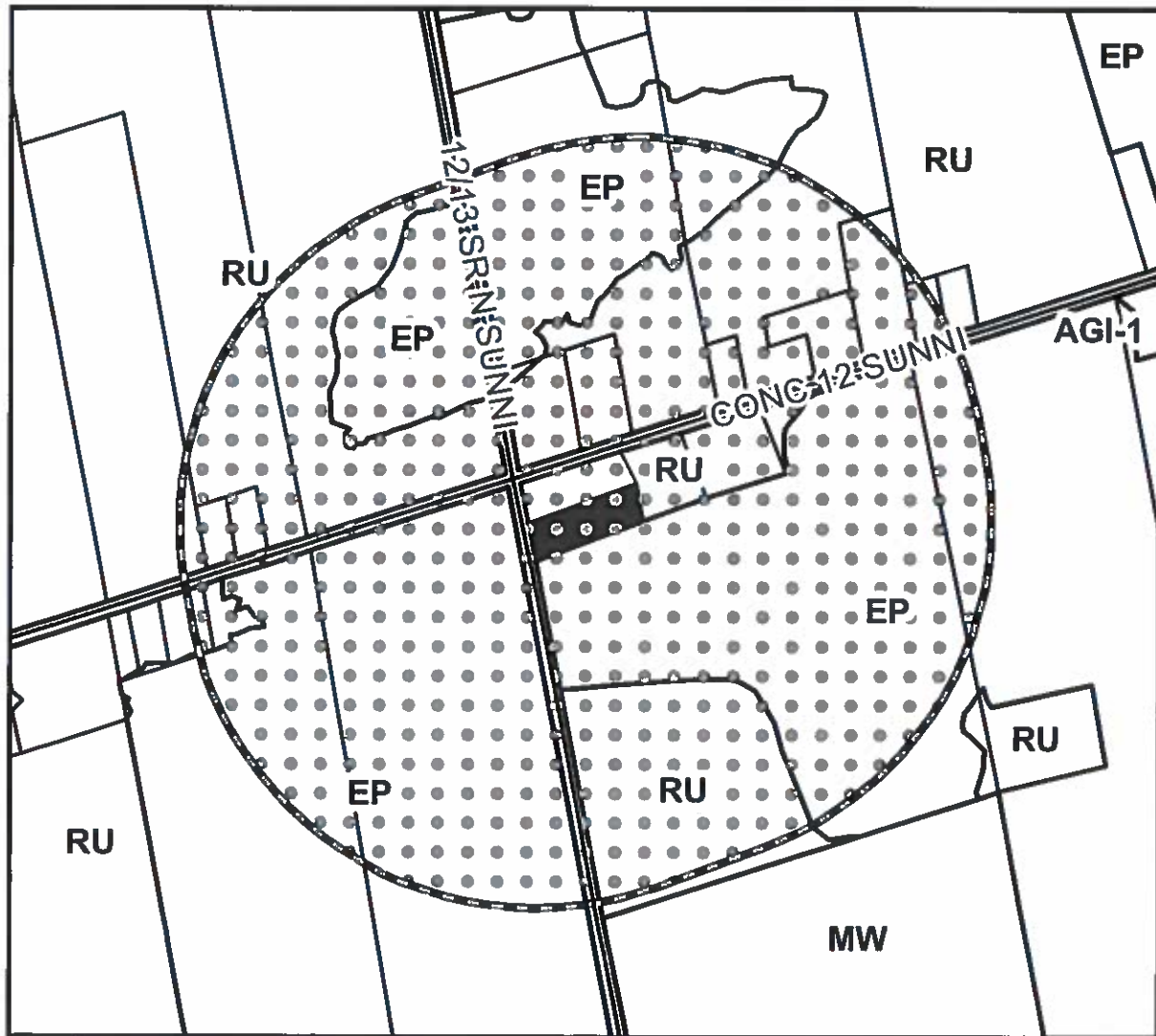


# Township of Clearview Schedule '10'

This is Schedule '10' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



D-4 Assessment Area to be added to the Waste Disposal  
Assessment Area (Overlay) (WDAA).



1 10 000  
0 50 100 200 300 400  
Metres

- Road Centerline
- County Landfill Site No. 52
- Assessment Parcels
- Zone Boundary

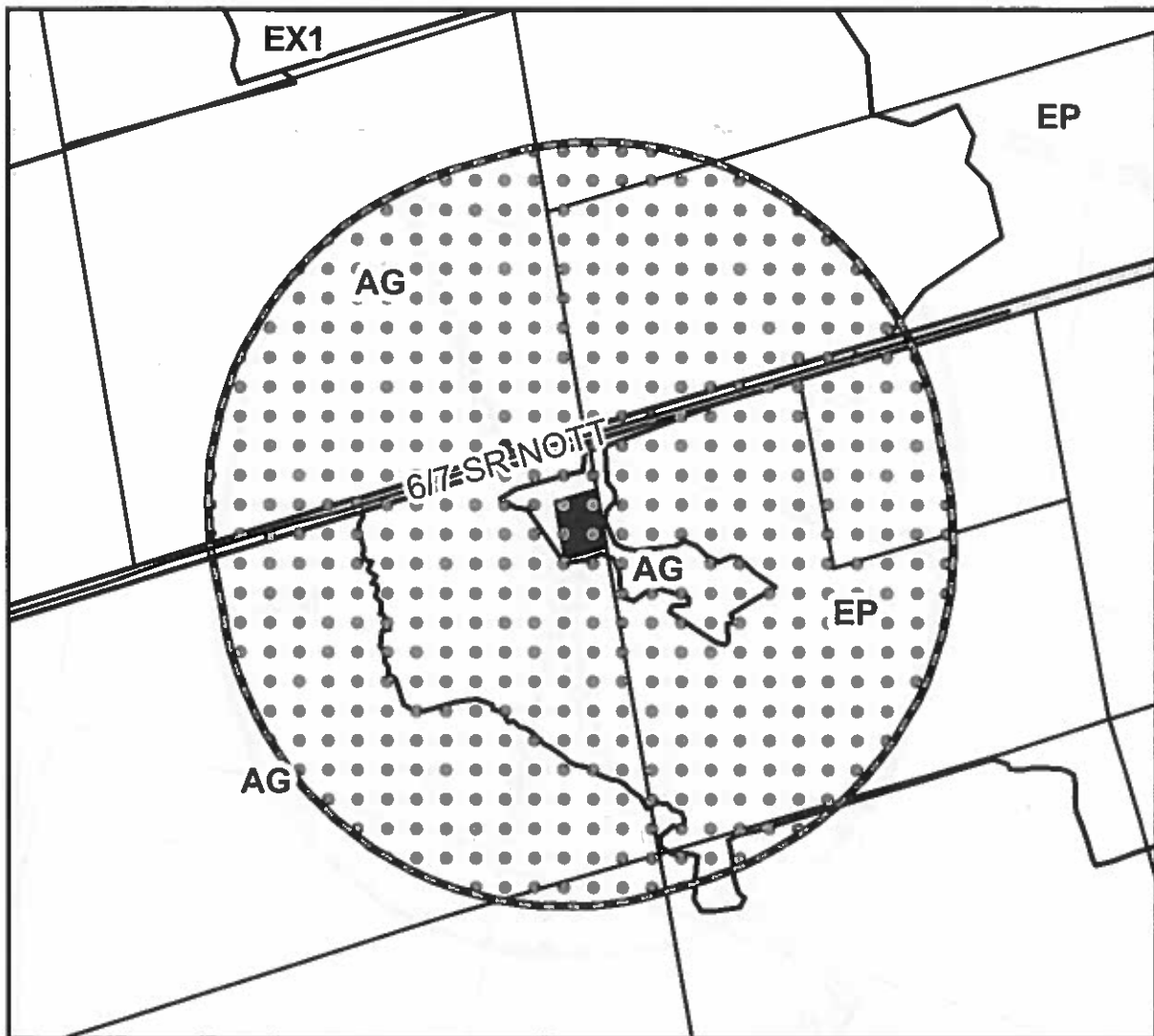
Produced by Clearview Township, Information Services. This map may not be reproduced, in whole or in part, without written permission by The Corporation of the Township of Clearview. Information other than zone boundaries is provided for reference only. Clearview Township assumes no liability for inaccuracies, errors, or omissions. This map is not a legal plan of survey.

# Township of Clearview Schedule '11'

This is Schedule '11' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Christopher Vanderkruys,  
Mayor

Pamela Fettes,  
Director of Legislative Services/Clerk



D-4 Assessment Area to be added to the Waste Disposal  
Assessment Area (Overlay) (WDAA).



1 10,000  
0 50 100 200 300 400 Metres

- Road Centerline
- County Landfill Site No. 50
- Assessment Parcels
- Zone Boundary

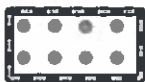
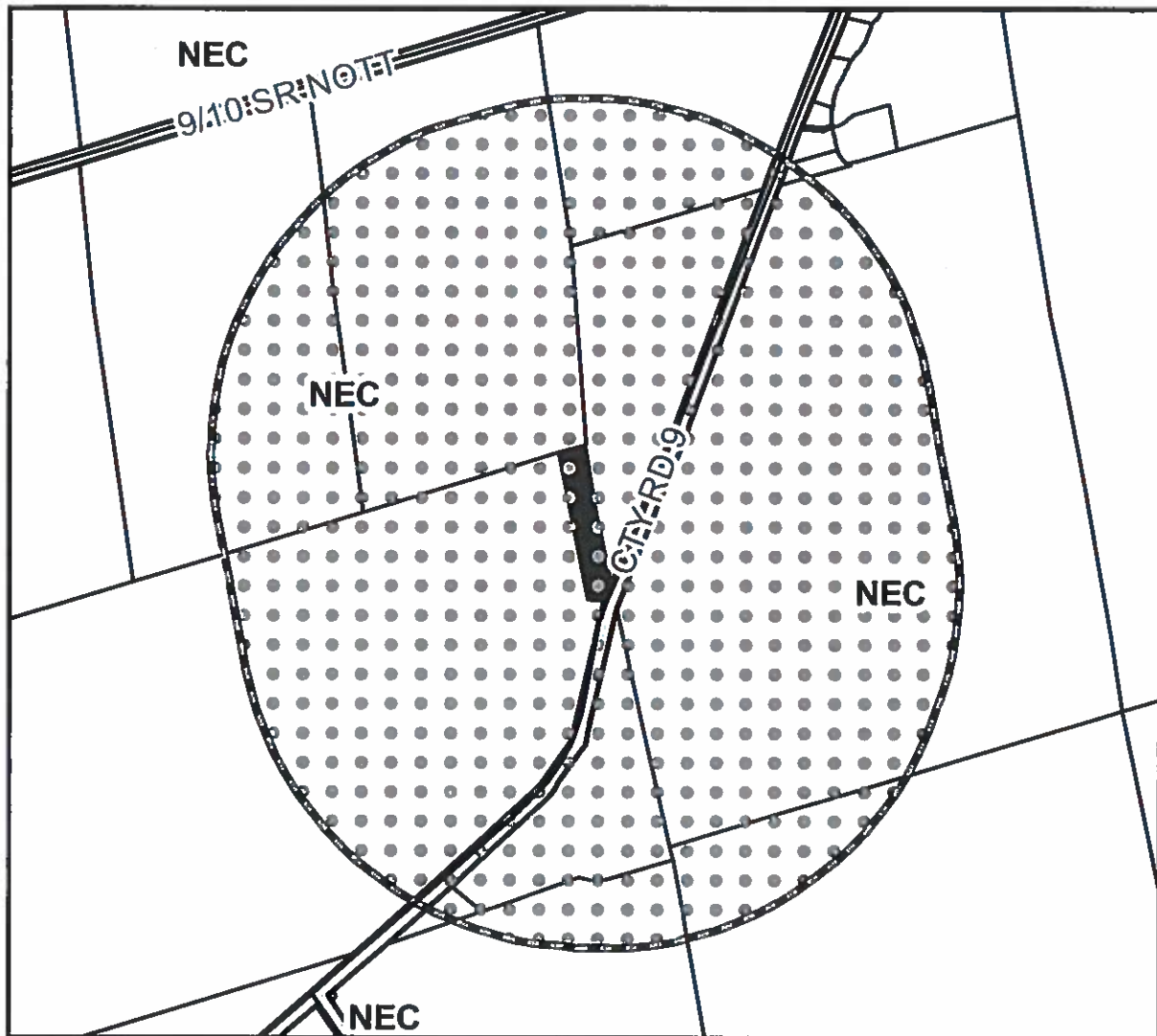
Produced by Clearview Township, Information Services. This map may not be reproduced, in whole or in part, without written permission by The Corporation of the Township of Clearview. Information other than zone boundaries is provided for reference only. Clearview Township assumes no liability for inaccuracies, errors, or omissions. This map is not a legal plan of survey.

# Township of Clearview Schedule '12'

This is Schedule '12' to Zoning By-law No. 19-09,  
passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Christopher Vanderkruys,  
Mayor

\_\_\_\_\_  
Pamela Fettes,  
Director of Legislative Services/Clerk



D-4 Assessment Area to be added to the Waste Disposal  
Assessment Area (WDAA).



1:10,000  
0 50 100 200 300 400  
Metres

- Road Centerline
- County Landfill Site No. 51
- Assessment Parcels
- Zone Boundary

Produced by Clearview Township, Information Services. This map may not be reproduced, in whole or in part, without written permission by The Corporation of the Township of Clearview. Information other than zone boundaries is provided for reference only. Clearview Township assumes no liability for inaccuracies, errors, or omissions. This map is not a legal plan of survey.

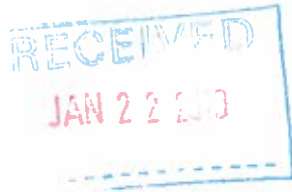
**STATEMENT OF THE TREASURER OF REMUNERATION AND EXPENSES PAID  
AS REQUIRED BY SECTION 284(1) OF THE MUNICIPAL ACT, 2001  
FOR THE YEAR 2018**

		Salary 2/3 Taxable	Salary 1/3 Tax Free	IT Allowance 2/3 Taxable	IT Allowance 1/3 Tax Free	Meetings 2/3 Taxable	Meetings 1/3 Tax Free	Mileage	Meals	Total Paid
<b>Council Members</b>										
Darren White	Mayor	\$ 10,476.84	\$ 5,238.35	\$ -	\$ -	\$ 986.68	\$ 493.32	\$ 118.00	\$ 49.72	\$ 17,362.91
Janice Elliott	Deputy Mayor	\$ 6,657.08	\$ 3,328.50	\$ 550.00	\$ 275.00	\$ 680.00	\$ 340.00	\$ 340.00	\$ -	\$ 12,170.58
David Besley	Councillor	\$ 6,607.56	\$ 3,303.83	\$ 600.00	\$ 300.00	\$ 760.00	\$ 380.00	\$ 340.00	\$ -	\$ 12,291.39
James Webster	Councillor	\$ 6,002.37	\$ 3,001.24	\$ 550.00	\$ 275.00	\$ 240.00	\$ 120.00	\$ -	\$ -	\$ 10,188.61
Wayne Hannon	Councillor	\$ 6,548.04	\$ 3,274.08	\$ 600.00	\$ 300.00	\$ 640.00	\$ 320.00	\$ 611.00	\$ -	\$ 12,293.12
Margaret Mercer	Councillor	\$ 545.67	\$ 272.84	\$ 50.00	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ 893.51
David Thwaites	Councillor	\$ 545.67	\$ 272.84	\$ 50.00	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ 893.51
										\$ -
Council Totals for year 2018		\$ 36,291.89	\$ 18,146.00	\$ 2,400.00	\$ 1,200.00	\$ 3,306.68	\$ 1,653.32	\$ 1,409.00	\$ 49.72	\$ 64,306.61

All Council Members with the exception of the Mayor receive an IT Allowance of \$75.00 per month

Payments are made under the authority of By-law 21-2018

<b>Public Members</b>		Meetings	Mileage	Total Paid
David Thwaites	Police Services Board	\$ 300.00		\$ 300.00
Kate Martin	Police Services Board	\$ 180.00		\$ 180.00
Total		\$ 480.00	\$ -	\$ 480.00



**HEADWATERS**  
Health Care Centre

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

January 16, 2019

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

Dear Mayor White and Council,

Happy 2019. I look forward to meeting with you and council this year to build on our partnership to ensure that our community members continue to receive the best care possible, close to home.

Enclosed is a two-page summary of the work that's underway to support medium-size hospitals. We continue to advocate for fair funding from the province and appreciate the Township of Melancthon's previous support and Dufferin County's support in this area. Public support from municipalities strengthens our collective position for the continuance of health programs and services for our the people in our communities.

Our external engagement with citizens in our region has been positive and has served as a roadmap to establishing our future plans. In the spring, we will be in a position to share our new strategic plan. We will soon request a delegation with council to provide you with an update and answer any questions you might have about our vision for our hospital's future.

I look forward to working with you and do not hesitate to get in touch with me if you have any questions about Headwaters or if you would like a tour of any of our program and service areas. We also anticipate opportunities throughout the year, where you may want to come join us for events or milestones. We will be in touch as our plans take shape.

Please consider following us on our new social media channels: HeadwatersHC on Facebook and Twitter as well I now have a CEO Twitter handle, @Stacey\_iCare.

Sincerely,

Stacey Daub  
President & CEO  
Email: [sdaub@headwatershealth.ca](mailto:sdaub@headwatershealth.ca) | Twitter: @Stacey\_iCare

Encl: Medium-sized hospital update in Ontario

cc. Louise Kindree, Board Chair, Headwaters Health Care Centre

WFO#10  
FEB 07 2019

# Medium-Sized Hospitals:

## A VITAL RESOURCE FOR LOCAL COMMUNITIES AND THE BROADER HEALTH CARE SYSTEM



**Ensuring that medium-sized hospitals remain financially strong and viable will protect local access to care and help end hallway health care.**

- Ontario's 20 medium-sized hospitals, located in small urban and rural communities across the province, play a critical role in providing local health care services to their communities.
- For years, medium-sized hospitals have used their infrastructure, resources and expertise to provide a wide range of services at the local and regional level. In partnership with larger academic hospitals, these hospitals also provide essential secondary and some tertiary care to their communities.
- To strengthen care and improve services, hospitals must leverage their existing relationships with local health system partners to develop the solutions needed to better serve their communities and ensure that patients continue to receive high-quality care as close to home as possible.

Communities across Ontario take pride in their hospitals as the local access points for all types of health services. They have a long-standing commitment to providing care to people where they live.

The time has come to rethink how services are delivered in these communities to make better use of scarce resources, including the delivery of specialty programs.

## Policy Priorities and Recommendations

### **1 PRIORITY #1: Many medium-sized hospitals are currently under extreme financial pressure that threatens their ability to maintain access to high-quality, safe patient care.**

- Current funding is unpredictable and insufficient for meeting patient needs.
- Additionally, many have significant working capital deficits which means they have large debts. This makes it difficult for them to pay expenses and invest in areas

such as new equipment, patient safety and information technology – all of which benefit the patient. Poor working capital is an historical issue partially due to consistent underfunding. In fact, only 20% of medium hospitals have positive working capital.

**Recommendation #1:** Provide adequate and predictable funding that is tailored to each organization's needs, to stabilize medium-sized hospitals that are currently under extreme financial pressure.



## 2 **PRIORITY #2: The current provincial hospital funding formula does not reflect the unique reality of medium-sized hospitals.**

- The provincial hospital funding formula has been especially challenging for medium-sized hospitals as it favours high-growth regions. This, combined with inflation that has outpaced revenue in hospitals' base budgets, has meant that they have had to consider layoffs and service cuts in order to balance their budgets.
- Many are in communities with aging populations who are living longer with chronic, complex conditions that require increasingly specialized and integrated care.
- Compared to larger community hospitals, these hospitals have a low threshold for generating revenues internally, such as through retail space, etc. They also have difficulties raising their local share for capital redevelopment projects because small communities do not have the population and resources that larger cities have.
- All of these issues make it harder for medium-sized hospitals to maintain access to care.

**Recommendation #2:** Revise the provincial hospital funding formula to ensure that it better supports the sustainability of medium-sized hospitals, and address working capital challenges for hospitals facing large working capital deficits. Specifically:

- Remove medium-sized hospitals from the provincial hospital funding formula in 2019/20.
- Create a working group with representatives from the Ministry of Health and Long-Term Care, Local Health Integration Networks (LHINs) and hospitals, to develop a sustainable provincial hospital funding formula for the long term and address working capital issues.
- Implement and operationalize a minimum floor for 2019/20 to stabilize hospitals while changes are being made to the provincial hospital funding formula.

## 3 **PRIORITY #3: Rethink the use of current resources to create solutions that will ensure sustainable and viable local health care systems.**

- Medium-sized hospitals, in partnership with other providers, are perfectly positioned to support the government's agenda to eliminate hallway medicine, remove red tape and inefficiencies, with the goals of strengthening sustainable local health systems and improving their community's health status.

**Recommendation #3:** Empower and support medium-sized communities to develop local health systems of care that will better meet the needs of the communities they serve.

- The future vision for our communities is the creation of local health systems of care.
  - Medium-sized hospitals already have strong, close relationships with local providers and larger regional centres. They can offer their infrastructure, skills and expertise to benefit partners and develop a model that best serves their communities.
  - A key component of this model is local decision making by skills-based boards to ensure that the model meets the community's needs.
  - Medium-sized hospitals will work closely with the government and LHINs to identify and eliminate any barriers to generating efficiencies, and integrating and standardizing care processes.
- The benefits of a local system of care include:
- More coordinated, seamless, and standardized primary, community and hospital care and access to highly specialized and/or provincial programs when required.
  - With better planning, resources can be deployed more effectively to meet patient need and avoid duplication. This can also contribute to more services being provided locally and regionally to ensure care closer to home.

**Medium-sized hospitals are a vital resource for their local communities and the broader health care system. We look forward to working with government to continue meeting patients' needs.**



**The Corporation of the Township of Southgate**  
**Notice of the Passing of a Zoning By-law**



**Take notice** that the Council of the Corporation of the Township of Southgate passed By-law No. 2019-005 on January 16, 2019, under Section 34 of the Planning Act, R.S.O. 1990, as amended.

**This by-law** applies only to those lands described as Con 2 SWTSR, Pt Lot 237, pts 1 and 2 of RP 16R10956, Geographic Township of Proton, in the Township of Southgate. A map showing the location of the lands to which the by-law applies is provided below.

**The purpose** of the proposed zoning by-law amendment is to consider a zoning bylaw amendment application which will allow for the property to be used as an anerobic digester, with an exception to increase the height of the building by 2m.

**The effect** of the proposed zoning by-law amendment would be to change the zoning symbol on a portion of the property from General Industrial (M1) to General Industrial Exception(M1-434) to allow for an Anerobic digester to operate on the property with a height increase of 2m to 13m.

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

**And take notice** that any person or agency may appeal to the Local Planning Appeal Tribunal in respect of the by-law by filing with the Clerk of the Corporation of the Township of Southgate, not later than **February 11, 2019**, a notice of appeal (appeal forms and instructions are available at: <http://elto.gov.on.ca/tribunals/lpat/about-lpat/> setting out the objection to the by-law, the reasons in support of the objection and including a certified cheque or money order for \$300, made out to the Minister of Finance. To assist you in an appeal you may also contact the local planning appeal tribunal support centre at the address listed on this website <https://www.lpasc.ca/> .

**Only** individuals, corporations and public bodies may appeal a zoning by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

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

**Dated** at the Township of Southgate,  
on January 21, 2019.

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

**Subject Lands**







**Nottawasaga Valley  
Conservation Authority**

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## **MEDIA RELEASE**

FOR IMMEDIATE RELEASE

### **George Watson of Wasaga Beach to lead NVCA Board of Directors in 2019**

**UTOPIA, Ontario (January 28, 2019)** – George Watson, Councillor for the Town of Wasaga Beach, will lead the Nottawasaga Valley Conservation Authority board of directors in 2019.

Watson, now in his fourth term with Wasaga Beach, was elected chair of the board at the NVCA's 59th Annual General Meeting on January 25, 2019.

"I look forward to working with the incoming NVCA board of directors," said Watson. "As we go forward in this new term, our challenge will be to find the balance between development and the environment that best serves our residents and our watershed."

Keith White, Councillor for the Township of Essa, was acclaimed as vice chair. White has sat on the board for eight years, including serving as vice and second vice chair.

"I am proud of the accomplishments of both the NVCA board and staff over the past year," said White. "Echoing many of my new board colleagues, our role will be to use our conservation 'good judgement' to address issues of growth and development across the watershed."

Donna Jebb, Councillor for the Town of New Tecumseth, was elected as second-vice chair. Jebb is starting her third term on the NVCA board.

Twelve new members appointed by their municipalities joined the board at the meeting. A total of 18 members sit on the NVCA board, representing watershed municipalities in Simcoe, Grey and Dufferin counties.

The board governs the authority, a public agency dedicated to protecting, enhancing and restoring the Nottawasaga Valley watershed to support a healthy environment, communities and lifestyles.

Visit [www.nvca.on.ca](http://www.nvca.on.ca) for more information.

– 30 –

**About NVCA:** The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

**Media contact:** Heather Kepran, Communications Coordinator, 705-424-1479 ext. 254, [hkepran@nvca.on.ca](mailto:hkepran@nvca.on.ca)

**NVCA Board of Directors:** A full list of the 2019 NVCA board of directors is available on the NVCA website ([nvca.on.ca](http://nvca.on.ca)).

**Photos** (full-size images available upon request to [hkepran@nvca.on.ca](mailto:hkepran@nvca.on.ca)):



George Watson, Councillor for the Town of Wasaga Beach, chair of the NVCA board of directors



Kelth White, Councillor for the Township of Essa, vice chair of the NVCA board of directors



Donna Jebb, Councillor for the Town of New Tecumseth, second vice chair of the NVCA board of directors

**Election Statistics**

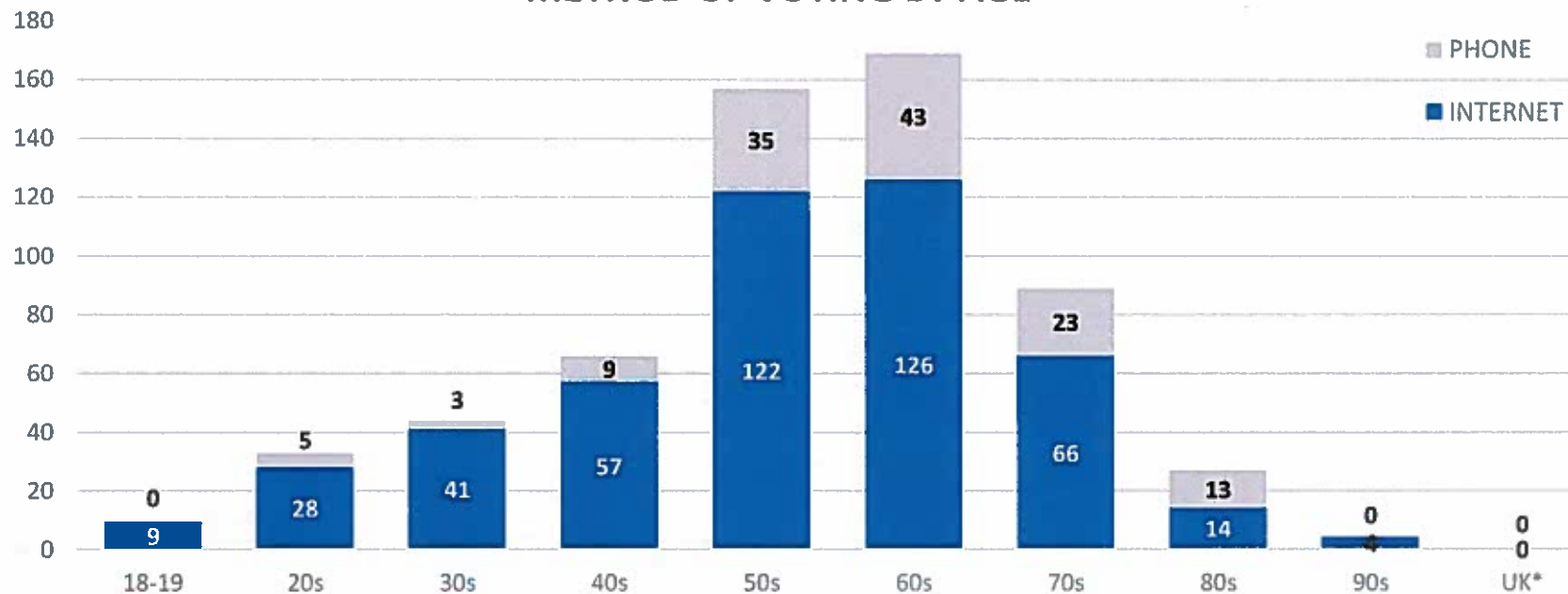
Information Base		Number	%
1	Number of eligible electors in system.	2,444	
2	Number of electors who cast at least one ballot.	598	
3	Participation rate.	24.5%	
4	Voters who used the Internet to vote.	467	78.1%
5	Voters who used the phone to vote.	131	21.9%
6	Number of voters on the elector list with age listed.	2,376	97.22%
7	Number of voters with no age listed.	68	2.78%
Residency Status		Number	%
8	Total eligible electors with "Resident" status.	1,847	75.57%
9	Voters casting ballots with "Resident" status.	507	84.78%
10	Total eligible electors with "Non-Resident" status.	597	24.43%
11	Voters casting ballots with "Non-Resident" status.	91	15.22%
Occupancy Status		Number	%
12	Total eligible electors with "Owner" status.	1,816	74.30%
13	Voters casting ballots with "Owner" status.	472	78.93%
14	Total eligible electors with "Spouse" status.	91	3.72%
15	Voters casting ballots with "Spouse" status.	34	5.69%
16	Total eligible electors with "Tenant" status.	129	5.28%
17	Voters casting ballots with "Tenant" status.	43	7.19%
18	Total eligible electors with "Boarder/Other" status.	408	16.69%
19	Voters casting ballots with "Boarder/Other" status.	49	8.19%

Age Breakdown of Who Voted					
Age	ELIG.	VOTED	INTERNET	PHONE	% Part.
18-19	42	9	9	0	21%
20s	274	33	28	5	12%
30s	323	44	41	3	14%
40s	378	66	57	9	17%
50s	555	157	122	35	28%
60s	450	169	126	43	38%
70s	246	89	66	23	36%
80s	90	27	14	13	30%
90s	18	4	4	0	22%
UK*	68	0	0	0	0%
<b>Total</b>	<b>2,444</b>	<b>598</b>	<b>467</b>	<b>131</b>	<b>24.5%</b>

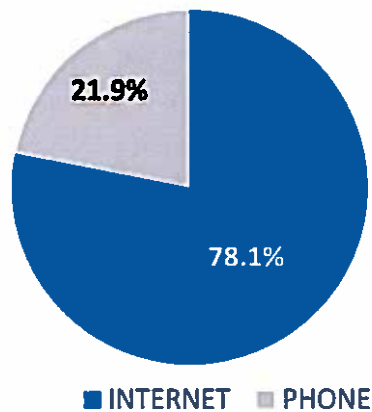
UK\* = Unknown age - not listed on elector's list.



### METHOD OF VOTING BY AGE



### METHOD OF VOTING

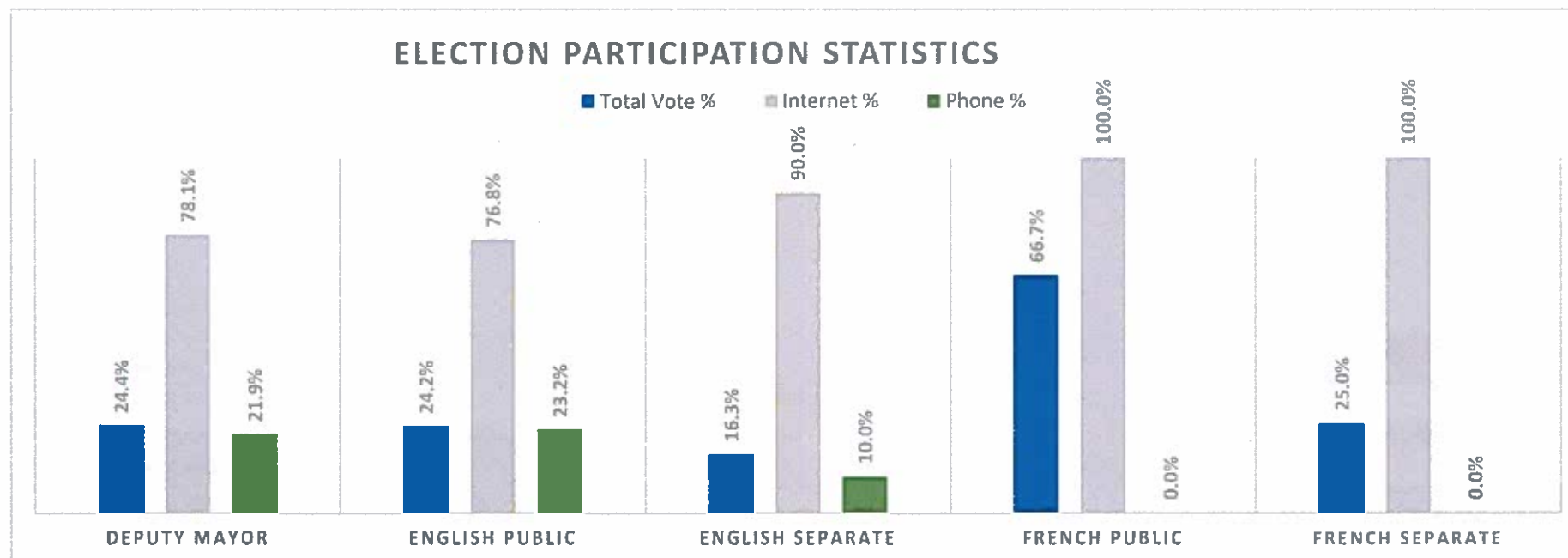




			Participation				
Information Base		Total Number	%	Internet	%	Phone	%
MUNICIPAL	1 Number of eligible electors in system.	2,444					
	2 Number of electors who cast at least one ballot.	598	24.5%	467	78.1%	131	21.9%
	3 Number of electors eligible to vote for Mayor ballot.	2,444	100.0%				
	4 Number of eligible electors who voted for Mayor ballot. <b>ACCLAIMED</b>	0	0.0%	0	0.0%	0	0.0%
	5 Number of electors eligible to vote for Deputy Mayor ballot.	2,444	100.0%				
	6 Number of eligible electors who voted for Deputy Mayor ballot.	597	24.4%	466	78.1%	131	21.9%
	7 Number of electors eligible to vote for Council ballot.	2,444	100.0%				
	8 Number of eligible electors who voted for Council ballot. <b>ACCLAIMED</b>	0	0.0%	0	0.0%	0	0.0%
SCHOOL BOARD	9 Number of electors eligible to vote for English Public School Board ballot.	2,167	88.7%				
	10 Number of eligible electors who voted for English Public School Board ballot.	525	24.2%	403	76.8%	122	23.2%
	11 Number of electors eligible to vote for English Separate School Board ballot.	123	5.0%				
	12 Number of eligible electors who voted for English Separate School Board ballot.	20	16.3%	18	90.0%	2	10.0%
	13 Number of electors eligible to vote for French Public School Board ballot.	6	0.2%				
	14 Number of eligible electors who voted for French Public School Board ballot.	4	66.7%	4	100.0%	0	0.0%
	15 Number of electors eligible to vote for French Separate School Board ballot.	4	0.2%				
	16 Number of eligible electors who voted for French Separate School Board ballot.	1	25.0%	1	100.0%	0	0.0%
	17 Number of electors not associated with a School Board.	144	5.9%				



## 2018 Melancthon Municipal School Board Elections Participation Statistics





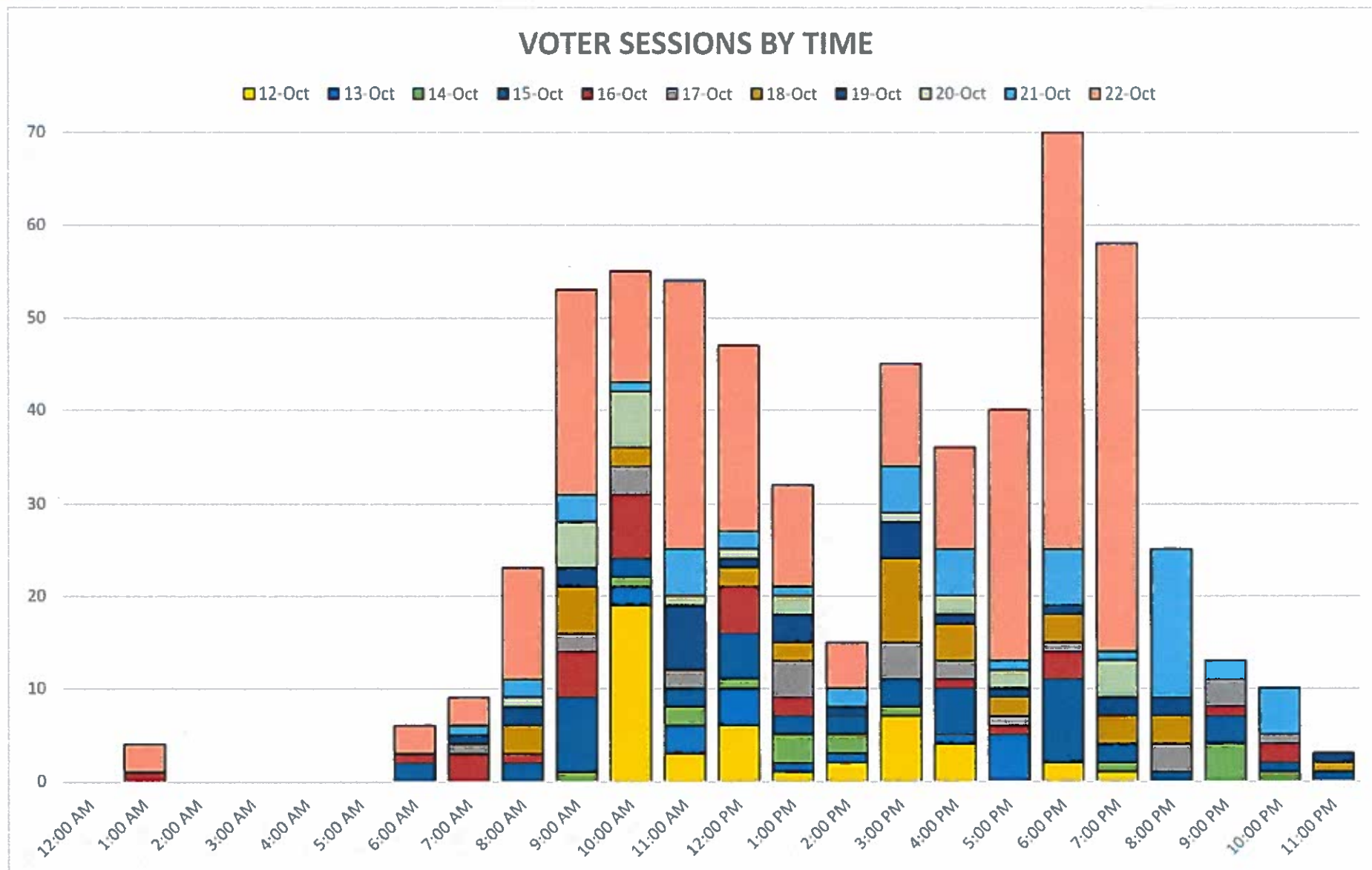


# 2018 Melancthon Municipal School Board Elections Voting Time Breakdown

Date & Time	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct	19-Oct	20-Oct	21-Oct	22-Oct	Grand Total	%/Hr.
12:00 AM												0	0.0%
1:00 AM					1						3	4	0.7%
2:00 AM												0	0.0%
3:00 AM												0	0.0%
4:00 AM												0	0.0%
5:00 AM												0	0.0%
6:00 AM				2	1						3	6	1.0%
7:00 AM					3	1		1		1	3	9	1.5%
8:00 AM				2	1		3	2	1	2	12	23	3.8%
9:00 AM			1	8	5	2	5	2	5	3	22	53	8.9%
10:00 AM	19	2	1	2	7	3	2		6	1	12	55	9.2%
11:00 AM	3	3	2	2		2		7	1	5	29	54	9.0%
12:00 PM	6	4	1	5	5		2	1	1	2	20	47	7.9%
1:00 PM	1	1	3	2	2	4	2	3	2	1	11	32	5.4%
2:00 PM	2	1	2	2				1		2	5	15	2.5%
3:00 PM	7		1	3		4	9	4	1	5	11	45	7.5%
4:00 PM	4	1		5	1	2	4	1	2	5	11	36	6.0%
5:00 PM		5			1	1	2	1	2	1	27	40	6.7%
6:00 PM	2			9	3	1	3	1		6	45	70	11.7%
7:00 PM	1		1	2			3	2	4	1	44	58	9.7%
8:00 PM				1		3	3	2		16		25	4.2%
9:00 PM			4	3	1	3				2		13	2.2%
10:00 PM			1	1	2	1				5		10	1.7%
11:00 PM				1			1	1				3	0.5%
<b>Grand Total</b>	<b>45</b>	<b>17</b>	<b>17</b>	<b>50</b>	<b>33</b>	<b>27</b>	<b>39</b>	<b>29</b>	<b>25</b>	<b>58</b>	<b>258</b>	<b>598</b>	
<b>%/Day</b>	<b>7.5%</b>	<b>2.8%</b>	<b>2.8%</b>	<b>8.4%</b>	<b>5.5%</b>	<b>4.5%</b>	<b>6.5%</b>	<b>4.8%</b>	<b>4.2%</b>	<b>9.7%</b>	<b>43.1%</b>		



## 2018 Melancthon Municipal School Board Elections Voting Time Breakdown

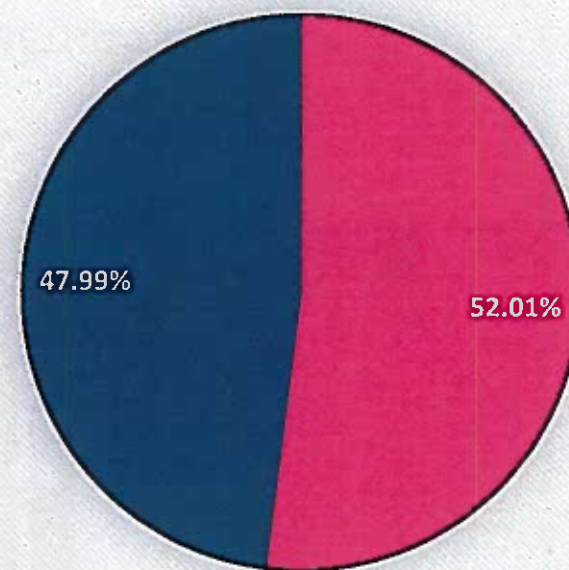




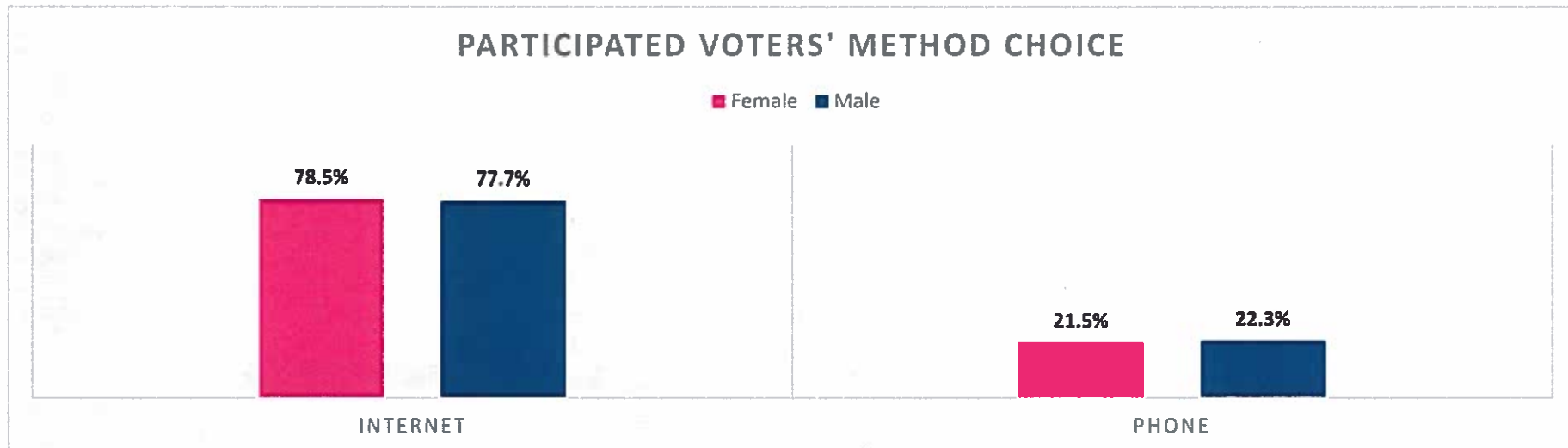
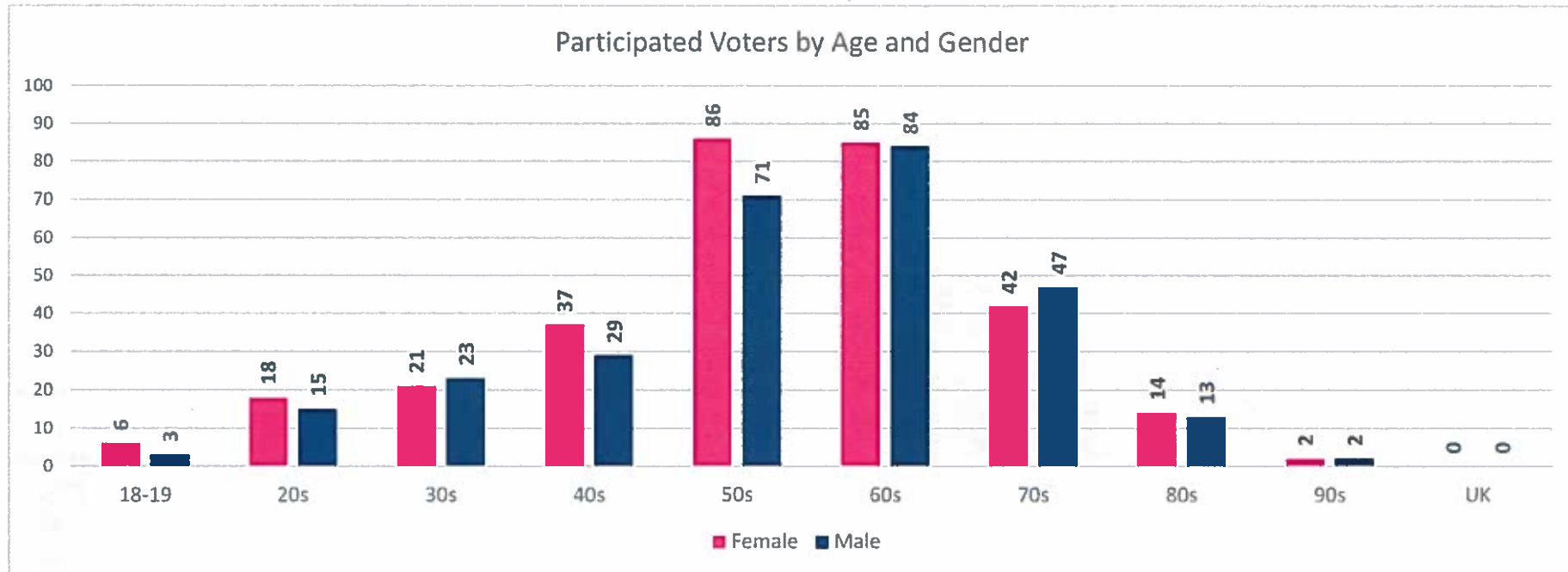
Age Breakdown of Who Voted						
Age		ELIG.	VOTED	INTERNET	PHONE	% Part.
18-19	F	18	6	6	0	33.3%
	M	24	3	3	0	12.5%
20s	F	120	18	16	2	15.0%
	M	154	15	12	3	9.7%
30s	F	139	21	21	0	15.1%
	M	184	23	20	3	12.5%
40s	F	177	37	30	7	20.9%
	M	201	29	27	2	14.4%
50s	F	266	86	69	17	32.3%
	M	289	71	53	18	24.6%
60s	F	207	85	61	24	41.1%
	M	243	84	65	19	34.6%
70s	F	106	42	32	10	39.6%
	M	140	47	34	13	33.6%
80s	F	40	14	7	7	35.0%
	M	50	13	7	6	26.0%
90s	F	11	2	2	0	18.2%
	M	7	2	2	0	28.6%
UK*	F	23	0	0	0	0.0%
	M	45	0	0	0	0.0%
Total		2,444	598	467	131	24.5%

Gender	Total Eligible	Total Voted	Participation
Female	1,107	311	28.1%
Male	1,337	287	21.5%
Total	2,444	598	24.5%

Gender	INTERNET	PHONE
F	244	67
M	223	64

**Participated Voters by Gender**


■ Female ■ Male





**SHELBURNE**  
ONTARIO CANADA

**Media Release – January 30, 2019**

**Town of Shelburne meets with Minister, MTO regarding Truck By-pass**

Mayor Wade Mills and Town representatives made a presentation to the Honourable Jeff Yurek, Minister of Transportation (MTO) on January 28, 2019 at the annual ROMA conference in Toronto.

Our community has told us repeatedly for the last 15 years they are very concerned about heavy truck traffic and the negative impacts it has on their lives, downtown businesses, as well as safety concerns. The Town of Shelburne has been asking MTO for a solution regarding heavy truck traffic on Highway 10 and 89 since 2003.

The meeting with the Minister was very beneficial. Mayor Mills states that “a reduction of speed limits within our connecting links to 40 km per hour was also discussed as an interim and immediate measure that can be taken. I was pleased to hear that the Minister will work to expedite this process. Council will be considering a reduction to 40 km per hour on February 11, 2019”.

The Town provided three truck by-pass route options and respectfully requested the Minister consider an interim solution and a long-term solution.

**Interim Solution:**

The Ministry, working with the Town of Shelburne, Township of Melancthon and Dufferin County will evaluate the implementation of a truck by-pass route in 2019, which uses existing paved municipal and County roads to re-route truck traffic away from downtown Shelburne.

**Long Term Solution:**

MTO supports the review and evaluation of the three route options presented by the Town working in collaboration with Dufferin County, the Township of Melancthon, and The Township of Amaranth. The Town of Shelburne’s current recommendation for a long-term solution is Route Option 1.

The route options suggested are outlined in the delegation presentation which is attached.

**Contacts:**

Mayor Wade Mills

[wmills@shelburne.ca](mailto:wmills@shelburne.ca)

Denyse Morrissey, CAO

[dmorrissey@shelburne.ca](mailto:dmorrissey@shelburne.ca)

Phone: 519 925-2600 ext. 226

INFO # 14  
FEB 07 2019



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

**A BRIEF TO:**

The Honourable Jeff Yurek  
Minister of Transportation

**PRESENTED BY:**

- Mayor Wade Mills, Town of Shelburne
- Councillor Kyle Fegan, Town of Shelburne
- Darren White, Warden of Dufferin County
- Denyse Morrissey, CAO, Town of Shelburne
- Stephen Burnett, Municipal Engineer

**January 28, 2019**

**Kenora Room, Sheraton Centre, Toronto**

## **TRANSPORTATION CONCERNS – TRUCK BYPASS**

### **Background**

The Town of Shelburne is situated on Highway 89 and Highway 10, in Dufferin County. Our Town is currently home to approximately 9,200 residents.

According to the 2016 census Shelburne grew 39% in the then previous four years to become the fastest growing small town in Ontario and the second fastest growing small town in Canada.

We are a small town in size and only 6.6 square km. Using the 2016 census, Shelburne has a very high density of 1,238.7 people per square kilometre and this density is increasing. This density is higher than the City of Vaughan and similar to Aurora, and Barrie. A comparison of 2016 densities is attached.

We continue to experience significant pressures from our increasing residential and commercial development in order to meet the needs of our thriving community. Historically, the majority of the Township's commercial and residential development has been localized to the main core along Highway 89. With tremendous new residential and commercial developments, the Town has expanded significantly along both the Highway 89 and Highway 10 corridors.

The Town of Shelburne has been asking MTO for a solution regarding heavy truck traffic since 2003. The April 7, 2003 council resolution asked that *"the Province through the Ministry of Transportation initiate a needs assessment of the possible highway by-pass of Highways 10 & 89 around the Town of Shelburne and further that this assessment include a review of the existing municipal road system and how it should configure into any future by-pass proposal"*.

### **Our Concerns**

The Town is dealing with increased volumes of transport truck, heavy equipment, and seasonal traffic along with the day-to-day residential traffic.

Highway 89 runs east-west through our downtown core along Main Street and serves as a main artery for the County of Dufferin connecting Highway 6 to the west and Highway 400 to the east. Highway 10 runs north-south through our downtown connecting the northern region of southern Ontario to the GTA.

The 1.6 km route through Shelburne along Highway 89 includes four stop lights, two of which are within a 95m stretch of Main Street between the intersection of Highway 10 and Victoria Street. This area is also the most commercially dense (including a number of shops, restaurants, Town Hall, and auto centre, etc.) as well as one of the narrowest sections of the street (two lanes).

Since Highway 89 and Highway 10 serve as major transportation routes that go through Town, we deal with gravel trucks, transportation trucks, heavy machinery transportation, and regular vehicles driving through the busy downtown and at all hours. Our downtown is home to a variety of small businesses including restaurants, retail stores and Town Hall. Our downtown also has significant residential homes, apartments and nearby schools. Truck traffic has negative impacts on our downtown businesses, health and safety implications including noise, wind, air pollution, and traffic congestion.

A May 2008 MTO study showed 90-95% of truck traffic is through traffic only, and Shelburne is not their final destination. This study also indicated that the capacity of this stretch of highways through Shelburne is 800 vehicles per peak hour. However, a 2015 traffic study we had completed for our Town showed that vehicle traffic is instead 850-1200 vehicles per peak hour, with approximately 50% being truck traffic. This further illustrates that with truck traffic eliminated, the road would be back to operating capacity. A truck bypass would provide pedestrians and small vehicle traffic a safe manner of accessing the downtown core from the east end and vice versa. A properly conceived long-term bypass solution would also allow truck traffic operators to move their cargo more quickly and efficiently. We view this strategy as a true "win-win".

Our community has told us repeatedly for the last 15 years they are very concerned about heavy truck traffic and the negative impacts it has on their lives, as well as safety concerns. As part of our engagement process, a number of surveys were completed in 2018 specific to heavy truck traffic. 94.4% of respondents noted there was too much traffic going through Town and safety was a major concern. 76% of business owners also said it was very important to have less transport truck traffic downtown to revitalize downtown Shelburne.

One respondent provided the following comments which captures many of the comments we received from our community:

*I enjoy the peace and quiet of the town, the friendliness and willingness of its residents to help each other out. It's great the way everyone says hi and smiles. I enjoy being able to walk to most things in town and to walk the dogs through town. Sometimes I settle outside the cafes and pubs that have outdoor places to sit, to enjoy being outside and enjoy a beverage, maybe do some sketching! Time after time the peace and quiet is shattered by the sounds and motions of the trucks barging through town. The sound is horrible, never mind the huge size of the monsters. Then there is the sense that there is no more than half a sidewalk between you and them. It is scary. I have had clients come to town and want to sit outside for a sandwich and coffee. I have made very excuse I can think of to get them indoors. It's embarrassing. I worry about the speed they are doing when they go around onto 10 heading north. I have come face to face with one taking a wide berth to turn southeast on 89 off 10 as I am driving north on 10. Are we waiting to see if we can drive all the businesses out of town? Are we waiting till someone gets killed? It is so unnecessary.*

## **Exploring Solutions**

The Town of Shelburne requests that MTO explore solutions based on a two-pronged approach. Firstly, an Interim Solution and secondly a Long-Term Solution for the designation/construction of truck bypass around our Town. We would also like to request that the speed limit on Highway 89 and 10 within the limits of the Town of Shelburne be reduced to 40 km from 50 km.

We have provided three Route options for a truck bypass:

Route Option 1: single lane distance of 7.3 km - currently a combination of asphalt and gravel roads

Route Option 2: single lane distance of 8.9 km - currently a combination of asphalt and gravel roads

Route Option 3: single lane distance of 20.3 km - on asphalt roads

The corresponding maps are attached. The Town of Shelburne currently recommends that Route Option 3 be used for in Interim Solution and that Route Option 1 become the Long-Term solution.

We also fully recognize and are respectful of the significant costs of road construction and development costs estimated at \$500,000/km for planning, design and construction.

We feel it is imperative that the Town of Shelburne be considered as a transportation priority by MTO to ensure a safe option for local, car and pedestrian traffic, as the inherent risk to pedestrian and car traffic on Highway 89 and Highway 10 will only continue to grow as the large developments in the Town continue.

### **Our Request:**

The Town of Shelburne respectfully requests the Minister consider:

#### **Interim Solution:**

MTO support an immediate reduction in speed along MTO Collecting Links arteries (Main Street & Owen Sound Street) from 50km/hr to 40km/hr. This would be similar to recommendations made by the Town of Innisfil for highway 89 in Cookstown.

- The Ministry, working with the Town of Shelburne, Township of Melancthon and Dufferin County evaluate the implementation of Route Option 3, in 2019, which uses existing paved municipal and County roads to re-route truck traffic away from the downtown Shelburne.

#### **Long-term Solution**

- MTO support the review and evaluation of the three Route options presented by the Town working in collaboration with Dufferin County, the Township of Melancthon, and The Township of Amaranth. As noted, the Town of Shelburne's current recommendation for a long-term solution is Route Option 1.



# 2016 Census Population Density Per Square Kilometer



				2016 Census of Population				
Name	Municipal Status	Municipal Sub-type	Census Division	Population (2016)	Population (2011)	Change	Land area (km <sup>2</sup> )	Population Density
Shelburne	Lower-tier	Town	Dufferin	8,126	5,846	+39.0%	6.56	1,238.7/km <sup>2</sup>
Ajax	Lower-tier	Town	Durham	119,677	109,600	+9.2%	67.00	1,786.2/km <sup>2</sup>
Aurora	Lower-tier	Town	York	55,445	53,203	+4.2%	49.85	1,112.2/km <sup>2</sup>
Aylmer	Lower-tier	Town	Elgin	7,492	7,151	+4.8%	6.26	1,196.8/km <sup>2</sup>
Barrie	Single-tier	City	Simcoe	141,434	136,063	+3.9%	99.04	1,428.0/km <sup>2</sup>
Brampton	Lower-tier	City	Peel	593,638	523,906	+13.3%	266.36	2,228.7/km <sup>2</sup>
Brantford	Single-tier	City	Brant Leeds and Grenville	97,496	93,650	+4.1%	72.44	1,345.9/km <sup>2</sup>
Brockville	Single-tier	City	Waterloo	21,346	21,870	-2.4%	20.85	1,023.8/km <sup>2</sup>
Cambridge	Lower-tier	City	Lanark	129,920	126,748	+2.5%	113.01	1,149.6/km <sup>2</sup>
Carleton Place	Lower-tier	Town	Oxford	10,644	9,809	+8.5%	9.05	1,176.1/km <sup>2</sup>
Ingersoll	Lower-tier	Town	York	12,757	12,146	+5.0%	12.75	1,000.5/km <sup>2</sup>
Markham	Lower-tier	City	Peel	328,966	301,709	+9.0%	212.35	1,549.2/km <sup>2</sup>
Mississauga	Lower-tier	City	York	721,599	713,443	+1.1%	292.43	2,467.6/km <sup>2</sup>
Newmarket	Lower-tier	Town	Haldon	84,224	79,978	+5.3%	38.45	2,190.5/km <sup>2</sup>
Oakville	Lower-tier	Town	Dufferin	193,832	182,520	+6.2%	138.89	1,395.6/km <sup>2</sup>
Orangeville	Lower-tier	Town	Simcoe	28,900	27,975	+3.3%	15.61	1,851.4/km <sup>2</sup>
Orillia	Single-tier	City	Durham	31,166	30,586	+1.9%	28.58	1,090.5/km <sup>2</sup>
Oshawa	Lower-tier	City	York	159,458	149,607	+6.6%	145.64	1,094.9/km <sup>2</sup>
Richmond Hill	Lower-tier	Town	Niagara	195,022	185,541	+5.1%	101.11	1,928.8/km <sup>2</sup>
St. Catharines	Lower-tier	City	Elgin	133,113	131,400	+1.3%	96.13	1,384.7/km <sup>2</sup>
St. Thomas	Single-tier	City	Perth	38,909	37,905	+2.6%	35.63	1,092.0/km <sup>2</sup>
Stratford	Single-tier	City	Toronto	31,465	30,903	+1.8%	28.28	1,112.6/km <sup>2</sup>
Toronto	Single-tier	City	York	2,731,571	2,615,060	+4.5%	630.20	4,334.5/km <sup>4</sup>
Vaughan	Lower-tier	City	Waterloo	306,233	288,301	+6.2%	273.56	1,119.4/km <sup>5</sup>
Waterloo	Lower-tier	City		104,986	98,780	+6.3%	64.02	1,639.9/km <sup>6</sup>





## Town of Shelburne

### Truck Bypass Route - Option 1

#### Legend

	Lot Parcel		Route
	Municipal Boundary		Stop Sign
	Road		Traffic Light

#### Cartographic Information



Datum: NAD1983 Projection: UTM Zone 17N

#### Route Statistics

Single lane distance: 7.3 km  
Total lane distance: 14.6 km  
Road surfaces as indicated on map.

#### Data Source

Town of Shelburne GIS database.

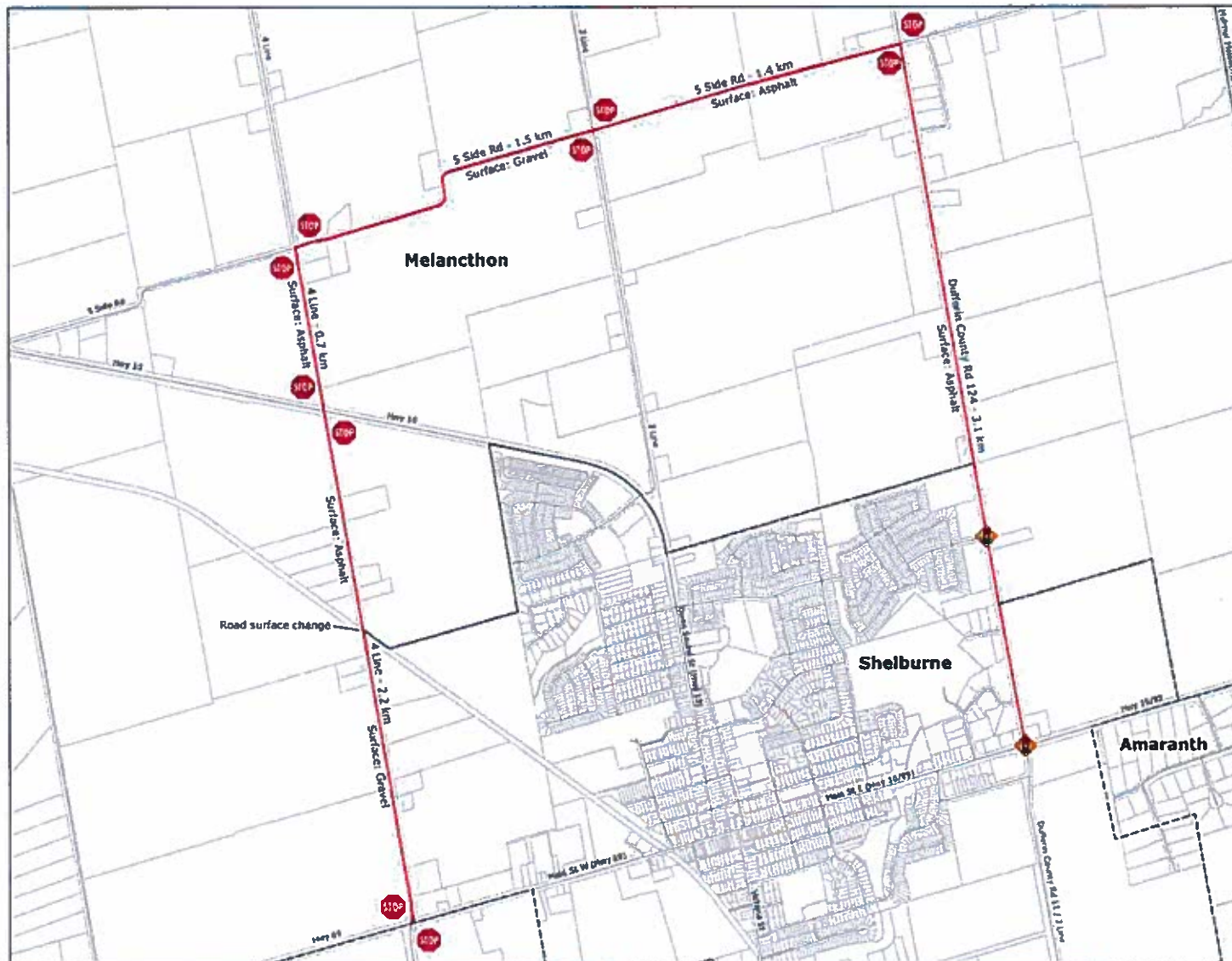
#### Contact Information

Town of Shelburne Municipal Office  
203 Main Street East  
Shelburne, ON L9V 3K7

Release Date: January 25, 2019 Version: 1.1 E



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Disclaimer - Terms of use apply. Please contact the Town of Shelburne Municipal Office for more information.



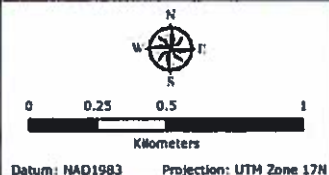
## Town of Shelburne

### Truck Bypass Route - Option 2

#### Legend

	Lot Parcel		Route
	Municipal Boundary		Stop Sign
	Road		Traffic Light

#### Cartographic Information



#### Route Statistics

Single lane distance: 8.9 km  
Total lane distance: 17.8 km  
Road surfaces as indicated on map.

#### Data Source

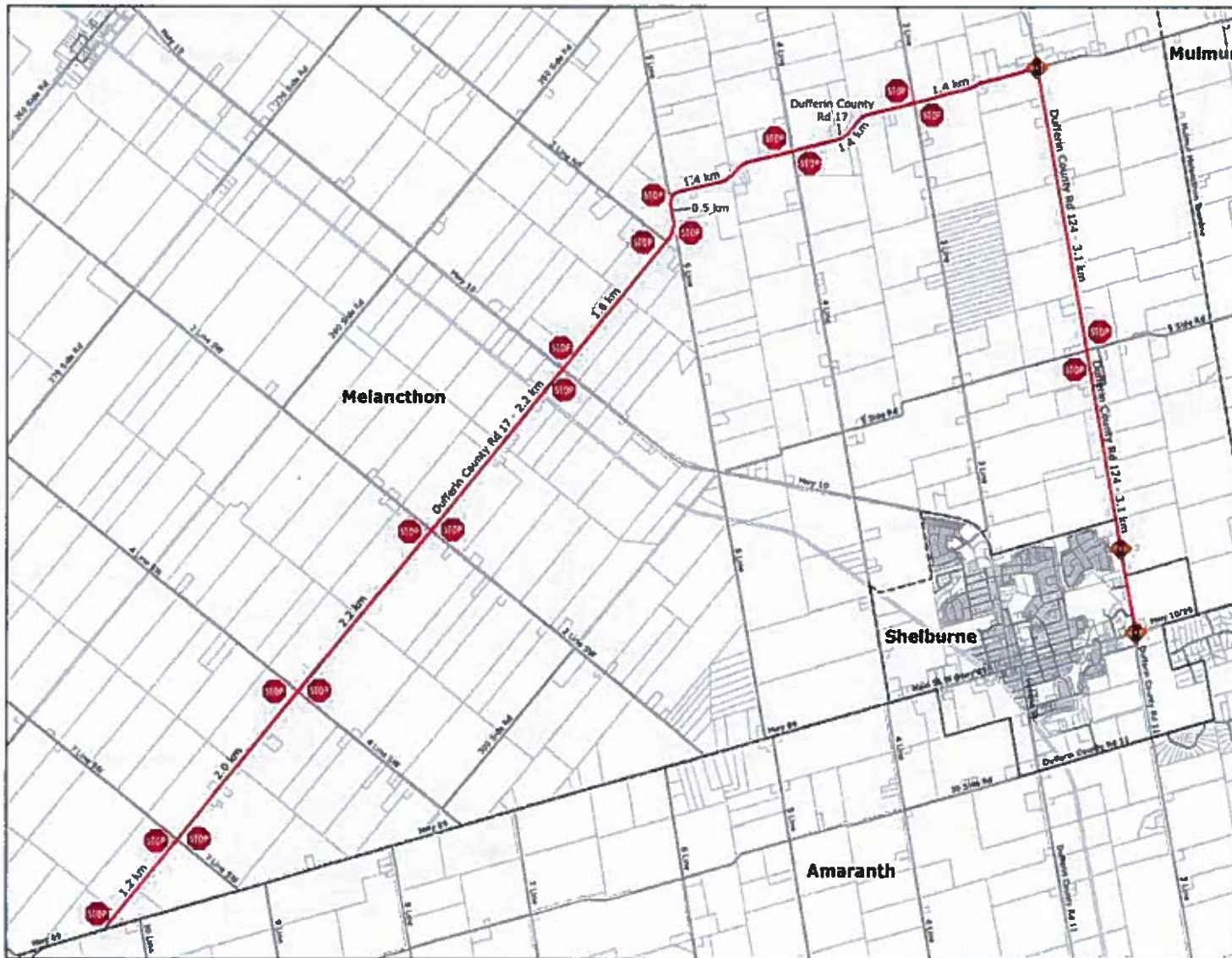
Town of Shelburne GIS database.

#### Contact Information

Town of Shelburne Municipal Office  
203 Main Street East  
Shelburne, ON L9V 3K7

Release Date: January 25, 2019 Version: 1.1 E





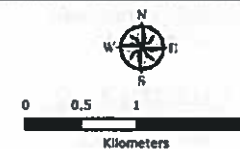
## Town of Shelburne

Truck Bypass Route - Option 3

### Legend

	Lot Parcel		Route
	Municipal Boundary		Stop Sign
	Road		Traffic Light

### Cartographic Information



Datum: NAD1983 Projection: UTM Zone 17N

### Route Statistics

Single lane distance: 20.3 km  
Total lane distance: 40.6 km  
All road surfaces are asphalt.

### Data Source

Town of Shelburne GIS database.

### Contact Information

Town of Shelburne Municipal Office  
203 Main Street East  
Shelburne, ON L9V 3K7

Release Date: January 25, 2019 Version: 1.1 E

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## Town of Shelburne

Current Truck Route  
(Westbound Traffic)

### Legend

	Flashing Crosswalk		Route
	Lot Parcel		Speed Limit
	Municipal Boundary		Stop Sign
	Road		Traffic Light

### Cartographic Information



Datum: NAD1983 Projection: UTM Zone 17N

### Route Statistics

Single lane distance: 2.2 km  
Total lane distance: 4.4 km  
All road surfaces are asphalt.

### Data Source

Town of Shelburne GIS database.

### Contact Information

Town of Shelburne Municipal Office  
203 Main Street East  
Shelburne, ON L9V 3K7

Release Date: January 25, 2019 Version: 1.1 E



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## Denise Holmes

---

**From:** Stacey Daub <sdaub@headwatershealth.ca>  
**Sent:** Friday, February 1, 2019 3:24 PM  
**To:** spritchard@dufferincounty.ca; suestone@amaranth-eastgary.ca; suestone@amaranth-eastgary.ca; jwilson@townofgrandvalley.ca; dholmes@melancthontownship.ca; dmorrissey@shelburne.ca; ebrennan@orangeville.ca; tatkinson@mulmur.ca; mark@townofmono.com; lisa.campion@erin.ca; devan.lobo@caledon.ca; jwilloughby@shelburne.ca; fred.simpson@townofmono.com; cao@caledon.on  
**Cc:** Jennifer Hamilton  
**Subject:** (For Action) Request for written support to Province: Dufferin County, Erin & Caledon Municipal Leaders : from Headwaters President & CEO, Stacey Daub  
**Attachments:** Premier's Council Report Jan. 2019.pdf; Helping Our Hospitals Headwaters 2019.docx; Key Contacts Medium Sized Hospital Advocacy 2019.docx

### Sent on behalf of Stacey Daub, President & CEO, Headwaters Health Care Centre

As you know, there has been a lot of discussion lately about health care in Ontario. Yesterday, the Premier released the first report on Improving Healthcare and Ending Hallway Medicine. I have attached a PDF copy of it for your information. The first report is really a state of the nation of health care in Ontario, identifying, from the Council's perspective, what are the biggest challenges and opportunities facing the Ontario Health Care system. It is generally an evidence-based assessment of the current strengths and deficiencies of our current system, and the report notably identifies that patients and front line clinicians are bearing the direct consequences of the health system's shortcomings. The final report will be shared in the Spring of this year. Headwaters Health Care Centre supports progressive policy directions that empower local communities to develop patient centred integrated health care systems that work for their community.

Last year Dufferin County and the municipalities supported our advocacy efforts to ensure medium-sized hospitals are properly funded, by sending letters to the Government. We were very grateful and that support was heard by the Province and greatly appreciated by us! Our advocacy efforts to have government address the inequitable approach to funding medium sized hospitals like Headwaters continues during the pre budget consultation process.

I am asking for your help again to send a letter to the Minister of Health and Long-Term Care and others within the Government to show your support for Headwaters.

### The letter needs to be sent by Friday, February 8, 2019.

To support this request, I have included the following:

- Draft letter to be personalized by your municipality and the County
- Attachment with the addresses and names for those cc'd on the list

I look forward to meeting with you soon to discuss opportunities we have to strengthen care and integration in our community and to show you our wonderful hospital.

All the best and thank you for your consideration.

Stacey

Stacey Daub

**President & CEO**

Headwaters Health Care Centre

☎ 519.941.2410/1 888 941-4422 Ext 2200

📍 100 Rolling Hills Drive, Orangeville, ON L9W 4X9

🌐 [www.headwatershealth.ca](http://www.headwatershealth.ca)

Get involved:

TAKE OUR SURVEY: [ImagineHeadwaters.com/survey](http://ImagineHeadwaters.com/survey)

VISIT US ONLINE: [www.ImagineHeadwaters.com](http://www.ImagineHeadwaters.com)

EMAIL YOUR IDEAS: [imagine@headwatershealth.ca](mailto:imagine@headwatershealth.ca)



**IMAGINE HEADWATERS**  
*Planning Our Hospital's Future Together*

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**DRAFT**

Honorable Christine Elliott  
Minister of Health and Long-Term Care  
Hepburn Block  
10<sup>th</sup> Floor  
80 Grosvenor Street  
Toronto, ON  
M7A 2C4

Dear Minister Elliott,

I'm writing today to thank you for your government's commitment to improving our health care system, and to share my council's support for the government to address the funding challenges, and strengthen the role, of Ontario's medium-sized hospitals so that they can continue to provide high quality care close to home for our citizens.

Headwaters Health Care Centre is our medium-sized hospital, located in Dufferin County. Headwaters plays a vital role in providing care to people in our region and works collaboratively with other agencies and services to serve our community.

We were encouraged with the recent announcement from your government that provided Headwaters with close to \$700,000 for an emergency generator through the Health Infrastructure Renewal Fund. Headwaters is over 20 years old and continued investments of this kind are required to maintain the building at an operationally acceptable level.

We urge our government address how medium-sized hospitals are funded and the increasing role they can play in advancing an integrated health care system in the upcoming budget and in the subsequent recommendations by the Premier's Council on Improving Healthcare and Ending Hallway Medicine.

A well-funded locally integrated health care system is critical to all our communities. In fact, the health and wellness of our citizens depends on it.

Regards,

cc.

Helen Angus, Deputy Minister, Ministry of Health and Long-Term Care

Victor Fedeli, Minister of Finance

Sylvia Jones, MPP, Dufferin-Caledon

Stacey Daub, President & CEO, Headwaters Health Care Centre



## Key Contacts 2019

### Medium-Sized Hospital Funding Advocacy Letters

<p>Honorable Sylvia Jones Minister of Community Safety &amp; Correctional Services and MPP Dufferin-Caledon 244 Broadway, Orangeville, ON L9W 1K5</p> <p>Email: <a href="mailto:Sylvia.jonesco@pc.ola.org">Sylvia.jonesco@pc.ola.org</a> Email: <a href="mailto:David.garland@ontario.ca">David.garland@ontario.ca</a></p>	<p>Honorable Christine Elliott Minister of Health and Long-Term Care Hepburn Block 10<sup>th</sup> Floor 80 Grosevenor Street Toronto, ON M7A 2C4</p> <p>Email: <a href="mailto:h.watt@ontario.ca">h.watt@ontario.ca</a></p>
<p>Honorable Helen Angus Deputy Minister of Health and Long-Term Care Hepburn Block 10<sup>th</sup> Floor 80 Grosevenor Street Toronto, ON M7A 2C4</p> <p>Email: <a href="mailto:h.watt@ontario.ca">h.watt@ontario.ca</a></p>	<p>Honorable Victor Fedeli Minister of Finance Frost Building S. 7<sup>th</sup> Floor, 7 Queen's Park Crescent Toronto, ON M7A 1Y7</p> <p>Email: <a href="mailto:Minister.fin@ontario.ca">Minister.fin@ontario.ca</a> Email: <a href="mailto:dan.miles@ontario.ca">dan.miles@ontario.ca</a></p>
<p>Louise Kindree Board Chair Headwaters Health Care Centre 100 Rolling Hills Drive Orangeville, ON L9W 4X9</p> <p>Email: <a href="mailto:bonnie.kulba@headwatershealth.ca">bonnie.kulba@headwatershealth.ca</a></p>	<p>Stacey Daub President &amp; CEO Headwaters Health Care Centre 100 Rolling Hills Drive Orangeville, ON L9W 4X9</p> <p>Email: <a href="mailto:sdaub@headwatershealth.ca">sdaub@headwatershealth.ca</a></p>



# Hallway Health Care: A System Under Strain

1<sup>st</sup> Interim Report from the Premier's Council on Improving  
Healthcare and Ending Hallway Medicine

January 2019



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## Letter to the Premier of Ontario and the Minister of Health and Long-Term Care

**Dear Premier Ford and Minister Elliott,**

As Chair of the Premier's Council on Improving Healthcare and Ending Hallway Medicine, I hear from patients regarding what it's like to receive care in our system. I am impressed by the dedication of health care professionals who deliver high-quality health care throughout our communities; however, I am also concerned.

The concern is that on any given day in the province, there are at least 1000 patients receiving health care in the hallways of our hospitals. At the same time, the wait time to access a bed in a long-term care home is 146 days, and this can vary significantly depending on where you happen to reside in Ontario.

There is much to be proud of within our health care system. There are examples of innovation, and there are teams that are working seamlessly together to provide wrap-around services for patients with complex needs. However, we've also come to understand that there are many barriers within the system that just don't make sense.

This report is the first of a number of public reports the Council will provide to you in order to help inform the future of health care in the province. The next report will contain a series of recommendations, and will be solutions-focused. While each of the reports will contain our best advice for you, these reports are also for the people of Ontario.

Our primary goal is to be transparent and accountable to the public while we consider the current challenges and future needs of the health care system. Over the next three years, the public will be able to track our progress and participate in our work. They will keep us accountable and help us reach our goal. By doing our work well, the public will be able to see the improvement at their local hospital and across the health care system.

Our objective is to help ensure Ontarians have a health care system that has the right mix of health care professionals, the right number of hospital and long-term care beds, and that care is available when and where it's needed.

Tough decisions will be required to address the challenges facing our health care system, while we continue to champion the health care professionals already leading great work in our communities.

A word of thanks to the Council Members – each of whom has brought a wealth of experience and knowledge, enthusiasm and optimism to our discussions. I look forward to our continued partnership in the years to come, and to turning the vision into reality for the people of Ontario.

**Dr. Rueben Devlin, Chair**

*Premier's Council on Improving Healthcare and Ending Hallway Medicine*

## Executive Summary

Hallway health care is a significant problem in Ontario. The entire health care system is too complicated to navigate, people are waiting too long to receive care and too often are receiving care in the wrong place; as a result, our hospitals are crowded.

The Premier's Council on Improving Healthcare and Ending Hallway Medicine has been tasked with providing advice to government on how to solve this problem and improve health outcomes across the province.

This first report provides an overview of some of the key challenges contributing to hallway health care, and identifies opportunities and emerging themes from the Council's initial work – including the potential to integrate health care and introduce technology solutions to build strong and efficient community and hospital services, support better outcomes for patients, and to fix the problem of hallway health care.

### Key Findings

1. Patients and families are having difficulty navigating the health care system and are waiting too long for care. This has a negative impact on their own health and on provider and caregiver well-being.
2. The system is facing capacity pressures today, and it does not have the appropriate mix of services, beds, or digital tools to be ready for the projected increase in complex care needs and capacity pressures in the short and long-term.
3. There needs to be more effective coordination at both the system level, and at the point-of-care. This could achieve better value (i.e. improved health outcomes) for taxpayer money spent throughout the system. As currently designed, the health care system does not always work efficiently.

### Chapter 1: The Patient Experience

Patients and families are having a difficult time navigating the health care system. Ontarians cannot always see their primary care provider when they need to, wait times for some procedures and access to specialists and community care are too long, and emergency department use is increasing. A lack of early intervention and prevention is contributing to more patients becoming ill. All of these challenges are connected to the problem of hallway health care.

### Chapter 2: Stress on Caregivers and Providers

Health care providers, family members, and friends are feeling the strain of a system that isn't making caregiving easy. This leads to high levels of stress and places a heavy burden on caregivers to act as advocates for timely and high-quality health care services.

### **Chapter 3: Different Health Care Needs**

There are more patients with complex needs and an increase in chronic issues that require careful and coordinated management, like an aging population living longer with high rates of dementia. Fair access to health care across the province continues to be a concern.

### **Chapter 4: Immediate and Long-Term Capacity Pressures**

Ontario does not have an adequate or appropriate mix of services and beds throughout its health care system. This leads to capacity pressures on hospitals and long-term care homes. Demographic projections indicate there will be additional strain on existing capacity in the near future.

### **Chapter 5: Responsibility and Accountability in the System**

Ontario's health care system is large. Responsibility for coordinating high-quality health care is spread across many government agencies, organizations, and the Ministry with no clear point of accountability to keep the focus on improving health outcomes for Ontarians. There is a fundamental lack of clarity about which service provider should be providing what services to patients and how to work together effectively. Ontario could be getting better value for the money it currently spends on the health care system.

### **Opportunities for Improvement**

The health care system can make better use of available technology, and should aim to deliver integrated and efficient services in all parts of the province. People have more access to digital tools and information than ever before, and expectations for high-quality, efficient, and integrated health care have changed.

### **Next Steps**

The Council is working on a second report, which will include recommendations and advice for government on how to remedy the problem of hallway health care in Ontario. Four key themes have emerged through the Council's initial work that will help guide the development of detailed recommendations in its next report:

1. A pressing need to integrate care around the patient and across providers in a way that makes sense in each of our communities in the province, and improves health outcomes for Ontarians.
2. Growing demand and opportunity to innovate in care delivery, particularly in the use of virtual care, apps, and ensuring patients can access their own health data.
3. The potential for greater efficiency in how we streamline and align system goals to support high quality care.
4. The critical role for a long-term plan so that we have right mix of health care professionals, services, and beds to meet our changing health care needs.

## Introduction

In Ontario, there are many signs of a health care system under pressure. Patients are: waiting longer than they should in overcrowded emergency departments, receiving health care in hospital hallways, not able to access specialized post-acute hospital care, and unable to transition out of hospital beds due to services not being available in the community.

Hospitals are an important point of intake into the health care system; however, too many patients are going to hospitals for conditions that could be treated in primary or community care settings or prevented altogether. Overcrowding of the emergency department means Ontarians whose care can only be provided in an emergency department are waiting longer to access the health care they need, and are sometimes waiting in unconventional locations – like hallways. On an average day in 2018, there were approximately 1000 patients waiting for a hospital bed in an unconventional space or emergency department stretcher.<sup>1</sup> This should not happen.

The health care system is complex and hospitals receive patients from many different care settings: from primary care (like family doctors or nurse practitioners), long-term care homes, home and community care, mental health and addictions agencies, and from the emergency department.

In fact, the pathway through the health care system is often not a straight or simple line: patients will move between care settings depending on the severity of needs or the kind of care required at each stage of their journey. At the same time, there are other patients who, with just a little more help from a health care provider, could stay in their homes longer, avoid a visit to the emergency department, avoid hospital admission, and maintain their health and independence.

We are seeing the results of a system under pressure in our hospital hallways; however, hallway health care is a symptom of broader challenges facing Ontario's health care system.

We've heard from many Ontarians that the health care system can do better, and that accessing the high-quality health care that's available in Ontario should be a straight-forward process.

Oftentimes, that's just not the case.



## Ida and Sara's Story: Scared, Cold, and Exposed

*Ida, the caregiver for her elderly aunt Sara, shares her experience spending two days in a hallway of the emergency department at a hospital.*



*Aunt Sara*

When Ida called the ambulance to take her 94-year-old aunt Sara to the hospital, she knew they would probably end up in a hallway. As the main caregiver for Sara for more than 10 years, Ida had accompanied her to the hospital emergency department a few other times and waited for care in a busy hallway, usually for eight or 10 hours.

This time, after being triaged by a nurse, Sara was wheeled in a stretcher into a nearby hallway, where she joined three other patients tucked against the walls of the brightly lit, high-traffic zone. Police were bringing in some people who were causing disturbances. "There was a lot of yelling and cursing," Ida says. "Sara became frightened because there was a police officer there. It made her really uncomfortable and scared. Even if she wanted to sleep, she couldn't."

Ida stayed up all night with Sara. She had a chair but it couldn't fit in front of the stretcher, so she had to sit behind her, out of view of her frightened aunt. Nurses came by to ask questions and do tests. The hallway was in a constant state of frenzied activity and noise.

"Sara was upset the whole time. It was awful to watch. She couldn't figure out what was going on, where she was, and whether she was in trouble because the police officer was there. She kept telling me she was scared and why couldn't she be in a room on her own. She asked can I turn the light out, can I have a sleeping pill."

Sara got very cold in the hallway, but the nurses were so busy that Ida went in search of a blanket herself. Sometimes Sara's IV pole would fall over and Ida would have to fix it. A few times, Ida left to get some tea or go to the washroom and returned to find Sara lying completely exposed to everyone passing by after her hospital gown and bedsheet slipped off.

The next morning, Ida had to leave for a few hours to do some work and when she came back she was shocked to see that Sara was still in the hallway. She stayed by her side through the rest of the day, always afraid that if she left to get tea, that would be when the doctor arrived.

Sara tossed and turned in the uncomfortable stretcher that she had occupied for the last 30 hours. Neither Sara nor Ida had slept in two days. Later that day, doctors determined that Sara would have to be admitted to the hospital. That evening, a hospital bed became available and Sara was finally whisked out of the hallway where she had spent the last 48 hours.

Sara recovered in hospital, and recently moved into a seniors' residence.



## Chapter 1: The Patient Experience

In its first four months, the Council heard from over 340 patients, and a recurring theme from their stories is what it feels like to wait for health care services in environments that don't support rest or healing. Many patients described uncomfortably low levels of privacy in emergency departments, and feeling a complete lack of dignity when telling their personal stories and sharing their medical history with a health care provider in a hallway, where everyone could hear. For some people, even something that should be simple – like helping patients get to the washroom on time – was challenging under the current conditions.

### What is Hallway Health Care?

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Hallway health care is a term used when patients are waiting for a hospital bed in an unconventional or unexpected location. This could be a hallway, or another space within a health facility that was not designed for using the space in this particular way.

Hallway health care is measured by counting the number of people waiting for a hospital bed overnight in an unconventional space or emergency department stretcher. That captures the volume – or size – of the problem, but there are more things going on throughout the system that are connected to hallway health care, like wait times for long-term care homes, that also contribute to how well the system works.

A high-performing health care system should have very few people waiting for a hospital bed if they need one.

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### Navigation & Access to Health Care

The Council heard that patients and their families find it difficult to navigate the health care system. For some, it's a matter of not being able to find timely health care, due to long wait-times or inconvenient service hours. For others, it can be difficult to know where to go for the right kind of care. For example, Ontarians often go to the emergency department with mental health or addictions issues that could have been dealt with more quickly, and oftentimes more appropriately, in primary care or community mental health and addictions agencies. By not knowing how to access community services or waiting too long for a community service because there are not enough of those services, many people reach a crisis point that leads them to the emergency department.

Either way, it means people are ending up in emergency departments, waiting hours for care that sometimes could have been more appropriately provided in a different care setting, or avoided entirely by proactive and preventative measures. These challenges with navigation and timely access contribute to the problem of hallway health care because the way patients move in and out of hospitals has a significant impact on the efficiency of the entire health care system.

Going to the emergency department for health care that could be provided somewhere else happens frequently in Ontario, sometimes because it's the only health care setting that is open 24/7. According to the 2018 Health Care Experience Survey, 41% of Ontarians who went to the emergency department, and 93% who went to a walk-in clinic received care for a condition that could have been treated by their primary care provider.<sup>2</sup> Even though 94% of Ontarians have a family doctor or nurse practitioner,<sup>3</sup> the data suggests that Ontarians are not always choosing to use, or have timely access to their primary care provider as the first access point to health care.

While the health care system has evolved over the last 15-20 years, the emergency department still remains one of the only health care settings open and available whenever people get sick and need care. Additional focus on preventative measures, and effective engagement with primary care providers could help reduce the inflow of patients to emergency departments and hospitals, and contribute to reducing the problem of hallway health care.

## Wait Times & Quality Care

In general, visits to emergency departments across the province increased by about 11% over the last six years, to 5.9 million in 2017/18.<sup>4</sup> This increase in volume of visits to the emergency department is just one contributing factor to the back-log across the system, since not all visits to the emergency department lead to hospitals admitting patients.

The current recommended target in Ontario – what the province expects from its hospitals – is if a patient is to be admitted, to get the patient to an inpatient room and bed within 8 hours of being seen in the emergency department.<sup>5</sup> However, in November 2018, only 34% of patients admitted to hospital are admitted to an inpatient bed from the emergency department within that 8 hour target.<sup>6,7</sup>

Furthermore, patients in Ontario who require admission to an inpatient bed are spending an average of 16 hours in the emergency department before a bed becomes available, which is the longest that wait has been in six years.<sup>8</sup>

Waiting too long for health care isn't just a problem in hospitals; wait times are also longer than they should be in other parts of the health care system. For example, the median wait time for long-term care home placement in Ontario in fiscal year 2017/18 was 146 days, and the median wait time for home care was around six days for patients waiting at home.<sup>9,10</sup>

When Ontarians can access services and supports, the data generally tells a positive story. For example, survey results for home and community care show high levels of client satisfaction: 92% of respondents

“Half of parents who sought help for mental health services for their child said they faced challenges in getting the services they needed, primarily due to wait times.”  
– Children’s Mental Health Ontario (November 2017)

rated their overall experience as excellent, very good or good;<sup>11</sup> however, long wait-times in some parts of the system are a clear signal that the system isn't running as smoothly as it could. Furthermore, the location of health care services also matters. For example, families describe how complicated it can be to navigate pediatric health care services, and improving access to high quality services closer to home would help families and patients.

In addition to expecting health services to be available to Ontarians within a reasonable time-frame, the province also expects high-quality care to be provided in every care setting. One way to improve access to care is to ensure people don't experience avoidable complications while receiving treatment. For example, evidence shows that patients who get certain infections while in hospital have a length of stay that is two weeks longer than it otherwise would have been.<sup>12</sup> These infections, which can be very costly to treat, may be avoided by following best practices in care.

We intuitively know that a delay in accessing health care – whether it's waiting for a bed to open up in the right care setting, for a diagnostic test, or for a referral to a specialist, means the road to recovery is longer and possibly rougher than it needs to be.

## Spotlight: Mental Health and Addictions and Hallway Health Care

The Council is concerned that patients are unable to access mental health and addiction services when they are needed most. For example:

- Approximately 1 in 3 adults who went to the emergency department for mental health and addictions care had not previously accessed physician-based care for their mental illness.<sup>13</sup>
- There was a 72% increase in emergency department visits and a 79% increase in in-patient admissions for children and youth with mental health issues over the last 11 years.<sup>14</sup>

Access to health care at the appropriate place and time is crucial for patients with mental health and addictions issues.

Most mental health and addictions issues are more appropriately treated in the community; however, long wait times for community treatment means sometimes patients' conditions worsen as they sit in the queue, giving them no other option but to seek care through the emergency department, and return home to continue to wait for services.

The re-admission rates for mental health and addictions issues is significantly higher than many other health issues.<sup>15</sup>

## Chelsea's Story: Setbacks and Recovery



Chelsea

*Chelsea, a 29-year-old mother of two in Sudbury, struggled for years to access care for her anxiety, panic disorder and depression.*

The onset of Chelsea's significant mental health issues began with a panic attack at age 22. "I didn't want to leave the house," Chelsea says. "I didn't want to shower. It just hurt to be alive. The pain is such emotional agony that you just don't know what to do with yourself. You feel alone and scared."

Desperate for help, Chelsea went to the emergency department at her local hospital multiple times within a week, waiting for hours to see a doctor, and each time quickly sent home with no resources or information about where to find help in the community.

Eventually, Chelsea received a prescription for anti-anxiety medication and anti-depressants. She had never taken medication for her mental illness previously despite being diagnosed with generalized anxiety disorder at age 12. The doctor at the hospital also referred her to outpatient cognitive behavioural therapy, but there was a nine-month wait.

Chelsea tried to get her life back on track and was able to see a psychiatrist every three months or so, but she never felt he really got to know her, and he wasn't able to provide the care she needed to recover.

A few years later, Chelsea's dad found the name of a psychotherapist and Chelsea began seeing her every week, and at times three times a week when her symptoms worsened. The psychotherapist really got to know Chelsea as a person and, for the first time, Chelsea felt like she had compassionate care for her illness. "Whatever I needed, she was there," she says.

Chelsea says most people she talks to have very similar experiences to her with the mental health system, if not worse. "People don't know where to go, or what resources are available to them," she says. "The system needs to be much more holistic, patient-centred, and recovery-oriented." And she'd like to see more funding for mental health supports and other services like structured psychotherapy. "It can be difficult financially to pay for psychotherapy services and it can cost people thousands of dollars a year."

Now 29, Chelsea knows she will have to actively work on recovery but is feeling more confident and stronger than ever in her ability to cope with and manage her illness.

## Chapter 2: Stress on Caregivers and Providers

Perhaps one of the most troubling indicators that there is something wrong with our health care system is the strain that is being felt by family and friends who are caregivers of patients, as well as some health care providers. There are clear indications throughout the system of provider burnout, including staffing shortages in certain positions and parts of the province, and high levels of stress.

Among patients who received home care for six months or longer, in the first half of 2017/18, approximately 26% had a primary family or friend caregiver who experienced continued distress, anger or depression in relation to their caregiving role – this is up from about 21% in the first half of 2012/13.<sup>16</sup> This strain is also felt among some personal support workers (PSWs). It's difficult and rewarding work, but scheduling can often be unpredictable and can lead to a break-down in care continuity for workers and home care clients.

“It was difficult for my mother who was suffering with Alzheimer’s to be in such a confusing space for so long. We had to stay with her all night to make sure she was warm and knew that someone was there to care for her.”

– Patient Survey Response

This stress on providers is also finding its way into hospitals and other health care settings. For example, a study of four Ontario hospitals found that health care providers often experience role overload (too many responsibilities and too little time), and that 59% of providers reported high levels of stress.<sup>17</sup>

Solving hallway health care will not just be a matter of adding more beds to the system. Increasing capacity in the community, staffing levels, training, and support will play an important role in building a high-functioning system that works for all Ontarians – including the ones who work in health care.

## Chapter 3: Different Health Care Needs

The health care needs of Ontarians are different than they were even a generation before, and this is contributing to the problem of hallway health care. One example of how patient profiles and health care needs are shifting is among residents in long-term care homes. These patients have changed in recent years, in ways that make caring for them more complex. The typical long-term care home resident in the province is over the age of 85, has chronic health care conditions – like diabetes, high blood pressure, heart or circulatory diseases, and dementia – and generally needs extensive help with personal care.<sup>18</sup> Taken together, these conditions are expected to put significant strain on health care resources.

Hospitals are also experiencing a shift in the health care needs among patients, including an increase in patients admitted to general internal medicine. In a study of seven hospital sites in the Greater Toronto Area, it was found that general internal medicine patients accounted for about 39% of emergency department admissions and roughly 24% of all hospital bed-days. Additionally, those admitted into general internal medicine had a median number of 6 co-existing conditions, which means they require a lot of medical support and resources.<sup>19</sup>

In general, there are more patients of all ages and abilities, with complex rehabilitation and mental health and addictions needs who could benefit from additional support in the community. Given the specific health care needs of an aging population, home care services are now supporting an increasingly complex client base that requires more assistance than before. Although the province has invested significant resources in the past to helping Ontarians stay in their home as they age, these patients are living longer and getting to the point now where they are experiencing a decline in their ability to perform activities of daily living.

The Council is committed to ensuring that Ontarians are supported and empowered to live their fullest life. It is important that our health care system contributes in a meaningful way to help individuals – patients, and caregivers alike – to live well and to the best of their abilities. As the population ages, and the profile of patients receiving home and community services changes, the system must respond and provide the right level of support in the right location to achieve these goals.



## Spotlight: Fair Access to Health Care

With technological advances, medical breakthroughs, and an increased awareness among the general population about how to live a healthy lifestyle – there’s some good news – the average life expectancy in Ontario has increased across most of the province.<sup>20</sup>

Unfortunately, health outcomes do not look the same everywhere in Ontario. For example, there are geographic, socio-economic, and sex differences in mortality rates across the province, which is just one way to measure the health of a population.<sup>21</sup>

Another example of where there is still more work to be done to improve health outcomes is in Ontario’s north. In northern communities, the average life expectancy is lower than the rest of the province and people living there are more likely to die prematurely due to circulatory disease, respiratory disease, and suicide.<sup>22</sup>

As the Council continues its work and develops recommendations to help improve health outcomes and solve the problem of hallway health care in Ontario, it will consider the unique health care needs and cultural considerations of distinct populations in the province, including, Indigenous people and French-speaking individuals.

## Chapter 4: Immediate and Long-Term Capacity Pressures

Capacity pressures are also contributing to the problem of hallway health care in Ontario. There are several causes to the capacity challenge:

1. Ontario may not have the appropriate number of hospital, or long-term care beds to meet the health needs of the population;
2. There is insufficient capacity in community care systems – like home care and mental health and addictions care – to prevent people from needing to go to hospital and to enable them to return home from hospital quickly; and,
3. The province is not using the beds across the system as effectively as possible.

In practice, this means that there are people across the province who are spending time in hospital beds because they can’t access other options for health care.



## Waiting for Care in the Wrong Spot: Understanding Alternate Level of Care (ALC)

A common approach for measuring the appropriate use of space for patients is by tracking the number of patients who require an 'Alternate Level of Care.' When a patient is occupying a bed in a hospital and does not require the intensity of resources or services provided, the patient is designated as requiring an alternate level of care.

ALC rates and volumes are just one way to measure how effectively the health care system is flowing patients through to different care settings. It is a designation that refers to patients who remain in hospital although they no longer require hospital-level care.

A high-performing health care system would have a low ALC rate, which would mean that patients are receiving appropriate care for their needs in the right setting.

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There are many patients in Ontario who are waiting in the wrong place in the system, and who require an alternate level of care (ALC). For example, in October 2018, almost 16% of days in hospital were spent by patients that were waiting for care in another setting.<sup>23</sup> This rate is high, and it is also increasing despite investments in more beds across the system. As of November 2018, there were approximately 4,665 patients designated as requiring an ALC.<sup>24</sup> This represents a 4% increase in absolute volumes compared to the year before.<sup>25</sup>

In addition to being high, the ALC rate is different depending on where you are in the province, and can change depending on the time of year. As of October 2018, the range of ALC rates across Ontario was between 5% and 34% - with some challenges more pronounced in the northern part of the province and in the Greater Toronto Area.<sup>26</sup>

There are many examples of people waiting for health care in the wrong spot across the system that could benefit from a different kind of support. For example, over 9% of people designated as requiring an ALC who have been waiting more than 30 days are people who have specialized mental health needs<sup>27</sup> who could be served – with appropriate supports – in supportive housing rather than hospital beds.

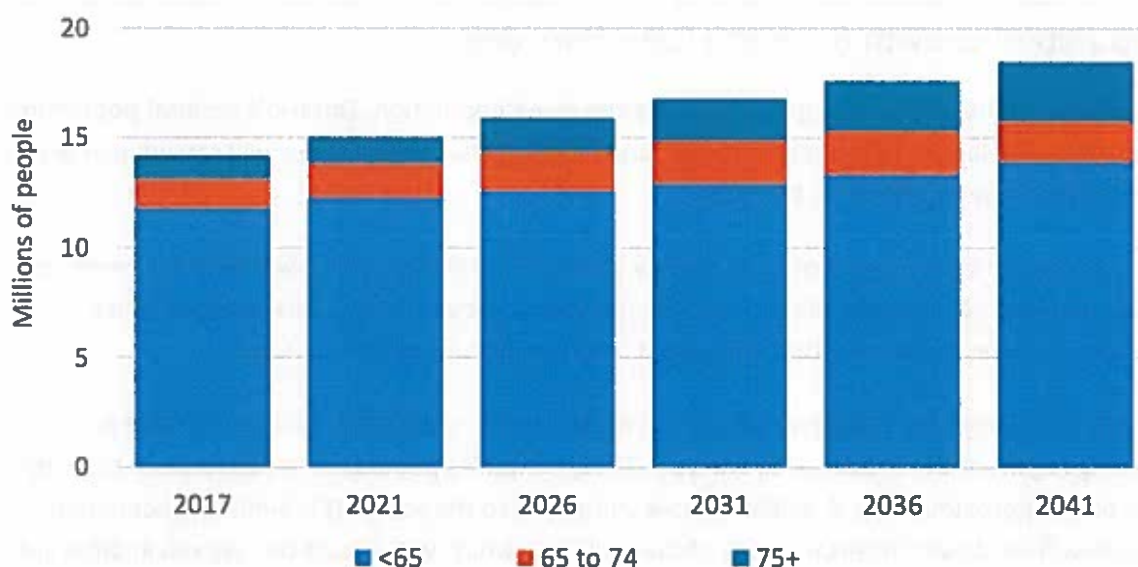
Another area where we can see the direct impact of capacity pressures is in how difficult it can be to find space in long-term care homes. The largest proportion of cumulative ALC days (province-wide), are currently attributed to patients waiting to be discharged to long-term care (59%).<sup>28</sup> This means that people are waiting too long in hospitals before moving to an open bed in a long-term care home. This is in part due to the fact that long-term care homes are currently at 98% capacity, with roughly 78,910 residents in 627 long-term care homes across the

province, and also because community supports are not expanding fast enough.<sup>29</sup> For example, a 2017 Canadian Institute for Health Information report found that in Canada more than 20% of seniors admitted to residential care could remain at home with appropriate supports; furthermore, seniors assessed in hospital are substantially more likely to be admitted to residential care than those assessed in the community.<sup>30</sup> The mis-match of capacity, demand, and use of services is one of the main pressure points facing the health care system, contributing to hallway health care.

## Population Aging & Health Care Services

According to population projections, Ontario's senior population (individuals 65+) is expected to almost double from 2.4 million, or almost 17% of the population in 2017 to 4.6 million, or almost 25% by 2041.<sup>31</sup> As an example of what it means for health care services, consider that 76% of seniors (aged 75+) who require care are currently receiving care at home. To maintain that ratio, the system would need to provide home care services to 97,194 more clients.<sup>32</sup>

### Population growth by age group, 2017 to 2041



(Source: Ministry of Health and Long-Term Care, 2019)

One of the challenges associated with an aging population is an associated rise in the number of patients with dementia. Close to 228,000 Ontarians are currently living with dementia, and this number will grow to over 430,000 by 2038.<sup>33</sup> Dementia is one of the leading causes of dependency and disability among seniors, and caregiving responsibilities for an individual with dementia can have a significant impact on family and friends.

Between 2008 and 2038, dementia will cost Ontario close to \$325 billion.<sup>34</sup> This includes health care and other costs, including lost wages, or out-of-pocket expenses by people with dementia or their care partners. Approximately 64% of residents in long-term care homes have dementia.<sup>35</sup> Some long-term care homes cannot care for additional residents with dementia since the numbers are already so high – which can delay admission and cause additional strain on families looking for support.

And while we focus on the rising number of seniors requiring different health care services, it is also important to note that in the next twenty years there will be more than 560,000 more children (0-18 years of age) in Ontario.<sup>36</sup> Proactive and early health care interventions will help these children have better lives, and will help reduce health care costs over their lifetime.

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## Social Determinants of Health

The social determinants of health are the economic and social factors that impact our health. They play a critical long-term role in health care, particularly for those suffering from chronic conditions. Having a job, eating healthy food and having a safe place to sleep are foundations to good health.

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## Population Growth & Health Care Services

In addition to the anticipated growth among the aging population, Ontario's general population is also growing larger. Demographic projections suggest that the province will see an increase in its population by roughly 30% by 2041.<sup>37</sup>

This population growth will not occur evenly across the province, which will have an impact on how the health care system plans to handle this future growth, and where it allocates its limited resources to address the anticipated increase in demand for services.

In particular, projections suggest that the Greater Toronto Area (GTA) will be the fastest growing region of the province. By the year 2041, the GTA's population is expected to grow by 41% or by approximately 2.8 million people compared to the year 2017. Similarly, population growth will be slower in certain parts of the province, which will impact the system in different ways.<sup>38</sup>

If no action is taken, these demographic changes will significantly impact the availability of health care in the province. With no additional capacity created – or no other efficiencies in the system found – the hospital bed rate in Ontario will decline from approximately 222 beds per 100,000 people in 2018 to approximately 173 beds per 100,000 people in 2041.<sup>39</sup>

The projections are more concerning for the long-term care bed rate, which is projected to decline from 72 beds per 1,000 people aged 75 or older to 29 beds per 1,000 people aged 75 or older by 2041. This is a total decline in the long-term care bed rate of about 60%, or the equivalent of 48,000 bed closures by 2041 if nothing is done.<sup>40</sup>

Simply adding more beds to the system will not solve the problem of hallway health care. For example, community mental health and addictions services, as well as community rehabilitation services are two areas where additional access to services could help relieve some of the pressures causing hallway health care.

Given the current pressures on capacity and the implications of future demographic shifts, the Council will be looking for innovative solutions to remove unnecessary barriers preventing Ontarians from receiving culturally appropriate, timely, and fair access to health care.

## Chapter 5: Responsibility and Accountability in Health Care

The final factor contributing to hallway health care is the lack of integration throughout the provision of health care services in Ontario. There are barriers to true integration across different care settings in the province. For example, Ontario's current health care system can be characterized as decentralized, large, and siloed, and it can be difficult at times to know who is responsible and accountable for ensuring Ontarians have access to high-value health care.

This is in part due to the size of the system. There are currently 21 health-related government agencies supporting the design and delivery of health care in Ontario. Many of these agencies were created to tackle specific problems, support research, or to establish quality standards and metrics to help the system as it matured. However, these agencies are not always well-aligned and there is limited strategic oversight to ensure the efficient and coordinated use of resources.

In addition to being over-sized, the system is also decentralized. Of the \$54.6B in provincial health care expenditures, the majority of this funding is allocated by the Ministry of Health and Long-Term Care to transfer payment recipients.<sup>41</sup> Similar to other systems across the country, Ontario's Ministry does not directly provide health care – it pays other people to deliver services to clients. However, the financial incentives and funding models used to pay health care

“There is such a gap in the transitions of care...the interest is not on the patient, but on each individual health service provider's own unique budget and strategic objectives. Why does each agency have their own administration as opposed to a truly regional or provincial coordinated system?”  
– Patient Survey Response

providers to coordinate and deliver services need to be appropriately aligned, otherwise the system won't work the way it needs to.

Decentralization can also contribute to duplication in processes and procedures, which can slow down access to health care services. One example of duplication in the health care system is in the assessment process. Approximately 11% of time spent on care coordination is used to conduct assessments and re-assessments for community and home care services.<sup>42</sup>

Assessments are also done by service providers and hospitals, while primary care providers often have detailed and up-to-date patient records that could be used to inform care planning and delivery, and prevent patients from having to repeat their stories.

"The staff have all been kind and professional...the negative issue would be the constant need to provide basic information like address, date of birth, medications, family doctor, allergies, and more. It is very frustrating for a senior to be asked the same questions."  
– Patient Survey Response

In addition to barriers to information sharing, some of the unnecessary duplication in the assessment process is driven by the separation between the coordinator role and front-line care. These kinds of system-design issues have a real impact on patients, since it is not always clear which service provider is responsible for delivering care.

It is also important to remember that the delivery of children's health care is different from adults. The current system does not recognize this very well, and children receive health care in even more settings, like schools, primary care, home and community care, and

of course with their families. Patients and health care professionals alike are frustrated by the lack of communication between professionals, health care organizations, and patients. This lack of coordination and duplication in some roles and functions is costing the system in both time and money, and may not always translate into getting patients access to the care they need.

Stronger lines of accountability would help make the health care system more efficient, and also help ensure Ontario gets a greater value for what it currently spends on health care. Currently, the government spends about 42 cents of every tax dollar on health care.<sup>43</sup> Although this is the lowest per capita spend on health care compared to other provinces and territories, the system could work smarter and use this same amount of money to achieve better health outcomes.<sup>44</sup> When compared to similar countries in the world, Canada generally spends more on health care, but scores lower on some key performance indicators.<sup>45</sup> With performance based incentives that link investments to outcomes, Ontario could shift the focus of health care spending to high-value, instead of high-cost. With clearer lines of responsibility and accountability in the health care system, Ontario could move towards strengthening the entire system and solve the problem of hallway health care.

## Randy's Story: The Big Picture



Randy

*Randy, a retiree from Pickering, says patients like himself could benefit from a comprehensive electronic health record that covers the entire health journey.*

Whenever Randy sees a new doctor, he carries a chart he designed himself. Across the page, a line that looks like a heartbeat tells the story of his health over time. When the line spikes up, it pinpoints a serious illness or health emergency at a specific age. There's a concussion and broken nose in his younger years, and more recently, two cases of deep vein thrombosis and an atrial flutter.

Randy has recovered well from his most recent emergency, though he's on blood thinners and is watchful for signs of other illness. While thinking about past health events that he should follow up on, he realized that while all his doctors might have different records that, together, would create a complete history of his care, he didn't have one himself.

So, he made the chart based on memory. Without the complete picture, patients are left with fragments, he says. "There are just too many sectors, too many contact points. The onus comes back to the patient or caregiver to put pen to paper or make some history of this."

Overall, Randy is quite happy with the care he's had – he gave the hospital that fixed his atrial flutter a five-star review on Trip Advisor. But he would like hospitals and physicians to give patients more access to digital records so that they can take the next steps on their health care journey. Health care is a shared responsibility, he points out, and patients can't adjust their behaviour if they don't have the information readily available.

Randy already knows how he would use broader records – he would check on the most pressing things, like his heart health, and review conditions that might need attention, and share some of the genetically important information with his grown children, so they can ask their doctors the right questions. "If we want to look in and see our data, we can. If we don't feel comfortable, wait. To me, it should be a choice, but available."

"The system has different metrics on me but none of them have the full story."



## Opportunities for Improvement

### Digital & Modern Health Care

Ontario's health care system has room for improvement when it comes to using technology as a tool to help coordinate and deliver services, and improve outcomes for patients. As the Council continues its work, it will make a focused effort to consider technology solutions to help improve health outcomes for patients across the province. This could look like new partnerships to deliver specific services or to help support the integration of care at the local level. This could also look like identifying options for integrated health information systems that would help facilitate smooth transfers between care settings.

According to the 2018 Health Care Experience Survey, only 16% of Ontarians could make an appointment with their health care provider by email or on a website. Perhaps even more surprising, is that less than 1% of appointments that year were conducted virtually in Ontario.<sup>46</sup> This is just one example of how Ontario could be doing a better job connecting patients with care. As Ontario's health care costs are projected to rise more closely with aging demographics than inflation it will be more important than ever to explore how adopting technology might help bend the cost curve and unlock potential savings.

Accessing health care doesn't have to be complicated, and the Council will be looking for ways for patients and families to be able to connect easily with a truly integrated health care system.

### Integrated Health Care Delivery

The Council is also interested in providing advice that could help inform how health care is delivered in Ontario. Integrated health care has the potential to involve the full continuum of health care services, and connect all health care providers and care settings into one seamless partnership motivated by a common goal: providing wrap-around services to patients and improving health outcomes. This includes considering the impact of the social determinants of health, and providing more proactive health care interventions.



## What is Integrated Health Care?

Integrated health care means different things to different people – and may look like a new way of accessing care within your community. Integrated health care is motivated by one main goal: providing coordinated, wrap-around health care services to patients.

Integrated health care means the system doesn't act as a barrier to providing timely health care services to patients. It means that your home care services are working in complete partnership with your local hospital and primary care providers to make sure that everything is ready to go at home once you or your loved one has been discharged.

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There are already examples of integrated health care working across the province. The Council will be looking for innovative solutions to support leaders and pioneers in integrated health care, and will consider how to scale up these initiatives so that everyone can benefit from co-ordinated care. This could include thinking about the roles and functions of health professionals, and reconsidering how to streamline certain functions, like care-coordination. The Council may also provide advice on how Ontario could introduce innovative payment and accountability mechanisms to ensure alignment with service provision and government objectives – including patient self-determination.

## Efficiency in the System

Simply adding more hospital or long-term care beds to the system will not solve the problem of hallway health care in Ontario. The Council will consider strategies that include prevention, early intervention, and evidence-based programs that improve health outcomes, and will look at best-practices in Ontario and in other jurisdictions across the world as it develops advice for government.

The Council will ensure recommendations included in its next report will address a balance of both short and long-term needs across the health care system, make the system more efficient for patients, providers, and caregivers, and ultimately help set Ontario up for success in the years to come.

## Next Steps

In its second report, the Council will focus on providing recommendations that will help the system deliver better health care in the province.

Four key themes have emerged through the Council's initial work that will help guide the development of detailed recommendations in its next report:

1. A pressing need to integrate care around the patient and across providers in a way that makes sense in each of our communities in the province, and improves health outcomes for Ontarians.
  2. Growing demand and opportunity to innovate in care delivery, particularly in the use of virtual care, apps, and ensuring patients can access their own health data.
  3. The potential for greater efficiency in how we streamline and align system goals to support high quality care.
  4. The critical role for a long-term plan so that we have right mix of health care professionals, services, and beds to meet our changing health care needs.
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## We want to hear from you!

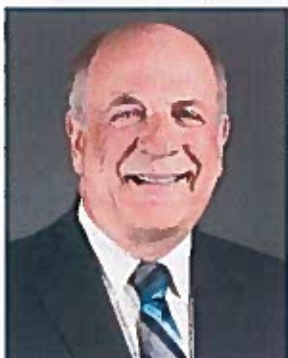
The Council will be shifting its attention to developing advice for the government on how to fix the problem of hallway health care. The second report will be released in Spring 2019.

Our focus over the next few months will be on identifying innovative, affordable, and evidence-based solutions that will work in Ontario. As we work with you, and health care professionals across the system to develop these recommendations, we will also be giving careful consideration to how to measure our progress on this work. Our intention is for you to track our progress and help keep us accountable as we continue to think about how to improve health care in Ontario.

We will also be on the road holding engagement sessions across the province to make sure the recommendations we develop will work in your community. If we don't get to meet you in person, you can also find us online.

How to reach us: [hallwayhealthcare@ontario.ca](mailto:hallwayhealthcare@ontario.ca)

## Biographies



### Dr. Rueben Devlin

Special Advisor and Chair of the Premier's Council on Improving Healthcare and Ending Hallway Medicine

An orthopaedic surgeon, Dr. Devlin completed his medical school and residency training at the University of Toronto. During Dr. Devlin's 17 years practicing in Newmarket, he held senior hospital positions, including Chief of Surgery and Chair of the Medical Advisory Committee.

Subsequently Dr. Devlin served as the President and Chief Executive Officer of Humber River Hospital in Toronto from 1999 to 2016. Humber River Hospital is one of Canada's largest regional acute care hospitals, serving a catchment area of more than 850,000 people in the northwest GTA. As the CEO of Humber River Hospital he not only led the operational transformation of the hospital, Dr. Devlin was also responsible for the vision and implementation of North America's first fully digital hospital

Dr. Devlin has a record of successfully developing and implementing corporate strategic plans at the highest levels of health care and taking bold steps to use innovation and technology to directly impact patient access care, and satisfaction.

Dr. Devlin was appointed as Special Advisor and Chair of the Premier's Council on Improving Health Care and Ending Hallway Medicine in June 2018.



### Adalsteinn Brown

Adalsteinn (Steini) Brown is the Dean of the Dalla Lana School of Public Health at the University of Toronto. Previous experience includes senior leadership in policy and strategy in the Ontario government, founding roles in start-up companies, and global work on how to measure performance in health care. He studied government at Harvard University and Public Health at the University of Oxford.



## Connie Clerici

Connie Clerici is a seasoned executive with a long history of leading large teams through Canada's complex and highly regulated health care environment. She is the founder and the Executive Chair of Closing the Gap Healthcare, an organization that focuses resources on the advancement of innovations and on building and supporting a high-quality, publicly-funded health care system that is sustainable for Canadians.

Ms. Clerici's passion is to help those most in need in society, and to accept full accountability for doing so. Her requirement that ethics and compassion accompany sound business practices was founded on her early career experiences, including being responsible for moving severely disabled children out of institutional care at the Christopher Robin Home for Children in Ajax and into the community in the 1980s, and her work with Rose Cherry's Home for Kids (now the Darling Home for Kids).

Ms. Clerici is a life-long learner, participating in extensive training in leadership and business at a variety of business schools and universities. She is currently a board member or advisor for numerous public and private organizations, an Adjunct Lecturer at the University of Toronto's Institute of Health Policy, Management and Evaluation, a leader in the Ivey Business School supporting entrepreneurship and the co-chair of Health Quality Ontario's Quality Standards Committee.

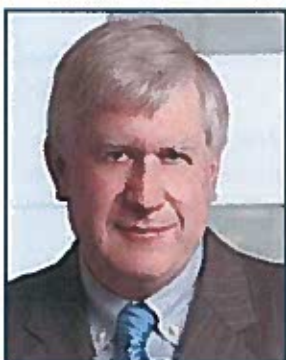


## Barb Collins

Barb Collins was appointed the President and Chief Executive Officer of Humber River Hospital on July 1, 2016. Ms. Collins is a Registered Nurse, with an MBA from Queens University in Kingston, Ontario. She has more than 40 years' experience in acute care hospitals, including nursing in Intensive Care, Operating Room and the Emergency Department, and has managed Support and Facilities Services.

Prior to assuming her current responsibilities as President and CEO, Ms. Collins served as the Humber River Hospital's Chief Operating Officer. As COO, she was the senior Executive Lead for Humber River Hospital's redevelopment project, overseeing the design, construction and activation of the new Humber River Hospital. This 656 bed, 1.8M square-foot acute care facility provided Humber with a unique opportunity to optimize design, incorporate technology and reinvent processes to deliver more effective and efficient patient-centered care, supported by some of the world's finest medical technology.

Humber River Hospital has been recognized as North America's first fully digital hospital. That journey continues with the opening of the first Hospital Command Centre in the world focused on both patient flow and high reliability patient care. Most recently Humber River introduced a Humanoid Robot, yet another step in transformational care.



## Michael Decter

Michael B. Decter is the President and Chief Executive Officer of LDIC Inc. Currently he is also Chair of Medavie Blue Cross, Board Member of Blue Cross Life and Auto Sector Retiree Health Care Trust and Chancellor of Brandon University.

Previously, Mr. Decter served as Deputy Minister of Health for Ontario, Cabinet Secretary in the Government of Manitoba and Chair of the Health Council of Canada.

Mr. Decter is a graduate of Harvard University with a major in economics. He is also the author of three health books, *Healing Medicare*, *Four Strong Winds* and *Navigating Canada's Health Care*, co-authored with Francesca Grosso.



## Dr. Suzanne Fillion

Dr. Fillion is an experienced clinical psychologist and change leader with an ardent commitment to public and community service. She obtained her PhD in Psychology from the Université de Montréal and her master's degree in Education from the University of Ottawa. She also holds a Mental Health Law certificate from the Osgoode Hall Law School at York University.

As past director of the Mental Health and Addictions (MHA) program at the Hawkesbury and District General Hospital (HGH), Dr. Fillion deployed over 15 innovative community programs in MHA to improve access to services and increase efficiency. She is currently Vice-President of Development and Integration at HGH and President and CEO of her own private practice in Eastern Ontario. Dr. Fillion has taught at the University of Ottawa and Saint Paul University.

Nationally, she is known for her work in psychological trauma and with minority groups. In recognition of her outstanding achievements in the fields of mental health and addictions during more than 25 years, Dr. Fillion recently received the Canadian Psychological Association Award for Distinguished Contributions to Public or Community Service.





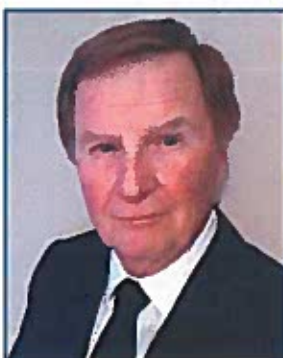
## Dr. Lisa Habermehl

Dr. Habermehl is a rural family physician living in Northwestern Ontario. She is currently practicing in Red Lake where, over the better part of two decades, she has provided care in a variety of settings, including long-term care, clinic, hospital and the emergency room.

Dr. Habermehl has been a faculty member of the Northern Ontario School of Medicine since early in its inception and is currently an Assistant Professor, mentoring medical students and residents as they expand their knowledge of medicine while immersed in rural communities.

She was previously Chair of the Rural Expert Panel at the Ontario Medical Association, whose mandate is to advocate for an equitable health system for rural physicians and patients.

Dr. Habermehl completed her residency in family medicine at Family Medicine North in Thunder Bay, upon graduation from the University of Western Ontario. She has since received her Fellowship in Family Medicine from the College of Family Physicians of Canada.



## Peter Harris

Peter Harris Q.C. has a varied legal background in tax matters and general corporate advice. His tax practice places some emphasis on tax litigation, cross border and international transactions and he has provided tax and business counsel to some of Canada's major industrial and financial institutions.

Mr. Harris has been a special advisor to the Canada Revenue and the federal Department of Finance and has acted as an advisor to the Ontario Government with respect to various financial matters. Mr. Harris is currently on the board of the Central West LHIN.

Apart from his income tax practice Mr. Harris has served on the boards of directors of Atomic Energy of Canada Limited, the Ontario Sports Centre (Chair), Director of Toronto General & Headwaters Hospital (Chair). Mr. Harris is currently the Chair of the Chamber of Commerce Taxation and Economics Committee.



### Dr. Gillian Kernaghan

Dr. Kernaghan was appointed the President and Chief Executive Officer of St. Joseph's Health Care London (St. Joseph's) in 2010. St. Joseph's is a multi-sited, academic health care organization serving London and region.

Prior to assuming this role, Dr. Kernaghan served for 17 years as the Vice President, Medical for various hospitals in London and led the medical staff during complex restructuring in which four hospitals merged to form St. Joseph's. Through this restructuring and various program transfers between organizations, the roles of the London hospitals dramatically changed. In 1984, Dr. Kernaghan joined the medical staff of St. Joseph's, Parkwood Hospital and London Health Sciences Centre as a family physician. She completed her residency at St. Joseph's Hospital in 1984 upon graduation from Western University and was awarded her Fellowship in 2000.

Gillian currently serves on the Ontario Hospital Association Board, the Council of Academic Hospitals of Ontario Executive and Council and is the Chair of the Board of the Catholic Health Association of Ontario. She served as the Co-Chair of CHLNet from 2014-2018 and as President of the Canadian Society of Physician Executives for 2010-2012.



### Dr. Jack Kitts

Dr. Jack Kitts is President and Chief Executive Officer of The Ottawa Hospital. Dr. Kitts received his medical degree from the University of Ottawa in 1980 and completed specialty training in anesthesia in 1987. He spent one year as a research fellow at the University of California in San Francisco.

Dr. Kitts then joined the medical staff at the Ottawa Civic Hospital as an anesthesiologist and Research Director for the Department of Anesthesia. In 1995 he was appointed Chief of Anesthesia at the Ottawa Civic Hospital and Associate Professor at the University of Ottawa. In 1998, Dr. Kitts was appointed Vice-President of Medical Affairs and led the medical staff during a complex restructuring in which three hospitals and five large programs were merged into The Ottawa Hospital.





## Kimberly Moran

Kimberly Moran is dedicated to improving the lives of children and youth with a focus on strengthening health care policy, systems and patient outcomes in Canada and internationally. Her passion for improving the delivery of child and youth mental health treatment runs deep and is rooted in her family's lived experience with mental health as a mother of a daughter who became seriously ill.

Ms. Moran is currently Chief Executive Officer of Children's Mental Health Ontario, representing the province's largest provider of child and youth mental health services, supporting 120,000 children, youth and their families. She serves on the board of the Canadian Mental Health Association Toronto, and previously contributed to the North York General Hospital and SIM-one Simulation Healthcare Network boards.

Ms. Moran brings more than thirty years of senior leadership experience in the private and not-for-profit sectors. She is also a Chartered Professional Accountant which underlies her passion for developing effective and affordable health care systems.

Prior to CMHO, she held positions as Special Advisor to the Dean of the Faculty of Medicine, University of Toronto, Acting CEO and Chief Operating Officer at UNICEF Canada, and senior finance positions with TD Bank and Ernst & Young.

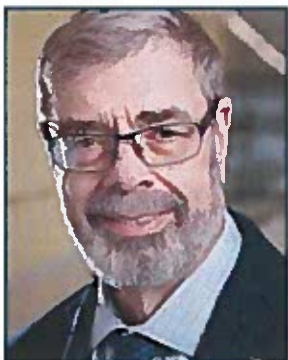


## David Murray

David Murray is Executive Director of Northwest Health Alliance (NWA). Mr. Murray has had a long and distinguished career in health care administration spanning many years and multiple organizations and sectors.

Before joining the NWA, Mr. Murray was the Chief Executive Officer of Sioux Lookout Meno-Ya-Win Health Centre for seven years. Mr. Murray has also served as the CEO of the Waterloo Wellington Community Care Access Centre (CCAC), the CEO of the North East LHIN, President and CEO of the nationally recognized Group Health Centre in Sault Ste. Marie, and CEO of the Kenora Rainy River CCAC.

Mr. Murray has an Honours Bachelor of Commerce, MBA and designations in CBNA, CHE.



### **Dr. Richard Reznick**

Dr. Reznick is the Dean of the Faculty of Health Sciences at Queen's University and a professor in the Department of Surgery. He is also Chief Executive Officer of the Southeastern Ontario Academic Medical Organization.



### **Shirlee Sharkey**

Shirlee Sharkey is the President and Chief Executive Officer of SE Health. Under Ms. Sharkey's leadership, the social enterprise has enjoyed exponential growth and expansion, and facilitated transformative solutions in areas such as Indigenous health, end of life care, and caregiver wellness and support. Today, SE Health delivers 20,000 care exchanges daily through its team of 9,000 leaders and professionals.

Active in public service, Ms. Sharkey is the current Chair of Excellence Canada, and a board member of the C.D. Howe Institute and the Canadian Frailty Network.

Academically, she is cross-appointed to the University of Toronto's Lawrence S. Bloomberg Faculty of Nursing and the Institute of Health Policy, Management and Evaluation as an adjunct professor.

In 2017, Ms. Sharkey was presented with an honorary Doctor of Laws degree from the University of Ontario Institute of Technology for her breakthrough leadership in community-based health care.

## Acknowledgements

The Council would like to thank the following organizations and groups for contributing to the development of this report:

- Health Quality Ontario for their work conducting patient interviews, and the patients for sharing their stories;
- The Minister's Patient and Family Advisory Committee for their assistance facilitating the patient survey and providing insight on the survey findings; and,
- Members of the six sub-committees of the Premier's Council, on: primary care, home and community care, hospital care, long-term care, mental health and addictions and digital innovation, for sharing key insights from across the health care system.

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## Denise Holmes

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**From:** BRET LEMIEUX <blemieux@rogers.com>  
**Sent:** Monday, January 14, 2019 10:29 AM  
**To:** Denise B. Holmes  
**Subject:** 2019 Melancthon Landfill Groundwater Monitoring Proposal  
**Attachments:** BGP-007-Melancthon-landfill-gw-2019-Jan14'19.pdf

Good Morning and Happy New Year, Denise: I have attached our proposal to complete the 2019 Melancthon Landfill Groundwater Monitoring and Sampling. I have been able to hold the 2018 pricing for 2019 and will be able to offer the same pricing for 2020 as well. Please review the proposal and if you have any questions, please let me know,

Please confirm successful receipt of the proposal if you would Denise?

Regards,

Bret

Breton Lemieux, M.Sc., P. Geo., QP  
Bluewater Geoscience  
519-502-8947

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Total Control Panel

[Login](#)

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

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

# **BLUEWATER GEOSCIENCE CONSULTANTS INC.**

42 Shadyridge Place  
Kitchener, Ontario  
N2N 3J1

Tel: (519) 744-4123  
Fax: (519) 744-1863  
E-mail: [blemieux@rogers.com](mailto:blemieux@rogers.com)

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January 14, 2019

The Township of Melancthon  
R.R. #6  
Shelburne, Ontario  
L0N 1S9

**Attn.: Ms. Denise Holmes, A.M.C.T., Clerk-Treasurer**

**Re: Proposal to Provide 2019 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site, Melancthon Township, ON.**

Denise:

Bluewater Geoscience Consultants Inc. (Bluewater) is pleased to provide this proposal to provide the 2019 semi-annual groundwater monitoring and sampling at the Township of Melancthon landfill site. The monitoring is required to ensure compliance with Ministry of Environment regulations and the terms of the Certificate of Authorization (C of A) issued for the landfill.

Groundwater monitoring has been conducted at the Township landfill site for the past several years. The semi-annual monitoring consists of conducting site inspections in April and October of each year. Groundwater levels will be measured in all 35 monitoring wells installed at the landfill. As outlined in our *Annual Groundwater Monitoring and Sampling Report 2018* we recommend that the 2019 monitoring continue as per 2018.

Groundwater samples will be analyzed for the volatile organic compounds (VOC) parameters once per year, while all other parameters will be analyzed twice per year. For 2019, groundwater and surface water samples will be obtained from 32 locations around the landfill. The groundwater samples will be submitted to an accredited laboratory for analysis of VOC's (once per year), heavy metals and general groundwater chemistry (twice per year) parameters. The results of the completed ground/surface water analyses are compared to the appropriate Ontario Drinking Water Standards and/or MOE Reasonable Use Policy objectives for the landfill to ensure compliance with those standards. The results of the semi-annual monitoring are compiled in an annual report prepared by Bluewater on behalf of the Township and then submitted to MOE for review.

During the Spring and Fall monitoring events, headspace methane concentrations will be measured at all well locations. The results will be tabulated in the final report and comments offered regarding the methane monitoring findings.

The monitoring and sampling price for 2019 has been held at the 2018 pricing and will be \$22,300.00 (+ HST).

## **BLUEWATER GEOSCIENCE**



Township of Melancthon  
2019 Landfill Monitoring Proposal

January 14, 2019  
Proposal - BGP-019-12

As with previous years, the project will be billed in 50% increments; upon completion of the April monitoring and by year end. Any additional work requested by the Township beyond the scope of work detailed above will be billed at our standard unit rates.

If you have any questions regarding this proposal, please feel free to contact the undersigned at your convenience.

If you are in agreement with the terms of this proposal, please sign the authorization form below as our written agreement and return to our office by scan and email.

Sincerely,  
**BLUEWATER GEOSCIENCE CONSULTANTS INC.**



Brent J. Lemieux, M.Sc., P. Geo., QP  
President, Senior Geoscientist

Date: January 14, 2019

**Having read the above document, I am in agreement with the terms and conditions as detailed. I have the authority to bind the Corporation.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**RE: Denise Holmes, Township of Melancthon, 2019 Semi-Annual Landfill  
Groundwater Monitoring & Sampling Proposal**

**Niagara Escarpment Commission**

99 King Street East  
P.O. Box 308  
Thornbury, ON N0H 2P0  
Tel. No. (519) 599-3340  
Fax No. (519) 599-6326  
[www.escarpment.org](http://www.escarpment.org)

**Commission de l'escarpement du Niagara**

99, rue King est  
p.o.b. 308  
Thornbury ON N0H 2P0  
No de tel. (519) 599-3340  
Télécopieur (519) 599-6326  
[www.escarpment.org](http://www.escarpment.org)



January 22, 2019

**Via Email**

To: County of Dufferin  
Township of Melancthon  
Ministry of Natural Resources and Forestry  
Nottawasaga Valley Conservation Authority

## REQUEST FOR COMMENTS

**FILE NUMBER:** M/R/2018-2019/9207

**APPLICANT:** Gino Cicero

**AGENT:** n/a

**OWNER:** same as applicant

**LOCATION:** Part Lot 15, Concession 1 OS  
537243 Main St  
Township of Melancthon, County of Dufferin  
ARN 22190000010700

**RELATED FILES:** D/S/2012/205; D/A/1998/69; D/A/1997/116

**PROPOSED DEVELOPMENT:**

To undertake the following on a 4.4 ha (10.8 ac) existing lot:

- construct a one storey dwelling with attached garage, measuring approximately 200 sq m (2155 sq ft), with a maximum height-to-peak of approximately 5.5 m (18 ft);
- construct a deck on the proposed dwelling, measuring approximately 11 sq m (120 sq ft);
- extend an existing driveway; and,
- install a private sewage disposal system.

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

We would appreciate receiving your comments via email to [necthornbury@ontario.ca](mailto:necthornbury@ontario.ca) by: **February 12, 2019**. If we do not receive your comments by this date we will assume you have no objection to this proposal. If you require additional time to provide comments please notify us at least one week prior to this date.

If you require further information, please contact **Rick Watt** at (519) 599-3740 or email: [rick.watt@ontario.ca](mailto:rick.watt@ontario.ca)

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

ACT #2  
FEB 07 2019

FILE #

M/R/2018-2019/9207

(For NEC office use only)

Niagara Escarpment Commission  
An agency of the Government of Ontario

## NIAGARA ESCARPMENT DEVELOPMENT PERMIT APPLICATION

(Revised April 17, 2014)

THE NIAGARA ESCARPMENT PLANNING AND DEVELOPMENT ACT, R.S.O. 1990, AS AMENDED

NIAGARA ESCARPMENT COMMISSION  
232 Guelph Street, 3<sup>rd</sup> Floor  
Georgetown, ON L7G 4B1

Phone: 905-877-5191

Fax: 905-873-7452

Website: [www.escarpment.org](http://www.escarpment.org)Email: [necgeorgetown@ontario.ca](mailto:necgeorgetown@ontario.ca)

Serving the areas of:

Dufferin County  
Region of Halton  
Region of Peel  
Region of Niagara  
City of Hamilton

NIAGARA ESCARPMENT COMMISSION

Box 308, 88 King Street East  
Thornton, ON N0H 2P0

Phone: 519-598-3340

Fax: 519-598-8328

Website: [www.escarpment.org](http://www.escarpment.org)Email: [necthornbury@ontario.ca](mailto:necthornbury@ontario.ca)

Serving the areas of:

Bruce County  
Grey County  
Simcoe County

RECEIVED

JAN 07 2019

NIAGARA ESCARPMENT  
COMMISSION

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

## 1. APPLICANT

Name: GINO CICERO

Mailing Address: 303 MAIN ST MELANCTHON ONT L9V 1X7

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

## 2. AGENT (If any)

Note: All correspondence will be sent to the Agent where an Agent is designated.

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

Mailing Address: \_\_\_\_\_

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

## 3. OWNER (If different from applicant)

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

Mailing Address: \_\_\_\_\_

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

## 4. CONTRACTOR (If applicable)

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

Mailing Address: \_\_\_\_\_

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

**5. PROPERTY LOCATION**

County/Region DUFFERIN Municipality MELANCTHON (former) Municipality \_\_\_\_\_  
 Lot 15 Concession 105 and/or Lot \_\_\_\_\_ Plan \_\_\_\_\_  
 Civic Address # 537243 Street Address \_\_\_\_\_  
 (Fire/Emergency #)

**6. LOT INFORMATION**

Lot Size 10.8 ACRES Frontage 657 FEET Depth IRREG

**7. SERVICING**

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

**8. EXISTING and PROPOSED DEVELOPMENT**

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

Existing Development: (describe)

Proposed Development: (describe)

Residential HOMEPROPOSED NEW HOME

Recreational \_\_\_\_\_

Agricultural BARNBUILT 1997

Commercial \_\_\_\_\_

Other \_\_\_\_\_

(e.g., Industrial, Institutional)

**9. EASEMENTS, COVENANTS, AGREEMENTS**

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

**10. DATE OF PURCHASE**

Date the property was purchased by the current owner. OCT 10 / 1996

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

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

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

**11. CONSTRUCTION DETAILS****PLEASE NOTE**

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

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

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

	Ground Floor Area (Exterior measurements)	Total Floor Area	# of Storeys	Maximum Height (to peak)	Use of structure
Dwelling	26'8" x 56'	1579 sq ft	1	18'	
Dwelling Addition		+ 576 sq ft attached garage			
Accessory Building 1					
Accessory Building 2					
Accessory Building Addition					
Other Building					
Demolition (specify what structure)					

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

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

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

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

EXTEND LAWNWAY 50 X 24 FROM EXISTING TO GARAGE  
10' X 12' WOOD DECK

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

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

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

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

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

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

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

Pond is: ☐ Proposed ☐ Existing

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

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

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

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

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

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

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

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

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

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

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

**15. AGRICULTURAL DEVELOPMENT**

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

☐ Small Scale Commercial Use Accessory to Agriculture: \_\_\_\_\_

☐ Mobile Dwelling Accessory to Agriculture: \_\_\_\_\_

☐ Dwelling in Agricultural Area (near barns – MDS I): \_\_\_\_\_

☐ Livestock Facility (MDS II): \_\_\_\_\_

☐ Equestrian Facility (e.g., arenas, riding rings, events): \_\_\_\_\_

☐ Farm Pond: \_\_\_\_\_

☐ Winery: \_\_\_\_\_

☐ Winery Event: \_\_\_\_\_

☐ Farm Vacation Home: \_\_\_\_\_

☐ 'Agricultural Purposes Only' (APO) Lot Creation: \_\_\_\_\_

**16. LOT CREATION**

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

I) Existing Lot:	II) Proposed Lot:	III) Retained Lot:	IV) Use of new Lot
Frontage _____	Frontage _____	Frontage _____	<input type="checkbox"/> Residential <input type="checkbox"/> Agricultural/APO <input type="checkbox"/> Conservation <input type="checkbox"/> Lot Addition <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial
Depth _____	Depth _____	Depth _____	
Size _____	Size _____	Size _____	

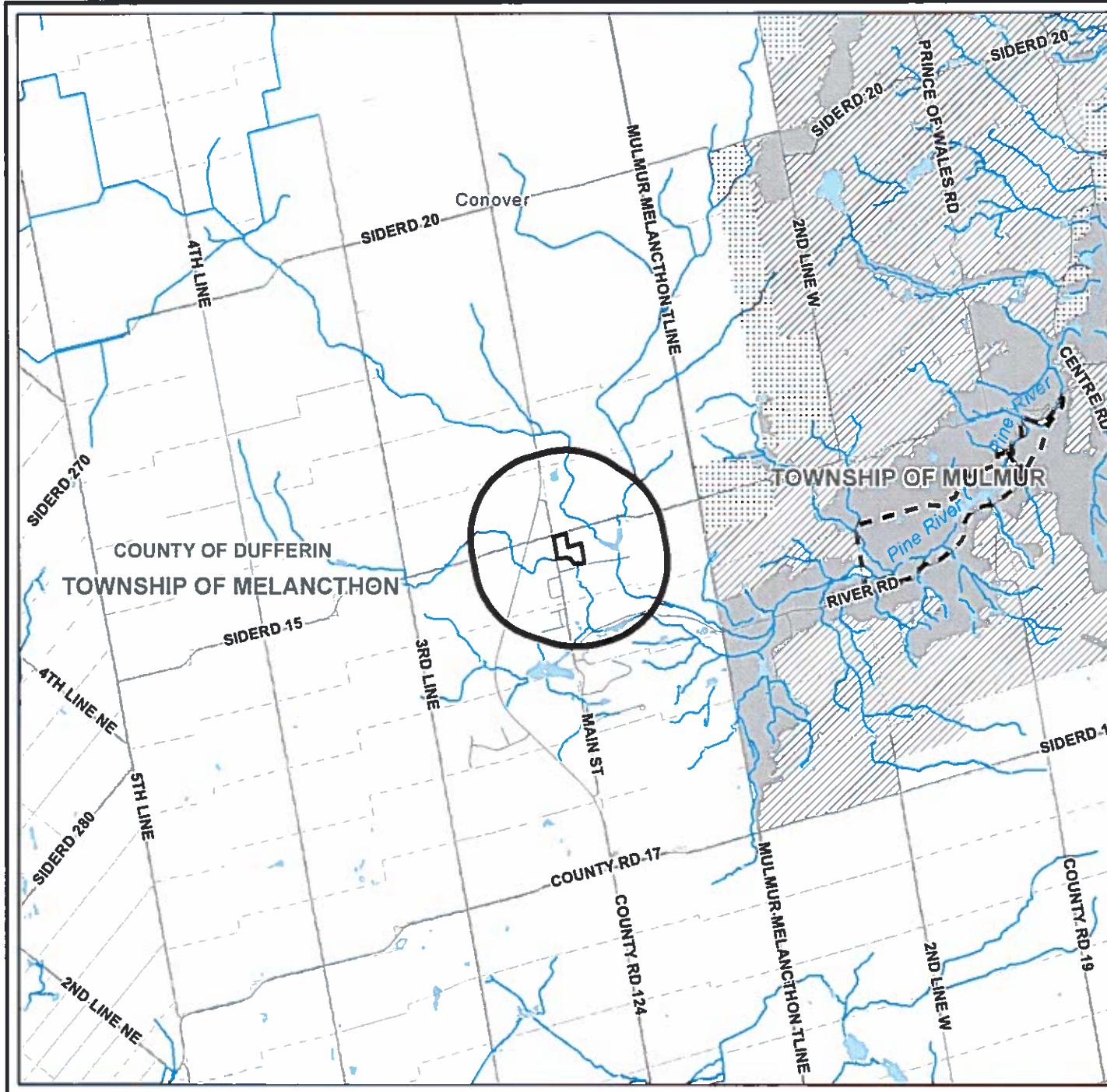
**17. OTHER INFORMATION**

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



# Map 1A Niagara Escarpment Plan

CICERO  
File: M/R/2018-2019/9207



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

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

Scale 1:50,000  
0 380 760 1140 1520  
Metres

Printed on Jan 17, 2018

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



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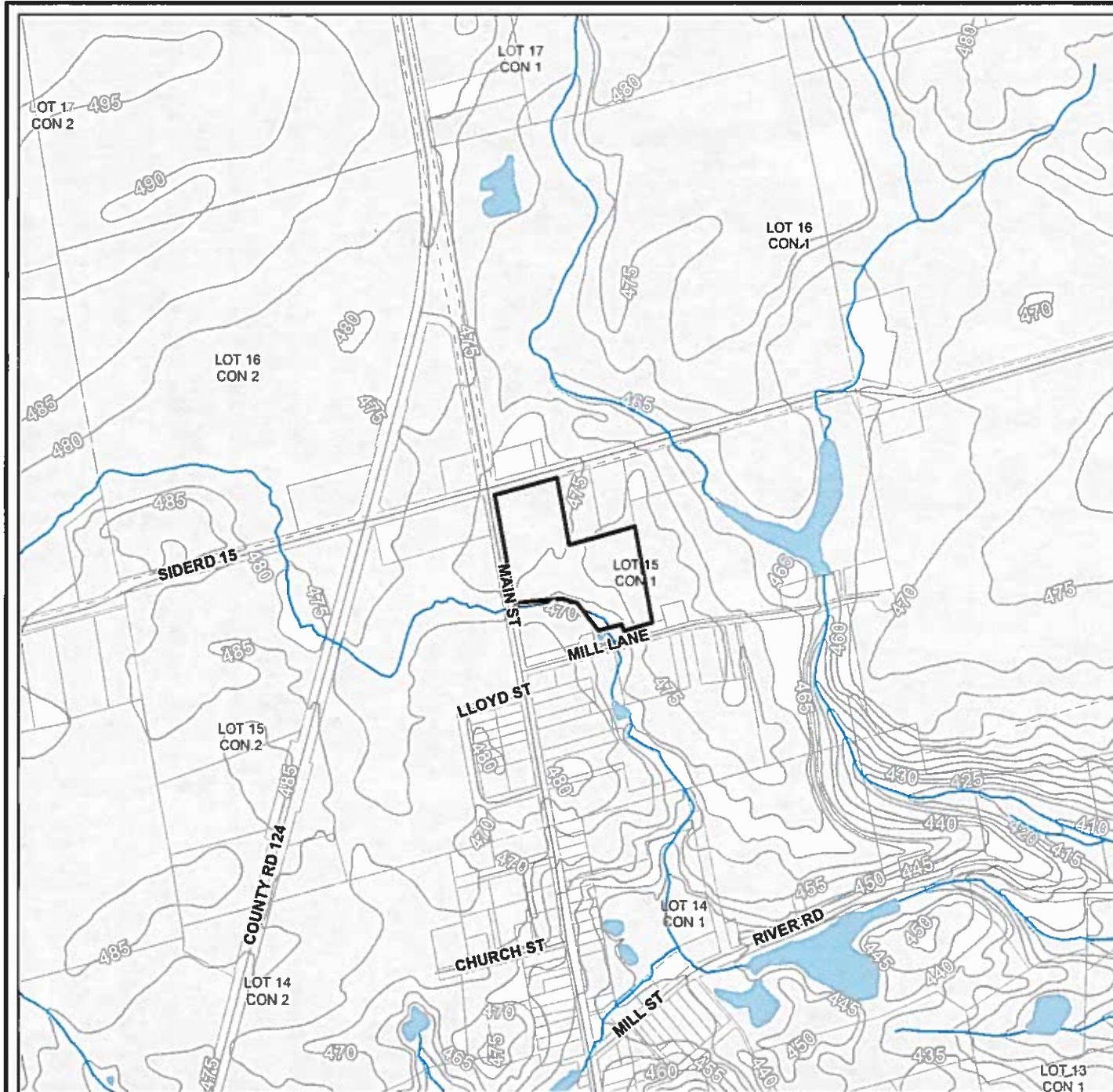




# Map 2

## Lot Configuration

CICERO  
File: M/R/2018-2019/9207



- Subject Property
- Roads
- Waterbodies
- Watercourse
- Contour (5 metre intervals)
- Upper Tier Municipality
- Lower/Single Tier Municipality
- Lot and Concession Boundary
- Parcel Boundary

Scale 1:10,000  
0 75 150 225 300  
Metres

Printed on Jan 17, 2019  
**THIS IS NOT A PLAN OF SURVEY.**  
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## Map 2C Orthophoto

CICERO  
File: M/R/2018-2019/9207

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

Orthophoto Date: 1995-2015

Scale 1:10,000  
0 75 150 225 300  
Metres

Printed on Jan 17, 2019

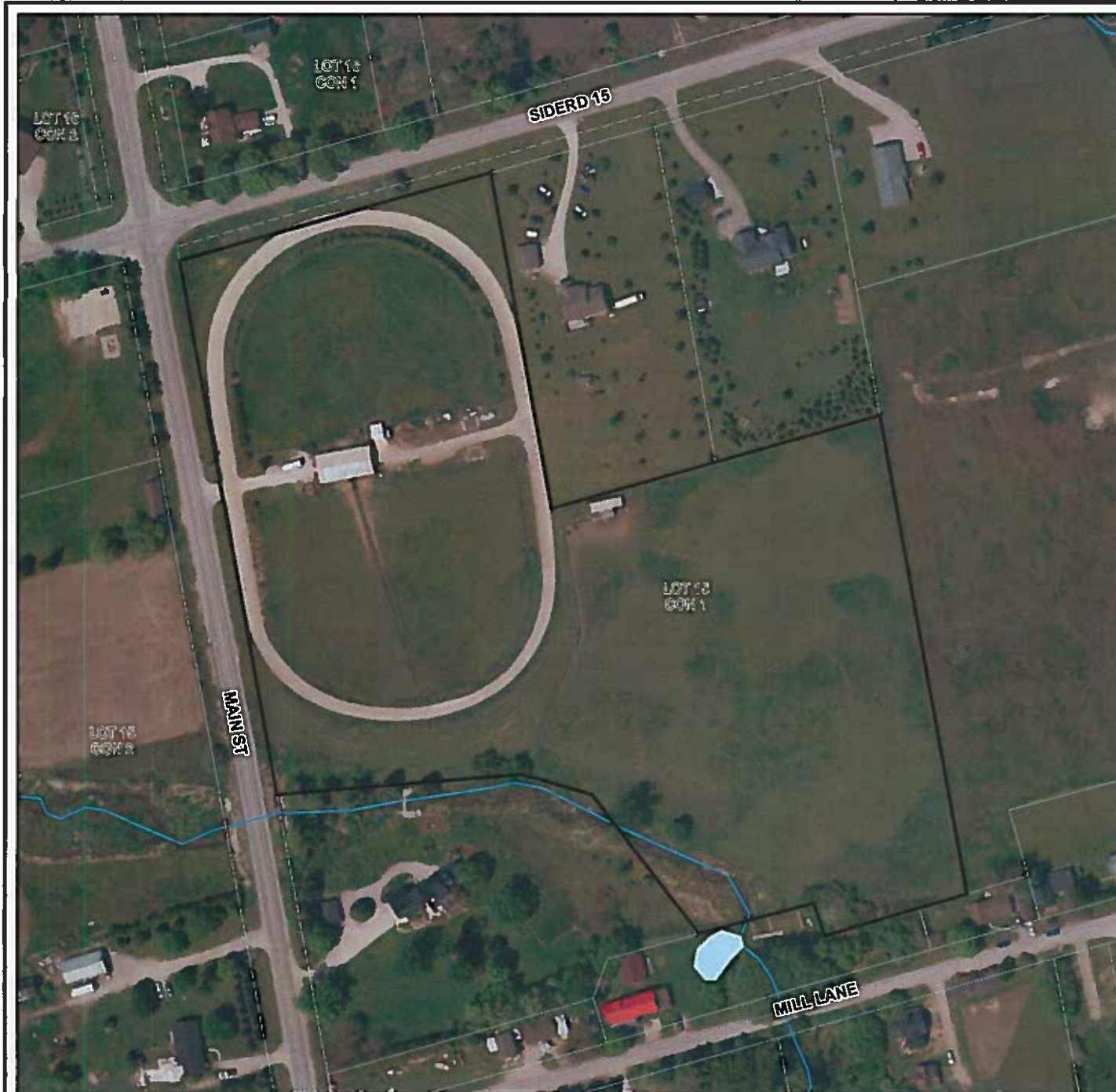
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# Map 2C Orthophoto

CICERO  
File: M/R/2018-2019/9207

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

Orthophoto Date: 1995-2015

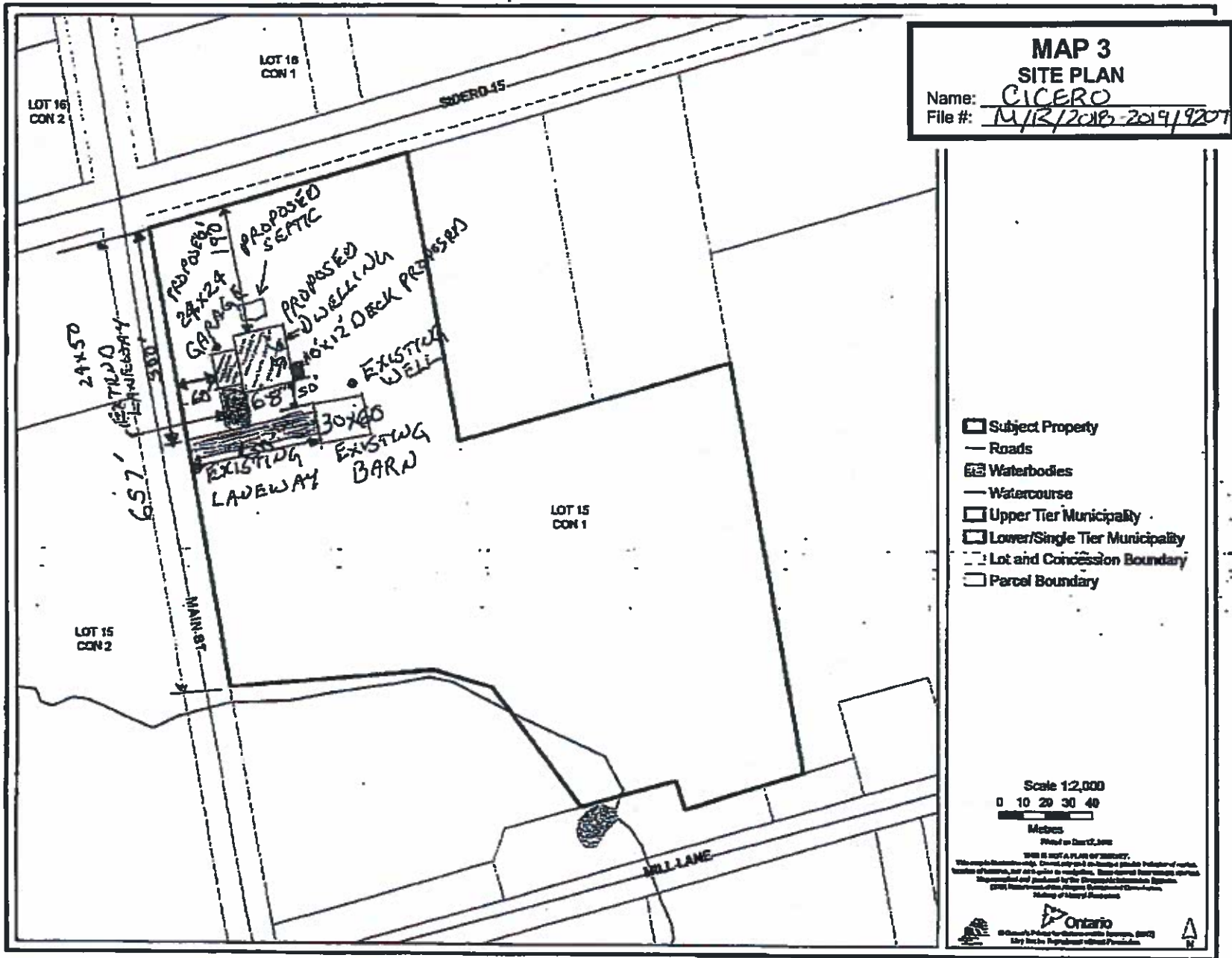
Scale 1:2,000  
0 10 20 30 40  
Metres

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## Denise Holmes

---

**From:** Brown, Carey (MNRF) <Carey.Brown@ontario.ca>  
**Sent:** Wednesday, January 23, 2019 4:02 PM  
**To:** building@dufferincounty.ca; dholmes@melancthontownship.ca; Mott, Ken (MNRF);  
eperry@nvca.on.ca; planning@nvca.on.ca  
**Cc:** Watt, Rick (MNRF)  
**Subject:** 19-9207.NEC.Request for Comments  
**Attachments:** 19-9207.NEC.Request for Comments.pdf

Please find the attached Request for Comments for NEC File# M/R/2018-2019/9207 – Gino Cicero

We would appreciate receiving your comments by email to: [necthornbury@ontario.ca](mailto:necthornbury@ontario.ca) by February 12, 2019

Thank you,

**Carey Brown**  
*Administrative Support Coordinator*



**Niagara Escarpment Commission**

An agency of the Government of Ontario

99 King Street E. Box 308 | Thornbury, ON | N0H 2P0

Tel: 519-599-3340 | Fax: 519-599-6326

Website: [www.escarpment.org](http://www.escarpment.org)

To enable us to serve you better, please call ahead to make an appointment.

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From: [carey.brown@ontario.ca](mailto:carey.brown@ontario.ca)

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

## Denise Holmes

---

**From:** Marci Lipman <marcilipman@gmail.com>  
**Sent:** Wednesday, January 30, 2019 2:47 PM  
**To:** dholmes@melancthontownship.ca  
**Subject:** Headwaters Farm Fresh Guide  
**Attachments:** Untitled attachment 00243.htm; Headwaters FF Request to Councils 2019 - Mulmur.pdf; Untitled attachment 00246.htm

Hello Denise

Please find attached a letter to Mayor White and the Melancthon Town Council.  
I am sending this on behalf of Headwaters Food and Farming Alliance.  
Can you please pass it along to them.

Many thanks,  
Marci Lipman  
HFFA

Marci Lipman  
416-346-5511

---

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To: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)

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Message Score: 1

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Low (90): Pass

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January 31, 2019

To: Mayor Darren and Members of Melancthon Council

RE: HEADWATERS FARM FRESH FOOD GUIDE

On behalf of Headwaters Food and Farming Alliance (HFFA), we welcome the new and returning members of all Councils. We respect the critical local work you do on behalf of our communities. At this time, we want to introduce you to HFFA and our important work in the food and farm system.

HFFA is a community based collaborative project that is focused on creating a healthy and sustainable food system in Dufferin County and the Town of Caledon since 2012. HFFA is a project of Headwaters Communities in Action (HCIA). It is managed by an organizing committee with representatives from: Agricultural & Food Sector (3 votes); Business, Culture & Tourism (3 votes); Community reps (2 votes); Education (1 vote); Environmental Specialist (1 vote); Headwaters Community and Action (1 vote); Municipal council representative (1 vote); Public Health, including the communication coordinator (1 vote); and, Stakeholders at Large (4 votes). HFFA has a number of projects including: Headwaters Food Charter and Action Plan launched in 2017; Farm to School Program launched in 2014; Headwaters Farm Fresh Guide; and communications. Our work is built on a strong foundation that includes: Headwaters' Food Summits in 2012 and 2013; a commission report on *Growing the Food System within Headwaters Region* in 2013; and, a lengthy public process to develop the Food Charter and Action Plan from 2015 to 2017.

As part of HFFA's mandate and our commitment to promote the Headwaters Food Charter, we are currently working on the 2019 edition of the Headwater Farm Fresh Guide. This essential community initiative supports the local producers and food businesses in Headwaters. The guide has been in existence since 2011 when it began as the Dufferin Farm Fresh Guide organized by Marci Lipman. It joined with Headwaters Food and Farming Alliance (HFFA) and then in 2017 with *In the Hills* magazine under Signe Ball. In 2017, it became the Headwaters Farm Fresh Guide and was expanded to include all of Headwaters. A copy of the Guide was inserted into the 2017 spring issue and an extra 5,000 stand-alone copies were printed. At that time funding was raised to cover development costs and the extra print run for copies to be distributed to the community. In 2018, the Guide was

---

Headwaters Food and Farming Alliance  
c/o Headwaters Communities in Action 246372 Hockley Road Mono, Ontario L9W 6K4  
info@hffa.ca



included in the magazine with no extra printed copies. In addition to print copies, the Guide is web and mobile friendly via <https://www.inthehills.ca/>.

It is our desire to publish an updated version each year and to have it inserted in In the Hills magazine as well as well as additional copies for distribution in the community. In total we will produce 55,000 copies. The guide provides maps of Dufferin, Caledon and Erin and listings of all farms (mostly small market farms), farm gate, farmers' markets, CSA's, agri-entertainment, you pick and craft brewers or cideries. The Guide is updated each year for the print edition and on-going for the digital edition.

It is a guide for local consumers and those visiting Headwaters to know where to purchase locally grown/produced food and beverages. It provides an opportunity for people to get to know their local farmers and develop relationships with their neighbours. By doing so, it is a tool to growing a resilient food system and a vehicle for economic development. By spending money with their local producers, this money stays in our community supporting local businesses and services. The benefits extend far and deep into your jurisdiction. When people of our community use the guide, they are eating healthy nutritious food, helping the environment and supporting the economics of their home town. With the support of *In the Hills* magazine, much of the budget for this guide is paid for by advertising. The Town of Caledon is contributing \$2000 for the 2019 guide. We are asking for your support to help produce this map for 2019.

We respectfully request \$500 to fulfill our budget requirements and to support this essential community project. If you have any questions, please do not hesitate to contact us. We look forward to collaborating with you over the next four years on food and farming.

Yours sincerely,

Marci Lipman  
Acting Chair of HFFA

Karen Hutchinson  
member of HFFA

Page 2 of 2



**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NO. -2019**

A By-law of the Corporation of the Township of Melancthon to appoint a Board of Management for the Corbetton Community Park.

**WHEREAS** it is deemed expedient and necessary to pass a by-law to appoint a Board of Management for the Corbetton Community Park who shall hold office during the term of Council.

**AND WHEREAS** under the provisions of the Municipal Act, 2001, Section 196(1), a Municipality can establish a municipal services board and provide for the following matters:

1. The name, composition, quorum and budgetary process of the board.
2. The eligibility of persons to hold office as board members.
3. The manner of selecting board members, the resignation of members, the determination of when a member's seat becomes vacant and the filling of vacancies.
4. The term of office and remuneration of board members.
5. The number of votes of the board members.
6. The requirement that the board follow rules, procedures and policies established by the municipality.
7. The relationship between the municipality and the board, including their financial and reporting relationship.

**AND WHEREAS** under the provisions of the Municipal Act, 2001, Section 196(1), the Board to consist of five members, one of whom shall be a member of the Municipal Council.

**THEREFORE** be it enacted by the Municipal Council of the Corporation of the Township of Melancthon, here assembled, that the following persons are hereby appointed to the said Board of the Management for the term of Council ending on November 14, 2022.

1. \_\_\_\_\_, Member of Council
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

By-law read a first and second time this 7<sup>th</sup> day of February, 2019.

By-law read a third time and passed this 7<sup>th</sup> day of February, 2019.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

GB #2.1

FEB 07 2019

## Denise Holmes

---

**From:** Nicole Hill <nhillsecretary@gmail.com>  
**Sent:** Wednesday, September 19, 2018 11:57 AM  
**To:** Jennifer Willoughby; Denise Holmes; mark@townofmono.com; Susan Stone; Kerstin Vroom  
**Subject:** SDFD Resolution

Hello,

The Shelburne & District Fire Board of Management passed the following resolution at their meeting on Tuesday, September 4, 2018:

Moved by: W. Mills - Seconded by: W. Hannon

BE IT RESOLVED THAT:

The Board requests that the Chief and Senior Staff of each of the five municipalities meet to discuss the capital implications of future accommodation needs and to report back to the Board with options and/or recommendations for consideration by March 2019.

Carried

Thanks  
Nicole Hill

---

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To: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)  
From: [nhillsecretary@gmail.com](mailto:nhillsecretary@gmail.com)

Message Score: 1  
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High (60): Pass  
Medium (75): Pass  
Low (90): Pass

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## Denise Holmes

---

**From:** Nicole Hill <nhillsecretary@gmail.com>  
**Sent:** Wednesday, September 19, 2018 12:05 PM  
**To:** Jennifer Willoughby; Carey Holmes; Kerstin Vroom; Susan Stone; Denise Holmes; mark@townofmono.com  
**Subject:** SDFD Resolution  
**Attachments:** 8.1.2 Capital Forecast - 2019 Draft 1 v2.2.pdf

Hello,

The Shelburne & District Fire Board of Management passed the following resolution at the September 4th Board Meeting:

Moved by: G. Little - Seconded by: J. Horner

BE IT RESOLVED THAT:

The Board of Management adopts version 2 of the Capital Plan presented;

AND THAT it be distributed to the participating municipalities.

Carried

Thanks  
Nicole Hill

---

Total Control Panel

[Login](#)

To: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)  
From: [nhillsecretary@gmail.com](mailto:nhillsecretary@gmail.com)

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**SHELBURNE & DISTRICT FIRE DEPT  
CAPITAL PLAN  
2018 - 2028**

**CAPITAL PLAN**

YEAR	ADOPTED 2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Opening Balance	\$ 482,801.81	\$ 55,311.65	\$ 217,811.65	\$ 65,311.65	\$ 287,811.65	\$ 525,311.65	\$ 807,811.65	\$ 220,311.65	\$ 562,811.65	\$ 935,311.65	\$ 277,811.65
Transfers In											
Plus: Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Plus: Special Capital Levy (prev \$93,000)	\$ 125,000.00	\$ 155,000.00	\$ 185,000.00	\$ 215,000.00	\$ 245,000.00	\$ 275,000.00	\$ 305,000.00	\$ 335,000.00	\$ 365,000.00	\$ 395,000.00	\$ 425,000.00
Plus: Surplus from Previous Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Plus: Sale of Rescue			\$ 5,000.00		\$ -						
Plus: Bell Tower Lease	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Transfers Out											
Less: Replace E-One Aerial Truck - Ladder 28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -1,000,000.00	
Less: Replace Fire Pick Up - Car 21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -60,000.00	
Less: Purchase Pumper Truck - Pump 24	\$ -509,990.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Less: Replace Pumper Truck - Pump 27							\$ -550,000.00				
Less: Rescue Truck - Rescue 26			\$ -350,000.00								
Less: Replace Tanker Truck - Tanker 25							\$ -350,000.00				
Less: Purchase Fire SUV					\$ -15,000.00						
Less: Replace SCBA's	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Less: Truck Exhaust Control System											
Less: Contamination Room Reno	\$ -10,000.00										
Less: Repave Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Less: Purchase Extrication Equipment	\$ -40,000.00										
Less: Building Relacement/Addition											\$ -2,200,000.00
Ending Balance	\$ 55,311.65	\$ 217,811.65	\$ 65,311.65	\$ 287,811.65	\$ 525,311.65	\$ 807,811.65	\$ 220,311.65	\$ 562,811.65	\$ 935,311.65	\$ 277,811.65	\$ -1,489,688.35

Rolling Stock List of Vehicles	Unit #	# Years Old	Replacement Value	Year to Replace
1999 Freightliner Pumper Truck	Pump 27	20	\$ 550,000.00	2024
2004 International Rescue Truck	Rescue 26	15	\$ 350,000.00	2019
2009 Tanker Truck	Tanker 25	10	\$ 350,000.00	2024
2012 Ford F150 Crew Cab	Car 21	7	\$ 60,000.00	2027
2012 E-One Aerial Truck	Ladder 28	7	\$ 1,000,000.00	2027
2018 Spartan Metrostar-X Pumper	Pump 24	1	\$ 550,000.00	2033

stretch to 2020

Equipment Replacement Dates	# Years Old	Replacement Value	Year to Replace
2018 SCBA	2	\$ 180,000.00	2031
2018 Extrication Equipment	0	\$ 60,000.00	2033

Wendy Atkinson

---

**From:** Nicole Hill <nhillsecretary@gmail.com>  
**Sent:** October-03-18 12:22 PM  
**To:** Carey Holmes; Heather Boston; Susan Stone; Wendy Atkinson; Les Halucha  
**Subject:** SDFD Draft Operating Budget  
**Attachments:** 2019 Draft SDFD Operating Budget V2.pdf

Hello,

Please find attached a copy of the SDFD Draft Operating Budget. The Board has asked that I distribute the document but they will be leaving the adoption of the budget to the next Board.

Thanks  
Nicole Hill

---

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To: [watkinson@melancthontownship.ca](mailto:watkinson@melancthontownship.ca)

Message Score: 1

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# SHELBURNE & DISTRICT FIRE BOARD

## 2019 OPERATING BUDGET

PRESENTED: September 4, 2018

ACCOUNT NUMBER	ACCOUNT NAME	2018 BUDGET	2018 ACTUAL	2019 BUDGET
<b>EXPENDITURES</b>				
4100-0100	Treasurer	\$ 800.00	\$ 600.00	\$ 900.00
4100-0300	Secretarial Services	\$ 15,800.00	\$ 10,173.53	\$ 15,800.00
4100-0400	Legal & Audit & HR Services	\$ 5,000.00	\$ 2,798.40	\$ 5,000.00
4100-0500	Mutual Aid Contributions	\$ 450.00	\$ 1,000.00	\$ 1,000.00
4100-0550	Office Supplies	\$ 3,500.00	\$ 2,564.16	\$ 4,000.00
4100-0600	Material & Supplies	\$ 2,000.00	\$ 1,247.69	\$ 2,000.00
4100-0700	Services & Rentals	\$ 4,500.00	\$ 3,643.96	\$ 4,500.00
4100-1100	MTO/ARIS Fees	\$ 1,000.00	\$ 350.00	\$ 1,000.00
4200-1650	IT Support Dufferin County	\$ 500.00	\$ 60.00	\$ 500.00
4100-0800	Subscriptions & Memberships	\$ 700.00	\$ 127.48	\$ 700.00
4100-0900	Conventions & Conferences	\$ 5,000.00	\$ 1,615.09	\$ 5,000.00
4100-1000	Licence Renewal	\$ 775.00	\$ 823.00	\$ 825.00
4100-1200	Health & Safety Expenses	\$ 5,000.00	\$ 576.80	\$ 5,000.00
4100-1300	Fire Prevention	\$ 6,000.00	\$ 2,187.91	\$ 6,000.00
4100-1500	Training - Courses/Expense	\$ 10,500.00	\$ 7,682.27	\$ 15,000.00
4100-1800	Communication Equipment & Dispatch	\$ 6,200.00	\$ 9,315.90	\$ 5,500.00
4100-1900	Dispatch	\$ 9,800.00		\$ 9,800.00
4200-0100	Fire Call Wages	\$ 112,565.00	\$ 70,534.90	\$ 125,000.00
4200-0102	Full-time Staff Wages	\$ 109,606.00	\$ 72,162.08	\$ 118,071.01
4200-0103	VFF Salaries/Standby/Meetings	\$ 37,000.00	\$ 17,285.70	\$ 37,000.00
4200-0105	Thursday Night Practice	\$ 31,500.00	\$ 21,435.00	\$ 32,500.00
4200-0110	Employers Portion - EI	\$ 3,000.00	\$ 1,451.94	\$ 3,000.00
4200-0120	Employers Portion - CPP	\$ 7,000.00	\$ 5,639.82	\$ 7,000.00
4200-0150	Mileage & Meals	\$ 400.00	\$ 196.11	\$ 400.00
4200-0200	Benefits (EHT & WSIB) (Manulife)	\$ 26,000.00	\$ 23,503.28	\$ 26,000.00
4200-0300	OMERS Pension Plan	\$ 13,000.00	\$ 8,448.80	\$ 13,000.00
4200-0400	Employee Assistance Program	\$ 750.00	\$ 708.25	\$ 750.00
4200-0500	Protective Clothing/Uniforms	\$ 14,000.00	\$ 9,445.02	\$ 16,500.00
4200-0800	SCBA Maintenance	\$ 1,500.00	\$ 64.47	\$ 1,500.00
4200-1000	Truck Operations & Maintenance	\$ -	\$ 153.49	\$ -
4200-1005	Truck Operations & Maintenance - Pump 24	\$ -	\$ 40.16	\$ 4,800.00
4200-1010	Truck Operations & Maintenance - Car 21	\$ 4,800.00	\$ 4,577.29	\$ 4,800.00
4200-1020	Truck Operations & Maintenance - Tower 25	\$ 4,800.00	\$ 1,211.11	\$ 4,800.00
4200-1030	Truck Operations & Maintenance - Reel up 26	\$ 4,800.00	\$ 2,157.63	\$ 4,800.00
4200-1040	Truck Operations & Maintenance - Pump 27	\$ 4,800.00	\$ 4,156.68	\$ 4,800.00
4200-1050	Truck Operations & Maintenance - Ladder 28	\$ 4,800.00	\$ 1,545.86	\$ 4,800.00
4200-1060	Fuel for Trucks	\$ 6,000.00	\$ 5,093.51	\$ 7,500.00
4200-1100	Insurance Premium	\$ 13,000.00	\$ 11,347.05	\$ 13,000.00
4200-1200	Miscellaneous/Recognition Night	\$ 2,200.00	\$ 300.00	\$ 2,200.00
4200-1250	Expressions of Sympathy	\$ 250.00	\$ 206.56	\$ 250.00
4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$ 22,500.00	\$ 13,687.68	\$ 22,500.00
4200-1400	Bell Canada (Dispatch Line)	\$ 950.00	\$ 608.08	\$ 950.00
4200-1500	Bell Canada (Admin Line)	\$ 1,600.00	\$ 1,099.42	\$ 1,650.00
4200-1550	Bell Mobility	\$ 2,500.00	\$ 1,078.46	\$ 1,800.00
4200-1600	Vaccination & Driver Medicals	\$ 400.00	\$ 150.00	\$ 400.00
4200-1700	Bank Service Charges	\$ 660.00	\$ 399.03	\$ 660.00
4200-1750	Ceridian Payroll	\$ 2,000.00	\$ 1,348.16	\$ 2,500.00
4200-1800	New Equipment Acquisition	\$ 20,000.00	\$ 11,277.02	\$ 25,000.00
4200-1850	Equipment Maintenance	\$ 3,000.00	\$ 85.33	\$ 3,000.00
4200-1900	TSF Bell Tower Lease to Capital	\$ -		
4200-1980	Building Maintenance	\$ 5,500.00	\$ 1,276.76	\$ 5,500.00
4200-2000	Interest on Temporary Loans	\$ 600.00	\$ -	\$ 600.00
4200-2100	Fire Hydrants	\$ 7,500.00	\$ -	\$ 7,500.00
4200-2500	Uncollectible Accounts	\$ -	\$ -	
	<b>SUBTOTAL EXPENSES</b>	<b>\$ 546,506.00</b>	<b>\$ 337,440.84</b>	<b>\$ 588,056.01</b>
2900-0000	Tsf Surplus to Capital Reserve			
2900-0000	Tsf Surplus to Operating Reserve		\$ -	\$ -
	<b>TOTAL EXPENDITURES</b>	<b>\$ 546,506.00</b>	<b>\$ 337,440.84</b>	<b>\$ 588,056.01</b>

<b>REVENUES</b>				
3000-0500	Interest on Current Account	\$ 500.00	\$ 515.45	\$ 500.00
3000-0600	Miscellaneous / Inspections	\$ 5,000.00	\$ 1,530.00	\$ 2,500.00
3000-0800	MTO / County MCV Revenue	\$ 40,000.00	\$ 16,211.17	\$ 25,000.00
3000-0900	Insurance / False Alarm Revenue	\$ 8,000.00	\$ 665.00	\$ 1,000.00
	<b>SUBTOTAL REVENUES</b>	<b>\$ 53,500.00</b>	<b>\$ 18,921.62</b>	<b>\$ 29,000.00</b>
2900-0000	Surplus/Deficit from Previous Year			
	<b>TOTAL REVENUES</b>	<b>\$ 53,500.00</b>	<b>\$ 18,921.62</b>	<b>\$ 29,000.00</b>

**TOTAL 2018 OPERATING BUDGET**

**\$ 493,006.00**      **\$ 559,056.01**

*Increase over Previous Year*

*13.4%*





**Nottawasaga Valley**  
Conservation Authority

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October 30, 2018

Township of Melancthon  
c/o Wendy Atkinson, Treasurer/Clerk  
157101 Highway 10  
Melancthon, Ontario  
L9V 2E6

Dear Mayor White & Council:

Enclosed, please find the 2019 Nottawasaga Valley Conservation Authority (NVCA) Draft Budget Booklet (attachment). This draft budget was received and approved for circulation and input for a 30 day review, at the October 26, 2018 NVCA Board meeting. Please forward any comments to the undersigned by February 22, 2019.

We have proactively addressed the level of service for all our stakeholders by adding two fully funded FTEs, one each in Engineering and Planning for a \$179,412 cost.

The Township of Melancthon's proposed 2019 levy contribution is \$11,603.90 an increase of \$524.90 over 2018. The year 3 capital asset levy will be \$612.11.

Please contact Haleigh Ferguson at 705-424-1479 ext. 272 or [hferguson@nvca.on.ca](mailto:hferguson@nvca.on.ca) to schedule a deputation or meeting with staff to discuss this draft budget. We believe the 2019 draft budget represents a wise investment for the long term health of our environment and our local economy.

A link to the complete 2019 Draft Budget booklet can also be found on the NVCA website home page at [www.nvca.on.ca](http://www.nvca.on.ca). NVCA Board approval will occur on March 22, 2018.

Yours truly,

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

Doug Hevenor  
Chief Administration Officer

Copies: Denise Holmes, CAO/Clerk  
NVCA Board Member, Mayor Darren White



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# 2019 Draft Budget Information for Member Municipalities

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October 2018

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**Nottawasaga Valley**  
Conservation Authority

If you require this document in an alternative format  
please contact NVCA at 705-424-1479 or [admin@nvca.on.ca](mailto:admin@nvca.on.ca)

## About NVCA

For 58 years, the Nottawasaga Valley Conservation Authority (NVCA) has worked with municipal, provincial and federal partners, and local stakeholders to deliver excellence in watershed planning and management. Like Ontario's other 35 conservation authorities, NVCA operates under three fundamental principles:

- Watershed jurisdiction
- Local decision making
- Funding partnerships

As your municipal partner, NVCA provides the expertise to help protect our water, our land, our future.



**Vision** - Innovative watershed management supporting a healthy environment, communities and lifestyles.



**Mission** - Working together to lead, promote, support and inspire innovative watershed management.



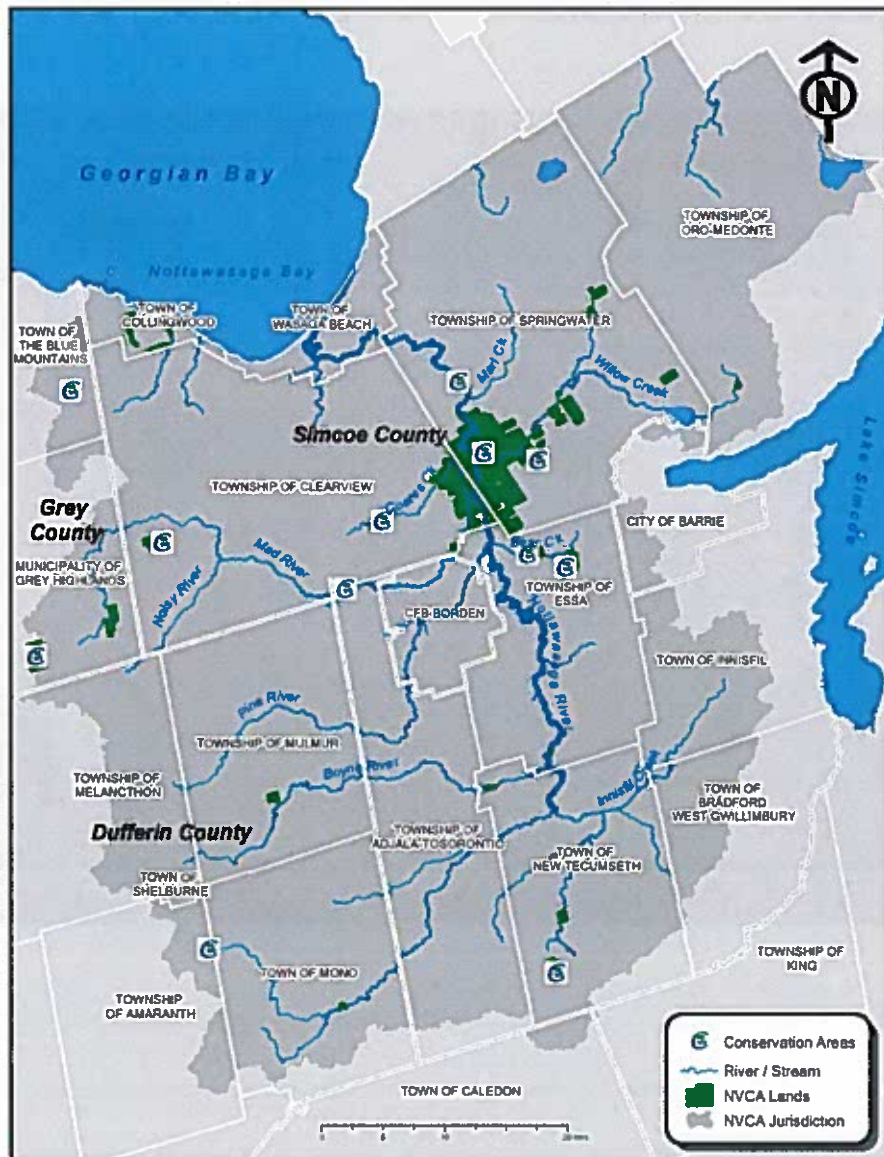
**Guiding Principles** - We are committed to carrying out our responsibilities, providing services to our customers and working with our partners in a professional, accountable, responsible and dedicated manner.

We are:

- an adaptive organization - constantly striving to improve; committed to anticipating change and thinking strategically
- a "can-do" organization - collaborative, decisive and efficient, committed to finding solutions that work for all
- a science-based organization - committed to using the best available watershed science and knowledge to inform decisions

- a professional organization - authentic and credible, respectful of all and receptive to the ideas of others
- an open organization - approachable, committed to customer service excellence, honest, open, transparent and effective
- a responsible organization - trustworthy, committed to fiscal prudence and the responsible use of resources

Our watershed encompasses a large geographic area of 3,700 sq. km, with jurisdiction in 18 municipalities. One representative from each municipality is appointed as a member of our board of directors. Our members play a key role in governing the authority. They have a responsibility to represent the interests of their municipalities, to consider the interests of the authority and the watershed as a whole, and to act as a liaison between their municipalities and NVCA.





## Member Municipalities

- Township of Adjala-Tosorontio
- Township of Amaranth
- City of Barrie
- Town of the Blue Mountains
- Bradford/West Gwillimbury
- Clearview Township
- Town of Collingwood
- Township of Essa
- Municipality of Grey Highlands
- Town of Innisfil
- Township of Melancthon
- Town of Mono
- Mulmur Township
- Town of New Tecumseth
- Township of Oro-Medonte
- Town of Shelburne
- Township of Springwater
- Town of Wasaga Beach



## Budget Process

In August 2018, board members approved a staff report on the budget pressures projected for 2019 and directed staff to prepare a 2019 budget for consideration based on a \$176,586 increase to general levy. The draft budget is to be reviewed at the October 26, 2018 board of directors meeting and subsequently circulated to NVCA watershed municipalities for comments. Typically the board of directors vote on the budget at the December meeting, however as 2018 is an election year, the vote will be held in March 2019.

## Budget Vote

Directors of the board will vote on the budget and levy using a weighted vote. The weighting formula is based on the Current Value Assessment (CVA) levy apportionment found on the next page.



## 2019 Draft Budget

The 2019 operation budget is organized into business units and departments and is intended to reflect all associated costs. Operating programs have been maintained at the previous years' service levels.

A \$176,586 increase in municipal levy, is needed to support the operating expenditures. The operating levy is shared by NVCA member municipalities based on the CVA apportionment percentages provided by the Ministry of Natural Resources and Forestry.

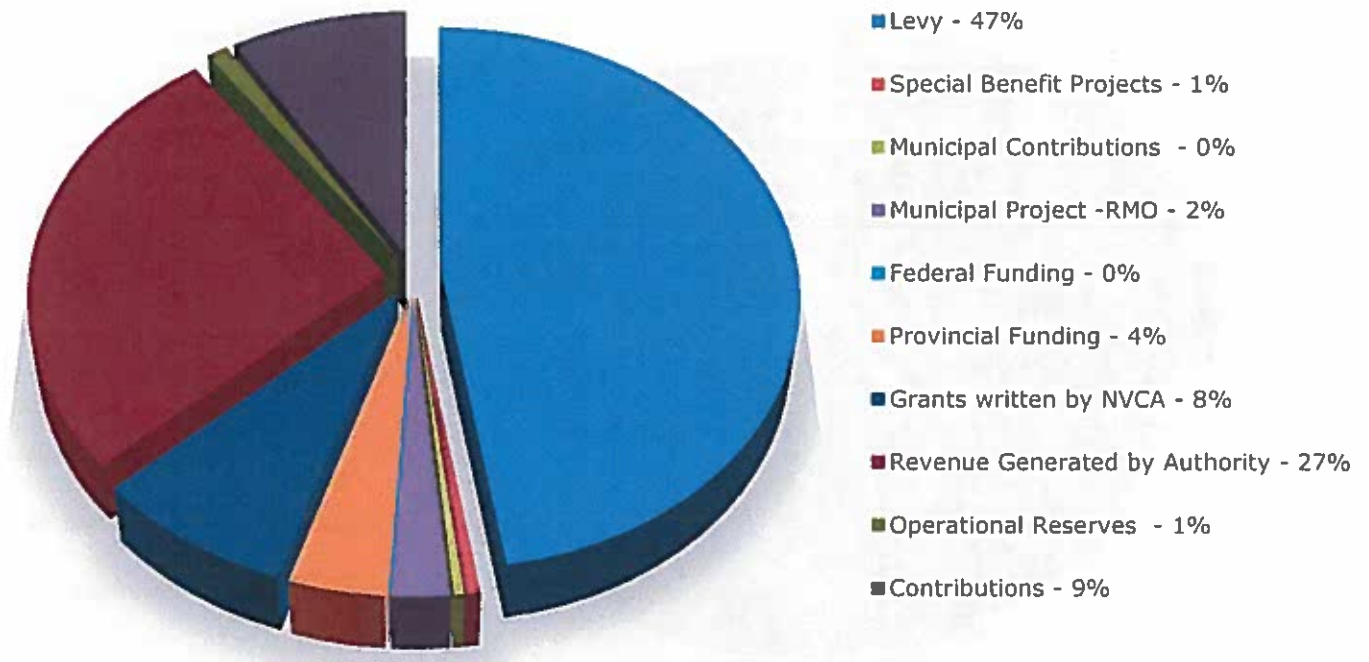
### Summary of Municipal Levy Contribution

Municipality	2018 CVA Apportionment Percentage	2019 CVA Apportionment Percentage	2018 Operating Levy	2019 Operating Levy	\$ Increase
			\$2,286,443.25	\$2,463,029.16	\$176,585.95
Township of Adjala-Tosorontio	4.2689%	4.1925%	\$97,606.27	\$103,262.65	\$5,656.38
Township of Amaranth	0.2235%	0.2192%	\$5,109.08	\$5,399.33	\$290.25
City of Barrie	15.4948%	15.4117%	\$354,279.76	\$379,595.83	\$25,316.07
Town of The Blue Mountains	1.4703%	1.4179%	\$33,617.95	\$34,923.55	\$1,305.60
Bradford/West Gwillimbury	3.8174%	3.9902%	\$87,283.77	\$98,280.29	\$10,996.52
Clearview Township	5.2013%	5.0678%	\$118,924.61	\$124,821.15	\$5,896.54
Town of Collingwood	10.3451%	10.0634%	\$236,534.41	\$247,864.38	\$11,329.97
Township of Essa	6.7363%	6.9541%	\$154,021.54	\$171,281.23	\$17,259.69
Municipality of Grey Highlands	0.3705%	0.3560%	\$8,472.40	\$8,768.66	\$296.26
Town of Innisfil	6.4739%	6.7490%	\$148,022.65	\$166,229.29	\$18,206.64
Township of Melancthon	0.4846%	0.4711%	\$11,079.00	\$11,603.90	\$524.90
Town of Mono	3.8523%	3.8050%	\$88,081.18	\$93,718.30	\$5,637.15
Mulmur Township	1.7510%	1.6843%	\$40,034.53	\$41,483.71	\$1,449.18
Town of New Tecumseth	12.7683%	13.2112%	\$291,940.15	\$325,395.14	\$33,454.99
Township of Oro-Medonte	7.7282%	7.5379%	\$176,700.09	\$185,659.45	\$8,959.36
Town of Shelburne	2.0606%	2.0602%	\$47,114.22	\$50,742.31	\$3,628.09
Township of Springwater	7.2250%	7.3890%	\$165,196.58	\$181,992.86	\$16,796.28
Town of Wasaga Beach	9.7280%	9.4196%	\$222,425.05	\$232,007.12	\$9,582.07

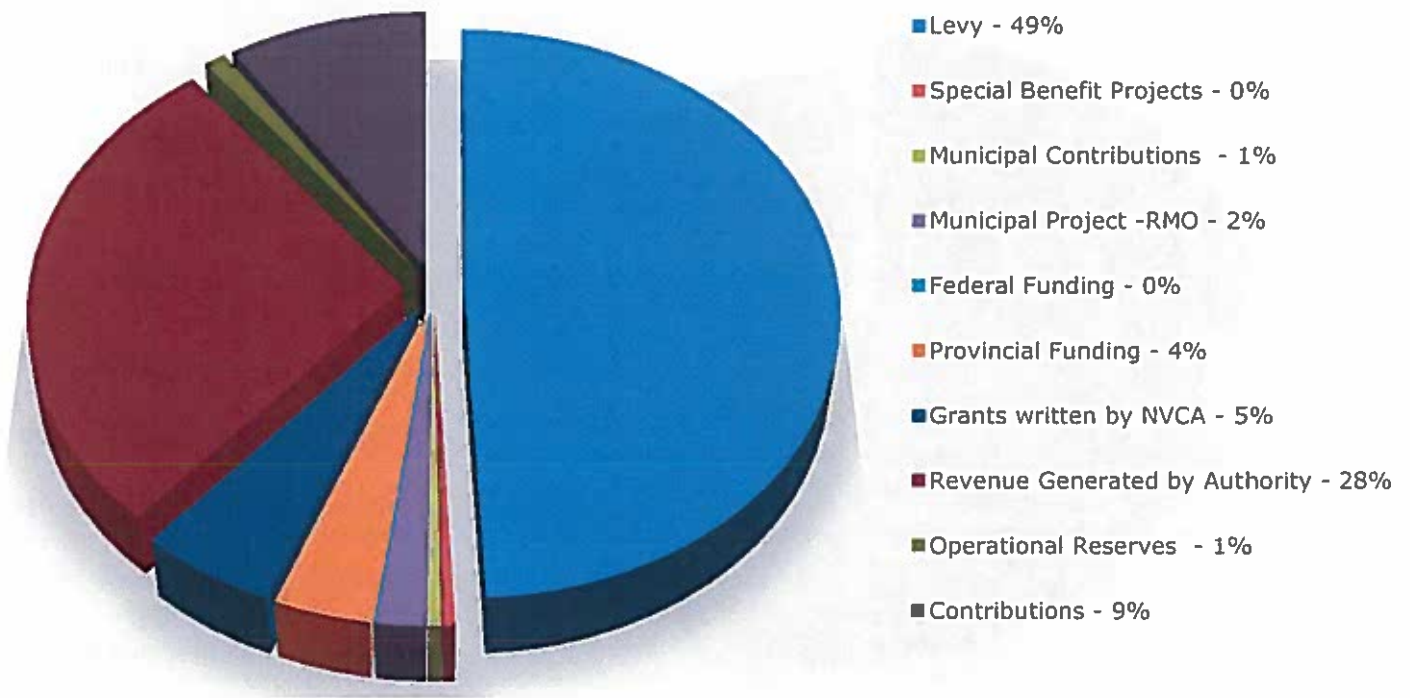


## Sources of Revenue

**2018 - \$4,744,148**

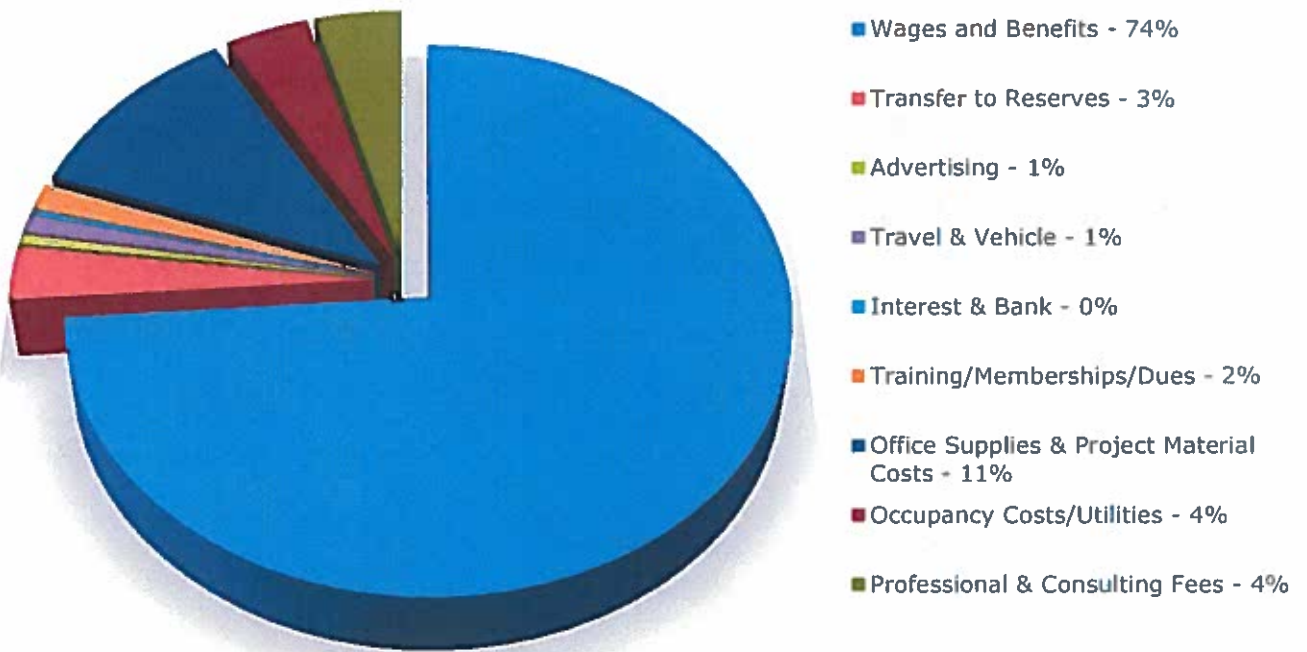


**2019 - \$4,928,748**

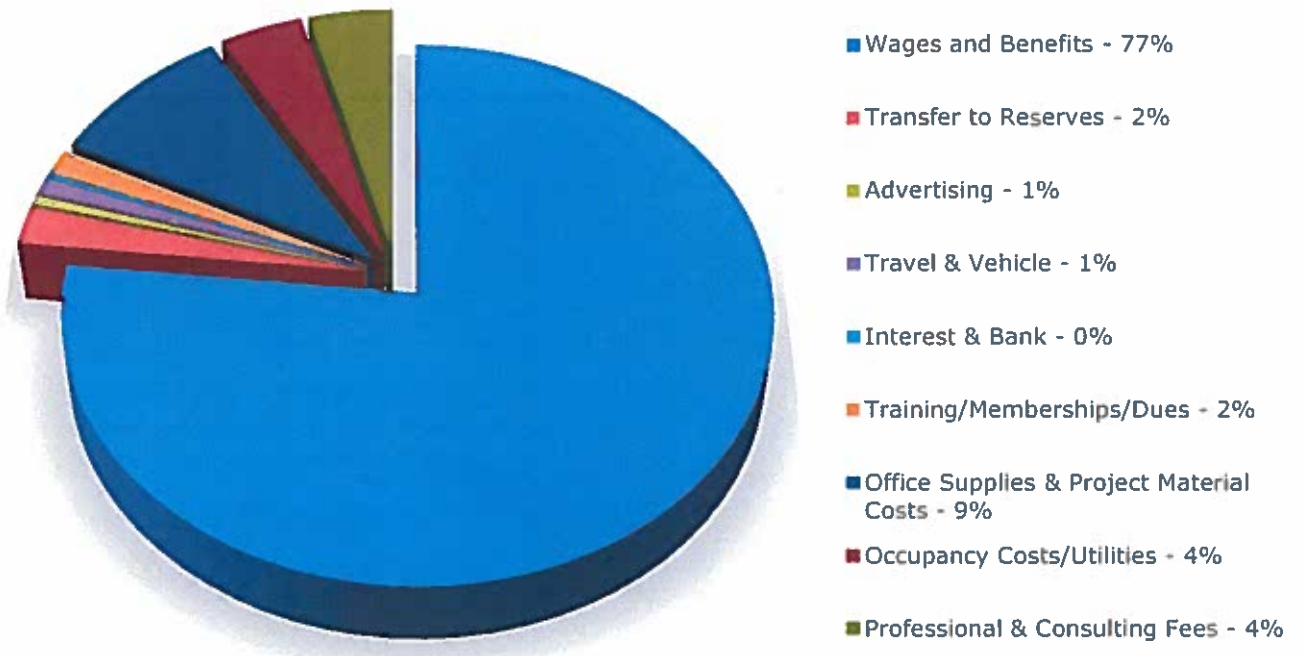


## Expenditures

**2018 - \$4,744,148**



**2019 - \$4,928,748**



## Asset Management

The capital asset levy, which funds the asset management plan (AMP), is shared by the municipal partners based on their apportionment percentage.

When the capital asset levy was introduced in 2017, some municipalities chose to phase in their contributions over five years while others chose to contribute their full amount starting in year one. To be fair to those that are contributing in full, the AMP will continue to be updated during the phase in period, but municipalities will only pay the fees as established in year one until the phase-in-period is complete.

Below are the contributions for 2019 based on each municipality's choice:

### Capital Asset Levy - Phased-In Municipalities

Municipality	2019 CVA Apportionment Percentage	2018 Capital Levy (2 <sup>nd</sup> of 4 year + CVA Adjustment)	2019 Capital Levy (3 <sup>rd</sup> of 4 year + CVA Adjustment)
City of Barrie	15.4117%	\$13,287.02	\$20,023.94
Town of The Blue Mountains	1.4179%	\$1,260.82	\$1,842.24
Bradford/West Gwillimbury	3.9902%	\$3,273.52	\$5,184.35
Town of Collingwood	10.0634%	\$8,871.06	\$13,075.02
Township of Essa	6.9541%	\$5,776.47	\$9,035.20
Town of Mono	3.8050%	\$3,303.42	\$4,943.71
Town of New Tecumseth	13.2112%	\$10,949.02	\$17,164.82
Township of Oro-Medonte	7.5379%	\$6,627.02	\$9,793.67
Township of Springwater	7.3890%	\$6,195.58	\$9,600.25

### Capital Asset Levy - Full Contributing Municipalities

Municipality	2019 CVA Apportionment Percentage	2018 Capital Levy	2019 Capital Levy with CVA Adjustment
Township of Adjala-Tosorontio	4.1925%	\$5,546.45	\$5,447.18
Township of Amaranth	0.2192%	\$290.32	\$284.82
Clearview Township	5.0678%	\$6,757.86	\$6,584.4
Municipality of Grey Highlands	0.3560%	\$481.44	\$462.55
Town of Innisfil	6.7490%	\$9,037.52	\$9,421.49
Township of Melancthon	0.4711%	\$629.56	\$612.11
Mulmur Township	1.6843%	\$2,274.95	\$2,188.29
Town of Shelburne	2.0602%	\$2,677.25	\$2,676.69
Town of Wasaga Beach	9.4196%	\$12,639.24	\$12,238.54

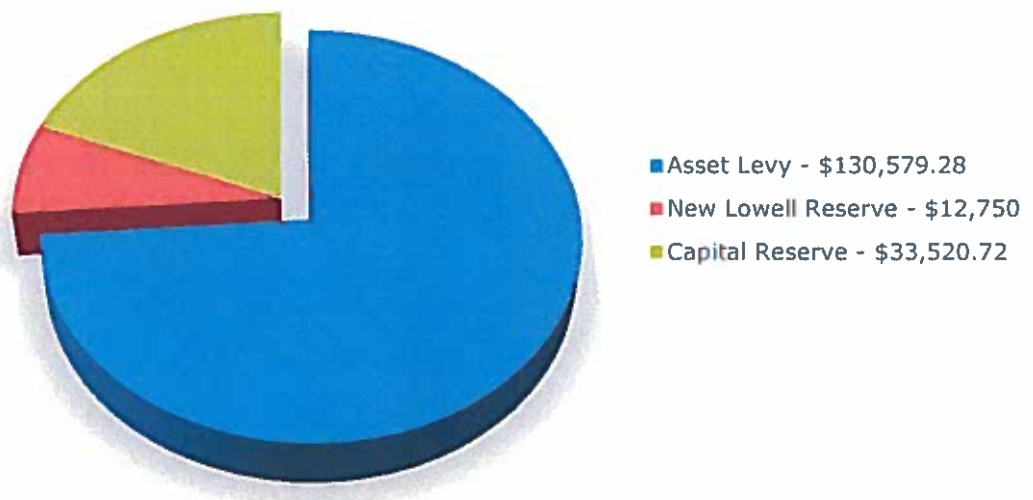
These amounts will be put into reserves to pay for the repair maintenance and replacement of the assets as identified in the AMP.

2019 expenditures as per the AMP:

1. Projects at New Lowell Campground from New Lowell reserve fund
2. Parts replacement on monitoring equipment to extend life
3. Computers and server upgrade
4. Dam safety review for another of NVCA's dam's
5. A well decommission along with replacement of level loggers
6. Replacement of a car, ATV, brush mower, and trailer

## Funding for Asset Management Plan

2019 Total Cost - \$176,850



**\*\*In years where the capital asset levy is more than the required in expenditures, excess funds will replenish the capital reserve use occurring due to the ten year averaging. Capital reserve use is forecast to balance out over the ten year period.**

**Nottawasaga Valley Conservation Authority  
Proposed 2019 Budget**

<b>Consolidated</b>			
	<b>BUDGET 2018</b>	<b>BUDGET 2019</b>	<b>\$ CHANGE</b>
<b>REVENUE:</b>			
Municipal Levy Non Match	2,097,953.25	2,274,539.17	176,585.92
Matching Municipal Levy (Flood)	188,490.00	188,490.00	-
Special Benefit Projects	20,500.00	23,500.00	3,000.00
Oro-Medonte MOU	(34,311.39)	(36,953.37)	(2,641.98)
Municipal Contributions	28,000.00	25,000.00	(3,000.00)
Municipal Project - RMO	115,844.95	95,845.00	(19,999.95)
Total Municipal Revenue	<u>2,416,476.81</u>	<u>2,570,420.80</u>	<u>153,943.99</u>
MNR Transfer Payment-Flood	188,490.00	188,490.00	-
Other Provincial Sources	144,000.00	220,548.38	76,548.38
Federal Sources	253,000.00	44,000.00	(209,000.00)
Total Government Grants	<u>585,490.00</u>	<u>453,038.38</u>	<u>(132,451.62)</u>
Contributions	415,080.00	462,640.00	47,560.00
<b>User Fees</b>			
Reforestation	52,500.00	54,000.00	1,500.00
Healthy Waters	4,000.00	5,000.00	1,000.00
Conservation Lands	21,000.00	21,000.00	-
Planning	820,500.00	883,630.00	63,130.00
Environmental Monitoring	13,000.00	13,000.00	-
Environmental Education	230,500.00	279,500.00	49,000.00
Tiffin Operations	93,500.00	93,500.00	-
Conservation Land Leases	29,590.00	30,315.00	725.00
Investment Income	13,000.00	13,000.00	-
Total Contributions and User Fees	<u>1,692,670.00</u>	<u>1,855,585.00</u>	<u>162,915.00</u>
Operational Reserves	49,511.39	45,903.37	(3,608.02)
<b>TOTAL REVENUE</b>	<u><b>4,744,148.20</b></u>	<u><b>4,924,947.55</b></u>	<u><b>180,799.35</b></u>
<b>EXPENSES:</b>			
Wages and Interprogram Charges	<u>3,502,813.20</u>	<u>3,780,082.55</u>	<u>277,269.35</u>
	<u>3,502,813.20</u>	<u>3,780,082.55</u>	<u>277,269.35</u>
<b>Other Expenses</b>			
Staff Cost	11,450.00	11,450.00	-
Memberships/Professional Dues	43,500.00	45,100.00	1,600.00
Educations and Training	29,000.00	29,000.00	-
Materials & Supplies - General	327,200.00	274,155.00	(53,045.00)
Materials & Supplies - Cost of Trees	142,100.00	125,000.00	(17,100.00)
Vehicles & Large Equipment Costs	42,450.00	42,450.00	-
Office Expenses	26,750.00	26,750.00	-
Equipment Costs	9,000.00	9,000.00	-
Transportation Costs	11,000.00	11,000.00	-
Legal	37,000.00	37,000.00	-
Consultants	144,500.00	149,500.00	5,000.00
Insurance	77,900.00	77,900.00	-
Taxes	23,865.00	24,140.00	275.00

**Nottawasaga Valley Conservation Authority  
Proposed 2019 Budget**

<b>Consolidated</b>			
	<b>BUDGET 2018</b>	<b>BUDGET 2019</b>	<b>\$ CHANGE</b>
Heat and Hydro	33,000.00	33,000.00	-
Telephones and Internet Access	23,000.00	23,000.00	-
Audit Fees	17,500.00	17,500.00	-
Interest and Bank Charges	14,200.00	14,200.00	-
Maintenance Expense	31,700.00	31,700.00	-
Uniform Expense	5,000.00	6,000.00	1,000.00
Leases	14,000.00	14,000.00	-
Advertisement and Communications	26,720.00	26,520.00	(200.00)
Bad Debt Expense	500.00	500.00	-
Transfer to Reserves	150,000.00	116,000.00	(34,000.00)
	<u>1,241,335.00</u>	<u>1,144,865.00</u>	<u>(96,470.00)</u>
 TOTAL EXPENSES	 <u>4,744,148.20</u>	 <u>4,924,947.55</u>	 <u>180,799.35</u>
 SURPLUS (DEFICIT)	 <u>-</u>	 <u>-</u>	 <u>-</u>



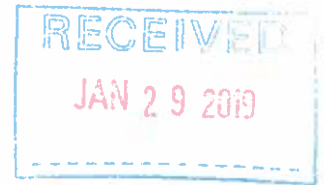
# NDCC Board of Management

## 2019 FINAL BUDGET

Account	Description	2018 Actuals	2018 Budget	Budget to Actual Variance	Final 2019 Budget	Budget Variance
<b>REVENUES</b>						
01-2000-4000	MULMUR GRANT	25,277	25,277	0	64,350	(39,074)
01-2000-4010	MELANCTHON GRANT	25,277	25,277	0	64,350	(39,074)
01-2000-4015	GRANT REVENUE	0	-	0	10,000	(10,000)
01-2000-4020	DONATION REVENUE	100	-	(100)	-	0
01-2000-4030	FUNDRAISING REVENUE	20,273	20,000	(273)	20,000	0
01-2000-4100	MINOR RATE RENTAL REVENUE	46,211	45,000	(1,211)	45,000	0
01-2000-4110	ICE RENTAL REVENUE (PRIME)	47,663	52,000	4,337	52,000	0
01-2000-4115	ICE RENTAL REVENUE (NON-PRIME)	697	500	(197)	500	0
01-2000-4120	NON-RESIDENT USER FEES	4,130	3,000	(1,130)	3,250	(250)
01-2000-4200	BOOTH RENTAL REVENUE	3,561	4,300	739	5,000	(700)
01-2000-4210	HALL RENTAL REVENUE	2,230	2,600	370	2,600	0
01-2000-4220	FLOOR RENTAL REVENUE	463	-	(463)	-	0
01-2000-4230	SIGN RENTAL REVENUE	3,980	4,160	180	4,160	0
01-2000-4240	VENDING MACHINE REVENUE	238	250	12	-	250
01-2000-4300	PENALTIES & INTEREST	776	525	(251)	525	0
<b>TOTAL REVENUE</b>		<b>180,875</b>	<b>182,888</b>		<b>271,735</b>	
<b>EXPENSES</b>						
01-2000-7000	WAGES	55,337	45,000	(10,337)	55,000	(10,000)
01-2000-7005	BENEFITS-EI/CPP/WSIB/EHT	4,832	5,600	768	5,600	0
01-2000-7010	BENEFITS-OMERS	1,740	3,000	1,260	-	3,000
01-2000-7015	STAFF TRAINING/DUES, FEES, SUBSCRIP	1,556	300	(1,256)	300	0
01-2000-7100	OFFICE/COMPUTER SUPPLIES	1,690	1,200	(490)	1,700	(500)
01-2000-7110	COMMUNICATION	2,512	3,000	488	3,000	0
01-2000-7115	INSURANCE	11,763	12,200	437	12,200	0
01-2000-7120	HEALTH & SAFETY	175	2,800	2,625	2,800	0
01-2000-7125	PROF FEES - AUDIT	1,403	1,188	(215)	1,400	(212)
01-2000-7130	PROF FEES - WATER TESTING	232	300	68	300	0
01-2000-7150	BANK CHARGES	388	500	112	400	100
01-2000-7200	HYDRO	55,852	60,000	4,148	60,000	0
01-2000-7210	FURNACE FUEL/ZAMB PROPANE	14,882	12,000	(2,882)	12,000	0
01-2000-7220	BLDG/GROUNDS MAINTENANCE	23,665	15,000	(8,665)	20,000	(5,000)
01-2000-7230	BOOTH MAINTENANCE	4,204	1,300	(2,904)	1,300	0
01-2000-7240	ICE PLANT/MACH MAINT	18,771	9,000	(9,771)	12,000	(3,000)
01-2000-7300	FUNDRAISING EXPENSE	10,859	10,500	(359)	10,500	0
01-2000-7400	BAD DEBT	0	-	0	-	0
01-2000-7500	CAPITAL PURCHASES	0	-	0	44,250	(44,250)
01-2000-6010	TSFR TO REC RESERVES	0	-	0	-	0
01-2000-6015	TSFR TO BLDG RESERVES	0	-	0	-	0
<b>PRIOR YEAR DEFICIT</b>					<b>28,985</b>	
<b>TOTAL EXPENSES</b>		<b>209,860</b>	<b>182,888</b>		<b>271,735</b>	
<b>Net Income/(Deficit)</b>					<b>(28,985)</b>	<b>0</b>



Southgate  
*Ruth Hargrave*  
Memorial Library



January 22, 2018

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

**Re. Library User Agreement**

Dear Ms. Holmes,

As you are aware, the library user agreement between the Township of Melancthon and the Southgate Public Library has recently expired. The Library board has considered the agreement amount and are presenting a 4% increase for 2019. This would incorporate a 2% increase for both 2017 and 2018; the total being \$8,216.00. Currently, there are 181 active patrons from the Township of Melancthon, and the cost of \$8,216.00 is a discounted rate from our out of town fees of \$65.00 per person.

Going forward, the Library board recommends an extended contract of 5 years, from 2019 to 2023, with the cost of living increase included for each year.

If this is satisfactory to you, we will adjust the contract to address the changes. If you have any questions, do not hesitate to get in touch with me.

Sincerely,

Lacy Russell  
Librarian CEO, Southgate Ruth Hargrave Memorial Library  
519-923-3248  
lrussell@southgate.ca

cc. Marisol Da Silva, Chair, Southgate Ruth Hargrave Memorial Library Board



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

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: [www.grandriver.ca](http://www.grandriver.ca)

January 21, 2019

By Email: [dholmes@melanctontownship.ca](mailto:dholmes@melanctontownship.ca)

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

Dear Ms. Holmes

**Re: 2019 Grand River Conservation Authority Budget and Levy Meeting**

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 22, 2019, at 9:30 a.m. at the Administration Centre in Cambridge, to consider the 2019 Budget and General Municipal Levy.

The attached report, which includes the most recent draft of the 2019 Budget, will be presented to the General Membership on January 25, 2019. Based on previous board direction to staff, this draft budget includes a General Levy of \$11,636,000 which represents a 2.5% increase over 2018. The General Levy, if approved at the Annual General Meeting, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 670/00.

Please note that the apportionment of the General Levy changed significantly in 2018 compared to prior years. This is a result of a decision issued by the Mining and Lands Commissioner on December 21, 2017. The change has caused a large increase in the amount apportioned to the City of Hamilton and an offsetting decrease for other participating municipalities.

The City of Hamilton subsequently commenced an application before the Divisional Court for Judicial Review seeking a reconsideration of the Commissioner's decision. This application is set to be heard in February 2019. Accordingly, the apportionment of the General Levy for 2018 and 2019 is subject to change depending upon the outcome of the City of Hamilton's application. Should the Divisional Court determine that the City of Hamilton's apportionment of the General Levy be reduced, the Grand River Conservation Authority hereby provides notice that it shall serve notice pursuant to section 27(4) of the *Conservation Act* of the corrected apportionment for 2018 and 2019 years.

A detailed explanation of this change was provided in reports to the January 26, 2018 and December 14, 2018 meetings of the General Membership. The reports are included in the agenda packages for those meetings, which are published on the GRCA's website at [www.grandriver.ca](http://www.grandriver.ca).

The attached draft 2019 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2019. Also enclosed, is a calculation of the apportionment

of the 2019 General Levy to participating municipalities. Should you have any questions concerning the draft Budget or the levy apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "KArmstrong". The signature is written in a cursive, somewhat stylized font.

Karen Armstrong,  
Deputy CAO and Secretary-Treasurer  
Grand River Conservation Authority

# Grand River Conservation Authority

**Report number:** GM-01-19-12

**Date:** January 25, 2019

**To:** Members of the Grand River Conservation Authority

**Subject:** Budget 2019 – Draft #2

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## **Recommendation:**

THAT Report Number GM-01-19-12 Budget 2019 – Draft #2 be received as information.

## **Summary:**

This draft continues to present a balanced budget position for 2019.

This draft of the budget includes the following significant changes since the September 28, 2018 draft #1 budget report:

- \$ 565,000 Special Projects spending/funding increased
- \$ 753,000 Operating Expenses increased
- \$ 223,000 2018 surplus carry forward increased
- \$ 30,000 Nature Centre Day Camp Program Revenue increase
- \$ 500,000 Net Transfer from reserves increased

The Final Budget will include adjustments for year-end carry forward projects and for final audited results.

This draft includes the following amounts:

- Expenditures \$35,313,773
- General Municipal Levy \$11,636,000 (2.5% increase over prior year)
- Provincial Water and Erosion Control Infrastructure (WECI) Grants \$1,500,000
- Provincial Source Protection Program Grant \$1,575,000
- Reserve Balance by Year End 2019 - \$18.2 million (\$2.5 million decrease)

A separate board report dated December 14, 2018 entitled 'Budget 2019 - General Levy Apportionment Update' outlines the issues related to the general municipal levy distribution as a result of Mining and Lands Commissioner decision dated December 17, 2017 stating the agreement that was used for apportionment of the City of Hamilton's levy since the early 2001 was not valid.

## **Report:**

The final 2019 budget will be presented for approval at the February 22, 2019 General Membership Meeting.

This draft of the 2019 Budget includes the following changes made since the September 28, 2018 General Membership Meeting:

**Special Projects Budget 2019 (net increase \$565,000):**

\$ 100,000	Subwatershed Study – City of Kitchener
\$ 100,000	Municipal funding increased
\$ 140,000	Waste Water Optimization Project
\$ 140,000	Provincial funding increased
\$ 50,000	Water Management Plan
\$ 50,000	Provincial funding increased
\$ 70,000	Species at Risk
\$ 70,000	Federal funding increased
\$ 25,000	Haldimand Water Festival
\$ 25,000	Foundation funding increased
\$ 150,000	Guelph Trail Development
\$ 150,000	Foundation funding increased (Rotary)
\$ 30,000	Dunnville Fishway Study
\$ 20,000	Foundation funding increased
\$ 10,000	Funding from General Capital Reserve increased

**Operating Budget 2019 (net expense increase \$753,000)**

\$ 30,000	Nature Centres - Camp Revenue increased
(\$ 30,000)	Nature Centres - Wages & Benefits increased
\$ 50,000	Demolition Expenses for Residential Rentals increased
(\$50,000)	Funding from Land Sale Proceeds reserve increased
\$450,000	Head Office Major Maintenance (roof) Expenses increased
(\$450,000)	Funding from Building Reserve increased
\$223,000	2018 Surplus carry forward increased
	(from \$100,000 to \$323,000)
(\$30,000)	Document Management (digitizing) project expenses increased
	(carry forward project from 2018)
(\$50,000)	Communication expenses increased (from 2018)
(\$20,000)	Consulting expenses increased (from 2018)
(\$25,000)	Staff Development expenses increased (from 2018)
(\$50,000)	Legal expenses increased (from 2018)
(\$48,000)	Passive Lands Management expenses increased

The \$223,000 2018 surplus is primarily due to budgeted spending for 2018 that was not incurred and is therefore being carried forward to the 2019 budget. The remaining \$48,000 surplus is being allocated to the management of passive lands where service demands have been increasing.



## Significant Outstanding Budget Items

After actual 2018 figures are finalized, the final budget will be prepared and the outstanding matters listed below will be addressed.

### (a) Year 2019 Carry forward Adjustments

#### 2018 Surplus carry forward

This draft of the 2019 Budget assumes a \$343,000 surplus carry over from year 2018. The December 2018 Financial Summary for year-end 2018 forecast a \$343,000 surplus. This will be updated pending finalizing the yearend results. The actual "2018 Net Surplus" will be incorporated into the 2019 budget.

#### 2018 Special Projects carry forward

Any projects commenced in year 2018 and not completed by December 31, 2018 will be carried forward and added to Budget 2019 (i.e. both the funding and the expense will be added to Budget 2019 and therefore these adjustments will have no impact on the breakeven net result).

#### Major Water Control Structures Capital Expenditures

A final determination of the amount of spending to be added to the Budget 2019 (i.e. unspent amounts from 2018) will be made, including use of the "capital reserve" for 2019 projects.

### (b) Conservation Area Revenue and Expenses

Final revenue and operating expense figures to be determined following year-end actuals review.

### (c) Source Protection Program

The current budget draft includes \$1,575,000 in spending. The final version of the GRCA 2019 Budget will be adjusted to reflect any anticipated funding approvals. Expenses for this program are funded 100% by a provincial grant.

Attached are the following:

Budget 2019 Timetable

Summary Reserve Report – Budget 2019

Preliminary Budget 2019 Package to Municipalities (separate attachment)

## Notice to Municipalities:

Ontario Regulation 139/96, made under the Conservation Authorities Act, requires that Conservation Authorities provide 30 days notice to participating municipalities of the meeting at which the Budget and Levy will be voted upon. The notice must include the amount of each municipality's levy and the financial information relied on in support of that levy. Budget draft #2 was mailed out to municipalities on January 21<sup>st</sup>, 2019 in order to adhere to the notice timeline.

**Financial implications:**

In this draft, the GRCA is proposing a \$35,313,773 budget.

With respect to reserves this budget version outlines a net decrease to reserves of approximately \$2.5 million resulting in a reserve balance of approximately \$18.2 million by yearend 2019.

**Prepared by:**

Sonja Radoja  
Manager, Corporate Services

**Approved by:**

Karen Armstrong  
Assistant CAO/Secretary-Treasurer



# **2019 BUDGET**

**(Draft to January 25, 2019 General Board Meeting)**

## **Grand River Conservation Authority**

### **2019 Budget**

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## **GRCA 2019 Budget Highlights**

The Grand River Conservation Authority is a successful partnership of municipalities, working together to promote and undertake wise management of the water and natural resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of almost 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on water and natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others which are set to offset most, if not all, the cost of these services
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as studies on Source Water Protection and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

The GRCA continues to work on the updates and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed, as part of the provincial Source Protection Program under the *Clean Water Act, 2006*. Besides supporting municipalities and other agencies in implementing the plans, the focus in 2019 is on completing updates to the Grand River Source Protection Plan, including water quantity risk assessment studies, development of water quantity policies, updating water quality vulnerability assessments, and the development of the first annual progress report for the Grand River Source Protection Plan.

The Water Management Plan was endorsed in 2014 as an update to the 1982 Grand River Basin Study that charts a course of actions to reduce flood damages, ensure water supplies, improve water quality and build resilience to deal with a changing climate. The third annual progress report – A Report on Actions was published in 2017. Municipal, provincial and federal government and Six Nations Water Managers meet quarterly to report on the progress of the commitments they made in the Plan. Two reports are underway: a technical report on the state of water resources and a summary report on the status of implementation are both to be completed in 2019.

In April 2018 the GRCA received approval from the Ministry of Natural Resources and Forestry to use up to \$1.8 million from the Land Sale Reserve for hazard tree management over a three year period. This funding has allowed the GRCA to accelerate its program of tree risk management to ensure the health and safety of the public using GRCA lands. This program will continue through 2019 and 2020.

Major water control capital projects planned for 2019 include completion of an ice jam study, capacity improvements, floodwall repairs and permanent closure of abandon railway openings along the Brantford dikes, repair of the floodwall along the Cambridge dike coordinated closely with City of Cambridge river access projects, solutions to address seepage under the Bridgeport dikes, gate control system upgrades and concrete repair designs at Conestogo dam, standby generator enhancements and temporary stoplog design to allow isolation of gates at Shand Dam, concrete and embankment repairs at Wellesley Dam, gate refurbishment at New Dundee Dam, concrete and embankment repairs St. Jacobs Dam and updating of operation and maintenance manuals

Major conservation area capital projects planned for 2019 include a new day use washroom at Byng Island, expansion of the Pines seasonal campground at Elora Gorge, a new workshop at Guelph Lake as well as a new trailer storage area, playground replacements at Brant Park and installation of automatic gates at Pinehurst Lake. Planning for 2020 construction will be undertaken for a new day use area at Elora Gorge, the replacement of the existing washroom building at Elora Quarry, and installation of automatic entry gates at Guelph Lake. Final design for the new Guelph Lake Nature Centre will be completed through 2019 with construction expected to begin in early 2020.

## **1. Watershed Management and Monitoring**

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dikes and dams; flood forecasting and warning; water quality monitoring; natural heritage restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

### **Operating Expenditures:**

Water Resources Planning and Environment	\$2,243,200	(Table 1)
Flood Forecasting and Warning	\$ 801,000	(Table 2)
Water Control Structures	\$1,723,900	(Table 3)

**Capital Expenditures:** **\$1,800,000** (Section B)

**Total Expenditures:** **\$6,568,100**

**Revenue sources:** Municipal levies and provincial grants.

## **2. Planning**

Program areas:

- a) **Natural Hazard Regulations**  
The administration of conservation authority regulations related to development in the floodplain, and other natural hazards e.g. wetlands, slopes, shorelines and watercourses.
- b) **Plan Input and Review**  
Planning and technical review of municipal planning documents and recommending environmental policies for floodplains, wetlands and other environmentally significant areas; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments; and providing outside consulting services on a fee-for-service basis to other conservation authorities and agencies.

**Operating Expenditures:** \$2,084,600 (Table 4)

**Capital Expenditures:** NIL

**Revenue sources:** Permit fees, enquiry fees, plan review fees, provincial grants and municipal levy

## **3. Watershed stewardship**

The watershed stewardship program provides information and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation/tree planting through the Burford Tree Nursery, the Rural Water Quality Program, restoration and rehabilitation projects. The program also, provides conservation information through workshops, publications, the web site and media contacts.

**Operating Expenditures:**

Forestry & Conservation Land Taxes	\$ 1,411,400 (Table 5)
Conservation Services	\$ 885,200 (Table 6)
Communications and Foundation	\$ 733,900 (Table 7)

**Capital Expenditures:** NIL

**Total Expenditures:** \$3,030,500

**Revenue sources:**

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

## **4. Conservation Land Management**

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.



**Operating Expenditures:**

Conservation Lands, Rentals, Misc	\$3,775,400 (Table 10-Conservation Lands)
Hydro Production	\$ 203,000 (Table 10-Hydro Production)

Capital Expenditures:	NIL
-----------------------	-----

Total Expenditures:	\$3,812,400
---------------------	-------------

**Revenue sources:**

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

**5. Education**

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures:	\$1,382,400 (Table 8)
-------------------------	-----------------------

Capital Expenditures:	NIL
-----------------------	-----

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

**6. Recreation**

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,500 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1 million people visit GRCA parks each year. The parks are financially self-sufficient.

Operating Expenditures:	\$7,885,000 (Table 10)
-------------------------	------------------------

Capital Expenditures:	\$2,590,000 (Section B)
-----------------------	-------------------------

Total Expenditures:	\$10,475,000
---------------------	--------------

**Revenue sources:**

Conservation Area user fees, government grants, reserves and donations.

**7. Corporate services**

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures:	\$3,841,973 (Table 9)
-------------------------	-----------------------

Capital Expenditures:	\$ 207,700 (Section B)
-----------------------	------------------------

Total Expenditures:	\$4,049,673
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Revenue sources: Municipal levies and provincial grants.

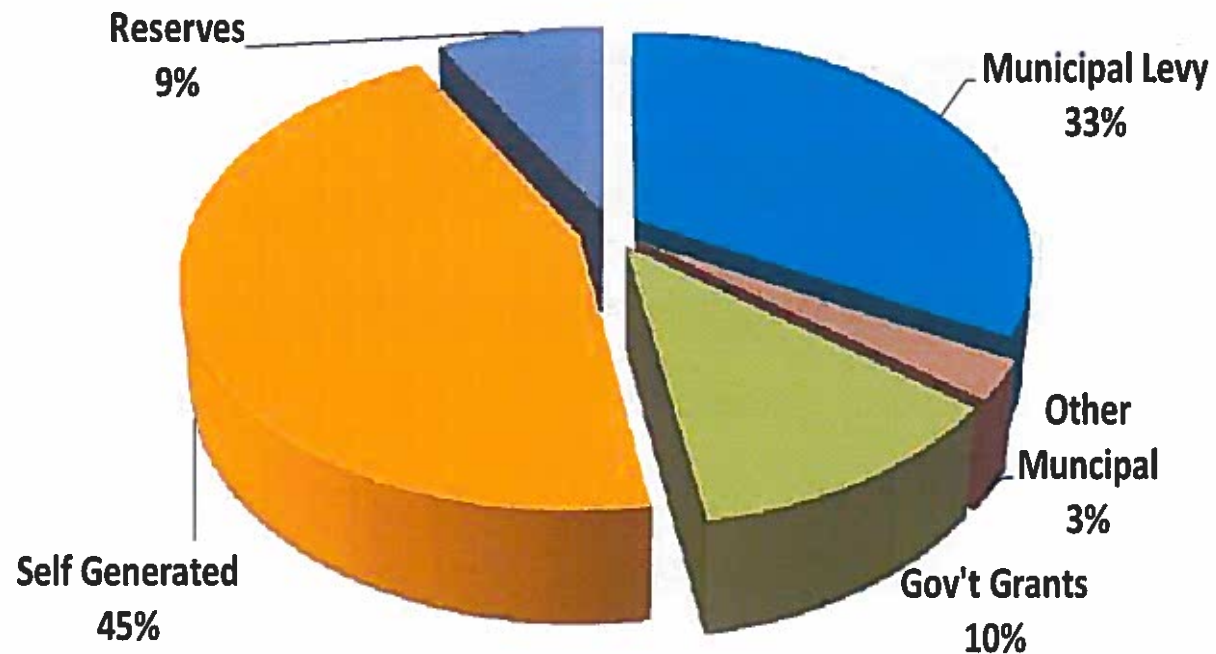
## GRAND RIVER CONSERVATION AUTHORITY

**BUDGET 2019 - Summary of Revenue and Expenditures**

FUNDING		Actual 2017	Budget 2018	Budget 2019	Budget Incr/(decr)
Municipal General Levy Funding		11,075,000	11,352,000	11,636,000	284,000
					2.5%
Other Government Grants		4,941,840	4,928,573	4,501,073	(427,500)
					-8.7%
Self-Generated Revenue		15,969,937	15,293,414	15,939,500	646,086
					4.2%
Funding from Reserves		1,416,864	2,774,000	3,237,200	463,200
					16.7%
TOTAL FUNDING		33,403,641	34,347,987	35,313,773	965,786
					2.8%
EXPENDITURES		Actual 2017	Budget 2018	Budget 2019	Budget Incr/(decr)
Base Programs - Operating	SECTION A	26,002,979	25,716,987	26,970,073	1,253,086
includes funding to reserves					4.87%
Base Programs - Capital	SECTION B	2,444,464	3,910,000	4,597,700	687,700
					17.59%
Special Projects	SECTION C	4,543,884	4,721,000	3,746,000	(975,000)
					-20.7%
TOTAL EXPENDITURES		32,991,327	34,347,987	35,313,773	965,786
					2.8%
NET RESULT		412,314	-	-	

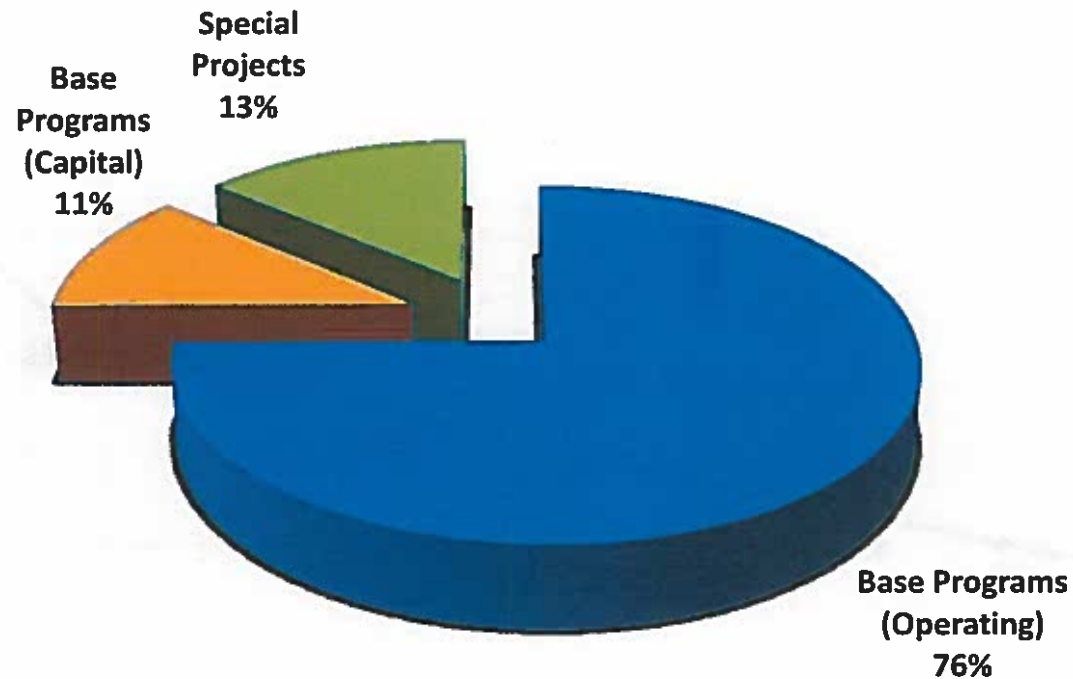
# 2019 Budget – Revenue by Source

Total 2019 Budget Revenue = \$35.3 Million (\$ 34.3 Million in 2018)

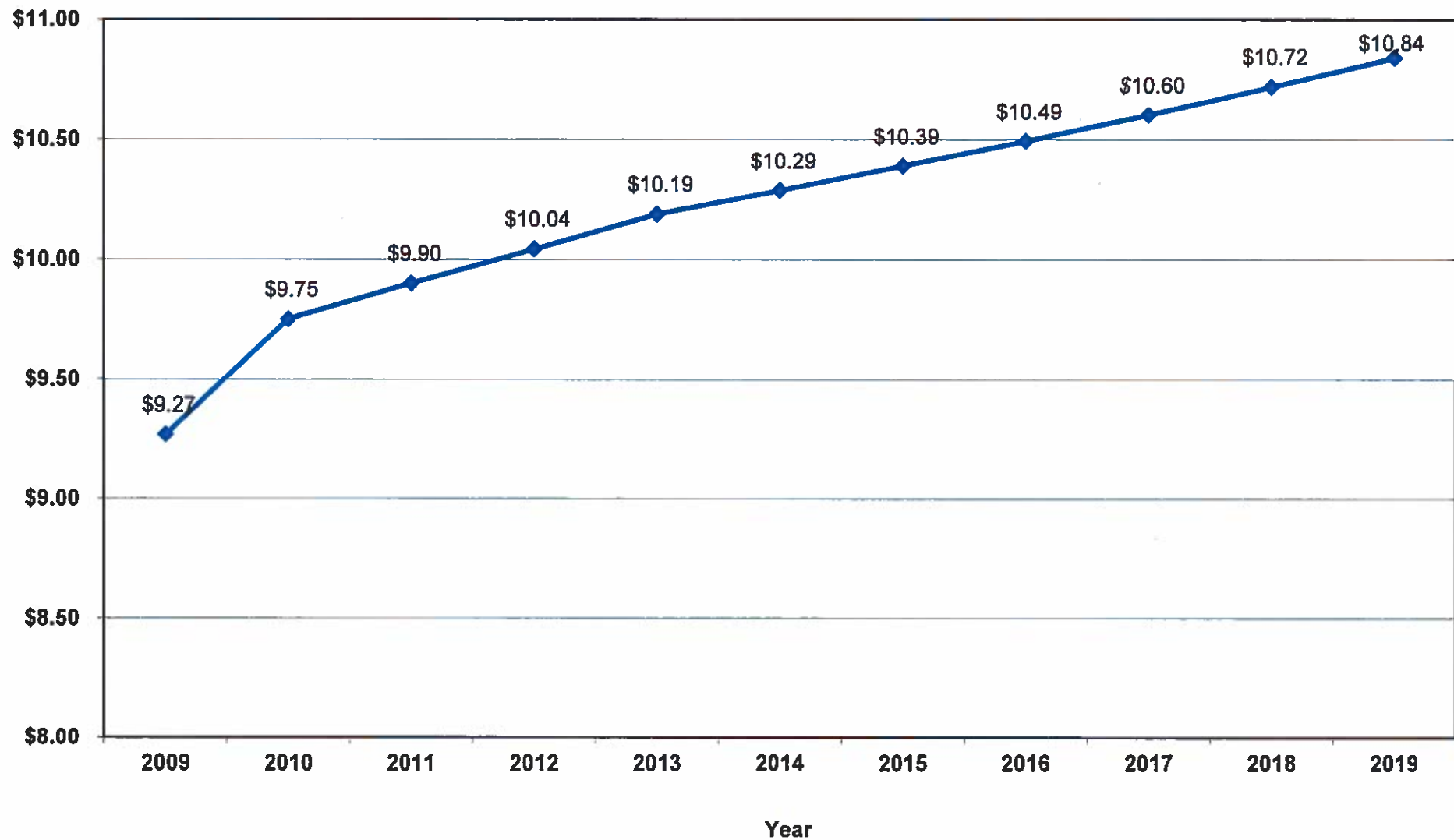


## 2019 Budget – Expenditures by Category

2019 Budget Expenditures = \$35.3 Million (\$ 34.3 Million in 2018)



# GRCA Per Capita Levy 2009 to 2019



## GRAND RIVER CONSERVATION AUTHORITY

## Budget 2019 - Summary of Expenditures, Funding and Change in Municipal Levy

		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 10	TABLE 11	TABLE 12	TABLE 13	
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures	Resource Planning	Forestry & Conservation Land Taxes	Conservation Services	Communications & Foundation	Environmental Education	Corporate Services	Surplus available to offset Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas	TOTAL
<b>2019 OPERATING</b>															
TOTAL EXPENSES	A	2,243,200	801,000	1,723,900	2,084,600	1,411,400	885,200	733,900	1,382,400	3,841,073		3,775,400	203,000	7,885,000	26,970,073
TOTAL OTHER FUNDING	B	130,700	252,955	400,350	1,083,588	707,000	148,000	0	1,050,500	605,000		3,325,000	473,000	7,685,000	16,061,073
"Other Programs" Surplus/(Loss)	B less A											(450,400)	270,000	-	(180,400)
Loss to be offset with Surplus	C										180,400				(180,400)
Surplus 2018 carried forward to 2019											(323,000)				323,000
2019 Levy	A less B less C	2,112,500	548,045	1,323,550	1,001,032	704,400	737,200	733,900	331,900	3,236,073	(142,600)	0	0	0	10,586,000
Levy Increase:															
2019 Levy		2,112,500	548,045	1,323,550	1,001,032	704,400	737,200	733,900	331,900	3,236,073	(142,600)				10,586,000
2018 Levy		2,071,100	547,445	1,325,350	961,932	669,500	713,000	714,900	354,400	2,944,373					10,302,000
Levy increase over prior year		41,400	600	(1,800)	39,100	34,900	24,200	19,000	(22,500)	291,700	(142,600)	n/a	n/a	n/a	284,000
<b>2019 CAPITAL</b>															
TOTAL EXPENSES	A	110,000	190,000	1,500,000						207,700				2,590,000	4,597,700
TOTAL OTHER FUNDING	B	50,000	-	700,000						207,700				2,590,000	3,547,700
2019 Levy	A less B	60,000	190,000	800,000						-				-	1,050,000
Levy Increase:															
2019 Levy		60,000	190,000	800,000						-				-	1,050,000
2018 Levy		60,000	190,000	800,000						-				-	1,050,000
Levy increase over prior year		-	-	-						-				-	-
<b>2018 SPECIAL</b>															
TOTAL EXPENSES	A	340,000	75,000	1,575,000			921,000					835,000			3,746,000
TOTAL OTHER FUNDING	B	340,000	75,000	1,575,000			921,000					835,000			3,746,000
2018 Levy	A less B	-	-	-			-			-		-		-	-
TOTAL EXPENSES															35,313,773
TOTAL FUNDING															35,313,773
NET RESULT															-

# Grand River Conservation Authority Summary of Municipal Levy - 2019 Budget

DRAFT-January 25, 2019

	% CVA In	2018 CVA	CVA-Based	2018 Budget	2019 Budget	2019 Budget	2019 Budget	Actual		
				Matching Admin & Maintenance	Admin Levy	Non Matching Admin & Maintenance Levy	Capital Levy	Total Levy	2018 Levy	% Change
	Watershed	(Modified)	CVA In Watershed	Apportionment	Levy	Maintenance Levy	Capital Levy	Total Levy	2018 Levy	% Change
Brant County	82.9%	5,955,826,066	4,937,379,809	2.75%	23,970	267,336	28,894	320,200	326,904	-2.1%
Brantford C	100.0%	13,253,620,186	13,253,620,186	7.39%	64,343	717,622	77,561	859,526	820,175	4.8%
Amaranth Twp	82.0%	692,356,801	567,732,577	0.32%	2,756	30,740	3,322	36,818	35,971	2.4%
East Garafraxa Twp	80.0%	533,804,174	427,043,339	0.24%	2,073	23,122	2,499	27,694	26,838	3.2%
Town of Grand Valley	100.0%	429,279,822	429,279,822	0.24%	2,084	23,244	2,512	27,840	26,727	4.2%
Melancthon Twp	56.0%	507,262,719	284,067,123	0.16%	1,379	15,381	1,662	18,422	18,160	1.4%
Southgate Twp	6.0%	883,428,392	53,005,703	0.03%	257	2,870	310	3,437	3,294	4.3%
Haldimand County	41.0%	6,276,148,294	2,573,220,801	1.43%	12,492	139,328	15,059	166,879	162,607	2.6%
Norfolk County	5.0%	8,618,652,073	430,932,604	0.24%	2,092	23,333	2,522	27,947	27,566	1.4%
Halton Region	10.4%	39,536,197,403	4,121,457,995	2.30%	20,009	223,158	24,119	267,286	253,594	5.4%
Hamilton City	26.7%	82,190,675,574	21,986,005,716	12.25%	106,736	1,190,440	128,664	1,425,840	1,389,640	2.6%
Oxford County	37.3%	3,842,021,887	1,432,116,305	0.80%	6,953	77,542	8,381	92,876	90,099	3.1%
North Perth T	2.0%	1,911,183,097	38,223,662	0.02%	186	2,070	224	2,480	2,385	4.0%
Perth East Twp	40.0%	1,744,223,194	697,689,278	0.39%	3,387	37,777	4,083	45,247	43,127	4.9%
Waterloo Region	100.0%	91,711,011,599	91,711,011,599	51.11%	445,232	4,965,722	536,699	5,947,653	5,816,764	2.3%
Centre Wellington Twp	100.0%	4,490,977,731	4,490,977,731	2.50%	21,802	243,166	26,282	291,250	285,969	1.8%
Erin T	49.0%	2,319,917,492	1,136,759,571	0.63%	5,519	61,550	6,652	73,721	73,360	0.5%
Guelph C	100.0%	24,316,625,767	24,316,625,767	13.55%	118,051	1,316,632	142,303	1,576,986	1,537,580	2.6%
Guelph Eramosa Twp	100.0%	2,527,154,919	2,527,154,919	1.41%	12,269	136,834	14,789	163,892	159,913	2.5%
Mapleton Twp	95.0%	1,526,746,159	1,450,407,901	0.81%	7,041	78,533	8,488	94,062	90,132	4.4%
Wellington North Twp	51.0%	1,516,305,544	773,315,828	0.43%	3,754	41,871	4,526	50,151	49,212	1.9%
Puslinch Twp	75.0%	2,380,647,827	1,785,485,870	1.00%	8,668	96,676	10,449	115,793	111,983	3.4%
Total		297,164,066,719	179,423,514,108	100.00%	871,053	9,714,947	1,050,000	11,636,000	11,352,000	2.5%



# **SECTION A**

## **BASE PROGRAMS – OPERATING**

## SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2019 vs Budget 2018

	Actual 2017	Budget 2018	Budget 2019	Incr/(Decr)	%age change
<b><u>EXPENDITURES</u></b>					
OPERATING EXPENSES	26,002,979	25,716,987	26,970,073	1,253,086	4.87%
<b>Total Expenses</b>	<b>26,002,979</b>	<b>25,716,987</b>	<b>26,970,073</b>	<b>1,253,086</b>	<b>4.87%</b>
<b><u>SOURCES OF FUNDING</u></b>					
MUNICIPAL GENERAL LEVY (NOTE)	9,586,312	10,302,000	10,586,000	284,000	2.76%
MUNICIPAL SPECIAL LEVY	35,200	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	925,704	938,573	938,573	-	0.00%
SELF-GENERATED	14,352,119	13,840,100	14,415,500	575,400	4.16%
RESERVES	787,812	174,000	657,000	483,000	277.59%
SURPLUS CARRYFORWARD	315,832	412,314	323,000	(89,314)	-21.66%
<b>Total BASE Funding</b>	<b>26,002,979</b>	<b>25,716,987</b>	<b>26,970,073</b>	<b>1,253,086</b>	<b>4.87%</b>

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$284,000 levy increase.

**TABLE 1**

**(a) Watershed Studies**

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

***Specific Activities:***

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner.

**(b) Water Resources Planning and Environment and Support**

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of monitoring water and natural resources and assessment of changes in watershed health and priority management areas.

***Specific Activities:***

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- analyze and report on water quality conditions in the Grand River watershed
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches
- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

### **(c ) Resource Management Division Support**

Provides support services to the Engineering and Resource Management Divisions including support for Flood Forecasting and Warning and Water Control Structures.

#### ***Specific Spending:***

- administrative services
- travel, communication, staff development and computer
- insurance

### **(d) Natural Heritage Management**

The natural heritage management program includes those activities associated with providing service and/or assistance to municipalities, private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic and terrestrial ecosystems. The program includes watershed scale natural heritage assessments and implements restoration activities on GRCA land..

#### ***Specific Activities:***

- maintain and promote the 'Grand River Fisheries Management Plan'.
- implement "best bets" for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- maintain and implement the Forest Management Plan for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities and community events such as tree planting and stream restoration
- provide technical input and review services for applications that may affect the watershed ecosystems.

**TABLE 1**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Water Resources Planning & Environment**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget Change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	1,469,253	1,587,900	1,615,500	27,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	256,974	313,000	319,300	6,300
Insurance	115,267	110,000	113,300	3,300
Other Operating Expenses	152,699	210,900	195,100	-15,800
Amount set aside to Reserves	-	-	-	-
<b>TOTAL EXPENSE</b>	<b>1,994,193</b>	<b>2,221,800</b>	<b>2,243,200</b>	<b>21,400</b>
<b>Funding</b>				<b>(incr)/decr</b>
Municipal Other	35,200	50,000	50,000	0
MNR Grant	33,200	33,200	33,200	0
Prov & Federal Govt	23,465	37,500	47,500	-10,000
Donations	-	3,000	-	3,000
Funds taken from Reserves	-	27,000	-	27,000
<b>TOTAL FUNDING</b>	<b>91,865</b>	<b>150,700</b>	<b>130,700</b>	<b>(10,000.00)</b>
<b>Net Funded by General Municipal Levy</b>	<b>1,902,328</b>	<b>2,071,100</b>	<b>2,112,500</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>41,400</b>

## **TABLE 2**

### **Flood Forecasting and Warning**

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

#### ***Specific Activities:***

- maintain a 'state of the art' computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 24 rainfall gauges, and 12 snow courses.
- use data radio and Voice Alert system to continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.
- Assist municipalities with municipal emergency planning and participate in municipal emergency planning exercises when requested.

**TABLE 2**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Flood Forecasting & Warning**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	373,875	463,200	457,000	(6,200)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	255,233	260,800	266,000	5,200
Other Operating Expenses	71,797	76,400	78,000	1,600
Amount set aside to Reserves	65,000			
<b>TOTAL EXPENSE</b>	<b>765,905</b>	<b>800,400</b>	<b>801,000</b>	<b>600</b>
<b>Funding</b>				<b>(incr)/decr</b>
MNR Grant	252,955	252,955	252,955	-
Prov & Federal Govt	1,260	-	-	-
<b>TOTAL FUNDING</b>	<b>254,215</b>	<b>252,955</b>	<b>252,955</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>511,690</b>	<b>547,445</b>	<b>548,045</b>	
<b>Net Incr/(decr) to Municipal Levy</b>				<b>600</b>



### **TABLE 3**

#### **Water Control Structures**

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

#### ***Specific Activities:***

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 5 major dyke systems (Kitchener-Bridgeport, Cambridge-Galt, Brantford, Drayton and New Hamburg)
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, or municipal water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

**TABLE 3**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Water Control Structures**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	1,103,590	1,170,100	1,170,200	100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	14,271	28,600	29,200	600
Property Taxes	163,892	189,000	179,700	(9,300)
Other Operating Expenses	268,628	338,000	344,800	6,800
Amount set aside to Reserves	128,500	-	-	-
<b>TOTAL EXPENSE</b>	<b>1,678,881</b>	<b>1,725,700</b>	<b>1,723,900</b>	<b>(1,800)</b>
<b>Funding</b>				<b>(incr)/decr</b>
MNR Grant	400,350	400,350	400,350	-
<b>TOTAL FUNDING</b>	<b>400,350</b>	<b>400,350</b>	<b>400,350</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>1,278,531</b>	<b>1,325,350</b>	<b>1,323,550</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>(1,800)</b>

## **TABLE 4**

### **(a) PLANNING - Regulations**

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

#### ***Specific Activities:***

- Process over 800 permits each year related to development, alteration or activities that may interfere with the following types of lands:
  - ravines, valleys, steep slopes
  - wetlands including swamps, marshes, bogs, and fens
  - any watercourse, river, creek, floodplain or valley land
  - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
  - the construction, reconstruction, erection or placing of a building or structure of any kind,
  - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
  - site grading
  - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of sensitive environmental lands (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

#### **(b) PLANNING - Municipal Plan Input and Review**

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements. It also includes watershed management consulting outside of the Grand River watershed, which is done from time-to-time on a fee-for-service basis.

##### ***Specific Activities:***

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial policies and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all environmental concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Committees and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains and erosion areas and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

**TABLE 4**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Resource Planning**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	1,594,807	1,706,200	1,807,400	101,200
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	193,435	218,100	222,500	4,400
Other Operating Expenses	84,075	53,600	54,700	1,100
<b>TOTAL EXPENSE</b>	<b>1,872,317</b>	<b>1,977,900</b>	<b>2,084,600</b>	<b>106,700</b>
<u>Funding</u>				<u>(incr)/decr</u>
Provincial	6,831	-	-	-
MNR Grant	114,568	114,568	114,568	-
Self Generated	973,097	901,400	969,000	(67,600)
<b>TOTAL FUNDING</b>	<b>1,094,496</b>	<b>1,015,968</b>	<b>1,083,568</b>	<b>(67,600)</b>
<b>Net Funded by General Municipal Levy</b>	<b>777,821</b>	<b>961,932</b>	<b>1,001,032</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>39,100</b>

## **TABLE 5**

### **Forestry & Property Taxes**

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

#### ***Specific Activities:***

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs on over 7,000 hectares of managed forests on GRCA owned lands
- manage Emerald Ash Borer infestation

**TABLE 5**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Forestry & Conservation Land Taxes**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	587,194	539,900	556,000	16,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	56,118	43,400	44,300	900
Property Taxes	168,606	177,800	183,200	5,400
Other Operating Expenses	528,035	615,400	627,900	12,500
Amount set aside to Reserves		-		0
<b>TOTAL EXPENSE</b>	<b>1,339,953</b>	<b>1,376,500</b>	<b>1,411,400</b>	<b>34,900</b>
<b>Funding</b>				<b>(incr)/decr</b>
Donations	5,089	57,000	57,000	-
Self Generated	623,588	650,000	650,000	-
Funds taken from Reserves	16,205	-	-	-
<b>TOTAL FUNDING</b>	<b>644,882</b>	<b>707,000</b>	<b>707,000</b>	<b>0</b>
<b>Net Funded by General Municipal Levy</b>	<b>695,071</b>	<b>669,500</b>	<b>704,400</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>34,900</b>



## **TABLE 6**

### **Conservation Services**

The conservation service program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes the Rural Quality program and Forestry extension services.

#### ***Specific Activities:***

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, promotion/education and providing grants to assist farmers with capital improvements to address manure containment, livestock fencing, soil conservation, and other rural non-point sources of river water pollution. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, restoration and rehabilitation projects with private landowners
- Co-ordinate community events e.g. children's water festivals and agricultural and rural landowner workshops to promote water and environmental initiatives
- Co-ordinate GRCA Volunteer Program to enable public participation in community and GRCA environmental activities

**TABLE 6**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Conservation Services**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	651,189	693,100	714,000	20,900
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	94,505	110,000	112,200	2,200
Other Operating Expenses	18,756	57,900	59,000	1,100
Amount set aside to Reserves				
<b>TOTAL EXPENSE</b>	<b>764,450</b>	<b>861,000</b>	<b>885,200</b>	<b>24,200</b>
<b>Funding</b>				<b>(incr)/decr</b>
Prov & Federal Govt	-	30,000	30,000	-
Donations	93,175	87,000	87,000	-
Self Generated	6,095	-	-	-
Recoverable Corporate Services Expenses	-	-	-	-
Funds taken from Reserves	742	31,000	31,000	-
<b>TOTAL FUNDING</b>	<b>100,012</b>	<b>148,000</b>	<b>148,000</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>664,438</b>	<b>713,000</b>	<b>737,200</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>24,200</b>

## **TABLE 7**

### **Communications & Foundation**

The Communications department provides a wide range of services and support for the GRCA, the Grand River Conservation Foundation, as well as Lake Erie Region Source Protection Program. This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

The Grand River Conservation Foundation provides private sector funding for GRCA projects with limited or no other sources of revenue. This category includes operational costs related to fundraising.

#### ***Communications - Specific Activities:***

- Media relations
- Public relations and awareness building
- Online communications
- Issues management and crisis communications
- Community engagement and public consultation
- Corporate brand management

#### ***Foundation - Specific Activities:***

- Solicit donors for financial support
- Orient and train volunteers to assist with fundraising
- Provide site tours and other events to stakeholders

**TABLE 7**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Communications & Foundation**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr(decr)</b>
Salary and Benefits	487,770	566,400	583,400	17,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	73,722	75,500	77,000	1,500
Other Operating Expenses	34,102	73,000	73,500	500
Amount set aside to Reserves		-	-	-
<b>TOTAL EXPENSE</b>	<b>595,594</b>	<b>714,900</b>	<b>733,900</b>	<b>19,000</b>
<b>Funding</b>				
Net Funded by General Municipal Levy	595,594	714,900	733,900	
<b>Net incr(decr) to Municipal Levy</b>				<b>19,000</b>

## **TABLE 8**

### **Environmental Education**

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

#### ***Specific Activities:***

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

**TABLE 8**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Environmental Education**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2018</b>	<b>Budget 2019</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	930,588	942,400	1,000,000	57,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	92,419	74,300	75,800	1,500
Insurance	10,447	10,000	10,300	300
Property Taxes	11,440	19,400	20,000	600
Other Operating Expenses	281,215	270,300	276,300	6,000
Amount set aside to Reserves	70,000	30,000		(30,000)
<b>TOTAL EXPENSE</b>	<b>1,396,109</b>	<b>1,346,400</b>	<b>1,382,400</b>	<b>36,000</b>
<b>Funding</b>				<b>(incr)/decr</b>
Provincial & Federal Grants	3,075	-	-	-
Donations	72,092	50,000	50,000	-
Self Generated	895,627	942,000	1,000,500	(58,500)
Funds taken from Reserves	2,450	-	-	-
<b>TOTAL FUNDING</b>	<b>973,244</b>	<b>992,000</b>	<b>1,050,500</b>	<b>(58,500)</b>
<b>Net Funded by General Municipal Levy</b>	<b>422,865</b>	<b>354,400</b>	<b>331,900</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>(22,500)</b>

## **TABLE 9**

### **CORPORATE SERVICES**

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

#### **Specific Activities:**

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses



**TABLE 9**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Corporate Services**

<b>Budget 2019</b>			<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>		25	
Salary and Benefits	1,897,000		
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	369,000		
Insurance	57,000		
Other Operating Expenses	1,518,073		
Amount set aside to Reserves			
<b>TOTAL EXPENSE</b>	<b>3,841,073</b>		
<b>Funding</b>			
MNR Grant	70,000		
Recoverable Corporate Services Expenses	70,000		
Funds taken from Reserves	465,000		
<b>TOTAL FUNDING</b>	<b>605,000</b>		
Net Result before surplus adjustments	3,236,073		
Deficit from Other Programs offset by 2018 Surplus Carryforward			(180,400)
2018 Surplus Carried Forward to 2019 used to reduce Levy			<u>323,000</u>
<b>Net Funded by General Municipal Levy</b>	<b>3,236,073</b>		<u><b>142,600</b></u>

<b>Budget 2018</b>			<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>			
Salary and Benefits	1,990,000		
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	337,300		
Insurance	55,000		
Other Operating Expenses	1,087,687		
Amount set aside to Reserves			
<b>TOTAL EXPENSE</b>	<b>3,469,987</b>		
<b>Funding</b>			
MNR Grant	70,000		
Recoverable Corporate Services Expenses	70,000		
Funds taken from Reserves	15,000		
<b>TOTAL FUNDING</b>	<b>155,000</b>		
Net Result before surplus adjustments	3,314,987		
Deficit from Other Programs offset by 2017 Surplus Carryforward			(41,700)
2016 Surplus Carried Forward to 2017 used to reduce Levy			<u>412,314</u>
<b>Net Funded by General Municipal Levy</b>	<b>3,314,987</b>		<u><b>370,614</b></u>

<b>ACTUAL 2017</b>			<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>			
Salary and Benefits	1,848,424		
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	297,506		
Insurance	56,897		
Other Operating Expenses	779,367		
Amount set aside to Reserves	170,000		
<b>TOTAL EXPENSE</b>	<b>3,152,194</b>		
<b>Funding</b>			
MNR Grant	70,000		
Donations/Other	25,000		
Recoverable Corporate Services Expenses	64,862		
<b>TOTAL FUNDING</b>	<b>159,862</b>		
Net Result before surplus/(deficit) adjustments	2,992,332		
Deficit from Other Programs offset by 2016 Surplus Carryforward			(61,474)
2016 Surplus Carried Forward to 2017 used to reduce Levy			<u>315,832</u>
<b>Net Funded by General Municipal Levy</b>	<b>2,992,332</b>		<u><b>254,358</b></u>

**TABLE 10 (a)**

**Conservation Lands, Rental Properties, Forestry & Misc**

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of *Provincially Significant Conservation Lands*, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with recreation and education programs on GRCA lands.

***Specific Activities:***

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat. Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). Necessary funding is raised by The Grand River Conservation Foundation
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 19 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- host controlled hunts at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements

- investment income arising from reserves and funds received in advance of program expenses

### **TABLE 10 (b)**

#### **HYDRO PRODUCTION**

This program generates revenue from 'hydro production'.

##### *Specific Activities:*

- generate hydro from turbines in 2 large dams, Shand and Conestogo; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

### **TABLE 10 (c)**

#### **CONSERVATION AREAS**

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

##### *Specific Activities:*

- operate 11 "active" Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1.7 million visitors annually. It is estimated that these visitors also help generate significant revenues for the local tourism industry
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,200 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario

**TABLE 10**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**OTHER PROGRAMS - OPERATING - SUMMARY of Results**

	Conservation Lands	Property Rentals	MISC	(a) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
<b>Budget 2019 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,138,800	576,000	-	1,714,800	43,500	4,502,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	159,800	74,500	-	234,100	-	177,000	
Insurance	147,300	16,500	-	163,800	-	-	
Property Taxes	-	101,000	-	101,000	-	62,000	
Other Operating Expenses (consulting etc)	665,000	826,700	70,000	1,561,700	89,500	2,844,000	
Amount set aside to Reserves	-	-	-	-	70,000	300,000	
<b>TOTAL EXPENSE</b>	<b>2,110,700</b>	<b>1,594,700</b>	<b>70,000</b>	<b>3,775,400</b>	<b>203,000</b>	<b>7,885,000</b>	<b>11,863,400</b>
<b>Funding</b>							
Donations	65,000	-	-	65,000	-	-	
Self Generated	86,000	2,875,000	148,000	3,109,000	473,000	7,885,000	
Funds taken from Reserves	1,000	150,000	-	151,000	-	-	
<b>TOTAL FUNDING</b>	<b>152,000</b>	<b>3,025,000</b>	<b>148,000</b>	<b>3,325,000</b>	<b>473,000</b>	<b>7,885,000</b>	<b>11,863,000</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,958,700)</b>	<b>1,430,300</b>	<b>78,000</b>	<b>(450,400)</b>	<b>270,000</b>	<b>-</b>	<b>(180,400)</b>
<b>Budget 2018 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,042,500	574,000	-	1,616,500	42,000	4,177,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	156,500	73,000	-	229,500	-	173,000	
Insurance	143,000	15,500	-	158,500	-	-	
Property Taxes	-	98,000	-	98,000	-	60,000	
Other Operating Expenses (consulting etc)	605,000	834,900	70,000	1,509,900	88,000	2,700,000	
Amount set aside to Reserves	-	-	-	-	70,000	300,000	
<b>TOTAL EXPENSE</b>	<b>1,947,000</b>	<b>1,595,400</b>	<b>70,000</b>	<b>3,612,400</b>	<b>200,000</b>	<b>7,410,000</b>	<b>11,222,400</b>
<b>Funding</b>							
Donations	65,000	-	-	65,000	-	-	
Self Generated	86,000	2,900,700	148,000	3,134,700	470,000	7,410,000	
Funds taken from Reserves	1,000	100,000	-	101,000	-	-	
<b>TOTAL FUNDING</b>	<b>152,000</b>	<b>3,000,700</b>	<b>148,000</b>	<b>3,300,700</b>	<b>470,000</b>	<b>7,410,000</b>	<b>11,180,700</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,795,000)</b>	<b>1,405,300</b>	<b>78,000</b>	<b>(311,700)</b>	<b>270,000</b>	<b>-</b>	<b>(41,700)</b>
<b>Actual 2017 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,014,057	571,683	-	1,585,740	56,537	3,833,510	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	92,798	63,033	-	155,831	538	173,930	
Insurance	148,276	14,787	-	163,063	-	-	
Property Taxes	-	106,621	-	106,621	-	57,784	
Other Expenses	503,226	1,422,317	109,038	2,034,581	120,003	2,837,821	
Amount set aside to Reserves	117,424	233,000	-	350,424	125,000	842,000	
<b>TOTAL EXPENSE</b>	<b>1,875,781</b>	<b>2,411,441</b>	<b>109,038</b>	<b>4,396,260</b>	<b>302,078</b>	<b>7,745,045</b>	<b>12,443,363</b>
<b>Funding</b>							
Donations	89,825	-	5,064	94,889	-	41,335	
Self Generated	93,888	2,937,919	168,914	3,200,721	572,154	7,704,395	
Funds taken from Reserves	-	768,415	-	768,415	-	-	
<b>TOTAL FUNDING</b>	<b>183,713</b>	<b>3,706,334</b>	<b>173,978</b>	<b>4,064,025</b>	<b>572,154</b>	<b>7,745,730</b>	<b>12,381,809</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,692,068)</b>	<b>1,294,893</b>	<b>64,940</b>	<b>(332,235)</b>	<b>270,076</b>	<b>685</b>	<b>(61,474)</b>

## OTHER INFORMATION

### **1. INFORMATION SYSTEMS & TECHNOLOGY - COMPUTER CHARGES**

The work of the IS&T Group including wages, capital purchases and ongoing maintenance and operations is funded through the Information Systems and Technology Reserve. The IS&T Reserve is sustained through a charge back framework. A "Computer Charge" is allocated to the individual programs based on the number of users and the nature of system usage or degree of reliance on IS&T activities and services.

The *Information Systems and Technology* (IS&T) group leads GRCA's information management activities; develops and acquires business solutions; and oversees investment in information and communications technology as detailed below:

#### *Specific Activities:*

- Develop and implement GRCA's long-term information management, information technology and communications plans.
- Assess business needs and develop tools to address requirements, constraints and opportunities. Acquire and implement business and scientific applications for use at GRCA. Manage information technology and business solutions implementation projects on behalf of GRCA, GRCF and the Lake Erie Source Protection Region.
- Develop, and implement GRCA's Geographic Information Systems (GIS) technology and spatial data infrastructure. Manage GRCA's water-related data. Create and maintain standards for the development, use and sharing of corporate data. Develop policies and implement tools to secure GRCA's data and IT and communications infrastructure.
- Acquire, manage and support GRCA's server, storage, network and personal computer infrastructure to support geographic information systems (GIS); flood forecasting and warning, including real-time data collection; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance, property and human resources.
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office, Conservation Areas, Nature Centres and Flood Control Structures. Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets. Support and manage mobile phones, smart phones and pagers. Develop, implement and maintain GRCA's IS&T disaster recovery plan.
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers and phone systems for use at outdoor education centres.
- Build and maintain working relationships with all other departments within GRCA. Develop and maintain partnerships and business relationships with all levels of government, Conservation Ontario, private industry and watershed communities with respect to information technology, information management, business solutions and data sharing.

## **2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES**

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

### ***Specific Activities:***

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.

## **SECTION B**

### **BASE PROGRAMS – CAPITAL**



## **SECTION B – CAPITAL BUDGET**

Capital Spending in 2018 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas

Water Resources Planning expenditures will be for water quality monitoring equipment.

Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures expenditures will include the following projects:

- Brantford Dikes - floodwall repairs and permanent closure of abandon railway openings
- Cambridge Dikes - floodwall repairs, coordinated closely with City of Cambridge
- Bridgeport Dikes - address seepage issues
- Conestogo Dam - gate control system upgrades and concrete repair designs
- Shand Dam - standby generator enhancements and temporary stoplog design to allow isolation of gates
- Wellesley Dam - concrete and embankment repairs
- New Dundee Dam - gate refurbishment
- St. Jacobs Dam - concrete and embankment repairs

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2019, major capital projects within the Conservation Areas will include:

- Elora Gorge – Pines campground expansion
- Eora Gorge – Planning for new day use area
- Byng – washroom
- Brant – playground
- Pinehurst – automatic gates
- Guelph Lake - workshop

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See “Other Information” above for spending descriptions for IT and MP.

## SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2019

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
<b>Expenses:</b>							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					2,590,000		2,590,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						207,700	207,700
<b>TOTAL EXPENSE</b>	<b>110,000</b>	<b>190,000</b>	<b>1,500,000</b>	<b>-</b>	<b>2,590,000</b>	<b>207,700</b>	<b>4,597,700</b>
<b>Funding</b>							
Municipal Special Levy							-
Prov & Federal Govt			700,000				700,000
Self Generated					965,000		965,000
Funding from Reserves	50,000				1,625,000	207,700	1,882,700
<b>TOTAL FUNDING</b>	<b>50,000</b>	<b>-</b>	<b>700,000</b>	<b>-</b>	<b>2,590,000</b>	<b>207,700</b>	<b>3,547,700</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>60,000</b>	<b>190,000</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,050,000</b>

### BUDGET 2018 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
<b>Expenses:</b>							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					1,820,000		1,820,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						290,000	290,000
<b>TOTAL EXPENSE</b>	<b>110,000</b>	<b>190,000</b>	<b>1,500,000</b>	<b>-</b>	<b>1,820,000</b>	<b>290,000</b>	<b>3,910,000</b>
<b>Funding</b>							
Municipal Special Levy							-
Prov & Federal Govt			700,000				700,000
Self Generated					670,000		670,000
Funding from Reserves	50,000				1,150,000	290,000	1,490,000
<b>TOTAL FUNDING</b>	<b>50,000</b>	<b>-</b>	<b>700,000</b>	<b>-</b>	<b>1,820,000</b>	<b>290,000</b>	<b>2,860,000</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>60,000</b>	<b>190,000</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,050,000</b>

### ACTUAL 2017 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL TOTAL
<b>Expenses:</b>							
WQ Monitoring Equipment & Instruments	73,117						73,117
Flood Forecasting Warning Hardware and Gauges		204,172					204,172
Flood Control Structures-Major Maintenance			1,112,074				1,112,074
Conservation Areas Capital Projects					859,691		859,691
Funding to Reserves			173,500			84,757	258,257
Net IT/MP Chargebacks in excess of expenses						(62,847)	(62,847)
<b>TOTAL EXPENSE</b>	<b>73,117</b>	<b>204,172</b>	<b>1,285,574</b>	<b>-</b>	<b>859,691</b>	<b>21,910</b>	<b>2,444,484</b>
<b>Funding</b>							
Prov & Federal Govt			486,489		83,250	21,910	591,649
Self Generated					776,441		776,441
Funding from Reserves							-
<b>TOTAL FUNDING</b>	<b>-</b>	<b>-</b>	<b>486,489</b>	<b>-</b>	<b>859,691</b>	<b>21,910</b>	<b>1,368,090</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>73,117</b>	<b>204,172</b>	<b>799,085</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,076,374</b>

# **SECTION C**

## **SPECIAL PROJECTS**

## **SECTION C – SPECIAL PROJECTS**

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as Source Protection Planning. External funding is received to undertake these projects.

The main project in this category is the provincial Source Protection Planning program under the *Clean Water Act, 2006*. Plan development work commenced in 2004, with plan implementation starting in 2015. Work includes research and studies related to the development and updates of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. The focus in 2019 is on completing updates to the Grand River Source Protection Plan, including water quantity risk assessment studies, development of water quantity policies, updating water quality vulnerability assessments, and the development of the first annual progress report for the Grand River Source Protection Plan.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, Emerald Ash borer infestation management, floodplain mapping projects, Upper Blair subwatershed study, waste water optimization project, water festivals, Dunnville Fishway study, the Mill Creek Ranger stream restoration project and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

## SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2019

### EXPENDITURES

	ACTUAL 2017	BUDGET 2018	BUDGET 2019
Grand River Management Plan	33,840	20,000	70,000
Subwatershed Plans - City of Kitchener	107,653	100,000	100,000
Dunnville Fishway Study	-	-	30,000
Natural Heritage Study-Wellington	28,313	30,000	-
Waste Water Optimization Program	109,765	135,000	140,000
Floodplain Mapping	132,927	850,000	75,000
RWQP - Capital Grants	1,011,358	800,000	800,000
Brant/Brantford Children's Water Festival	25,544	26,000	26,000
Haldimand Children's Water Festival	42,303	40,000	25,000
Species at Risk	78,678	70,000	70,000
Ecological Restoration	185,284	270,000	-
AGGP-UofG Research Buffers	20,812	-	-
Great Lakes SHSM Event	6,076	-	-
Trails Capital Maintenance	-	-	150,000
Emerald Ash Borer	314,172	400,000	600,000
Lands Mgmt - Land Purchases/Land Sale Expenses	139,401	-	-
Lands Mgmt - Development Costs	-	50,000	50,000
Mill Creek Rangers	28,890	35,000	35,000
Parkhill Hydro Turbine Project	112,472	300,000	-
Apps' Mill Nature Centre Renovation	260,266	-	-
Dickson Trail and Boardwalk Rehabilitation	238,957	20,000	-
<b>Total SPECIAL Projects 'Other'</b>	<b>2,973,476</b>	<b>3,146,000</b>	<b>2,171,000</b>
<b>Source Protection Program</b>	<b>1,570,408</b>	<b>1,575,000</b>	<b>1,575,000</b>
<b>Total SPECIAL Projects Expenditures</b>	<b>4,543,884</b>	<b>4,721,000</b>	<b>3,746,000</b>

### SOURCES OF FUNDING

Provincial Grants for Source Protection Program	1,570,408	1,575,000	1,575,000
OTHER GOVT FUNDING	1,848,150	1,675,000	1,217,500
SELF-GENERATED	496,274	381,000	256,000
FUNDING FROM/(TO) RESERVES	629,052	1,090,000	697,500
<b>Total SPECIAL Funding</b>	<b>4,543,884</b>	<b>4,721,000</b>	<b>3,746,000</b>

**Grand River Conservation Authority  
Summary of Municipal Levy - 2019 Budget**

*DRAFT-January 25, 2019*

	% CVA In	2018 CVA		CVA-Based	2018 Budget	2019 Budget	2019 Budget	2019 Budget	Actual	
					Matching Admin & Maintenance Levy	Non Matching Admin & Maintenance Levy	Capital Levy	Total Levy	2018 Levy	% Change
	Watershed	(Modified)	CVA In Watershed	Apportionment	Levy	Maintenance Levy	Capital Levy	Total Levy	2018 Levy	% Change
Brant County	82.9%	5,955,826,066	4,937,379,809	2.75%	23,970	267,336	28,894	320,200	326,904	-2.1%
Brantford C	100.0%	13,253,620,186	13,253,620,186	7.39%	64,343	717,622	77,561	859,526	820,175	4.8%
Amaranth Twp	82.0%	692,356,801	567,732,577	0.32%	2,756	30,740	3,322	36,818	35,971	2.4%
East Garafraxa Twp	80.0%	533,804,174	427,043,339	0.24%	2,073	23,122	2,499	27,694	26,838	3.2%
Town of Grand Valley	100.0%	429,279,822	429,279,822	0.24%	2,084	23,244	2,512	27,840	26,727	4.2%
Melancthon Twp	56.0%	507,262,719	284,067,123	0.16%	1,379	15,381	1,662	18,422	18,160	1.4%
Southgate Twp	6.0%	883,428,392	53,005,703	0.03%	257	2,870	310	3,437	3,294	4.3%
Haldimand County	41.0%	6,276,148,294	2,573,220,801	1.43%	12,492	139,328	15,059	166,879	162,607	2.6%
Norfolk County	5.0%	8,618,652,073	430,932,604	0.24%	2,092	23,333	2,522	27,947	27,566	1.4%
Halton Region	10.4%	39,536,197,403	4,121,457,995	2.30%	20,009	223,158	24,119	267,286	253,594	5.4%
Hamilton City	26.7%	82,190,675,574	21,986,005,716	12.25%	106,736	1,190,440	128,664	1,425,840	1,389,640	2.6%
Oxford County	37.3%	3,842,021,887	1,432,116,305	0.80%	6,953	77,542	8,381	92,876	90,099	3.1%
North Perth T	2.0%	1,911,183,097	38,223,662	0.02%	186	2,070	224	2,480	2,385	4.0%
Perth East Twp	40.0%	1,744,223,194	697,689,278	0.39%	3,387	37,777	4,083	45,247	43,127	4.9%
Waterloo Region	100.0%	91,711,011,599	91,711,011,599	51.11%	445,232	4,965,722	536,699	5,947,653	5,816,764	2.3%
Centre Wellington Twp	100.0%	4,490,977,731	4,490,977,731	2.50%	21,802	243,166	26,282	291,250	285,969	1.8%
Erin T	49.0%	2,319,917,492	1,136,759,571	0.63%	5,519	61,550	6,652	73,721	73,360	0.5%
Guelph C	100.0%	24,316,625,767	24,316,625,767	13.55%	118,051	1,316,632	142,303	1,576,986	1,537,580	2.6%
Guelph Eramosa Twp	100.0%	2,527,154,919	2,527,154,919	1.41%	12,269	136,834	14,789	163,892	159,913	2.5%
Mapleton Twp	95.0%	1,526,746,159	1,450,407,901	0.81%	7,041	78,533	8,488	94,062	90,132	4.4%
Wellington North Twp	51.0%	1,516,305,544	773,315,828	0.43%	3,754	41,871	4,526	50,151	49,212	1.9%
Puslinch Twp	75.0%	2,380,647,827	1,785,485,870	1.00%	8,668	96,676	10,449	115,793	111,983	3.4%
Total		297,164,066,719	179,423,514,108	100.00%	871,053	9,714,947	1,050,000	11,636,000	11,352,000	2.5%



## **THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NUMBER -2019**

BEING A BY-LAW FOR PRESCRIBING STANDARDS FOR THE MAINTENANCE AND OCCUPANCY OF PROPERTY WITHIN THE TOWNSHIP OF MELANCTHON, FOR PROHIBITING THE OCCUPANCY OR USE OF SUCH PROPERTY THAT DOES NOT CONFORM TO THE STANDARDS, AND FOR REQUIRING PROPERTY BELOW THE STANDARDS PRESCRIBED HEREIN TO BE REPAIRED AND MAINTAINED TO COMPLY WITH THE STANDARDS OR THE LAND THEREOF TO BE CLEARED OF ALL BUILDINGS, STRUCTURES, DEBRIS OR REFUSE AND LEFT IN A GRADED AND LEVEL CONDITION.

**WHEREAS** under Section 15.1 (3) of the Building Code Act, 1992, S.O. 1992, c.23, a By-law may be passed by the Council of a Municipality prescribing standards for the maintenance and occupancy of property within the municipality, provided the Official Plan for the Municipality includes provisions relating to property conditions;

**AND WHEREAS** the Official Plan for the Corporation of the Township of Melancthon includes provisions relating to property conditions

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

### **Section 1 Title**

This By-law may be cited as the "Property Standards By-law".

### **Section 2 Definitions**

In this By-Law:

**"Accessory Building"** means a detached building located on the same lot as the main building, the use of which is incidental or secondary to that of the main building and which is not used for human habitation, except in the case of a guest cabin.

**"Accessory Use"** means a use of lands or buildings which is incidental and subordinate to the principal use of lands and buildings.

**"Barn"** means a building located on a farm to house livestock and/or hay and straw and/or farm machinery and implements.

**"Basement"** means that portion of a building between two floor levels which is partly underground, but which at least 0.5 metres of its height, from finished floor to finished ceiling, is above the adjacent finished grade.

**"Building"** means any structure as defined by the Ontario Building Code Act, used or intended to be used for shelter, accommodation or enclosure of persons, animals or chattels other than a fence or wall.



**"Cellar"** means the portion of a building between two floor levels which is partly or wholly underground and which has less than 0.5 metres of its height, from finished floor to finished ceiling, above adjacent finished grade.

**"Commercial Property"** means any property that is used, has been used or is designed for use, either in whole or in part, as a commercial, industrial or home occupation establishment and includes any land, buildings, mobile buildings or structures, construction equipment or supplies, trucks, cars, vans or buses whether operable or not, and all steps, walks, driveways, parking spaces, fences or signs associated with the premises or its yards.

**"Committee"** means the Property Standards Committee established under this By-Law.

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

**"Dwelling"** means a building or structure or part of a building or structure occupied or capable of being occupied in whole or in part for the purposes of human habitation and includes the land, all outbuildings, fences and structures appurtenant thereto.

**"Dwelling Unit"** means a suite of two or more habitable rooms, designed to be occupied by not more than one family, in which sanitary conveniences are provided and in which facilities are provided for cooking or for the installation of cooking equipment, and with an independent entrance, either directly from outside the building or from a common corridor inside the building. This definition shall not include a mobile home, a private garage or any vehicle as defined herein.

**"Farm"** means land used for the tillage of soil, the growing of vegetables, fruits, grains or other staple crops. This definition shall also apply to land used for livestock raising, dairying, including a barn yard, or woodlots.

**"Lot"** means a parcel of land which is capable of being legally conveyed in accordance with the provisions of the Planning Act, R.S.O. 1990, c. P.13, as amended.

**"Maintenance"** means the preservation and keeping in repair of a property.

**"Means of Egress"** means a continuous path of travel provided by a doorway, hallway, corridor, exterior passageway, balcony, lobby, stair, ramp or other egress facility for the escape of persons from any point within a building, floor area, room or contained open space used as a dwelling unit to a public thoroughfare or approved open space.

**"Occupant"** means any person(s) over the age of eighteen years in possession of the property.

**"Officer or Property Standards Officer"** means a person who has been so appointed or designated by the Corporation.

**"Owner"** means any person or corporation that is the registered or beneficial holder of the title of the property and would include the person for the time being, who is managing or receiving the rent of the land or premises, whether on his own account or as agent or trustee of any other person or who would so receive the rent if such land and premises were let, and shall also include a lessee of an occupant of the property who, under the terms of the lease, is required to repair and maintain the property in accordance with the standards for maintenance and occupancy of property.

**"Property"** means a building or structure or part of building or structure and includes the lands and premises appurtenant thereto and all mobile homes, mobile buildings, mobile structures, travel trailers, vans, inoperable vehicles, equipment, outbuildings, accessory buildings, fences and erections thereon whether heretofore or hereafter erected, and includes vacant property.

standards established by this By-law.

is included as residential property.

**"Rubbish"** means any waste material, refuse, broken matter, trash or litter.

or solution but does not include roof drainage or other storm water runoff.

Environment and/or the County of Dufferin Building Department.

**“Standards”** means the standards of physical condition prescribed for property by this By-Law.

**Traffic Act, whether or not the wheels have been removed or is operable.**

of another person and includes a lessee, occupant, subtenant, and all assigns thereof.

running gear is removed. This definition shall not include a mobile home as defined here

(excluding a fence).

mobile home, a motorcycle, a snowmobile, a travel trailer.

remainder of the farm, or a barn yard.

from time to time and to the regulations passed under it, as amended from time to time.

### Section 3 Application of By-Law

3.1 This By-law applies to all lands within the Township of Melancthon

## **Section 4**

### **General Obligations**

- 4.1 The owner of property in the Township of Melancthon shall repair and maintain the property in accordance with the standards prescribed by the By-law. Such repair shall include the posting of the correct municipal address or six digit emergency number, whichever is applicable, at a location on the property clearly visible to emergency vehicles.
- 4.2 No person shall occupy, use, permit the use of, rent or offer to rent any property that does not conform to the standards of this By-law.
- 4.3 Abandoned wells shall be decommissioned in accordance with the requirements of the Ministry of the Environment, or be fully protected against accidental opening.
- 4.4 Where a Property Standards Officer has placed or caused the placing of a placard containing the terms of a notice or order upon the premises under the authority of the Building Code Act, no one shall remove the said placard except with the consent of a Property Standards Officer.
- 4.5 The obligations created by this By-law on the owner or occupant shall be joint and several.
- 4.6 Where a notice or order has been issued by the Property Standards Officer pursuant to this By-law, the owner and occupant thereof shall:
  - a. repair and maintain the property in accordance with the standards or,
  - b. remove or, demolish and remove, the whole or the offending part of the property that is not in accordance with the standards, or
  - c. in the event that the property is to be cleared of any building, structure, debris or refuse, the owner or occupant shall complete such work and shall leave the property in a graded and leveled condition.

## **Section 5**

### **Yards, Vacant Property and Farms**

- 5.1 All Yards and vacant property shall be kept clean and free from rubbish and other debris and from objects or conditions that might create a health, fire or accident hazard to any occupants, or a hazard or detriment to the environment, or surface or ground water. Open, non-forested areas of all yards shall be graded so that a permanent grass cover can be established and maintained, and all reasonable means shall be employed to prevent erosion and sedimentation, control weeds and present an orderly and well-kept appearance.
- 5.2 Noxious weeds, as defined by the Weed Control Act, R.S.O. 1990, c.W.5, as amended, and Regulations passed under the Act, such as ragweed, poison ivy and thistles, among others, shall be eliminated from yards.
- 5.3 All farm land shall be kept free and clear of rubbish or other debris, and all farms shall use normal farm practices to control injurious insects, termites, rodents, vermin or other pests and remove dead, decayed or damaged trees that may create a health, fire or accident hazard.

- 5.4 Wrecked, discarded, dismantled, unlicensed, unplated, derelict and abandoned vehicles, machinery, campers, trucks, tractors, construction equipment, buses, streetcars, trailers, boats and any other similar types of items shall not be parked, stored or left on a property that is not otherwise exempt from the requirements of this By-law, unless it is necessary for and ancillary to the operation of a business enterprise or farm use lawfully situated on the property.
- 5.5 Any dilapidated, collapsing or partially constructed structures which are not currently under construction shall be repaired or shall be removed.

## **Section 6 Sewage and Drainage**

- 6.1 Human Sewage or organic waste shall be discharged into a system approved by the Ministry of the Environment and/or the Dufferin County Building Department
- 6.2 No Human Sewage or waste water of any kind shall be discharged onto the surface of the ground, whether onto a natural or artificial surface, drainage system or into any lake, stream, ditch or watercourse.
- 6.3 No roof drainage or waste water of any kind shall be discharged on public sidewalks or neighbouring property. No Surface drainage shall be discharged onto neighbouring property in any manner that would create a nuisance.
- 6.4 No natural soil, topsoil, road gravel or other fill material shall be permitted to erode by the action of wind or storm-water runoff if such material is being carried onto adjacent property or into lakes, streams, ditches or watercourses.
- 6.5 Storm water shall be drained from yards in a manner designed to prevent excessive ponding or the entrance of water into a basement or cellar of other property owners.

## **Section 7 Safe Passage**

- 7.1 Steps, walks, driveways, parking spaces and other similar areas shall be maintained so as to afford safe passage under customary use and weather conditions.

## **Section 8 Accessory Buildings or Fences**

- 8.1 Accessory buildings and fences shall be kept in good repair and free from health, fire and accident hazards.
- 8.2 Barbed or razor wire shall not be used for fencing purposes on any lot in any built-up residential community, hamlet or estate residential area except where the fence is on the boundary next to an adjacent agriculture or rural area.

## **Section 9 Garbage Control**

- 9.1 Every building and every dwelling unit within every dwelling shall be provided with sufficient receptacles to contain all garbage, rubbish and ashes which are to be stored outside of a building.
- 9.2 Garbage, rubbish and ashes shall be removed and disposed of at the Corporation's approved landfill site or, where waste collection services are provided by the

Corporation, made available for removal in accordance with the pertinent by-law of the Corporation and all amendments thereto.

- 9.3 Plastic bags containing garbage or rubbish shall not be stored outdoors unless protected from damage.
- 9.4 Composting shall comply with all health regulations and the compost pile shall be located in the yard so as to not pose a nuisance to adjacent property.
- 9.5 Manure and other farm by-products shall be disposed of in accordance with the Township of Melancthon By-laws and the applicable Provincial legislation.

#### **Section 10                                      Swimming Pools**

- 10.1 All swimming pools, wading pools, ponds and any appurtenances thereto, including fences and gates, shall be maintained in a state of good repair.

#### **Section 11                                      Signs**

- 11.1 Signs shall be maintained in good repair and shall be mounted in a safe manner to prevent any hazard to persons or property.

#### **Section 12                                      Construction, Storage, Salvage and Scrap Yards**

- 12.1 All property, whether in operation as a commercial enterprise or not, shall be effectively screened from other property, streets or roads by suitable fences, hedges, trees or landscaping where such property is used for the storage of machinery, goods, salvage or scrap, the parking of vehicles, the operations of machinery or when used for any other purpose which may detract from the good appearance of or from an abutting or neighbouring residential property.

#### **Section 13                                      Vermin Control**

- 13.1 Every property shall be maintained so as to be as free as possible from rodents, insects and vermin, and the methods used for exterminating these pests shall be in accordance with the provisions of The Pesticides Act, and all regulations made thereunder.
- 13.2 Any opening in a basement, cellar, crawl space or roof space used or intended to be used for ventilation, and other opening in a basement, cellar, crawl space or roof space which might admit vermin, shall be screened in order to effectively exclude vermin.

#### **Section 14                                      Building Standards**

- 14.1 Exterior walls, roofs, chimneys, eaves, foundations, doors, shutters, balconies, porches, exterior steps or stairs, ramps and signs appurtenant to or attached to any building or structure shall be maintained so as to be free of defects which may constitute possible accident hazards.
- 14.2 Every part of any building shall be maintained in a safe and structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight as may be put on it through normal use. Building materials which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.

- 14.3 Exterior building walls and components shall be maintained in good repair free from cracked, broken, rotten, loose or warped masonry, stucco and other defective cladding or trim.
- 14.4 The exterior of the foundation walls of buildings shall be maintained in structurally sound condition.
- 14.5 All other exterior surfaces shall be composed of materials which provide adequate protection from the weather.

**Section 15 Egress**

- 15.1 Every building shall have a separate access so as to provide a safe, continuous and unobstructed exit from the interior of the building to the exterior at street or grade level.
- 15.2 A secondary means of egress, as required by the Building Code Act, shall be provided from every separate dwelling unit located on a floor above the main or first floor, so as to provide a safe and convenient means of egress in case of an emergency.
- 15.3 The means of egress and fire warning devices in all buildings shall be to the satisfaction of the applicable Fire Department serving that area of the Township and otherwise be maintained to comply with paragraph 15.1 and 15.2.

**Section 16 Roofs**

- 16.1 Every roof shall be watertight.
- 16.2 The roof and any cornice flashing, fascia, soffit, coping, gutter, rainwater leader, vent or other roof structure,
- 16.3 Shall be maintained to properly perform their intended function; and
- 16.4 Shall be kept clear of obstructions, hazards and dangerous accumulations of snow and ice.

**Section 17 Retaining walls, guards and fences**

- 17.1 Retaining walls, guards and fences in exterior common areas shall be maintained in a structurally sound condition and free from hazards.

**Section 18 Structural soundness, etc.**

- 18.1 Every floor of a basement, cellar or crawl space, and every slab at ground level, foundation wall, wall and roof shall be structurally sound, weathertight and damp-proofed and shall be maintained so as to reasonably protect against deterioration, including that due to weather, fungus, dry rot, rodents, vermin or insects.

**Section 19 Required fixtures**

- 19.1 Every rental unit shall contain the following functional fixtures:
  - a. A toilet.

- b. A kitchen sink.
- c. A washbasin.
- d. A bathtub or shower.

**Section 20**                                      **Hot and cold running water**

- 20.1 Every kitchen sink, washbasin, bathtub and shower shall be provided, by safe equipment, with hot and cold running water.
- 20.2 The ordinary temperature of the hot water provided must be at least 43 degrees Celsius.

**Section 21**                                      **Washroom requirements**

- 21.1 Every washroom shall be enclosed and shall have,
- a. a water-resistant floor; and
  - b. a door that can be, secured from the inside, and opened from the outside in an emergency.
  - c. The walls and ceiling around a bathtub or shower shall be water-resistant.

**Section 22**                                      **Supply of electrical power**

- 22.1 A supply of electrical power shall be provided to all habitable space in a dwelling unit.
- 22.2 The wiring and receptacles necessary to provide electrical power shall be maintained free of conditions dangerous to persons or property.
- 22.3 Every kitchen shall have outlets suitable for a refrigerator and a cooking appliance.

**Section 23**                                      **Maintenance of room temperature**

- 23.1 Heat shall be provided and maintained so that the room temperature at 1.5 metres above floor level and one metre from exterior walls in all habitable space and in any area intended for normal use of at least 20 degrees Celsius.
- 23.2 No dwelling unit shall be equipped with portable heating equipment as the primary source of heat.

**Section 24**                                      **Maintenance of heating systems**

- 24.1 Heating systems, including stoves, heating appliances, fireplaces intended for use, chimneys, fans, pumps and filtration equipment, shall be maintained in a good state of repair and in a safely operable condition.

**Section 25**                                      **Ventilation**

- 25.1 All dwelling units shall be provided with natural or mechanical means of ventilation that is adequate for the use of the space.



**Section 26**                      **Smoke, gases and toxic fumes**

- 26.1 Chimneys, smoke-pipes, flues and gas vents shall be kept clear of obstructions and maintained so as to prevent the escape of smoke and gases into a building.

**Section 27**                      **Doors, windows and skylights**

- 27.1 Every existing opening in the exterior surface of a building designed for a door or window shall be equipped with a door or window capable of performing the intended function.
- 27.2 Doors, windows and skylights shall be maintained so that they are weathertight, and any damaged or missing parts are repaired or replaced.

**ADMINISTRATION AND ENFORCEMENT**

**Section 28**

- 28.1 This By-law shall be enforced by the Corporation's Municipal By-law Enforcement Officer and by such other persons as are designated from time to time by the Council as Property Standards Officers.

**Section 29**                      **Entry by Property Standards Officer**

- 29.1 The Property Standards Officer may, upon producing proper identification, enter upon any property at any reasonable time, without a warrant, for the purpose of inspecting the property to determine:

- a. whether the property conforms to the standards prescribed in this By-law; or
- b. whether there is compliance with an Order made under this By-law and the Ontario Building Code Act.

Where an inspection is to occur the owner of the property shall be notified and advised that entry onto the property will be made for inspection purposes under this By-law unless an emergency situation exists.

- 29.2 A Property Standards Officer shall not enter or remain in any room or place actually being used as a dwelling unless,

- a. the consent of the occupant is obtained, the occupant first having been informed that the right of entry may be refused and entry made only under the authority of a warrant issued under the Building Code Act;
- b. a warrant issued under the Building Code Act is obtained;
- c. the delay necessary to obtain a warrant or the consent of the occupant would result in an immediate danger to the health or safety of any person;
- d. the entry is necessary to terminate a danger under subsection 15.7 (3) or 15.10 (3) of the Building Act Code; or
- e. the requirements of section 29.3 are met and the entry is necessary to remove an unsafe condition under clause 15.9 (6) (b) of the Building Code Act or to repair or demolish under subsection 15.4 (1) of the Building Code Act.

- 29.3 Within a reasonable time before entering the room or place for a purpose described in Section 29.2 (e), the Officer shall serve the occupant with notice of his or her intention to enter it.

- 29.4 A Property Standards Officer for the purposes of an inspection has all the powers as provided for in Section 15.8 (1) of the Building Code Act.

**Section 30 Order by Property Standards Officer**

- 30.1 The Property Standards Officer, following an initial inspection of the property, if satisfied that the property does not conform to the standards contained in the By-law, may serve or cause to be served personally or by registered mail a courtesy Notice of Violation (Notice). In more serious circumstances, or as a result of repeat offenders, the Officer may proceed to issue an Order to Remedy Violation of Property Standards, as outlined in the following paragraph.
- 30.2 When the Property Standards Officer, after a second inspection or under the conditions specified in Paragraph 30.1, is satisfied that the property does not conform to the standards contained in the By-law, the Officer shall serve or cause to be served personally or by registered mail an Order to Remedy Violation of Property Standards (Order). The Order shall include the following information:
- a. state the municipal address or the legal description of the such property;
  - b. giving reasonable particulars of the repairs to be made or stating that the property is to be cleared of all buildings, structures debris or refuse and left in a graded and leveled condition;
  - c. indicating the time for complying with the terms and conditions of the Order and giving notice that, if the repairs or clearance is not carried out within that time the municipality may carry out the repair or clearance at the owner's expense, and
  - d. indicating the final date for giving notice of appeal of the Order.
- 30.3 The Order shall be served on the owner of the property and such other persons affected by it as the Property Standards Officer determines and a copy of the Order may be posted on the property. A Notice or Order issued pursuant to this By-law shall be served by personal service or by registered mail sent to the last known address of the person to whom notice is to be given or to the person's agent for service.
- 30.4 If a Notice of Order is served by registered mail, the service shall be deemed to have been received on the fifth day after the day of mailing unless the person or persons on whom service is being made established that he/she did not, acting in good faith, through absence, accident, illness, or other cause beyond his/her control, receive the Notice or Order until a later date.
- 30.5 The Order may be registered in the proper land registry office and, upon such registration, any person acquiring any interest in the land subsequent to the registration of the Order shall be deemed to have been served with the Order on the day on which the Order was served under the previous subsection and, when the requirements of the Order have been satisfied, the Clerk of the Corporation shall forthwith register in the proper land registry office a certificate that such requirements have been satisfied, which shall operate as a discharge of the Order.

## **Section 31**

### **Property Standards Committee**

**31.1** A Property Standards Committee shall be established to review the Orders issued by an Officer upon application in accordance with Section 31.2 and it shall be appointed and operate as follows:

1. The Committee shall be composed of not fewer than three (3) persons, being residents of the Township of Melancthon, to be appointed by the Council of the Corporation.
2. The term of office for the members of the Committee shall be for a term concurrent with the Council term.
3. All members shall serve beyond their terms of office as required until reappointed or replaced by the Township Council.
4. The Committee shall:
  - a. Elect a Chairperson from its members; and
  - b. When the Chairperson is absent through illness or otherwise, the Committee may appoint another member to act as Chairperson *protempore*
5. In the event of a vacancy in the membership of the Committee, the Council of the Corporation shall forthwith fill the vacancy
6. Three (3) members of the Committee shall constitute a quorum.
7. The Secretary of the Committee shall be the Chief Administrative Officer of the Corporation or her designate, being an Employee of the Corporation
8. The Secretary shall:
  - a. keep on file minutes and records of all applications and the decisions thereon and of all other official business of the Committee.
  - b. on receipt of the notice of appeal referred to in Subsection 31.2 shall
    - i. determine the date, place and time of the Hearing of the appeal which shall take place not less than seven (7) days and not more than thirty (30) days from the date of receipt of the aforesaid notice;
    - ii. in consultation with the Chairperson empanel three members of the Committee to hear the appeal; and
    - iii. give notice in writing of the date, place and time of the Hearing referred to in paragraph a to:
      1. The Appellant;
      2. The Officer who issued the Order, and
      3. Any other interested persons pursuant to Section 31.3,said notice to be served personally or by registered mail.
9. Any member may administer oaths
10. The applicant may appear with or without Counsel at the hearing, to present his appeal
11. The Corporation shall be represented at the Hearing by anyone authorized by Council, who is entitled to reply to the appeal presented on behalf of the Applicant
12. The Committee shall give its decision in writing
13. The Secretary of the Committee shall notify:
  - a. The Appellant
  - b. The Officer who issued the Order, and
  - c. Any other person who appeared at the hearing of the appeal, of the decision, by the causing a copy to be served personally or by registered mail.
14. Honorarium shall be paid to members of the Committee, as set by Council, for each meeting attended.

**31.2** If an owner or occupant upon whom an Order has been served is not satisfied with the terms or conditions of the Order the owner or occupant appeal may to the Property Standards Committee by sending a NOTICE OF APPEAL, using the form or content as set out in Schedule "A", by registered mail to the Secretary of the Committee within

fourteen (14) days after service of the Order. In the event that no appeal is taken, the Order shall be deemed to be final and binding.

- 31.3 The original complainant(s), if any, may make a written request to receive notice of any appeal, and notice shall be registered mail not later than ten days prior to the hearing of the appeal, and the original complainant(s) shall also be entitled to appear before the Committee to present their views on the matter at the hearing.
- 31.4 If an appeal is taken, the Committee as empaneled shall hear the appeal and shall have all the powers and functions of the Property Standards Officer and may, by majority vote, do any of the following things, if, in the Committee's opinion, doing so would maintain the general intent and purpose of the By-law and of the Official Plan:
- a. confirm, modify or rescind the order to demolish or repair;
  - b. extend, or shorten the time for complying with the Order.
- 31.5 Any owner or occupant or person, including the Municipality, affected by a decision of Committee may appeal to the Superior Court of Justice by notifying the Secretary of the Committee in writing and by applying to the Superior Court of Justice for an appointment within fourteen days after the sending of a copy of the decision.
- 31.6 The Superior Court of Justice shall appoint in writing, a time and place for the hearing of the appeal and may direct in the appointment the manner in which and the persons upon whom the appointment is to be served.
- 31.7 On an appeal of a Property Standards Committee decision, the Justice of the Superior Court of Justice has the same powers and functions as the Property Standards Committee.
- 31.8 The Order, when no appeal is taken within the time prescribed or after an appeal pursuant to Section 31.2 or 31.5 is completed, shall be final and binding upon the owner or occupant, who shall comply with the said Order within the time and in the manner specified in the Order.

## **Section 32 Conflicts with Other By-laws and Statutes**

- 32.1 Wherever a standard established by this By-law is different from a standard in relation to the same matter established by any other By-law in force in the Township of Melancthon or statute of the government of Canada or Ontario, the standard which provides the higher degree of protection for the health, safety and welfare of the occupants and of the general public shall prevail.

## **Section 33 Power of Corporation to Repair or Demolish**

- 33.1 If the owner or occupant of property fails to repair or to demolish the property in accordance with an Order as confirmed or modified, the Corporation in addition to all other remedies,
- a. shall have the right to repair, clean-up or demolish the property accordingly and for this purpose with its servants and agents from time to time to enter in and upon the property without a warrant.
  - b. shall not be liable to compensate such owner, occupant or any other person by reason of anything done by or on behalf of the Corporation in its reasonable exercise of its powers under the provisions of this By-law; and



compliance with other municipal by-laws, including but not limited to the Municipality's Comprehensive Zoning By-Law.

## Section 38 Certificate of Compliance

- 38.1 An Officer who, after inspecting a property, is of the opinion that the property is in compliance with the standards established in the By-law may issue a Certificate of Compliance to the Owner
- 38.2 An Officer shall issue a certificate to an owner who requests a certificate if such owner has paid the fee set by the Committee of the Corporation, being in the amount of Fifty (\$50) dollars.

## Section 39 Repeal & Enactment

- 39.1 By-law number 31-2018 is hereby repealed in its entirety and any other by-laws regarding property maintenance and standards are hereby repealed and replaced with By-law -2019.
- 39.2 This By-Law shall come into force and be in effect on the passing thereof.

**THIS BY-LAW READ A FIRST AND SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.**

READ A THIRD TIME AND ENACTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019

**Clerk**

**Mayor**

**SCHEDULE "A"**

**NOTICE OF APPEAL**

**TO THE PROPERTY STANDARDS COMMITTEE**

**Pursuant to Section 15.1 of the Building Code Act, S.O. 1992, c.23, as amended**

(DATE)

Secretary  
Property Standards Committee  
Corporation of the Township of Melancthon  
157101 Highway 10  
Melancthon, ON  
L9V 2E6

**RE: Property Standards Order**  
**(Description and Location of Property in Violation)**  
**Township of Melancthon**

**TAKE NOTICE** of appeal of the undersigned to the Property Standards Committee because of dissatisfaction with the above referenced Order to Demolish or Repair.

**APPEAL TO PROPERTY STANDARDS COMMITTEE**

If an owner or occupant upon whom an Order has been served is not satisfied with the terms or conditions of the Order, the owner or occupant may appeal to the committee by sending a NOTICE OF APPEAL by registered mail to the Secretary of the Committee within **fourteen** days after service of the Order, and, in the event that no appeal is taken, the Order shall be deemed to have been confirmed and shall be final, binding and effective.

Reference: Building Code Act, S.O. 1992, c.23, s.15.3(1)

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Signature of Owner or Authorized Agent



Draft letter re Property Standards

"Property owner"

Re: (legal description of property) – Property Standards

This letter is being written at the direction of the Municipal Council for the Township. Council seeks to ensure that Property Owners comply with the Township's Property Standards Bylaw.

Your property has been identified as being in non-compliance with the Bylaw. The Bylaw requires, in part, that:

- a. Any building or structure shall be maintained so as to be free of defects which may constitute possible accident hazards;
- b. Every part of any building shall be maintained in a safe and structurally sound condition;
- c. Yards and vacant property shall be kept clean and free from objects or conditions that might create a health, fire or accident hazard or detriment;
- d. Abandoned wells be decommissioned in accordance with the requirements of the Ministry of the Environment or be fully protected against accidental opening;
- e. Wrecked, discarded, unlicensed, unplated, derelict and abandoned vehicles, trailers, machinery and equipment shall not be parked, stored or left in a yard or lot;
- f. All farm land shall be kept free and clear of rubbish and other debris; and
- g. Any dilapidated, collapsing or partially constructed structures which are not currently under construction shall be repaired or removed.

Council would ask that within sixty days of the date of this letter either:

- a. your property be brought into compliance with Bylaw -2019, as amended, and satisfactory proof of same be provided to Council; or
- b. a written plan, satisfactory to Council, to achieve compliance be presented.

Failure to address the concerns of Council will result in Council directing its' Property Standards officer to initiate legal steps pursuant to Bylaw -2019, as amended, with the attendant cost and consequences. Further the Bylaw provides that property owners may be assessed an administrative penalty of \$(insert) or face prosecution under the Bylaw.

Council trust that its' concerns will be addressed forthwith and without the need to take legal steps and proceedings.

A copy of Bylaw -2019 is available for your reference on the Township website or from our office.

EB #9.1.2

FEB 07 2019

**Please acknowledge receipt of this letter and address the concerns of Council.**

**Yours truly,**



## Corporation of the Township of Melancthon

Moved by *Alan Besley*

Seconded by *Margaret Mercer*

Date *JAN 17*, 2019

Be it resolved that:

Council confirm the 2020 Council meeting dates on the "Melancthon Council Meeting Schedule - 2020" noting that Council can always add additional Committee, special, public and/or emergency meetings during the year as required.

Be it further resolved that Council hold one day meeting (1<sup>st</sup> Thursday starting at 9:00 a.m.) and one evening meeting (3<sup>rd</sup> Thursday starting at 5:00 p.m.) for the months of February, March and April 2019 with a further review of the meeting schedules (2019 & 2020) in April, 2019 for Council meetings going forward.

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Mayor Darren White		
Deputy Mayor David Besley		
Councillor Wayne Hannon		
Councillor Margaret Mercer		
Councillor David Thwaites		

*Deferred  
to  
Feb 7/2019*

Carried/Lost: \_\_\_\_\_

MAYOR



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](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

## **REPORT TO COUNCIL**

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

**FROM: DENISE HOLMES, CAO/CLERK**

**DATE: JANUARY 3, 2019**

**SUBJECT: 2020 COUNCIL MEETING SCHEDULE**

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### **RECOMMENDATION**

Be it resolved that Council confirm the 2020 Council meeting dates on the "Melancthon Council Meeting Schedule - 2020". And further, that Council can always add additional Committee of the Whole, special, public and/or emergency meetings during the year as required. And be it further resolved that Council hold one day meeting (1<sup>st</sup> Thursday starting at 9:00 a.m.) and one evening meeting (3<sup>rd</sup> Thursday starting at 5:00 p.m.) for the months of February, March and April 2019 with a further review of this meeting schedule in April, 2019.

### **STRATEGIC PLAN ALIGNMENT**

Strategic Objective – Effective Governance – 5.1 Improve local autonomy

### **PURPOSE**

The purpose of this Report is to confirm the Council meeting dates for 2020 and to amend the 2019 meeting schedule.

### **BACKGROUND AND DISCUSSION**

As per the Township's Procedural By-law No. 16-2015, Section 5 states that "During the regular Council meeting in January, Council will review and confirm the next year's tentative meeting dates". It is appropriate to confirm the meeting dates well in advance so that all members are aware of them to avoid conflicts.

ACT# 1  
JAN 17 2019

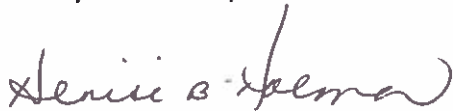
All regular Council meetings are scheduled for the first and third Thursdays of the month commencing at 5:00 p.m. and as such, these dates are outlined on the 2020 Council Meeting Schedule with the exception of January and August. Historically, Council has only held one meeting for the month of January due to the Christmas Holiday Office Closure and one meeting in August, due to holidays, etc. The meeting in January has typically been held the second Thursday of the month, but I am recommending that it be held the third Thursday (January 16<sup>th</sup>), as this will give Staff more time to prepare the Agenda materials and the second Thursday of the month is County Council. The meeting in August has typically been held on the third Thursday of the month and I am recommending that the meeting be held the 2<sup>nd</sup> Thursday of the month as in 2020 there are three weeks in between Council meetings from July 16<sup>th</sup> to August 13<sup>th</sup>.

In 2018, the Township held one day meeting and one evening meeting for the months of February, March and April. The day meeting started at 9:00 a.m. and was held the 1<sup>st</sup> Thursday of the month. The evening meeting started at 5:00 p.m. and was held the 3<sup>rd</sup> Thursday of the month to accommodate Committee of Adjustment planning applications. In April, this matter was reviewed and Council continued with the two evening meetings per month. In previous years, Council would have day meetings for the winter months due to weather and road conditions and I would recommend Council pursuing one day meeting and one evening meeting for the months of February, March and April with a further review in April of continuing this schedule throughout 2019. The Procedural By-law can be amended, as well as the approved 2019 Council meeting schedule.

## **FINANCIAL**

There is no direct budget impact as Council meetings are included in each Council member's annual remuneration.

Respectfully submitted,



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Denise B. Holmes, AMCT, CAO/Clerk



*The Corporation of*

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

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**MELANCTHON COUNCIL MEETING SCHEDULE - 2020**

*January 16<sup>th</sup>*

*February 6<sup>th</sup> and 20<sup>th</sup>*

*March 5<sup>th</sup> and 19<sup>th</sup>*

*April 2<sup>nd</sup> and 16<sup>th</sup>*

*May 7<sup>th</sup> and 21<sup>st</sup>*

*June 4<sup>th</sup> and 18<sup>th</sup>*

*July 2<sup>nd</sup> and 16<sup>th</sup>*

*August 13<sup>th</sup>*

*September 3<sup>rd</sup> and 17<sup>th</sup>*

*October 1<sup>st</sup> and 15<sup>th</sup>*

*November 5<sup>th</sup> and 19<sup>th</sup>*

*December 3<sup>rd</sup> and 17<sup>th</sup>*

## 8. Motions

**(a) Mayor Mrakas**  
**Re: Provincial Bill 66**

**Main motion**  
**Moved by Mayor Mrakas**  
**Seconded by Councillor Humfryes**

Whereas the protection of the integrity of the Green Belt is a paramount concern for our residents; and

Whereas the continued legislative protection of our water – groundwater, surface water and waterways – is vitally important for the current and future environmental health of our community; and

Whereas significant concerns have been raised by residents, community leaders and environmental organizations such as the Canadian Environmental Law Association (CELA), that provisions within Bill 66 will weaken environmental protections as it "...will enable municipalities to pass "open-for-business" zoning by-laws that do not have to comply with..." important provincial environmental statutes; and

Whereas an "Open for Business" By-law may be approved without public consultation; and

Whereas provisions within Bill 66 may allow exemptions from municipal Official Plans; and

Whereas the Town of Aurora's Official Plan represents not only a significant investment of taxpayer resources but reflects our community's collective vision for current and future planning; and

Whereas our Official Plan clearly designates land that is environmentally protected; and

Whereas our Official Plan also provides clearly designated land to meet future employment land needs;



1. Now Therefore Be It Hereby Resolved That Aurora Town Council opposes planned changes to the Planning Act in the proposed Bill 66 that may allow for an "open for business" planning by-law; and
2. Be It Further Resolved That the Government of Ontario be requested to reconsider the proposed changes to the Planning Act included in Bill 66 which speak to the creation of the open-for- business planning by-law; and
3. Be It Further Resolved That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs, the Honourable Andrea Horwath, Leader of the New Democratic Party, MPP Michael Parsa, MPP (Deputy Premier) Christine Elliott, and all MPPs in the Province of Ontario; and
4. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

**Amendment**

**Moved by Councillor Gaertner**

**Seconded by Councillor Humfries**

That the main motion be amended by adding the following operative clause:

"Be It Further Resolved That notwithstanding the future adoption of Bill 66, the Town of Aurora will not exercise the powers granted to it in Schedule 10 or any successor sections or schedules to pass open-for-business planning by-laws."

**Carried**

Council consented to vote on operative clauses 1-4 separately from operative clause 5.

**Main motion as amended**

**Moved by Mayor Mrakas**

**Seconded by Councillor Humfries**

1. Now Therefore Be It Hereby Resolved That Aurora Town Council opposes planned changes to the Planning Act in the proposed Bill 66 that may allow for an "open for business" planning by-law; and