



# TOWNSHIP OF MELANCTHON

## A G E N D A

Thursday, June 20, 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 - June 6, 2019**
6. **Business Arising from Minutes**
  1. Fiddle Parade Route - August 10, 2019
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agenda & Minutes for information on Public Question Period)
9. **Public Works**
  1. Letter from Allan Wargon
  2. Boundary Road Agreement between Township of Melancthon and the Township of Mulmur
  3. Email from Glenn Clarke, RJ Burnside and Associates regarding the Inspection of 250 Sideroad
  4. Return tender cheque to AECON re: 2018 Paving Tender
  5. Recommendation(s) from Roads Sub-Committee meeting held on June 19, 2019
  6. Update on Structure 2003
  7. Other
10. **Planning**
  1. Applications to Permit
  2. PowerPoint Presentation – Overview of Agricultural Uses
  3. Other
11. **Police Services Board**

Next meeting - Wednesday, June 26, 2019 - 10:00 a.m.
12. **County Council Update**
13. **Correspondence**

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

1. North Dufferin Community Centre - March 14, 2019
2. North Dufferin Community Centre - April 11, 2019
3. Upper Grand Watershed - March 28, 2019
4. Horning's Mills Community Hall Board - April 9, 2019

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

1. NVCA - Dunsmore donation preserves 114 acres forest for future generations
2. Email from Tyler Shantz regarding Ontario Making Homes More Affordable for Families
3. Request from Regional Cadet Support Unit to recognize the dedication of an Officer in the Cadet Instructor Cadre (CIC)
4. Email from Sandra Welburn regarding high speed internet
5. Email from Jessica Kennedy - Amaranth Letter of Support - Mono Reducing Litter and

Waste in Our Communities

6. Town of Mono letter regarding Highway Traffic Act Set Fines including a Resolution passed on May 14, 2019
7. WDG Board of Health Highlights - June 2019
8. Resolution passed by Municipality of South Huron regarding Ontario Good Roads Association combined conference
9. Municipality of Grey Highlands Notice of Passing of Zoning By-law

**\* Items for Council Action**

1. Email from Guy Giorno - Integrity Commissioner Special Report
2. Horning's Mills Hall Board of Management Motion #14-2019 - Draft Budget 2019
3. Report from Denise Holmes - Conservation and Demand Management Plan 2019-2024
4. Report from Wendy Atkinson - Strategic Asset Management Policy
5. Email from Jessica Kennedy - East Garafraxa Resolution - County Shared Services Review
6. Email from Meghan Townsend - Town of Grand Valley Resolution - County Shared Services Review
7. Town of Mono Resolution - Opportunities to Maximize Cooperative Efficiencies

**14. General Business**

1. New/Other Business
  1. Resignation of Councillor Hannon from the Horning's Mills Park Board of Management and appointment of another Member of Council
  2. Margaret Fisher - Site Alteration Application - Lot 292, Concession 1 SW
2. Unfinished Business
  1. NDCC Budget 2019
  2. Tabled motion from June 6, 2019 - Shelburne Fiddleville Parade Detour Request

**15. Delegations**

1. 5:20 p.m. - Public Meeting Zoning By-law Amendment - Tripp/Serbin - Lot 20, Concession 4 NE
2. 5:30 p.m. - Biagio Fusaro - Part of Lot 8, Concession 9 SW - Fill issue
3. 5:45 p.m. - George Watson, Chair, NVCA and Doug Hevenor, CAO, NVCA (invited by Council) regarding Provincial Funding Cuts and Proposed Legislative Changes for Conservation Authorities
4. 6:30 p.m. - Murray Short, RLB - Presentation of the 2018 Draft Financial Statements

**16. Closed Session (if required)**

1. Approval of Draft Minutes - April 18, 2019
2. Personal matters about an identifiable individual, including municipal or local board employees - Report from Wendy Atkinson, Treasurer - Properties Eligible for Tax Registration
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, July 18, 2019 - 5:00 p.m.**

**21. On Sites**

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

## Denise Holmes

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**From:** Jennifer Willoughby <jwilloughby@shelburne.ca>  
**Sent:** Monday, June 10, 2019 11:43 AM  
**To:** Denise Holmes  
**Subject:** RE: Fiddle Contest Parade – August 10th, 2019

Good Morning Denise

Would your council be ok with utilizing part of the 4<sup>th</sup> line for detoured traffic to access HWY 10 north?

Thank You

**Jennifer Willoughby, Clerk I Phone: 519-925-2600 Ext 223 I Fax: 519-925-6134 I**  
**jwilloughby@shelburne.ca**  
**Town of Shelburne I 203 Main Street East, Shelburne ON L9V 3K7 I www.shelburne.ca**

 please consider the environment before printing this e-mail



A People Place A Change of Pace  
**SHELBURNE**

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**From:** Denise Holmes <dholmes@melancthontownship.ca>  
**Sent:** Friday, June 7, 2019 1:12 PM  
**To:** Jennifer Willoughby <jwilloughby@shelburne.ca>  
**Subject:** RE: Fiddle Contest Parade – August 10th, 2019

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the contents to be safe.

Hi Jennifer,

At the meeting of Council held on June 6, 2019, your request was discussed. As the Township has a large culvert they are replacing on the 3<sup>rd</sup> Line OS, that road will not be available as a detour route and Council felt that the 4<sup>th</sup> Line OS, will not be able to accommodate large trucks.

They did discuss alternate routes and wondered if you had contacted Amaranth Township? I have attached a drawing from one of the Council members with an alternate route.

If you have any questions, please let me know.

Thanks.

**Denise B. Holmes, AMCT**  
**CAO/Clerk, Township of Melancthon**  
**519-925-5525 Ext. 101**

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**From:** Jennifer Willoughby [<mailto:jwilloughby@shelburne.ca>]

**Sent:** Tuesday, May 28, 2019 8:34 AM

**To:** Denise Holmes

**Subject:** Fiddle Contest Parade – August 10th, 2019

Good Morning Denise

The Town of Shelburne is hereby requesting the Township of Melancthon's permission to detour traffic along Township roads for this year's annual Fiddle Parade on August 10th, 2019. Roads will be closed from 12:00 pm and reopen at 3:00 pm.

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

Your assistance in this matter is greatly appreciated.

Thank You

**Jennifer Willoughby, Clerk I Phone: 519-925-2600 Ext 223 I Fax: 519-925-6134 I**  
**[jwilloughby@shelburne.ca](mailto:jwilloughby@shelburne.ca)**

**Town of Shelburne I 203 Main Street East, Shelburne ON L9V 3K7 I [www.shelburne.ca](http://www.shelburne.ca)**

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*A People Place. A Change of Place*  
**SHELBURNE**  
ONTARIO CANADA

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825941 Mel-Nott TL, R R 2  
Shelburne, ON L0N 1S6

June 3, 2019

Denise B. Holmes  
CAO/Clerk  
The Township of Melancthon

Dear Ms. Holmes,

Your letter of May 27, 2019, saying that the Township will not be paying my invoice for snow blowing, I accept without reservation.

I will look forward to hearing from Mr. Micks regarding the barricading of the top end of the part of the deviation road that is owned by Melancthon.

Sincerely,

A large black rectangular redaction box covering the signature of Allan Wargon.

Allan Wargon

PW # 1  
JUN 20 2019

**BOUNDARY ROAD AGREEMENT**  
**THIS AGREEMENT made this 5th day of June 2019**

**BETWEEN**

**THE CORPORATION OF THE TOWNSHIP MELANCTHON**  
(Hereinafter called "**Melancthon**")

of the First Part:

**AND**

**THE CORPORATION OF THE TOWNSHIP OF MULMUR**  
(Hereinafter called "**Mulmur**")

**OF THE SECOND PART:**

(Melancthon and Mulmur are hereinafter collectively called the "Parties")

**WHEREAS** Section 29 and 29.1 of the Municipal Act, 2001, S.O. 2001, c. 25 (The Municipal Act) provides, inter alia, that municipalities having joint jurisdiction over a boundary line highway may enter into an agreement by which each municipality agrees to keep any part of the highway in repair for its whole width and to indemnify the other municipality from any loss or damage arising from the lack of repair for that part;

**AND WHEREAS** Ontario Regulation 239/02 made pursuant to the Municipal Act has set Minimum Maintenance Standards for Municipal Highways to which the highways covered by this Agreement are to be maintained;

**AND WHEREAS** those highways described in Schedule "A" to this Agreement touch upon the road allowances of the Parties hereto and each has agreed that they shall be maintained in accordance with the Minimum Maintenance Standards for Municipal Highways by the Parties in accordance with the designation of responsibility for maintenance and repair as allocated in Schedule "A";

**NOW THEREFORE** in consideration of the covenants herein contained, and other good and valuable consideration, the Parties hereto covenant and agree as follows:

1. The parties hereto acknowledge and declare that the foregoing recitals are true and incorporate them as terms of this Agreement.

2. **Definitions**

**“Capital Improvements”** means any repair or improvement that is not routine or normal maintenance, including but not limited to the reconstruction of the traveled portion of the road, surfacing of the entire length of the road subject to Agreement, bridge replacement or reconstruction, culvert replacement where the culvert exceeds 900 mm in diameter, or the installation of new or expanded drainage systems. Emergency or non-emergency Capital Improvements only apply to townline road allowances.

**“Summer Maintenance”** means all routine patrolling and usual highway maintenance including inspection, repair, and replacement related to signs, vegetation control, road and roadside drainage, entrances and entrance culverts, dust control, road surfacing, road stability, and grading, only on the highways described in Schedule A under “summer maintenance.”

**“Minimum Maintenance Standards”** mean those standards established by Ontario Regulation 239/02, as amended, pursuant to Section 44 of the Municipal Act, 2001

**“Winter Maintenance”** means all usual snow ploughing, application of sand and/or salt mixture, sign maintenance, snow removal where necessary, routine patrolling and other normal winter maintenance and such winter maintenance shall generally occur from October 31<sup>st</sup> to April 30<sup>th</sup> in each calendar year.

3. **Highways Subject to this By-Law**

The highways described in Schedule “A”, attached hereto are subject to the application of this By-Law

#### **4. Maintenance Responsibility : Allocation**

Each party shall maintain the roads as allocated in Schedule "A" attached hereto.

#### **5. Maintenance: Standards**

The parties shall provide maintenance as defined herein and in accordance the Minimum Maintenance Standards imposed by Ontario Regulation 239/02 as amended and the applicable standard for each highway shall be set out in Schedule "A"

#### **6. Capital Improvement**

- (1) Where one of the parties deems it advisable to make capital improvements to a boundary highway or deems it necessary to make capital improvements to satisfy the Minimum Maintenance Standards, the party proposing the non- emergency capital improvements shall submit to the other party on or before October 31 for consideration in next year's budget, the plans and a summary of the costs to each municipality for the proposed improvements. All capital costs on the common townline shall be shared at a rate of 50% per municipality. Emergency capital project costs deemed necessary by the road authority or the municipal engineer, shall be promptly submitted and costs will be shared within the current year.
- (2) A party receiving a proposal pursuant to subsection (1) shall provide a response to the proposal in writing within 60 days
  - (i) Fully approving the plans and costs: or
  - (ii) Approving of the plans and costs in part and setting out proposed modifications to the plan and costs which are necessary for full approval:
  - (iii) Withholding approval of the plans and costs
- (3) Where approval is received under subsection (2)(i) the party proposing the improvements is authorized to proceed and both parties shall pay the costs as allocated in the proposal.

- (4) Where a response pursuant to subsection (2)(ii) or (2)(iii) is received the party proposing the improvements may modify the plans and costs in consultation with the party and enter into an agreement as is needed to obtain a full approval under subsection (2)(i).
- (5) Where full approval pursuant to subsection (2)(i) or (4) is not received within 90 days of a submission pursuant to section (1), the matter shall be arbitrated pursuant to the Municipal Act.

## **7. Liability**

The Parties acknowledge and agree that, upon execution of this Agreement, the Parties shall have jurisdiction over those portions of the boundary roads as more particularly set out in Schedule "A" and shall maintain and repair the highways in accordance with the maintenance obligations assigned therein. The party to which such jurisdiction has been assigned shall be liable for any damages that arise from failure to keep the highways in repair and, to the extent that such obligations have been assigned in accordance with this Agreement, the other municipality shall be relieved from all liability in respect to the repair of such part as provided is Subsection 29.1(2) of the Municipal Act, 2001.

## **8. Indemnification**

Each party hereby indemnifies and saves harmless the other party from and against all liability, losses, damages or costs whatsoever which may arise either directly or indirectly by reason of any act, neglect or refusal of such party, its servants, employees, contractors and agents done in performance or partial performance or the failure to perform and carry out any obligation imposed or assumed pursuant to this Agreement, save and except road allowances that are not boundary roads. The municipality performing winter maintenance on non-boundary roads are only responsible for liability issues with regards to winter maintenance.

## **9. Obligation to Insure**

- (1) Policy of Insurance - Each party shall maintain a policy of insurance that includes coverage for roads under its jurisdiction, including roads covered by this Agreement for which jurisdiction is revolving and insuring for the joint benefit of both parties, against any liability that may arise out

of the construction or installation of any work to be performed pursuant to this Agreement

(2) Comprehensive General Liability - Such policy shall carry limits of liability no less than \$5,000,000.00

(3) Claim in Excess of Policy Limits - The existence of the required Policy of Insurance shall not be construed as relieving either Party from responsibility for other or larger claims, if any, and for which it may be held responsible.

## **10. Notice of Claim**

In the event that either party receives a Statement of Claim, Notice of Claim or other information regarding a pending or possible claim by a third party with respect to liability for failure to keep the highway in repair or for damages or injuries sustained relating thereto, such party shall immediately notify the other party in writing of such claim or Notice of Claim. In the event that a legal proceeding is commenced by a third party, each of the parties to this Agreement shall provide for its own legal representation as it sees fit.

## **11. Term and Termination**

The initial term of this Agreement shall extend from the date of execution until May 31, 2029 and shall be deemed to continue on an annual basis thereafter. Either of the Parties may advise the other in writing within a sixty (60) day period that it has elected to unilaterally terminate this Agreement at which time this Agreement shall be deemed to be at an end save and except for any liability and insurance obligations that may have arisen through events that occurred prior to the date of termination.

## **12. Other Document**

Each of the Parties agrees to sign such further and other documents, do and perform and cause to be done and performed such further and other acts and things as may be necessary or desirable in order to give full effect to this Agreement and every part thereof.

### **13. Severability**

If any of the provisions of this Agreement are found by a Court of competent jurisdiction to be unenforceable it shall not affect the enforceability of each and every other clause contained here.

### **14.30-Interpretation**

Provided that the necessary grammatical changes required to make the provisions of this Agreement apply to corporations or individuals, males or females, singular or plural, in all cases will be assumed as though in each case fully expressed. And that all covenants, rights, advantages, privileges, immunities, powers and things hereby secured to the Municipality shall be equally secured to and exercisable by its successors and assigns as the case may be.

And that all covenants, liabilities and obligations entered into and imposed hereunder upon the Parties, shall be equally binding upon his, her, its, or their heirs, executors, administrators and assigns, or successors and assigns as the case may be, and the case may be, and that all such covenants and liabilities and obligations shall be joint and several.

**IN WITNESS WHEREOF** the Parties by signing officers duly authorized in that regard have hereunto affixed their hand and seals of the said Corporations.

**THE CORPORATION OF THE  
TOWNSHIP OF MELANCTHON**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

We have authority to bind the Corporation

**THE CORPORATION OF THE  
TOWNSHIP OF MULMUR**

  
\_\_\_\_\_  
**Mayor**

  
\_\_\_\_\_  
**Clerk**

We have authority to bind the Corporation

## **SCHEDULE "A"**

### **SUMMER MAINTENANCE:**

The Township of Mulmur shall maintain the road allowance from HWY 89 (south edge of lot 1) north to County road 17 (the north edge of lot 10) and from 30 sideroad north to the Mulmur – Clearview Townline. (south edge of lot 31 to the north edge of lot 32)

The Township of Melancthon shall maintain the road allowance from 15 sideroad (south edge of lot 16) north to the 30 Sideroad (north edge of lot 30)

### **WINTER MAINTENANCE:**

The Township of Mulmur shall maintain the road allowance from HWY 89 (south edge of lot 1) north to County road 17 (the north edge of lot 10) and from 30 sideroad north to the Mulmur – Clearview Townline. (south edge of lot 31 to the north edge of lot 32) and River Road from the Mulmur-Melancthon Townline to Main street including the section of Mill Street.

The Township of Melancthon shall maintain the road allowance from 15 sideroad (south edge of lot 16) north to the 30 Sideroad (north edge of lot 30)

### **SHARED COST:**

The cost of all maintenance and repairs on the Mulmur – Melancthon Townline south of River Road (from the north edge of lot 13 to lot the south edge of lot 12) is shared 50/50

## Denise Holmes

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**From:** Glenn Clarke <Glenn.Clarke@rjburnside.com>  
**Sent:** Tuesday, May 21, 2019 8:51 AM  
**To:** Denise Holmes  
**Cc:** Arunas Kalinauskas  
**Subject:** FW: 250 Sideroad, Dufferin Wind Power  
**Attachments:** IMG\_0075.jpg; IMG\_0076.jpg

Good morning Denise,

As requested Craig and I completed an inspection of 250 sideroad between the wind turbine and 5th Line. This section of 250 Sideroad was constructed to handle heavy equipment when the wind turbine was installed and is still in excellent condition and I would not expect any damage done to the road base during the maintenance of the turbine. That been said, we will complete and inspection after the maintenance has been completed.

Glenn Clarke  
R.J. Burnside & Associates Limited  
15 Townline, Orangeville, Ontario L9W 3R4  
Office: +1 800-265-9662 Direct: +1 519-938-3025  
[www.rjburnside.com](http://www.rjburnside.com)

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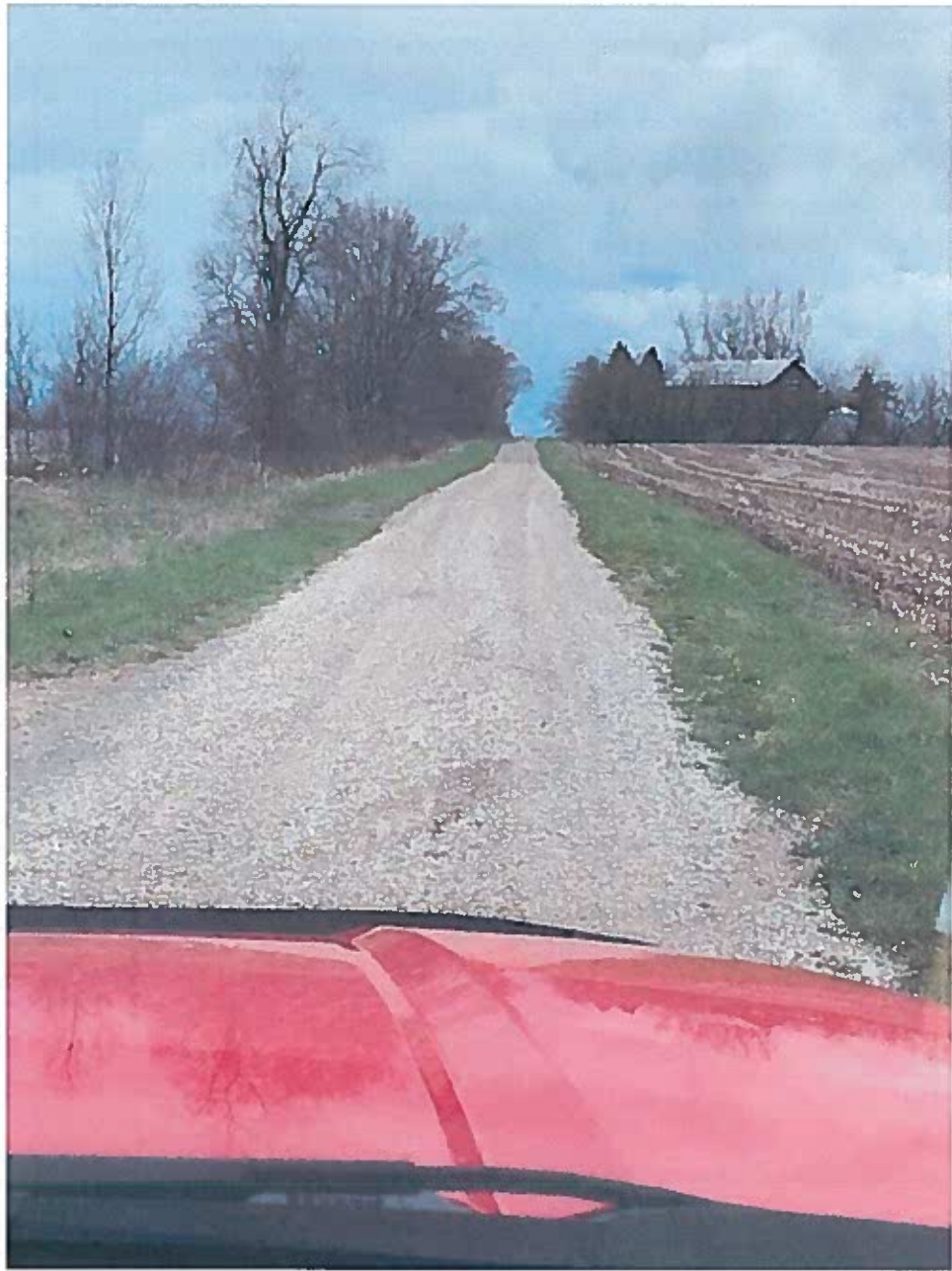
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**APPLICATIONS TO PERMIT FOR APPROVAL**  
**June 20, 2019 COUNCIL MEETING**

<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>
Levi Martin Applicant: Tobias Martin	278547 6th Line NE Lot 30, Concession 7 NE	Power Room	\$10,000		approved June 6, 2019
Levi Martin Applicant: Tobias Martin	278547 6th Line NE Lot 30, Concession 7 NE	Cattle Barn/3 Silos/Room for Horses	\$350,000		approved June 6, 2019
Peter Downey	556160 Mulmur-Melancthon Townline E Pt Lot 3, Concession 1 OS	Porch and Deck	\$10,000		
Atkinson Farms Ltd. Applicant: Marc Atkinson	438401 4th Line W Pt Lot 27, Concession 3 OS	Repair portion of barn	\$150,000		

PLAN # 1  
JUN 20 2019



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF  
MANAGEMENT  
MINUTES  
THURSDAY, MARCH 14, 2019 – 7:00 P.M.  
NORTH DUFFERIN COMMUNITY CENTRE**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 14<sup>th</sup> day of March, 2019 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre. Those present:

*Those present:*

Chester Tupling, Chair, Mulmur  
Bert Tupling, Vice-Chair, Melancthon  
Nancy Noble, Mulmur  
Keith Lowry, Mulmur  
Patricia Clark, Councillor, Mulmur  
Clayton Rowbotham, Melancthon  
Heather Boston, NDCC Treasurer, Mulmur arrived at 7:15 p.m.  
Donna Funston, NDCC Secretary, Melancthon  
Tracey Atkinson, CAO/Planner, Mulmur arrived at 7:30 p.m.

*Regrets:*

Debbie Fawcett, Melancthon  
Dave Besley, Deputy Mayor, Melancthon  
James Woods, Arena Manager

**#1 Call to Order by Chair**

Chair Tupling called the meeting to order at 7:08 p.m.

**#2 Additions/Deletions/Approval of Agenda**

-Moved by Tupling, Seconded by Rowbotham the Agenda be approved as circulated. Carried.

**#3 Declaration of Pecuniary Interest or Conflict of Interest**

None.

**#4 Approval of Draft Minutes**

-Moved by Clark, Seconded by Lowry, that the minutes of the North Dufferin Community Centre Board of Management held on February 19, 2019 be approved as circulated. Carried.

## **#5 Business Arising from the Minutes**

Member Clark asked for clarification on the users chart from the February meeting. She is trying to determine an accurate number of users to support the budget increase. Chair Tupling will gather Honeywood Minor Hockey, Figure Skating Club, Beef BBQ and Strawberry Supper numbers for the April meeting.

-Moved by Lowry, Seconded by Tupling, that the NDCC BoM table sine die the following item of the Agenda for 14 March 2019: General Business 3. Mulmur Request for Revised December 11, 2018 Minutes – Recorded Vote amended. Carried.

## **#6 Facility Manager's Report**

James Woods was not in attendance for this portion of the meeting.

There were no questions regarding the report submitted.

## **#7 General Business**

1. Financial
  1. Accounts
  2. 2019 Budget
    1. Melancthon Verbal Update
  3. YTD vs. Budget Comparison
2. Report From Heather Boston regarding Snow Removal Costs
3. Mulmur Request for Revised December 11, 2018 Minutes – Recorded Vote amended
4. Brim Pump Monitoring (Tracey Atkinson, CAO Mulmur)
5. Drawer Repair in Food Booth
6. Communication Strategies
7. Unfinished Business
  1. WSPS Update

- #1.1 Member Rowbotham requests the invoice for survey costs of \$163.75 be paid by Mulmur Township since they own the Arena. Heather to do an entry to correct this.

-Moved by Lowry, Seconded by Noble, be it resolved that the accounts in the amount of \$28,552.77 be approved to be paid. Carried.

- #1.2 Member Clark discusses budget numbers with Heather for clarification. Board discussed ways to generate more revenue from ice rental and promoting local events already booked to increase users and interest in using the Norduff Room. Heather to send Donna Mulmur's fee schedule to be added to next month agenda.

-Moved by Lowry, Seconded by Clark, be it resolved that the NDCC Board approve an increase to all rental fees of 3.5% effective September 1, 2019.

#1.2.1 An email from Denise Holmes CAO/Clerk Melancthon was read as follows:

Council reviewed the attached NDCC Budget with Operating Reserve Continuity outlined at the bottom of the page at its meeting on March 7, 2019.

Council disagrees with the money sitting in this reserve and feels it should be used for operating expenses and therefore, there wouldn't be a deficit to be funded for 2019.

Should you have any question, please don't hesitate to contact me.

Heather explained in the Arena agreement between Mulmur and Melancthon the money is to be kept in an operating reserve account for cash flow purposes due to time delay of revenue vs expenses. If the Board of Management were to dissolve both Townships would get their money back, it's used as a line of credit for the Arena to pay bills, including start-up costs in September. There is no overdraft on this bank account so if funds are not there the operating reserve money is borrowed and then replaced. Chair Tupling suggests Heather have a sit down meeting with Member Besley to explain the purpose of the operating reserve so he can explain to Melancthon Council.

#1.3 Board reviewed.

#2. Heather discussed her report, comparing snow removal costs from 2017/2018 and 2018/2019. The purpose of the report is to keep the Board up to date on costs that are above the budgeted amount. Total cost is over budget as of the middle of March and will continue to be higher until snow removal is no longer required.

#3. Motion passed under Business Arising from the Minutes.

#4. Tracey makes the Board aware that they fall under the Employment Standards Act and that has a 3 hour minimum call in. When the Arena inspection is being done it could include the pump to avoid an extra 3 hour call in on the payroll. Chair Tupling has spoken to Jamie regarding these inspections.

#5. Direction will be given by Chair Tupling to Jamie to fix or call someone in to fix the drawers in the booth area.

#6. Member Lowry handed out a sheet titled Proposals for Communications by the North Dufferin Community Centre Board of Management. See attached. Board needs to promote other services the Arena offers other than the ice surface including the park, meetings held in the Norduff Room and hosting Community Events.

**#7.1** Heather handed out the February Health and Safety Inspection form that was completed by the Mulmur rep (Adam). The purpose of these reports is to make the Arena Manager aware of any issues that need resolved, once the issues have all been resolved Jamie submits the form to the County. Going forward Jamie and the Mulmur Rep (Adam) will co-ordinate a time and do the inspections together.

**#8 Information**

1. Mulmur Procedural By-Law
2. Mulmur Motion approving the NDCC Budget for 2019

-Moved by Clark, Seconded by Noble, be it resolved that items 8.1 and 8.2 be received as information purposes.

**#9 Delegation**

-None

**#10 Closed Session**

Chair Tupling requests Tracey Atkinson remain at the meeting for this section.

-Moved by Tupling, Seconded by Rowbotham, be it resolved that: the North Dufferin Community Centre Board of Management move into Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, at 8:35 p.m. for the following reason:  
Personal matters about an identifiable individual, including municipal or local board employees – Facility and Board Personnel issues

-Moved by Clark, Seconded by Lowry, be it resolved that: the North Dufferin Community Centre Board of Management rise from Closed Session at 8:52 p.m. with report. Carried.

Report – as per directions to staff in Closed Session.

**#11 Notice of Motion**

-None

**#12 Confirmation Motion**

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

### **#13 Adjournment**

-Moved by Lowry, Seconded by Clark that we adjourn the North Dufferin Community Centre Board of Management meeting at 8:55 p.m. to meet again on Thursday April 11, 2019 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

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**CHAIR**

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**SECRETARY**



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF  
MANAGEMENT  
MINUTES  
THURSDAY, APRIL 11, 2019 – 7:00 P.M.  
NORTH DUFFERIN COMMUNITY CENTRE**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 11<sup>th</sup> day of April, 2019 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre. Those present:

*Those present:*

Chester Tupling, Chair, Mulmur  
Bert Tupling, Vice-Chair, Melancthon  
Nancy Noble, Mulmur  
Keith Lowry, Mulmur  
Patricia Clark, Councillor, Mulmur  
Clayton Rowbotham, Melancthon  
Debbie Fawcett, Melancthon  
Dave Besley, Deputy Mayor, Melancthon  
Donna Funston, NDCC Secretary, Melancthon

*Regrets:*

**#1 Call to Order by Chair**

Chair Tupling called the meeting to order at 7:07 p.m.

**#2 Additions/Deletions/Approval of Agenda**

**1.3 Municipality Allocation**

-Moved by Rowbotham, Seconded by Clark the Agenda be approved as amended. Carried.

**#3 Declaration of Pecuniary Interest or Conflict of Interest**

None.

**#4 Approval of Draft Minutes**

-Moved by Clark, Seconded by Lowry, that the minutes of the North Dufferin Community Centre Board of Management held on March 14, 2019 be approved as amended. Carried.

## **#5 Business Arising from the Minutes**

Member Clark is trying to determine an accurate number of users to support the budget increase. Chair Tupling will gather Honeywood Minor Hockey, Figure Skating Club, Beef BBQ and Strawberry Supper numbers for the May meeting.

Member Clark requests the ice rental analysis be completed by Heather for the May meeting.

## **#6 Facility Manager's Report**

James Woods was in attendance for this portion of the meeting.

James handed out his report at this point in the meeting. Currently there is a company that comes in to inspect the exhaust fan, James changed the belt and is able to do the inspections. Board directed James to cancel the service of this company and he is to continue doing the maintenance and inspections. Board also directed Donna to email Heather to not pay their bills from now on. James will email the name of the company to Donna.

James reports the sign at the road will need some wooden parts replaced, he is also directed to get quotes on an electric sign, currently James has one quote. Member Lowry will compose a letter to the Townships requesting the electronic sign be included as part of their Communication Strategy. The sign is a large part of the Arena advertising, when Lowry polled attendees at community events last year to see how they found out about the event the sign played a large part in making the community aware.

Two large tournaments were held at the Arena and both times hydro went out. Board directed James to get quotes for a disconnect switch and full generator backup due to these power outages.

James reports the scrubber has been sent away for maintenance and that the ice is out and then he will do monthly inspections of the building and keep checking the phone for messages over the next few months.

Board has directed Heather to email James outstanding invoices on a monthly basis to allow him to help with collecting outstanding balances. This will help with the cash flow issues and eliminate write offs.

Board directs Donna to send a letter of appreciation to Lori for her work throughout the year and leaving such a clean booth area at the end of the season.

## **#7 General Business**

1. Financial
  1. Accounts
  2. YTD vs. Budget comparison
  3. Municipality Allocation
2. RFP – Concession Booth Operation
3. Other
4. Unfinished Business

- #1.1 Discussion around the number of litres of oil being used each month, it was suggested the oil be put out to tender.  
Discussion regarding the hot water tank in the back room and improving it would save a lot on hydro however it will be costly upfront.  
Board questions why there are no hydro bills listed on the accounts to be paid for this month? Board directed Donna to email Heather for an explanation.

-Moved by Besley, Seconded by Lowry, be it resolved that the accounts in the amount of \$11,709.79 be approved to be paid. Carried.

- #1.2 Discussion around YTD figures.

- #1.3 Currently each Township pays the levy quarterly, member Besley is wondering if paying on a monthly basis would help the cash flow issues. Member Clark will speak to Heather regarding this and bring feedback next meeting.  
Board directs Donna to email Heather for a response and also ask if the Township levies are currently being pre-paid?

- #2. Board would like to get tenders out early for next season. The Concession Booth tender and Snow Removal tender to be placed on the Township websites and advertised in local papers as soon as possible. Would like to do booth and snow removal at same time.  
Board directs Donna to email Heather to do the snow removal tender and request the tenders be done and out quickly to get things lined up for next season.

- #3. Discussion around more programs being available at the Arena and how to get new things started up.  
Member Clark would like a feasibility plan done to see what the residents in the area want at the Arena. It's costly to get consultants in to do the plan but feels it would be worth the cost.

-Moved by Noble, Seconded by Fawcett be it resolved that NDCC BoM direct community Member Lowry to take the goals of the Board to the Community Development and Planning meeting for inclusion in the discussions and decisions of the Committee.  
Carried.

-Moved by Rowbotham, Seconded by Tupling be it resolved The Board of Management of the NDCC Directs the Township Representatives to ask their respective Councils for their support and funding to initiate a Joint Feasibility Study to examine recreational needs of the Communities. Carried.

Discussion around user fees - the Arena currently charges \$36 to non-residents of Mulmur and Melancthon.

Board directs Donna to email Heather to get exact revenue numbers for the last two years for just the \$36 portion. Want to know how much revenue is generated from the user fee. Is the user fee charged when renting the Norduff Room?  
Also request Heather remove all cents from each rental cost on the Schedule of Fees, rentals will now be at the even dollar.

Board decided Beef BBQ will be the third Saturday in July again this year, that date being July 20, 2019. Chair Tupling will speak with Janice Aldcorn about organizing the Beef BBQ.

Strawberry Supper will take place on July 1, 2019 with Debbie Fawcett organizing this event.

#### **#8 Information**

-Moved by Rowbotham, Seconded by Noble Items 8.1, 8.2 and 8.3 be received as information. Carried.

#### **#9 Delegation**

-None

#### **#10 Notice of Motion**

-None

#### **#11 Confirmation Motion**

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

#### **#12 Adjournment**

-Moved by Rowbotham, Seconded by Besley that we adjourn the North Dufferin Community Centre Board of Management meeting at 9:17 p.m. to meet again on Thursday May 9, 2019 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

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CHAIR

---

SECRETARY

**Upper Grand Watershed Committee Meeting**  
**Thursday March 28th, 2019 at 6:30 p.m.**  
**Town of Grand Valley Municipal Office**

MEMBERS PRESENT: Lenora Banfield, Christine Winder, Barbara Dobreen, Peter Turrell, Wayne Hannon, Fred Natolochny, Chris Gerrits, Guy Gardhouse, Heather Foster and Doreen Still, Secretary.

**1. Call to order:**

Secretary Doreen Still called the meeting to order at 6:30 p.m. and welcomed everyone and ask that they introduce themselves and what Municipality they were from as well as the GRCA Members.

Next on the agenda was the election of Chair and Vice Chair and the following motions were passed.

**#2019-03-01**

MOVED BY CHRIS WINDER

SECONDED BY BARBARA DOBREEN

BE IT RESOLVED THAT Lenora Banfield be appointed Chairperson of the Upper Grand Watershed Committee.

**"CARRIED"**

**#2019-03-02**

MOVED BY LENORA BANFIELD

SECONDED BY CHRIS GERRITS

BE IT RESOLVED THAT Steve Soloman be appointed Vice Chairperson of the Upper Grand Watershed Committee.

**"CARRIED"**

The meeting was turned over to our new Chair.

Chair Lenora Banfield asked the board if there were any pecuniary or conflict of interest to be declared. None were declared.

**2. Added Agenda Items: None**

**3. Approval of Agenda:**

**#2019-03-03**

MOVED BY CHRIS WINDER

SECONDED BY PETER TURRELL

BE IT RESOLVED THAT the agenda dated March 28<sup>th</sup>, 2019 be approved as circulated.

**"CARRIED"**

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JUN 2 11 2019

#### **4. Minute Approval:**

#2019-03-04

MOVED BY PETER TURRELL

SECONDED BY CHRIS WINDER

BE IT RESOLVED THAT the minutes of August 22<sup>nd</sup>. 2018 meeting be approved as circulated

"CARRIED"

#### **5. Unfinished Business: None**

##### **a) Fill Issues**

Chris Gerrits-Amaranth Township spoke on the ongoing issue will illegal peat extraction on highway 89.

##### **b) Sarah Properties**

Update from Chris Gerrits from Amaranth Township advised this committee on the Sarah Properties were holding a LPAT Public Meeting April 3<sup>rd</sup>, 2019.

Both issues are ongoing.

#### **6. New Business: None**

#### **7. Deputation-None**

#### **8. Committee Orientation-None**

#### **9. Board Discussion & Correspondence**

##### **a) Terms of Reverence-changes, comments etc. discussion.**

A board member asked who the voting members where are on the committee. Chair Banfield clarified the voting members are the representatives elected by council of each municipality, GRCA Representatives are not allowed to vote on an issue. Wellington North do not have a representative at this time and Barbara Dobreen from Southgate is conversing with them as well as the secretary and it was decided to bring it back to the May Meeting.

##### **b) Update of Sanctuary status of the designation-south end of Luther Marsh.**

The Luther Marsh Steering Committee (GRCA and MNRF) has undertaken a review of all sanctuary areas and hunting areas at Luther Marsh. The committee has made recommendations related to restricting access to much of Wylde Lake Bog, East Bay, the sanctuary area at the mouth of Drain 40, and the CELP site. Staff are targeting a report with the final recommendations for the GRCA Board in May or June. Intention is to have new rules in place for the fall hunting season. Once the report is available it can be shared with the committee.

**c) Grassland Habitat & Management**

A draft Grassland Management Plan for Luther Marsh Wildlife Area has been prepared. GRCA undertakes management program for property that is not just trees, but includes other habitat such as grasslands and prairie. A funding proposal has been submitted to support continued grassland habitat management actions this year. Fred will follow up at GRCA to see about getting the plan circulated to the committee.

**10. Pending Items**

**11. Adjournment**

**12. Next Meeting Dates**

The Chair discussed the following dates for meetings which will be:

May 23

August 22

November 28, 2019

February 27, 2020, weather permitting.

#2019-03-05

MOVED BY CHRIS WINDER

SECONDED BY WAYNE HANNON

BE IT RESOLVED THAT we do now adjourn this meeting of the board to meet again on May 28<sup>th</sup>, 2015 at 6:30 p.m. or at the call of the Chairperson.

"CARRIED"

---

Chair – Lenora Banfield

---

Secretary – Doreen Still

**HORNING'S MILLS COMMUNITY HALL BOARD**  
**Meeting Minutes – Tuesday, April 9, 2019**

The Horning's Mills Community Hall Board held a meeting on the 9<sup>th</sup> day of April 2019 at 7:00 pm at the Horning's Mills Hall. Members present were James Webster, Sarah Harrison, Debbie Fawcett, Jim Hill, Jocelyn Burke, David Thwaites, and Lynn Hodgson. Jennifer Weaver was not in attendance. James Webster – Chair called the meeting to order at 7:00 pm.

**ANNOUNCEMENTS:**

None

**ADDITIONS / DELETIONS:**

Fawcett obtained quote for Women's Institute display case – to be discussed later under Business Arising From Minutes.

**APPROVAL OF AGENDA:**

Motion # 09 – 2019 to Approve the Agenda – moved by Fawcett, seconded by Thwaites. Carried.

**MINUTES:**

Moved by Thwaites, seconded by Burke, that the draft minutes of the previous meeting held on Tuesday, March 12, 2019 be adopted as circulated. Carried.

**BUSINESS ARISING FROM MINUTES:**

Fawcett presented quote received to construct display case for Women's Institute artifacts. Cabinet dimensions 6' tall x 4' wide x 9" deep. Baltic birch construction with 3 adjustable shelves and locking framed glass doors. Tempered glass \$650 or if Plexiglass \$615. Prices do not include HST. Delivery and installation fee included in quote.

Harrison to get second quote on construction of cabinet. Location of installation then to be discussed and decided upon.

Harrison inquired at bank re investing the Hall's surplus money into a premium interest account. As per Councillor Thwaite, the Board is unable to have their own bank account. Decided not to pursue.

The old website for the Community Hall has been deleted and inquiries are going to new address / website. Harrison was able to receive refund.

**PUBLIC QUESTION PERIOD:**

No Public Question Period required.

**FINANCIAL REVIEW:**

Harrison provided financial balance sheet for March 2019.

Motion # 10 – 2019 to Pay Expenses:

Jocelyn Burke (Bulk Barn – chocolate Easter eggs \$99.89)

Sarah Harrison (\$200 in No Frills gift cards) – For Fawcett to purchase groceries for Easter Pancake Breakfast.

Moved by Thwaites, seconded by Hodgson. Carried.

Harrison receiving notices from Generac (generator) that manufacturer warrantee has expired. Needs to be renewed by April 22, 2019 – bill given to Councillor Thwaites.

DD comin# 4  
JUN 20 2019

Harrison inquired about \$5000 grant – awaiting Township budget approval.

2019 Budget should have been submitted to Township by January 1<sup>st</sup>. Noted that \$5000 usually covers overhead expenses and looking to improve both kitchen areas. Harrison to complete operating budget for next meeting. Record of Income and Expenses for 2018 was circulated during March meeting.

**UNFINISHED BUSINESS:**

Discussion regarding gospel group of approximately 100 people that meet at Hall every Wednesday and Sunday. Rental charge to be determined. Fawcett to speak to John Kidd about reasonable rate and if continuing with Wednesday gatherings. Suggest a monthly rate. May require cleaning component during winter months. Group is willing to pay to current date.

Harrison inquiring about Township arranging pre-authorized payments for monthly bills (Hydro, Telizon, Enbridge).

Fawcett has communicated with Hall Sub-Committee members. All willing to help at events when available. Easter Egg Hunt April 19 – volunteers organized, Pine River Institute teens helping out upstairs, Party Safari to be present. Fawcett to inquire if Mulmur-Melancthon Fire Department bringing truck.

Fawcett trying to contact Heather Black for quote and availability to clean Hall.

**GENERAL BUSINESS:**

Earth Day Celebration – morning of April 20, 2019. Garbage collection in village. Burke to post on Facebook. Webster putting up posters.

Discussed having Harvest Dinner September 21, 2019. Menu, posters, and entertainment to be finalized at next meeting.

Halloween Supper October 31, 2019 (Women's Institute).

Discussed laying of wreath at Cenotaph on Remembrance Day, November 11, 2019. To inquire if Sherry Webster would play trumpet. Burke to do poster.

**NEW BUSINESS:**

Discussed updating Hall parking lot. Township has offered to asphalt area and wants to do site inspection. Webster requesting to be present to discuss pricing.

Thwaites brought forth the discussion that Melancthon Township's insurance company recommends that an Alcohol Liability Policy be in place. Concern may be added cost to Hall board. To be researched and discussed further by council.

Discussion regarding adjusting hall rental fees for children's birthday parties. Rental fee of \$50 – 75 suggested with potentially charging a cleaning fee. Comparable pricing to be done.

**CLOSED SESSION:**

Not required.

**ADJOURNMENT AND DATE OF NEXT MEETING:**

Next meeting set for May 14, 2019 at 7:00 pm.

Meeting Adjournment at 8:17 pm. Moved by Fawcett, seconded by Burke. Carried.

**CHAIR**

**SECRETARY**



**Nottawasaga Valley  
Conservation Authority**

## **MEDIA RELEASE**

FOR IMMEDIATE RELEASE

### **New conservation lands protect Springwater forest**

**Donation by John and Rosemary Dunsmore preserves 114-acres forest  
for future generations**



*Stone marking the 114-acre donation of the Dunsmore Management Area unveiled on June 4, 2019.*

**Springwater Township, Ontario (June 4, 2019)** – The Nottawasaga Valley Conservation Authority (NVCA) officially dedicated the new Dunsmore Management Area in Midhurst, Springwater Township, earlier today.

John and Rosemary Dunsmore generously donated this 46-hectare (114-acre) forested property to the NVCA through Environment Canada's EcoGift Program.

"We worked over 30 winters in this bush using selective cutting and good managed forest practices," said John Dunsmore. "The NVCA has agreed to take over our managed forest plan and continue this effort."

**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*

WFO# 1  
JUN 7 2019

Heavily logged in the 1920s, the forest has regenerated into a sanctuary for wildlife. It forms a corridor between the provincially significant wetlands in Dalston and those around Little Lake.

The Dunsmores' gift is part of the NVCA's conservation lands acquisition program, which looks to secure properties that protect ground and surface waters, as well as areas that offer significant habitat for wildlife.

"We want to protect this natural area so future generations could enjoy all it has to offer," added Mr. Dunsmore. "The forest is a refuge for animals and plants, and connects two wetlands. Protecting it will help to preserve the wetlands and help combat climate change."

Over the past 40 years, NVCA has acquired close to 13,000 acres of conservation lands through partnerships and donations.

"We are fortunate to have many committed conservation stewards like the Dunsmores in our watershed," said Byron Wesson, director of conservation lands with the NVCA. "Thanks to their generous donations, the NVCA is able to protect and preserve some of the most environmental sensitive lands in our region."

- 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. [www.nvca.on.ca](http://www.nvca.on.ca)

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

## Denise Holmes

---

**From:** Shantz, Tyler (MMAH) <Tyler.Shantz@ontario.ca>  
**Sent:** Thursday, June 6, 2019 1:48 PM  
**To:** cgervais@amaranth-eastgary.ca; bcplwi@brucecounty.on.ca;  
directorplanningdevelopment@thebluemountains.ca; ttuck@brockton.ca;  
KVanMyall@brucecounty.on.ca; bsalmon@centrewellington.ca;  
planning@chatsworth.ca; spritchard@dufferincounty.ca; cgervais@amaranth-eastgary.ca; planning@erin.ca; jburnett@georgianbluffs.on.ca;  
mkluge@townofgrandvalley.ca; planning@greyhighlands.ca; randy.scherzer@grey.ca;  
todd.salter@guelph.ca; gkruse@get.on.ca; dtedford@hanover.ca;  
mfarrell@huronkinloss.com; cbo@kincardine.ca; chickey@mapleton.ca;  
rarmstrong@meaford.ca; planner@melanctontownship.ca; terry@town.minto.on.ca;  
david.trotman@townofmono.com; tatkinson@mulmur.ca; wendy.nbp@eastlink.ca;  
gdickson@orangeville.ca; pcoulter@owensound.ca; lbanks@puslinch.ca;  
tobyb@town.saugeenshores.on.ca; swever@gspgroup.ca; cbo@town.southbruce.on.ca;  
building@southbrucepeninsula.com; cstredwick@southgate.ca; markv@wellington.ca;  
aldos@wellington.ca; mturner@westgrey.com  
**Subject:** FW: Ontario Making Homes More Affordable for Families

Good afternoon,

Please see the news release below announcing the passing of the *More Homes, More Choice Act, 2019*.

Kind regards,

Tyler Shantz, BES  
Planner



**Ministry of Municipal Affairs and Housing**  
Municipal Services Office – Western Ontario  
659 Exeter Road, 2<sup>nd</sup> Floor  
London ON N6E 1L3  
Tel: 519 873-4695  
Cel: 519 851-3954  
Toll Free: 1 800 265-4736  
E-mail: [Tyler.Shantz@Ontario.ca](mailto:Tyler.Shantz@Ontario.ca)

---

**From:** Ontario News <[newsroom@ontario.ca](mailto:newsroom@ontario.ca)>  
**Sent:** June 6, 2019 12:32 PM  
**To:** Boyd, Erick (MMAH) <[Erick.Boyd@ontario.ca](mailto:Erick.Boyd@ontario.ca)>  
**Subject:** Ontario Making Homes More Affordable for Families



Newsroom

## News Release

### **Ontario Making Homes More Affordable for Families**

June 6, 2019

#### **Province passes legislation to cut red tape and build more housing**

TORONTO - Ontario's government is helping to build more homes that meet the needs of people in every part of the province. Today, the province passed the *More Homes, More Choice Act, 2019* - comprehensive legislation to tackle the housing crisis.

"Our government wants to put affordable home ownership in reach of more Ontario families, and provide more people with the opportunity to live closer to where they work," said Steve Clark, Minister of Municipal Affairs and Housing. "That's why we consulted widely and acted swiftly to face the housing crisis we inherited head on. This legislation will make it easier to build more homes, more quickly, giving people more housing options and helping to bring prices down."

**More Homes, More Choice: Ontario's Housing Supply Action Plan** outlines legislative, policy and regulatory changes across multiple ministries. It cuts red tape, makes costs more predictable, encourages different types of housing and promotes innovative new approaches to housing design and home ownership. **More Homes, More Choice** also protects Ontarians' health and safety, the environment - including the Greenbelt - employment and agricultural lands, and our rich cultural heritage.

It will help build the right types of homes in the right places, including rental housing and secondary suites - from basement apartments to apartment buildings and non-profit co-ops. As more rental units are built, tenants will have more options and rents should come down.

"For too long, government has stood in the way of increasing housing supply. We are turning home ownership from a dream into a reality for more Ontario families," said Clark. "And we are making it easier to build new rentals, so tenants can find an apartment they can afford."

**More Homes, More Choice** will support faster development near transit, so people can spend less time commuting and more time with family and friends. It will also boost the economy, as the residential housing sector is an important driver of economic growth and a source of job creation. Working together, we can create more housing, strengthen our economy and help ensure the hard-working people of Ontario have homes that meet their needs and their budgets.

#### **QUICK FACTS**

- 83 per cent of Ontario households couldn't afford the average price of a resale home in 2018.
- It takes approximately 10 years to complete either a low-rise or high-rise development project in the Greater

Toronto Area.

- Over the last 20 years, less than seven per cent of all housing built in Ontario was purpose-built rentals. The province's overall rental vacancy rate in 2018 was 1.8 per cent, close to historical lows.

## BACKGROUND INFORMATION

- More Homes, More Choice: Ontario's Housing Supply Action Plan

## CONTACTS

Julie O'Driscoll

Ministry of Municipal Affairs and Housing, Minister's Office

[julie.o'driscoll@ontario.ca](mailto:julie.o'driscoll@ontario.ca)

Conrad Spezowka

Ministry of Municipal Affairs and Housing, Communications

416-585-7066

[mma.media@ontario.ca](mailto:mma.media@ontario.ca)

Ministry of Municipal Affairs and Housing

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Regional Cadet Support Unit  
(Central)



Unité régionale de soutien aux  
cadets (Centre)

5705-1 (J1 HRO)

29 May 2019

RECEIVED  
JUN 03 2019

Mayor Darren White  
157101 Highway 10  
Melancthon ON L9V 2E6

Dear Sir:

I am writing to you today with the hope that your office will recognize the dedication of one of our officers in the Cadet Instructor Cadre (CIC).

Captain Anothony M. Porter has served with Regional Cadet Support Unit (Central) from 1 January 1985 to 8 June 2019. He has dedicated his time to the youth of your community educating them and being a fine role model.

It would be very much appreciated and extremely meaningful to all of us if you were to acknowledge his outstanding career with a letter signed by yourself as Mayor of Melancthon.

We, at Regional Cadet Support Unit (Central), believe that the significance of the letter will express to Captain Porter the esteem with which he is regarded by his community.

Your consideration and support would be very much appreciated. You may forward the letter to: Regional Cadet Support Unit(Central), Attention: J1 HRO, Canadian Armed Forces Base Borden, PO Box 1000, Station Main, Borden ON L0M 1C0. Questions may be directed to Lieutenant N.B. Mills at 705-424-1200 x7036.

M.A. Blakely-Bazinet  
Captain  
J1 Human Resources Officer

**Wendy Atkinson**

---

**From:** [REDACTED]  
**Sent:** Wednesday, June 5, 2019 2:05 PM  
**To:** info@melancthontownship.ca  
**Subject:** Internet availability

Hi there. I live in Melancthon-5th sideroad and 124. I am literally 3kms north of Shelburne. We are surrounded by people able to receive high speed/unlimited internet. I have been told by xplornet we are in a dead zone. There are many people in this area with unaffordable and reliable internet. This is 2019 and really think something needs to be done about this.

My 17 year old needs good internet for high school and currently, we have reached our max of a whopping 100gb for the month. Our cell phones are out of data so any useage is costing extra-not to mention the over \$100 price for limited internet.

I know Dufferin county has been looking into this for quite a while-but not having internet access really is unacceptable. I lived in Amaranth a few years ago-and remember Bell offered high speed/unlimited with a hub for less than \$100-in the country. They now offer only 50gb for \$150-so seems like they are all moving backwards-and not forwards for this day and age!.

I think a tower in the area may help-but my daughter has to do online courses for summer school and it won't be easy.

Thank you for your time.

Sandra Welburn  
[REDACTED] 5 Sideroad  
Melancthon, ON

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## Denise Holmes

---

**From:** Jessica Kennedy <jkennedy@eastgarafraxa.ca>  
**Sent:** Monday, June 10, 2019 12:08 PM  
**To:** Jones-co, Sylvia; Susan Greatrix; 'Denise Holmes'; Meghan Townsend; Jane Wilson; Les Halucha; Kerstin Vroom  
**Subject:** Amaranth Letter of Support - Mono Reducing Litter and Waste in Our Communities  
**Attachments:** Ministry Letter - Mono Reducing Litter & Waste Discussion Paper.pdf

Good Afternoon,

Please see attached Township of Amaranth letter of support with respect to Town of Mono Discussion paper on reducing waste and litter in our communities.

Sincerely,  
Jessica Kennedy  
Deputy Clerk, Township of East Garafraxa  
{shared administration with Township of Amaranth}  
374028 6th Line | Amaranth | ON | L9W 0M6  
Tel: (519) 941-1007<tel:(519)941-1007> ext. 230 | Fax:(519) 941-1802 |  
[jkennedy@eastgarafraxa.ca](mailto:jkennedy@eastgarafraxa.ca)<<mailto:jkennedy@eastgarafraxa.ca>>

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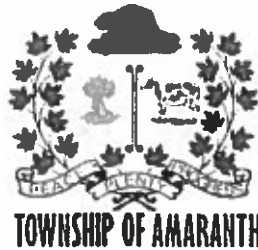
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BEN RYZEBOL, Director of Public Works  
PUBLIC WORKS - TELEPHONE: (519) 941-1065  
FAX: (519) 941-1802  
email: bryzebol@amaranth.ca



SUSAN M. STONE, C.A.O./Clerk-Treasurer  
TELEPHONE: (519) 941-1007  
FAX: (519) 941-1802  
email: suestone@amaranth-eastgary.ca

374028 6<sup>TH</sup> LINE, AMARANTH, ONTARIO  
L9W 0M6

May 29, 2019

Hon. Rod Phillips  
Minister of Environment Conservation and Parks  
College Park 5th Flr.  
777 Bay St,  
Toronto, ON M7A 2J3

Dear Mr. Phillips,

**Re: Reducing Litter and Waste in Our Communities**

At a recent meeting of Council, the following resolution was passed:

**Moved by M. Tijssen, Seconded by H. Foster**

**Be it resolved that:**


Council concurs with the Town of Mono letter dated April 16, 2019 with respect to the Ministers discussion paper, Reducing Litter and Waste in Our Communities;

And Whereas the Township of Amaranth believes action at the Provincial and Federal levels of government needs to be taken with respect to waste management;

Now Therefore this resolution of support be circulated to the Minister of Environment, Conservation and Parks, local MPP, and Dufferin Municipalities.  
**CARRIED.**

A copy of the Town of Mono discussion paper has been enclosed for your information.

Yours truly,

  
Susan M. Stone, A.M.C.T.  
CAO/Clerk-Treasurer  
Township of Amaranth

SMS/jk

cc: MPP Dufferin-Caledon, Sylvia Jones – [sylviajonesco@pc.ola.org](mailto:sylviajonesco@pc.ola.org)  
All Dufferin Municipalities



# Town of Mono

347209 Mono Centre Road  
Mono, Ontario L9W 6S3

April 16<sup>th</sup>, 2019

Hon. Rod Phillips  
Minister of the Environment, Conservation and Parks  
College Park, 5th Floor,  
777 Bay St,  
Toronto, ON  
M7A 2J3

## **RE: Reducing Litter and Waste in Our Communities: Discussion Paper**

Minister Phillips,

On behalf of the Town of Mono, I would like to thank you for providing us with an opportunity to comment on your discussion paper, *Reducing Litter and Waste in Our Communities*. Our Council has strong feelings on several matters your government is proposing in this discussion paper, including but not limited to, single use plastics, excess soil policy, siting of waste facilities, and having producers of waste be responsible for the costs of disposal. Over the years my staff and I have previously delegated to Ministers and Ministry Staff on some of these matters.

As recently as last week, Mono Council considered a report from our staff which was initiated by Council to consider a bylaw to restrict or ban the use of plastic bags in the municipality. While we believe this particular issue is a matter that should be addressed at the provincial or federal level, we believe that action is required immediately and we will be adopting a bylaw in 2020 in Mono, should further decisive direction not be evident from the federal or provincial levels of government on this issue.

### **Waste diversion**

The Town of Mono is well known for its waste diversion and environmental initiatives. It may interest you to know that 30 years ago in September of 1989 Mono launched the first Blue Box program in a rural municipality in Ontario. This initiative was recognized by Waste Diversion Ontario as a program of municipal excellence. Not sitting on our laurels, Mono followed up this achievement in 1992 by receiving a Certificate of Approval for our landfill site launching the first rural Household Hazardous Waste program in Ontario, in coordination with other like-minded municipalities at that time. Our electronics collection was also one of the first programs for that stream of waste diversion.

We agree with the general statement in your paper that the best way to clean up our communities is to avoid litter in the first place. In our opinion, providing the residents of Ontario with the ability for economical diversion and disposal of litter should always remain a secondary consideration to reducing the waste at source. Eliminating or banning problem products such as single use plastics or plastic lined coffee cups is much more effective than producing waste streams, whether the product can be successfully recycled, or in the case of the plastic lined coffee cups, landfilled. This includes all single-use plastics and packaging products, whether it is the product itself, the initial packaging of the product, the packaging of the product for transport, or the packaging or bags provided to the end consumer to take the product home.

Waste diversion has always been led, first and foremost, by municipalities, usually to expand the lives of sanitary landfill sites (SLFS). Many local municipal SLFS have been closed across the Province, either due to capacity, liability, encroaching residential land uses, or transfer of responsibility to other levels. In some cases, they have been purchased by private companies. The incentives for a local municipality to initiate unique programs for waste diversion has to some extent been removed, as local municipalities cease to run landfills. Waste diversion has now become a significant provincial issue and we are hopeful that this important matter will be rectified through a provincially based solution, and not just be punted back to the municipalities to resolve. Harmonizing collection of materials and harmonization of post-collection policies across the Province is a laudable position.

In our opinion there should be no excuse for food or organic wastes going to landfill. Large scale producers of food wastes going to landfill, such as restaurants, multi-residential buildings and others in the food generation industry must be encouraged to reduce these wastes. Your estimate of 60% of food wastes and organics being directed to landfill is almost unimaginable in this day and age. The Province's consideration of a ban of food wastes to landfill is commendable, but this must be implemented with a significant province-wide education and awareness program and composting initiative.

### **Make Producers Responsible for their Waste**

Your discussion paper states *"making producers responsible for the full waste cycle of their products will make recycling easier and more accessible across the Province"*. As indicated earlier, it is our primary position that reducing waste at source is paramount, recycling should be secondary consideration. However, where disposal is absolutely necessary it should remain the responsibility of the producer.

It is not appropriate to burden local taxpayers with the cost of disposing commercially-generated waste. We would support placing the financial burden on producers of packaging and other commercial wastes to encourage a reduction in the excessive packaging. This may also promote action by the generators of this waste to develop markets for re-use and re-cycling of their products. We would also suggest that this financial burden be considered for those commercial products where the sole use of

plastic is simply to make it easier for consumers to dispose of something. We are thinking in particular of plastic water bottles, plastic utensils and plates, coffee cups etc.

### **Municipal Approvals for Landfill and Related Sites**

Your discussion paper includes a section titled *"Give municipalities a greater say in landfill approvals"* and also asks the question *"How do you think municipalities should be given more of a say in the landfill approvals process"*. We can certainly advise you that municipalities should not only have a greater say when landfills are proposed in their municipality, but when they are proposed in neighboring municipalities.

Downstream municipalities may be subject to surface and ground water contamination from these facilities, and with three provincial highways in Mono the transport of these wastes is a significant concern. However, as indicated earlier, this really should be a provincial issue, not something that is punted back to municipalities.

Waste management is no longer a municipal issue, it is a significant provincial issue. The Province's largest city has not had a landfill within its boundaries in almost 20 years. The solution, supported by the province, is to truck waste a significant distance to a previously approved landfill in another community 200 kilometers away. Historically, municipalities were willing and responsible enough to develop facilities within their own boundaries for the waste of their residents. Over the last 25 years, the province has not developed a comprehensive waste management plan for the Province, has encouraged long range transport to other communities, and has accepted private waste disposal and collection as a suitable replacement for community ownership. It is imperative that a province-wide waste management plan be developed with the municipalities at the table as a partner.

It is expected that the impact on municipalities stuck within an approval process for regional or provincial facilities will be exacerbated when additional compost facilities and alternative technology plants are being constructed.

### **Excess Soil and Fill**

The Town of Mono has long been identified by trucking contractors and fill disposal contractors from the southern GTA as a potential dumping ground for excess fill. Our proximity as one of the northerly communities of the GTA, combined with 3 provincial highway access points, has made us a target for illegal dumping of excess fill. We have lobbied the Province for a number of years regarding the issues facing the Town with excess soil generated in the southern GTA.

We are extremely supportive of the statements in your discussion paper to *"work with municipalities and other law enforcement agencies and stakeholders to increase enforcement on illegal dumping of excess soil"*. There is a perceived lack of enforcement of commercial vehicle regulations on the roadways in the Town of Mono by the Ministry of Transportation. We have seen some recent improvement over the last couple of years as we continue to trek to Queen's Park and demand improvements,

however, enforcement still needs to be improved. We have expressed concern to the Ministry in the past that there is no commercial weigh-scale facility on the northbound provincial highway system from the downtown core of Toronto, to the Town of Mono, and further north to Owen Sound. It is suggested that the establishment of a weigh-scale on the northbound highway leaving Toronto would help to minimize the illegal transport of soils through these areas.

We would also suggest that the direction in the provincial guidelines, to ensure that communities that generate fill provide for their disposal in their own communities be formally legislated. This would require municipalities to ensure that they have adequate sites to receive fill from the sites generating fill. If not available within a community, sites outside of a community could be considered, with the approval of the receiving community, and this should be done up front in the planning process. We would suggest that this become a formal part of the requirements of the site plan approval process with amendments required to the Planning Act and the City of Toronto Act.

Municipalities at the end of this waste stream are receiving no monetary or other benefits, and are faced with a constant bylaw enforcement issues and demands to ensure that fill is not contaminated, and placed in such a way to ensure grading and other environmental issues are properly handled.

### **Single Use Plastics**

As noted at the start of this correspondence, Mono has been considering a ban the use of plastic bags at checkout for town businesses. A corporation with multiple franchises should not have to be legislated by multiple municipalities on this issue. We believe the action must come at the provincial and federal levels of government.

We are hopeful from what we have seen at the provincial level with Prince Edward Island proposing a ban single use plastics in 2019, and Newfoundland and Labrador announcing a similar ban for 2020. We would hope Ontario will follow through with the position in your discussion paper and enact a similar ban.

It would be our recommendations that:

- The Province of Ontario pass a bylaw to prohibit the use of check out plastic bags and other plastic consumer items; and,
- The Province of Ontario strongly urge the Federal government to support a Canada wide program to reduce and eventually ban plastic packaging and specified plastic containers.

We are awaiting action at the provincial and federal levels. If there is no substantive action on this issue at these levels of government in 2019, we will be passing a bylaw on plastic bags and single use plastics in early 2020.

Minister, thank you again for allowing the Town of Mono to provide its input to your discussion paper on waste management. We look forward to seeing the results of your consultation on this important matter.

Regards,

**TOWN OF MONO**

A handwritten signature in black ink, appearing to read 'Laura Ryan', with a stylized, cursive script.

Laura Ryan  
Mayor

cc. Hon. Sylvia Jones, MPP  
Pam Hillock, Clerk, Dufferin County  
Dufferin Municipalities, Clerks



June 12, 2019

The Honourable Justice Lise Maisonneuve  
Chief Justice of the Ontario Court of Justice  
Ontario Court of Justice - Office of the Chief Justice  
1 Queen Street East, Suite 2300  
Toronto, ON M5C 2W5

Your Honour:

Re: Highway Traffic Act Set Fines

The Town of Mono is a rural community of under 10,000 residents on the northern edge of the GTA. There are three provincial highways and numerous regional arteries passing through our Town. While many of our residents commute to the large urban centres to our south, many more transit through Mono on their daily commutes or when heading to vacation properties along Georgian Bay.

Over the past few years we have witnessed ever aggressive drivers on our roadways. To combat this, we have increased traffic patrols to well beyond the OPP base level of service. This past Victoria Day long weekend saw our local police lay seven stunt driving charges within our borders. And this is by no means exceptional with many weekends seeing similar charges laid. While this strategy has proven successful in catching speeding drivers, it has not proven nearly as successful in altering their behaviour.

While police enforcement is an essential tool in addressing this safety concern, I am concerned that stiffer penalties are also needed. It is my understanding that set fines for speeding have not increased in over 20 years. I firmly believe that increasing the fines for speeding will have a positive effect on those drivers that insist on putting all of us in danger with their disregard for other's safety.

The Council of the Town of Mono passed the following resolution on May 14, 2019.

Resolution #11-9-2019

*Moved by John Creelman, Seconded by Ralph Manktelow*

*WHEREAS Set Fines for speeding offences under the Highway Traffic Act (Section 128) have not increased in over 20 years or more;*

P: 519.941.3599  
F: 519.941.9490

E: [info@townofmono.com](mailto:info@townofmono.com)  
W: [townofmono.com](http://townofmono.com)

347209 Mono Centre Road  
Mono, ON L9W 6S3

INFO #6  
JUN 20 2019

*AND WHEREAS the Town of Mono and other municipalities in Ontario are facing serious road safety issues arising from aggressive speeding and careless driving on local, county and regional roads as well as provincial highways;*

*AND WHEREAS Set Fines for speeding deserve a thorough review both in terms of appropriateness, given no increases in 20 years or more and the need to establish appropriate deterrence;*

*AND WHEREAS the Chief Justice of the Ontario Court of Justice determines fines under the Provincial Offences Act (Section 91.1 (1)): 'The Chief Justice of the Ontario Court of Justice may specify an amount as the set fine for the purpose of proceedings under Part I or II for any offence. 2017, c. 34, Sched. 35, s. 17.';*

*AND WHEREAS an increase in fines may also require a change in Regulations;*

*BE IT RESOLVED the Town of Mono requests the Chief Justice of the Ontario Court of Justice to review Set Fines under the Highway Traffic Act, especially those involving speeding offences (Section 128) and careless driving (Section 130) with the view to an increase that both takes into consideration the length of time since the last increase as well as establishing appropriate deterrence;*

*AND THAT this Motion be sent to the Chief Justice, Dufferin County municipalities, MPP Sylvia Jones, the Detachment Commander of the Dufferin OPP and the Association of Municipalities of Ontario.*

*"Carried"*

I trust that this is a matter that you find equally concerning. I look forward to your favourable response to our request.

Regards,

TOWN OF MONO

Original signed by:

Laura Ryan, Mayor

Laura Ryan  
Mayor

cc: Hon. Sylvia Jones (Dufferin-Caledon), Solicitor General  
Hon. Jeff Yurek, Minister of Transportation

P: 519.941.3599  
F: 519.941.9490

E: [info@townofmono.com](mailto:info@townofmono.com)  
W: [townofmono.com](http://townofmono.com)

347209 Mono Centre Road  
Mono, ON L9W 6S3

**Staff Sgt Nicol Randall, Detachment Commander, Dufferin OPP**  
**Association of Municipalities of Ontario**  
**All Dufferin Municipalities**

**P: 519.941.3599**  
**F: 519.941.9490**

**E: [info@townofmono.com](mailto:info@townofmono.com)**  
**W: [townofmono.com](http://townofmono.com)**

**347209 Mono Centre Road**  
**Mono, ON L9W 6S3**

## Board of Health Members

George Bridge  
Chair,  
Warden, County of Wellington  
Mayor, Town of Minto

Allan Alls,  
Councillor, County of Wellington

Christine Billings  
Councillor, City of Guelph

Guy Gardhouse  
Councillor, County of Dufferin  
Mayor, Township of East Garafraxa

Rodrigo Goller,  
Councillor, City of Guelph

June Hofland  
Councillor, City of Guelph

Dennis Lever  
Warden, County of Wellington  
Mayor, Township of Puslinch

Nancy MacDonald,  
County of Wellington

Ralph Manktelow  
County of Dufferin

Dr. Nicola Mercer  
Ex-Officio Member  
Medical Officer of Health & CEO,  
WDG Public Health

Lambert Otten  
County of Wellington

Chris White  
Councillor, County of Wellington  
Mayor, Township of Guelph-Eramosa

**Wellington-Dufferin-Guelph Public Health is governed by a Board of Health consisting of local municipal councillors, mayors and community members and is mandated to support the well-being of individuals and communities.**

**Dr. Nicola Mercer, Medical Officer of Health, updated the Board on:**

**Increasing Immunization rates:** Public Health maintains the immunization records of students attending school and children in registered daycares. Students not in compliance are suspended till up-to-date. Parents with children in daycare receive a letter only. This is resulting in more students and children being immunized which is key to protecting the community from diseases. Each school and licensed childcare is linked with a Public Health Nurse allowing them to provide education about vaccines and vaccine preventable diseases to parents, students, school boards and school staff.

**Wee Talk:** This unique program ensures that children start school with the communication skills needed for personal, social and academic success. Wee Talk is a partnership between WDG Public Health, St Joseph's Health Centre and Groves Memorial Hospital/North Wellington Health Care. Public Health speech language pathologists assess referred children to determine if they are meeting their developmental milestones or if further monitoring or referral for direct therapy is required. There are 1,709 children currently in the Wee Talk Program. Parental involvement is critical for a child's success so Wee Talk is launching an online orientation for parents who can now receive the information they need from the convenience of their homes.

**Opioid National Challenge:** WDG Public Health will find out on June 25 if they won \$50,000 from the MaRS Discovery District. MaRS and the Public Health Agency of Canada issued a national challenge to use data to better respond to the opioid crisis. Public Health is already a finalist and was awarded \$10,000 to duplicate their Opioid Alert Platform in other Canadian communities. The alert system has been implemented in Parry Sound and Nipissing and will be used in Brant County. WDG Public Health staff met with officials in Whitehorse, Yukon to implement the system there. Most opioid harms are due to tainted drugs (fentanyl). The alert system monitors opioid data daily from community partners including police and hospitals. When an unusual pattern of overdoses is detected community partners and drug users are warned tainted drugs are in the community so they can take necessary precautions.



**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

June 12, 2019

Ontario Good Roads Association  
1525 Cornwall Road  
Unit 22  
Oakville, ON L6J 0B2

Attention: Rick Kester, President

Re: 2019 Ontario Good Roads Association combined conference resolution

At the Municipality of South Huron Council meeting of June 3, 2019, Council passed the following resolution:

**Motion: 329-2019**

**Moved: T. Oke**

**Seconded: B. Willard**

**Whereas on the May 21, 2019 Regular Council agenda, correspondence item 11.6 was received from the Ontario Good Roads Association (OGRA); and**

**Whereas at the 2019 OGRA conference AGM a resolution was passed regarding the re-establishment of an annual combined conference for both OGRA & Rural Ontario Municipalities (ROMA); and**

**Whereas included in item 11.6 was correspondence from ROMA to OGRA dated March 22, 2019 which responded that the ROMA Board is not prepared to enter into discussions with OGRA for the purpose of combining the respective conferences at this time; and**

**Whereas South Huron Council discussed this item and noted as a past attendee of the combined conferences, it makes great sense for the OGRA & ROMA conferences to be returned to a combined conference effort each February, not only financially for the municipality but also for availability for participation of members of Council and staff;**

**Now Therefore Be It Resolved that the Council of the Municipality of South Huron support the original resolution passed at the OGRA AGM to re-establish a combined OGRA & ROMA conference; and**

**Furthermore that a letter be sent to the ROMA Board of Directors, outlining our support for a collaborative OGRA ROMA annual combined conference, and that this letter of support be circulated to the Ontario Municipalities, and the OGRA Board of Directors. Disposition: Carried**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Rebekah Msuya-Collison, Director of Legislative Services/Clerk  
Municipality of South Huron  
519-235-0310 x227  
[clerk@southhuron.ca](mailto:clerk@southhuron.ca)

c. Rural Ontario Municipal Association  
c. All Huron County municipalities



## **NOTICE OF PASSING OF ZONING BY-LAW**

### **THE CORPORATION OF THE MUNICIPALITY OF GREY HIGHLANDS**

**TAKE NOTICE** that the Council of the Corporation of the Municipality of Grey Highlands **PASSED By-law 2019-052** on the 5<sup>th</sup> day of June, 2019 under Section 34 of the Planning Act R.S.O. 1990, as amended.

**AND TAKE NOTICE** that the Zoning By-law may be appealed to the Local Planning Appeal Tribunal by filing with the Clerk of the Corporation of the Municipality of Grey Highlands, not later than July 1, 2019 a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee prescribed under the Local Planning Appeal Tribunal Act, as amended.

**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 group on its behalf.

**AN EXPLANATION** of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a Key map showing the location of the lands to which the By-law applies are attached.

DATED AT THE MUNICIPALITY OF GREY HIGHLANDS, This 10<sup>th</sup> day of June, 2019.

Raylene Martell, Clerk  
Municipality of Grey Highlands  
206 Toronto Street South, Unit 1  
(Grey Gables Building - Lower Level)  
Box 409, Markdale ON N0C 1H0  
Telephone: (519) 986-2811, Fax (519) 986-3643

For information contact the Planning Department.

#### **EXPLANATORY NOTE**

This By-law applies to those lands located within the Municipality of Grey Highlands and described as PT LT 6-7 CON 3 SDR OSPREY, BEING PART 2, PLAN 16R-10959; GREY HIGHLANDS PT LT 6-7 CON 3 SDR OSPREY AS IN GS118450 GREY HIGHLANDS as shown on Schedule "A" affixed hereto.

The purpose of this By-law is to amend the Municipality of Grey Highlands Comprehensive Zoning By-law 2004-50 to rezone a portion of the subject lands to permit a small-scale metal works shop on the subject property.

The effect of this By-law is to amend the zone symbol on Schedule "A-9" of the Municipality of Grey Highlands Comprehensive Zoning By-law 2004-50 to change the zone symbol on Schedule 'A-9' from Agriculture (A1), Rural (RU) and Hazard (H) to Agriculture (A1), Rural (RU), Hazard (H) and Rural Commercial (C4) as shown on Schedule 'A' attached hereto.

The County of Grey Official Plan places the subject lands as Rural, Agricultural and Hazard.

The Council of the Municipality of Grey Highlands has adopted this By-law and is now circulating it in accordance with Provincial Regulations.

**The Corporation of the Municipality of Grey Highlands**

**By-law No. 2019-052**

**Being a By-law to amend the Municipality of Grey Highlands Comprehensive Zoning By-law No. 2004-50;**

**Whereas**, the Council of the Corporation of the Municipality of Grey Highlands deems it in the public interest to pass a By-law to amend By-law No. 2004-50; and

**Whereas**, pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

**Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:**

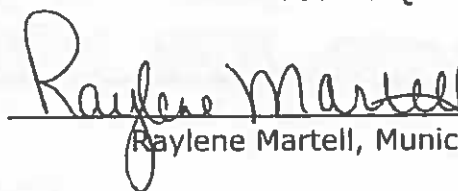
1. That By-law 2019-046 be rescinded.
2. By-law No. 2004-50 is hereby amended by affecting the lands described as PT LT 6-7 CON 3 SDR OSPREY, BEING PART 2, PLAN 16R-10959 GREY HIGHLANDS; PT LT 6-7 CON 3 SDR OSPREY AS IN GS118450 GREY HIGHLANDS, as shown on Schedule "A" attached hereto.
3. Schedule 'A-9' from Agriculture (A1), Rural (RU) and Hazard (H) to Agriculture (A1), Rural (RU), Hazard (H) and Rural Commercial (C4).
4. Schedule "A" and all other notations thereon are hereby declared to form part of this By-law.
5. This By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990, as amended.

Read a first, second and third time, and finally passed on June 05 2019.

The Corporation of the  
Municipality of Grey Highlands



Paul McQueen, Mayor



Raylene Martell, Municipal Clerk

SCHEDULE "A"  
BY-LAW No. 2019-052  
AMENDING BY-LAW No. 2004-50

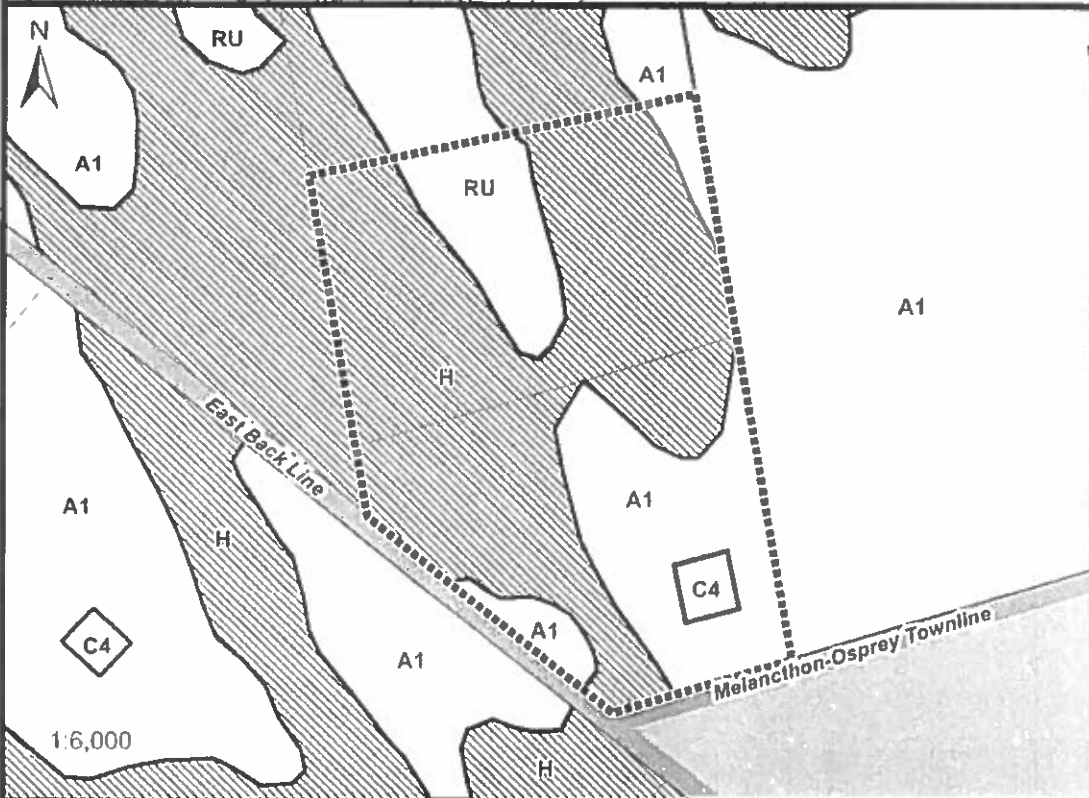
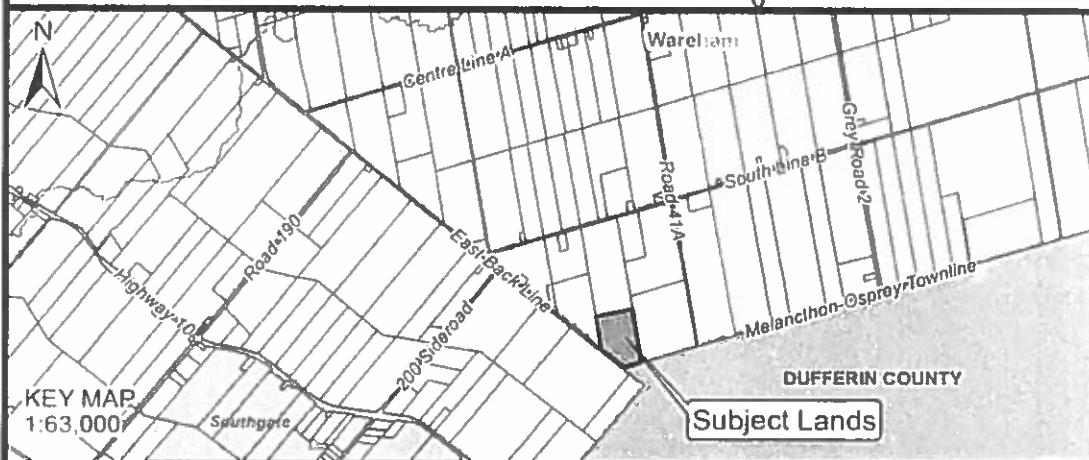
MUNICIPALITY OF GREY HIGHLANDS  
(GEOGRAPHIC TOWNSHIP OF OSPREY)

DATE PASSED: June 5 2019

SIGNED:

  
PAUL McQUEEN, MAYOR

  
RAYLENE MARTELL, CLERK



LEGEND



Lands subject to amendment



Agriculture



Rural



Rural Commercial



Hazard

## Denise Holmes

---

**From:** Guy Giorno <ggiorno@fasken.com>  
**Sent:** Thursday, June 13, 2019 4:48 AM  
**To:** Pam Hillock; Michelle Dunne; Ed Brennan (ebrennan@orangeville.ca); Jane Wilson (jwilson@townofgrandvalley.ca); Denise Holmes; Tracey Atkinson - County of Dufferin (tatkinson@mulmur.ca); Denyse Morrissey (dmorrissey@shelburne.ca); Jennifer Willoughby; Mark Early; Sue Stone; Kerstin Vroom; mtownsend (mtownsend@townofgrandvalley.ca); Susan Greatrix  
**Subject:** Integrity Commissioner Special Report  
**Attachments:** Integrity Commissioner Special Report June 2019.pdf

Please see attached.

Guy

Guy Giorno  
Integrity Commissioner  
416 865 5164  
Toll-free 877 609 5685

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To: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)  
From: [ggiorno@fasken.com](mailto:ggiorno@fasken.com)

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

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Barristers and Solicitors  
Patent and Trade-mark Agents

55 Metcalfe Street, Suite 1300  
Ottawa, Ontario K1P 6L5  
Canada

T +1 613 236 3882  
+1 877 609 5685  
F +1 613 230 6423

fasken.com

## MEMORANDUM

---

**To:** Council

**From:** Guy Giorno  
Integrity Commissioner

**Date:** June 13, 2019

**Re:** Special Report: Process for providing advice to Members

---

This special report deals with an issue that has arisen in several municipalities as a result of one of the Bill 68 amendments to the *Municipal Act*. It is being provided simultaneously to all municipalities that have appointed me as Integrity Commissioner (except those where this issue does not arise or has already been addressed).

### Context

Since March 1, the responsibilities of an Integrity Commissioner under subsection 223.4 (1) of the *Municipal Act* have included:

4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.

Subject to Part V.1 of the Act, in carrying out the above responsibilities, the Commissioner may exercise such powers and shall perform such duties as may be assigned to him or her by the municipality.<sup>1</sup>

The Act states that a request for advice under the above provisions must be made in writing.<sup>2</sup> If the Integrity Commissioner provides advice in response to a request then the advice must also be in writing.<sup>3</sup>

The giving of written advice is subject to section 223.5 of the Act, which provides, in part, as follows:

---

<sup>1</sup> Subsection 223.3 (2).

<sup>2</sup> Subsection 223.3 (2.1).

<sup>3</sup> Subsection 223.3 (2.2).

# FASKEN

- (1) The Commissioner and every person acting under the instructions of the Commissioner shall preserve secrecy with respect to all matters that come to his or her knowledge in the course of his or her duties under [Part V.1 of the Act].

...

- (2.1) Advice provided by the Commissioner to a member under paragraph 4, 5 or 6 of subsection 223.3 (1) may be released with the member's written consent.
- (2.2) If a member releases only part of the advice provided to the member by the Commissioner under paragraph 4, 5 or 6 of subsection 223.3 (1), the Commissioner may release part or all of the advice without obtaining the member's consent.
- (2.3) The Commissioner may disclose such information as in the Commissioner's opinion is necessary, (a) for the purposes of a public meeting under subsection 223.4.1 (8); (b) in an application to a judge referred to in subsection 223.4.1 (15); or (c) in the written reasons given by the Commissioner under subsection 223.4.1 (17). [These subsections are part of the process for an Integrity Commissioner inquiry into whether a member has contravened the *Municipal Conflict of Interest Act*.]

In summary, the Integrity Commissioner cannot, except in specific, narrow circumstances, disclose the advice that has been given to a Member.

The same restriction does not apply to a Member. The written advice is for use in the Member's discretion. The Member is not required to share the advice with the municipality or with anyone else. On the other hand, the Member may choose to share the advice with anyone and even to make it public.

## Issue

As Integrity Commissioner, I supply the municipality with statements of account that list the dates on which Integrity Commissioner services were provided and, without breaching confidentiality, briefly describe the nature of services.

It is my practice to assign a file number to each request for advice (RFA), based on the year and the order in which requests are received. For example: RFA-2019-02 (Name of Municipality). These file numbers are mentioned in the statements of account.

The statement of account reports the amount of time spent considering and responding to each request for advice (for example, 0.4 hours). In order to respect confidentiality, the statement of account does not identify the topic or nature of the request for advice, name the Member, or disclose the advice.

The obvious challenge is that a municipality must (for reasons of accountability) be able to confirm that the services described on a statement of account were provided, and the Integrity Commissioner should enable this accountability without breaching the confidentiality demanded by the *Municipal Act*.

# FASKEN

In my view, one solution is for Council to direct the Integrity Commissioner to include in the statement of account the name of the Member who requested advice, provided that no information about the request or the advice is disclosed.

I believe that this solution balances the statutory imperative of confidentiality with Council's authority, under subsection 223.3 (2), to assign duties that the Integrity Commissioner must perform while carrying out the responsibilities for requests for advice under paragraphs 4, 5 and 6 of subsection 223.3 (1).

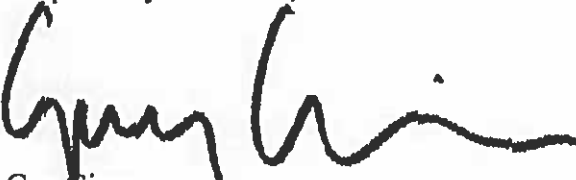
This solution would permit a municipality to ask a Member to confirm that services were performed (*i.e.*, that a request for advice was considered and addressed). A municipality could not, of course, ask a Member what the request or the advice was about. Confirmation that advice was requested and provided would suffice.

Some municipalities publish all invoices as public documents. Whether the name of the Member could or should be redacted before the statement of account is published is beyond the scope of this special report. A municipality may wish to consult its solicitor.

## Recommendation

If Council wishes then it should direct the Integrity Commissioner to include in the relevant statement of account the surname<sup>4</sup> of the Member who made a request for advice under paragraph 4, 5 or 6 of subsection 223.3 (1) of the *Municipal Act*, provided that confidentiality is maintained and the Integrity Commissioner reveals no information about the nature of the request or the content of the advice.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Guy Giorno', with a stylized, flowing script.

Guy Giorno  
Integrity Commissioner

---

<sup>4</sup> Where a surname is insufficient to identify a Member the full name would be used.

## Horning's Mills Community Hall Board of Management

Jennifer Weaver  
Moved by.....  
Debbie Fawcett  
Seconded by..... Tuesday June 11  
Date.....2019

Be it resolve that the Horning's Mills Community Hall Board present the following draft Budget for 2019:

<u>INCOME (\$8900)</u>	
• Rentals	\$7000
• Donations	\$ 100
• Event Revenue	\$1800
<u>EXPENSES (-\$9850)</u>	
• Hydro / Gas / Phone	\$3800
• Snow Removal	\$ 500
• Annual Testing / Safety	\$ 250
• Cleaning Supplies / Postage / Misc.	\$ 850
• Cleaning Services	\$3000
• Elevator Maintenance	\$1450

<u>2019 ADDITIONAL EXPENSES (-\$6000)</u>	
• Main Floor Kitchen Reno (new stoves)	\$5000 (estimate)
• New Kitchenware and Cooking Utensils	\$1000 (estimate)

TOTAL : - \$6950

James Webster  
v Carried / ~~Lost~~ : .....



The Corporation of  
**THE TOWNSHIP OF MELANCTHON**  
157101 Hwy. 10, Melancthon, Ontario, L9V 2E6

Denise B. Holmes, AMCT  
CAO/Clerk

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 B. HOLMES, CAO/CLERK  
DATE: JUNE 11, 2019  
SUBJECT: CONSERVATION AND DEMAND MANAGEMENT PLAN - 2019-2024

---

### RECOMMENDATION

That the Township of Melancthon Conservation and Demand Management Plan 2019 - 2024 be received and approved and that it be used as a basis for the required Province of Ontario reporting in response to the *Electricity Act*, Ontario Regulation 507/18. And further that it be used for future energy conservation measures and sustainability initiatives as identified therein being undertaken subject to the annual approval of capital and operating budgets.

### STRATEGIC PLAN ALIGNMENT

Strategic Objective – Economic Stability - 4.1 Fiscal Responsibility

### PURPOSE

The purpose of this report is to fulfil the Township's reporting requirements under *Electricity Act*, Ontario Regulation 507/18.

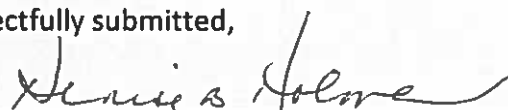
### BACKGROUND AND DISCUSSION

The Township's Conservation and Demand Management Plan was prepared to respond to the *Electricity Act*, Ontario Regulation 507/18 which requires all public agencies to prepare a five year Conservation and Demand Management Plan. The Plan was last prepared in 2014 and expires July 1, 2019. The Conservation and Demand Management Plan lists the annual energy consumption and greenhouse emissions, as well as, a description of previous, current and proposed measures for reducing the Township's energy consumption and a forecast of expected results.

### FINANCIAL

There is no financial impact associated with this Report.

Respectfully submitted,

  
Denise B. Holmes, CAO/Clerk

ACT #3  
JUN 20 2019



---

# **TOWNSHIP OF MELANCTHON**

## **CONSERVATION AND DEMAND MANAGEMENT PLAN**

### **(2019-2024)**

# Township of Melancthon Conservation and Demand Management Plan

**Figure 1 - Energy Management Plan Framework**



## Introduction & Background

Successful energy management depends on the integration of energy efficient practices into the "business as usual" conduct of the organization, is based on a regular assessment of energy performance, and requires the implementation of procedures and measures to reduce energy waste and increase efficiency. Regardless of the size of the municipality, the common element of successful energy management is the allocation of staff and resources to continually improve energy performance.

## **Our Commitment**

### **Declaration of Commitment and Council Resolution**

The Township of Melancthon will use existing resources and will access outside agencies where appropriate to develop and implement a strategic Energy Conservation and Demand Management Plan as required under Ontario Regulation 507/18. Council supports energy planning as it will help avoid cost increases, reduce our energy consumption and be aware of the environmental impact. Council and staff will ensure that the objectives presented in this plan are achieved and that progress towards those objectives is monitored on an ongoing basis.

### **Vision**

We will strive to continually reduce our total energy consumption through wise and efficient use of energy and resources, while still maintaining an efficient and effective level of service for our clients and the general public. Energy consumables include electricity, oil, propane, gas and diesel. This vision can be achieved through operational efficiencies and encouraging energy awareness and knowledge within the municipality.

### **Policy**

Township of Melancthon will incorporate energy efficiency into all areas of our organizations decision making process. This will involve increased awareness, education and understanding of energy management within the Municipality. Energy costs will factor into cost analysis, asset management analysis and policies of the Municipality.

## Our Goals

- Improve the energy efficiency of our facilities by utilizing best practices to reduce our operating costs, energy consumption and greenhouse gas emissions
- Implement an energy management program to reduce consumption, achieve cost savings, and meet greenhouse gas emission targets
- Create a culture of conservation
- Increase the comfort and safety of staff and patrons of the Township of Melancthon's facilities
- Improve the reliability of the Township of Melancthon's equipment and reduce maintenance

## Objectives

In order to meet the strategic goals of the Energy Conservation and Demand Management Plan, there are a number of goals and objectives that align with its development and implementation:

- Ensure energy efficiency throughout municipal facilities
- This will include looking at energy commodity procurement options and taking advantage of all available resources and funding for energy projects.
- Raise Staff and Council awareness around energy efficiency. This will include communicating successes to both internal and external stakeholders
- To identify and seize renewable energy generation opportunities
- Energy Management will form part of the Township's operational decision making process

## **Our Understanding (Current State)**

### **Stakeholder Needs – Internal and External**

The Township of Melancthon understands that its' stakeholders need:

- a) An up-to-date and relevant energy management plan with clear vision, goals and targets in order to clearly communicate the commitment to energy efficiency.
- b) Regular reports and information to maintain awareness of energy use.
- c) Training and support to develop the skills and knowledge required to implement energy management practices and measures.
- d) The Municipality to be accountable for energy performance and to minimize the energy component of the costs of municipal services.

## **Current Municipal Energy Situation**

### **Energy Consumption and Demand**

The current energy usage by building is detailed in Appendix A. Our energy usage is reported annually to the Ministry of Energy.

## **Energy Initiatives**

### **Renewable Energy**

Renewable energy is energy which comes from natural sources such as sunlight, wind, and geothermal heat.

- The Township of Melancthon applied to participate in a Solar Energy FIT contract which was deemed not to be feasible at that time
- Install new weather stripping around the public works building doors and re-insulate areas to prevent heat loss through eaves and roof to help with efficiency
- Installed new glass entrance doors in the Administration Offices which allow a substantial amount of natural lighting
- Installed sun tunnels in new addition which allows a substantial amount of natural lighting

- Installed new Light Filtering Window Shades
- Security glass was removed which allows for better air circulation through the administration office. Security glass filtered a lot of natural lighting
- Programmable thermostats – peak and non-peak times (heating and air conditioning)

## **How Energy Is Currently Managed**

The management of our energy is a combination of energy data management, energy supply management, and energy use management.

### **Energy Data Management**

Our municipal energy data is managed through the Treasury department. The data is received via supplier invoices, then tracked and/or monitored using the resources provided by the Ministry of Energy annually.

- Invoices are entered into the annual spreadsheet
- Consumption/trends are analyzed
- Reports are generated

## Energy Supply Management

Our municipal energy is supplied via a number of providers as outlined below:

- Electricity is supplied by Hydro One on an as needed basis and is priced at the standard rates offered by the provider at the time of delivery
- Propane is supplied by local propane providers on an as needed basis and is priced at the standard rates offered by the provider at the time of delivery
- Natural Gas is supplied by Enbridge on an as needed basis and is priced at the standard rates offered by the provider at the time of delivery
- Diesel / Gas is supplied by local fuel providers on an as needed basis and is priced at the standard rates offered by the provider at the time of delivery

## Energy Use Management

Energy use is monitored on an ongoing basis as part of the monthly accounts payable procedure. These figures are used as part of the annual budget process. The consumption figures reported on these billings form part of the submission to the Ministry of Energy.

## Our Plan

### Strategic

- **Long-term strategic issues:** We will develop and implement energy policies, develop the required skills and knowledge, manage energy information, communicate with our stakeholders, and invest in energy management measures.
- **Departmental responsibilities:** We will incorporate energy budget accountability into our Municipal responsibilities.
- **Links with other Municipalities:** Energy Management Plan, is to be coordinated with the Municipalities Budget Planning, Strategic Plan, Procurement By-law, Asset Management Plan and Policy or By-law Development Process.

## **Energy management Leader and Team**

### **Resources**

- **Energy Leader/Team:** The Treasurer and identified staff members have been designated as our energy Leader/Team with overall responsibility for energy management.
- **Staffing Requirements and duties:** Energy efficiency will be standard operating procedure and the knowledge requirement for operational jobs.
- **External consultants and energy suppliers:** We will establish criteria in our Procurement Policy based on our energy goals and objectives for the selection of external consultants and energy suppliers.

### **Staff Training and Communication**

- **Communication programs:** Communication strategy that creates and sustains awareness of energy efficiency as a priority among all employees and conveys our commitment and progress to our stakeholders.
- **Energy Awareness Training:** Develop and deliver training focused on the energy use and conservation opportunities associated with employees' job functions wherever possible.
- **Energy Skills Training:** Develop and deliver skills training for operators, maintainers and other employees that have "hands-on" involvement with energy consuming systems in order to improve the team's ability to achieve energy efficiency improvements.

## Development of Energy Projects

- **Staff suggestions:** Implement a standard process for submitting and processing staff suggestions for energy efficiency improvements.
- **Energy audits:** As necessary when incentive programs are available to help with the cost.

## Investment in Energy Projects

- **Investment criteria:** Will develop and/or clarify as necessary the financial indicators that are applied to investment analysis and prioritization of proposed energy projects, taking due consideration of the priority given to energy efficiency projects versus other investment needs (life cycle versus simple payback).
- **Consideration of energy efficiency for all projects:** Lifecycle cost analysis will be incorporated into the design procedures for all energy projects.
- **Budgetary resources for energy projects:** Energy projects will be integrated into our capital planning and budget development procedures.
- **Capital:** Savings and incentives from previous energy efficiency projects will be incorporated into our annual capital planning procedures as a separate envelope.
- **Other sources of funds for energy projects:** The Energy Team will be mandated to investigate, document, and communicate funding sources for energy projects, including government and utility grants and incentives.

## Procurement

- **Energy purchasing:** We will continue to explore and investigate opportunities to procure other energy commodities at a lower cost. This investigation will include the availability of energy services, energy quality and reliability and other performance factors.
- **Consideration of energy efficiency of acquired equipment:** Our current Procurement Policy By-law will be modified as required to incorporate energy efficiency into the criteria for selection and evaluation of materials and equipment.

## Our Execution – Action List

All work completed on the plan to date culminates in the development of actions for execution. Generally, the action can be classified as a program, process, or project. In addition, all actions are linked back to particular objectives developed earlier in the plan in order to ensure that they support the objectives, which in turn supports the goals, which in turn will move the Township towards its vision.

Type	Objective	Action	Cost / Savings Estimate (if applicable)	Owner	Target Date
Program	Awareness	Energy reports to be distributed to Department Heads on a regular basis		Treasurer	In progress

Type	Objective	Action	Cost / Savings Estimate (if applicable)	Owner	Target Date
Program	Awareness	Improve staff education and awareness through meetings and discussion		Administrative Co-ordinator / All Staff	In progress
Process	Awareness	Communicate to the organization the name of the Energy Leader / Team and distribute the Energy Management Plan		Administrative Co-ordinator	In progress
Process	Energy Efficiency	Run dishwashers on mid-peak or low-peak hours		All Staff	In progress
Process	Energy Efficiency	Turn off all electronic devices such as coffee makers, printers, calculators, phone chargers etc. at night and on weekends		All Staff	In progress
Project	Energy Efficiency	Enhance Building Envelope – window replacement program, window sealing, caulking, weather-stripping and insulation		Administration Office	Completed 2013

Type	Objective	Action	Cost / Savings Estimate (if applicable)	Owner	Target Date
Process	Energy Efficiency	Explore potential for day lighting in areas with high sun exposure.  Shut some office lights off where natural light available.		Administration / All Staff	In progress
Process	Procurement	Fleet Procurement – Selecting vehicle engines with better fuel economy under our operating conditions  - Specifying transmissions that improve fuel efficiency  - Setting specifications so that the equipment is the right size for the work		Public Works	In progress
Process	Energy Efficiency	Enhance Building Envelope – Weather-strip doors and windows, insulate eaves and roof to eliminate heat loss		Public Works	In progress

Type	Objective	Action	Cost / Savings Estimate (if applicable)	Owner	Target Date
Program	Energy Efficiency Awareness	<b>Fleet Preventative Maintenance</b> <ul style="list-style-type: none"> <li>- Program to schedule routine maintenance and inspection</li> <li>- Operator awareness/training</li> <li>- Equipment idling procedures</li> <li>- Use of LED lighting for vehicles and equipment</li> <li>- Use of inverters rather than generator for small tools</li> </ul>		Public Works	In Progress
Process	Energy Efficiency	<b>Fleet Replacement Plan – long term planning to ensure useful life of vehicle</b> <ul style="list-style-type: none"> <li>- Assign appropriate equipment for intended use</li> <li>- Consider alternate uses for equipment</li> </ul>		Public Works	In progress

## **Our Evaluation**

Our evaluation will include a review and update of the energy plan as necessary. Our evaluation process is ongoing and will lead to continuous improvement.

## **Monitoring Progress**

- Ongoing monitoring of consumption.

## **Review & Reporting**

- Reporting requirements for the *Electricity Act*, and other pertinent provincial legislation will be factored into our reporting procedures.
- Reports to Council: Annual energy performance summary reports will be generated to apprise Council of the progress made towards our planned energy goals and objectives.
- Reports to stakeholders (community): The general public will be apprised of energy performance of municipal facilities and the impact of implemented energy management measures where appropriate.
- We will review and evaluate our energy plan, revising and updating it as necessary, when we update our Strategic Planning process.

## **References**

County of Peterborough (Feb 2013) Energy Management Plan

Township of Mulmur (June 2019) Energy Management Plan

## APPENDIX A: Current Municipal Energy Situation (2017)

Operation Name	Floor Area sq ft	Avg hrs/wk	Annual Flow (Mega Litres)	Energy Type			Total			Comments
				Electricity	Natural Gas	Propane	GHG Emissions (Kg)	Energy Intensity (ekWh/sqft)	Energy Intensity (ekWh/Mega Litre)	
				kWh	Cubic meter	litres				
Town Hall	3850	45		21521.71		3320.5	5489.11991	11.65368		
Public Works Building	5000	20		26507.27		18405.5	28821.10377	31.18163		
Horning's Mills Community Hall	4340	15		7732.766	2165		4226.96884	7.08339		



*The Corporation of*

**THE TOWNSHIP OF MELANCTHON**

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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

Denise B. Holmes, AMCT  
CAO/Clerk

**REPORT TO COUNCIL**

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**  
**FROM: WENDY ATKINSON, TREASURER**  
**DATE: JUNE 20, 2019**  
**SUBJECT: TOWNSHIP OF MELANCTHON STRATEGIC ASSET MANAGEMENT POLICY**

---

**RECOMMENDATION**

That the Township of Melancthon Strategic Asset Management Policy dated June 20, 2019, be received and approved.

**STRATEGIC PLAN ALIGNMENT**

Strategic Objective – Economic Stability - 4.1 Fiscal Responsibility  
- Quality of Life - 1.1 Maintain and improve local infrastructure

**PURPOSE**

The purpose of this policy is to fulfil a requirement of Provincial Legislation, Ontario Regulation 588/17 which requires municipalities to develop a Strategic Asset Management Policy (SAMP) by July 1, 2019.

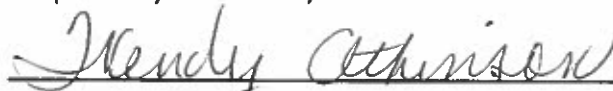
**BACKGROUND AND DISCUSSION**

Under Ontario Regulation 588/17 (Asset Management Planning for Municipal Infrastructure), the Township is required to prepare and Council to approve a Strategic Asset Management Policy by July 1, 2019. The Policy shall be reviewed every five years.

**FINANCIAL**

The lifecycle management and replacement costs associated with managing the Township's Infrastructure will be integrated into future annual Capital and Operating Budgets.

Respectfully submitted,

  
Wendy Atkinson, Treasurer

ACT # 4  
JUN 20 2019

# **TOWNSHIP OF MELANCTHON STRATEGIC ASSET MANAGEMENT POLICY**



# **Township of Melancthon – Strategic Asset Management Policy (SAMP)**

## **1. Purpose**

The purpose of this policy is to establish consistent standards and guidelines for management of the Township's assets applying sound technical, social and economic principles that consider present and future needs of users, and the service expected from the assets. This means leveraging the lowest total lifecycle cost of ownership with regard to the service levels that best meet the needs of the community while being cognizant of the risk of failure that is acceptable. The standards and guidelines must adhere to the following:

### **Statutory requirements**

The Infrastructure for *Jobs and Prosperity Act, 2015* sets out principles to guide asset management planning (AMP) in municipalities in Ontario. The Township of Melancthon will strive to incorporate the following principles whenever possible into the day to day operation of the Township:

- a) **Forward looking:** The Township will take a long-term view while considering demographic and economic trends.
- b) **Budgeting and planning:** The Township will take into account any applicable budgets or fiscal plans, such as fiscal plans released under the *Fiscal Transparency and Accountability Act, 2004* and Budgets adopted under Part VII of the *Municipal Act, 2001*.
- c) **Prioritizing:** The Township will clearly identify infrastructure priorities which will drive investment decisions.
- d) **Economic development:** The Township will promote economic competitiveness, productivity, job creation, and training opportunities.
- e) **Transparency:** The Township will be evidence-based and transparent. Additionally, subject to any prohibition under an Act or otherwise by law on the collection, use, or disclosure of information, the Township will make decisions with respect to infrastructure based on information that is publicly available or made available to the public and share information with implications on infrastructure and investment decisions with the Government and broader public sector entities.
- f) **Consistency:** The Township will ensure the continued provision of core public services.
- g) **Environmental conscious;** the Township will minimize the impact of infrastructure on the environment by respecting and helping maintain ecological and biological diversity, by augmenting resilience to effects of climate change and by endeavouring to make use of acceptable recycled aggregates.
- h) **Health and safety:** The Township will ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets is protected.
- i) **Community focused:** The Township will promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project, such as local job creation and training opportunities, improvement of public spaces within the community, and promoting accessibility for persons with disabilities.
- j) **Innovation:** The Township will create opportunities to make use of innovative technologies, services and practices, particularly where doing so would utilize technology, techniques, and practices developed in Ontario.

In addition, the Township must adhere to the requirements outlined in the Minimum Maintenance Standards currently in force, the Niagara Escarpment Plan, Provincial Policy Statement, the Growth Plan, South Georgian Bay Lake Simcoe Source Protection Plan, Grand River Source

Protection Plan, Nottawasaga Valley Conservation Authority, Grand River Conservation Authority, Saugeen Valley Conservation Authority and any other legislation specific to the Municipality.

### **Existing Plans and Policies**

The Township has developed and adopted a Strategic Plan, an Official Plan, a Development Charge Study, and an Asset Management Plan. The Township has also developed an Emergency Management Plan and a Multi-Year Accessibility Plan in conjunction with the County of Dufferin. These plans were designed to meet the legislative requirements and work together to achieve the Township's goal of fiscal responsibility and economic stability per our Strategic Plan. These plans will be reviewed regularly by staff and annual spending requirements in support of the plans' objectives will be incorporated into the budgeting process. The Township's plans rely, to some extent, on the physical assets owned by the Township and the commitment of staff to ensure their strategic use. This includes the long-term maintenance, repair, and replacement of existing assets along with the acquisition of new assets to meet the evolving needs in the Township.

In addition, the existing Township policies complement the planning documents by providing details for the implementation of strategic objectives.

## **2. Scope and Responsibility**

The Treasurer will assume the lead role and be responsible for the maintenance of and reporting on the activity related to the management of Township assets. The Director of Public Works together with the other department heads will assist in this task through the utilization of condition assessment information and service level requirements to update the long- and short-term asset requirements.

## **3. Definitions**

In this policy the following definitions are used:

- a) **"Asset management Plan" or "AMP"** - Means a strategic document that states how a group of assets are to be managed over a period of time. The plan describes the characteristics and condition of infrastructure assets, the levels of service expected from them, planned actions to ensure the assets are providing the expected level of service, and financing strategies to implement the planned actions.
- b) **"Capitalization Thresholds"** – The Township's Asset Management Policy applies to all assets whose role in service delivery requires deliberate management by the Township. The Service-focus intent of this policy differentiates its requirements for identifying assets from the capitalization thresholds which are developed for the purposes of financial reporting. For this reason, the capitalization threshold developed for financial reporting will not be the guide in selecting the assets covered by the asset management planning process.
- c) **"Infrastructure"** - Means municipal tangible capital assets primarily for public use or benefit in Ontario.
- d) **"SAMP"** - means this Strategic Asset Management Policy

## **4. Guiding Principles**

The policy requires the commitment of key stakeholders within the Township's organization to

ensure the policy contains a clear plan that can be implemented, reviewed and updated.

**Council**, on behalf of the citizens, will be entrusted with the responsibility of overseeing the management of the assets. They will approve the Asset Management Planning documents and required updates every five years. They will review management's implementation of the plan as part of the annual budget process. They will support efforts to improve the plan and ensure it includes changes necessitated by updates to other Township strategic documents.

**Management** will oversee the policy implementation and ensure both the Asset Management Plan and the Asset Management Policy are in compliance with Provincial Asset Management regulations. Management will ensure that current year and long-range asset requirements are incorporated into the budget presented to Council annually. Management will update the Policy and Plan to reflect changes as needed and present them for Council approval. These changes will include those reflected in the updates to the Development Charges Study, Road Management Plan, Structural assessment reports, and all other condition assessments commissioned for assets covered by the plan.

## **5. General Policy**

The asset management plans and progress made on the plans will be considered annually in the development of the Township's capital budgets, operating budgets, and long-term financial plans.

Service area personnel will reference the asset management plan for their area in order to look up forecasted spending needs identified in the plan, verify progress made on the plan to identify potential gaps, and prioritize spending needs, across the gap identified in the plan and recent developments, for the year to be budgeted for.

Finance staff will be involved in the asset management planning process to coordinate the information from the service personnel in the preparation of the budget submission.

Asset management planning will be aligned with the Township's Official Plan and Strategic Plan. The asset management plan will reflect how the community is projected to change and the related asset impact. The Township will achieve this by consulting with those responsible for managing the services to analyze the future costs and viability of projected changes. Methods, assumptions, and data used in the selection of projected changes should be documented to support the recommendations in the Asset Management Plan.

Climate change will be considered as part of the Township's risk management approach embedded in local asset management planning methods. This approach will balance the potential cost of vulnerabilities to climate change impact and other risks with the cost of reducing these vulnerabilities. The balance will be struck in the levels of service delivered through operations, maintenance schedules, disaster response plans, contingency funding, and capital investments. The Township will continue to work towards climate change mitigation and adaptation.

The Township recognizes the need for stakeholder input into the planning process and will foster informed dialogue using the best available information.

## Denise Holmes

---

**From:** Jessica Kennedy <jkennedy@eastgarafraxa.ca>  
**Sent:** Monday, June 10, 2019 1:17 PM  
**To:** Pam Hillock  
**Cc:** Jennifer Willoughby (jwilloughby@shelburne.ca); Kerstin Vroom; Jane Wilson; Meghan Townsend; Susan Stone; Mark Early; Fred Simpson; Denise Holmes (dholmes@melancthontownship.ca); Susan Greatrix  
**Subject:** East Garafraxa Resolution - County Shared Services Review  
**Attachments:** County Letter - Review of Shared Services - June 2019.pdf

Good Afternoon,

Please see attached letter from the Township of East Garafraxa in support of a shared services review to be undertaken by the County of Dufferin.

Sincerely,

**Jessica Kennedy**

**Deputy Clerk** Township of East Garafraxa

*{shared administration with Township of Amaranth}*

374028 6<sup>th</sup> Line | Amaranth | ON | L9W 0M6

Tel: (519) 941-1007 ext. 230 | Fax: (519) 941-1802 | jkennedy@eastgarafraxa.ca

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



CORPORATION OF THE  
***Township of East Garafraxa***  
374028 6<sup>th</sup> Line Amaranth, ON L9W 0M6  
TEL: (519) 928-5298 or (519) 941-1007 • FAX: (519) 941-1802



***SUSAN M. STONE – CAO/CLERK-TREASURER***

June 10, 2019

Pam Hillock  
Clerk/Director of Corporate Services  
County of Dufferin  
55 Zina Street  
Orangeville, ON L9W 1E5

Attention: Ms. Hillock,

**Re: County of Dufferin - Shared Services Review**

At a recent meeting of Council, the following resolution was passed:

**Moved by T. Nevills, Seconded by L. Banfield**

**Be it resolved that:**

Council of the Township of East Garafraxa agrees to support and participate in a review of services to be undertaken by the County of Dufferin;

And Further that this resolution be circulated to all Dufferin municipalities for their consideration and support.

**Carried.**

If you have any questions, please do not hesitate to contact our office.

Yours truly,

**Corporation of the  
Township of East Garafraxa**

Susan M. Stone, AMCT  
CAO/Clerk-Treasurer

SMS/jk

cc: All Dufferin Municipalities

## Denise Holmes

---

**From:** Meghan Townsend <mtownsend@townofgrandvalley.ca>  
**Sent:** Wednesday, June 12, 2019 11:25 AM  
**To:** Jessica Kennedy; Pam Hillock; Sonya Pritchard  
**Cc:** Jennifer Willoughby (jwilloughby@shelburne.ca); Kerstin Vroom; Jane Wilson; Susan Stone; Mark Early; Fred Simpson; Denise Holmes (dholmes@melancthontownship.ca); Susan Greatrix  
**Subject:** RE: East Garafraxa Resolution - County Shared Services Review

Hello,

At their regular meeting held on June 11, 2019, Council for the Town of Grand Valley passed the following resolution:

2019-06-27

Moved by P Rentsch, Seconded by R Taylor

Be it resolved that Council for the Town of Grand Valley agrees to support and participate in a review of services to be undertaken by the County of Dufferin;

And further that this resolution be circulated to all Dufferin municipalities for their consideration and support

CARRIED

Should you have any questions, please contact us.

Regards,

Meghan Townsend, MPS, BSc  
Deputy Clerk | Town of Grand Valley

---

**From:** Jessica Kennedy <jkennedy@eastgarafraxa.ca>  
**Sent:** June 10, 2019 1:17 PM  
**To:** Pam Hillock <phillock@dufferincounty.ca>  
**Cc:** Jennifer Willoughby (jwilloughby@shelburne.ca) <jwilloughby@shelburne.ca>; Kerstin Vroom <kvroom@mulmur.ca>; Jane Wilson <jwilson@townofgrandvalley.ca>; Meghan Townsend <mtownsend@townofgrandvalley.ca>; Susan Stone <suestone@amaranth-eastgary.ca>; Mark Early <mark.early@townofmono.com>; Fred Simpson <fred.simpson@townofmono.com>; Denise Holmes (dholmes@melancthontownship.ca) <dholmes@melancthontownship.ca>; Susan Greatrix <sgreatrix@orangeville.ca>  
**Subject:** East Garafraxa Resolution - County Shared Services Review

Good Afternoon,

Please see attached letter from the Township of East Garafraxa in support of a shared services review to be undertaken by the County of Dufferin.

Sincerely,

Jessica Kennedy

*Deputy Clerk* Township of East Garafraxa

*{shared administration with Township of Amaranth}*

374028 6<sup>th</sup> Line | Amaranth | ON | L9W 0M6

Tel: (519) 941-1007 ext. 230 | Fax: (519) 941-1802 | jkennedy@eastgarafraxa.ca

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## Denise Holmes

---

**From:** Fred Simpson <fred.simpson@townofmono.com>  
**Sent:** Thursday, June 13, 2019 3:18 PM  
**To:** Tracey Atkinson; Susan Greatrix; Pamela Hillock; Denise Holmes; Susan Stone; Jennifer Willoughby; Jane Wilson  
**Cc:** Mike Dunmore; Clerks Office  
**Subject:** Opportunities to Maximize Cooperative Efficiencies

At their regular council meeting held on June 11, 2019, Council for the Town of Mono passed the following resolution:

### Resolution #10-11-2019

*Moved by John Creelman, Seconded by Ralph Manktelow*

*WHEREAS the Province of Ontario has decided to maintain in-year cost sharing arrangements for various municipal services thus reversing announced cuts to critical programs after municipal budgets were set;*

*AND WHEREAS the Province has said cuts will occur to critical programs next year while at the same time expecting municipalities and other agencies to identify 'efficiencies' as well as to make service delivery more efficient;*

*AND WHEREAS Dufferin's municipalities including the County are already leaders in collaborating on service delivery in such areas as waste management, common frontline administration (East Garafraxa - Amaranth), building services, IT, safety training and POA oversight to name but a few examples;*

*AND WHEREAS other opportunities exist to improve municipal service delivery and potentially realize efficiencies;*

*THEREFOR BE IT RESOLVED that Mono request Dufferin County along with its local municipalities to investigate opportunities to increase existing cooperation along with finding new opportunities to better deliver services to residents of Dufferin in an efficient, accountable and cost effective fashion;*

*AND THAT Mono further request Dufferin County expend monies from its one time 'efficiency funding' grant from the Province to launch this process and that it be overseen by a committee consisting of representatives of Dufferin County's constituent municipalities, including the County, reporting back to local and county councils.*

**"Carried"**

Regards,

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



Thousands of workplaces across Canada will Go Plaid on June 14th, the Friday before Father's Day and raise funds for vital prostate cancer research. You can help the Town of Mono fight prostate cancer by donating online at <https://bit.ly/2YWJN1A>.



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify [fred.simpson@townofmono.com](mailto:fred.simpson@townofmono.com).

---

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## Denise Holmes

---

**From:** whannon <whannon@melancthontownship.ca>  
**Sent:** Monday, June 17, 2019 12:33 PM  
**To:** Denise Holmes  
**Subject:** Hornings Mills Park Board

Please be advised that I am resigning from the park board effective immediately.

Wayne Hannon

Sent from my Samsung Galaxy smartphone.

---

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**NOTICE OF A PUBLIC MEETING  
TO INFORM THE PUBLIC OF A PROPOSED  
ZONING BY-LAW AMENDMENT**

**RECEIPT OF COMPLETE APPLICATION**

**TAKE NOTICE** that Township of Melancthon has received a complete application to amend Municipal Zoning By-law 12-79. The purpose of the rezoning is to amend the Township's Comprehensive Zoning By-law to establish a business accommodating special events. The subject lands are located at 723190 - 250 Sideroad.

**AND PURSUANT** to Section 34 (10) and 39 of the Planning Act, the application file is available for review at the Municipal Office. Please contact the Municipal Clerk to arrange to review this file.

**NOTICE OF PUBLIC MEETING WITH COUNCIL**

**TAKE NOTICE** that the Council for The Corporation of the Township of Melancthon will be holding a public meeting (described below) under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to allow the public to comment on the proposed Zoning By-law Amendment.

**DATE AND LOCATION OF PUBLIC MEETING**

Date: Thursday, June 20, 2019  
Time: 5:20 pm  
Location: Township of Melancthon Municipal Office (Council Chambers)

**DETAILS OF THE ZONING BY-LAW AMENDMENT**

The application affects lands located in Lot 20, Concession 4 N.E. in the Township of Melancthon. A key map has been appended to this Notice which identifies the subject lands.

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 12-79 as amended to rezone the subject lands to permit a special event business. Such events would be accommodated throughout the late spring, summer and early fall and would be focused around and in a recently constructed storage building with direct access from Sideroad 250.

Information relating to this application is available at the Township of Melancthon Municipal Office for public review during regular office hours.

**FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION**

A key map has been appended that identifies the lands that are subject to this amendment. In addition, the applicant has prepared a site plan, as well as a business/operation plan. This information is also available for public review at the Township office, prior to the public meeting.

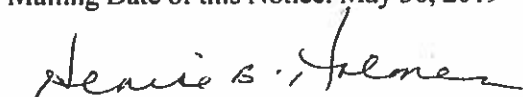
The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the meeting shall be afforded an opportunity to make representations in respect of the proposed amendment.

If you wish to be notified of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6 fax (519) 925-1110

If a person or public body files an appeal of a decision of the Council for the Corporation of the Township of Melancthon, as the approval authority in respect of the proposed Zoning By-law Amendment, but does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendment is approved or refused, the Local Planning Appeal Board may dismiss all or part of the appeal.

Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

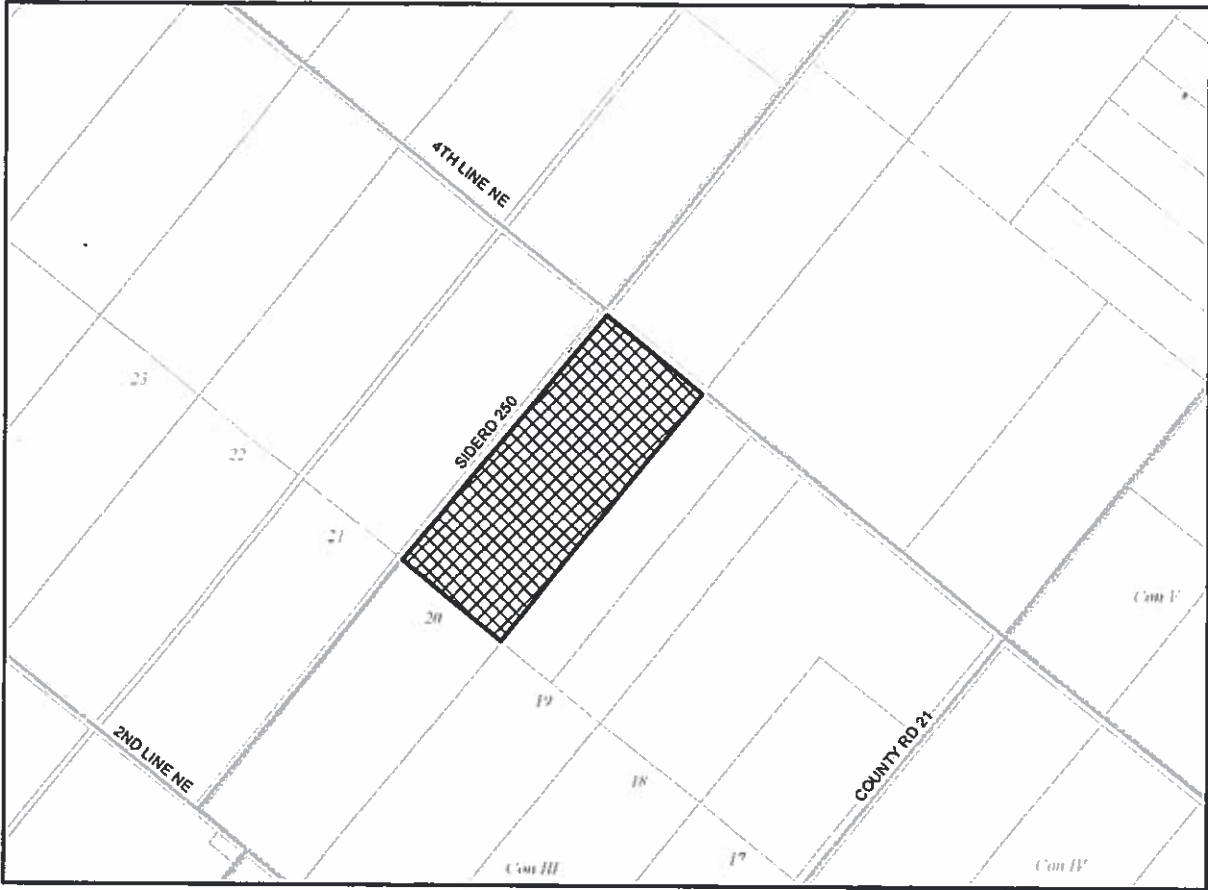
Mailing Date of this Notice: May 30, 2019



Denise Holmes, CAO  
Township of Melancthon

DEL#1  
JUN 20 2019

LANDS SUBJECT TO APPLICATION FOR  
ZONING BY-LAW AMENDMENT



Subject Lands

## MEMORANDUM

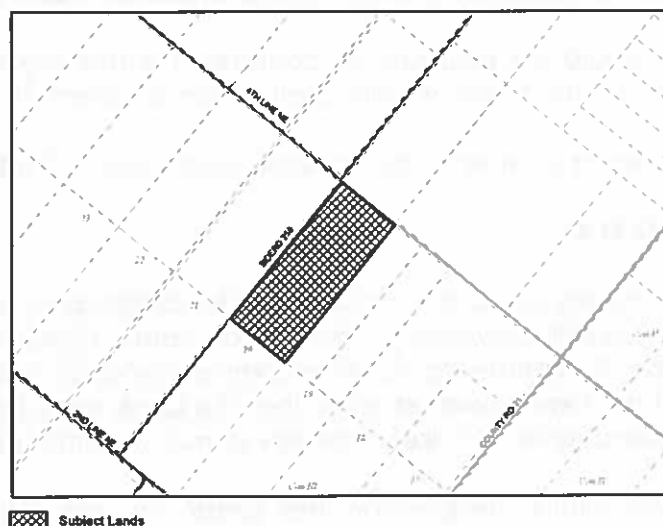
**To:** Mayor White and Members of Council  
**Copy:** Ms. Denise Holmes, CAO  
**From:** Chris Jones MCIP, RPP  
**Date:** May 9, 2019  
**Re:** Application for ZBA – Lot 20, Concession 4 N.E. (Tripp/Serbin)

---

### 1.0 BACKGROUND

The Township has received an application for a zoning by-law amendment for lands owned by Brenda Serbin and Robin Tripp. The subject lands are located in Lot 20, Concession 4, N.E. and have a lot area of 40 hectares (100 acres), and a lot frontage of approximately 1,320 metres (4,330 feet) on the 4<sup>th</sup> Line as well as approximately 300 metres (1,000 feet) on the 250 Sideroad. The location of the subject land is shown in Figure 1:

Figure 1 – Location of Subject Lands



The subject lands are utilized as a farm for crop production by others and buildings on-site include the applicant's residence, an airplane hangar and a recently constructed storage building with a floor area of 278.7 m<sup>2</sup> (3,000 ft<sup>2</sup>).

The purpose of the application is to request zoning approval to permit the holding of special events, such as weddings, as an on-farm use in the new storage building.

## 2.0 INFORMATION PROVIDED BY THE APPLICANT

The applicant has provided a summary of some of the operational aspects of the proposed business, which have been summarized below:

- The special event business would be an accessory use to the farm and would not remove active agricultural land from production;
- The facility will be accessible in accordance with the Ontario Accessibility Act;
- Renters will be required to hold general liability insurance to protect the owner from liability;
- Food service and preparation would not be provided by the owner/manager. Renters would be responsible to retain a catering service as well as a liquor license if required for the event;
- Access and parking would be accommodated from an existing access off the 250 Sideroad;
- The business would operate May to October and would be available any day of the week;
- Anticipated maximum occupancy/attendance would be 150 people;
- Clients would be required to contract the delivery and removal of portable washrooms and hand washing stations for an event; and,
- The renters or caterer will be required to provide potable water for the event.

## 3.0 OFFICIAL PLAN

The subject lands are located in the Agricultural designation of the Official Plan and the lands are also partially covered by the Environmental Conservation overlay. It appears the basis of the Environmental Conservation designation was a local wetland as per Schedule D of the Plan, however given that the lands have been drained and are now used for crop production, it is likely that any former wetland feature no longer exists.

Under the Agricultural designation the proposed use is reflective of an on-farm diversified use, which is permitted and is defined in the Official Plan as:

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

---

• Municipal Planning Services Ltd. •

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

*added agricultural products."*

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

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

#### **4.0 ZONING BY-LAW**

The Township's Zoning By-law currently defines, permits and regulates on-farm diversified uses, however neither the definition nor the range of permitted uses appropriately addresses the proposed use. On this basis, a zoning by-law amendment would be required to establish the proposed use in a site-specific manner.

#### **5.0 ANALYSIS**

I have had an opportunity to meet with the applicants for the purpose of a pre-consultation discussion and I have also reviewed the operational information that has been submitted. I also had an opportunity to see the farm property on March 21, 2019 and am of the opinion that special events could be accommodated on the site and in the new building in a compatible manner, although it may be prudent to complete an MDS calculation from the farm located to the west of the proposed special event business.

In my opinion, the establishment of such a facility in conjunction with the agricultural use of the applicant's land would be appropriate and in keeping with the development policies for on-farm diversified uses.

---

• Municipal Planning Services Ltd. •

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

Through discussions with the applicant, we have informed them that a prior special events business was approved in the Township on the basis of a three-year temporary use in accordance with Section 39 of the Planning Act. The temporary use provides a reasonable time frame to establish the business and confirm if the proposed business would be sustainable and compatible in the proposed location. A temporary use would also provide the Township with an opportunity to monitor the business from an operational perspective. The applicant has considered this option but has indicated they would prefer to zone the lands in a permanent manner. Council may discuss the merits of temporary vs. permanent zoning at the time they consider making a decision on the application. At this time it is recommended that the application be declared complete so staff may proceed with the scheduling of the public meeting to allow for public consultation on the proposal.

## 6.0 RECOMMENDATION

Should Council be satisfied that the application is complete and in general conformity with the Township's Official Plan, the following recommendations are provided:

- a) That this report be received; and,
- b) That the application submitted by Brenda Serbin and Robin Tripp to establish a special event business as an on-farm diversified use be declared complete and staff be requested to schedule a public meeting in accordance with the Planning Act.

Respectfully Submitted,



Chris D. Jones MCIP, RPP

---

• Municipal Planning Services Ltd. •

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

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**BY-LAW NO. \_\_\_\_\_**  
**(Serbin/Tripp Special Events)**

Being a Temporary Use By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon with respect to lands located in Part of Lot 20, Concession 4, N.E. in the Township of Melancthon.

WHEREAS the Council of the Corporation of the Township of Melancthon is empowered to pass Temporary Use By-laws to regulate the use of land pursuant to Section 39 of the Planning Act, 1990;

AND WHEREAS the owners of the subject lands have filed an application with the Township of Melancthon to amend By-law No. 12-79, as amended;

AND WHEREAS the Council of the Corporation of the Township of Melancthon deems it advisable to amend By-Law 12-79, as amended for the purpose of authorizing a temporary use;

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

1. Schedule 'A' to Zoning By-law No. 12-79, as amended, is further amended by temporarily zoning certain lands located in Part of Lot 20, Concession 4, N.E. in the Township of Melancthon, from the General Agricultural (A1) Zone to the General Agricultural Exception A1-138 Zone as shown on Schedule 'A-1' attached hereto and forming part of this By-law.
2. And Furthermore, Section 4.7, to Zoning By-law No. 12-79 as amended, is further amended by adding the following new subsection after Section 4.7 aaaaaa):
  - a) b) *On lands located in Part of Lot 20, Concession 4, N.E. and located in the A1-138 Zone, the permissions and provisions of the A1 Zone shall apply, with the exception that an additional temporary permitted use shall include a special events business for private parties and events such as weddings. The following regulations shall be applicable to the temporary special events business:*
    - The maximum floor area of the building utilized for the business shall be 278.7 m<sup>2</sup> (3,000ft<sup>2</sup>);*
    - b) the special events business shall not include races, carnivals, amusement rides, festivals, contests in the manner described in Section 3.1 of the Township's Special Events By-law 55-2013;*
    - c) the special event shall begin and end within a 12 hour period, not including setup;*
    - d) the special event shall be confined to lands proximate to the existing 278.7 m<sup>2</sup> storage building and shall not occur within the dwelling or any other building or temporary building or tent;*
    - e) all food and potable water shall be brought on-site by a catering service;*
    - f) live music or amplified music associated with the special event shall be located within the existing barn;*
    - g) access for patrons shall be provided via the existing farm entrance and all parking shall be accommodated on-site;*

- h) *the maximum number of patrons that may be accommodated shall not exceed 150;*
- i) *the commercial sale of food or alcohol shall not be permitted;*
- j) *no camping shall be permitted in conjunction with the special events business; and,*
- k) *the special events business shall be coordinated, operated and managed only by the owner of the lands who shall also hold requisite liability insurance and be compliant with all requisite Provincial laws and regulations to conduct the business.*

*The special events business shall cease upon the 3-year anniversary of the passage of this By-law.*

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

This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) and Section 39 of the Planning Act (Ontario).

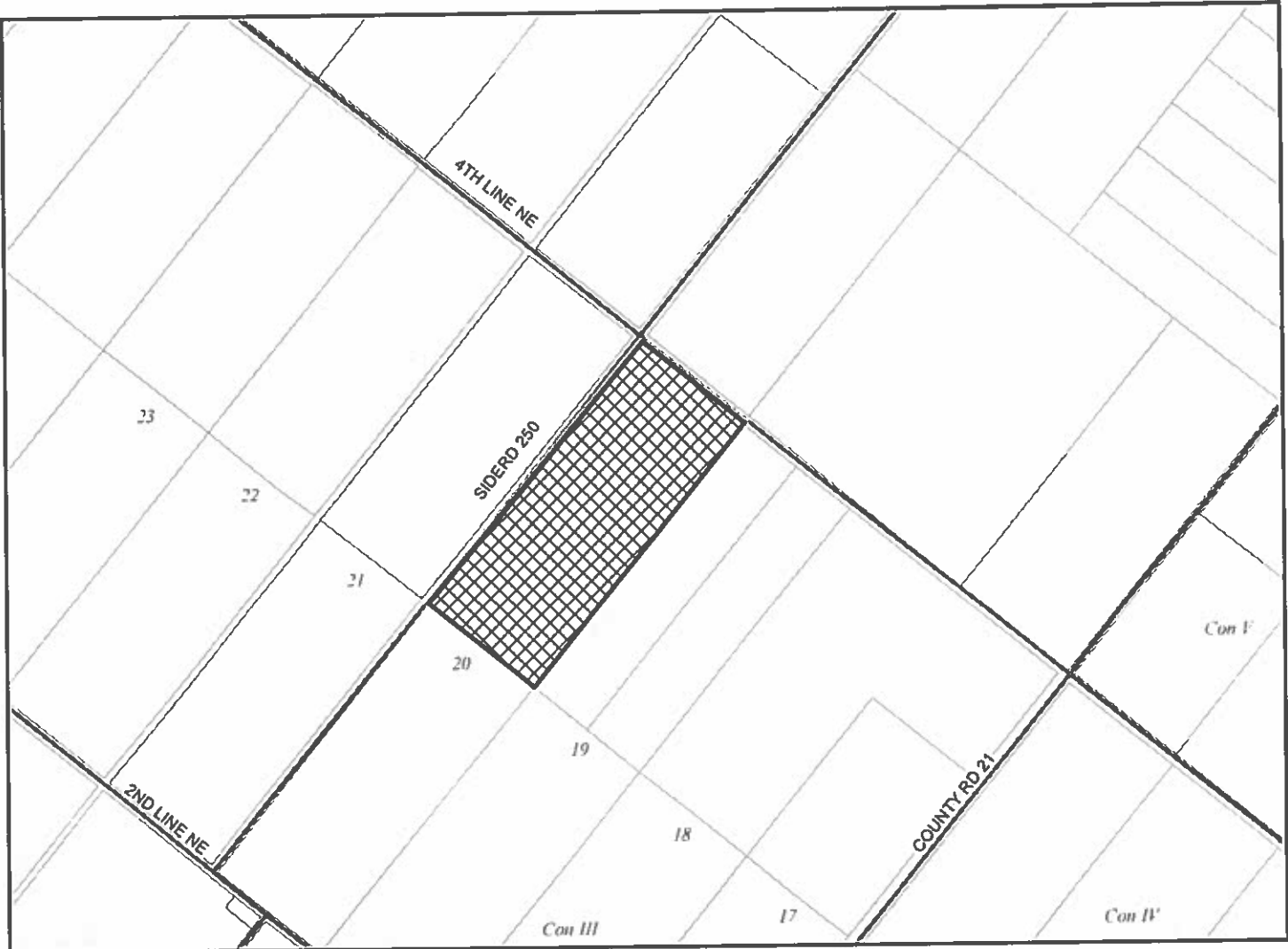
READ A FIRST AND SECOND TIME on the ---th day of xxx, 2019.

READ A THIRD TIME and finally passed this ---th day of xxx, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Schedule 'A-1'  
By-law 2019-\_\_\_\_\_  
Lot 20, Concession 4 N.E.  
Township of Melancthon



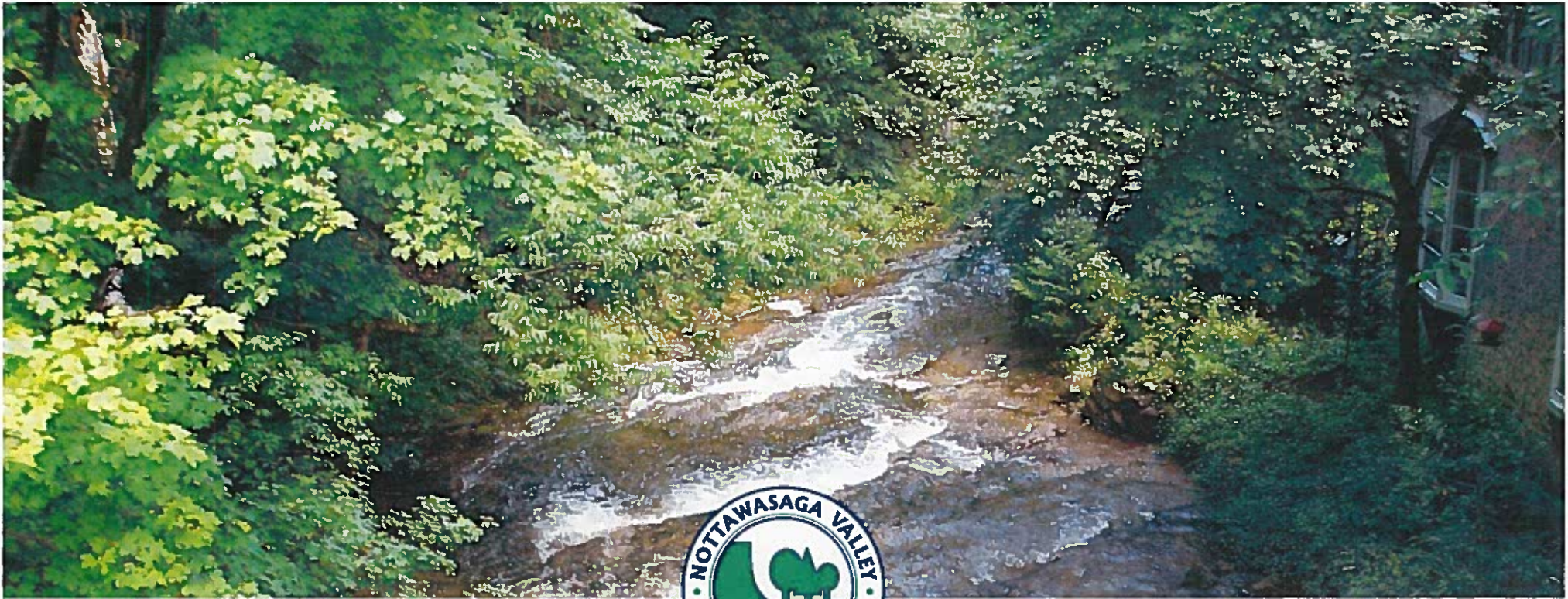
Lands to be rezoned from the General Agriculture (A1) Zone  
to the General Agriculture Exception (A1-xx) Zone

This is Schedule 'A-1' to By-law \_\_\_\_\_

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



# Provincial Legislative Changes and Funding Cuts for Conservation Authorities

George Watson, Chair and Doug Hevenor, CAO | June 20, 2019



# NVCA – Role & Mandate



- Created in 1960
- Provincial *Conservation Authorities Act*
- Three fundamental principles: watershed jurisdiction, local-decision making, funding partnerships



# NVCA Overview

## About the Nottawasaga Valley Watershed



- 3,700 km<sup>2</sup> in size
- Oak Ridges Moraine
- Niagara Escarpment
- Minesing Wetlands
- Wasaga Beach
- Georgian Bay



# NVCA Overview

## About the Nottawasaga Valley Watershed



In Melancthon:

- NVCA jurisdiction covers 129 km<sup>2</sup> (41%) of the township
- Melancthon is home to the headwaters of the Pine and Noisy Rivers.



# NVCA Services



Planning & Regulation



Source Water



Flood / Low Water



Forestry



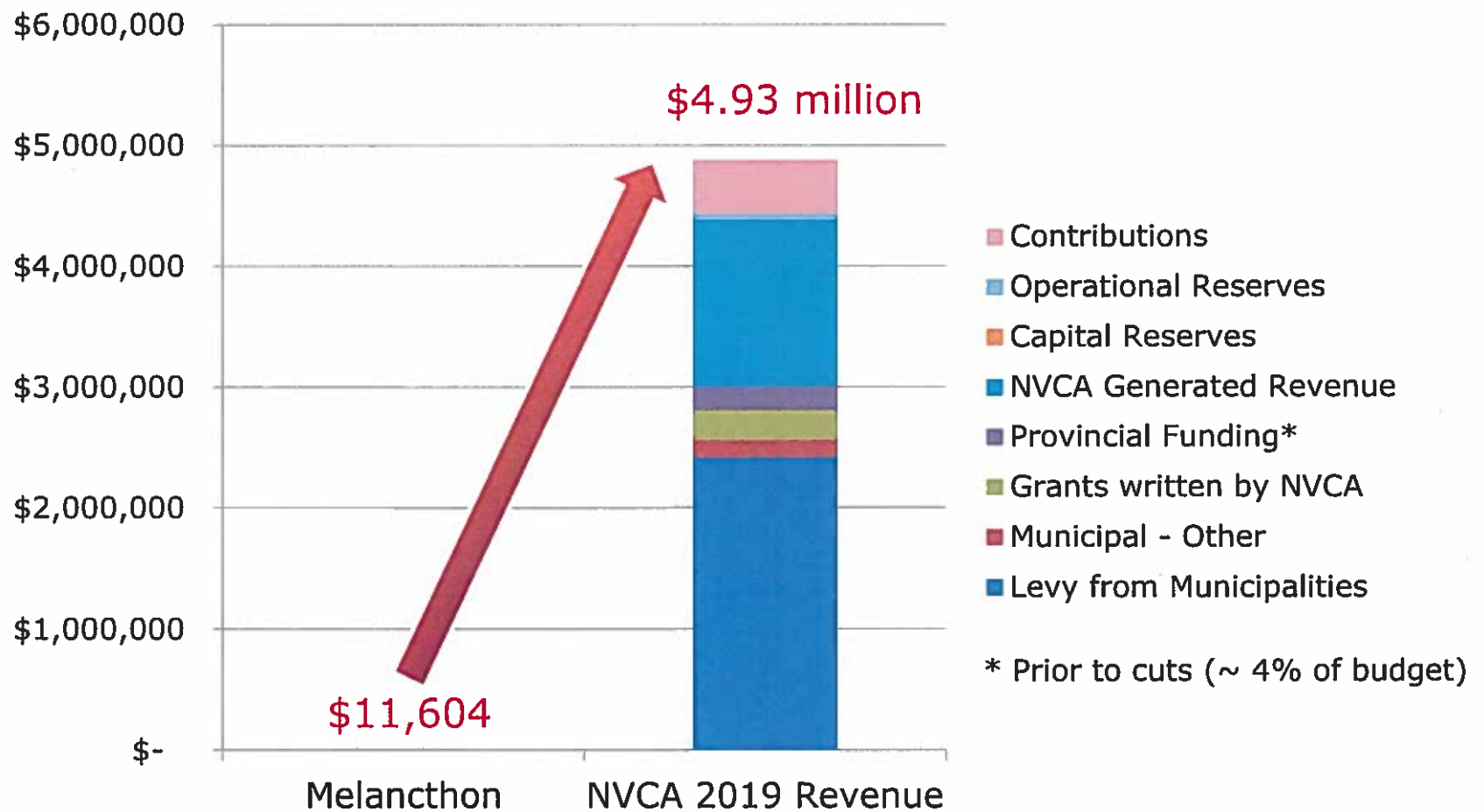
Monitoring



Stewardship

# 2019 NVCA Operational Budget

## Leveraging Melancthon's Levy



# Provincial Legislative Changes

## Conservation Authorities Act

### Clarified CA Programs & Services:

- Natural Hazards – flooding, erosion, etc.
- Conservation and management of authority lands
- Source Water Protection
- Other duties as proscribed under other Acts
- Other services under review at this time

### Implications:

- Continue to deliver “core” services: planning, land management, source water protection
- Uncertainty around programs such as forestry, monitoring, education



# Provincial Legislative Changes

## Conservation Authorities Act

### Reducing Regulatory Burden:

1. Improve Client Service & Accountability
2. Increase Speed of Approvals
3. Reduce Red Tape & Regulatory Burden



# Provincial Legislative Changes

## Planning & Environment-Related Acts

Changes made to several Acts that have implications for NVCA:

- Environmental Protection Act
- Environmental Assessment Act
- Endangered Species Act
- Planning Act
- Local Planning Appeal Tribunal Act

Implications:

- Reviewing how changes to these Acts will affect NVCA's work



# Implications of Funding Cuts

## Flood Program

### **Halved funding for flood management.**

#### Impact:

- \$91K reduction in funding

#### Implications:

- seeking ways to reduce costs and source alternative funding
- program will run a deficit in 2019
- if the entire \$91,000 was to be added to the municipal levy in 2020, this would amount to a 3.7% increase



# Implications of Funding Cuts

## 50 Million Tree Program Funding Cuts

**Eliminated all funding for the 50 Million Tree Program  
– largest funding source for NVCA's forestry program**

### Impact

- \$250K reduction in funding

### Implications:

- 2019 planting took place as planned
- Federal government offered four years of funding
- Awaiting details of what federal funding will mean for NVCA's program



# Implications of Funding Cuts

## Other Cuts – Summer Students

### **Eliminated funding for summer staff.**

#### Impact:

- \$15K reduction in funding for staffing

#### Implications:

- Much of the “boots on the ground” work of monitoring and stewardship is done during the short summer season. Summer staff allow NVCA to conduct this work in a cost efficient manner.



# Funding Cuts

## Downloaded Costs or Service Loss

While NVCA continues to seek efficiencies and alternative funding sources, these efforts may not be enough:

→ For mandated services, may require levy increase



# Thank-you

Questions?

Doug Hevenor, CAO  
dhevenor@nvca.on.ca  
705-424-1479 ext. 225

[nvca.on.ca](http://nvca.on.ca)



**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

DRAFT

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**INDEX TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**

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	<b>Page</b>
<b>INDEPENDENT AUDITOR'S REPORT</b>	<b>3</b>
<b>FINANCIAL STATEMENTS</b>	
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Change in Net Financial Assets	6
Consolidated Statement of Cash Flows	7
Notes to the Consolidated Financial Statements	8 - 15
Consolidated Schedule of Segmented Disclosure	16
Consolidated Schedule of Tangible Capital Assets	17
Consolidated Schedule of Accumulated Surplus	18
Schedule of Horning's Mills Cemetery Board	19
Schedule of St. Paul's Cemetery Board	20
Schedule of Horning's Mills Community Park	21
Schedule of Horning's Mills Community Hall	22
 <b>TRUST FUNDS</b>	
<b>INDEPENDENT AUDITOR'S REPORT</b>	<b>23</b>
<b>FINANCIAL STATEMENTS</b>	
Statement of Financial Position and Continuity	24
Notes to the Financial Statements	25



Chartered  
Professional  
Accountants

---

## INDEPENDENT AUDITOR'S REPORT

---

To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Township of Melancthon

### Opinion

We have audited the accompanying financial statements of The Corporation of the Township of Melancthon, which comprise the consolidated statements of financial position as at December 31, 2018 and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of Melancthon as at December 31, 2018 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of The Corporation of the Township of Melancthon in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the corporation's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the corporation's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

A further description of the auditor's responsibilities for the audit of the consolidated financial statements is located at RLB LLP's website at: [www.rlb.ca/additional-auditor-responsibilities-consolidated](http://www.rlb.ca/additional-auditor-responsibilities-consolidated). This description forms part of our auditor's report.

Guelph, Ontario  
June 20, 2019

Chartered Professional Accountants  
Licensed Public Accountants

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**  
**AS AT DECEMBER 31, 2018**

	<b>2018</b>	<b>2017</b>
<b>FINANCIAL ASSETS</b>		
Cash and temporary investments (note 2)	\$ 3,785,811	\$ 2,984,966
Taxes receivable	668,784	668,265
Accounts receivable	165,374	163,790
Long term receivables (note 3)	<u>154,139</u>	<u>93,422</u>
	<u>4,774,108</u>	<u>3,910,443</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	867,979	892,716
Landfill closure and post-closure liabilities (note 5)	233,914	249,647
Long term debt (note 6)	615,845	625,620
Deferred revenue - obligatory reserve funds (note 7)	664,986	533,135
Deferred revenue - other	<u>40,307</u>	<u>0</u>
	<u>2,423,031</u>	<u>2,301,118</u>
<b>NET FINANCIAL ASSETS</b>	<u>2,351,077</u>	<u>1,609,325</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (schedule 2)	10,590,940	10,553,756
Inventory	24,669	10,636
Prepaid expenses	<u>51,954</u>	<u>49,216</u>
	<u>10,667,563</u>	<u>10,613,608</u>
<b>ACCUMULATED SURPLUS (schedule 3)</b>	<u>\$ 13,018,640</u>	<u>\$ 12,222,933</u>

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**CONSOLIDATED STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

	<b>2018 Budget (note 8)</b>	<b>2018 Actual</b>	<b>2017 Actual</b>
<b>REVENUES</b>			
Taxation	\$ 2,564,268	\$ 2,594,922	\$ 2,350,171
User charges	25,205	119,250	70,831
Grants (note 10)	359,790	381,389	476,501
Other income (note 11)	748,285	834,273	833,232
Loss on disposal of tangible capital assets	0	(41,671)	0
Obligatory reserve fund revenue recognized (note 7)	<u>60,000</u>	<u>60,000</u>	<u>180,000</u>
	<u>3,757,548</u>	<u>3,948,163</u>	<u>3,910,735</u>
<b>EXPENSES (schedule 1)</b>			
General government	595,319	518,933	482,166
Protection to persons and property	700,920	632,440	659,899
Transportation services	2,274,496	1,633,392	1,731,350
Environmental services	26,118	7,272	37,473
Health services	0	3,049	4,311
Recreation and cultural services	230,878	274,888	180,816
Planning and development	<u>96,880</u>	<u>82,482</u>	<u>110,170</u>
	<u>3,924,611</u>	<u>3,152,456</u>	<u>3,206,185</u>
<b>ANNUAL SURPLUS</b>	<u>\$ (167,063)</u>	<u>\$ 795,707</u>	<u>\$ 704,550</u>
<b>ACCUMULATED SURPLUS at beginning of year</b>		\$12,222,933	\$11,518,383
<b>Annual surplus</b>		<u>795,707</u>	<u>704,550</u>
<b>ACCUMULATED SURPLUS at end of year</b>		<u>\$13,018,640</u>	<u>\$12,222,933</u>

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

	<b>2018 Budget (note 8)</b>	<b>2018 Actual</b>	<b>2017 Actual</b>
<b>ANNUAL SURPLUS</b>	<b>\$ (167,063)</b>	<b>\$ 795,707</b>	<b>\$ 704,550</b>
Acquisition of tangible capital assets	(682,000)	(811,767)	(874,999)
Amortization of tangible capital assets	645,398	729,613	805,678
Loss on disposal of tangible capital assets	0	41,671	0
Consolidated boards opening changes (schedule 2)	<u>0</u>	<u>3,298</u>	<u>(683)</u>
	<u>(36,602)</u>	<u>(37,185)</u>	<u>(70,004)</u>
Use of (additions to) inventories	0	(14,032)	11,775
Use of (additions to) prepaid expenses	<u>0</u>	<u>(2,738)</u>	<u>954</u>
	<u>0</u>	<u>(16,770)</u>	<u>12,729</u>
<b>INCREASE IN NET FINANCIAL ASSETS</b>	<b>\$ (203,665)</b>	<b>741,752</b>	<b>647,275</b>
<b>NET FINANCIAL ASSETS at beginning of year</b>		<b><u>1,609,325</u></b>	<b><u>962,050</u></b>
<b>NET FINANCIAL ASSETS at end of year</b>		<b><u>\$ 2,351,077</u></b>	<b><u>\$ 1,609,325</u></b>

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

	2018	2017
<b>CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>		
Annual surplus	\$ 795,707	\$ 704,550
Items not requiring an outlay of cash		
Amortization	729,613	805,678
Loss on disposal of tangible capital assets	41,671	0
Change in landfill closure and post-closure liabilities	(15,733)	11,320
	<u>755,551</u>	<u>816,998</u>
Net changes in non-cash working capital		
Taxes receivable	(519)	93,278
Accounts receivable	(1,584)	58,979
Prepaid expenses	(2,738)	954
Accounts payable and accrued liabilities	(24,737)	330,451
Inventory	(14,032)	11,775
Deferred revenue	172,158	(14,798)
	<u>128,548</u>	<u>480,639</u>
	<u>1,679,806</u>	<u>2,002,187</u>
<b>CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES</b>		
Acquisition of tangible capital assets	(811,767)	(874,999)
Consolidated boards opening change in amortization (schedule 2)	3,298	(683)
	<u>(808,469)</u>	<u>(875,682)</u>
<b>CASH USED IN FINANCING ACTIVITIES</b>		
Net change in temporary borrowing	0	(2,000)
Net change in long term debt	(9,775)	(25,410)
	<u>(9,775)</u>	<u>(27,410)</u>
<b>CASH USED IN INVESTING ACTIVITIES</b>		
Net change in long term receivables	(60,717)	(42,934)
<b>NET INCREASE IN CASH</b>	<b>800,845</b>	<b>1,056,161</b>
<b>CASH, beginning of year</b>	<b><u>2,984,966</u></b>	<b><u>1,928,805</u></b>
<b>CASH, end of year</b>	<b><u>\$ 3,785,811</u></b>	<b><u>\$ 2,984,966</u></b>

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of The Corporation of the Township of Melancthon are the representation of management prepared in accordance with Canadian generally accepted accounting principles for governments as established by the Public Sector Accounting Board of CPA Canada. Significant accounting policies adopted by The Corporation of the Township of Melancthon are as follows:

**(a) ACKNOWLEDGEMENT OF RESPONSIBILITY**

The management of The Corporation of the Township of Melancthon acknowledges its responsibility for the creation and compilation of the consolidated financial statements and the following significant accounting policy decisions and related policy notes.

**(b) BASIS OF CONSOLIDATION**

These consolidated financial statements reflect the assets, liabilities, revenue and expenses of all municipal organizations, committees and boards which are owned or controlled by Council.

All interfund assets, liabilities, revenues and expenses have been eliminated on consolidation.

The following boards and municipal enterprises owned or controlled by Council have been consolidated:

Horning's Mills Cemetery Board  
St. Paul's Cemetery Board  
Horning's Mills Community Park  
Horning's Mills Community Hall

A government partnership exists where the municipality has shared control over the board or entity. The municipality's pro-rata share of the assets, liabilities, revenues and expenses are reflected in the financial statements using the proportionate consolidation method. The municipality's proportionate interest of the following government partnerships are reflected in the consolidated financial statements:

Shelburne and District Fire Department	14.65% (2017 - 15.02%)
Mulmur-Melancthon Volunteer Fire Department	23.32% (2017 - 23.31%)
North Dufferin Community Centre	50% (2017 - N/A)

**(c) BASIS OF ACCOUNTING**

(i) Sources of financing and expenditures are reported on the accrual basis of accounting. The interest charges are not accrued for the periods from the dates of the latest instalment payments to the end of the financial year.

(ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(d) USE OF ESTIMATES**

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future. Significant areas requiring management's estimates include amortization of tangible capital assets and landfill post-closure liabilities.

**(e) CREDIT RISK MANAGEMENT**

The municipality is exposed to credit risk on the taxes receivable from its ratepayers.

The municipality does not have a significant exposure to any individual customer or counterpart.

**(f) TRUST FUNDS**

Funds held in trust by the municipality, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately on the trust funds' statement of continuity and statement of financial position.

**(g) TEMPORARY INVESTMENTS**

Temporary investments are recorded at amortized cost unless there has been a decline in the market value, which is other than temporary in nature, in which case the investments are written down to market.

**(h) INVENTORY**

Inventory held for consumption is recorded at the lower of cost and replacement cost.

**(i) REVENUE RECOGNITION**

Revenues are recognized as follows:

Taxation revenue is recognized in the period in which the tax is levied.

Fees and user charges are recognized when the related service is provided.

Obligatory reserve fund revenues are recognized based on the terms of the grant or in the year that the related expenses occur.

Other income is recognized when receivable and collection is reasonably assured.

**(j) COUNTY AND SCHOOL BOARDS**

The municipality collects taxation revenue on behalf of the school boards and the County of Dufferin. The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards and the County of Dufferin are not reflected in these financial statements.

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(k) NON-FINANCIAL ASSETS**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

**(i) Tangible capital assets**

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over their estimated useful life as follows:

Land improvements	10 to 50 years
Facilities	15 to 100 years
Vehicles and machinery	5 to 50 years
Equipment	5 to 75 years
Infrastructure - Environmental	3 to 75 years
Infrastructure - Transportation	3 to 75 years

Assets under construction are not amortized until the asset is available for productive use.

**(ii) Contributions of tangible capital assets**

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

**(iii) Leases**

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

**2. CASH AND TEMPORARY INVESTMENTS**

	<b>2018</b>	<b>2017</b>
Unrestricted cash	\$ 3,090,979	\$ 2,421,985
Unrestricted temporary investments	<u>50,846</u>	<u>50,846</u>
	3,141,825	2,472,831
Restricted cash	<u>643,986</u>	<u>512,135</u>
	<b><u>\$ 3,785,811</u></b>	<b><u>\$ 2,984,966</u></b>

Cash includes \$1,944,779 (2017 - \$1,494,133) held in one account at a chartered bank. Interest is earned on this account at a rate of 0.10% if the balance is between \$100,000 and \$249,999 and 0.25% if the balance is between \$250,000 and \$400,000.

Temporary investments consist of various GICs with interest rates ranging from 0.5% to 1.7% (2017 - 0.5% to 2.2%).

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**3. LONG TERM RECEIVABLES**

The responsibility for payment of principal and interest charges of the tile drainage loans has been assumed by individuals.

	2018	2017
Three loans are charged interest at a rate of 6% and become due in 2019 - 2028	\$ <u>154,139</u>	\$ <u>93,422</u>

Principal payments for the next five years are as follows:

2019	\$ 17,423
2020	14,066
2021	14,910
2022	15,804
2023	16,753
Thereafter	<u>75,183</u>
	\$ <u>154,139</u>

**4. OPERATING LOANS**

The operating loans are due on demand and bear interest at the bank's prime rate, calculated and payable monthly. At December 31, 2018, the municipality had undrawn credit capacity of \$500,000 (2017 - \$500,000).

**5. LANDFILL CLOSURE AND POST-CLOSURE LIABILITIES**

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill, removal of ground water and leachates, and ongoing environmental monitoring, site inspection and maintenance.

Effective June 1, 2013, the County of Dufferin assumed the landfill from the municipality and the landfill site ceased active operations and stopped accepting solid waste from ratepayers. No estimate of the existing liability based on the landfill capacity used up until the assumption date is available. Therefore, the estimates in the report dated 2008 will be used until an updated report is available. The liability for the landfill site is recorded at \$233,914 and represents the present value of closure and post-closure costs for 62% of the current site's opened cells, using an average long term borrowing rate of 4.75%. The liability is recorded based on the capacity of the landfill used to date. The total estimated future expenses for closure and post-closure care are \$379,993 leaving an amount to be recognized in future periods of \$146,079. The estimated remaining capacity of the site's opened cells is approximately 140,700 tonnes, which was expected to be filled in 9 years. Post-closure care is estimated to continue for a period of 25 years.

The municipality has established a reserve fund to assist in financing the future costs of closure and post-closure liabilities. At December 31, 2018, there was \$105,004 available in the reserve.

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**6. LONG TERM DEBT**

The balance of long term liabilities reported on the consolidated statement of financial position is made up of the following:

	2018	2017
Loan payable, 3.18%, repayable in monthly instalments of \$3,409 principal and interest, due December 2025	\$ 256,317	\$ 288,516
Tile drainage loans, 6%, annual payments of principal and interest ranging from \$4,402 - \$6,793, due between 2019 - 2027	154,139	93,422
Loan payable, 2.862%, repayable in monthly instalments of \$2,720 principal and interest, due January 2022	96,711	126,135
Loan payable, 3.63%, repayable in semi-annual instalments of \$6,528 principal and interest, due December 2028	<u>108,678</u>	<u>117,547</u>
	<u>\$ 615,845</u>	<u>\$ 625,620</u>

Principal payments required on the loans payable for the next five years are as follows:

2019	\$ 84,670
2020	83,268
2021	86,128
2022	59,326
2023	<u>58,214</u>
	371,606
Thereafter	<u>244,239</u>
	<u>\$ 615,845</u>

**7. DEFERRED REVENUE**

	2018 Opening	Contributions Received	Investment Income	Revenue Recognized	2018 Ending
<b>Obligatory Reserve Funds</b>					
Development charges	\$ 444,134	\$ 89,557	\$ 8,020	\$ 0	\$ 541,711
Recreational land	24,448	2,500	370	0	27,318
Subdivider - park levies	21,000	0	0	0	21,000
Federal Gas Tax	<u>43,553</u>	<u>90,425</u>	<u>979</u>	<u>(60,000)</u>	<u>74,957</u>
	<u>\$ 533,135</u>	<u>\$ 182,482</u>	<u>\$ 9,369</u>	<u>\$ (60,000)</u>	<u>\$ 664,986</u>

**8. BUDGET AMOUNTS**

The budgeted figures are presented for comparison purposes as prepared and approved by council, reclassified to conform to the current financial statement presentation. The budget figures were prepared on a cash basis of accounting and have been restated to conform to the accrual basis of accounting on which the actual figures have been reported.

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**9. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF DUFFERIN**

During the year, the following taxation revenue was raised and remitted to the school boards and the County of Dufferin:

	2018	2017
School boards	\$ 1,209,675	\$ 1,178,336
County of Dufferin	<u>1,884,141</u>	<u>1,797,270</u>
	<u>\$ 3,093,816</u>	<u>\$ 2,975,606</u>

**10. GRANTS**

	2018 Budget (note 8)	2018 Actual	2017 Actual
<b>Operating</b>			
Province of Ontario			
Ontario Municipal Partnership			
Fund (OMPF)	\$ 174,500	\$ 174,500	\$ 162,000
Conditional - roads	50,000	57,347	51,986
Conditional - other	<u>130,190</u>	<u>121,636</u>	<u>257,371</u>
	<u>354,690</u>	<u>353,483</u>	<u>471,357</u>
Other municipalities - recreation	0	22,639	0
Other municipalities - roads	<u>5,100</u>	<u>5,267</u>	<u>5,144</u>
	<u>5,100</u>	<u>27,906</u>	<u>5,144</u>
	<u>\$ 359,790</u>	<u>\$ 381,389</u>	<u>\$ 476,501</u>

**11. OTHER INCOME**

	2018 Budget (note 8)	2018 Actual	2017 Actual
Penalties and interest on taxation	\$ 100,000	\$ 96,672	\$ 106,961
Other fines and penalties	27,070	39,176	30,815
Investment income	10,000	43,876	17,130
Licenses, permits and rents	20,650	34,096	30,621
Donations and fundraising	0	13,818	3,198
Sale of publications, equipment, etc.	500	20	48,041
Dufferin County Emergency Readiness Fund	0	6,000	0
Plateau community contributions	33,065	33,065	33,985
Dufferin Wind community contributions	248,000	258,550	253,481
CHD community contributions	<u>309,000</u>	<u>309,000</u>	<u>309,000</u>
	<u>\$ 748,285</u>	<u>\$ 834,273</u>	<u>\$ 833,232</u>

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**12. TRUST FUNDS**

The trust funds administered by the municipality amounting to \$40,673 (2017 - \$39,014) have not been included in the consolidated statement of financial position, nor have the operations been included in the consolidated statement of operations. The trust fund balances are as follows:

	2018	2017
Cemetery care and maintenance funds	\$ 38,672	\$ 37,013
Subdividers' deposits	<u>2,001</u>	<u>2,001</u>
	<u>\$ 40,673</u>	<u>\$ 39,014</u>

**13. PENSION AGREEMENTS**

The municipality joined Ontario Municipal Employees Retirement Systems (OMERS) in 2016, which is a multi-employer plan, on behalf of 11 members (2017 - 7 members) of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 2018 was \$49,158 (2017 - \$45,030). Amounts paid for current service have been included as an expenditure on the Consolidated Statement of Operations.

There are no past service contribution obligations.

**14. DEVELOPER AGREEMENTS**

As part of various developer agreements, the municipality has received Letters of Credit to cover developers' responsibilities in completing the projects as well as covering unpaid municipal levies. Letters of Credit held by the municipality at December 31, 2018 amount to \$3,921,617.

**15. COMMITMENTS**

The municipality entered into a contribution agreement with a company that provides commercial generation of electricity in the Township of Melancthon.

- i) Phase I of the project consists of 45 wind turbine generators. The company will pay the sum of \$45,000 to the Township of Melancthon on or before March 31 for each year from 2007 through and including 2026.
- ii) Phase II of the project consists of 66 wind turbine generators. The company will pay the sum of \$264,000 to the Township of Melancthon on or before November for each year from 2009 through and including 2028.

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**16. SEGMENTED INFORMATION**

The Corporation of the Township of Melancthon is a diversified municipal government institution that provides a wide range of services to its ratepayers such as police, fire, sewer, water, waste collection, disposal and recycling, recreational, library and planning. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

This item relates to the revenues and expenses that relate to the governance and operations of the municipality itself and cannot be directly attributed to a specific segment.

Protection to Persons and Property

Protection is comprised of police services, fire protection, conservation authority, emergency measures, animal control and building and structural inspection. The police services ensure the safety and protection of the ratepayers and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers. The building department provides a number of services including maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Transportation

Transportation is responsible for construction and maintenance of the municipality's roadways, bridges, parking areas and streetlights.

Environmental

Environmental services consist of providing waste collection, disposal and recycling to its ratepayers.

Health

Health services includes contributions to the operations of local cemeteries.

Recreation and Cultural Services

This service area provides services meant to improve the health and development of the municipality's residents. The municipality operates and maintains parks and arenas. The municipality also provides library services and recreational programs.

Planning and Development

This department is responsible for planning and zoning, including the Official Plan. This service area also includes tourist information and promotion, business improvement area, weed control and drainage.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
CONSOLIDATED SCHEDULE OF SEGMENTED DISCLOSURE  
FOR THE YEAR ENDED DECEMBER 31, 2018

Schedule 1

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Recreation Services	Planning and Development	2018	2017
<b>EXPENSES</b>									
Salaries and benefits	\$ 358,571	\$ 71,144	\$ 439,211	\$ 0	\$ 0	\$ 29,784	\$ 0	\$ 898,710	\$ 852,968
Materials	112,352	94,095	517,327	0	3,049	80,371	0	807,194	720,786
Contracted services	31,431	373,973	516	3,325	0	0	76,877	486,122	615,498
Rents and financial expenses	1,093	0	0	0	0	0	0	1,093	351
Interest on long term debt	4,187	0	11,934	0	0	0	5,605	21,726	21,299
Amortization	9,749	49,333	664,404	3,947	0	2,180	0	729,613	805,678
Transfers	<u>1,550</u>	<u>43,895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>162,553</u>	<u>0</u>	<u>207,998</u>	<u>189,605</u>
	<u>\$ 518,933</u>	<u>\$ 632,440</u>	<u>\$ 1,633,392</u>	<u>\$ 7,272</u>	<u>\$ 3,049</u>	<u>\$ 274,888</u>	<u>\$ 82,482</u>	<u>\$ 3,152,456</u>	<u>\$ 3,206,185</u>

See notes to the consolidated financial statements

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2018

Schedule 2

	Land	Land Improvements	Facilities	Vehicles	Equipment	Infrastructure: Transportation	Infrastructure: Environmental	2018	2017
<b>COST</b>									
Balance, beginning of year	\$ 441,857	\$ 58,421	\$ 908,014	\$ 2,394,273	\$ 460,975	\$15,816,980	\$ 117,426	\$20,197,946	\$19,379,090
Additions during the year	0	10,612	8,393	55,108	48,357	689,297	0	811,767	874,999
Consolidated boards opening changes	0	0	0	(5,761)	(1,862)	0	0	(7,623)	1,415
Disposals during the year	0	0	0	0	(17,281)	(210,806)	0	(228,087)	(57,558)
Balance, end of year	<u>441,857</u>	<u>69,033</u>	<u>916,407</u>	<u>2,443,620</u>	<u>490,189</u>	<u>16,295,471</u>	<u>117,426</u>	<u>20,774,003</u>	<u>20,197,946</u>
<b>ACCUMULATED AMORTIZATION</b>									
Balance, beginning of year	0	24,297	332,171	1,533,987	168,705	7,562,266	22,764	9,644,190	8,895,338
Amortization	0	1,608	14,011	42,245	109,390	560,724	1,635	729,613	805,678
Consolidated boards opening changes	0	0	0	(3,460)	(865)	0	0	(4,325)	732
Accumulated amortization on disposals	0	0	0	0	(13,332)	(173,083)	0	(186,415)	(57,558)
Balance, end of year	<u>0</u>	<u>25,905</u>	<u>346,182</u>	<u>1,572,772</u>	<u>263,898</u>	<u>7,949,907</u>	<u>24,399</u>	<u>10,183,063</u>	<u>9,644,190</u>
<b>NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS</b>	<u>\$ 441,857</u>	<u>\$ 43,128</u>	<u>\$ 570,225</u>	<u>\$ 870,848</u>	<u>\$ 226,291</u>	<u>\$ 8,345,564</u>	<u>\$ 93,027</u>	<u>\$10,590,940</u>	<u>\$10,553,756</u>

See notes to the consolidated financial statements

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
CONSOLIDATED SCHEDULE OF ACCUMULATED SURPLUS  
AS AT DECEMBER 31, 2018

*Schedule 3*

	2018	2017
<b>SURPLUSES</b>		
Invested in tangible capital assets	\$ 10,129,234	\$ 9,928,136
General surplus	1,149,152	719,115
Unfunded solid waste closure and post-closure costs	(233,914)	(249,647)
Recreation, community centres and arenas	93,202	104,547
Cemeteries	84,541	81,993
Fire boards	10,083	13,717
Police Services Board	2,003	1,972
Other	966	966
	<u>11,235,267</u>	<u>10,600,799</u>
<b>RESERVE FUNDS</b>		
Capital purposes	287,785	326,403
Quarry	112,914	111,190
Working funds	103,668	102,086
Replacement of equipment	251,998	100,441
Landfill closure	105,004	93,558
Insurance, sick leave, WSIB	48,575	42,355
Special emergency relief	10,075	5,000
	<u>920,019</u>	<u>781,033</u>
<b>RESERVES</b>		
Working funds	688,629	668,629
Capital purposes	174,725	172,472
	<u>863,354</u>	<u>841,101</u>
	<u>\$ 13,018,640</u>	<u>\$ 12,222,933</u>

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
SCHEDULE OF HORNING'S MILLS CEMETERY BOARD  
FOR THE YEAR ENDED DECEMBER 31, 2018

Schedule 4

	2018	2017
<b>STATEMENT OF FINANCIAL POSITION</b>		
<b>ASSETS</b>		
Cash	\$ 21,574	\$ 19,080
Due from Cemetery Care and Maintenance Fund	9,250	9,228
Temporary investments	6,933	6,933
Accrued interest receivable	617	514
HST receivable	<u>0</u>	<u>162</u>
<b>ACCUMULATED SURPLUS</b>	<b>\$ <u>38,374</u></b>	<b>\$ <u>35,917</u></b>

<b>STATEMENT OF OPERATIONS</b>		
<b>REVENUE</b>		
Grant - Township of Melancthon	\$ 0	\$ 2,500
Donations	1,279	0
Interest	318	293
Sale of plots and markers	<u>3,257</u>	<u>3,203</u>
	<u>4,854</u>	<u>5,996</u>
<b>EXPENSES</b>		
Maintenance	2,397	1,178
Supplies	<u>0</u>	<u>209</u>
	<u>2,397</u>	<u>1,387</u>
<b>ANNUAL SURPLUS</b>	<b>2,457</b>	<b>4,609</b>
<b>ACCUMULATED SURPLUS, beginning of year</b>	<b><u>35,917</u></b>	<b><u>31,308</u></b>
<b>ACCUMULATED SURPLUS, end of year</b>	<b>\$ <u>38,374</u></b>	<b>\$ <u>35,917</u></b>

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
 SCHEDULE OF ST. PAUL'S CEMETERY BOARD  
 FOR THE YEAR ENDED DECEMBER 31, 2018

*Schedule 5*

	2018	2017
<b>STATEMENT OF FINANCIAL POSITION</b>		
<b>ASSETS</b>		
Cash	\$ 2,057	\$ 1,962
Accrued interest receivable	190	200
Temporary investments	<u>43,914</u>	<u>43,914</u>
<b>ACCUMULATED SURPLUS</b>	<b>\$ <u>46,161</u></b>	<b>\$ <u>46,076</u></b>

<b>STATEMENT OF OPERATIONS</b>		
<b>REVENUE</b>		
Interest	\$ <u>737</u>	\$ <u>642</u>
<b>EXPENSES</b>		
Administration	<u>652</u>	<u>6</u>
<b>ANNUAL SURPLUS</b>	<b>85</b>	<b>636</b>
<b>ACCUMULATED SURPLUS, beginning of year</b>	<b><u>46,076</u></b>	<b><u>45,440</u></b>
<b>ACCUMULATED SURPLUS, end of year</b>	<b>\$ <u>46,161</u></b>	<b>\$ <u>46,076</u></b>

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
SCHEDULE OF HORNING'S MILLS COMMUNITY PARK  
FOR THE YEAR ENDED DECEMBER 31, 2018

Schedule 6

	2018	2017
<b>STATEMENT OF FINANCIAL POSITION</b>		
<b>ASSETS</b>		
Cash	\$ 7,478	\$ 4,855
HST receivable	<u>818</u>	<u>686</u>
<b>NET FINANCIAL ASSETS</b>	<u>8,296</u>	<u>5,541</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	<u>13,610</u>	<u>13,610</u>
<b>ACCUMULATED SURPLUS</b>	<u>\$ 21,906</u>	<u>\$ 19,151</u>

<b>STATEMENT OF OPERATIONS</b>		
<b>REVENUE</b>		
Donations	\$ 50	\$ 1,661
Grant - Township of Melancthon	4,000	4,500
Other income	2,588	12
Rent	<u>0</u>	<u>210</u>
	<u>6,638</u>	<u>6,383</u>
<b>EXPENSES</b>		
Administration	3,541	3,606
Hydro	<u>342</u>	<u>380</u>
	<u>3,883</u>	<u>3,986</u>
<b>ANNUAL SURPLUS</b>	2,755	2,397
<b>ACCUMULATED SURPLUS, beginning of year</b>	<u>19,151</u>	<u>16,754</u>
<b>ACCUMULATED SURPLUS, end of year</b>	<u>\$ 21,906</u>	<u>\$ 19,151</u>

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
SCHEDULE OF HORNING'S MILLS COMMUNITY HALL  
FOR THE YEAR ENDED DECEMBER 31, 2018

*Schedule 7*

	2018	2017
<b>STATEMENT OF FINANCIAL POSITION</b>		
<b>FINANCIAL ASSETS</b>		
Cash	\$ 41,931	\$ 34,348
Accounts receivable	<u>1,263</u>	<u>476</u>
	<u>43,194</u>	<u>34,824</u>
<b>LIABILITIES</b>		
Deferred revenue	<u>200</u>	<u>0</u>
<b>NET FINANCIAL ASSETS</b>	<u>42,994</u>	<u>34,824</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	<u>62,226</u>	<u>69,089</u>
<b>ACCUMULATED SURPLUS</b>	<u>\$ 105,220</u>	<u>\$ 103,913</u>

<b>STATEMENT OF OPERATIONS</b>		
<b>REVENUE</b>		
Fundraising and user charges	\$ 12,829	\$ 9,331
Grant - Township of Melancthon	5,000	5,000
Interest	753	115
Donations	<u>100</u>	<u>3,198</u>
	<u>18,682</u>	<u>17,644</u>
<b>EXPENSES</b>		
Supplies and maintenance	3,650	8,082
Hydro and fuel	3,507	3,259
Telephone	462	838
Fundraising	1,063	1,056
Amortization	6,863	6,863
Other	<u>1,830</u>	<u>511</u>
	<u>17,375</u>	<u>20,609</u>
<b>ANNUAL SURPLUS (DEFICIT)</b>	1,307	(2,965)
<b>ACCUMULATED SURPLUS, beginning of year</b>	<u>103,913</u>	<u>106,878</u>
<b>ACCUMULATED SURPLUS, end of year</b>	<u>\$ 105,220</u>	<u>\$ 103,913</u>



Chartered  
Professional  
Accountants

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Township of Melancthon

### Opinion

We have audited the accompanying financial statements of the trust funds of The Corporation of the Township of Melancthon, which comprise the statements of financial position as at December 31, 2018 and the statements of continuity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Township of Melancthon as at December 31, 2018 and the results of its operations for the year then ended in accordance with Canadian public sector accounting standards.

### Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the The Corporation of the Township of Melancthon in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the trust fund's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the trust funds or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the trust fund's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located at RLB LLP's website at: [www.rlb.ca/additional-auditor-responsibilities](http://www.rlb.ca/additional-auditor-responsibilities). This description forms part of our auditor's report.

Guelph, Ontario  
June 20, 2019

Chartered Professional Accountants  
Licensed Public Accountants

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON - TRUST FUNDS  
 STATEMENT OF FINANCIAL POSITION AND CONTINUITY  
 AS AT DECEMBER 31, 2018

	Horning's Mills Cemetery	St. Paul's Cemetery	Subdividers' Deposits
<b>STATEMENT OF FINANCIAL POSITION - 2018</b>			
Cash	\$ 18,308	\$ 0	\$ 0
Investments	19,346	10,268	0
Due from the Township of Melancthon	0	0	2,001
Due to cemetery general funds	<u>(9,250)</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE</b>	<b>\$ <u>28,404</u></b>	<b>\$ <u>10,268</u></b>	<b>\$ <u>2,001</u></b>

<b>STATEMENT OF CONTINUITY - 2018</b>			
<b>BALANCE, BEGINNING OF YEAR</b>	<b>\$ <u>28,059</u></b>	<b>\$ <u>8,954</u></b>	<b>\$ <u>2,001</u></b>
<b>RECEIPTS</b>			
Interest earned	<u>345</u>	<u>1,314</u>	<u>0</u>
<b>EXPENDITURES</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>BALANCE, END OF YEAR</b>	<b>\$ <u>28,404</u></b>	<b>\$ <u>10,268</u></b>	<b>\$ <u>2,001</u></b>

<b>STATEMENT OF FINANCIAL POSITION - 2017</b>			
Cash	\$ 17,941	\$ 0	\$ 0
Investments	19,346	8,954	0
Due from the Township of Melancthon	0	0	2,001
Due to cemetery general funds	<u>(9,228)</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE</b>	<b>\$ <u>28,059</u></b>	<b>\$ <u>8,954</u></b>	<b>\$ <u>2,001</u></b>

<b>STATEMENT OF CONTINUITY - 2017</b>			
<b>BALANCE, BEGINNING OF YEAR</b>	<b>\$ <u>25,955</u></b>	<b>\$ <u>8,833</u></b>	<b>\$ <u>2,001</u></b>
<b>RECEIPTS</b>			
Interest earned	48	121	0
Plot sales	<u>2,056</u>	<u>0</u>	<u>0</u>
	<u>2,104</u>	<u>121</u>	<u>0</u>
<b>EXPENDITURES</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>BALANCE, END OF YEAR</b>	<b>\$ <u>28,059</u></b>	<b>\$ <u>8,954</u></b>	<b>\$ <u>2,001</u></b>

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON - TRUST FUNDS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the trust funds of The Corporation of the Township of Melancthon are the representation of management prepared in accordance with Canadian generally accepted accounting principles for governments as established by the Public Sector Accounting Board of CPA Canada. Significant accounting policies adopted by The Corporation of the Township of Melancthon are as follows:

**(a) BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.**
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.**

DRAFT