



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, November 21, 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 - November 7, 2019**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agenda & Minutes for information on Public Question Period)
9. **Public Works**
 1. Report of Kaitlin Chessell, Recommendations from the Roads Sub-Committee meeting held on November 13, 2019
 2. Detailed Deck Condition Survey Report on Structure 13 Riverview Bridge from RJ Burnside and Associates (if available)
 3. Other
10. **Planning**
 1. Applications to Permit
 2. Report from Chris Jones - Application for ZBA - Lot 20, Concession 4 NE (Tripp/Serbin)
 1. Notice of Intent to Pass By-law
 1. By-law to amend Zoning with respect to lands located in Part of Lot 20, Concession 4 NE (Tripp/Serbin)
 3. 1. Notice of Intent to Pass By-law
 1. By-law to amend Zoning for the Township of Melancthon to define and regulate cannabis facilities
 4. Other
11. **Climate Change Initiatives**
12. **Police Services Board**
13. **County Council Update**
14. **Correspondence**

***Board & Committee Minutes**

1. Shelburne & District Fire Board - October 1, 2019
2. Township of Melancthon Police Services Board - September 12, 2019
3. NDCC - September 12, 2019

*** Items for Information Purposes**

1. Thank You Letter From The Board of Directors of the Shelburne Agricultural Society
2. Township of Ramara Motion Regarding Conservation Authority Exit Clause
3. Resolution from Town of Wasaga Beach Regarding Adoption of Township of Springwater - Nottawasaga Valley Conservation Authority Levy
4. Township of Springwater Resolution Regarding Nottawasaga Valley Conservation Authority Levy
5. WDG Board of Health Highlights - October 2019
6. Invite from Dufferin County to attend Election of the Warden for 2020 Thursday December 12, 2019 at 6:00 p.m.

7. Town of Shelburne Planning Application - 485387 Sideroad 30 (County Road 11)

*** Items for Council Action**

1. Melancthon-Southgate Recreation Agreement - Draft Nov 20, 2019
2. Letter from Ministry of Municipal Affairs and Housing advising that Intake 1 is now open as part of the Municipal Modernization Program
3. Shelburne Fire Board - Draft 2020 Operating Budget

15. General Business

1. Notice of Intent to Pass By-law
 1. By-law to Appoint Officials from December 1, 2019 to December 31, 2020
 2. By-law to Constitute and Appoint A Committee of Adjustment
 3. By-law to Appoint a Board of Management for the Horning's Mills Community Hall
 4. By-law to Provide for Maintenance and Repair to the Gordon Drainage Works
 5. By-law to Provide for Maintenance and Repair to the Dickson Drainage Works
2. New/Other Business/Additions
 1. Notice of Motion Re: 2020 Council Meetings
 2. Motion that CAO/Clerk and Treasurer be authorized to pay all accounts to December 31, 2019
 3. Motion to transfer \$100,000.00 from the Gas Tax Reserve Account to the General Account, re: Structure 2003, as per the 2019 Budget
 4. Motion to transfer \$5,000.00 from the General Account to the Special Reserve Fund Emergency Relief as per the 2019 Budget
 5. Motion to transfer \$150,000.00 from the General Account to the Roads Replacement Equipment Reserve Fund as per the 2019 Budget
 6. Motion to transfer \$200,000.00 from the General Account to the Roads Capital Reserve Fund as per the 2019 Budget
 7. Motion that the amount of \$10,000.00 be transferred from the General Account to the Landfill Rehabilitation Reserve Fund as per the 2019 Budget
 8. Motion to transfer \$1,346.52 from the General Account to the Insurance Reserve Fund Account - 2019 insurance surplus (roads - \$95.12, admin \$1,251.40)
 9. Motion to transfer surplus monies, as determined by the Auditor in their preparation of the 2018 Consolidated Financial Statement, to the Working Capital Reserve
 10. Other
 11. Addition(s) (if any)
3. Unfinished Business
 1. Draft Salvage By-law - Changes made to the Draft By-law as a result of direction of Council at the last meeting

16. Delegations

1. 7:30 p.m. - Closed Session Matter – Personal matters about an identifiable individual, including municipal or local board employees - Tax Arrears Registration

17. Closed Session (if required)

1. Approval of Draft Minutes - November 7, 2019
2. Business Arising from Minutes
3. Personal matters about an identifiable individual, including municipal or local board employees - Tax Arrears Registration (See above Delegations)
Rise With or Without Report from Closed Session

18. Third Reading of By-laws

19. Notice of Motion

20. Confirmation By-law

21. Adjournment and Date of Next Meeting - Thursday December 12, 2019 - 9:00 a.m.

22. On Sites

23. Correspondence on File at the Clerk's Office



The Corporation of

THE TOWNSHIP OF MELANCTHON

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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: KAITLIN CHESSELL, SECRETARY ROADS SUB-COMMITTEE

**SUBJECT: RECOMMENDATION FROM ROADS SUB-COMMITTEE MEETING
NOVEMBER 13, 2019**

DATE: NOVEMBER 18 , 2019

7.3 General Business; Traffic Count Data 5th Line OS

The traffic count information from 5th Line OS was discussed as well as the 2nd Line SW traffic was revisited. It was discussed that traffic calming methods should be used on these two roads as a large number of people are going well over the speed limit. Stop signs were discussed being placed on the 5th Line OS at 15 Sideroad and on the 2nd Line SW at 250 Sideroad to slow people down.

Recommendation

The Road Sub-Committee recommends that stop signs be placed on 5th Line OS at 15 Sideroad and on 2nd Line SW at 250 Sideroad.

DW #1
NOV 21 2019

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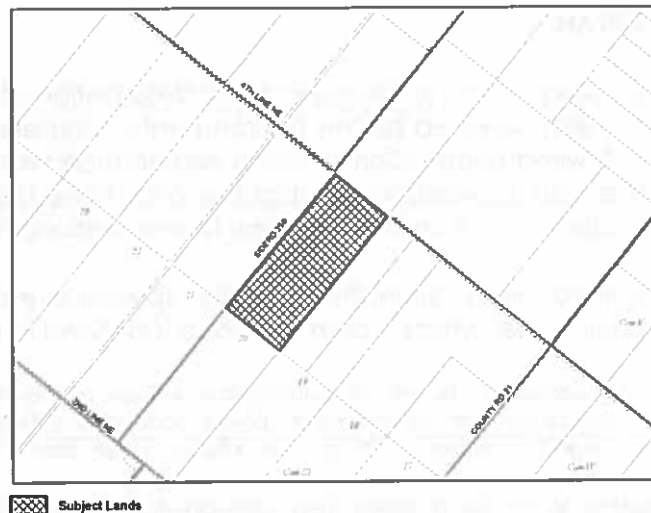
MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: November 14, 2019
Re: Application for ZBA – Lot 20, Concession 4 N.E. (Tripp/Serbin)

1.0 BACKGROUND

This report is further to an application for zoning by-law amendment to establish a special events business 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 4th 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 m² (3,000 ft²).

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

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PLAN # 2
NOV 21 2019

2.0 INFORMATION PROVIDED BY THE APPLICANT

At the time of the application was submitted, the applicant 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 unlikely that any former wetland feature exists.

Under the Agricultural designation the proposed special events business 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 added agricultural products."

The policies relative to on-farm diversified uses are found in Section 5.2.3 and are on the following page:

5.2.3 On-Farm Business Uses

- a) An on-farm business use may be permitted on an agricultural property as an on-farm diversified use. An on-farm business use is a dry industrial or commercial use that is located on an agricultural property, is clearly secondary to the principal agricultural use of the property, is operated by the farmer who owns the property, is not located within a dwelling and is limited in area. Additionally, the on-farm business use must be compatible with, and shall not hinder surrounding agricultural operations and generally requires more floor area than a home occupation.
- b) The primary objective in permitting on-farm business uses is to assist in supporting the agriculture uses on the subject properties while ensuring that such business uses remain secondary to the principal agricultural use so that the principal use and value associated with the subject properties is their agricultural use and capability not their industrial use or potential.
- c) On-farm business uses shall be permitted in the implementing zoning by-law and that By-law shall contain provisions to ensure that, to the extent possible in a Zoning By-law, the use is secondary to the property's agricultural use, that it is properly sited on the agricultural property and that there are no negative impacts on existing agricultural uses.
- d) To achieve the objectives of policies 5.2.3 (b) and (c) above and without limiting the range of zoning standards and provisions that may be applied, the implementing zoning by-law shall include provisions relating to at least the following matters:
 - i a substantial minimum lot area to assist in ensuring that the on-farm business use is secondary to the agricultural use on the property;
 - ii a maximum floor area that is in keeping with or smaller than the typical size of agricultural buildings on agricultural properties in the Township to assist in ensuring the on-farm business is secondary to the agricultural use;
 - iii specifying building setbacks and screening requirements;
 - iv a limit on the size and controls on the location of display and signage associated with the on-farm business use and a prohibition on outside storage associated with the use;
 - v limiting the use to only those that involve dry operations;
 - vi a requirement that the farmer owning and operating the agricultural use must be the owner and operator of the business;
 - vii a minimum distance separation from off-site nonagricultural dwellings; and,
 - viii a low limit on the number of employees.
- (e) On-farm business uses may be subject to site plan control under the provisions of the Planning Act and section 7.4 of this Plan. Among the principal site plan control objectives is maximizing the integration of the use with the agricultural use and buildings while minimizing the impacts on the landscape and nearby sensitive uses.
- (f) On-farm business uses may be subject to limits on their hours of operation under the appropriate municipal by-law.
- (g) A separate lot shall not be created for an on-farm business use either before or after its development.

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4.0 DRAFT ZONING BY-LAW AMENDMENT

A draft temporary use zoning by-law amendment was prepared for the public meeting and for the applicant and Council's review and consideration. The draft amendment was prepared in the interest of addressing the policy criteria of Section 5.2.3 of the Official Plan. It is also noted the draft by-law was generally the same as a by-law approved by Council for a similar use in 2016. In both cases the purpose of the three-year temporary use was to provide the applicant with a 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. During my initial on-site meeting with the applicant in March 2019, a copy of this by-law was provided for information purposes.

The applicant was not supportive of the temporary use provision nor the draft zone regulations and the applicant appeared before Council as a deputation on September 5, 2019 to discuss her disagreement with the draft amendment. Council in turn requested that I collaborate with the applicant in an effort to find consensus on the zone regulations. To this end, on October 4, 2019, I discussed each of the zone regulations over the phone with the applicant. Subsequent to this discussion, I provided the applicant with a revised zoning by-law amendment with changes intended to address outstanding issues. In Table 1 I have listed the zone regulations from the original draft and the revised second draft of the proposed zoning by-law amendment.

Table 1 – Special Events By-law Regulations – Original and Revised Draft ZBAs

Item	Original Draft	Revised Draft
a)	The maximum floor area of the building utilized for the business shall be 278.7 m ² (3,000ft ²)	No change
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	No change
c)	the special event shall begin and end within a 12 hour period, not including setup	the special event shall begin and end within a 36 hour period, not including setup
d)	the special event shall be confined to lands proximate to the existing 278.7 m ² storage building and shall not occur within the dwelling or any other building or temporary building or tent	the special event shall be confined to lands proximate to the existing 278.7 m ² storage building and/or a temporary tent and shall not occur within the dwelling or any other building. Where a special event utilizes a temporary tent, the tent shall be subject to the issuance of a building permit and shall be setback 15 metres from any lot line;
e)	all food and potable water shall be brought on-site by a catering service	No change
f)	live music or amplified music associated with the special event shall be located within the existing barn	amplified music associated with the special event shall be located indoors after 9 pm
g)	access for patrons shall be provided via the existing farm entrance and all parking shall be accommodated on-site	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;	Agreed to seek input from Fire Chief and CBO
i)	the commercial sale of food or alcohol shall not be permitted;	the commercial sale of food shall not be permitted
j)		any special event involving the serving of liquor shall require a Special Occasion Permit issued by the Alcohol and Gaming Commission of Ontario. A Liquor Sales License is not authorized in the A1-138 Zone
k)	no camping shall be permitted in conjunction with the special events business; and,	No change
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.	No change

On November 6, 2019, the applicant indicated by email that she did not agree with the changes to the draft zoning by-law amendment.

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5.0 INPUT FROM THE FIRE CHIEF AND CHIEF BUILDING OFFICIAL

The draft zoning amendment proposed a maximum occupancy of 150 patrons. This number was taken from the business proposal and application summary provided by the applicant. As a result of discussion with the applicant on October 4, 2019, it was understood that input from the Fire Chief could be considered with respect to the issue of occupancy.

On October 22, 2019, subsequent to a site inspection of the applicant's building, the Fire Chief (A) indicated the following occupancy numbers could be considered provided the building was authorized to permit assembly occupancy.

- Standing Space: 696
- Space with non-fixed seating: 371
- Dining, alcoholic beverage and cafeteria space: 253

Assembly occupancy is a reference under the Ontario Building Code to a building designed to be used for higher levels of human occupancy.

In order for the building to be authorized for assembly occupancy, a change-of-use would be required in the form of a building permit from the County of Dufferin. The change-of-use is required because the original building permit for the building was issued on the basis of an agricultural storage building. Attached at Appendix 1 is a copy of the application and permit for the building, which was issued in 2016.

As a result of a follow up discussion with the CBO, Mr. Greg MacNaughton, it is my understanding that a number of items may need to be addressed to allow the building to be used for assembly occupancy, these include but are not limited to:

- A potable water supply and bathrooms;
- Design measures to address emergencies and life safety;
- Fire route; and,
- Ventilation.

6.0 ANALYSIS

Minimum Distance Separation

In my earlier planning report, I indicated that it may be prudent to prepare a Minimum Distance Separation (MDS) calculation for this proposal, given that the proposed special events business will be located approximately 200 metres from an existing farm cluster. The existing building cluster consists of five farm buildings ranging in size from 100 m² to 250 m², none of which are currently used for livestock based on my initial site meeting with the applicant and my review of the aerial photo.

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In reviewing the MDS Guidelines, Implementation Guideline #35 deals with on-farm diversified uses. This guideline suggests that MDS calculations should not be required for on-farm diversified uses, unless the proposed use could lead to potential conflicts with surrounding livestock facilities. Again, while it is understood that the neighboring farm does not currently house livestock, the keeping of livestock is a permitted use in the A1 Zone and a special events business could lead to potential conflicts with the keeping of livestock depending on the time of year.

I prepared several MDS scenarios for different livestock types and, not surprisingly, the recommended separation distance increased depending on the number of livestock. One scenario comprised of 300 chickens and 50 swine utilizing an estimated building size of 374 m² resulted in a recommended setback of 175 metres, which is approximately the distance of the existing farm cluster to the proposed special events business.

MDS notwithstanding, I believe it is reasonable to say that if the neighboring farm were to house livestock, there could be occasions when the farm could present compatibility problems for a neighbouring special events business. I also believe that any proprietor of a special events business operating in an agricultural area would reasonably expect adjacent working farms to generate odour and noise from time to time.

Official Plan Conformity and Draft Zoning Amendment

I believe the proposed use can achieve substantial conformity with the provisions of Section 5.3.2 of the Official Plan if implemented through a zoning amendment written to uphold the intent of Section 5.3.2. My support for a temporary use by-law was premised on the fact that if the business was not sustainable and/or if the applicant chose not to continue with the business, the building and lands would easily revert back to their original agricultural purpose.

However, the applicant does not support a temporary use. Moreover, the input of the Fire Chief and CBO suggest that additional measures are required for the building to be utilized for assembly occupancy. This additional work will take time so it stands to reason that if a temporary use is approved, a substantial portion of the three-year period could be used just to obtain the change of use permit.

On this basis, the remaining options are to approve the zoning on a permanent basis or refuse the zoning amendment. I remain supportive of the proposed use and believe the policies of the Plan are also supportive of accessory uses of a commercial or industrial nature that do not detract from primary agricultural uses in the Township. In my opinion businesses of this nature are generally confined to weekends during the warm summer and fall months so it is not a 7-day a week operation. In addition, an operation like this has excellent potential to utilize farm products or services from the local area, resulting in broader economic benefits in the community.

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On this basis, it will be my recommendation that the zoning for the proposed special events business be approved on a permanent basis, subject to many of the same zone provisions and also subject to a Holding (H) provision which will require the owner to enter into a site plan agreement with the Township. The authority to require a site plan agreement is found in Section 5.2.3 e) of the Official Plan policies addressing on-farm diversified uses.

7.0 RECOMMENDATION

Should Council be satisfied that the application generally conforms with the Township's Official Plan, the following recommendations are provided:

- a) That this report be received; and,
- b) That the attached zoning by-law amendment be approved by Council.

Respectfully Submitted,



Chris D. Jones MCIP, RPP

• Appendix 1 •



TOWNSHIP OF MELANCTHON

APPLICATION FOR MUNICIPAL APPROVAL AND DEVELOPMENT CHARGES CERTIFICATE

ROLLNUMBER: 2219-000-003-04800

OWNER/APPLICANT: Robin Tripp
723190 250 Sideroad, Melancthon ON L9V 2N8

LOCATION: Lot 20, Concession 4 NE

TYPE OF STRUCTURE: Storage/Equipment Shed

MEASUREMENTS: 50' x 60'

We have reviewed the attached application and have no objections _____

Site Plan Agreement Required:

Not Required

Entrance Requirements:

Existing - Municipal

Niagara Escarpment Approval Required:

Not Required

Conservation Authority Approval Required:

GRCA - See Comments

Zoning:

A1 AGRICULTURAL BUILDING.
DN-form vsp has not been stipulated
in B.P application.

Source Water Protection - RMO Approval Required:

Not Required

COMMENTS: GRCA email advising Permit Not Required

[Signature]
NOV. 17/16

DEVELOPMENT CHARGES

Pursuant to Section 10(6) of the Development Charges Act, I hereby certify that the Development Charge for the Corporation of the Township of Melancthon:

- a) Does not apply: ☐
- b) Has been paid for the above: ☐
- c) Does apply but has not been paid ☐

November 17, 2016

Date

DATE: _____

[Signature]

Treasurer or Responsible Official for
Township of Melancthon

This approval remains valid for one (1) year from the date of issuance, unless otherwise advised by the County of Dufferin that the Application has commenced.

Office Use: Building Permit Fee - \$ 100.00 Paid by Cheque ☒

Paid by Cash ☐

M:\My Files\FORMS\Municipal Approval Form Amended April 25, 2016

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> REC'D/RECEIVED 28-10-2016 </div>			
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)			
A. Project Information			
Building number, street name 723190 250 SIDEROAD		Unit number	Lot/con. 20/CON 4 NE
Municipality MELANCTHON	Postal code L9V 2N8	Plan number/other description	
Project value est. \$		Area of work (sq ft) 3000 FT ²	
B. Purpose of application			
<input checked="" type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building Driving Shed		Current use of building	
Description of proposed work Storage/Equipment			
C. Applicant			
Applicant is: <input checked="" type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name Tripp		First name Robin	
Street address 723190 250 Side road		Unit number	Lot/con. 20/4 NE
Municipality Melancthon	Postal code L9V 2N8	Province Ontario	
	Fax ()		
D. Owner (if different from applicant)			
Last name		First name	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

E. Builder (individual)				
Last name SELF		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lo/Con.
Municipality	Postal code	Province	E-mail	
Telephone number ()	Fax ()	Cell number ()		
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the <i>Building Code</i> (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
I, <u>ROBIN TRIPP</u> (print name) declare that:				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership <u>[REDACTED]</u> corporation or partnership.				
<u>27 OCT 16</u> Date				

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor, Toronto, M5G 2E5 (416) 585-6866.

Signature

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name 723190 250 Sideroad		Unit no.	Lot/con.
Municipality Melancthon, ON	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name John Vanderwoerd, M.A.A.T.O.		Firm Vanderwoerd Drafting & Design	
Street address 34 Duke Street		Unit no.	Lot/con.
Municipality Arthur, ON	Postal code N0G 1A0	Province Ontario	E-mail jvanderwoerd@eastlink.ca
Telephone number (519)848-2128	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input checked="" type="checkbox"/> House <input checked="" type="checkbox"/> Small Buildings Large Buildings Complex Buildings	HVAC – House Building Services Detection, Lighting and Power Fire Protection	<input checked="" type="checkbox"/> Building Structural Plumbing – House Plumbing – All Buildings On-site Sewage Systems	
Description of designer's work: Design of Proposed 50x60 Drive Shed			
D. Declaration of Designer			
I <u>John Vanderwoerd, M.A.A.T.O.</u> declare that (choose one as appropriate): (print name)			
<input checked="" type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: <u>21611</u> Firm BCIN: <u>38975</u>			
I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
Date Oct 14, 2016			

NOTE:

- For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
- Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practice, a limited license to practice, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.



COUNTY OF DUFFERIN BUILDING PERMIT

Owner
Contractors

TRIPP ROBIN
TRIPP ROBIN

ADDRESS: 723190 250 SIDEROAD MELANCTHON
ADDRESS: 723190 250 SIDEROAD MELANCTHON

PHONE: (519) 923-6653 BUS.ID
PHONE: (519) 923-6653 BUS.ID

PERMIT NUMBER: A-049-16-0814
DATE ISSUED: 29-Nov-16

Municipality
Melancthon

RollNo:
22-19-000-003-04800-0000

Civic Address
723190 250 SIDEROAD

Legal Description
CON 4 NE LOT 20

WORK DESCRIPTION: Storage Building

VALUE (Incl Labour): \$50,000.00 TOTAL FEE: \$570.00
SQUARE FOOTAGE: 3000 DIMENSIONS:

TARION:

CONSERVATION APPROVAL ☐ YES ☒ NO N.E.C. APPROVAL ☐ YES ☒ NO

I/WE agree to comply with the provisions of the Ontario Building Code Act, Building By-laws and Zoning Bylaws of The Corporation and any amendments thereto. I/WE further agree that neither the granting of a permit, nor the approval of the drawings and specifications, nor inspections made by the authority having jurisdiction during work on the buildings shall in any way relieve ME/US from full responsibility for carrying out the work in accordance with the requirements of any applicable law.

Permission is hereby granted to construct or erect the buildings or structures specified above, upon the express condition that the said buildings, etc., shall in all respects conform and adhere to the provisions of any applicable law and amendments thereto which regulate the construction of buildings, etc. the zoning of lands and any other By-laws or resolutions imposing restrictions on type, use or location of buildings or business. A further condition being that the installation of On-Site Sewage Disposal Systems shall be in accordance with the Ontario Building Code.

Signature of Applicant / Authorized Agent: _____

**CONSTRUCTION TO START WITHIN 6 MONTHS.
PERMIT WILL BE REVOKED IF CONSTRUCTION HAS BEEN SUBSTANTIALLY SUSPENDED FOR A PERIOD OF MORE THAN 1
(ONE) YEAR.**

CHIEF BUILDING OFFICIAL

County of Dufferin
Building Department
55 Zina Street
Orangeville, Ontario L9W 1E5
Phone: 519 941 2362 Fax: 519 941 4565
building@dufferincounty.on.ca

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

(Serbin/Tripp Special Events On-Farm Diversified Use)

Being a Zoning 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 Zoning By-laws to regulate the use of land pursuant to Section 34 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 an on-farm diversified use in a manner consistent with the Township's Official Plan;

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)(H) 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 12-79 as amended, is further amended by adding the following new sub-section after Section 4.7 aaaaaa):

bbbbbb) *On lands located in Part Lot 20, Concession 4, N.E. and located in the A1-138 Zone, the only permitted use shall be a special events business for private parties and events such as weddings which shall include facilities for the preparation and consumption of food and alcohol in conjunction with any special event. The following regulations shall be applicable to the special events business:*

- a) *The maximum floor area of the building utilized for the business shall be 278.7 m² (3,000ft²);*
- 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 36 hour period, not including setup;*
- d) *the special event shall be confined to lands zoned A1-138;*
- e) *one temporary tent shall be permitted, subject to the issuance of a building permit and shall be setback 15 metres from any lot line;*
- f) *live music or amplified music associated with the special event shall be located indoors after 9 pm;*

g) access for patrons shall be provided via the existing farm entrance and all parking shall be accommodated on lands zoned A1-138;

h) a restaurant is not a permitted use in the A1-138 Zone;

i) any special event involving the sale of liquor shall require a Special Occasion Permit issued by the Alcohol and Gaming Commission of Ontario. A Liquor Sales License is not authorized in the A-138 Zone;

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.

3. Lands located in the A1-138 Zone are subject to a Holding (H) Provision in accordance with Section 7.7 of the Official Plan. The Holding provision shall be removed when the following items are addressed:

a) The Owner has obtained a change of use permit for the building to be utilized for the special events business and has been granted final approval or occupancy by the Chief Building Official;

b) The Owner has entered into a site plan agreement with the Township of Melancthon in accordance with Section 5.2.3 e) of the Township's Official Plan. The site plan agreement shall require a site plan to be prepared by a qualified engineer, surveyor or landscape architect and the site plan and site plan agreement shall confirm or address matters as authorized under Section 41 of the Planning Act.

4. 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).

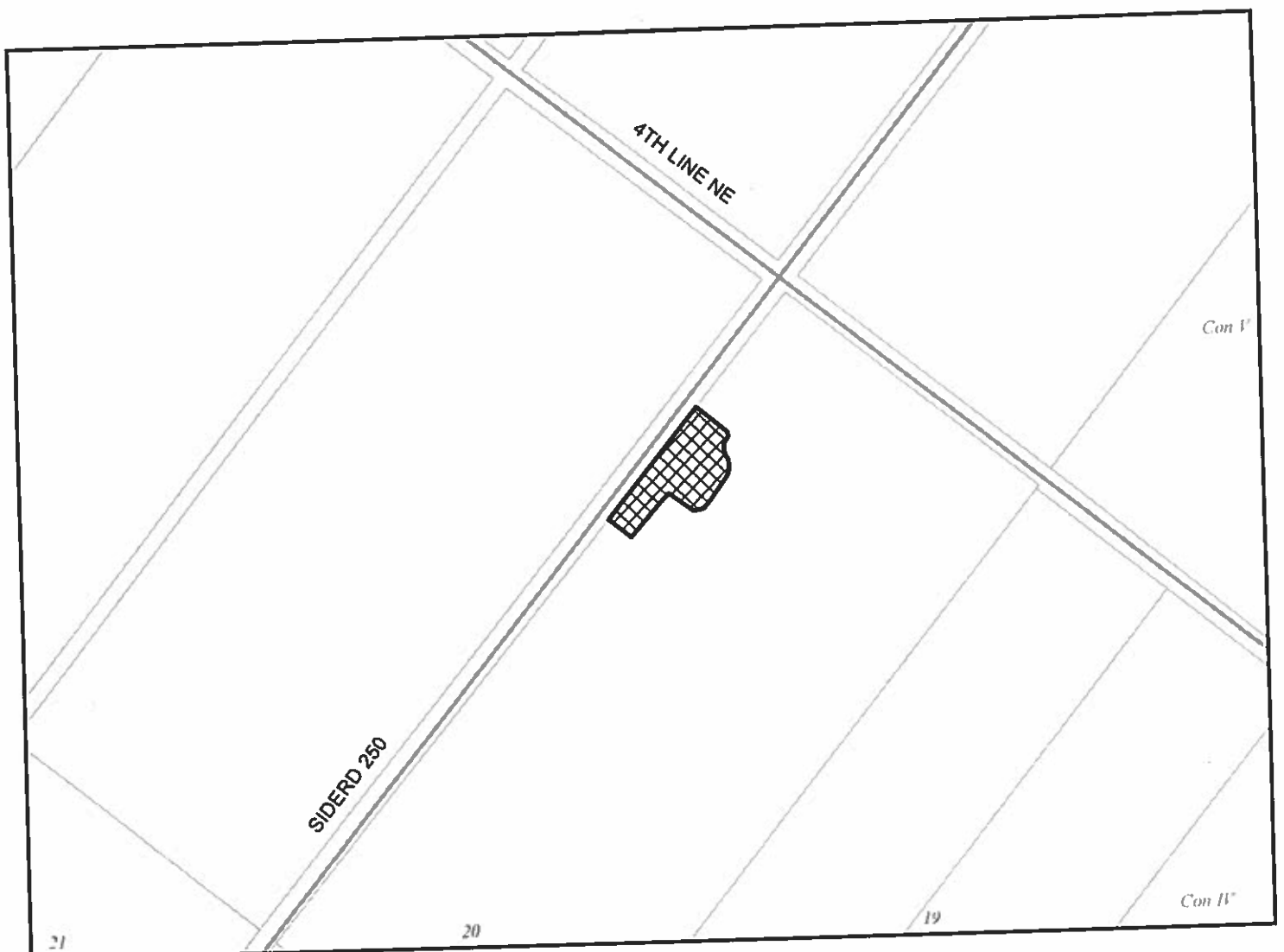
READ A FIRST AND SECOND TIME on the 21st day of November 2019.


READ A THIRD TIME and finally passed this 21st day of November 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 (A1-138)(H) Zone

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

Passed this _____ day of _____, 2019.

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY-LAW NO. _____
(Cannabis Facility Definition and Regulation – November 12, 2019)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon to define and regulate cannabis facilities

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

AND WHEREAS Council of the Corporation of the Township of Melancthon wishes to update the definitions and regulations governing cannabis facilities;

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

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

1. Zoning By-law 12-79 as amended, is further amended in the following manner:

a) Sub-section 2.50a is deleted.

b) Section 2 is amended by adding the following new definitions after sub-section 2.10:

2.10a Cannabis means:

- i. A Cannabis plant including hemp or industrial hemp;*
- ii. Any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;*
- iii. any substance or mixture of substances that contains or has on it any part of such a plant; and*
- iv. any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained.*

2.10b Cannabis Plant means a plant that belongs to the genus "Cannabis".

2.10c Cannabis Facility means a building or buildings, designed, used, or intended to be used in an accessory manner to the outdoor growing of cannabis for one or more of the following: cultivation, growing, cloning, propagation, production, processing, harvesting, testing, alteration, destruction, storage, research packaging, shipment or distribution of cannabis in accordance with applicable federal law and regulation but does not include a building or part thereof solely designed, used, or intended to be used for the retail sale of cannabis.

c) Section 3 is amended by adding the following new sub-section after sub-section 3.23:

3.24 Cannabis Facilities

Notwithstanding the permitted uses and regulations of the Agricultural (A1) Zone, a Cannabis Facility shall be a permitted use in the A1 Zone

provided the lot on which the Cannabis Facility is constructed is utilized for outdoor cultivation of Cannabis and the following regulations shall apply:

i. Minimum Lot Area:	40 ha
ii. Minimum Lot Frontage:	150 metres
iii. Minimum Setback from any Lot Line:	15 metres
iv. Minimum Separation from any dwelling on a separate parcel:	300 metres
v. Minimum Separation from a vacant lot with a lot area of 4.1 ha or less:	300 metres
vi. Minimum Separation from another Cannabis Facility (separate lot):	2,000 metres
vii. Minimum Separation from a settlement area boundary:	2,000 metres
viii. Maximum Lot Coverage of all buildings and structures:	5%
ix. Minimum Lot Area required to be used for outdoor cultivation of Cannabis each calendar year:	20 ha
x. Minimum Parking Requirement:	1 space/250 m ²

Any lands utilized for the outdoor growing of Cannabis and/or a Cannabis Facility shall be subject to site plan control. For the purpose of item iv), where a dwelling is lawfully constructed within 300 metres of an existing, lawful Cannabis Facility, the existing Cannabis Facility shall be deemed to comply with item iv) of this By-law. For the purpose of item vii) the settlement area boundaries shall be as established by the Township of Melancthon Official Plan.

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

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

READ A FIRST AND SECOND TIME on the 21st day of November 2019.

READ A THIRD TIME and finally passed this 21st day of November 2019.

Mayor

Clerk

SHELBURNE & DISTRICT FIRE BOARD

October 1, 2019

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

Present

As per attendance record.

1. Opening of Meeting

1.1. Chair, Walter Benotto, called meeting to order at 7:04pm.

2. Approval of Agenda

2.1. October 1, 2019

Resolution #1

Moved by E Hawkins – Seconded by J Horner

BE IT RESOLVED THAT:

The Board of Management approves the agenda as circulated.

Carried

3. Approval of Minutes

3.1. September 3, 2019

Resolution #2

Moved by J Horner – Seconded by E Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

- Resolution #8 add:
Seconded by H Foster

Carried

4. Disclosure of Pecuniary interest

None

5. Public Question Period (15min)

No public present.

6. Delegation / Deputations

None

7. Unfinished Business

7.1. Board Agreement

BO comm # 1
NOV 2 1 2019

7.2.2020 Budget
Deferred to next meeting.

8. New Business

8.1. Traffic Signal Preemption

Resolution #3

Moved by G Little – Seconded by E Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Board of Management requests the Province update legislation to ensure vehicles stop at red light intersections to allow emergency services vehicles that are responding to calls with their lights and sirens engaged to safely navigate the intersection;

AND FURTHERMORE THAT:

Emergency services vehicles have the capability to change traffic lights from red to green to safely navigate an intersection;

AND THAT:

This resolution be forwarded to all Ontario municipalities, and our MPP, and the Province to obtain their support.

Carried

8.2. RFP – Pick Up Truck

Chief updated the Board on the status of the vehicle involved in a collision.

Resolution #3a

Moved by M Mercer – Seconded by E Hawkins

BE IT RESOLVED THAT:

The Board approve an RFP be put out to obtain a replacement pick-up truck.

Carried

Resolution #3b

Moved by J Horner – Seconded by G Little

BE IT RESOLVED THAT:

As the Shelburne and District Fire Board are not fully aware of the details of the insurance coverage for the Board, their vehicles and their staff, currently provided under the Town of Shelburne policy, therefore the SDFB requests that the Town of Shelburne includes the Fire Chief in any discussions with the insurance provides and provides the Board with copies of all agreements that pertain to the Shelburne and District Fire Board.

Carried

8.3. Dispatch Service Agreement

The Board reviewed the agreement; further revisions to the agreement are required.

9. Chief's Report

9.1. Firefighter Wage Review

The board requested the Chief to present an additional report at the next meeting with recommendations.

9.2. Enbridge Gas Project Assist Grant Award

9.3. I.T./Data Management – Update

9.4. Verbal staffing issues report

The Fire Chief advised the board the department will need to recruit additional volunteer firefighters.

9.5. Monthly Reports – (September 2019)

The Board reviewed the monthly fire call responses.

9.6. Update from Fire Chief

The Board reviewed the Chief's Activity Report for September 2019.

10. Accounts

Resolution #4

Moved by W Hannon – Seconded by F Nix

BE IT RESOLVED THAT:

The payables for September in the amount of \$36,298.86 as presented be approved for payment.

Carried

11. Confirming Motion: Adjournment & Next Meeting Date

Resolution #5

Moved by F Nix – Seconded by W Hannon

BE IT RESOLVED THAT:

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

Carried

Resolution #6

Moved by W Hannon – Seconded by F Nix

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:37pm to meet again on November 5, 2019 at 7:00pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Sabrina VanGerven
Secretary-Treasurer

Walter Benotto
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of October 1, 2019

Municipality / Member	Present	Absent
Township of Amaranth		
Heather Foster		X
Gail Little	X	
Town of Mono		
Sharon Martin	X	
Fred Nix	X	
Township of Melancthon		
Wayne Hannon	X	
Margaret Mercer	X	
Town of Shelburne		
Walter Benotto	X	
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Brad Lemaich – Fire Chief	X	
Jeff Clayton – Deputy Chief	X	
Sabrina VanGerven – Secretary/Treasurer	X	

TOWNSHIP OF MELANCTHON POLICE SERVICES BOARD

The Township of Melancthon Police Services Board held a meeting on Wednesday, September 12, 2019 at 10:00 a.m. at the Melancthon Township Municipal Office Committee Room. Those present: Municipal Member David Thwaites, Public Member Alan Blundell and Provincial Appointee Kate Martin, Denise Holmes, Secretary, and Detachment Commander Nicol Randall, Dufferin OPP.

Call to Order

Chair Thwaites called the meeting to order.

Approval of Agenda

Moved by Martin, Seconded by Blundell that the Agenda be approved as circulated. Carried.

Approval of Minutes - June 26, 2019

Moved by Blundell, Seconded by Martin that the minutes of the Police Services Board meeting held on June 26, 2019 be approved as circulated. Carried.

Issues Arising from the Minutes

None.

Presentations/Delegations

None.

Correspondence

None.

Financial

None.

Detachment Commander's Report

1. April - June 2019

Staff Sgt. Randall provided her report in advance of the meeting for the period of April - June 2019 and reviewed her Report with the Board. Staff Sgt. Randall advised that there have been no complaints and no requests for secondary employment. She spoke to the various campaigns that have taken place since her last report – operation corridor, May 24 long weekend blitz, July 1st distracted driving initiative and safe boating. She said the Continuity of Operations Plan is done

BS comm #2
NOV 21 2019

– which has to be done every year. She reviewed the Part 1 and Part 3 ticket stats with the Board.

Committee Reports

None.

Other Business

1. Traffic Calming Measures - Use of “Cut-outs” - Update

The information from the City of Barrie was reviewed and there is really no difference in the effectiveness of the signs. Staff at Melancthon will follow up with the City at the end of October to obtain some further results.

2. OPP/Township Community Meeting - Discussion on Agenda Topics for that meeting

The date of November 5th has been confirmed for the OPP/Township Community Meeting at the Municipal Office. Topics to include: Drug issue, traffic, scams, Action Plan - Status Report and comments. While on the topic of the Action Plan, Staff Sgt. Randall advised that the Strategic Plan is being developed. She noted that the Action Plan is developed after the Strategic Plan.

3. FTE Shared Officer - Mulmur Update

Chair Thwaites advised that he had a discussion in June with Mulmur’s Rep on the Mulmur PSB on this issue. The matter was pushed off to both the Mulmur PSB – meeting end of August and Mulmur Council – meeting the first week of September and so far no one from Mulmur has contacted us. The Business Plan for a Full-time Equivalent has to be submitted in October. Staff Sgt. Randall advised that Mulmur PSB has asked her to look into information regarding the Paid Duty Officers.

3.1. Nottawasaga Unit Model Option

Staff Sgt. Randall explained the Unit Model. It is a designated traffic unit that three municipalities share the cost in. It is an enhancement which focuses on traffic enforcement. Chair Thwaites advised that he has requested some further information from his contact over there, but he has not heard back. The Secretary was asked to have this matter placed on the Joint PSB Agenda for consideration in Dufferin.

4. Recommendation to Council for Resolution/Motion to Provincial Government regarding Traffic Calming and Enforcement

Chair Thwaites presented the following draft motion and provided information to the PSB on why this motion was drafted (as a result of a motion from the Town of Mono). Discussion ensued and it was recommended to be sent to Melancthon Council for passage.

WHEREAS there has been a persistent and even apparent increase in the challenge created by persons operating motor vehicles while distracted, while driving at rates of speed well in excess of posted speed limits and in other manners of aggressive driving on roads in the Province of Ontario, and specifically within the County of Dufferin, including the Township of Melancthon;

AND WHEREAS the traffic data posted by the Ministry of Transportation (Ontario) for the period of 1988-2016 for Provincial Highway 10 as it crosses the Township of Melancthon into south Grey County indicates that the Annual Average Daily Traffic has increased by fifty percent and the Summer Average Daily Traffic has increased by over fifty-seven per cent;

AND WHEREAS the traffic data posted by the County of Dufferin for the period of 2004-2017 for County Roads 17 and 124 within the Township of Melancthon indicates significant traffic flow;

AND WHEREAS the data collected by the Township of Melancthon over the years 2015-19 on its Township road system indicates that drivers are operating motor vehicles at rates far in excess of posted speed limits;

AND WHEREAS there have been a number of fatal and serious personal injury accidents in the County of Dufferin and specifically within the Township of Melancthon, each accident within the Township in 2019 having indicia of driver fault attributable to one or more of distracted, speed, aggressive and impaired driving;

AND WHEREAS the driving behavior of such drivers results in costs incurred by society both financial and otherwise, including without limitation, loss of life, pain and suffering, health care cost, the cost of first responders, insurance and in the administration of the legal system be it civil, criminal or provincial offences;

AND WHEREAS municipalities are concerned as to the health and safety of their residents and the impact of speeders, careless, distracted and aggressive drivers;

AND WHEREAS the Council of the Township of Melancthon shares in all of the concerns with other local municipalities and seeks to address the issues facing its' residents to otherwise address the impact of speeding, careless and aggressive driving and distracted drivers;

AND WHEREAS there are various actions that may be undertaken to attempt to address the concerns including increasing of fines levied, the imposition of driver licence suspensions and incarceration pursuant to the Highway Traffic Act and Provincial Offences Act and the assessment of insurance rates;

AND WHEREAS local municipalities are very limited in the resources available to address and respond to the challenges and are facing increasing cost and limited resources in traffic enforcement resources;

NOW THEREFORE THE Council of the Township of Melancthon resolves and moves that:

1. The Province of Ontario, be it through either or both the actions of the Minister of Transportation or the Chief Justice of Ontario, forthwith undertake a review of the penalties imposed by the Highway Traffic Act with a view to increasing the fines levied, such fine revenue being used by local municipalities to fund traffic calming and enforcement;
2. The Province of Ontario include as part of the review of financial consequences to be imposed on offenders a surcharge to reflect the occurrence cost of first responders attending any incident;
3. The Province of Ontario regulate motor vehicle insurance companies to require that surcharges be imposed on offenders for any driving offence and that likewise there be incentives (mandatory decreases in insurance levies on an annual basis) for those drivers not convicted of an offence;
4. The Province of Ontario include in any continuing education for Justices of the Peace and Justices information related to the actual cost of enforcement, direct and indirect, for purposes of the Courts administration imposing the appropriate sentences;
5. The Province of Ontario through its funding of the Ontario Provincial Police provide increased resources for traffic enforcement in recognition that the issues described above are not resolvable by local municipalities but are province wide phenomena and challenge;
6. The Province of Ontario review and implement photo radar on a much broader basis than is currently provided designed at the very least to capture high milers and stunt drivers as currently defined and that the cost for requisite systems be provided by and subsidized by the Province as the costing would form part of the revised fines and surcharges to be enacted and adopted by the Province;
7. The Province of Ontario review, in consultation with the municipalities, various and other forms of traffic calming measures and traffic enforcement measures to address the challenges facing users of the provincial, county and local road systems within the Province.

5. Joint PSB Meeting Agenda - any further Agenda items

Melancthon PSB has already requested the Action Plan be put on the Agenda, there will be a speaker from OIRPD. The following further items were asked to be added to the Agenda: Photo Radar; Traffic Enforcement (Nottawasaga Unit Model).

6. AMCTO - Government Proposing Regulatory Framework for Speed Enforcement/Bill 65

Discussion ensued and the PSB recommended placing this correspondence on the next Council Agenda.

Other

Other items discussed during this time included:

Horning's Mills Property Standards Issue
Proposed Cannabis Facility
Update on the OPP Auxiliary

Public Discussion

None.

Adjournment & Date of Next Meeting

11:40 a.m. - Moved by Martin, Seconded by Blundell that we adjourn this Police Services Board meeting to meet again on Wednesday, November 6, 2019 at 10:00 a.m. or at the call of the Chair. Carried.

Original Signed

CHAIR

Original Signed

SECRETARY



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
THURSDAY, SEPTEMBER 12, 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 12th day of September, 2019 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre. Those present:

Those present:

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

Regrets:

Bert Tupling, Vice-Chair, Melancthon

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:05 p.m.

#2 Additions/Deletions/Approval of Agenda

-Moved by Fawcett, Seconded by Besley 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 Fawcett, that the minutes of the North Dufferin Community Centre Board of Management held on August 8, 2019 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None

#6 Facility Manager's Report

1. Unfinished Business

1. Quotes for hot water tank
2. Quotes for back door
3. Quote for poly risers on septic

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

James reports to fix the gap between the boards and the floor he will be able to use spray foam, once it dries he will cut the excess foam off and put drywall tape over it to fully seal it up. Cimco had to order a part for the compressor once that is installed the start up process can begin. Ice will be ready by October 1, 2019.

Arthurs Fuel came to look at the hot water heater and will be submitting the final quote for the hot water tank replacement. James will forward the quote to Donna who will then forward to the rest of the Board for all to see.

-Moved by Lowry, Seconded by Noble, be it resolved that the Board give authority to the Chair to select and approve the optimal quote for the supply of the new hot water system, and report back to the Board at the next meeting of the Board. Carried.

James also reports the hot water for the showers is separate from the Zamboni tank and is recommending a water softener be installed to help preserve the life of the Zamboni. The hard water is causing buildup on the Zamboni. Board agreed the hot water heater will be the priority for this year and the water softener would be considered next year. James can get three quotes to possibly be put into next years budget.

-Moved by Rowbotham, Seconded by Fawcett be it resolved that the NDCC Board approve the quote from Dillman Sanitation LTD for the install of poly risers for the septic tanks for the amount of \$600.00 plus HST. Carried.

James reports that Blue Water Fire & Safety will complete the annual inspection of the security system, currently some lights are out. Board directs Donna to check with Mulmur that its time for the inspection to be completed.

The Mulmur Melancthon Fire Department will be having a tower installed to allow for free wifi in the lobby of the Arena and at the Fire Department. The tower will be 120 feet high and is scheduled to be installed before Christmas.

The Board has hired a part time person that will be starting the middle of September and will be helping to put in the ice.

James reports the ice time is fully booked except for Saturday nights.

#7 General Business

1. Financial
 1. Accounts
 2. YTD vs. Budget comparison
 3. A/R update
 4. 2020 Budget Draft #1
 5. Fundraising Profits
2. RFP – Recreational Needs and Efficiency Review
3. Other
4. Unfinished Business
 1. Part-time position

#1.1 -Moved by Rowbotham, Seconded by Besley, be it resolved that the accounts in the amount of \$5,504.63 be approved to be paid. Carried.

#1.2 Discussed YTD figures.

#1.3 Board directs Donna to have a cheque sent back to Honeywood Mens Hockey to clear the account. Board wants to start the 2019/2020 season at zero balance.

Board directs Donna to make the following requests to clear off the A/R listing: Write off small balances owing, follow up with Barb on those that she has been contacting, return cheque to anyone that has a credit balance. Board wants everything cleared before the 2019/2020 season starts.

#1.4 Discussion around budget figures and projects for next year. The Board will be creating its own wage policy and pay grid for the Arena Manager position and part-time staff. Discussion around OMERS and if the Board wants to remain a member.

#2 The second draft of the RFP was considered an excellent document. The RFP is now readable, it clearly states it has two parts – marked as part A and part B – and consultants will fully understand the project being asked to quote on. Board suggests Tracey and/or Denise to fill in the missing dates as these dates would need to work with their schedules.

#3 Member Lowry will organize the November 11 Remembrance Day Ceremony again this year and he will bring the wreath that was purchased. Lowry requests that this event be put on the Township's websites at the beginning of November to give those wanting to attend some notice. The event will be held Sunday November 10, 2019 at the Cenetaph in Honeywood. The members of the Board will search for the next name to be put on the Cenetaph.

Performance review for James Woods was completed and went well. James requested a new phone set be purchased as he is having problems retrieving voice mail messages

left at the Arena due to static. Each call is to be returned in a timely manner. Board directs James to get new phone set with a maximum of \$200 to be spent.

- #4.1 Chair Tupling reports a part time person has been hired by the Arena. The Arena now has three people on staff.

#8 Information

Discussion around the October meeting date, a number of members are unable to attend the October 10, 2019 date so the next meeting will be held on October 24, 2019.

#9 Notice of Motion

-None

#10 Confirmation Motion

-Moved by Lowry, 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.

#11 Adjournment

-Moved by Rowbotham, Seconded by Fawcett that we adjourn the North Dufferin Community Centre Board of Management meeting at 8:35 p.m. to meet again on Thursday October 24, 2019 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY



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

November 8, 2019

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

via email

Mayor and Council:

The Board of Directors of the Shelburne & District Agricultural Society would like to thank the Township of Melancthon for your sponsorship at this year's Fall Fair.

The fair was an amazing success, due to the great people who attended, volunteers, weather, the reintroduction of the midway and of course to sponsors such as yourselves. Without donations the fair would be very much less than what it is. The equipment is always a big hit, especially with the young kids.

Please find attached a receipt for your \$750.00 sponsorship. Please watch for the November 14th, 2019 edition of the Shelburne Free Press as we have taken an ad in the paper to publicly thank our sponsors.

Please find an invitation to the Fair Ambassador's spaghetti dinner fundraiser being held November 15, 2019 at the Shelburne Agricultural Building.

We look forward to a continued partnership as we look ahead to the 2020 Fair: planning has already started!

Yours truly

Larry Braiden

Larry Braiden, President

info # 1
NOV 21 2019

Ambassador Committee Spaghetti Dinner Fundraiser

All proceeds go towards the
Shelburne Ambassador Committee.

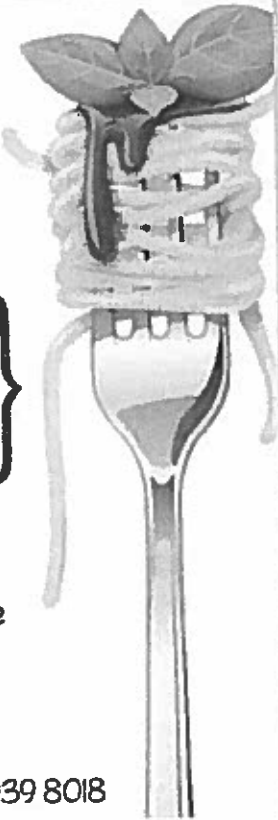
{ Adults \$10 or \$15 at the door
Kids 12 & under \$5 or \$8 at the door
Kid under 3 Free }

When: November 15th 5pm-7pm

Where: Shelburne Agricultural Community Centre
377 William St, Shelburne, ON LN 1S1

For tickets please contact

Kelsey: 519 942 6054 Carly: 403 805 6114 Megan: 519 939 8018





2297 Highway 12,
PO Box 130
Brehin, Ontario L0K 1B0
p.705-484-5374
f. 705-484-0441

November 7, 2019

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor
777 Bay St
Toronto, ON M7A 2J3

Re: Conservation Authority Exit Clause

The Council of the Corporation of the Township of Ramara passed the following motion at their regular meeting held October 28, 2019, unanimously by a recorded vote:

WHEREAS the TOWNSHIP OF RAMARA has consistently expressed its view that its watershed conservation authorities are duplicative, financially unaccountable, in conflict with citizens and private property rights;

AND WHEREAS the TOWNSHIP OF RAMARA has encountered the regulatory obstacles to challenge the arbitrary, inefficient, non-transparent, and unsustainable municipal levy forced upon it annually by its watershed conservation authorities;

AND WHEREAS the TOWNSHIP OF RAMARA questions the efficacy and relevance of its watershed conservation authorities' programs and services and their performance in achieving the goals of conservation and environmental stewardship;

AND WHEREAS the TOWNSHIP OF RAMARA finds the current Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations inconsistent and obsolete;

AND WHEREAS the Minister of Environment, Conservation, and Parks the Honourable Jeff Yurek signaled the province's intent to reconsider and update the Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations;

THEREFORE BE IT RESOLVED THAT: the TOWNSHIP OF RAMARA support the province's determination that the existing Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations require review;

AND THAT the TOWNSHIP OF RAMARA signal to the Ministry of the Environment, Conservation, and Parks of its willingness to participate in all consultations and submissions to the same;

AND THAT further the TOWNSHIP OF RAMARA signal its express desire that an exit clause be provided in any new Conservation Authorities Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services to exist costly and unwarranted conservation authority(ies) jurisdiction(s);

AND THAT this resolution be forwarded the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, Conservation Ontario, Ontario's thirty-six conservation authorities, and all upper and lower-tier Ontario municipalities.

I trust the above is self-explanatory however if you require further information or clarification, please contact me.

Yours truly,



Jennifer Connor, CMO
Legislative Services Manager/Clerk

JC/cw

c.c. Jill Dunlop, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities



30 LEWIS STREET
WASAGA BEACH, ONTARIO
CANADA L9Z 1A1
www.wasagabeach.com

October 30, 2019

Hon Doug Ford
Premier of Ontario
Premier's Office
Room 281
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

BY EMAIL ONLY

Dear Premier:

Re: Resolution from the Township of Springwater – Nottawasaga Valley Conservation
Authority Levy

Please be advised that the Council of the Town of Wasaga Beach, during their October 29, 2019 Council meeting and at the request of the Township of Springwater, adopted the following resolution:

"Whereas the Township of Springwater, like all municipalities in Ontario must confront fiscal limitations and re-evaluate programs, services, and the financial sustainability of each;

And Whereas the Township of Springwater is a constituent municipality in portions of the watershed under the jurisdiction of the Nottawasaga Valley Conservation Authority and is compelled to remit non-negotiable levy funding to the Authority on an annual basis;

And Whereas the Township of Springwater cannot exercise line-item scrutiny of Nottawasaga Valley Conservation Authority's budget and operations nor does the Authority itself provide detailed substantiation of the same to its member municipalities like the Township of Springwater;

And Whereas the Township of Springwater must account for all taxpayer funds it expends within its operations and that it forwards to local agencies and boards;
Therefore Be It Resolved That the Township of Springwater requests that the Nottawasaga Valley Conservation Authority provide prior to passage of its 2020 budget the following:

Administration: (705) 429-3844
Fax: 429-6732
Planning: 429-3847

Building: 429-1120
By-Law: 429-2511
Parks & Rec: 429-3321

Arena: 429-0412
Public Works: 429-2540
Fire Department: 429-5281

INFO #3
NOV 7 1 2019

- (1) Its interpretation and understanding of its mandated operations as found in the current Conservation Authorities Act, 1990, R.S.O. 1990, c.C.27 and its prescribed regulations;
- (2) The costs of each as determined under (1);
- (3) Detailed definitions and determinations of what can be characterized as non-mandatory programming and services(s);
- (4) The costs of each as determined under (3);
- (5) Detailed definitions and determinations of fee-for-service activities of the Nottawasaga Valley Conservation Authority, the revenues they generate as the activities take place within and/or requests originate from geographic area of the Township of Springwater; and
- (6) The Costs that arise from programs and services enabled through the Memorandum of Understanding with the Severn Sound Environmental Association.

And That this resolution be circulated to Premier Doug Ford, the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, the County of Simcoe, all Ontario municipalities, the NVCA and Ontario's other 35 Conservation Authorities, and Conservation Ontario."

Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at cao@wasagabeach.com or (705) 429-3844 Ext. 2222.

Sincerely



George Vadeboncoeur
Chief Administrative Officer

Enclosure.

c. Hon. Jeff Yurek, Minister of the Environment, Conservations, and Parks
County of Simcoe
Nottawasaga Valley Conservation Authority
Ontario Conservation Authorities
All Ontario Municipalities

October 21, 2019

Nottawasaga Valley Conservation Authority
8195 8th Line
Utopia ON, L0M 1T0

RE: Nottawasaga Valley Conservation Authority Levy

Please be advised that at its meeting of October 16, 2019, Council of the Township of Springwater passed the following resolution:

C457-2019

Moved by: Coughlin

Seconded by: Moore

Whereas the Township of Springwater, like all municipalities in Ontario must confront fiscal limitations and re-evaluate programs, services, and the financial sustainability of each;

And Whereas the Township of Springwater is a constituent municipality in portions of the watershed under the jurisdiction of the Nottawasaga Valley Conservation Authority and is compelled to remit non-negotiable levy funding to the Authority on an annual basis;

And Whereas the Township of Springwater cannot exercise line-item scrutiny of Nottawasaga Valley Conservation Authority's budget and operations nor does the Authority itself provide detailed substantiation of the same to its member municipalities like the Township of Springwater;

And Whereas the Township of Springwater must account for all taxpayer funds it expends within its operations and that it forwards to local agencies and boards;

Therefore Be It Resolved That the Township of Springwater requests that the Nottawasaga Valley Conservation Authority provide prior to passage of its 2020 budget the following:

- (1) Its interpretation and understanding of its mandated operations as found in the current Conservation Authorities Act, 1990, R.S.O. 1990, c.C.27 and its prescribed regulations;
- (2) The costs of each as determined under (1);
- (3) Detailed definitions and determinations of what can be characterized as non-mandatory programming and service(s);

(4) The costs of each as determined under (3);

(5) Detailed definitions and determinations of fee-for-service activities of the Nottawasaga Valley Conservation Authority, the revenues they generate as the activities take place within and/or requests originate from geographic area of the Township of Springwater; and

(6) The costs that arise from programs and services enabled through the Memorandum of Understanding with the Severn Sound Environmental Association.

And That this resolution be circulated to Premier Doug Ford, the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, the County of Simcoe, all Ontario municipalities, the NVCA and Ontario's other 35 Conservation Authorities, and Conservation Ontario.

Carried

Sincerely,



Renée Chaperon
Clerk
/cp

cc. Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
The County of Simcoe
Conservation Ontario
Ontario municipalities
Ontario Conservation Authorities

WDG Board of Health

Highlights

Board of Health Members

George Bridge

*Chair,
Councillor, County of Wellington
Mayor, Town of Minto*

Allan Ails,

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

Nancy MacDonald,

Vice-Chair, 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

*Secretary-Treasurer,
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:

The flu is here: Locally, there have been two confirmed cases of the flu in children. Public Health is distributing the flu vaccine to physicians and long-term care homes. Pharmacies will receive vaccine from the Ministry of Health in November. Currently those most at risk should get the flu shot. This includes children under 5, adults 65 and older, pregnant women and those with chronic (or immune suppressing) medical conditions. Adults 65 and older can get a high-dose flu shot from their doctor or from Public Health. High-dose vaccine is not available at pharmacies and pharmacists can not vaccinate anyone under 5 years of age. Public Health will be running high-risk clinics in October and general public clinics in November. For more information:

www.wdgppublichealth.ca/flu

Vaping is not a harmless habit: In the U.S., medical officials are investigating recent cases of pulmonary illness associated with vaping products; currently there are reports of over 800 cases and more than 13 deaths. While there are no known deaths in Canada, the Middlesex-London Health Unit has reported one case of severe pulmonary illness linked to vaping in a teenager and Quebec has declared its first case of severe pulmonary illness linked to vaping in a patient in their 50s. There is limited evidence vaping helps smokers quit. There is evidence that vaping is increasing smoking rates in children. Once youth begin vaping, they get addicted to nicotine. With youth oriented flavours, it appears the industry is targeting youth to purchase an addictive product.

www.wdgppublichealth.ca/vaping-facts

Seniors Dental Care: WDG Public Health will provide dental care for residents who are 65 years of age and older who qualify because of low income and a lack of access to insurance benefits. This dental care program will help reduce unnecessary trips to the hospital, prevent chronic disease and increase quality of life for our seniors. Public Health will have a staged roll out to ensure organizational capacity is developed to meet the demand in our area. Our facilities will be renovated to accommodate the expansion of dental services. Currently, WDG Public Health provides free dental care for children age 17 and under from qualifying families (through the Healthy Smiles Ontario program).



On behalf of Dufferin County Council we invite to you to attend:

The Election of the Warden for 2020

Thursday, December 12, 2019
6:00 p.m.

Town of Orangeville Council Chambers
87 Broadway, Orangeville

RSVP by December 6, 2019 to Michelle Hargrave at
519-941-2816 ext. 2506 or mhargrave@dufferincounty.ca.

Denise Holmes

From: Planning Account <planning@shelburne.ca>
Sent: Wednesday, November 13, 2019 11:48 AM
To: Planning Account
Subject: Town of Shelburne Planning Application Circulation
Attachments: B19 04 - Circulation Letter.pdf; B19 04 - Public Meeting Notice - Mailing.pdf; B19 04 - Application.pdf; B19 04 - Consent - Easement Sketch.pdf; B19-04 - Circulation Response Form.pdf

Good Afternoon

The Town of Shelburne has received an application for Consent for a drainage easement on property municipally known as 485387 Sideroad 30 (County Road 11) .

A copy of the information submitted by the applicant and the Notice of Public Meeting is attached for your review.

We would appreciate receiving any comments, concerns or conditions you may have by Friday, November 29, 2019.

Thank You

Steve Wever, MCIP, RPP
Town Planner



TOWN OF SHELburne

Planning & Development Department

November 13, 2019

CIRCULATED TO:

- County of Dufferin**
- MTO**
- NVCA**
- School Boards**
- Township of Melancthon**
- Township of Amaranth**
- OPG**
- Hydro One**
- Enbridge**
- Shelburne EDC**
- Heritage Committee**
- Public Works**
- Engineering**
- Legal**
- Fire Dept**
- Police**
- Council*

*Email and hard copy circulation

**Email circulation only

APPLICATIONS FOR ZONING BY-LAW AMENDMENT AND CONSENT CIRCULATION

FILE NO: B19/04

PROJECT: 485387 Sideroad 30 (County Road 11) (Loft Planning Inc.)

Please take notice that an application has been submitted to the Town of Shelburne for the approval of a Consent to create an easement to allow stormwater drainage from the adjacent lands to outlet onto the subject land. The property currently contains an industrial building (Blue Mountain Plastics/Ice River Springs) and an associated parking area. The land subject to the proposed drainage easement is located at the south-west corner of the property and is approximately 1,445 square metres in area with 35 metres of frontage on Sideroad 30 (County Road 11).

A copy of the completed application form and severance sketch submitted by the applicant and the Notice of Public Meeting for the application is attached. Please contact me should you require additional information to complete your review.

I would appreciate any comments, concerns or conditions you may have by: **Friday, November 29, 2019.**

Please provide comments in an electronic format via email, or if you have no comment or objection please complete the attached response sheet and return it by email, to planning@shelburne.ca. Should you have any questions or require any additional information, please contact me.

Sincerely,

Steve Wever, MCIP, RPP
Town Planner

Attachment(s)



THE CORPORATION OF THE TOWN OF SHELburne

NOTICE OF PUBLIC MEETING

UNDER SECTION 53 OF THE PLANNING ACT

Take notice that the Committee of Adjustment of the Corporation of the Town of Shelburne will hold a public meeting on:

MONDAY, DECEMBER 2, 2019

The public meeting is scheduled to start at 6:30 p.m., or as shortly thereafter as possible, and will be held in the Council Chambers at the Municipal Offices, 203 Main Street East, Shelburne. The purpose of the meeting is to consider the following planning application:

- 1) **Application for Consent B19/04** – Loft Planning Inc., on behalf of the owner of the property located at 485387 Sideroad 30 (County Road 11) has submitted an application for Consent (drainage easement). The subject property is legally described as Part Lot 31, Concession 2, Part 1 on Reference Plan 7R-4664. The property has a total area of approximately 9.3 hectares with 306 metres of frontage on 30th Sideroad. The purpose and effect of the application is to create an easement to allow stormwater drainage from the adjacent lands to outlet onto the subject land. The property currently contains an industrial building (Blue Mountain Plastics/Ice River Springs) and an associated parking area.

Take notice that that the above application has been deemed complete so that it can be circulated and reviewed.

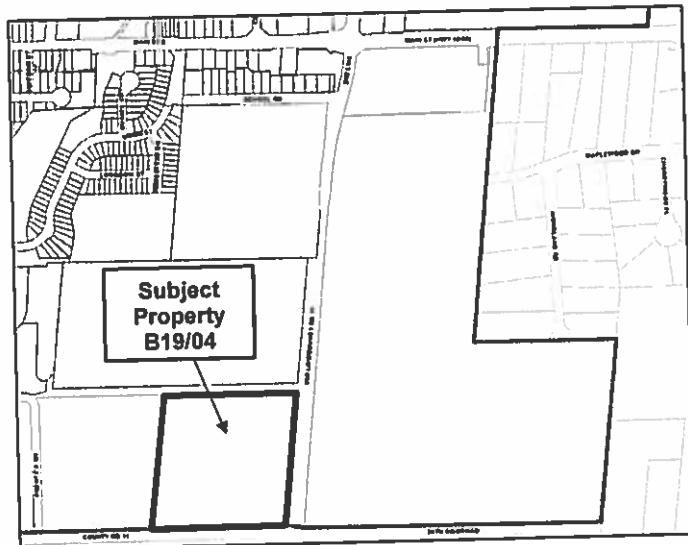
At the meeting you will be given the opportunity to ask questions and indicate whether you support or oppose the application. Written submissions will be accepted by the Secretary-Treasurer up to the time of the Public Meeting and will be given consideration by the Committee of Adjustment prior to a decision being made.

If a person or public body that files an appeal of a decision of the Committee of Adjustment of the Town of Shelburne in respect of the proposed consent does not make written submissions to the Secretary-Treasurer of the Committee of Adjustment of the Town of Shelburne before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal. If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed Consent, you must make a written request to the Secretary-Treasurer.

Additional information regarding the application will be available for inspection at the Town of Shelburne Municipal Office at 203 Main Street East, during normal office hours, 8:30 a.m. to 4:30 p.m. and on the Town's website at www.shelburne.ca.

Dated at the Town of Shelburne on the 13th day of November, 2019.

Jennifer Willoughby,
Committee of Adjustment
Secretary-Treasurer
Town of Shelburne
203 Main Street East
Shelburne, Ontario L9V 3K7
Phone: 519-925-2600
Email: planning@shelburne.ca



203 Main Street East
Box 69
Shelburne, Ontario
L0N 1S0
Tel: (519) 925-2600
Fax: (519) 925-6134
www.townofshelburne.on.ca



For Office Use Only

File #: B19/04
Date Received: Oct 31/19
Date Accepted: Nov 4/19
Application Fees: \$2,475.00

**TOWN OF SHELBURNE
APPLICATION FORM FOR CONSENT**

1. APPLICATION INFORMATION

Name of Applicant: Kristine Loft - LOFT Planning Inc.
Mailing Address: P.O. Box 246 STN Main, Collingwood, ON L9Y 3Z5
Telephone Number (Home): _____ Fax Number: _____
Telephone Number (Business): 705.446.1168 Email Address: Kristine@loftplanning.com

2. OWNER

If the Applicant is not the Owner of the subject lands, than authorization from the Owner is required, as well as the following information:

Name: GOTT Enterprises Inc.
Mailing Address: 485387 30 Sideroad, Shelburne, ON L9V 3N5
Telephone Number: 519 925 2929 Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: Nil
Mailing Address: _____
Name: _____
Mailing Address: _____

04/04/2013

4. APPLICATION

What is the type and purpose of the application?

- ☐ new lot
- ☐ lot addition
- ☒ easement
- ☐ charge or lease
- ☐ correction of title

If known, the name of the person to whom the land or an interest in the land is to be transferred, charged or leased: BARLOW TRAIL INVESTMENTS INC

5. SUBJECT LANDS (LANDS TO BE SEVERED AND LANDS TO BE RETAINED)

Street Name and Number: 485387 Sideroad 30 (County Rd. 11) Shelburne

Lot: Part of the East Half Concession: Lot 30 2

Reference Plan: Part 1, RP 7R4664 Part/Block/Lot: _____

Area of subject lands: 9.3 ha Frontage: 306 m

Depth: 306 m

What is the current use of the subject lands? Industrial

What is the proposed use of the subject lands? Industrial

Are there any easements or restrictive covenants affecting the subject lands? Yes ☐ No ☒

Specify: _____

When were the subject lands acquired by the current owner? To be confirmed

How long have the existing uses continued on the subject lands? To be confirmed

6. ~~LANDS TO BE SEVERED~~ LAND SUBJECT TO PROPOSED EASEMENT

Area of severed lands: 1445 sq.m. Frontage: 35 m

Depth: 47 m / 50 m

What is the current use of the lands to be severed? Industrial

What is the proposed use of the lands to be severed? Industrial (drainage)

Number and use of buildings and structures on the lands to be severed:

Existing: Nil

Proposed: Nil

04/04/2013

Are the lands to be severed accessible by?

- ☐ Provincial highway
☒ Municipal road (maintained year round)
☐ Right of way
☐ Other, describe County Road

SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by: ☐ Storm Sewer ☐ Ditch ☐ Swale
☒ Other, describe SWM Pond

ZONING AND OFFICIAL PLAN INFORMATION

What is the present Zoning of the lands to be severed? Urban Settlement **M1 Employment**

What is the present Official Plan designation on the lands to be severed? M1 Employment **Employment**

7. LANDS TO BE RETAINED

Area of retained lands: 9.3 ha Frontage: 300 m

Depth: 300 m

What is the current use of the lands to be retained? Industrial

What is the proposed use of the lands to be retained? Industrial

Number and use of buildings and structures on the lands to be retained:

Existing: Industrial Buildings (2) Proposed: Nil

Are the lands to be retained accessible by:

- ☐ Provincial highway
☐ Municipal road (maintained year round)
☐ Right of way
☒ Other, describe County Road

SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by: ☐ Storm Sewer ☐ Ditch ☐ Swale
☒ Other, describe SWM Pond

04/04/2013

ZONING AND OFFICIAL PLAN INFORMATION

What is the present Zoning of the lands to be retained? ~~Urban Settlement~~ M1 Employment

What is the present Official Plan designation on the lands to be retained? ~~M1 Employment~~ Employment

8. OTHER APPLICATIONS

Are or have the subject lands been the subject of any other applications under the Planning Act for approval?

☒ yes

☐ no

If yes, what is the file number? Minor Variance (A17/01) and SPA 17/01

What is the status of the application? Approved


9. DRAWINGS

Please include a sketch or survey showing the following:

1. The boundaries and dimensions of the subject land including the lot(s) to be created;
2. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the building or structures from the front yard lot line, rear yard lot line and side yard lot lines;
3. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;
4. The current uses on land that is adjacent to the subject land;
5. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way; and,
6. The location and nature of any easement affecting the subject land.

Drawings should be of an adequate size to clearly identify all features and provide dimensions. The drawings should be to scale. The Municipality may require drawings to be prepared on a legal survey, and additional information to be surveyed.

10. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape architectural and/or external planning consulting expenses incurred by the Town of Shelburne during the processing of this application.  fee set by the Town of Shelburne.

Oct 29, 2019
Date

X
Signature of Owner/Applicant

Note: All invoices for payment shall be sent to the person indicated in Section 2 of this application, unless otherwise requested.

04/04/2013

11. AUTHORIZATION

~~GOIT Enterprises Inc.~~ am/are the owner(s) of the subject lands for which this application is to apply. I/We GOIT Enterprises Inc. do hereby grant authorization to Kristine Loft to act on my/our behalf in regard to this application.

Oct 29, 2019
Date


Signature of Registered Owner(s)

12. AFFIDAVIT

I, Kristine Loft of the Township of Clearview in the County of Simcoe solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under other, and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME AT Town of Collingwood
in the County of Simcoe
this 29 day of October, 2019.


Witness

Kristine Loft
Signature of Registered Owner (s) or Agent

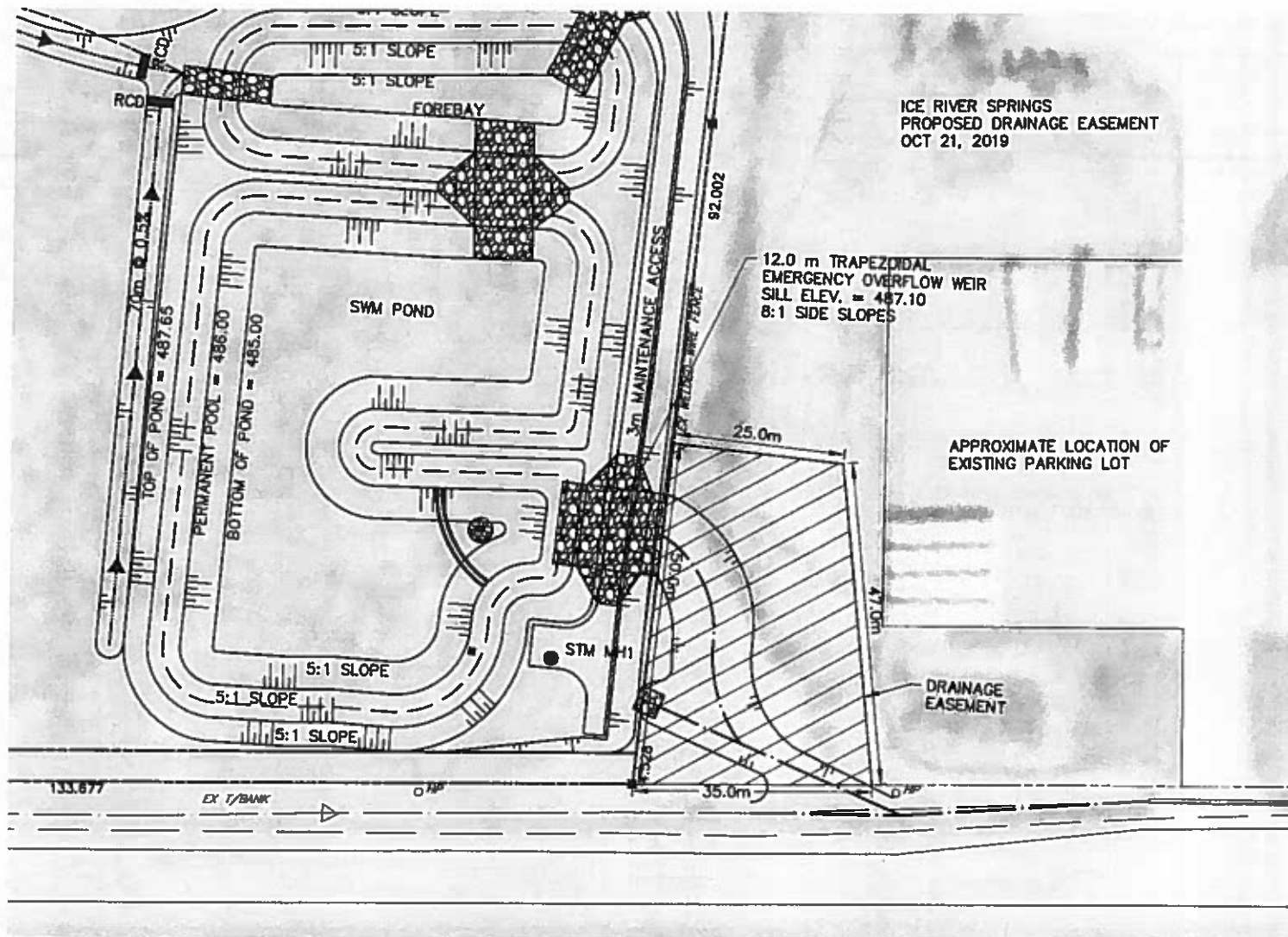
13. PERMISSION TO ENTER

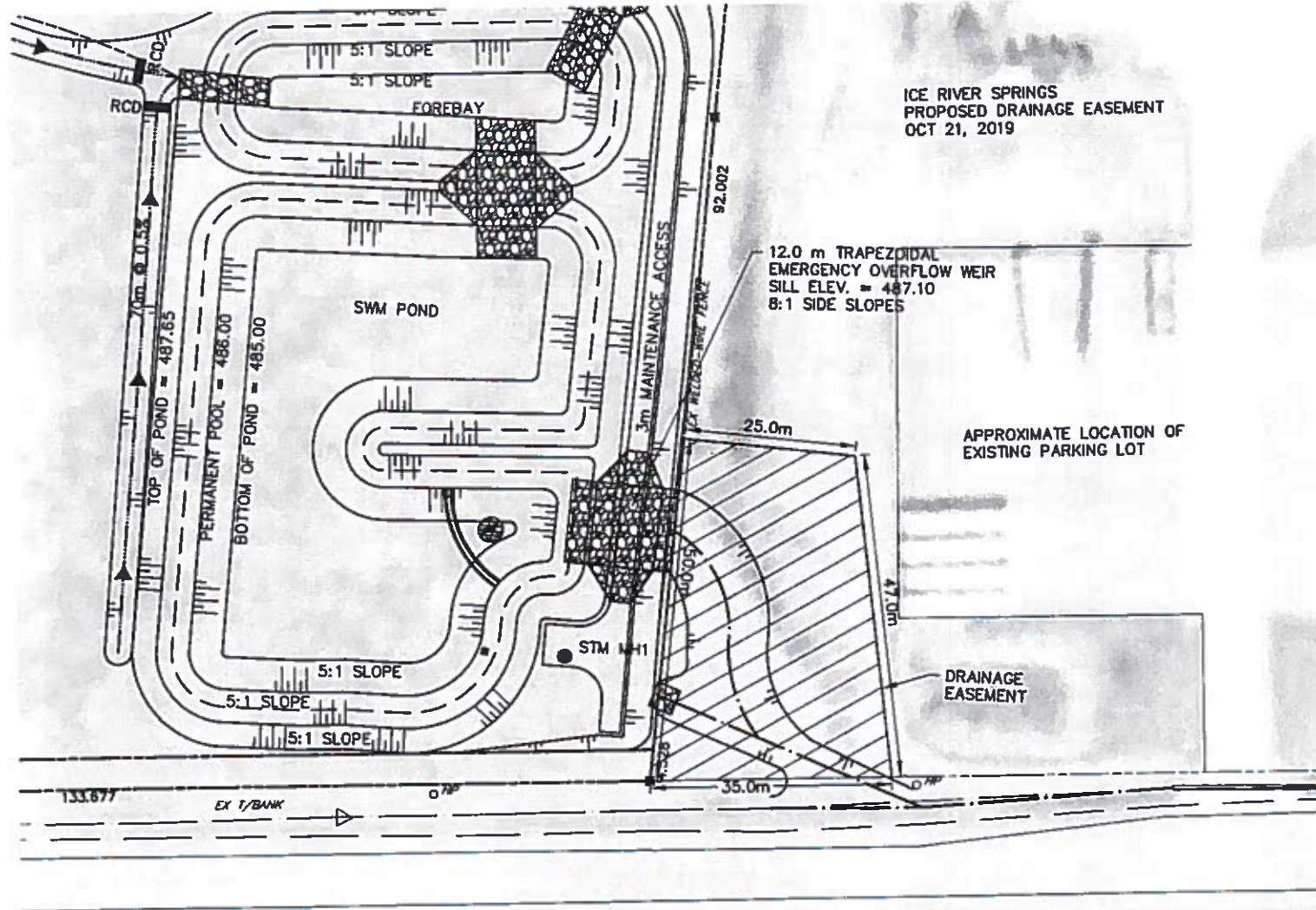
I hereby authorize the members of staff and/or members of Committee of Adjustment of the Town of Shelburne to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

Oct 29, 2019
Date

X
Signature of Registered Owner (s) or Agent

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council agenda. The agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-2600.







TOWN OF SHELburne

PLANNING & DEVELOPMENT

Consent Application

Circulation Response Form

File: B19/04

Project: Application for Consent
485387 Sideroad 30 – Loft Planning Inc.

If you have no comments or objection to the approval of the above noted applications please complete this form and email or fax it to the Town Planner at the Town of Shelburne by November 29, 2019.

Email: planning@shelburne.ca
Fax Number: 519-925-6134

(No cover page is necessary)

By signing this document I acknowledge that as a representative of the noted organization / body / or person, I have reviewed this application and as a result have no comments or concerns related to this matter.

Agency Name
(Please Print)

Representative Name
(Please Print)

Representative Title
(Please Print)

Signature

Date

Denise Holmes

From: Kevin Green <kgreen@southgate.ca>
Sent: Friday, November 8, 2019 12:32 PM
To: Denise Holmes
Cc: Dave Milliner
Subject: Melancthon Rec Agreement
Attachments: Melancthon-Southgate Recreation Agreement draft Nov 20 2019.doc

Denise: Yesterday at Rec Committee the draft agreement was approved to be directed to Melancthon Council for approval or direction. I believe Dave have been in discussion with you in regards to the change adding Cola increase section 6.

Resolution

Be it resolved that the Southgate Recreation Committee recommend that Council consider proceeding with the renewal of the recreation agreement as presented with Melancthon Township.

Moved by Member Milne
Seconded by Member Hannon
Carried

Attached is Agreement.
If you need anything more let me know.
Thanks

Kevin Green Facilities Manager
Township of Southgate
519-374-3130
kgreen@southgate.ca

**THIS AGREEMENT made in duplicate this 20th day of
November, 2019**

BETWEEN:

**THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE**
hereinafter called "Southgate" of the First Part;

And

**THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON**
hereinafter called "Melancthon" of the Second Part;

WHEREAS each of the Parties hereto wishes to clarify its obligations to the other Party with respect to the Southgate Recreation Services in Dundalk providing access to the residents of Melancthon in the Dundalk services area. These services include access to the Dundalk Arena & Community Centre facilities, Dundalk Swimming Pool, Baseball diamonds, soccer fields, parks, playgrounds and other recreation infrastructure in the Village of Dundalk;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants of each Party, the one with the other, the Parties hereto covenant and agree as follows:

1. The Dundalk Recreation services and facilities shall be used jointly by the parties hereto with all parties to have equal rights, and shall be under the management and control of the Recreation Department of the Township of Southgate and will report to the Southgate Recreation Advisory Board (Board) or its future committee structure and the Township of Southgate Council.
2. It is agreed that the Board or committee shall be appointed every four years by resolution, by the Council of Southgate, and shall be composed of membership of the Township of Southgate and qualify to be elected as members of the Council of Southgate, and one (1) of whom shall be from Melancthon Council.
3. The Council members that act as committee members at recreation committee level take part in the budget discussions. Discussions and proposals will be communicated through meeting minutes and council representatives to both municipal councils. Concerns from Melancthon Council on recreation budget concerns should be sent in writing to Southgate Council prior to the 15th day of April in every year.
4. It is agreed that subject to the provisions of Section 5 of the Act, the Board shall formulate policies, rules and regulations for and relating to the

administration and the use of the Dundalk Community Recreation facilities with Southgate Council approval.

5. It is agreed that the operating and capital cost deficits for the operating of the facilities shall be split by the municipalities as follows:

Southgate	90%
Melancthon	10%

Further Melancthon's deficit contributions are capped and will not exceed \$8,000.00 for operating and \$6,000.00 for capital, per year.

6. It is agreed that this agreement will be indexed annually starting in the 2021 calendar year to the Cost of Living Allowance (COLA) established for Ontario based on the October of the previous year published COLA rate.
7. It is in Southgate councils best interest seeing as 90% of all recreation deficits in Dundalk is the burden of Southgate tax payers to manage these costs, which ultimately Melancthon council benefits from as well. However large capital requirements are necessary from time to time. In light of this capital costs will be managed as low as possible. However the replacement of high cost infrastructure and unforeseen failures periodically cause larger than normal capital costs. Some are budgeted and predictable and some are not. Southgate maintains reserve accounts for higher than normal and these unforeseen expenses.

Southgate will maintain a Melancthon Recreation reserve account to hold any unused capital contributions each year. This reserve will be to absorb the impact of large purchases and or unforeseen emergency capital requirements in future years where capital costs or failures of a single purchase exceeds \$50,000.00. Melancthon will not be indebted to Southgate for more than the annual capital plus the balance of the Melancthon reserve account at that point in time will be provided on an annual basis by the Southgate Treasurer.

8. It is further agreed that Capital costs shall be shared by the participating municipalities in the same proportions as set out in Clause 5 providing that a five year capital plan be presented to the Councils for approval and that they are kept current.
9. It is agreed that this agreement shall be for a period of 4 years starting January 1, 2020 and expire December 31, 2023. At that time the agreement will be reviewed and may be extended by agreement of both parties.
10. The parties hereto shall execute such further assurance as may be reasonably required to carry out the terms hereof.
11. It is further agreed that these presents and everything herein shall respectively ensure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

12. The parties agree that this agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days written notice of the proposed amendment(s).

13. The previous agreement dated December 17, 2014 shall be in effect until December 31, 2019.

In WITNESS WHEREOF each of the parties hereto has affixed its corporate seal attested to by the proper officers duly authorized in that behalf;

SIGNED, SEALED AND DELIVERED
in the presence of:

THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE

Mayor

Clerk

THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON

Mayor

Clerk

Ministry of Municipal Affairs
and Housing

Ministère des Affaires municipales
et Logement

Municipal Services Division

Division des services aux municipalités

777 Bay Street, 16th Floor
Toronto ON M5G 2E5
Telephone: 416-585-6427

777, rue Bay, 16^e étage
Toronto ON M5G 2E5
Téléphone: 416-585-6427



November 12, 2019

Dear Municipal Administrator,

Further to the November 1, 2019 letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, I am writing to provide additional information about Ontario's new Municipal Modernization Program and advise that Intake 1 under the program is now open.

Under the Municipal Modernization Program, the province is making up to \$125 million available through 2022-23 to help 405 small and rural municipalities conduct new service delivery reviews, implement recommendations from previous reviews and undertake a range of projects, such as IT solutions or process improvements, to achieve cost savings and efficiencies.

Program guidelines and an Expression of Interest form for Intake 1 of the program are attached. Eligible projects under Intake 1 are reviews of municipal service delivery expenditures by independent third-party reviewers that will be completed by June 30, 2020. I encourage you to consider how your municipality might benefit from participation in Intake 1 of the Municipal Modernization Program and submit an Expression of Interest by December 6, 2019. Please see the attached guidelines for details about the program and how to apply.

Under future intakes of the program, municipalities will have the opportunity to apply for projects aimed at implementing service delivery efficiencies to achieve cost savings, in addition to service delivery reviews. Intake 2 under the program is planned for Spring/Summer 2020, with additional intakes expected through 2022-23. Participation in Intake 1 is not a requirement for participation in future intakes.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents. If you have questions about the program, I encourage you to reach out to your Municipal Services Office contact or email the ministry at Municipal.Programs@ontario.ca.

Sincerely,

Marcia Wallace
Assistant Deputy Minister

c. Municipal Treasurer

ACT #2
NOV 21 2019



Municipal Modernization Program Intake 1: Expression of Interest

- 1) Please complete all the required fields of this Expression of Interest.
- 2) Ensure that the completed Expression of Interest has been declared to by the appropriate municipal staff.
- 3) Please save this Expression of Interest form and e-mail it to Municipal.Programs@ontario.ca by **December 6, 2019**. Attach any applicable supporting documentation as separate documents.

Key Information

Title of Proposed Service Delivery Review Project	
Legal Name of Municipality	
Mailing Address	
Name of Primary Contact	Position Title
Email Address	Telephone Number

Declaration

I declare that all the information that is being submitted in this Expression of Interest is to the best of my knowledge true and correct.

I declare that I have the authority to submit this Expression of Interest.

I acknowledge that it is a program requirement that the proposed third-party review project result report be publicly posted by June 30, 2020.

I acknowledge that it is a program requirement that field work covered by this Expression of Interest must not have begun before November 1, 2019.

I confirm that identifying opportunities for revenue generation or reductions in front line services is not the goal of the proposed review project.

Name of Signatory (TYPE)	Position Title (TYPE)	Date (DD/MM/YYYY)
--------------------------	-----------------------	-------------------

Proposed Service Delivery Review Project

Provide a brief description of your proposed third-party review project, including the objectives and expected outcomes related to service delivery efficiencies and cost savings. If applicable, attach supporting documentation such as a request for proposals or a project charter.

Proposed Service Delivery Review Project

What is the anticipated cost of your proposed third-party review project? **Note:** only the cost of a third-party service provider may be included. Briefly describe the basis for your cost estimate. If applicable, attach supporting documentation such as a contract or vendor of record agreement.

What are the anticipated start date and end date for the third-party review?

Has your council passed a resolution demonstrating support for the proposed third-party review project?

☐

Yes (If yes, please attach a copy.)

☐

No



Municipal Modernization Program

Intake 1 Program Guidelines

WHAT YOU NEED TO KNOW

Ontario is helping municipalities become more efficient and modernize service delivery while protecting front line jobs.

The 405 small and rural municipalities that received a *Municipal Modernization Payment* in March 2019 can now apply to the *Municipal Modernization Program* for funding to undertake expenditure reviews with the goal of finding service delivery efficiencies and lowering costs in the longer term.

Eligible municipalities can apply individually, or collectively with other eligible municipalities, to undertake independent third-party reviews similar to the *Managing Transformation: A Modernization Action Plan for Ontario* review of Ontario government expenditures.

ELIGIBILITY CRITERIA

To be eligible under Intake 1, a project must:

1. Be a review of municipal service delivery expenditures by an independent third-party reviewer for the purpose of finding savings and efficiencies. The review project could take a number of forms including:
 - a line-by-line review of the municipality's entire budget; or
 - a review of service delivery and modernization opportunities; or
 - a review of administrative processes to reduce costs.
2. Result in a report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
3. Begin field work no earlier than November 1, 2019, with a draft report completed by June 15, 2020 and the final report posted publicly by June 30, 2020.

It is anticipated that most review projects will be between \$20,000 and \$200,000. Proposals will be reviewed on a case-by-case basis and funding amounts may depend on the available appropriation. Only third-party service provider fees will be eligible. Municipal administrative costs, such as staff time, are not eligible.

The program will not cover review projects where:

- the goal is to identify opportunities for revenue generation or reductions in front line services; or
- the review does not result in a formal report prepared by a third party; or
- the object of the review extends beyond municipal accountability.

HOW TO APPLY

1. Advise your Municipal Services Office contact of your intention to apply by **November 22, 2019**.
2. Submit your completed Municipal Modernization Program: Expression of Interest form and applicable supporting documentation to Municipal.Programs@ontario.ca by **December 6, 2019**.

HOW IT WORKS

The ministry will advise municipalities of the outcomes of their applications by mid-January. If your application is approved, a proposed transfer payment agreement with the ministry will be sent to confirm the funding amount and set out the terms, including reporting requirements and a payment schedule. Municipalities will receive an initial payment following full execution of a transfer payment agreement and a final payment after submission of a final report.

PROGRAM TIMELINE

November 22, 2019	• Advise your Municipal Services Office of your municipality's intention to apply.
December 6, 2019	• Submit your Expression of Interest and any supporting documentation to Municipal.Programs@ontario.ca .
January-February, 2020	• Learn whether your application is approved. If it is approved, enter into a transfer payment agreement for project funding, and receive an initial payment once the agreement is executed.
June 15, 2020	• Submit your third-party reviewer's draft report to the ministry.
June 30, 2020	• Post the third-party reviewer's final report online and submit your final report to the ministry. The final report will include: a hyperlink to the publicly posted third-party reviewer's report; the amount paid to the third-party reviewer and a copy of the invoice; a statement of the total amount of expenditures reviewed and the total amount identified as potential savings; and a 250-word abstract of the project and its findings.

FOR MORE INFORMATION

Municipalities can direct program questions to Municipal.Programs@ontario.ca or contact their regional Municipal Services Office for further information.

**Central Region –
Toronto**
Tel: 416-585-6226 or
1-800-668-0230

Western Region – London
Tel: 519-873-4020 or
1-800-265-4736

**Eastern Region –
Kingston**
Tel: 613-545-2100 or
1-800-267-9438

Northern Region - Sudbury
Tel: 705-564-0120 or
1-800-461-1193

**Northern Region –
Thunder Bay**
Tel: 807-475-1651 or
1-800-465-5027

Denise Holmes

From: Sabrina VanGerven <sabrinavangerven@gmail.com>
Sent: Friday, November 8, 2019 9:32 PM
To: dmorrissey@shelburne.ca; Jennifer Willoughby; suestone@amaranth.ca;
tmcqueen@amaranth.ca; Denise Holmes; Wendy Atkinson; mark@townofmono.com;
Fred Simpson; Tracey Atkinson; msmibert@mulmur.ca
Subject: Shelburne Fire Board Draft 2020 Operating Budget
Attachments: 2020 Operating Draft Budget.pdf

At the November 5, 2019 regular meeting of the Shelburne & District Fire Board, the following motion was passed with respect to the 2020 Operating and Capital Budgets.

Resolution #4

Moved By: G Little Seconded By: F Nix

BE IT RESOLVED the Shelburne & District Fire Board forwards to the municipalities the total operating levy of \$555,205 and capital budget of \$185,000 for comment as draft budget. CARRIED

Please find attached the draft operating budget. If you have any questions, please do not hesitate to contact me.

Kind regards,

Sabrina VanGerven, Secretary/Treasurer
Shelburne & District Fire Board

SHELBURNE & DISTRICT FIRE BOARD

2020 OPERATING BUDGET

PRESENTED:

10/31/2019

ACCOUNT NUMBER	ACCOUNT NAME	2020 BUDGET	2019 TO DATE	2019 BUDGET	2018 ACTUAL
EXPENDITURES					
4100-0100	Treasurer	\$ 1,000.00	\$ 1,000.00	\$ 900.00	\$ 1,000.00
4100-0300	Secretarial Services	\$ 17,600.00	\$ 13,509.94	\$ 17,600.00	\$ 15,225.21
4100-0400	Legal & Audit & HR Services	\$ 5,000.00	\$ 2,951.04	\$ 5,000.00	\$ 2,798.40
4100-0500	Mutual Aid Contributions	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
4100-0550	Office Supplies	\$ 3,250.00	\$ 1,596.78	\$ 3,750.00	\$ 3,726.42
4100-0600	Material & Supplies	\$ 2,250.00	\$ 1,881.29	\$ 2,250.00	\$ 2,145.01
4100-0700	Services & Rentals	\$ 4,500.00	\$ 3,759.39	\$ 4,500.00	\$ 4,056.05
4100-1100	MTO/ARIS Fees	\$ 1,000.00	\$ 301.21	\$ 1,000.00	\$ 630.00
4200-1650	IT Support Dufferin County	\$ 1,200.00	\$ 1,526.40	\$ 500.00	\$ 60.00
4100-0800	Subscriptions & Memberships	\$ 700.00	\$ 277.98	\$ 700.00	\$ 386.97
4100-0900	Conventions & Conferences	\$ 4,000.00	\$ 1,766.15	\$ 5,000.00	\$ 1,615.09
4100-1000	Licence Renewal	\$ 825.00	\$ 823.00	\$ 825.00	\$ 823.00
4100-1200	Heath & Safety Expenses	\$ 5,000.00	\$ 1,380.24	\$ 5,000.00	\$ 616.47
4100-1300	Fire Prevention	\$ 6,000.00	\$ 2,425.45	\$ 6,000.00	\$ 3,648.61
4100-1500	Training - Courses/Expense	\$ 15,000.00	\$ 3,918.54	\$ 15,000.00	\$ 10,035.70
4100-1800	Communication Equipment	\$ 7,500.00	\$ 5,781.54	\$ 6,500.00	\$ 14,418.37
4100-1900	Dispatch	\$ 15,800.00	\$ 4,985.00	\$ 9,800.00	
4200-0100	Fire Call Wages	\$ 125,000.00	\$ 72,200.05	\$ 125,000.00	\$ 105,012.78
4200-0102	Full-time Staff Wages	\$ 124,370.00	\$ 77,008.47	\$ 118,071.01	\$ 109,623.18
4200-0103	VFF Salaries/Standby/Meetings	\$ 37,000.00	\$ 31,151.96	\$ 37,000.00	\$ 30,950.48
4200-0105	Thursday Night Practice	\$ 32,500.00	\$ 25,340.00	\$ 32,500.00	\$ 34,675.00
4200-0110	Employers Portion - EI	\$ 2,000.00	\$ 1,533.45	\$ 2,000.00	\$ 1,578.66
4200-0120	Employers Portion - CPP	\$ 7,250.00	\$ 6,489.55	\$ 7,250.00	\$ 7,061.20
4200-0150	Mileage & Meals	\$ 400.00	\$ 304.59	\$ 400.00	\$ 222.21
4200-0200	Benefits (EHT & WSIB) (Manulife)	\$ 32,500.00	\$ 28,265.74	\$ 32,500.00	\$ 31,165.98
4200-0300	OMERS Pension Plan	\$ 13,000.00	\$ 5,839.78	\$ 13,000.00	\$ 12,879.69
4200-0400	Employee Assistance Program	\$ 750.00	\$ 708.25	\$ 750.00	\$ 708.25
4200-0500	Protective Clothing/Uniforms	\$ 16,500.00	\$ 11,555.80	\$ 16,500.00	\$ 12,206.03
4200-0800	SCBA Maintenance	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,023.43
4200-1005	Truck R&M - Pump 24	\$ 4,800.00	\$ 1,764.43	\$ 4,800.00	\$ 51.08
4200-1010	Truck R&M - Car 21	\$ 4,800.00	\$ 2,691.89	\$ 4,800.00	\$ 4,577.29
4200-1020	Truck R&M - Tanker 25	\$ 4,800.00	\$ 1,773.68	\$ 4,800.00	\$ 3,222.55
4200-1030	Truck R&M - Rescue 26	\$ 4,800.00	\$ 2,914.85	\$ 4,800.00	\$ 2,219.41
4200-1040	Truck R&M - Pump 27	\$ 4,800.00	\$ 2,454.48	\$ 4,800.00	\$ 6,307.75
4200-1050	Truck R&M - Ladder 28	\$ 4,800.00	\$ 996.63	\$ 4,800.00	\$ 7,537.54
4200-1060	Fuel for Trucks	\$ 8,000.00	\$ 4,521.99	\$ 8,000.00	\$ 8,008.81
4200-1100	Insurance Premium	\$ 13,000.00	\$ -	\$ 13,000.00	\$ 11,347.05

4200-1200	Miscellaneous/Recognition Nig	\$ 2,200.00	\$ 4,297.30	\$ 2,200.00	\$ 1,079.83
4200-1250	Expressions of Sympathy	\$ 250.00	\$ -	\$ 250.00	\$ 353.04
4200-1300	Utilities (Gas/Hydro/Water/Sev	\$ 22,500.00	\$ 17,362.42	\$ 22,500.00	\$ 19,538.03
4200-1400	Bell Canada (Dispatch Line)	\$ 950.00	\$ 615.91	\$ 950.00	\$ 914.65
4200-1500	Bell Canada (Admin Line)	\$ 1,650.00	\$ 1,872.46	\$ 1,650.00	\$ 1,658.44
4200-1550	Bell Mobility	\$ 1,800.00	\$ 1,834.34	\$ 1,800.00	\$ 1,663.79
4200-1600	Vaccination & Driver Medicals	\$ 400.00	\$ 150.00	\$ 400.00	\$ 270.00
4200-1700	Bank Service Charges	\$ 660.00	\$ 389.00	\$ 660.00	\$ 674.03
4200-1750	Ceridian Payroll	\$ 2,500.00	\$ 1,591.87	\$ 2,500.00	\$ 2,213.34
4200-1800	New Equipment Acquisition	\$ 22,000.00	\$ 12,374.56	\$ 25,000.00	\$ 15,186.15
4200-1810	Equipment Maintenance	\$ 2,500.00	\$ 87.25	\$ 2,500.00	\$ 438.07
4200-1900	TSF Bell Tower Lease to Capital	\$ -	\$ -		
4200-1950	Purchase of Truck		\$ 39,434.00		
4200-1980	Building Maintenance	\$ 5,500.00	\$ 5,045.31	\$ 5,500.00	\$ 3,687.38
4200-2000	Interest on Temporary Loans	\$ 600.00	\$ -	\$ 600.00	\$ 600.00
4200-2100	Fire Hydrants	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
4200-2500	Uncollectible Accounts	\$ -	\$ -		\$ -
	TOTAL EXPENSES	\$ 605,705.00	\$ 418,953.96	\$ 596,106.01	\$ 509,086.26

REVENUES:

3000-0500	Interest on Current Account	\$ 500.00	\$ 536.46	\$ 500.00	\$ 1,391.59
3000-0600	Miscellaneous / Inspections	\$ 5,000.00	\$ 3,041.00	\$ 5,000.00	\$ 16,362.50
3000-0800	MTO / County MCV Revenue	\$ 40,000.00	\$ 23,727.50	\$ 40,000.00	\$ 47,313.73
3000-0900	Insurance / False Alarm Revenue	\$ 5,000.00	\$ -	\$ 1,000.00	\$ 2,015.00
	SUBTOTAL REVENUES	\$ 50,500.00	\$ 27,304.96	\$ 46,500.00	\$ 67,082.82
2900-0000	Surplus/Deficit from Previous Year		\$ 20,000.00		
	TOTAL REVENUES	\$ 50,500.00	\$ 47,304.96	\$ 46,500.00	\$ 67,082.82

TOTAL OPERATING LEVY	\$ 555,205.00	\$ 371,649.00	\$ 549,606.01	\$ 442,003.44
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THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

By-law No. _____

A By-law to appoint officials from December 1, 2019 to December 31, 2020.

WHEREAS it is deemed expedient and necessary to pass a By-law to appoint Municipal Officials from December 1, 2019 to December 31, 2020.

THEREFORE this Municipal Council of the Corporation of the Township of Melancthon, here assembled, hereby enacts that the following persons shall be appointed to the office set opposite their respective names with the salary affixed as follows:

Livestock Investigator	_____	\$40.00 per call plus \$0.50/km
Fence viewers	_____	\$60.00 per viewing plus \$0.50/km
	_____	\$60.00 per viewing plus \$0.50/km
	_____	\$60.00 per viewing plus \$0.50/km
	_____	\$60.00 per viewing plus \$0.50/km
	_____	\$60.00 per viewing plus \$0.50/km
Tile Drain Inspector	_____	\$200.00 per inspection plus \$0.50/km
Solicitors	_____	
Auditors	_____	
Representatives to Centre Dufferin Recreation Complex Board of Management	_____	\$60.00 per meeting plus \$0.50/km
	_____	\$60.00 per meeting plus \$0.50/km
Representative to Southgate Recreation Advisory Committee	_____	\$60.00 per meeting plus \$0.50/km
Representative to North Dufferin Community Centre Board of Management	_____	\$60.00 per meeting plus \$0.50/km
Representatives to Shelburne & District Fire Department Board of Management	_____	\$60.00 per meeting plus \$0.50/km
	_____	\$60.00 per meeting plus \$0.50/km
Representatives to Mulmur-Melancthon Fire Department Board of Management	_____	\$60.00 per meeting plus \$0.50/km
	_____	\$60.00 per meeting plus \$0.50/km
Representative to Shelburne Public Library Board	_____	\$60.00 per meeting plus \$0.50/km
Representative to the Township of Melancthon Police Services Board	_____	\$60.00 per meeting plus \$0.50/km
Representative to the Upper Grand Watershed Committee	_____	\$60.00 per meeting plus \$0.50/km
Community Emergency Management Coordinator	_____	
By-law Enforcement Officer	_____	
Dog Control Officer	_____	
Pound	_____	

Any By-law inconsistent with this By-law is hereby repealed.

By-law read a first and second time this _____ day of _____, 2019.
By-law read a third time and passed this _____ day of _____, 2019.

MAYOR

CLERK

GB# 1.1

NOV 21 2019

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

By-law No. 64-2018

A By-law to appoint officials from December 6, 2018 to December 4, 2019.

WHEREAS it is deemed expedient and necessary to pass a By-law to appoint Municipal Officials from December 6, 2018 to December 4, 2019.

THEREFORE this Municipal Council of the Corporation of the Township of Melancthon, here assembled, hereby enacts that the following persons shall be appointed to the office set opposite their respective names with the salary affixed as follows:

Livestock Investigator	<u>Mike Swidersky</u>	\$40.00 per call plus \$0.50/km
Fence viewers	<u>William Barton</u>	\$60.00 per viewing plus \$0.50/km
	<u>Don Fluney</u>	\$60.00 per viewing plus \$0.50/km
	<u>Ken Galbraith</u>	\$60.00 per viewing plus \$0.50/km
	<u>Glen Squirrell</u>	\$60.00 per viewing plus \$0.50/km
	<u>Mike Swidersky</u>	\$60.00 per viewing plus \$0.50/km
Tile Drain Inspector	<u>Steve Tupling</u>	\$200.00 per inspection plus \$0.50/km
Solicitors	<u>Stutz, Brown : Self</u>	
Auditors	<u>R.L.B.</u>	
Representatives to Centre Dufferin Recreation Complex Board of Management		
	<u>Darren White</u>	\$60.00 per meeting plus \$0.50/km
	<u>David Thwaites</u>	\$60.00 per meeting plus \$0.50/km
Representative to Southgate Recreation Advisory Committee		
	<u>Wayne Hannon</u>	\$60.00 per meeting plus \$0.50/km
Representative to North Dufferin Community Centre Board of Management		
	<u>David Besley</u>	\$60.00 per meeting plus \$0.50/km
Representatives to Shelburne & District Fire Department Board of Management		
	<u>Wayne Hannon</u>	\$60.00 per meeting plus \$0.50/km
	<u>Margaret Mercer</u>	\$60.00 per meeting plus \$0.50/km
Representatives to Mulmur-Melancthon Fire Department Board of Management		
	<u>David Besley</u>	\$60.00 per meeting plus \$0.50/km
	<u>David Thwaites</u>	\$60.00 per meeting plus \$0.50/km
Representative to Shelburne Public Library Board		
	<u>Margaret Mercer</u>	\$60.00 per meeting plus \$0.50/km
Representative to the Township of Melancthon Police Services Board		
	<u>David Thwaites</u>	\$60.00 per meeting plus \$0.50/km
Representative to the Upper Grand Watershed Committee		
	<u>Wayne Hannon</u>	\$60.00 per meeting plus \$0.50/km
Community Emergency Management Coordinator	<u>Steven Murphy - County of Dufferin</u>	
By-law Enforcement Officer	<u>Town of Shelburne</u>	
Dog Control Officer	<u>Olympus</u>	
Pound	<u>Olympus</u>	

By-law read a first and second time this 6th day of December, 2018.

By-law read a third time and passed this 6th day of December, 2018.


MAYOR


CLERK

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW No. _____ - 2019

**BEING A BY-LAW TO CONSTITUTE AND APPOINT A COMMITTEE OF
ADJUSTMENT**

WHEREAS, Subsection 44 (3) of the Planning Act, R.S.O. 1990, c. P. 13 as amended provides that Council may by By-law constitute and appoint a Committee of Adjustment composed of such persons, not fewer than three, as Council consider desirable.

AND WHEREAS, the Council of the Corporation of the Township of Melancthon considers it desirable to establish a Committee of Adjustment;

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

1. A Committee of Adjustment is constituted consisting of the following persons:

Mayor: Darren White

Deputy Mayor: David Besley

Councillor: Wayne Hannon

Councillor: Margaret Mercer

Councillor: David Thwaites

who shall hold office until December 31, 2020.

2. That provisions of this By-law shall come into force and take effect on the passing thereof.

By-law read a first, and a second time, this _____ day of _____, 2019.

By-law read a third time and finally passed this _____ day of _____, 2019.

MAYOR

CLERK

EB# 1.2
NOV 21 2019

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2019

A By-law to appoint a Board of Management for the Horning's Mills Community Hall.

Under the Community Recreation Centres Act, R.S.O. 1990 and the regulations thereunder, the said Community Hall shall be administered by the following Board, duly appointed until December 31, 2020.

_____ Member of Council

The said Horning's Mills Community Hall shall be maintained as a Community Hall by the said Board in conformity with the Act and Regulations made thereunder.

All By-laws inconsistent with this By-law are hereby repealed.

By-law read a first and second time this day of , 2019.

By-law read a third time and passed this day of , 2019.

MAYOR

CLERK

GB# 1.3
NOV 21 2019

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. B -2019

A By-law to appoint a Board of Management for the Horning's Mills Community Hall.

Under the Community Recreation Centres Act, R.S.O. 1990 and the regulations thereunder, the said Community Hall shall be administered by the following Board, duly appointed until December 4, 2019.

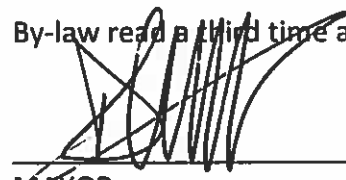
Dana Thwaites
~~Dave Besley~~ Member of Council
Debbie Fawcett (WI Rep)
Sarah Harrison
Jennifer Weaver
Jocelyn Burke
James Webster
Lynn Hodgson
Jim Hill

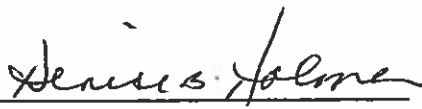
The said Horning's Mills Community Hall shall be maintained as a Community Hall by the said Board in conformity with the Act and Regulations made thereunder.

All By-laws inconsistent with this By-law are hereby repealed.

By-law read a first and second time this 7th day of February, 2019.

By-law read a ~~third~~ time and passed this 7th day of February, 2019.


MAYOR


CLERK

The Corporation of the Township of Melancthon

By-Law Number _____ - 2019

"GORDON DRAINAGE WORKS, MAINTENANCE LEVYING BY-LAW"

A by-law to provide for maintenance and repair to the
Gordon Drainage Works
and for the borrowing on the credit of
the municipality the amount required for such work

WHEREAS a number of owners, under Section 79 of the Drainage Act, R.S.O. 1990, c. D.17, have notified the Clerk of the Township of Melancthon of the deteriorating conditions of the said drainage works;

AND WHEREAS under the Drainage Act, R.S.O. 1990, c. D. 17 it is the duty of the Township of Melancthon to maintain and repair that part of the drainage works lying within its limits;

AND WHEREAS the Gordon Drainage Works has been constructed under By-law No. 32 – 1999;

AND WHEREAS the Council of the Township of Melancthon, pursuant to the recommendations made by the Township Drainage Superintendent, has ordered certain maintenance and repair work to be performed under the supervision and to the satisfaction of the Township Drainage Superintendent.

AND WHEREAS the work has now been completed

AND WHEREAS the construction cost of the work is \$ 5,942.78

AND WHEREAS the granted expected is \$ 624.60

AND WHEREAS the amount to be raised is \$ 5,318.18

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

1. The assessment shall be imposed in accordance to Section 74 of the Drainage Act, R.S.O. 1990 c. D.17 and in proportion to the governing By-law No. 32 – 1999.
2. The amount of \$5,318.18, necessary to be raised for such work, shall be made a cash assessment upon the upstream lands and roads affected, with interest at the rate set for collecting taxes in arrears being added after the date payment is called on the same.
3. This By-law shall be cited as the "Gordon Drainage Works, Maintenance Levying By-law".
4. That this By-law shall come into force and take effect upon passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS _____ DAY OF _____, 2019

MAYOR

CLERK

The Corporation of the Township of Melancthon

By-Law Number _____ - 2019

"DICKSON DRAINAGE WORKS, MAINTENANCE LEVYING BY-LAW"

A by-law to provide for maintenance and repair to the
Dickson Drainage Works
and for the borrowing on the credit of
the municipality the amount required for such work

WHEREAS a number of owners, under Section 79 of the Drainage Act, R.S.O. 1990, c. D.17, have notified the Clerk of the Township of Melancthon of the deteriorating conditions of the said drainage works;

AND WHEREAS under the Drainage Act, R.S.O. 1990, c. D. 17 it is the duty of the Township of Melancthon to maintain and repair that part of the drainage works lying within its limits;

AND WHEREAS the Dickson Drainage Works has been constructed under By-law No. 18 – 1985;

AND WHEREAS the Council of the Township of Melancthon, pursuant to the recommendations made by the Township Drainage Superintendent, has ordered certain maintenance and repair work to be performed under the supervision and to the satisfaction of the Township Drainage Superintendent.

AND WHEREAS the work has now been completed

AND WHEREAS the construction cost of the work is \$15,844.54

AND WHEREAS the granted expected is \$ 4,019.72

AND WHEREAS the amount to be raised is \$11,824.82

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

1. The assessment shall be imposed in accordance to Section 74 of the Drainage Act, R.S.O. 1990 c. D.17 and in proportion to the governing By-law No. 18 – 1985.
2. The amount of \$11,824.82, necessary to be raised for such work, shall be made a cash assessment upon the upstream lands and roads affected, with interest at the rate set for collecting taxes in arrears being added after the date payment is called on the same.
3. This By-law shall be cited as the "Dickson Drainage Works, Maintenance Levying By-law".
4. That this By-law shall come into force and take effect upon passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS _____ DAY OF _____, 2019

MAYOR

CLERK



Corporation of the Township of Melancthon

Moved by M. Mercer

Seconded by Alan Besley

Date Nov 7, 2020

Be it resolved that:

Canal reconsider meeting frequency and scheduling in 2020 from 2 monthly meetings to 1 larger meeting per month starting in the morning to allow staff greater time to focus on township work. Lunch included!
This rescheduling to be attempted for 2020 and revisited each year.

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Mayor Darren White		
Deputy Mayor David Besley		
Councillor Wayne Hannon		
Councillor Margaret Mercer		
Councillor David Thwaites		

Carried/Lost:

MAYOR

GB #2.1

NOV 21 2019



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

MELANCTHON COUNCIL MEETING SCHEDULE - 2020

January 16th - 5:00 p.m.

February 6th - 9:00 a.m. and February 20th - 5:00 p.m.

March 5th - 9:00 a.m. and March 19th - 5:00 p.m.

April 2nd - 9:00 a.m. and April 16th - 5:00 p.m.

May 7th and May 21st - 5:00 p.m.

June 4th and June 18th - 5:00 p.m.

July 16th - 5:00 p.m.

August 13th - 5:00 p.m.

September 3rd and September 17th - 5:00 p.m.

October 1st and October 15th - 5:00 p.m.

November 5th and November 19th - 5:00 p.m.

December 10th - 9:00 a.m.

Denise Holmes

From: Denise Holmes
Sent: Friday, November 15, 2019 3:14 PM
To: Denise Holmes
Subject: Council Meetings

Good Afternoon Denise

Can you please add this to the meeting minutes for November 21st.

I am not sure I will be available to attend the next council meeting due to health reasons. It has been brought to my attention there has been talk of changing the format of the Council meeting schedule that has been adopted in recent years. If I understand correctly a proposal has been suggested to hold one daytime meeting per month instead of the current evening meetings held the first and third Thursday of most months. If this is being discussed I would like to express my opinion and support to continue with the evening meetings. Although this may be beneficial to the person / people proposing this change it doesn't serve the majority of constituents who work during regular business hours. There are a handful of people who attend the meetings regularly, but if hours change you will be limiting the gallery to a narrow demographic.

Thank you

Wayne Nicholson

Donna Funston

From: David Thwaites
Sent: Thursday, November 14, 2019 10:24 AM
To: Donna Funston
Subject: Fwd: salvage yard bylaw
Attachments: Salvage Yard Bylaw proposed changes to draft.docx; ATT00001.htm

Donna
Further to chat yesterday here are some proposed changes to draft bylaw.
Item is on agenda for next week's Council meeting.
Thanks

David

Sent from my iPad

Begin forwarded message:

From: David Thwaites <davidgthwaites@hotmail.com>
Date: November 14, 2019 at 10:15:57 AM EST
To: David Thwaites <dthwaites@melancthontownship.ca>
Subject: salvage yard bylaw

Salvage Yard Bylaw proposed changes to draft

Para 8.2 ADD

"d) the information provided to the Clerk pursuant to 7.1(e) and (g) discloses a conviction or a licence suspension or revocation within the twenty four (24) months predating the date of the application for licence."

Para 9 CORRECT

Correct the reference in each of 9.2 and 9.3 from (f) and (h) to (e) and (g)

Para 9.3 AMEND to read

Where there is proposed to be a change in the composition of the Board of Directors or Officers of a corporation licenced under this By-law, the corporation shall provide the Clerk with the information that would otherwise have been required pursuant to paragraph 7.4(a) and (c).

A corporation licenced under this By-law shall not appoint or elect any person to be a Director or Officer if such person has been either personally or as a director or officer of a corporation that has been convicted of an offence within the meaning of 7.1(e) or had a licence suspended or revoked for the operation of a salvage yard within the preceding twenty four months.

Para 11.1 AMEND

Subject to the provisions of 11.3 herein, every Person applying for a Salvage Yard Licence shall erect a fence of berm approved by the Township in advance of erection that encloses the Salvage operation:

- a) To a minimum height of 3.05 metres above grade and not to exceed 5.49 metres above grade;
- b) Any fence section shall be constructed of a solid uniform material being of a neutral uniform colour;
- c) to provide a visual barrier to the Salvage operations; and
- d) Such fence or berm shall thereafter be kept in good repair and appearance at all times.

Para 11.2 AMEND

Add to the preamble sentence after the word "fence" "or berm" (also add this to (a))

Add to (f) "unless there exist immediately inside the opening a secondary visual barrier composed of, either separately or in combination, a building, treeline to a height of the outer fence or berm, berm or secondary fence that creates a full visual barrier of the salvage operations."

Para 11.3 NEW

Any Person applying for a Salvage Yard Licence may be exempt from the requirements of 11.1 for that part of its property that provides public access to the property subject to the following requirements:

- a) Only one side of the property is exempt;
- b) That the exempt part of the property shall otherwise have a security fence running its full length;
- c) That there shall otherwise be a full visual secondary barrier of the salvage process and operation that has been approved by the Township in advance. Any secondary barrier may be formed in whole or in part by a solid fence, berm, building or treeline or other material approved by the Township in advance such secondary barrier complying with the height requirements of 11.1(a).

Renumber balance of 11 and ensure any cross-references have been amended.

Para 11.4 (Operating Hours) amend

Amend para (a) to set out 7:00 am to 7:00 pm and for the Saturday 8:00 am to 5:00 pm

Add (f) Shipping of materials is allowed outside the hours specified in (a).

Para 12 AMEND

12.3 insert in the first line after "Register" ," be it the written document Register or the electronic format Register,"

12.4 add

(c) ensure that the information required by 12.2 is readily available and accessible on-site

(d) shall not delete, erase or otherwise remove, in whole or in part, from the computer program any of the information required to be maintained pursuant to 12.2

12.5 delete "or computer information"

12.6 delete "their", insert "any written Document"

12.8 delete

13 AMEND

13.1 insert in first line after the word "vehicle" ",if such vehicle has a vehicle identification number obliterated, mutilated or missing,"

13.2 insert word "such" in front of the word "vehicle" in first line, delete words "seven ...less"

Replace words "provided that" with the word "if"

20.1 AMEND

Add sentence "In the event an Administrative Penalty is levied pursuant to this section then no offence notice or proceeding may be commenced or continued pursuant to Section 19."

**THE CORPORATION OF THE TOWNSHIP OF
MELANCTHON BY-LAW NUMBER -2019
SALVAGE YARD BY-LAW**

WHEREAS the provisions of the Municipal Act, 2001, S.O. 2001, as amended, ("Municipal Act") including but not limited to the following provisions, authorize municipalities as follows:

- a) Sections 8, 11 and 11.1 authorize a municipality to pass by-laws to regulate, prohibit, require a person to do certain things and to licence matters;
- b) Section 131 authorizes a municipality to prohibit and regulate the use of any land for the storage of used vehicles for the purpose of wrecking, dismantling or salvaging parts of them for sale or other disposition; and
- c) Section 150 to 153 authorize a municipality to provide for the licencing of any business within the municipality.
- d) Part XIV of the Act provides a local municipality with the authority to enforce said by-law.
- e) Section 425(1) of the Municipal Act, 2001, as amended, provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Municipal Act, 2001, as amended, is guilty of an offence.
- f) Section 429(1) of the Municipal Act, as amended, provides that a municipality may establish a system of fines for offences under a by-law passed under the Municipal Act, 2001, as amended.

AND WHEREAS the Corporation of the Township of Melancthon has and intends to licence, regulate and control any visual, noise, environmental, fire safety, health hazard and property standards nuisance caused by Salvage Yards including automobile wrecking yards or premises.

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

1. SHORT TITLE

- 1.1 This By-law may be cited as the "Salvage Yard By-law".

2. INTERPRETATION

2.1 In this By-law:

- a) The necessary grammatical changes required to make the provisions hereof apply to corporations, partnerships, trusts and individuals, male and female, and to include the singular or plural meaning where the context so requires shall in all cases be assumed as though fully expressed.
- b) The insertion of headings and the division of this By-law into sections and subsections are for the convenience of reference only and shall not affect the interpretation thereof.
- c) Any references in this By-law to any statutes, regulations or by-laws, as amended, restated or replaced from time to time.

3. DEFINITIONS

3.1 In this By-law:

- a. "Applicant" means a Person applying for a Salvage Yard Licence or renewal of a Salvage Yard Licence under this By-law and application has a corresponding meaning;
- b. "By-law Enforcement Officer" means a By-law Enforcement Officer appointed by the Township;

- c. "Clerk" means the Chief Administrative Officer or designate of the Corporation of the Township of Melancthon;
- d. "Council" means the Council for The Corporation of the Township of Melancthon;
- e. "Licensee" means the holder of a current and valid Salvage Yard Licence issued by the Township in accordance with the terms of this By-law;
- f. "Municipal Act" means to Municipal Act, S.O. 2001, c25, as amended, and the Regulations, or any successor legislation;
- g. "Person" means an individual, corporation, association or partnership;
- h. "Police Officer" means a law enforcement officer employed by the Ontario Provincial Police;
- i. "Salvage Yard" or "Salvage Operation" means a property used in whole or in part for the storing of obsolete, discarded, or salvaged materials including motor vehicles and machinery for the purpose of wrecking or dismantling them, or salvaging parts thereof for sale or other disposal, and for the collection, purchase, keeping or selling of second hand goods and merchandise such as, but not limited to, waste paper, rags, bottles, tires, metal, scrap material, appliances, scrap metal processing and recycling and matters ancillary thereto, (all such materials referred to herein this By-law as "Salvage");
- j. "Salvage Yard Licence" means a licence issued by the Clerk of the Township for a Salvage Yard or Salvage Operation issued pursuant to the requirements of this By-law;
- k. "Township" means The Corporation of the Township of Melancthon;
- l. "Vehicle" has the same meaning as "vehicle" as defined in the *Highway Traffic Act*, R.S.O. 1990, c.H.8, as amended, and the Regulations, or any successor legislation.

4. PROHIBITION

- 4.1 No Person shall own or operate a Salvage Yard unless that Person holds a current Salvage Yard Licence.
- 4.2 No owner of property shall authorize or permit a Person to operate a Salvage Yard unless such Person holds a current Salvage Yard Licence.

5. CLERK

- 5.1 The Clerk or a designate of the Township shall:
 - a) Receive and process all applications for Salvage Yard Licences and for renewal of Salvage Yard Licences;
 - b) Issue Salvage Yard Licences to and renew Salvage Yard Licences for Persons who meet the requirements of this By-law;
 - c) Make or direct all necessary inspections to ensure that this By-law and applicable comprehensive zoning by-laws are being complied with;
 - d) Where the business of Salvage Operation is being carried on in the Township of Melancthon by any Person without a Salvage Yard Licence, take all such steps as may be required to enforce this By-law; and
 - e) Carry out the instructions of Council relating to this By-law.

6. LICENCING PRE-REQUISITES

6.1 No Salvage Yard Licence may be granted or renewed for a Salvage Yard unless there is proof of compliance with all of the following:

- a) It is in a location where the use of land as a Salvage Yard is not prohibited by any provisions of the comprehensive zoning by-law or any other by-law of the Township, as amended;
- b) A Salvage Yard shall not be operated or established within 150 meters of a residence other than a residence located on the same parcel of land as the Salvage Yard Existing Licenced Salvage Yards that are in operation on the date of passing of this By-law that are located within 150 meters of a residence shall be deemed to be in compliance of section of Section 6.1 (b) of this By-law;
- c) The Salvage Yard shall not be located on land that is subject to flooding or land that directly drains to a watercourse, subject to first obtaining any and all required approvals of appropriate Conservation Authorities and or the Ministry of Environment;
- d) Certificates have been issued by the appropriate licencing authorities of the Province of Ontario, including any required pursuant to the *Highway Traffic Act*, R.S.O. 1990, The *Environmental Protection Act*, R.S.O. 1990, and the *Conservation Authorities Act*, R.S.O. 1990, authenticating that the property and Salvaging Yard operations are permitted, licenced and in good standing; and
- e) A fire inspection report has been submitted for the Salvage Yard, dated within two (2) months of the date of the application, as prepared by the fire department having jurisdiction for the subject Salvage Yard in the Township confirming compliance with the *Fire Protection and Prevention Act*, S.O. 1997, as amended and its Regulations, or any successor legislation.

7. LICENCING

7.1 An Applicant shall submit in person to the Clerk of the Township such completed application or renewal form as prescribed by the Township, payment of the required application or renewal fee and shall provide such further information and documentation, which shall include but not necessarily be limited to,

- a) All documentation required pursuant to section 6.1 of this By-law;
- b) Applicant's full name, address, phone number and date of birth (if an individual). The business name under which they carry on or intend to carry on business;
- c) The address of the Salvage Yard;
- d) The type of Salvage that will be located at the Salvage Yard;
- e) Information on whether the Person, or any officer or director of the Person, has been convicted of an offence relating to a Salvage Operation, the protection of the environment, fire safety or public health or property standards;
- f) Information on whether the Salvage Yard, or any part thereof, has been subject to any order in regard to the protection of the environment, fire safety or health hazard, or whether the Salvage Yard, or any part thereof, has been subject to an order within a previous twelve (12) month period;
- g) Information on whether the Person or any officer or director of the person, who had a licence for a Salvage Yard suspended or revoked in any Municipality in Ontario;
- h) A current Hazardous Waste Information Network Generator number, as required pursuant to applicable law;
- i) A valid insurance certificate pursuant to 7.5 herein; and
- j) Evidence of the ownership of or right to carry on the operation of the Salvage Yard on the premises where the Salvage Yard is to be located.
- k) A site plan for the Salvage Yard as provided in 7.6 herein;
- l) A satisfactory plan that addresses:
 - a. On-site storm management with no off-site liquid drainage;
 - b. A spills action plan; and
 - c. An emergency disaster plan.

- 7.2** In the case of a Salvage Yard that is owned by a partnership, the personal appearance required by 7.1 shall be made by one of the partners, provided the application shall be signed by all of the partners. In the case of a Salvage Yard owned by a corporation, the personal appearance shall be made by an officer of the corporation who is authorized to bind the corporation and not by an agent thereof.
- 7.3** Without limiting the generality of any other provision in this By-law, persons associated in a partnership applying for a Salvage Yard Licence shall file with their application a statutory declaration, in writing, signed by all members of the partnership, dated within 30 days of the application, which declaration shall state:
- a) The full name of every partner and the address of his ordinary residence;
 - b) The name or names under which it carries on or intends to carry on business;
 - c) That the Persons therein named are the only members of the partnership;
 - d) The mailing address of the partnership; and
 - e) The date the statutory declaration was entered into by each member.
- 7.4** Without limiting the generality of any other provision in this By-law, every Corporation applying for a Salvage Yard Licence or every Corporation that is a partner in a partnership applying for a Salvage Yard Licence shall file with the Clerk, at the time of making its application, a copy of its articles of incorporation or other incorporating documents, a certificate of status dated within 30 days of the date of the application indicating the corporation to be active and in good standing and shall file a statutory declaration, in writing signed by an Officer of the Corporation, dated within 30 days of the application, which declaration shall state:
- a) The full name of every officer and director and the address of his ordinary residence;
 - b) The name or names under which it carries on or intends to carry on business;
 - c) That the Persons therein named are the only officers and directors of the Corporation;
 - d) The mailing address for the Corporation.
- 7.5** For the purposes of consumer protection in the event of personal injury and/or property damage, and for claims of actions or proceedings resulting from breach of the terms of any Salvage Yard Licence issued pursuant to this By-law, every Person who holds a Salvage Yard Licence shall:
- a) Provide and maintain Commercial General Liability Insurance, by a licenced insurer within the Province of Ontario, subject to limits not less than \$2,000,000.00 inclusive per occurrence for bodily injury, death, and damage to property including loss of use thereof arising from such activity;
 - b) Ensure that the insurance be in the name of the property owner and shall name the Township as an additional insured thereunder;
 - c) Deliver a Certificate of Insurance listing the requirements as set out in (a) and (b) above which insurance shall remain in effect for the term of the Salvage Yard Licence and shall not be cancellable except on thirty days prior notice to the Township; and
 - d) Indemnify and save harmless the Township for all losses, costs, damages, charges and expenses whatsoever that may be incurred, sustained or paid by the Township resulting from the negligent acts, omissions, and/or breach of contract in the performance of the Owner's obligations under this By-law.
- 7.6** (1) Every Person who applies for a Salvage Yard Licence shall provide the Clerk with a site plan for the Salvage Yard that shows:
- a) The legal boundaries for the Salvage Yard;
 - b) The location of all existing and proposed buildings, roads, driveways, parking areas, storage areas and operating areas; and
 - c) The location of any fence or other barrier as required under section 11 of this By-law.

(2) The legal boundaries of the Salvage Yard shall only include those lands that are owned or are leased by the Person applying for a Salvage Yard Licence.

(3) Every Person who applies for a Salvage Yard Licence shall allow the Clerk or a By-law Enforcement Officer to enter onto the Salvage Yard to verify the site plan as provided under subsection (1) of this section.

7.7 RENEWAL OF SALVAGE YARD LICENCE

Every Person who applies for a renewal of a Salvage Yard Licence under this By-law shall deliver to the Clerk of the Township an application to renew, together with the information and documentation and the required renewal fee a minimum of seven (7) business days before the Salvage Yard Licence expires as provided for in paragraphs, 7.1 to 7.6 herein together with 6.1.

8. ISSUANCE, RENEWAL OR REVOCATION OF SALVAGE YARD LICENCE

8.1 Subject to 8.2 herein:

- a) Salvage Yard Licences shall be issued for a maximum period of one year and shall come into effect on the date that they are issued and expire on December 31 of that same year;
- b) The Salvage Yard Licence is not transferable;
- c) The Salvage Yard Licence terminates upon the death of the Licensee or the dissolution of the Corporation or partnership;
- d) Any fee submitted is non-refundable; and
- e) The Salvage Yard Licence shall specify the location for which the Salvage Yard Licence is applicable.

8.2 A Salvage Yard Licence application or renewal application may be refused, or a Salvage Yard Licence revoked by the Clerk if:

- a) The information on the application or renewal is incorrect or cannot be verified;
- b) The application or renewal is incomplete; and/or
- c) The Applicant is in non-compliance with the terms of the Salvage Yard Licence and the requirements of this By-law.
- d) the information provided to the Clerk pursuant to 7.1(e) and (g) discloses a conviction or a licence suspension or revocation within the twenty four (24) months predating the date of the application for licence.

8.3 The Clerk reserves the right to revoke any Salvage Yard Licence where:

- a) there has been a misrepresentation or false statement or declaration;
- b) the Applicant is deemed to be in non-compliance with the terms of the Salvage Yard Licence which includes compliance with the operational requirements of this By-law; and/or
- c) the Salvage Yard Licence or permits granted to the Applicant by any provincial authority are revoked, cancelled or otherwise not maintained in good standing.

8.4 The Clerk shall give the Applicant notice of the refusal or revocation of Salvage Yard Licence/renewal by registered mail addressed to the municipal address of the Applicant declared on its application/renewal form. Notice shall be deemed effective as received five (5) business days after mailing of the Notice.

8.5 The Applicant may within fifteen (15) business days of receiving the Notice prescribed in paragraph 8.4 appeal the Clerk's decision to the Council of the Township in writing. The Notice of Appeal shall set forth in writing the specific grounds of appeal and be accompanied by a non-refundable appeal fee of \$500.00. The Appeal shall be delivered in person by the Applicant to the Clerk.

8.6 Council of the Township shall consider the appeal of the Applicant at the next regular Council meeting next following the date of the filing of the Appeal Council may:

- a) Affirm the decision of the Clerk; or

- b) Direct the Salvage Yard Licence or renewal be granted, or the revocation set aside on such terms and conditions as Council shall deem appropriate.

- 8.7 The Clerk shall provide the Applicant in writing with the decision of Council ("Notice of Decision") forthwith and by registered mail addressed to the mailing address of the Applicant set out in the Notice of Appeal. Notice shall be deemed to be effective five (5) business days after mailing of the Notice of Decision.
- 8.8 The Notice of Decision issued Council as provided for in paragraph 8.7 is final and non-appealable.
- 8.9 Where a Salvage Yard Licence under this By-law has been revoked the holder of the Salvage Yard Licence shall return the Salvage Yard Licence to the Clerk within twenty-four (24) hours of service of the Notice of Decision.

9. CHANGE OF STATUS

- 9.1 Where there is any change in any of the particulars relating to a Licensee under this By-law, which particulars were required to be filed with the Township on applying for a Salvage Yard Licence, such Person shall report the change, in writing, to the Clerk within six (6) calendar days of the change.
- 9.2 Where there is to be a change in the composition or the controlling interest of a partnership licenced under this By-law, the Licensees hereunder in partnership shall obtain the written approval of the Clerk prior to the change, having provided the Clerk with any information required including information pursuant to 7.1 (e), (g), 7.2 and 7.3.
- 9.3 Where there is proposed to be a change in the composition of the Board of Directors or Officers of a corporation licenced under this By-law, the Corporation shall provide the Clerk with the information that would otherwise have been required pursuant to paragraph 7.4 (a) and (c).

A Corporation licenced under this By-law shall not appoint or elect any person to be a Director or Officer if such person has been either personally or as a Director or Officer of a Corporation that has been convicted of an offence within the meaning of 7.1(e) or had a licence suspended or revoked for the operation of a salvage yard within the preceding twenty four months.

10. GENERAL

- 10.1 Each Person who holds a Salvage Yard Licence shall notify the Clerk within six (6) calendar days of any criminal convictions registered against the Person that relate in any way to an act of dishonesty, fraud or theft.
- 10.2 Each Person who holds a Salvage Yard Licence shall notify the Clerk within six (6) calendar days of any order or conviction pursuant to any environmental, fire safety, health hazard or regulation that relates to its Salvage Yard.
- 10.3 No Person who applies for a Salvage Yard Licence shall knowingly misstate or provide false information to the Clerk.

11. OPERATIONAL REGULATIONS

- 11.1 Subject to the provisions of 11.3 herein, every Person applying for a Salvage Yard Licence shall erect a fence or berm approved by the Township in advance of erection that encloses the Salvage operation:
 - a) To a minimum height of 3.05 meters above grade and not to exceed 5.49 meters above grade;
 - b) Any fence section shall be constructed of a solid uniform material being of a neutral uniform colour;
 - c) To provide a visual barrier to the Salvage operations; and
 - d) Such fence or berm shall thereafter be kept in good repair and appearance at all times.

11.2 If an opening is required in any fence or berm as required under section 11.1 of this By-law for ingress or egress, then the opening shall be covered by a gate that:

- a) Is the same height as the fence or berm;
- b) Is kept in good state of repair at all times;
- c) Does not open over a travelled portion of a public road allowance or sidewalk;
- d) Is kept clear of obstructions so that it may be opened fully at all times;
- e) Opens to a width of at least 3.5 meters; and
- f) Is constructed of a solid uniform material being of a neutral uniform colour unless there exist immediately inside the opening a secondary visual barrier composed of, either separately or in combination, a building, treeline to a height of the outer fence or berm, berm or secondary fence that creates a full visual barrier of the salvage operations.

11.3 Any Person applying for a Salvage Yard Licence may be exempt from the requirements of 11.1 for that part of its property that provides public access to the property subject to the following requirements:

- a) Only one side of the property is exempt;
- b) That the exempt part of the property shall otherwise have a security fence running its full length;
- c) That there shall otherwise be a full visual secondary barrier of the salvage process and operation that has been approved by the Township in advance. Any secondary barrier may be formed in whole or in part by a solid fence, berm, building or treeline or other material approved by the Township in advance such secondary barrier complying with the height requirements of 11.1(a).

11.4 Every Person who holds a Salvage Yard Licence shall ensure that:

- a) The outdoor area of the Salvage Yard is kept in a clean, neat, orderly and sanitary condition;
- b) All storage containers, and other materials belonging to the Person, or used for the Salvage Yard operation on-site, are kept within the enclosed area as required under section 11.1 of this By-law or an enclosed building;
- c) No Salvage is loaded, unloaded, sorted, processed, dismantled, crushed, recycled, demolished, displayed, stored or placed outside of enclosed area as required under section 11.1 of this By-law or an enclosed building;
- d) No Salvage inside the fence required under section 11.1 of this By-law is above the height of the fence and in any event is not greater than 4.57 m in height above grade;
- e) No Salvage within the Salvage Yard is placed against the fence required under section 11.1 of this By-law;
- f) No gasoline, vehicle fluids or other chemicals from the Salvage Yard enter onto any adjoining lands or into any aquifer, lake, pond, river, stream, drainage pond, drainage ditch, storm sewer, or other body of water;
- g) No Salvaging, shipping container or other material is placed on the roof of any building within The Salvaging Yard;
- h) All vehicle batteries within the Salvage Yard are stored in the environmentally safe manner within an enclosed building; and
- i) All outdoor lighting is arranged so as to divert light from any adjoining lands, inclusive of any public road allowances.

11.5 OPERATING HOURS

- a) No Licensee shall allow any work in connection with the Salvage operation outside the following hours:

Monday through Friday, 7:00 a.m. to 7:00 p.m. and

Saturday, 8:00 a.m. to 5:00 p.m.;

- b) No Licensee shall allow any work in connection with the Salvage operation on a statutory holiday;
- c) No Licensee shall allow access to the premises at any time unless there is an attendant on duty;
- d) Idling of trucks must be kept to a minimum;
- e) Paragraph (a) and (b) do not apply when a vehicle is dropped off at the Salvaging Yard pursuant to the direction of a Police Officer or other law enforcement official.
- f) Shipping of materials is allowed outside the hours specified in (a)

12. TRANSACTION RECORDS

- 12.1** Every Person who holds a Salvage Yard Licence shall maintain a Register shall either be in the form of a paper booklet or an electronic format.
- 12.2** Every Person who holds a Salvage Yard Licence who acquired a vehicle, vehicle parts or salvage for the purpose of dismantling or selling such at the Salvage Yard, either personally or through an employee or agent, from another person, shall immediately record in their Register, in English, and where applicable in the legible script, using permanent ink, the following:
- a) The full name and address of the Person from which they received the vehicle, vehicle parts or salvage;
 - b) The date of acquisition;
 - c) The name of the Licensee, or the Licensee's employee or agent who obtained the vehicle, vehicle parts or salvage;
 - d) The consideration given for the vehicle, vehicle parts or salvage; and
 - e) A completed description of the vehicle, vehicle parts or salvage, including the VIN, if applicable. Each vehicle, vehicle part or salvage shall be personally examined by the recipient or his designate to verify the VIN matches any ownership receipt given
- 12.3** Every Person who holds a Salvage Yard Licence shall make their Register, be it the written document Register or the electronic format Register, available for inspection upon request of a Police Officer, the Clerk or By-law Enforcement Officer and if required shall copy the Register or any part thereof and provide such to the Police Officer, Clerk or By-law Enforcement Officer.
- 12.4** Every Person who holds a Salvage Yard Licence who maintains their Register through a computer software program shall upon the request of a Police Officer, the Clerk or By-law Enforcement Officer:
- a) Allow a Police Officer, Clerk or By-law Enforcement Officer to review the on-screen information for the Register; and
 - b) Print or otherwise copy the Register or any part thereof and provide such to the Police Officer, the Clerk or By-law Enforcement Officer.
 - c) Ensure that the information required by 12.2 is readily available and accessible on-site
 - d) Shall not delete, erase or otherwise remove, in whole or in part, from the computer program any of the information required to be maintained pursuant to 12.2
- 12.5** Every Person who holds a Salvage Yard Licence shall ensure that the Register is in a neat condition and that no pages are removed, destroyed, obliterated or altered.
- 12.6** No Person who holds a Salvage Yard Licence shall remove or allow any other Person, with the exception of a Police Officer, the Clerk or other Law Enforcement official, to remove any written Document Register from the Salvage Yard.
- 12.7** No Person who holds a Salvage Yard Licence shall purchase or acquire any vehicle or vehicle parts unless the Person observes proof that the person selling the vehicle or vehicle part is the lawful owner.

13. RETENTION PERIOD

- 13.1** No Person shall alter, dismantle, repair, dispose of or in any way part with any vehicle, if such vehicle has a vehicle identification number obliterated, mutilated or missing seven (7) model years old or less, purchased or take in exchange, until after the expiration of seven days from the date of obtaining the said vehicle, and during the said period the vehicle so obtained shall be subject to an inspection at any time by a Police Officer.
- 13.2** Notwithstanding section 13.1, a Person may dispose of any such vehicle purchased or taken in exchange before the expiry of the seven (7) days from the date of obtaining the said vehicle, if a Police Officer has authorized in writing the release of the vehicle.
- 13.3** Section 13.1 and 13.2 of this By-law shall not apply where the Person acquires a vehicle from another Person who operates a Salvage Yard or Impound where a retention period has already transpired.

14. PROHIBITIONS

- 14.1** No Person shall carry on the business of a Salvage Yard without displaying the Salvage Yard Licence in ready public view in the Salvage Yard.

15. RIGHT TO INSPECT

- 15.1** a) Any licensed premises, at any reasonable time, may be entered and inspected by the Clerk, a By-law Enforcement Officer or Police Officer for the purpose of enforcing this By-law.
- b) No Person shall obstruct or hinder the inspection of Salvage operations and any records by the Clerk, a By-law Enforcement Officer or Police Officer.

16. EXCEPTIONS

- 16.1** The provision of this By-law shall not apply to the following:
- a) The premises of a licensed garage or a licensed new or used automobile dealer on which used automobile parts are kept on hand as part of its inventory for the purposes of carrying out repairs on the premises.

17. TRANSITIONAL

- 17.1** Notwithstanding any other provision of this By-law, existing Salvage Operations and in good standing licenced pursuant to By-law 36-2011 of the Township are exempted from the provisions of this By-law, as follows:
- a) Existing fencing in compliance with By-law 36-2011, as of the date of passage of this By-law, kept in good repair, shall be deemed to be in compliance of this By-law, until the earlier of five (5) years from the passage of this By-law or the substantial repair or replacement of the fencing.

18. SEVERABILITY

- 18.1** Should any section, clause or provision of this By-law be declared to be invalid by any court of competent jurisdiction, the same shall not affect the validity of this By-law as a whole or any part thereof, other than the part that was declared to be invalid.

19. PENALTY

- 19.1** Every individual who contravenes a provision of this By-law, and every director or officer of a corporation who concurs in the contravention by the corporation, is guilty of an offence and on conviction is liable to a fine not exceeding \$25,000 exclusive of costs, for each offence, pursuant to the *Municipal Act*.

19.2 Every corporation who contravenes a provision of this By-law is guilty of an offence and on conviction is liable to a fine not exceeding \$50,000 exclusive of costs, for each offence, pursuant to the *Municipal Act*.

20. ADMINISTRATIVE PENALTY PURSUANT TO THE MUNICIPAL ACT

- 20.1** For purpose of promoting compliance with this By-law there shall be an administrative penalty of \$2,000.00 payable by a Person being in non-compliance with this By-law. In the event an Administrative Penalty is levied pursuant to this section then no offence notice or proceeding may be commenced or continued pursuant to Section 19.
- 20.2** The administrative penalty provided for in 20.1 constitutes a debt owed to the Corporation. If the penalty is not paid within fifteen (15) days after the day it became due and penalty, the Treasurer of the Corporation may add the administrative penalty to the tax roll for any property in the Municipality for which any of the registered owners who are responsible for paying the administrative penalty, and collect it in the same manner as Municipal taxes.

21. REPEAL

- 21.1** By-law 36-2011 is hereby repealed. Notwithstanding this section, licences issued under By-law 36-2011 shall be deemed to be licences under this By-law until they expire or are revoked or renewed, in accordance with this By-law.

By-law read a first and second time this day of , 2019

By-law read a third time and passed this day of , 2019

MAYOR

CLERK