



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING THURSDAY, OCTOBER 7, 2021 - 5:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/85291432360?pwd=aG5JcC9YU01KVXlhclVvNGV6TFJIdz09>

Meeting ID: 852 9143 2360

Passcode: 820730

One tap mobile

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Meeting ID: 852 9143 2360

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AGENDA

- 1. Call to Order**
- 2. Land Acknowledgement Statement**

We will begin the meeting by sharing the Land Acknowledgement Statement:

We would like to begin by acknowledging that Melancthon Township recognizes the ancestral lands and treaty territories of the Tionontati (Petun/Wyandot(te)), Haudenosaunee (Six Nations), and Anishinaabe Peoples. The Township of Melancthon resides within the lands named under the Haldimand Deed of 1784 and the Lake Simcoe-Nottawasaga Treaty (Treaty 18).

These territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

- 3. Announcements**
- 4. Additions/Deletions/Approval of Agenda**
- 5. Declaration of Pecuniary Interest and the General Nature Thereof**
- 6. Approval of Draft Minutes – September 15, 2021 Special Meeting
September 16, 2021**

7. Business Arising from Minutes

8. Point of Privilege or Personal Privilege

9. Public Question Period (Please visit our website under Agendas and Minutes for information on Public Question Period)

10. Public Works

1. Accounts
2. Report from Denise Holmes, CAO/Clerk – Construction Schedule for County Road 21
3. Letter from Bill Neilson regarding 4th Line NE Safety Issues
4. Trees on road allowance (Councillor Mercer)
5. Unfinished Business
 1. Recommendation from the Roads Sub-Committee Meeting to lower the speed limit on Melancthon Roads to 70km/hr unless otherwise posted
 2. Traffic calming measures – Pedestrian Zones
 3. Quotes for Survey for Unnamed Lane in Horning's Mills
6. Other

11. Planning

1. Applications to Permit
2. Other

12. Strategic Plan

13. Climate Change Initiatives

14. Police Services Board

15. Committee Reports

16. Correspondence

Board & Committee Minutes

1. CDRC – June 23, 2021
2. Horning's Mills Community Park Board – September 13, 2021
3. Joint Recreation Subcommittee – March 24, 2021
4. Joint Recreation Subcommittee – April 21, 2021
5. Joint Recreation Subcommittee – May 25, 2021
6. Joint Recreation Subcommittee – July 9, 2021
7. Mulmur-Melancthon Fire Board – July 20, 2021
8. Horning's Mills Community Park Board – June 29, 2021

Items for Information Purposes

1. NVCA Media Release – NVCA Looking for Landowners and Volunteers Interested in Tree Planting Projects
2. Email from Mark Early, Town of Mono CAO, regarding OPP Detachment Board Proposal
3. Town of Grand Valley Notice of Decision for 073320 Sideroad 24-25
4. Memo from Heather Boston, Township of Mulmur Treasurer, regarding NDCC Architectural/Engineering for Design
5. NVCA Media Release – Pretty River Dyke Maintenance Scheduled to Start this Fall
6. Letter of Instructions from Medical Officer of Health regarding Organized Sports
7. Town of Mono resolution regarding COVID-19 Vaccination Policy

8. GRCA Summary of the General Membership Meeting – September 24, 2021
9. NVCA September 2021 Board Meeting Highlights
10. Ontario Land Tribunal Lyon v. Melancthon Decision Delivered
11. Letter from Ministry of Municipal Affairs and Housing regarding Expiry of Temporary Regulations Limiting Municipal Authority Regulate Construction Noise
12. Ontario Trillium Foundation Grant Application – Community Building Fund – Capital
13. OPP 2022 Annual Billing Statement

Items for Council Action

1. Notification for Maintenance and Repair on the Adam McKibbin Municipal Drain
2. 2022 NVCA Draft Budget Booklet

17. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. By-law to Authorize the Execution of a Consent Agreement Between 2312439 Ontario Inc and the Township of Melancthon
 2. By-law to Execute a Joint Recreation Agreement Between Township of Melancthon and Township of Mulmur
3. New/Other Business/Additions
 1. Report to County Council from Sonya Pritchard, CAO regarding Vaccination Policy
 2. Motion Moved by Mercer, Seconded by McLean regarding Establishing a Road Safety Task Force
 3. Recommendation from Horning's Mills Community Park Board from September 13, 2021 Meeting -
 4. Recommendation from Horning's Mills Community Park Board from September 13, 2021 Meeting – Lexan for pavilion
 5. Horning's Mills Community Hall – Installation of outdoor electrical outlets (Councillor Hannon)
 6. Clarification regarding Land Acknowledgment Statement to be read at Council/Committee Meetings. Does this also apply to Township Boards – i.e. – Police Services Board, Recreation Boards, Fire Boards
4. Unfinished Business
 1. Tabled Motion from the August 12, 2021 meeting regarding the paving of the 4th Line NE and 5th Line OS (was referred to the Roads Sub-Committee)
 2. Tabled Motion from the September 2, 20221 meeting - Motion to repeal By-law No. 7-2019 passed on February 7, 2019, a By-law to appoint a Board of Management for the Corbetton Community Park
 3. Township Diversity Policy
 4. Town of Shelburne Service Delivery Review regarding Centre Dufferin Recreation Complex and Shelburne and District Fire Department – Update on meeting with Amaranth, Mono and Mulmur

18. Delegations

1. **5:30 p.m.** - Notice of Public Meeting Regarding a Zoning By-law Amendment on Part of Lots 9 & 10, Concession 3 OS for the purpose of modify the Open Space (OS2) Zone (1712899 Ontario Inc. – Virginia McKenna)
2. **5:45 p.m.** – Heather Hill, Insurance Store and Colin Smith, Frank Cowan and Company – Presentation of 2021-2022 Insurance Program

19. Closed Session

1. Approval of Draft Minutes – September 16, 2021
2. Business Arising from Minutes
3. Personal matters about an identifiable individual, including municipal or local board employees – Update on Property Standards Complaint in Horning's Mills
4. Personal matters about an identifiable individual, including municipal or local board employees – Complaints regarding the use of a Property (Councillor Mercer)
5. Rise With or Without Report from Closed Session

20. Third Reading of By-laws

21. Notice of Motion

22. Confirmation By-law

**23. Adjournment and Date of Next Meeting – Thursday, October 21, 2021
5:00 p.m.**

24. On Sites

25. Correspondence on File at the Clerk's Office



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

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE B. HOLMES, AMCT, CAO/CLERK

SUBJECT: CONSTRUCTION SCHEDULE FOR COUNTY ROAD 21

DATE: SEPTEMBER 21, 2021

I contacted Mike Hooper at the County of Dufferin requesting information on the construction scheduled for County Road 21 and he advises that the County's plans are to complete the road excavation and reconstruction work next year. Following that the road will sit for a one-year period prior to paving. During that time, the County will be completing the replacement of a concrete bridge structure within the project limits. He anticipates all of the work being wrapped up by September 2024.

He has previously mentioned that the County will work with the Township to schedule the work as to not impact the Township's work on the 5th Line. Alternatively, he says they could explore the option of lumping the Township paving work into the County's contract in 2024.

PR #02
OCT 07 2021

Denise Holmes

From: William Neilson [REDACTED]
Sent: Thursday, September 30, 2021 6:50 PM
To: Denise Holmes
Subject: Documents for the Upcoming Roads Committee and Council Meeting
Attachments: 4th Line NE Safety Issues Continued.docx; Public Comments to the Roads Sub Committee September 8, 2021.docx; July Road Counter.pdf

Hi Denise

I have attached a Letter and my comments from the last Road Sub Committee Meeting and a Road Counter for the Roads Sub Committee and Council Meetings scheduled for next week.

Regards,
Bill

Bill Neilson

Melancthon Resident

September 30, 2021

Members of Council

Mayor, Deputy Mayor and Councillors

Township of Melancthon

Re: 4th Line NE Safety Issues Continued

Having been given the opportunity to speak at the last Roads Sub Committee regarding my concerns with the 4th Line NE Safety Issues, and receiving the customary Thank You Letter from the Committee Secretary, I would have thought that by now I would be waiting patiently for the Committee to make recommendations to Council at the meeting scheduled for next week. However, this is not the case.

As I spoke to the Committee regarding the very disturbing trend of appalling and disgusting human behaviour of drivers having total disregard for all rules of the Highway Traffic Act and for the Safety of the residents of Melancthon this trend continues today! Previous comments attached.

Last Friday, September 24, 2021 upon arriving home and having the 4th Line NE freshly graded we were forced to stop and wait as two cars and a Fed Ex Delivery van decided that we were not going to make a left hand turn into our laneway, and proceeded to pass us after we had given them notice of our intent to turn by applying the left-hand signal, slowing down and braking prior to attempting to turn. Each one of these vehicles fishtailed as they sped past us on the fresh loose gravel.

Yesterday, September 29, 2021 I was once again given the opportunity to witness a near miss as a loaded flatbed trailer sped past one of my neighbours. This near miss was slightly different than the near miss I witnessed in August with the quad axle gravel trailer passing the horse and cart carrying five Mennonite children, but could have had a similar outcome if circumstances were different.

This time, my neighbour was making his way north on the 4th Line NE in his tractor with a hay wagon in tow when the loaded flatbed trailer sped past him having to move over into the fresh loose gravel in order to pass. Again, this near miss could have ended much differently.

Because of this continued behavior my family is now seriously considering a Post Office Box rental in either Dundalk (12 km) or Shelburne (16 km) instead of walking the mere 84 meters to the mail box in order to avoid being hit by flying gravel. It is common to see gravel along the side of a gravel road and ditch, but because of the excessive speeding we are now seeing gravel laying on the ground at the base of our board fence which is located 2.5 meters inside of the traditional fence line.

The immediate danger to the residents of the 4th Line NE is the flying gravel coming from the road as the vehicles speed past. As I indicated at the last meeting 50% of the vehicles using the 4th Line NE and the 5th Line are speeding in excess of 85 KPH or higher and 12% of these speeding vehicles are travelling 120 KPH or higher. This data is taken from the last four road counts taken in July and August.

Chair Besley spoke of the importance of using the Road Management Plan which uses a vehicle rate of 400 vehicles per day as the basis for paving the township roads.

I don't disagree that vpd should be considered when evaluating township roads for maintenance, however, again, I do disagree that the vpd is the only consideration. What the Road Management Plan does not take into consideration is the growing Mennonite demographic and as evidenced by the last four road counter data, our traffic counts and speeding also continue to rise.

Looking at the Road Counter data for the 4th Line NE between 240-250 Sideroads July 5-7 2021 (attached) we now have 222 vpd based on 533 vehicles over 2.4 days. 244 (46%) of these 533 vehicles are speeding in excess of 85 KPH and 48 (9%) of these speeding vehicles are travelling 120 KPH or higher on a gravel road. This is unacceptable.

Using the current percentages for speeding and a methodology of 400 vpd over a seven-day period, we would have 1288 (46%) vehicles speeding in excess of 85 KPH and 116 (9%) of these speeding vehicles would be travelling 120 KPH or higher on a gravel road. This would not only be unacceptable but would be dangerous and suicidal.

Committee discussed the numerous options available to reduce speeding on township roads including my recommendation of introducing a by-law to have all township roads, whether paved or gravel, to become 70KPH unless otherwise posted, which council has acted on, thank you. However, as we know this alone will not prevent speeding.

The remaining options discussed will need to be considered in order to control speeding and preventing future near misses from becoming accidents and fatalities including;

- As I wrote earlier, the immediate danger to the residents of the 4th Line NE is the gravel. Paving this road will immediately reduce this danger.
- Upgrading the Police Services Contract with an enforcement enhancement
- Using the new Black Cat monitoring device along with the current road counters

I realize These options come with a price tag. Again, I ask you, what is the price of a human life?

Respectfully submitted

Bill Neilson

4th Line NE between 240-250 Sdnd July 5-7, 2021

Description: 4th Line NE between 250 and 240 Slidroad																
Start Date/Time: 07-06-2021 00:00																
End Date/Time: 07-07-2021 08:59																
	40 KPH	45 KPH	50 KPH	55 KPH	60 KPH	65 KPH	70 KPH	75 KPH	80 KPH	85 KPH	90 KPH	95 KPH	100 KPH	120 KPH	> 120 KPH	All Speeds
July 6th, 2021 12am-11:59pm	15	4	4	15	9	14	17	28	21	27	30	19	15	18	0	237
July 6th, 2021 12am-11:59pm	10	2	6	15	20	11	25	27	25	22	22	20	11	22	1	239
July 7th, 2021 12am-8:59am	1	0	3	1	0	0	9	5	1	17	6	3	4	6	1	57
TOTAL 2.4 days	26	6	13	32	29	25	51	60	47	66	58	42	30	46	2	533
	5%	1%	2%	6%	5%	5%	10%	11%	9%	12%	11%	8%	6%	9%	0%	100%
	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7	Class 8	Class 9	Class 10	Class 11	Class 12	Class 13	Class 14	Class 15	All Classes
July 6th, 2021 12am to 11:59pm	2	123	83	1	12	2	0	8	1	7	0	0	0	0	0	237
July 6th, 2021 12am to 11:59pm	7	117	91	3	9	2	0	7	0	3	0	0	0	0	0	239
July 7th, 2021 12am to 8:59am	1	30	14	0	2	1	0	3	0	3	0	0	2	0	1	57
TOTAL	10	270	188	4	23	5	0	18	1	13	0	0	2	0	1	533
	2%	51%	35%	1%	4%	1%	0%	3%	0%	2%	0%	0%	0%	0%	0%	100%

533 vehicles = 222 upd

244 (46%) = 85 KPH

48 (9%) are 120 KPH or higher

Public Comments to the Roads Sub Committee September 8, 2021

Thank you Chair Besley and committee for allowing me to speak today.

As I wrote in my letter dated August 19, 2021 regarding the safety issues of the 4th Line NE we can now add the safety issues of the 5th line as well evidenced by the data from the latest road counters placed on these roads in July and August.

As I wrote in my letter, we have a very serious safety issue and it is not a matter of if a fatality can happen, but when it will happen. I also referenced that the previous council found a Solution to a problem that never existed. I now apologize to the former members of that council as it was actually this term of council that conceptually adopted the Road Management Plan on January 16, 2020.

In my opinion, the Road Management Plan is to put it politely, less than perfect. As I pointed out the numerous inconsistencies at the Roads Sub Committee on Jan. 8, 2020 including some roads being slated for resurfacing and not reverting to back to gravel as they don't have the vehicle traffic being 400 vpd to support this being done as other roads that have more traffic per day still being recommended to remain gravel (4th Line NE) or revert back to gravel (remaining two sections of the 4th Line NE) As well as some roads being identified for maintenance don't seem to be addressed soon enough (260 sideroad)

Note: the 260 sideroad has been rehabilitated 7 years ahead of schedule as per the Road Management Plan.

The Road Management Plan takes numerous items into consideration including road life spans and vehicle traffic also known as vpd or vehicles per day. What the Road Management Plan does not take into consideration is township demographics and human behaviour. **Nor could it or should it take these into consideration. THIS IS THE TASK FOR THE COMMITTEE AND COUNCIL TO TAKE INTO CONSIDERATION.**

IN MY HUMBLE OPINION, THE SAFETY AND WELL BEING OF THE RESIDENTS AND THOSE WHO TRAVEL THESE ROADS SHOULD BE THE TOP CONSIDERATION OF THIS COMMITTEE AND THAT OF COUNCIL.

The data of these last four road counts shows a very disturbing picture and trend of appalling and disgusting human behavior having disregard for all rules of the highway traffic act and for safety the residents of Melancthon.

This data shows that these two roads are almost identical in vehicle class, vehicle traffic and speeding. These two roads are within 3 percentage points of each other in all categories. And could almost be considered a one continuous road from CR2 at the north end and CR17 at the south end.

This point is also evidenced by looking back at the Oct. 2020 road count from the 4th Line NE which was provided to the OPP as Committee felt the number of heavy vehicles and speeding was excessive. FYI, the vpd was less than it is today but the vehicle class and speeding are almost identical as it is today.

50% of the vehicles are speeding, that being 85KPH or higher. And 12% of these speeding vehicles are travelling 120KPH or higher. **ON GRAVEL ROADS NO LESS**

I don't disagree that vpd should be considered when evaluating township roads for maintenance. However, I do disagree that the vpd is the only consideration. The safety and well being of the residents of Melancthon should be the top consideration. Melancthon township has a growing Mennonite demographic and as evidenced by the latest road counter data, our traffic counts and speeding also continue to rise.

As I stated earlier, Council found a solution to a problem that never existed. Because of this, in my opinion we now have a problem because of the solution. That problem is a very serious safety issue with the 4th Line NE. Committee and Council now have options available to prevent fatalities.

Its not a matter of if it can happen, but is now a matter of when it will happen!

My letter dated Aug. 19, 2021 listed in order options to help mitigate fatalities listed as;

- The 4th Line NE finally be completed including asphalt. This road has been ready for asphalt since the spring of 2020. Save our money and don't add any more gravel to this road!
- That council consider introducing a by-law for the whole township to become a community safety zone.
- That council consider introducing a by-law to have all township roads whether paved or gravel. To become 70KH maximum, unless otherwise posted.
- My new request to seriously review the Police Services Contract to upgrade from a reactive to a proactive contract.

I realize these options do come with a price tag. I ask you, what is the price of a human life?

I make no apology if I sound frustrated or resentful, you can now add angry and fearful for the safety of all Melancthon residents!

If the members of this Committee and Council are not prepared to be part of the solution to this problem, they must be prepared to become part of the problem!

Thank you once again for allowing me to speak today!

**APPLICATIONS TO PERMIT FOR APPROVAL
Oct 7, 2021 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS/APPROVED OR NOT APPROVED
Rajesh Sahadeo Applicant: Northridge Homes Inc	4 Ashlea Lane Lot 18, Plan 7M48	483.75 sq m (5207 sq ft)	Single Family Dwelling	Home	\$1,000,000	YES	approved
Tupling Farms	558452 Mulmur Melancthon Townline Part Lot 27 & 28, Con 1 OS	6960 sq m (74916.82 sq ft)	Grain Bins	storage and drying bin	\$768,000	NO	approved
Alison Colley (Grech)	198143 2nd Line NE Melancthon Lot 20, Con 3 NE	75 sq m (810 sq ft)	Garage	Garage	\$35,000	NO	

Plan # 11.1
OCT 07 2021

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held June 23, 2021 via ZOOM

Attendance:	Lindsay Wegener	Shelburne
	Steve Anderson	Shelburne
	Chris Gerrits	Amaranth
	Heather Foster	Amaranth
	Darren White	Melancthon
	Margaret Mercer	Melancthon
	Kim Fraser	Facility Administration Manager
	Marty Lamers	Facility Maintenance Manager
	Emily Francis	Recreation Program Coordinator

Absent: Geer Harvey, Dan Sample and Laura Ryan

Meeting called to order by Chair, Chris Gerrits at 6:30pm.
A quorum was present.

Declaration of Pecuniary Interests:

Chairman, Chris Gerrits stated that if any member of the board had a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

Agenda:

Move item #10.2 to the next meeting

MOTION #1 – Moved by M. Mercer seconded by D. White. Be it resolved we approve the agenda dated June 23, 2021 as amended. Carried

Discussion & Approval of Minutes of Previous Meeting May 26, 2021:

MOTION #2 – Moved by H. Foster seconded by M. Mercer. That the minutes of the CDRC Board of Management regular board meeting held virtually on May 26, 2021 be approved as circulated and presented. Carried

Finance Committee Report:

After review of the CDRC Monthly Financial Report the following motion was presented.

MOTION #3 – Moved by H. Foster seconded by D. White. That the bills and accounts as presented in the amount of \$11,630.97 be approved and paid. Carried

CDRC 2020 Financial statements, prepared by BDO were presented to the board for review.

MOTION #4 – Moved by H. Foster seconded by M. Mercer. Be it resolved that the CDRC Board of Management approves the December 31, 2020 Financial Statements as presented. Carried

BdComm #1
OCT 07 2021

S. Anderson arrives at 6:45pm

Facility Administration Manager and Recreation Program Coordinator Reports:

See Schedule A

See Schedule B

MOTION #5 – Moved by L. Wegener seconded by H. Foster. That we receive the reports from the Facility Administration Manager and the Recreation Program Coordinator. Carried

Facility Maintenance Manager's Report:

See Schedule C

MOTION #6 – Moved by D. White seconded by L. Wagener. That the CDRC Board proceeds with spring maintenance on the Olympia at the cost of \$7,752.14 plus HST, as per the quotation from Resurfice Corp. Carried

MOTION #7– Moved by M. Mercer seconded by H. Foster. That we receive the report from the Facility Maintenance Manager. Carried

New Business

DEI Committee Presentation Review:

Board Chair, Chris and Kim attended the DEI Committee meeting on June 17, 2021 and presented a brief overview followed by a discussion session. Providing safe space programs and increasing awareness of services and equipment the CDRC provides, for example accessible stairs and chair lift into the pool were mentioned. The presentation went well, and the DEI Committee was extended an invitation to attend a CDRC meeting. S. Anderson would like to speak to some of suggestions at the next meeting. Set up a Policies & Procedures committee meeting for the fall.

To improve the flow, the understanding and the communication and so that the CDRC Board of Management is more aware of these requests so they can be considered and discussed, the following motion was presented.

MOTION #8– Moved by M. Mercer seconded by S. Anderson. That all requests for presentations by other organizations, be brought to the CDRC Board of Management for consideration rather than to the staff. Carried

Confirmation by By-law:

MOTION #9 – Moved by H. Foster seconded by L. Wegener. Be it resolved that leave be given for the reading and enacting of by-law #06-2021 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held June 23, 2021.
Carried

Adjournment:

MOTION #10- Moved by D. White seconded by M. Mercer. That we now adjourn at 7:27pm to meet again on July 28, 2021 at 6:30pm, or at the call of the chair.
Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report – June 23, 2021

General Information:

- Elections Ontario will be scheduling a voting location inspection.
- Watched a short webinar presented by Payment Evolution on remote work health and safety.

Old Business:

- Chris and I attended the Diversity, Equity and Inclusion Committee meeting, on June 17th and presented an overview of the CDRC and a discussion session.
- Additional information requested from UGDSB for the Community Use of School (CUS) permit to use outdoor greenspace. The CDRC Safety Plan and CDRC Day Camp Covid-19 protocols were submitted and received the approved permit on June 21st.
- Shelburne Agricultural Society has confirmed permission to use the fair grounds and picnic tables for the day camp.
- Continuing to plan and prepare for the day camp program.
- Invoicing camp registration began May 31st and swimming lesson registration opened June 2nd. Been extremely busy invoicing. The majority of the summer programs should be invoiced before July 5th.
- Can now accept and process credit card payments with Moneris.
- Continuing the Provincial Antigen Screening Program (PASP) with the rapid test kits twice per week. At this time, approximately 75% of staff are voluntarily participating in the program.

New Business:

- Tim Hortons has agreed to sponsor free swimming on Canada Day for 2 hours.
- Scheduled to complete standard first aid and AED training on June 29th.
- So that the CDRC can plan an ice startup schedule, I will contact the ice user groups in July to see when they anticipate starting.
- As part of the CSJ agreement, I will complete the Employer and Employee Declarations online, the week of July 5th, for the eleven (11) approved jobs.

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: June 23, 2021

Subject: Recreation Program Coordinator Report

June Overview

- The outdoor pool/summer day camp: opened on Monday June 14th for public swimming, lane swim and adult/senior swim. The CDRC summer day camp is set to begin on Monday July 5th, 2021.
- Update on program registrations
 - Registrations are going strong; the camp is almost full for the entire summer and session 1 of swimming lessons is now full. The Leaders in Training and Junior Leaders programs have 10-16 participants enrolled.
- Training
 - Continuing to update training documents and resources.
 - Continuing to work through training with the seasonal summer staff (outdoor pool and day camp).
- Promotion of summer programs
 - Continuing updating social media and promoting summer programs.
- Summer program planning
 - Continuing to plan for the upcoming summer season.
 - Head Day Camp Counsellor is now working in the facility preparing for the upcoming camp season.
- Sponsored pool rentals
 - At this time, we have 4 hours of sponsored public swim throughout the summer. These hours will be free to patrons however only 35 will be admitted per hour.
- Water Safety Instructor and National Lifeguard Course
 - We would like to offer both the Red Cross Water Safety Instructor Course as well as the National Lifeguard course this upcoming summer. The Red Cross Water Safety Instructor course is a 25-hour course that certifies candidates to instructor Red Cross Swim Lessons which is offered here at the CDRC. The National Lifeguard course is a 40-hour course that certifies candidates to lifeguard any pool setting across the country. To offer both these courses in the past, we have been bringing an outside instructor into the facility, however I have completed several courses and am now certified to both instruct and examine candidates. I am interested in teaching these courses this summer; however, it would need to be done in a different role at a separate rate.

SCHEDULE 'C'

Facility Maintenance Managers Report – June 23, 2021

SAFETY

No issues

GENERAL INFORMATION:

Reviewing COVID-19 Municipal, Provincial & Regional Health restrictions updates and changes, regularly updating protocols and safety plan as needed. As of June 11, 2021, the Ontario province has moved to step one of reopening. Facility is closed for indoor use except for accessibility needs high performance athletes and day camp and blood donor clinics.

Completed Standard first Aid course and AED training. June 21, 2021

The pools 400-gallon bulk tank leaking from drain fitting into secondary bin will try to install new fitting and plug the new plug location maybe to close to bottom radius to work may send to a repair shop. Only started to leak after warmer weather which caused tank to explain may require a new tank \$1,200.00.

WDGPH Inspected pool water balance and safety equipment and protocols with no concerns good to open.

Continuing with facility repairs cleaning and painting grass cutting Pool vacuuming.

Replace 6-inch pool return line valve.

Hosted Blood donor clinic no issues.

Arena Condition assessment walk through with Engineering firm. Report will follow.

Olympia sent for a summer tune up and emission to Resurface ice. (Dealer) \$7,752.00 Quote for service.

Kore mechanical overhauling of compressors and other planned maintenance replaced safety vales repaired electrical defects Complete \$6797.00.

Street sweeper cleaned up parking lot.

Annual fire alarm inspection. complete

Olympia Quote: Separate attachment

New business



Marty Lamers

Facility Maintenance Manager
Centre Dufferin Recreation Complex

HORNING'S MILLS COMMUNITY PARK BOARD
Meeting Minutes – Monday, September 13, 2021

The Horning's Mills Community Park Board held a meeting on the 13th day of September 2021 at 5:00 pm. Members present were Councillor James McLean, Mayor Darren White, Jim Hill, and Lynn Hodgson. Nanci Malek was not in attendance.

CALL TO ORDER:

James McLean, Councillor/Chair, called the meeting to order at 5:06 pm.

ADDITIONS/DELETIONS:

None

APPROVAL OF AGENDA:

Approval of the Agenda was moved by Mayor White, seconded by Councillor McLean. Carried.

DECLARATION OF PECUNIARY INTEREST OR CONFLICT OF INTEREST:

None

APPROVAL OF DRAFT MINUTES:

The draft minutes of the previous meeting held on Tuesday, June 29, 2021, were reviewed and approved as circulated - moved by Mayor White, seconded by Hodgson. Carried.

BUSINESS ARISING FROM MINUTES:

None

GENERAL BUSINESS:

September 2nd Council Meeting – Approval and Installation of Bleachers:

During the September 2nd meeting, Melancthon Council gave approval to move forward with the purchase and installation of a 5-row, 15-foot-long, double footboard GTG Aluminum Bleacher with Mid – Aisle and Guardrail valued at \$12,118.11 (HST included). The installation could be completed by the end of September or early October.

Kevin Fawcett was to meet with the board members at the park to discuss the placement and installation of the concrete pad to house the bleachers. Fawcett has generously offered to donate his time and labour to prepare the concrete pad. Follow-up with Fawcett will be required as he was not in attendance.

A plaque recognizing the monetary donation towards the new bleachers in memory of Mr. Doug Newell was also discussed with plans for the plaque to be mounted to the bleachers.

Discussion by the Park Board ensued on what to do with the existing bleachers. A suggestion was put forth to remove the centre bleacher and insert the new set, leaving an older bleacher on both sides. Safety issues were brought forth concerning the current bleachers and their noncompliance with safety standards. It was decided that all existing bleachers would be removed by the Public Works Department. The new bleachers will be centred behind home plate, with thoughts that a second set may need to be purchased in the future.

Gate in North Fence:

The Park Board discussed creating an entrance in the north fence of the park located by the ball diamond, which would allow for easy access to the diamond and bleachers as well as for those with mobility issues. The question brought forth was whether an actual gate would be needed or if an opening in the fence would serve the purpose. It was decided that a gate would be necessary in order to deter unwanted motorized vehicles from entering and driving on the diamond and in the park. A suggestion was made to replace and relocate the old score board to a

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more useable site. A new Horning's Mills Community Park sign is also needed, as the existing one is extremely weathered. Hill offered to provide a quote for the steel frame work for the new entrance approximately 14-16 feet high. Mayor White suggested a covered pavilion/gazebo with an entrance through the middle, which could house some picnic tables and provide shelter from the elements. Councillor McLean will meet with Craig Micks in the following weeks to see about creating a temporary gate in the north fence.

Pavilion – Plexiglass:

Mayor White obtained a quote for Lexan to replace the plexiglass windows that have been vandalized in the park pavilion. At \$200.00 per sheet and requiring at least 2 sheets of Lexan of 3/16" thickness, it would cost approximately \$500.00 in materials. Mayor White offered to cut and install the Lexan. The Park Board will request that the materials be purchased and the project be completed this fall.

Walkway:

Discussion concerning the walkway will be postponed until next year, as the placement will depend on the location and construction of the potential pavilion/gazebo.

Projects for Fall/Winter 2021-2022:

The following future projects will be up for further discussion in the spring:

1. Construction of a pavilion/gazebo with new signage
2. Installing pole-mounted solar lights near the play equipment (similar to that at the County Yard)
3. Security cameras to monitor vandalism in the park
4. Replacing the chain link fence

Other:

Park Water Pump/Well:

Hill spoke with Neumann Well Drilling Ltd. concerning the water pump/well located north of the pavilion. The Park Board was questioning what would be needed to make the pump/well useable again even if the water is not fit for human consumption. Neumann inquired how big the casing was, the depth of the well, and when it was last used. Assessing the well would require a machine to pull up the 15- to 20-foot-long casing, costing approximately \$2,500-\$3,000. Councillor McLean will reach out to Debbie Fawcett and Mayor White will touch base with Denise Holmes to see if they can provide any knowledge of or insight into the details of the water pump/well. Neumann will come to the park to look at the site and will then communicate with Hill.

RECOMMENDATIONS TO COUNCIL:

The Horning's Mills Community Park Board puts forth a recommendation that Melancthon Council consider the construction of a pavilion/gazebo-type structure, to be located between the ball diamond and the children's play equipment.

The Horning's Mills Community Park Board puts forth a recommendation that Melancthon Council consider the purchase and installation of Lexan for the pavilion, estimated at \$500.

CONFIRMATION MOTION:

Read by Councillor McLean. Carried.

ADJOURNMENT AND DATE OF NEXT MEETING:

The next meeting date will be decided upon the call of Councillor/Chair McLean. Meeting was adjourned at 6:08 pm. Moved by Hill, seconded by Mayor White.



JOINT RECREATION SUBCOMMITTEE MINUTES MARCH 24, 2021 1:00PM

Present: Darren White, Mayor of Melancthon
David Besley, Deputy Mayor of Melancthon
Janet Horner, Mayor of Mulmur
Earl Hawkins, Deputy Mayor of Mulmur
Denise Holmes, CAO of Melancthon
Tracey Atkinson, CAO of Mulmur

1.0 Call to Order

The meeting was called to order by Mayor Darren White at 1:00 pm. The meeting was hosted using an electronic zoom platform. Two members of the public were in attendance at the meeting.

2.0 Appointment of Chair and Vice-Chair

Moved by: Horner and Seconded by: Besley

THAT Mayor Darren White be appointed as Chair and the next meeting to be chaired by the Mayor of Mulmur on a rotating basis for the Joint Recreational Sub-committee.

CARRIED

3.0 Mandate

The mandate was discussed and confirmed as identified through the joint meeting, being to review the governance of the North Dufferin Community Centre (NDCC), review the NDCC efficiency study and make a recommendation for the NDCC facility.

4.0 County Service Delivery Review Recreation Recommendations

Gaps were discussed, especially the current lack of regional approach and the current board structure.

5.0 North Dufferin Community Centre Agreement By-law

The Governance structure was deferred to the next joint meeting, pending direction regarding a Recreational Director. Discussion ensued regarding the board versus advisory structure. There was recognition and appreciation of the existing board members and support for continued community involvement through an advisory structure.

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6.0 NDCC Efficiency Study Recommendations

The Subcommittee agreed that the municipalities jointly desire to provide an arena facility in Honeywood, on a move forward basis.

7.0 Mulmur Recreational Master Plan Recommendations

The Subcommittee discussed the recommendation from the Mulmur Recreational Master Plan (#5) to have a joint Recreational Director. This Director could help coordinate events at the Horning Mills hall and other facilities within Mulmur and Melancthon. The Subcommittee also discussed summer camp opportunities. The Subcommittee was supportive of a joint Recreational Director, with the responsibilities and other jobs within the arena to be further determined. Approval from each Council would be required.

Moved by Horner and Seconded by Besley

THAT the joint subcommittee recommend to Mulmur and Melancthon Councils that a joint Recreation Director for both Mulmur and Melancthon to advance recreational opportunities in both municipalities be considered.

CARRIED

8.0 Funding NDCC Project

Development Charge Accounts, Grants (likelihood, percentages, shovel-ready), Debentures & Loans, Feasibility Study (analysis of tax rate implications of each option), Historic Operating Costs (5 year average)

Direction was given to NDCC Treasurer to create a financial worksheet that would allow the committee to plug in different variables, such as interest rates, amortizations, D.C. contributions, grants, into options A, B and C from the NDCC Recreational efficiency study and output tax implications.

9.0 Other Recreational Community Groups/Committees

The benefits of a Recreational Director was discussed as it relates to programing at various facilities within the two municipalities.

10.0 Meeting Adjournment

Moved by: Besley and Seconded by: Hawkins

THAT Council adjourns the meeting at 2:08 to meet again at 1:00 pm on April 14, 2021 or at the call of the Chair.

CARRIED

.....
Chair

.....
Secretary



JOINT RECREATION SUBCOMMITTEE MINUTES APRIL 21, 2021 2:00PM

Present: Darren White, Mayor of Melancthon
David Besley, Deputy Mayor of Melancthon
Janet Horner, Mayor of Mulmur
Earl Hawkins, Deputy Mayor of Mulmur
Denise Holmes, CAO of Melancthon
Tracey Atkinson, CAO of Mulmur
Heather Boston, Treasurer of Mulmur
Roseann Knechtel, Deputy Clerk of Mulmur

1.0 Call to Order

The meeting was called to order by Janet Horner at 2:02 pm. The meeting was hosted using an electronic zoom platform. One member of the public attended the meeting.

2.0 Appointment of Chair and Vice-Chair

Mayor Janet Horner acted as Chair for the meeting as per direction given at the March 24, 2021 meeting.

3.0 Approval of Minutes

Moved by White and Seconded by Besley

THAT the minutes of March 24, 2021 be approved as circulated.

CARRIED.

4.0 Funding NDCC Project

4.1 Interactive Worksheet (on screen)

4.2 5 year Budget Summary

Heather Boston provided information on expenses and revenues from 2015-2021 to show the costs of operating the arena at its current state.

Members discussed the costs of the various options surrounding improving the existing facility or building a new one.

Moved by White and Seconded by Hawkins

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THAT the Joint Recreation Subcommittee recommend to their respective Councils to move forward with Option D subject to grant availability, funding, and to move forward with an RFP to engage architectural/engineering for design.
CARRIED.

5.0 Recreation Director Resolutions

- 5.1 Mulmur Motion, April 7, 2021
- 5.2 Melancthon Motion, April 15, 2021

Direction was given to staff to move forward with researching job descriptions and salaries of comparative recreational positions.

6.0 Business for Future Meeting

- 6.1 NDCC Governance Structure
- 6.2 Recreational Job Descriptions and Salaries
- 6.3 Community Fundraising
- 6.4 NDCC Agreement By-law

7.0 Meeting Adjournment

Moved by Hawkins and Seconded by Besley

THAT Council adjourns the meeting at 3:31 p.m. to meet again on Friday May 7, 2021 at 10:00 a.m., or at the call of the Chair.

CARRIED.

.....
Chair

.....
Secretary



JOINT RECREATION SUBCOMMITTEE MINUTES **May 25, 2021 9:00AM**

Present: Darren White, Mayor of Melancthon
David Besley, Deputy Mayor of Melancthon
Janet Horner, Mayor of Mulmur
Earl Hawkins, Deputy Mayor of Mulmur
Denise Holmes, CAO of Melancthon
Tracey Atkinson, CAO of Mulmur
Roseann Knechtel, Deputy Clerk of Mulmur

1.0 Call to Order

The meeting was called to order by Darren White at 9:12 am. The meeting was hosted using an electronic zoom platform. The next meeting will be Chaired by Janet Horner.

2.0 Approval of the Agenda

Moved by Horner and Seconded by Hawkins

THAT the agenda for May 26, 2021 be approved.

CARRIED.

3.0 Approval of Minutes

Moved by Besley and Seconded by Hawkins

THAT the minutes of April 21, 2021 be approved.

CARRIED.

4.0 Administration

4.1 NDCC Board - Option D (verbal update)

Dave Besley provided an update for the Joint Board regarding the presentation of Option D to the North Dufferin Community Centre Board. The NDCC Board was receptive and was in support of the Option D proposal.

The Joint Committee discussed the involvement of the Board and agreed to keep the lines of communication open throughout the process.

4.2 Grant Application Funding NDCC Project (verbal update)

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Staff provided an update on the grant application process. The Township of Mulmur has engaged Grant Match Corp., a grant writing consulting firm, to assist in the grant application. The grant application is intended to be submitted by early June 2021.

4.3 Recreational Coordinator Job Description

Staff provided an overview of the draft job description and the line of reporting. Discussion ensued regarding job duties, reporting, and cost sharing.

Moved by Horner and Seconded by Besley

THAT the Joint Recreational Committee support the draft job description (as circulated and amended) for a recreational coordinator, and direct staff to obtain associated salary information to be presented to each Council for consideration.

AND THAT the cost sharing be brought forward at each Council for consideration.

CARRIED.

4.4 Governance Structure Discussion

Members discussed the various governance structures and options available for each Council. Members also discussed the continuation of an inter-municipal Committee/Board of Council.

Moved by Hawkins and Seconded by Besley

THAT the Joint Recreational Committee recommend the draft governance model to their respective Councils for consideration;

AND THAT the Committee direct staff to prepare a draft agreement and by-law to facilitate a new recreational coordinator position, staff structure, governance boards and committees.

CARRIED.

5.0 Information Items

5.1 Mulmur Motion, April 7, 2021

5.2 Melancthon Motion, April 15, 2021

Moved by Hawkins and Seconded by Besley

THAT the information items be received as copied and circulated.

CARRIED.

6.0 Business for Future Meeting

6.1 Country Service Review Recommendations

6.2 NDCC Draft Agreement Bylaw

7.0 Meeting Adjournment

Moved by Horner and Seconded by Hawkins

THAT Council adjourns the meeting at 10:40 a.m. and agree to meet again at the call of the Chair.

CARRIED.



MINUTES
JOINT RECREATION SUBCOMMITTEE
July 9, 2021 9:30AM

Present: Darren White, Mayor of Melancthon
David Besley, Deputy Mayor of Melancthon
Janet Horner, Mayor of Mulmur
Earl Hawkins, Deputy Mayor of Mulmur
Denise Holmes, CAO of Melancthon
Tracey Atkinson, CAO of Mulmur
Sarah Culshaw, Treasurer of Melancthon
Roseann Knechtel, Deputy Clerk of Mulmur

1.0 Call to Order

The meeting was called to order by Janet Horner at 9:30 a.m. The meeting was hosted using an electronic zoom platform. The next meeting will be Chaired by Darren White.

2.0 Approval of the Agenda

Moved by Hawkins and Seconded by Besley

THAT the agenda for July 9, 2021 be approved.

CARRIED.

3.0 Approval of Minutes

Moved by White and Seconded by Hawkins

THAT the minutes of May 26, 2021 be approved.

CARRIED.

4.0 Administration

4.1 KPMG Management Letter

Mulmur CAO, Tracey Atkinson provided an overview to the KPMG Management Letter. Discussion ensued. Deputy Mayor Earl Hawkins requested a recorded vote.

Moved by Hawkins and Seconded by White

THAT the Joint Recreational Committee receive the management letter from KPMG regarding liabilities at the North Dufferin Community Centre;

AND THAT the Committee forward the Letter to their respective Councils for consideration.

	YEA	NAY
Earl Hawkins	Y	
Darren White	Y	
Dave Besley	Y	
Janet Horner	Y	

CARRIED.

4.2 Recreation Agreement

Tracey Atkinson, Mulmur CAO reviewed the draft agreement with the Committee. Direction was given to staff to update the agreement to address issues and concerns as discussed.

Moved by White and Seconded by Hawkins

THAT the Joint Recreational Committee defer the Draft Recreation Agreement to the next meeting.

CARRIED.

5.0 Information Items

5.1 NDCC Grant Application

Moved by Hawkins and Seconded by Besley

THAT the information items be received as copied and circulated.

CARRIED.

6.0 Closed Session

6.1 NDCC Board Reorganization

Moved by Hawkins and Seconded by White

THAT the Joint Recreation Committee adjourn to closed session at 11:20 a.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for one (1) matter regarding labour relations or employee negotiations [239(2)(d)]

CARRIED.

Moved by White and Seconded by Besley

THAT Council do rise out of closed session at 11:47 a.m. and into open session with the following motion:

THAT the Committee direct staff to investigate board and committee governance structures and report back to a subsequent meeting.

CARRIED.

7.0 Meeting Adjournment

Moved by Hawkins and Seconded by Besley

THAT Council adjourns the meeting at 11:50 a.m. and agree to meet again at the call of the Chair.

CARRIED.

.....
Janet Horner, Mayor

.....
Tracey Atkinson, Clerk



MINUTES

MULMUR-MELANCTHON FIRE BOARD

Tuesday, July 20, 2021 at 7:00 p.m.

Present: Ken Cufaro, Vice Chair – Mulmur Township
Earl Hawkins – Mulmur Township
Darren White – Melancthon Township
Mathew Waterfield – Fire Chief
Brendon Bogers – Deputy Chief
Heather Boston – Secretary

Absent: David Besley, Chair – Melancthon Township

1. Call to Order – meeting was called to order by the Chair at 7:01 pm

2. Declaration of Pecuniary Interest

Chair Cufaro stated that if any member of the Board had a pecuniary interest, they could declare the nature thereof now or at any time during the meeting.

No Declarations of Pecuniary interest were stated at this time.

3. Approval of the Agenda

Motion by: Hawkins/White

THAT the July 20, 2021 agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

CARRIED.

4. Approval of Previous Meeting's Minutes – May 18, 2021

Motion by: Hawkins/White

THAT the Minutes of the Mulmur-Melancthon Fire Board dated May 18, 2021 be approved as copied and circulated.

CARRIED.

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5. Finance

a) Accounts

Motion by: White/Hawkins

THAT the operating accounts as presented in the amount of \$9,611.99 be approved.

AND THAT the capital accounts as presented in the amount of \$7,648.75 be approved.

CARRIED.

6. Old/New Business

a) Use of Pumper by Fire Association (verbal)

- Association has made approximately \$2500 this year by filling pools in the fire area.
- Policy is to only fill pools in fire area so that tanker is more readily available for fire calls
- Desire to be able to offer this to all residents, would like other fire departments to consider offering this service as well

Motion: Hawkins/White

THAT the Board defer this matter to the to the Joint Fire Subcommittee to be added to their agenda for discussion.

CARRIED.

b) General Fire Chief Update (verbal)

- Squad #41 and #44 passed their annual inspections and three ladders failed the test and will be replaced
- Recruits are doing well
- Recruits are working with Deputy Chief to get their DZ licences
- Chief Waterfield has completed two training courses
- New rescue is working well and pulls trailer better than previous rescue vehicle
- Chief Waterfield is working towards becoming a certified fire inspector to be finished in 2022

7. Correspondence

- a) Fire Marshal's Communique – Responding to Animals Left in Motor Vehicles Training**

8. Adjournment

Motion by: Hawkins/White

THAT we do now adjourn at 7:46 pm to meet again on September 21, 2021 at 7:00 pm or at the call of the Chair.
CARRIED.

Chair

Secretary

HORNING'S MILLS COMMUNITY PARK BOARD
Meeting Minutes – Tuesday, June 29, 2021

The Horning's Mills Community Park Board held a meeting on the 29th day of June 2021 at 5:30 pm. Members present were Nanci Malek, Mayor Darren White, Councillor James McLean, and Jim Hill. Lynn Hodgson was present via telephone.

CALL TO ORDER:

Nanci Malek - Chair called the meeting to order at 5:28 pm.

ELECTION OF CHAIRPERSON AND VICE-CHAIR:

Councillor James McLean was nominated to assume the role of Chair.

Jim Hill was nominated to assume the role of Vice-Chair.

All members of the Horning's Mills Community Park Board were in agreeance and as such, Councillor McLean and Hill will hereby assume these postings at the next meeting.

ADDITIONS/DELETIONS:

None

APPROVAL OF AGENDA:

Approval of the Agenda was moved by Councillor McLean, seconded by Malek. Carried.

DECLARATION OF PECUNIARY INTEREST OR CONFLICT OF INTEREST:

None

APPROVAL OF DRAFT MINUTES:

The draft minutes of the previous meeting held on Wednesday, March 31, 2021, were reviewed and approved as circulated – moved by Malek, seconded by Mayor White. Carried.

BUSINESS ARISING FROM MINUTES:

None

GENERAL BUSINESS:

Financials:

The Horning's Mills Community Park financial balance sheet for 2021 to date was reviewed as circulated. The following added expenses were noted and discussed:

Demmans Excavating – levelling the playing field \$3,955.00

Richard Galbraith – rototill, spread, roll and grass seed ball field \$715.00

2021 Plans:

Plans for activities at the park for 2021 continue to be discussed.

Diamond and Park Rentals:

The rental fees for the use of the ball diamond were reviewed and discussed. The park rates for the Town of Shelburne and the Township of Mulmur as circulated by Malek were used as a comparison. Members of the Park Board agreed that the rental cost of the ball diamond would be \$10.00 plus HST per game, and if the lights were used, then \$25.00 plus HST. If a team requested the diamond for the season, a lump sum payment was also discussed.

Portable Toilet:

Members request that Melancthon Township re-install a portable toilet at the park for the season with signage "Use At Your Own Risk".

Park Bleachers:

It was decided that the Horning's Mills Community Park Board will proceed this year with the purchasing of new park bleachers. The bleachers will need to be ordered and the existing ones removed. The installation will involve securing the bleachers into concrete pads. The first level of the bleachers will be accessible for those with mobility issues, and the bleachers will be equipped with a standard 4-foot railing around. Malek provided the website to view the bleachers.

Donations Re Mr. Doug Newell:

In memory of Mr. Doug Newell, \$1,585.00 is being donated to the Horning's Mills Community Park. The Park Board is awaiting further instruction from the family as to their wishes concerning the specific use of the money and the placement of a memorial plaque in Mr. Newell's honour.

NEW/OTHER BUSINESS/ADDITIONS:

Board members are requesting a lock box at the park to house the key for the lights. This would avoid the user having to obtain the key from the township office.

The Park Board would like to request that an access gate be installed behind the bleachers with an accessible walkway.

Board members and volunteers would like to organize a walking path from the front gates located at the pavilion to the ball diamond. Currently there is no design drafted for the pathway, but Malek indicated that she would draft a preliminary design. It was mentioned that a call-out for volunteers to participate in the construction of the path would potentially be posted on social media. The installation of solar lights along the path was also raised as a prospective means by which to make the park more inviting.

Councillor McLean inquired into the possibility of constructing a flower garden at the park and getting the local Horticultural Societies involved in the project. Concern was raised that there is no access to running water. The Board will seek quotes on repairing the water pump with a sign specifying that the water is not safe for human consumption.

It was noted that some local residents are using the community park to conduct their own personal business. It was brought forth as to whether these individuals should seek permission prior to using the park and if a small fee should be charged. Mayor White suggested that a waiver be signed by these individuals for liability reasons.

The Park Board members plan to pursue a discussion with the Horning's Mills Community Hall Board members regarding a "September Harvest Dinner In The Park".

Hodgson mentioned that all the windows in the pavilion have been vandalized. Mayor White noted that he has asked Craig Micks to look into installing windows of a more durable material such as Plexiglass.

It was suggested that when the Melancthon Township crew is at the park doing grass maintenance that they also maintain the grounds, such as by picking up garbage, etc.

Weed control of the infield has been an ongoing issue. An application of screenings would be beneficial.

CONFIRMATION MOTION:

Read by Chair Malek. Carried.

ADJOURNMENT AND DATE OF NEXT MEETING:

The next meeting date will be announced once decided upon by Councillor and new Chair McLean.
Meeting adjourned at 6:06 pm.



Nottawasaga Valley
Conservation Authority

MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA looking for landowners and volunteers interested in tree planting projects

Want to get involved in greening the Nottawasaga Watershed this spring by planting trees?

UTOPIA, Ontario (September 15, 2021) – Every year, the Nottawasaga Valley Conservation Authority (NVCA) provides grants to help landowners plant between 100,000 to 250,000 trees to help restore the Nottawasaga Watershed.

NVCA is now looking for interested landowners and volunteers to help plant trees for Spring 2022. To be eligible, projects must include over 100 trees planted three to five metres apart. Grants range between 50% -100% up to \$1,000 for eligible plantings. Special funding is available for areas along streams and wetlands and windbreaks. For properties over 2.5 acres, NVCA's forestry staff offers large-scale tree planting services.

The best time to plant trees is in the Spring. To ensure a good selection of species, NVCA recommends reserving trees early in the fall before the year they are planted. Depending on the size of the project, trees can be planted by the landowner, or NVCA staff can help arrange a volunteer group to help for a great day of planting.

"I can't say how much we've been missing our amazing volunteers!" said Shannon Stephens, NVCA's Healthy Waters Coordinator. "Typically, we have over 2,000 volunteers and landowners help on habitat and water quality projects, but the COVID-19 pandemic has greatly reduced the volunteer restoration days. We're hoping to have a great green Spring in 2022 and welcome all our volunteers back."

Interested landowners and volunteers can contact Shannon Stephens at 705-424-1479 ext. 239 or sstephens@nvca.on.ca for further details.

Tree planting and other watershed restoration projects are made possible by the support of the Nottawasaga Valley's 18 member municipalities, and the generous support of Environment Canada, Trillium Foundation, TD Friends of the Environment, World Wildlife Federation, volunteer groups, and many other wonderful donors.

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

Media contact: Maria Leung, Communications Coordinator 705-424-1479 ext.254,
mleung@nvca.on.ca

Denise Holmes

From: Mark Early <mark.early@townofmono.com>
Sent: Wednesday, September 15, 2021 11:51 AM
To: Meghan Townsend; nmartin@amaranth.ca; Denise Holmes; tatkinson@mulmur.ca; sstone@eastgarafraxa.ca; ebrennan@orangeville.ca; dmorrissey@shelburne.ca; Fred Simpson
Subject: Status of OPP Detachment Board Proposal - Dufferin OPP Detachment

Good Morning,

During last nights Council Meeting, the following resolution was approved:

Moved by Martin Seconded by Manktelow

THAT after further discussion and consideration of the OPP Detachment Boards Proposal put forth by the Town of Grand Valley on July 20, 2021, and to support a made in Dufferin proposal, supported by all municipalities in Dufferin;

THAT Mono Council hereby supports the proposal which will consist of four OPP Police Services Boards as follows:

- 1 – Town of Orangeville
- 2 – Town of Shelburne
- 3 – Townships of Melancthon and Mulmur and the Town of Mono
- 4 – Township of Amaranth and East Garafraxa and the Town of Grand Valley “Carried”

We have consensus! Meghan will be preparing the submission to SOLGEN on their portal. Thank you Meghan for bringing this together.

Mark Early, CMO, RPP, MCIP
Chief Administrative Officer
Town of Mono
519.941.3599, 226

TOWN OF
MONO



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify mark.early@townofmono.com.

**The Corporation of the Town of Grand Valley**

5 MAIN STREET, GRAND VALLEY, ONTARIO, L9W 5S6

Phone: 1-519-928-5652

FILE B5-2021

DATE OF DECISION: September 14, 2021

DATE OF NOTICE: September 16, 2021, 2021

LAST DAY TO APPEAL: October 6, 2021

**NOTICE OF DECISION OF COUNCIL
UNDER SECTION 53(17) OF THE PLANNING ACT**

We the undersigned members of the Council of the Town of Grand Valley do hereby certify that the following decision was reached by us at a meeting at the Town of Grand Valley on the 14th day of September 2021. The said decision was reached on the application by TUPLING, for the property municipally known as 073320 Sideroad 24-25 (Roll #110300), PART of LOT 24 CONCESSION 3, Town of Grand Valley. A location map and severance sketch are included.

REASON: The application conforms to the policies of the Provincial Policy Statement, Growth Plan, Dufferin County and Town of Grand Valley Official Plans.

CONDITIONS BELOW TO THE ABOVE APPLICATION, BEING A SURPLUS FARM DWELLING SEVERANCE (CONSENT) OF PART OF LOT 24, CONCESSION 3, to CREATE A 1.05±ha DWELLING PARCEL, AND THE RETAINED LANDS BEING APPROXIMATELY 29.3±ha.

1. That this consent applies to an approximate 1.05 ha parcel, with approximately 84 m of frontage on Sideroad 24-25, and a depth of approximately 137 m and includes the existing dwelling, various accessory buildings, pool, well and septic bed.
2. That the deed for the conveyance be submitted for endorsement on or before one year from the date of notice of decision.
3. That all costs pertaining to this application, survey expenses and all others applicable shall be borne by the applicant.
4. The Owner agrees to pay \$2,500.00 for Cash-in-lieu of Parkland as per By-law 2013-13.
5. A plan of survey, both paper and digital format on diskette is required. All surveys shall include integrated survey data. The applicant shall submit a draft reference plan for review and approval from the Town prior to submission to the Land Registry Office. The applicant shall submit two hard copies and one electronic copy on CD/DVD of the resultant deposited reference plan in an AutoCad drawing format in UTM-17 (NAD 83-CSRS) coordinates, which is accurate to the Urban Standard as specified in s. 14(2) of O.Reg 216/10 of the Surveyors Act.

Combined Notice of Decision for Files B5-2021 & Z7-2021

6. The lands subject to this application shall comply with the property standards by-law. All derelict vehicles, derelict equipment, sea containers, scrap, materials and garbage and any other contraventions shall be rectified to the Town's satisfaction.
7. Taxes must be paid in full to date.
8. That subsection 50(3) of the Planning Act applies to any subsequent conveyance of or transaction involving this parcel of land. Therefore, once the subject parcel of land has been conveyed to the owner of the parcel abutting, the subject parcel and the said abutting parcel shall merge in title and become one parcel of land.
9. That the retained parcel (29.3 ha) is rezoned to an (A-9) Zone, and the severed surplus farm dwelling parcel (1.05 ha) is rezoned to a (RR-30) Zone.
10. That the Barnyard be removed.
11. That the Barn be decommissioned, and photographic evidence be provided to the Town.

Steve Soloman
Chairman

Philip Rentsch
Member

Rick Taylor
Member

Stephen Miles
Member

Paul Latam
Member

I, Meghan Townsend, Clerk-Treasurer for the Town of Grand Valley, hereby certify that the above is a true copy of the Decision of the Council with respect to the application recorded herein.

Meghan Townsend

Clerk-Treasurer

Dated: September 16, 2021

KEY MAP – Lands subject to Zoning By-law 2021-56





CORPORATION OF THE TOWN OF GRAND VALLEY
5 MAIN STREET N., GRAND VALLEY, ONTARIO, L9W 5S6
Phone: 1-519-928-5652

FILE Z7-2021
DATE OF DECISION: September 14, 2021
DATE OF NOTICE: September 16, 2021, 2021
LAST DAY TO APPEAL: October 6, 2021

NOTICE OF THE PASSING OF A ZONING BY-LAW

TAKE NOTICE that the Council of the Town of Grand Valley passed **By-law 2021-56** on September 14, 2021, under section 34 of the Planning Act, 1990, c.P. 13, as amended,

AND TAKE NOTICE THAT any person or public body may, **not later than 4:30PM on:**

Wednesday October 6th, 2021

appeal to the Ontario Land Tribunal (<https://olt.gov.on.ca>) by filing with the Town Clerk, a notice of appeal, setting out the objection to the By-law and the reasons in support of the objection, accompanied by the applicable fee made payable to the Minister of Finance.

Only individuals, corporations and public bodies may appeal a zoning by-law to the Ontario Land Tribunal (<https://olt.gov.on.ca>). A notice may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

PURPOSE & EFFECT OF BY-LAW

The purpose and effect of **By-law 2021-56**, is to to rezone the subject lands to a Rural Residential Exception Thirty (RR-30) Zone and an Agricultural Exception Nine (A-9) Zone to permit a Surplus Farm Dwelling Severance.

SUBJECT LANDS

The properties affected by this amendment are located at 073320 Sideroad 24-25 (Roll #110300), as shown on the key map attached.

A copy of the By-law can be made available for viewing electronically, please contact the Town Office at 519-928-5652 during regular business hours (9:00 AM to 4:30 PM) or contact the Town Planner, Mark Kluge, at mkluge@townofgrandvalley.ca.

Meghan Townsend
CAO, Clerk/Treasurer

Dated: September 16th, 2021

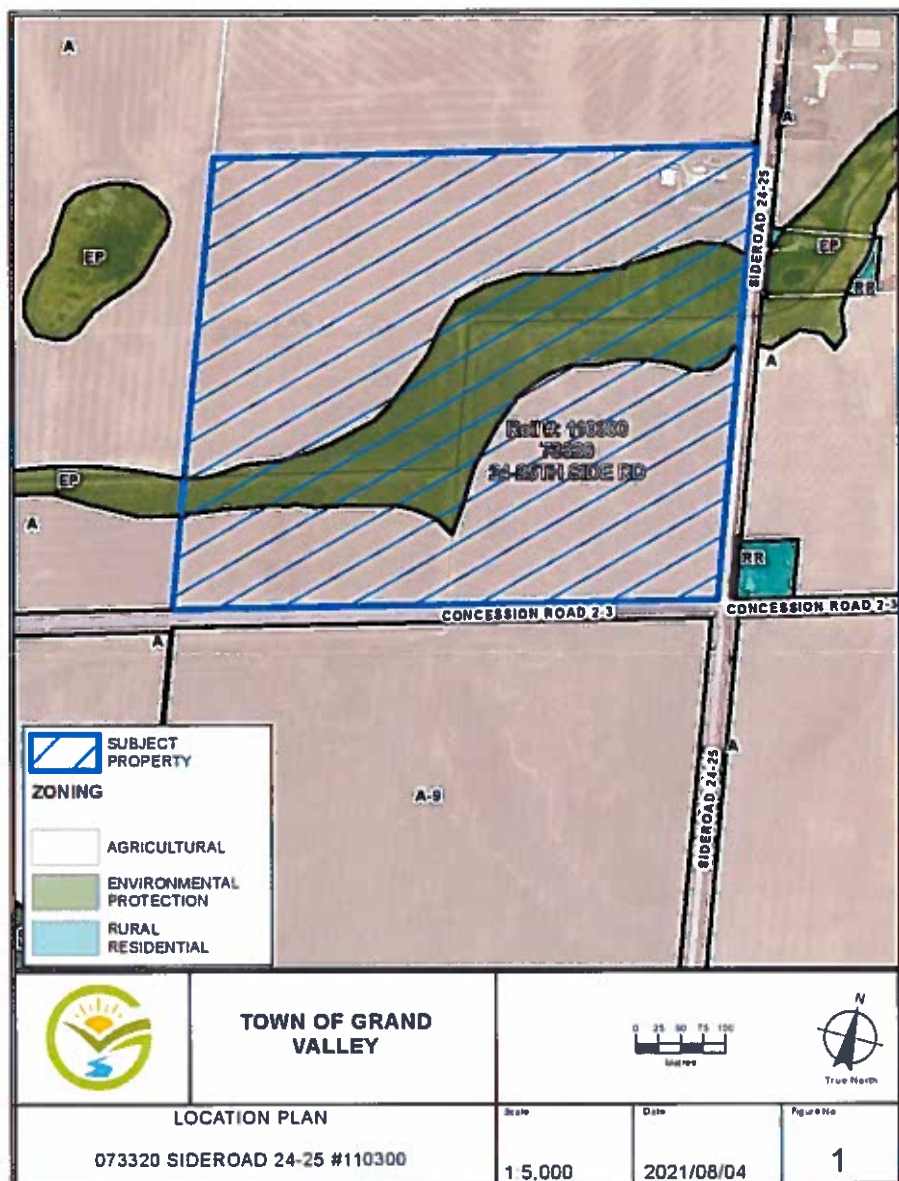
Combined Notice of Decision for Files B5-2021 & Z7-2021



Additional information regarding the application for consent will be available to the public for inspection electronically. Any person of public body may, not later than 20 days after the giving of notice, appeal the decision or any condition imposed by the Council to the Ontario Land Tribunal (<https://olt.gov.on.ca>) by filing with the Clerk of the Municipality, a notice of appeal setting out the reasons for the appeal, accompanied by the applicable fee, payable to the Minister of Finance. Last day for appeal is 20 days after the date of this notice.

Only individuals, corporations and public bodies may appeal decision in respect of applications for consent to the Ontario Land Tribunal (<https://olt.gov.on.ca>). A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group. You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of changes to the conditions of the provisional consent.

LOCATION MAP:





MEMO

To: Council
From: Heather Boston, Treasurer
Date: September 21, 2021
Re: NDCC Architectural/Engineering for Design

In April, both Melancthon and Mulmur Council's passed a motion to approve Option D, subject to grant availability and to move forward with an RFP to engage architectural/engineering for design.

Staff contacted Sierra Planning to discuss the next steps and they provided a detailed letter that recommended the next steps and is attached to this memo.

Their letter informed us that a full design would cost around \$225,000-\$300,000. They recommended taking the design-build route and starting off with a conceptual design which would only cost \$40,000 - \$50,000.

Therefore, we were able to follow the Township of Mulmur's procurement by-law for goods or services under \$50,000 which requires us to obtain three written quotes.

The Township's received three quotes and awarded it to the lowest quote from Dickinson & Hicks which was \$18,500.

Respectfully submitted,

Heather Boston

Heather Boston, CPA, CA, CGA, Treasurer

This memo is for information only.

Info # 4

OCT 07 2021

May 25, 2021

206 Laird Drive, Suite 200
Toronto, Ontario M4G 3W4
T: (416) 363 4443 F: (866) 895 5925
www.sierraplan.com

Ms. Darlene Munro
Financial Analyst
Township of Mulmur
758070 2nd Line East
Mulumur, ON L9V 0G8

Sent via email

***RE: North Dufferin Community Centre (NDCC)
Next Steps in Implementation of Option D***

Dear Ms. Munro:

Further to your request for an outline of fees in relation to the next steps involved in implementing the proposed expansion of the NDCC, the following provides information in that regard. It is understood that the Township of Mulmur and Township of Melancthon are seeking capital grant support for the project through the recently announced Green and Inclusive Community Buildings Program.

IMMEDIATE NEXT STEPS – SITE ASSESSMENT

Given that this involves an expansion to an existing building (arena) as well as the demolition of the two-storey front building, it is essential that the Townships undertake necessary due diligence to confirm the engineering and construction feasibility of Option D. This includes an intrusive assessment of the building – structure, systems and materials. Work to date has included a visual inspection of the facility and review of previous reports.

Examples of additional work likely to be necessary include hazardous materials assessment and remediation plan for any impacted materials as part of the demolition; environmental assessment; regulatory compliance for ice plant, etc.

In addition, necessary geotechnical analysis will be required to appreciate the ground conditions necessary for foundation work related to the expansion. If not currently in place, a detailed topographical survey is warranted.

PROJECT MANAGEMENT

Project Management services are required in order to scope, execute and report the above services on behalf of the Townships. The costs of the necessary technical due diligence described above are at the account of the Townships. Sierra Planning and Management charges fees in addition to manage both the process of selecting

consultants, describing scope of services, maintaining schedules and ensuring that reports are provided and interpreted.

Project Management services also then extend to the design and project delivery stages wherein Sierra Planning and Management would prepare Requests for Proposals (RFP) to select a prime architectural consultant or undertake an RFP for a design-build contractor. In the case of a design-build arrangement, it will be necessary to develop design specifications prior to creating an RFP to which contractors respond.

CHOICE OF DESIGN AND DELIVERY

Design-Build

Addressing firstly a design-build contract as that may be the more readily appropriate approach assuming that the renovation is relatively straightforward, this involves developing design specifications.

With the feasibility study complete, Schematic / Concept Design would include the finalization of project requirements, precedent research and final confirmation of the functional space program. The analysis will include zoning and building code issues that may affect the development of the project. With respect to the space program, the project management team including the project manager, an architect (in our case WGD Architects) and the Townships then establish the specific size, location, and relationships between all the spaces that are approved to be included in the expansion. Room finishes will be described as will mechanical, structural and electrical requirements in an outline specification form suitable for a Design-Build tender. Building elevations will be prepared indicating expected materiality and overall massing.

The cost of this design work could be in the order of \$40,000 to \$50,000. The balance of design work is undertaken by the design-build team.

This material forms part of an RFP for design-build services.

An example of contract provisions for design-build can be found here: <https://www.ccdc.org/document/ccdc14/>

Traditional Design-Bid-Build

A more traditional approach is for an architect (referred to as the prime consultant) to be employed by the Townships to design the building project, issue construction tender-ready documents, confirm capital costs (Class C, Class B and Class A costs at the time of construction tender) and work with the townships to award construction contracts to a general contractor.

In this approach, design services would involve a significant contract with an architect (prime consultant) in which design develops from concept (current feasibility study) to Schematic Design (including Class C costs), Design Development (Class B costs) and Construction Documents (Class A costs). Services include management of the construction bidding process, followed by construction contract administration. In this circumstance, the

work of the prime consultant negates some of the need for a project manager, unless the townships require an outside resource to help manage their workload and relationship with the architect and the project as a whole.

Details of each stage are listed below:

In **Design Development** the architect and owner will work together to select materials including interior finishes and products such as windows, doors, fixtures, appliances, etc. The architect will revise the drawings with more specificity and detail than in Schematic Design. Engineering will commence on the structure, plumbing, electrical, heating / ventilation systems, energy analysis, and any other project specific system. At the end of Design Development, a good deal of product selection and system design would be progressing. This phase concludes when the interior and exterior design of the building is locked in by the owner and the architect.

The **Construction Document** Phase follows. In the Construction Document Phase, the architect and engineers finalize all the technical design and engineering. Multiple sets of drawings will be produced suitable for Building Official approvals, and ultimately for tender and construction purposes. A Class 'B' and 'A' costing will be required, as will Construction Documents for site engineering and landscape design.

Bidding / Tender will follow, with the architect assisting the owner in selecting a list of qualified bidders. The architect will answer all questions during a tender period. Upon closing the architect will provide a recommendation to the owner.

Upon award, the architect will begin **Contract Administration services**, which will include regular site review and reporting, management of contractual matters such as site instructions, change orders, and payment certification.

At the end of the project the architect will perform fundamental commissioning and receive from the contractor as built drawings and manuals.

The standard contract provided by the Ontario Association of Architects utilizes a percentage of construction cost approach to defining fees. The standard contract is available here: [OAA Contract](#)

For Option D as presently costed, this could likely be in the \$225,000 - \$300,000 range in fees. Accordingly, this approach necessitates that capital funding is in place before a full commitment to design is made.

Managing Risk

Please refer to the explanation of different methods of design and construction at the rear of this letter. The choice of method should hinge on the degree to which uncertainty in both scope of work and pricing needs to be factored into the project. Where a project is as complicated as with a demolition, renovation, retrofit project, there are risks to process, timing and costs.

Mitigation of this risk can be achieved through various ways including the adoption of a more involved and collaborative relationship between the municipal team and the selected contractor. Examples of this approach include a) the construction management approach which often works well with the traditional design approach

Township of Mulmur

May 25, 2021

and b) Integrated Project Delivery which is sometimes an evolution of a design-build contract into a more collaborative arrangement including the municipality, architect, any project manager and the general contractor.

PROJECT MANAGER

A project manager is necessary to advance the project to the point of selecting the method of delivery – either via a traditional design-bid-build approach or a design-build approach. This means managing the next steps in due diligence and executing the RFP process to develop the terms of reference, RFPs and assist the township in making proponent selections.

In terms of a project management budget, we would recommend an allocation of \$60,000 (approx. 240 hours) for project management to manage the next stage due diligence, RFP preparation and selection of either prime consultant (architect) or design-build group.

Due diligence studies would need to be further scoped to develop an estimate of fees, but we would suggest an allocation of \$100,000 to cover this range of services as outlined: environmental, survey, geotechnical; building condition assessment.

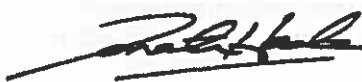
If a design-build approach is ultimately used, add another \$40,000 to \$50,000 for design specifications work.

If the Townships choose to engage an architect for full design services rather than a design-build approach, the townships could hire an architect to manage everything as prime consultant with the necessary cost additions for those due diligence items that architects will be prepared to manage, factored in.

The choice of approach can be expected to be informed by the outcomes of the next stage due diligence.

Yours sincerely,

SIERRA PLANNING AND MANAGEMENT



Jonathan Hack, MA, CMC, MCIP, RPP, PLE
Director

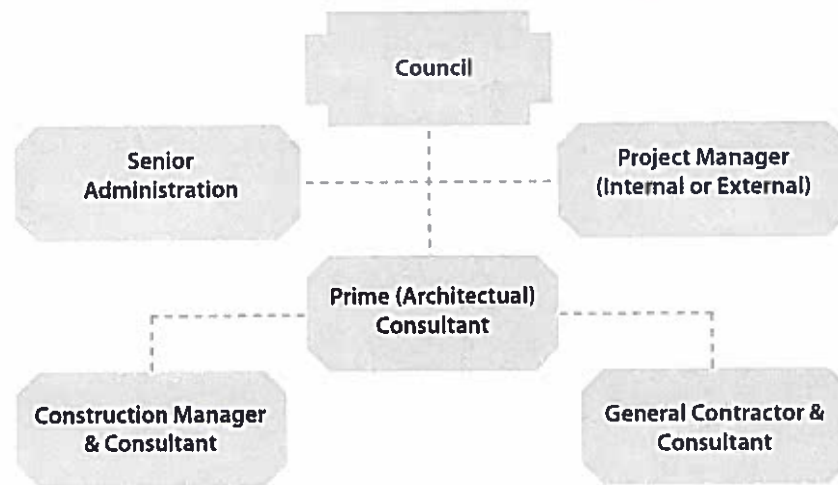
PROJECT DELIVERY MECHANISMS COMPARED

The Traditional Public Procurement Approach

Under the traditional approach, the public sector owner of the facility separates out the components of project design, construction, and delivery, through one or more design development contracts, and a series of construction tenders, managed by a project manager contracted by the municipality.

With respect to the process to design and delivery of the facility under the Traditional Public Procurement approach, this is most appropriately one of two traditional approaches: 1) Construction Management Contract or a Stipulated Sum General Contract. There are other variants of these approaches that involve Cost-plus contracts, guaranteed maximum price contracts and other more integrative project delivery models (IPDs).

The following illustrates, in general terms, the reporting relationship for the abovementioned construction approaches – Construction Management Contract and Stipulated Sum General Contract.



Construction Management Approach

Construction Management is a collaborative relationship in which the qualifications of the Construction Management firm (often these firms are part and parcel of broader construction firms) are of critical importance. Significant reliance is placed on the Construction Management firm to bring the project in on schedule and budget.

A Construction Management contract can help overcome the inherent price uncertainty created by complicated sites or projects, especially detailed renovation projects, by establishing a maximum upset price (which will factor in contingencies to mitigate the degree of uncertainty in setting the maximum price).

Stipulated Sum Approach (General Contractor)

If this is the chosen approach it is characterized in the following way:

- The contract is between the Owner and Contractor;

- The Prime Consultant is retained by the Owner (as described above) and creates the detailed, construction tender-ready design plans;
- The Prime Consultant then acts as an impartial, fair mediator of the construction contract between the Owner and the Contractor during the construction period.

This approach is based on established plans and budgets and does not, inherently, factor in uncertainty in the process. Necessary changes are taken on board through change orders. This is typically a model for projects which have less inherent uncertainty in pricing and scope.

Design-Build Options

Design-Build services comprise a turnkey design and development option. As such they are particularly useful for simpler projects and are based on a guaranteed maximum price. Where there is a greater degree of complexity or uncertainty, such as in a renovation, a design-build project can involve a greater degree of collaboration in design planning between the owner and the constructor, also referred to as Integrated Project Delivery. It represents an alternative to the construction management approach under the traditional public procurement method.



Nottawasaga Valley
Conservation Authority

MEDIA RELEASE

FOR IMMEDIATE RELEASE

Pretty River Dyke maintenance scheduled to start this Fall

UTOPIA, Ontario (September 22, 2021) – The Nottawasaga Valley Conservation Authority (NVCA) and the Town of Collingwood will begin maintenance activities along the Pretty River Dyke this fall.

The Town of Collingwood was built on a shallow flood plain, making the urban areas prone to flooding. Some of the most notable floods are the 1912 Victoria Day Flood and the 1942 St. Patrick's Day Flood. The Pretty River Dyke was built in the 1970s to reduce the risk of flooding in the urban areas of Collingwood.

The dyke was designed to contain flood waters from the Provincial Regulatory Storm Event. Floods have become more problematic within the last decade across Ontario. According to the Ontario Special Reports on Flooding, areas across the province has been experiencing record-setting floods. This issue has been acknowledged by the Insurance Bureau of Canada that floods are one of the most expensive and catastrophic natural hazards. Although these events are rare, the risk to property damage and possible loss of life is high, which is why the dyke must be maintained.

The dyke is covered in 12" to 18" stone which protects the bank from the erosive forces of flowing water. Currently, dense groundcover, trees and shrubs can slow down the flow of flood waters and reduce the capacity of the channel. This could lead to flood waters spilling over and causing property damage and threat to public safety. NVCA removed vegetation on the dyke from 2006 – 2007, however the maintenance was not continued due to lack of funding.

River Trail, the recreational trail on the top of the dyke will continue to be available to residents and visitors. Both NVCA and the Town understand that the vegetation and tree canopy is part of what makes River Trail special. However, the channel must be maintained to protect residents and properties including homes and businesses, the Collingwood Public Library, Collingwood Museum and Central Park.

To strike a balance between community safety, water quality and habitat protection, groundcover such as grasses and wildflowers will not be removed. These plants are important habitats for pollinators, including Monarch butterflies, a species of concern. Groundcover is also a great foraging source for many birds. Low shrubs such as dogwood

and willows along the edge of the water will not be removed to continue to support fish and wildlife habitat.

Maintenance activities will be completed in two phases. Phase One includes removing the small trees and large shrubs along the slope of the dyke. This will allow Phase Two, which includes assessing larger trees and shrubs and developing a plan to remove those that are compromising the capacity of the channel to convey floodwaters. Trees above the slopes will not be impacted other than to provide access where absolutely necessary. More information about Phase Two will be available after Phase One is complete.

The work will begin on Sections 4 and 5 of the dyke. Phase One will start in the Fall of 2021, and Phase Two is expected to start in 2022. To protect nesting migratory birds, vegetation removal will not take place between April through July. Maintenance work will be ongoing, and the trail will remain open for use but residents should expect trail closures for safety.

NVCA will be hosting an online Q&A session on Wednesday, September 29 from 5:30 p.m. to 7:30 p.m. to answer any questions or concerns residents have regarding the Pretty River Dyke or maintenance activities. Please visit NVCA's [website](#), [Facebook](#) or [Twitter](#) for more details.

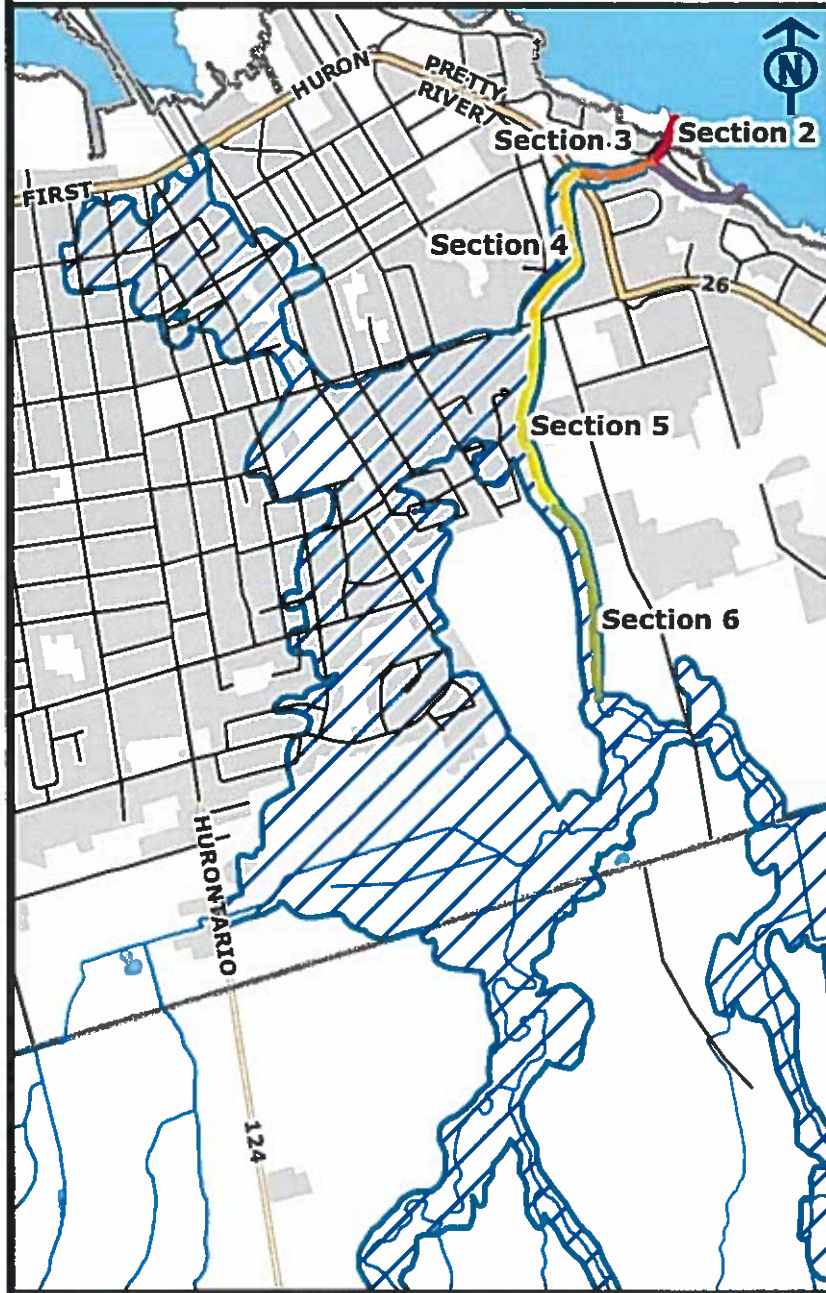
Residents can learn more about the maintenance project by visiting [Engage Collingwood](#).

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

Media contact: Maria Leung, Communications Coordinator 705-424-1479 ext.254, mleung@nvca.on.ca

Pretty River Floodplain Town of Collingwood



 Flood Hazard  Urban Area
 Rivers / Stream  Municipal Boundary

1:25,000
0 200 400 800
metres

Denise Holmes

From: Danny Williamson <Danny.Williamson@wdgpublichealth.ca>
Sent: Thursday, September 23, 2021 11:24 AM
To: Chris Beveridge; Chuck Ferguson; Anna Vanderlaan
Subject: Letter of Instruction - WDG Public Health
Attachments: Letter of Instruction Final - Organized Sports Rec Sept 22 2021.docx

Good Morning, municipal partners.

Attached, please find a Letter of Instruction from Dr. Mercer regarding additional requirements for organized sports.

Please consider this information embargoed until it is delivered to media at approximately 1:30 p.m. today.

Regards,

Danny

Danny Williamson, BA, BEd, MBA
Communications Specialist
Wellington-Dufferin-Guelph Public Health
160 Chancellors Way
Guelph ON N1G 0E1
1-800-265-7293 ext. 4376
danny.williamson@wdgpublichealth.ca
www.wdgpublichealth.ca

INSTRUCTIONS FROM THE MEDICAL OFFICER OF HEALTH

Subject: Medical Officer of Health Instructions regarding proof of vaccination requirements for persons entering facilities used for sport and recreational fitness activities.

Date: September 23, 2021

To: All Owners, Operators and Persons Responsible for facilities used for sports and recreational fitness activities that include an indoor area located in the Wellington-Dufferin-Guelph Health Unit.

From: Dr. Nicola Mercer, Medical Officer of Health and CEO

Effective Date of Implementation: September 23, 2021

We are now experiencing a fourth wave of the COVID-19 pandemic¹ and seeing a rise in cases locally and across the province. In a report published by Public Health Ontario (covering the period from December 20, 2020 to August 7, 2021), the rate of COVID-19 cases in unvaccinated individuals was consistently higher compared to fully vaccinated individuals.² COVID-19 will continue to pose a threat in our community as long as a significant number of people remain unvaccinated.

We need to remain vigilant to prevent the transmission of COVID-19 as much as possible. The new provincial proof-of-vaccination requirements, effective this week, apply to a number of high-risk settings including the indoor areas of facilities used for sports and recreational fitness activities. [Ontario Regulation 364/20](#) now mandates that you require proof of identification and proof of being fully immunized (or proof of being entitled to an exemption) for:

1. Each patron, 18 years of age and older, who enters solely for the purpose of actively participating in an organized sport; and
2. Each patron, 12 years of age and older, who enters for any other reason (e.g., as a spectator).

Additional information about the provincial proof-of-vaccination requirements can be found in the Ministry of Health's [Proof of Vaccination Guidance for Businesses and Organizations under the Reopening Ontario Act](#).

Certain individuals, such as volunteers, coaches, instructors, and sport officials, are currently excluded from provincial proof-of-vaccination requirements. Because these individuals are necessary for the operation of organized sports, they will have close and prolonged contact with vulnerable youth who are unvaccinated. As a result, and by way of this Letter of Instruction, I am requiring proof of vaccination for individuals who support indoor organized sports (including recreational fitness activities), in addition to the individuals prescribed by provincial regulation. Requiring these individuals to be fully vaccinated provides enhanced protection for our community and further curbs the local risk associated with indoor organized sports.

AS MEDICAL OFFICER OF HEALTH FOR THE WELLINGTON-DUFFERIN-GUELPH HEALTH UNIT, I AM ISSUING THE FOLLOWING INSTRUCTIONS PURSUANT TO SCHEDULE 1, SECTION 2 (2.1) OF ONTARIO REGULATION 364/20: RULES FOR AREAS IN STEP 3 AND AT THE ROADMAP EXIT STEP - OF THE REOPENING ONTARIO (A FLEXIBLE RESPONSE TO COVID-19) ACT, 2020, S.O. 2020, c. 17

All Owners, Operators and Persons Responsible for facilities used for sports and recreational fitness activities that include an indoor area located in the Wellington-Dufferin-Guelph Health Unit, are instructed to:

1. Require proof of identification and proof of being fully vaccinated (or proof of being entitled to a medical exemption) for all individuals, 12 years of age and older, who support an indoor organized sport or recreational fitness activity, prior to or upon arrival at the facility. For greater certainty, this includes all volunteers, coaches, instructors, coordinators, trainers, officials, and organizers.
2. Develop a proof of vaccination plan that describes the measures and procedures which have been implemented or will be implemented in the facility, to ensure compliance with the proof of vaccination requirements listed above or as otherwise required by O. Reg. 364/20.

It is expected that Owners, Operators, and Persons Responsible for facilities will already have systems in place to confirm proof of vaccination for patrons, including athletes/participants and spectators, in accordance with O. Reg. 364/20.

Further, it is expected that all Owners, Operators, and Persons Responsible for facilities will continue to comply with all other public health measures including, but not limited to screening, physical distancing and use of personal protective equipment, as outlined in O. Reg. 364/20.

For the purpose of these instructions, the following definitions apply:

Person Responsible means the holder of a permit/rental agreement to use the facility or designated individual which may include, but is not limited to, a coach, instructor, coordinator, trainer, organizer, or other person responsible for the compliance with public health measures related to COVID-19.

Facilities used for sport and recreational fitness activities include gyms, fitness/sporting/recreational facilities, dance studios, yoga studios, gymnastic centres, dojos/martial art studios, tennis clubs, pools, waterparks, and other premises where sporting events are played or spectated or where recreational fitness activities or personal fitness training occurs.

Organized sport means sports and recreational fitness activities including, but not limited to, sports leagues, organized pick-up sports, fitness classes, dance classes, yoga classes, gymnastics, martial arts and swimming classes, or as otherwise described in the Ministry of Health's [Proof of Vaccination Guidance for Businesses and Organizations under the Reopening Ontario Act](#).

Identification means a form of identification with the name of the identification holder and the holder's date of birth; it does not necessarily mean photo identification. Additional details can be found in the [Proof of Vaccination Guidance for Businesses and Organizations under the Reopening Ontario Act](#).

Medical exemption means an exemption confirmed by an individual who provides a written document, completed, and supplied by a physician or registered nurse in the extended class, that sets out, in accordance with the Ministry of Health's [Proof of Vaccination Guidance for Businesses and Organizations under the Reopening Ontario Act](#):

- (i) a documented medical reason for not being fully vaccinated against COVID-19, and
- (ii) the effective time-period for the medical reason.

Proof of being fully vaccinated means proof that an individual has received all required doses of a COVID-19 vaccine at least 14 days previously, in accordance with the Ministry of Health's [Proof of Vaccination Guidance for Businesses and Organizations under the Reopening Ontario Act](#).

FAILURE to comply with the said Regulation under the *Reopening Ontario (A Flexible Response to Covid-19) Act, 2020* is an offence for which either the patron or the business or organization may be liable, on conviction, to a fine of \$750 for individuals and \$1,000.00 for corporations, for every day or part of each day on which the offence occurs or continues. Maximum penalties based on prosecution under Part I or Part III of the [Provincial Offences Act, R.S.O. 1990, c.P.33](#) (POA), includes fines of up to

\$100,000 and up to one year in jail for an individual; up to \$500,000 and up to one year in jail for an individual who is a director or officer of a corporation; and up to \$10 million for a corporation.

Dr. Nicola Mercer
Medical Officer of Health
Wellington-Dufferin-Guelph Public Health
160 Chancellors Way
Guelph, ON N1G 0E1

Questions about these instructions can be directed to the Wellington-Dufferin-Guelph Public Health COVID-19 Call Centre at 519-822-2715 ext. 4020.

¹ Science Table: COVID-19 Advisory for Ontario. Update on COVID-19 Projections: Science Advisory and Modelling Consensus Tables. September 1, 2021. Retrieved from: https://covid19-sciencetable.ca/wp-content/uploads/2021/09/Update-on-COVID-19-Projections_2021.09.01_English-1.pdf

² Ontario Agency for Health Protection and Promotion (Public Health Ontario). Confirmed cases of COVID-19 following vaccination in Ontario: December 14, 2020 to August 7, 2021. Toronto, ON: Queen's Printer for Ontario; 2021. Retrieved from: <https://www.publichealthontario.ca/-/media/documents/ncov/epi/covid-19-epi-confirmed-cases-post-vaccination.pdf?la=en>

**Appendix: Application of O. Reg. 364/20 and this
Letter of Instruction to individuals in various contexts**

Category		Age 11 years old or younger	Age 12 to 17 years old	Age 18 years old or older
Patrons	Athletes/participants who are present solely for the purpose of actively participating in an organized sport	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by O. Reg. 364/20.
	All other athletes/participants	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by O. Reg. 364/20.	Required to provide proof of vaccination by O. Reg. 364/20.
	Spectators	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by O. Reg. 364/20.	Required to provide proof of vaccination by O. Reg. 364/20.
	Parents/guardians who are accompanying athletes/participants or spectators	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by O. Reg. 364/20.	Required to provide proof of vaccination by O. Reg. 364/20.
	Patrons attending solely for a reason listed in O. Reg. 364/20, Schedule 1, section 2.1 (3) (e.g., to use a washroom)	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.
Individuals Supporting Organized Sport and Recreational Fitness Activities	Coaches, instructors, or trainers	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by this Letter of Instruction.	Required to provide proof of vaccination by this Letter of Instruction.
	Sport officials (e.g., referees) and organizers	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by this Letter of Instruction.	Required to provide proof of vaccination by this Letter of Instruction.
	Any other individuals (e.g., volunteers) who are not patrons but who participate in the sport or fitness activity	Exempt from proof-of-vaccination requirements.	Required to provide proof of vaccination by this Letter of Instruction.	Required to provide proof of vaccination by this Letter of Instruction.
Other Staff and Contractors	Any other staff employed by the facility who do not participate in a sport or fitness activity	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.
	Delivery workers, repair workers, or other external contractors performing work who are not employed by the facility and who do not participate in a sport or fitness activity	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.	Exempt from proof-of-vaccination requirements.

Denise Holmes

From: Fred Simpson <fred.simpson@townofmono.com>
Sent: Wednesday, September 15, 2021 12:12 PM
To: Denise Holmes; jwilloughby@shelburne.ca; Karen Landry; Meghan Townsend; Michelle Dunne; Nicole Martin; Susan Stone; tatkinson@mulmur.ca
Cc: Mark Early
Subject: COVID-19 Vaccination Policy

Mono council passed the following resolution during their September 14, 2021 regarding implementing a vaccination policy.

Resolution #7-19-2021

Moved by Fred Nix, Seconded by Ralph Manktelow

WHEREAS, Council has reviewed the Vaccination Policy report prepared by the County of Dufferin dated September 9, 2021;

THEREFORE BE IT RESOLVED that Town staff be directed to work with Dufferin County to develop and implement a COVID-19 Vaccination Policy in consultation with Wellington Dufferin Guelph Public Health;

AND THAT Proof of Vaccination Status or proof of medical exemption or proof of exemption under the Ontario Human Rights Code will be required by November 1st, 2021.

"Carried"

Fred Simpson
Clerk
Town of Mono
519.941.3599, 234



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



Grand River Conservation Authority
Summary of the General Membership Meeting – September 24, 2021

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

Action Items

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

- Exception request to MECP for term limits and rotation of Chair and Vice-Chair positions
- GM-09-21-65 - Financial Summary
- GM-09-21-67 - Foundation Member Appointment
- GM-09-21-C10 - Land Disposition - Guelph/Eramosa Township (closed agenda)

Information Items

The Board received the following reports as information:

- Minutes of the Ad-Hoc Conservation Authorities Act Committee - September 9, 2021
- GM-09-21-64 - Budget 2022 Draft #1
- GM-09-21-68 - Budget 2022 Draft #1 - General Municipal Levy Apportionment
- GM-09-21-63 - Cash and Investment Status
- GM-09-21-66 - Current Watershed Conditions
- GM-09-21-C11 - Update on Lands Declared Surplus - City of Guelph (closed agenda)

Correspondence

The Board received the following correspondence:

- Niagara Peninsula Conservation Authority - Pollinator Species Resolution

Delegations

The Board heard from the following delegations:

- John Kemp – Giant Hogweed

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board

Correspondence

The SPA Board received the following correspondence:

- Lake Erie Region Source Protection Committee - Submission of Revised Grand River Assessment Report and Source Protection Plan

Action Items

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

- SPA-09-24-01 Submission of the Revised Updated Grand River Source Protection Plan

For full information, please refer to the September 24, 2021 Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on October 22, 2021.

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

Info #8
OCT 07 2021



NVCA September 2021 Board Meeting Highlights

Next Meeting: October 22, 2021, held virtually.

For the full meeting agenda including documents and reports, visit [NVCA's website](#).

Achieving Net Gains through Ecological Offsetting

Chris Hibberd, NVCA's Director, Watershed Planning Services gave a presentation on achieving net gains through ecological offsetting.

The Nottawasaga Valley watershed contains a diverse and interconnected system of natural features. Within this system, wetlands play an important role in terms of the services they offer to both humans and the natural environment. Some examples include:

- maintaining healthy drinking water
- providing flood and climate change mitigation functions
- providing diverse recreational opportunities
- ensuring that native plants and wildlife have the necessary space to thrive.

Population growth, and resulting urbanization, presents a challenge for the protection and enhancement of wetlands throughout the watershed.

NVCA has formalized an approach to ecological offsetting through the guidelines for Achieving Net Gains through Ecological Offsetting. This guideline aims to ensure that further losses of regulated natural heritage features within the Nottawasaga Valley watershed are highly limited and, where appropriate, met with equal or greater gains in area, value, and function.

It's important to note that by instituting a formal offsetting policy, NVCA is not promoting or supporting an increase in removal of wetlands and associated natural features throughout the watershed. The intention of this formal offsetting policy is to ensure that, moving forward, wetland offsetting is conducted using standardized criteria and metrics. To

accomplish this, natural features must be assigned a standardized value, and natural feature losses must be quantified on a project-specific basis.

The NVCA Board of Directors approved the guidelines in this board meeting. [The approved guidelines can be found on the NVCA website](#).

NVCA Property Use Update

In early 2009 NVCA took possession of 73 acres of land within Town of New Tecumseth close to the village of Beeton. This land was donated to NVCA in hopes that it remains development free and provide eventual use by general public as a green space.

A local cash crop company has been leasing 36 acres of this land for agricultural purposes, with the lease ending in 2022. NVCA has determined the field would be best as a permanent greenspace through the planting of trees.

A total cost to plant was prepared by our forestry program of which realized ~ \$38,000. In late August a grant for a portion of the plant was approved by Tree Canada for \$24,000. The \$14,000 balance of the plant costs would come from available development offsetting funds.

NVCA 2022 Draft Budget

Sheryl Flannagan, NVCA's Director, Corporate Services gave a presentation on [NVCA's Draft 2022 Budget](#) in this board meeting.

This year's budget is accompanied by a [program overview](#), which highlights the work that each program area does for the watershed.

The NVCA Board of Directors has approved the draft budget and program overview for circulation to municipalities for a 30-day review period. The final budget vote will be on December 10, 2021.

In the August 2021 board meeting, staff was directed to develop a draft budget with a \$90,000 increase to municipal levy. Through looking at three-year trends, eliminating one full-time position through attrition/retirement, finding savings through expenditures, and increasing potential revenues, staff are pleased to present a budget with an increase of \$89,768 to the general levy, below the approved guideline.

Ontario Land Tribunal
Tribunal ontarien de l'aménagement
du territoire



ISSUE DATE: September 29, 2021

CASE NO(S): PL200506

PROCEEDING COMMENCED UNDER subsection 53(19) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Appellant:	Harvey J. Lyon
Applicant:	Adam H. Vander Zaag Farms Ltd.
Subject:	Consent
Property Address/Description:	Part Of Lots 296 & 297, Concession 3 SW
Municipality:	Township of Melancthon
Municipal File No.:	B3/20
OLT Case No.:	PL200506
OLT File No.:	PL200506
OLT Case Name:	Lyon v. Melancthon (Township)

Heard: June 10, 2021 by Video Hearing

APPEARANCES:

Parties

Counsel

Harvey J. Lyon (the "Appellant")

Kim Mullin

Adam J. VanderZaag Farms Ltd.
(the "Applicant")

Leo F. Longo

DECISION DELIVERED BY M. RUSSO AND ORDER OF THE TRIBUNAL

Info #10
OCT 07 2021

Introduction

[1] The Applicant submitted an application for Consent to Sever to the Township of Melancthon (the "Township") and its Committee of Adjustment (the "C of A") for the purpose of severing a surplus farmhouse dwelling, municipally known as 116258 Second Line SW (the "Severed Parcel") from lands located in the Part Lots 296 and 297, Concession 3, S.W. (the "Retained Parcel"). The Severed Parcel and Retained Parcel are collectively referred to as the "Subject Lands" in this Decision.

[2] The C of A gave provisional consent on the application subject to nine conditions.

[3] The Appellant appealed the C of A's approval of this severance pursuant to subsection 53(19) of the *Planning Act* (the "Act") to the Tribunal.

[4] Prior to the hearing, the Tribunal was informed that the Township would not be present, nor be participating in the hearing.

[5] The core issue that evolved and became apparent to the Tribunal, was whether the consent should be approved, with the dwelling that formally existed on the Subject Lands having been demolished?

Site Context

[6] The subject lands have a total lot area of approximately 45.65 hectares with 332.5 metres of frontage on Second Line SW and are currently occupied by several aging agricultural buildings. The lands were previously occupied by a trailer and a dwelling, which were both demolished in 2018.

[7] The Applicant has taken the position that the demolition of the farmhouse dwelling was a consequence of extenuating circumstances. Through their witness they intend on explaining this position. The severance would delineate the Severed Parcel (formerly occupied by the farmhouse dwelling) consisting of approximately 1.25

hectares and a frontage on Second line S.W. of 100 metres. The retained agricultural holdings would have an area of approximately 44.4 hectares.

Applicable Legislation and Policies

[8] When considering whether to give provisional consent, the Tribunal must have regard to matters of Provincial interest enumerated in s. 2 of the Act. The Tribunal must also have regard for the criteria as set out in s. 51(24) of the Act.

[9] The proposal must conform with the Growth Plan for Greater Golden Horseshoe, 2019 as amended by Amendment No. 1 (the "GP"). Pursuant to s. 3(5) of the Act, the Tribunal must be convinced that the proposal is consistent with the Provincial Policy Statement, 2020 (the "PPS"). The Tribunal must also find that the proposal conforms with policies of the OP (both of the County and the Township), as well as represents good land-use planning in the public interest.

Positions of the Parties

[10] Margaret Walton a land-use planner and principal of Planscape, the firm and agent used by the Applicant in its Application to the C of A, provided a brief site description and overview. Ms. Walton was qualified by the Tribunal, with no objection, to provide opinion evidence in the area of land use planning.

[11] Ms. Walton submitted that Adam Vanderzaag is a third-generation farmer, with deep roots in the community and had purchased the Subject Lands with the intent of farming the lands. Already living in a home in the general vicinity, the Applicant wished to sever the farmhouse and lot existing on the Subject Lands, as it was a surplus farm dwelling not useful to the Applicant in his endeavours to farm the lands.

[12] Ms. Walton focused on three main issues or questions in relation to the core issue identified in her testimony that include:

- i. The interpretation of the OP and PPS and their **intent**, when assessing the

consent sought.

ii. Who speaks for the public interest?

iii. What is the interest or impact to the Appellant?

[13] Ms. Mullin, in her brief opening submissions introduced the Appellant, Harvey Lyon, as also a farmer with deep roots and long-time interest in agriculture and its preservation.

[14] It was Ms. Mullin's submission, that lot creation on prime agricultural land, is not permitted unless policy 2.3.4.1(c) of the PPS is met. The Appellant's claim is that policy 2.3.4.1(c) has not been met. Therefore, Counsel's respectful submission, is that with policy not being met, the C of A, nor Tribunal, have the authority to grant the consent sought by the Applicant.

Applicant's Planning Witness

[15] Ms. Walton was retained by the Applicant, shortly after the purchase of the Subject Lands in 2018, for the purposes of consulting and providing her expertise on whether the farmhouse dwelling lot could be severed.

[16] Ms. Walton's knowledge of the area and familiarity with the farming community and rural policies (including the Act, in use versions of the GP, PPS and both County and Townships OPs) led her to conclude that the severance was possible and met the criteria of severance from a perspective of surplus dwelling on farm lands.

[17] In providing her opinion on what led to the farmhouse being demolished, Ms. Walton opined, a serious tenant issue arose that led to safety and health concerns that precipitated the Applicant's demolition.

[18] The tenant had serious hoarding issues and their home was left in disarray with

both sanitary and safety issues present. Even after multiple evictions, the tenant and others resorted to illegal squatting, which influenced the Applicant's decision.

[19] The demolition of the farmhouse occurred before Ms. Walton was retained. The Applicant believed this was an insignificant issue, as his intention was to sever and sell the property, and the farmhouse in its current state was more of a liability than an asset from his perspective. However, this does not change Ms. Walton's opinion that the consent is still supported by policy, as the Applicant's intent has not changed. The Retained Parcel was, and still is, to be farmed. The Severed Parcel was occupied by a non-farmer and nothing precludes the farmhouse to be rebuilt and the home likely again will be a non-farmer. Ms. Walton opined that this scenario was akin to a fire destroying the farmhouse in its transition while it was being sold; the land-use planning issues remain the same.

[20] Ms. Walton was present at the Dufferin County Council meeting where Council contemplated whether or not it would support the appeal. She opined that their minutes marked as Exhibit 5 at this hearing, are accurate and reflective of County's Council position being in line with her opinion on the matter.

[21] County Council chose not to appeal nor participate in this appeal. This decision was reached even though the County had received outside consultant recommendations that the consent was not consistent with the PPS, nor conforms with the County OP. However, in the opinion of Ms. Walton, Council similar to the C of A saw things differently. She opined, having heard the extenuating circumstances, being familiar with the farming needs and protecting farming lands, Council chose to not appeal the C of A decision and were satisfied that the intent of the Applicant, aligned with the intent of the planning instruments applicable, and both superseded the specific wording disputed within policy.

Appellant's Planning Witness

[22] Mr. Duhamel, planning witness for the Appellant, was qualified by the Tribunal to

provide opinion evidence in the area of land use planning with no objection by opposing counsel.

[23] In Mr. Duhamel's opinion the consent does not meet the criteria required by policy, thus should not be approved. His opinion focused on the home being demolished and removed, therefore precluding the lands from being considered residence surplus to a farming operation. Further, he opined that the Minimum Distance Separation (the "MDS") required by provincial publication 853 has not been demonstrated, therefore reinforcing his opinion that the consent should not be approved.

The Planning Act

[24] The witnesses did not spend a great deal of time on the Act and policies within when providing evidence in support of their position. However, Ms. Walton did opine that as required, the consent does take into account provincial interest in s. 2 of the Act, specifically s. 2(b). The protection of the agricultural resources is provided with the consent, as the Applicant is a farmer that intends on farming the Retained Parcel. Further, the Severed Parcel is a surplus farmhouse dwelling lot and it is not changing from that land-use. Thus, Ms. Walton is of the opinion that the intent of this policy is met.

[25] Mr. Duhamel disagreed and took the position that s. 2(b) is not met as the consent in its current state does not meet the requirements of the policy. Further, he opined s. 2(p) is also not met with the proposal, as the site is not the appropriate location for growth and development.

[26] Criteria to be met in subdividing lands are set out in s. 51(24) of the Act. Mr. Duhamel pointed out concerns in subsection (a), as he had opined, that the proposal did not meeting provincial interests set out in the Act. Mr. Duhamel referred to his visual evidence that portions of active farmland are being removed and opined that demonstration that the lot size of the Severed Parcel is the minimum size required, has

not been provided. Further with the proposal in his opinion not conforming to both County and Township OPs, he therefore opined, the criteria required in s. 51(24) are not met.

[27] Ms. Walton in contrast opined that all criteria as set out in s. 51(24) are met and the severance should be approved. She opined that the intent of the Applicant and his family history in farming and the lands continuance of that use should supersede any perceived wording conflicts. In her opinion, habitation of the farmhouse being included in its description, only exists to ensure surplus dwellings are being severed and that only exists to protect the farmland, which she opines is being protected by the Applicant and his intended land-use.

[28] Pertaining to the Act, The Tribunal prefers the position of Ms. Walton and is satisfied that the evidence is supportive of such. The farmhouse being demolished does not change the land use of what was present on the Severed Parcel, nor what can be rebuilt on it as of right. Further the Tribunal is not satisfied that the severance and a rebuild of what was existing, would represent growth. The Tribunal is satisfied that the intent of what s. 2 of the Act strives to achieve is maintained by the consent. Further, The Tribunal in reviewing the evidence and the testimony of the witnesses is satisfied that all relevant criteria as set out in s. 51(24) are met by the proposal and with the severance sought.

Provincial Policy Statement, (2020)

[29] Ms. Walton provided the Tribunal some details of the initial application and when her report was authored for the C of A. At the time the PPS in force was that of 2014. However, her opinion is that there are no discernible differences that exist in PPS 2014 policies cited to the current in force PPS 2020. Mr. Duhamel concurred with this opinion.

[30] Ms. Walton in testimony opined that the proposal is consistent with s. 2.3 of the PPS titled Agriculture and all relevant policies within with emphasis on s. 2.3.1:

Prime agricultural areas shall be protected for long-term use for agriculture.

[31] Focusing on s. 2.3.4, Lot Creation and Lot Adjustment policies, Ms. Walton opined that the consent is consistent with s. 2.3.4.1 (c) and subsections 1 and 2.

s. 2.3.4.1, "Lot creation in *prime agricultural areas* is discouraged and may only be permitted for:

c) a residence surplus to a farming operation as a result of farm consolidation, provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province or based on municipal approaches which achieve the same objective.

In Ms. Walton's opinion, subsection 1 is satisfied with the Severed Parcel having a size consistent with surrounding area's rural residential lots and providing the sewage and water service capability required. In her opinion, it should be noted that the Severed Parcel not only provides the capability but already has the infrastructure in place, having been used to serve the dwelling. Subsection 2 in Ms. Walton's opinion was strengthened by the fact that the Applicant is a well known farmer and farming family with the intent of solely farming the Retained Parcel and adding to its already large farming holdings, seen on the map provided on page 60 of Exhibit 2. She also indicated that through discussions with the Applicant, they would not be averse to additional conditions of approval fortifying subsection 2 requirements.

[32] Ms. Walton concedes that the problem or challenge raised stems with the definition of residence surplus to a farming operation on page 50 of the PPS, that reads:

Residence surplus to a farming operation: means an existing habitable farm residence that is rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one *farm* operation).

The inclusion of the word "habitable" in her opinion has led to this appeal and opposition from other consultants as highlighted by the Appellant's Counsel. However, Ms. Walton

took the Tribunal to Part III of the PPS text, where the reader is instructed to read the document in its entirety. Further, she focused on text within the preamble of the PPS that states:

The Provincial Policy Statement recognizes the diversity of Ontario and that local context is important. Policies are outcome-oriented, and some policies provide flexibility in their implementation provided that provincial interests are upheld.

With all the above in mind, Ms. Walton opined that the simple word habitable cannot, nor should not replace the intent of the policy. The farmhouse was habitable at time of purchase and would be still habitable if not for circumstances. Ms. Walton opined the task of the C of A and County Council was to provide that important local context and both did so by choosing to support the consent.

[33] Mr. Duhamel in contrast to Ms. Walton opined the proposal is not consistent with the PPS. In providing his evidence, he brought the Tribunal to Part IV of the PPS text that indicates the Vision for Ontario's Land Use Planning System and opined the significance of policy framework and its repetition in Provincial to County to Township policies highlight their importance.

[34] In Mr. Duhamel's opinion, protection of agricultural lands is paramount in the PPS. Seen in s. 1.7.1 (i) and s. 2 and reinforced in s. 2.3.1 that reads:

Prime agricultural areas shall be protected for long-term use for agriculture.

Mr. Duhamel opined that this language is important and is directive and as he intends on focusing on in following policies, is prohibitive.

[35] As Ms. Walton had discussed, Mr. Duhamel opined that s. 2.3.4.1 is significant in analyzing policy direction relevant to this proposal, however, he focused on the language and again its directives. Policy 2.3.4.1 as previously noted reads:

Lot creation in *prime agricultural areas* is discouraged and may only be permitted for:

- a) *agricultural uses*, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
- b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;
- c) a residence surplus to a farming operation as a result of farm consolidation, provided that:
 - 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
 - 2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective; and
- d) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.

[36] Mr. Duhamel opined the word "discouraged" as being a significant directive and the words "may only be permitted" within the policy eludes to its subsections, and if these subsections are not met, the totality of the policy is prohibitive as is made clear in s. 2.3.4.3 that reads;

The creation of new residential lots in *prime agricultural areas* shall not be permitted, except in accordance with policy 2.3.4.1(c).

[37] The Appellant's counsel in closing submissions takes the position that consistency with the PPS is not the general intent of the PPS, but the wording written within. Counsel put forward that Mr. Duhamel was clear in his evidence that s. 2.3.4.3 provides directive and prohibitory language conceded in cross examination by Ms. Walton.

[38] Counsel for the Applicant submitted that the key policy dealt with in this proposal and PPS, is not s. 2.3.4.3 but in fact s. 2.3.4.1. and that s. 2.3.4.3 merely speaks to the focal policy before it. Thus, focus should be given to s. 2.3.4.1 and subsections within, that are not prescriptive, but rather the policy discourages lot creation. However, the Applicant's position is that they are not creating a new lot but establishing formal recognition of what has existed for some time. In that formal lot creation policy, it does provide remedies and tests as set out in subsections (a) through (d) that if met do permit the lot creation, as is the case in this proposal. Therefore, the prohibition seen in

s. 2.3.4.3 is a moot point, if and when s. 2.3.4.1 (c) is met, which Counsel submits Ms. Walton has demonstrated.

[39] The Tribunal prefers the position of the Appellant and finds that policies within s. 2.3.4.1 have been met and the prohibitory language of s. 2.3.4.3 does not apply, nor that it supersedes the intent of the policy. The PPS instructs the reader to read it in its totality. Therefore, in doing so and implementing all relevant policies, it is reasonable to conclude that if the intent of what the policy strives to achieve, be it the protection and maintenance of agricultural lands is achieved.

[40] The Tribunal finds that it is reasonable to conclude that the inclusion of the surplus dwellings and their ability to be severed (s. 2.3.4.1 (c)), exists to avoid fragmenting and ongoing elimination of agricultural lands to be limited to lands meeting the criteria provided. However, the rigidity of the criteria must not overlook why the policies exist in the first place, to protect and maintain the agricultural lands. The Proposal achieves this goal and meets the intent of the policies, with it solely missing the dwelling that would have checked off all the boxes. The Tribunal is satisfied that exclusion of a habitable dwelling existing does not prohibit its severance, particularly when it existed months prior, differing from if it never existed at all. Again, it must also be noted that the dwelling can be rebuilt (as of right) and that box can be checked. However, in doing so the Tribunal finds as opined by Ms. Walton the results would be the same "the Applicant would be farming the Retained Parcel and the Severed Parcel would remain a rural residential parcel".

[41] For the reasons provided above and when assessing the evidence in its totality, the Tribunal is persuaded more so by the testimony of Ms. Walton and is satisfied that the proposal is consistent with the PPS.

The Growth Plan

[42] Similarly to the Act, not a great deal of testimony was provided on the GP. Ms. Walton opined that the GP does not speak to surplus dwellings and plays a lesser role

in discussions for this proposal. However, Ms. Walton did opine that the proposal overall conforms to the GP and particularly implements *agri-food network* and enhances it as directed in s. 4.2.6.4.

[43] She also opined that the lands and overall area will benefit in having a farmer who is invested, and part of the community work the Subject Lands. This is diminishing in the industry with the rental of lands being more prevalent and that link to community lessening.

[44] Mr. Duhamel concurred with Ms. Walton that the GP does not speak to surplus dwellings and does not speak to severances in general. Thus, he opined that the GP is not overall highly relevant in his opinion formation on the proposal. Mr. Duhamel did point out that s. 4.2.6.5 encourages retention of lands as they are, and *agricultural uses* are encouraged whereas non-agricultural uses are discouraged, as is sought by the consent.

[45] The Tribunal on its review of the GP and with the evidence provided finds that the proposal generally conforms to the GP.

The County OP

[46] Ms. Walton directed the Tribunal to s. 1.1.5 of the County OP, its goals. With its derivation from the PPS, these goals seek to protect, sustain and promote *agricultural areas*. In Ms. Walton's opinion the intent of the OP is maintained with the proposal. The Retained Parcel will be farmed by a local farmer and the Severed Parcel will remain in its current state, with rural character and its long-standing complimentary use.

[47] Mr. Duhamel disagreed and pointed out to subsection (c) in s. 1.1.5 and again its repetition of protection of *agricultural areas*. In his opinion severing off a parcel for economic gains does not equate to protecting the Subject Lands.

[48] Ms. Walton in her testimony in contrast to Mr. Duhamel saw economic decisions

as a vital component to ensuring farming sustainability particularly when reinvested into farming lands and in farming families. Ms. Walton opined that farmers do not want to be landlords nor wish to shoulder the work involved in managing a residential property. The money that would be attained from this common surplus dwelling sale, would be reinvested into farming operations and aid in sustaining this farming family, particularly important in this area bordering on an urban node and pressures associated with that.

[49] Ms. Walton spoke to the County objectives within agricultural areas within s. 4.2 of the OP. In s. 4.2.1 (b) the County seeks to maintain and enhance the agricultural resource base and the farming operations within the County. Ms. Walton opined that the proposal both maintains and enhances local farming operations and thus conforms to this policy. The severance of a surplus dwelling lot aids a young farming family in reinvesting and enhancing the agricultural resource base and expand a farming operation already existing within the County, as depicted in the Vanderzaag family holdings seen on the map provided (and already spoken to) in Exhibit 2.

[50] Ms. Walton opined that the definition found in the County OP for surplus dwellings to a farming operation was a repetition of the definition found in the PPS. Therefore, her opinion on the matter is the same. The inclusion of the word habitable is not sufficient to deny the consent. She maintains the opinion that the home was standing and habitable (although in poor and unsanitary conditions) when the Applicant purchased the lands and circumstances caused the home to be demolished. Ms. Walton opined that this is not a new lot being created, the lot exists and has existed for some time, just not formally severed. The land-use has not changed and does not change with the previous farmhouse standing or a new dwelling being erected. The Retained Parcel will be farmed and that is, in her opinion, the overall intent of the creation of the surplus dwelling policies, to protect those lands, not the mere habitation of a dwelling.

[51] Speaking to s. 4.2.5, Ms. Walton is of the opinion that the proposal conforms to this policy and generally to the policies of the County OP. Also as indicated prior and in speaking to s. 4.2.5 (c), Ms. Walton indicated that the Applicant is open to having

additional conditions applied that strengthen and ensure compliance, particularly to ensuring no dwellings will be erected on the Retained Parcel and adhering to MDS and associated requirements.

[52] Mr. Duhamel took the Tribunal as did Ms. Walton to County objectives in s. 4.1 and opined they are akin to the goals discussed in s. 1.1.5. His review of s. 4.2 and s. 4.2.1 objectives led Mr. Duhamel to provide the opinion that the proposal seeks to fragment the Subject Lands and the lot size provided for the Severed Parcel has not been demonstrated to encompass these goals and objectives adequately. His site visits and review of the visual evidence provided in Exhibit 6, led to his opinion that the Severed Parcel although relatively small has not demonstrated if it can be smaller. He opined that some vital agricultural land will be lost and with no farmhouse present on the lands currently, policy guides his opinion and he cannot support the proposal as he opines it does not conform to the County OP.

[53] The Tribunal on its adjudication of the matter and the proposal's conformity to the County OP finds that it is more so persuaded with the evidence of Ms. Walton. Through its review of the visual evidence the Tribunal finds the agricultural land that would be lost to be negligible or none at all, and the lot size remains in line to similar rural residential lots in the area and encompasses what has existed for some time. Further safeguards may be set in place to ensure compliance with MDS requirements. Both witnesses put forward evidence and opinions that very much mirrored the issues and policies with the proposal's assessment against the PPS. Thus, similar in its findings in evaluating the proposal against the PPS policies, the Tribunal is satisfied that the proposal conforms to the County OP.

The Township OP

[54] Ms. Walton opined that Council for the Township through its endorsement of their OP, has focused on maintaining the character of the community while implementing the directives of the province in the PPS and GP.

[55] Ms. Walton opined that s. 2.1 (b) is indicative of Council's vision with particular focus (as is required with this proposal) to understand the opportunities and challenges of the Township and its balance between pressures for growth against preserving and enhancing its rural fabric, while still community building. This in Ms. Walton's opinion highlights the weight that should be put upon the local approval authorities decisions and as she had indicated at the onset of the hearing, them being best suited to speak for the public interest locally and how decisions affect the community at large. She opined that the C of A, and Council of both the Township and County best understand the intricacies of their community.

[56] Ms. Walton spoke to policies 2.1.1, titled Our Commitment to the Future and opined bullet 6, maintaining the small town and rural character of the Township and bullet 7, protecting the agricultural land base for farming, both conform with the proposal and its sustenance of a smaller rural residential lot along with a viable farming parcel that will be utilized as such.

[57] Lastly, Ms. Walton brought the Tribunal to the OP's consent policies in s. 5.2.5. Her opinion was that the Township explicitly contemplates severances and provides direction to allow appropriate consent applications. The proposal in her opinion conforms with these policies and coupled with the higher order consistency with the PPS and conformity with the County OP, she is of the opinion the appeal should be dismissed and the approval of the consent should be allowed.

[58] Ms. Walton briefly touched upon the Township zoning provisions and intent of the by-laws and opined they are maintained with the proposal, while ensuring no additional lots or dwellings are to be allowed on the Retained Parcel infringing on the farming lands.

[59] In summary Ms. Walton concluded that from a historical or practical perspective the Subject Lands had a rural farmhouse dwelling with farmland surrounding it. She opined the consent maintains just that, with the exception being the dwelling unfortunately is not currently standing, but the land-use is still the same. It is her

opinion that the proposal has no negative impacts and it maintains what has existed for years. For all the reasons provided, Ms. Walton maintains the proposal in her opinion represents good land-use planning in the public interest.

[60] Mr. Duhamel disagreed with Ms. Walton's position and turned the Tribunal to s. 3.1 of the OP and the Township's growth management policies that he opined do not conform with the proposal and as he had indicated previously is not the appropriate location for growth. Mr. Duhamel maintains that with the house not existing at this time, these policies become relevant and the proposal must conform appropriately, which in his opinion it does not.

[61] Similarly to Ms. Walton, Mr. Duhamel brought the Tribunal to OP vision policies, s. 2.1.1. However, he did not concur with Ms. Walton's opinion that the proposal protects the agricultural land base as directed in bullet 7. He further opined that bullet 3 is not met, as it directs growth to occur in settlement areas.

[62] Mr. Duhamel put forward the opinion that s. 2.2.4 (a) through (f) all speak to the protection of farmland and avoiding conflicting uses. It was his opinion that the current conditions of the land lend it to be recognized as an extension of the adjacent farmland and should be maintained as such.

[63] The above paragraph in the opinion of Mr. Duhamel is reinforced by s. 5.2.2 (b) and the fact that Agricultural uses shall be given priority over all other uses. It was his position that the exception to the proposed Severed Parcel has been nullified with the home no longer existing.

[64] Mr. Duhamel opined in contrast to Ms. Walton that the OP consent policies in s. 5.2.5 were not in conformity to the proposal. He opined that policy 5.2.5 (b) specifies that lot creation is discouraged, and his opinion of nonconformity is further reinforced by the lot severance proposed not having demonstrated to be the minimum size required.

[65] In conclusion Mr. Duhamel opined the proposal does not conform to the

Township OP. He did acknowledge that the zoning by-laws are maintained by the proposal however, with his evidence as provided lead him to conclude that the overall land-use planning merits of the proposal lack the requirements for him to support the consent and for all the provided reasons opines, the appeal should be upheld and the consent refused.

[66] In cross-examination Mr. Duhamel conceded that a portion of the proposed Severed Parcel is made up of current driveway and the lot still consists of several mature trees, precluding it from being farmed. Also Mr. Duhamel conceded that the minimums mentioned in policy are not mandatory, nor are they quantified in any relevant policy to be absolute. He further conceded that the historical lot fabric of the proposed Severed Parcel mimics the dimensions as proposed.

[67] Counsel for the Applicant cited *Bele Himmell Investments Ltd. v. Mississauga (City)*, 1982 Carswell Ont 1946 (*Bele Himmell*) at Para. 22:

Official Plans are not statutes and should not be construed as such. ... It is the function of the Board in the course of considering whether to approve a by-law to make sure that it conforms with the Official Plan. In doing so, the Board should give to the Official Plan a broad liberal interpretation with a view to furthering its policy objectives. [emphasis added]

Mr. Longo's submission was that Ms. Walton in her testimony and in presenting her opinion evidence did precisely as above. In contrast it was his submission that the Appellant has taken a strict literal interpretation of the OP policies which frustrates the achievement of the policies' intent and objectives.

[68] The Tribunal having evaluated the evidence provided in its totality is persuaded more so by the testimony of Ms. Walton that the proposal conforms to the Township OP. The Tribunal agrees with the Appellant's counsel, that the strict literal interpretation of policy frustrates and negates the intent and objectives that those policies strive to achieve. The Tribunal is satisfied that the character of the area is maintained and the agricultural land base for farming is protected. Further the Tribunal is not persuaded that proposal equates to growth and therefore the policies referred to by Mr. Duhamel in

that matter are not relevant. The Tribunal having found that the policies in the PPS pertaining to severances and consent were met are subsequently satisfied that the similar policies in the OP are also met and the proposal conforms to such policies.

Decision

[69] Counsel for the Applicant put forward several examples of case law that highlighted matters when the Appellant's proximity and impact felt by proposals were considered by the Tribunal or former Ontario Municipal Board. With the Appellant in this case being over 10 - 13 kilometres away, Counsel argued that although it is his submission that there is no negative impacts created by the proposal, with the Appellant's distance to the Subject Lands, there is no impacts felt at all by the Appellant and likely the appeal has been put forward for other reasons.

[70] In addressing the submissions of Counsel, the Tribunal finds that although the Appellant's proximity to the Subject Lands is rather distant, the ability of a local resident to appeal an application for matters of agricultural protection has been afforded to the resident and the Appellant has provided the evidence to have their concerns heard. In this hearing the Tribunal will weigh in proximity of the Appellant but finds this is not determinative to its decision.

[71] Ms. Mullin provided the Tribunal case law that took the position that although the Tribunal may be empathetic to circumstances, language does not allow for a "slight deviation" from policy nor discretion in its interpretation. The Appellant's position is that the farmhouse does not exist and thus is not habitable, therefore, policy direction does not support the approval of the consent.

[72] The Tribunal considers language to be important and particularly when it provides clear directive. However, the Tribunal must interpret what is the purpose of language, what are the words used trying to obtain or prevent. The Tribunal takes direction from Part III of the PPS and its direction on how to read the PPS. The PPS does make a distinction between enabling or directive language, however, it also directs

[76] Having reviewed the conditions imposed by the C of A on the original application, the Tribunal finds them to be appropriate and justified. However, the imposing of the two additional conditions put forward does strengthen from the perspective of this Tribunal the protection and preservation of agricultural lands. As provided in evidence the inclusion of the MDS falls inline with provincial interests and verifies compliance with the formulae in provincial publication 853. The condition verifying that the retained lot be part of a farm consolidation with an existing farm lot in the Township, operating as one, speaks to policies discussed throughout the hearing and particularly PPS, s.2.3.4.1 (c)2. The Tribunal finds that both conditions are appropriate and useful.

[77] The Tribunal having heard the testimony of the witnesses and having been provided submissions by Counsel and reviewing the evidence provided in its totality, finds that the Applicant's proposal and consent sought, does have regard to s. 2 of the Act as required. The Proposal is consistent with the PPS and conforms to the GP and both the County and Township OPs. The consent satisfies all applicable criteria set out in s. 51(24) of the Act and represents good land-use planning in the public interest.

ORDER

[78] **THE TRIBUNAL ORDERS** that the appeal is allowed in part and the provisional consent is to be given subject to the conditions set out in Attachment 1 to this order.

"M. Russo"

M. RUSSO
MEMBER

Ontario Land Tribunal

Website: olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248

The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal ("Tribunal"). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.

the Tribunal to read the entire PPS and to consider the "language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how policies are to be implemented". Further, the Tribunal is satisfied that the prohibitory language discussed in the PPS is reserved for a policy that only applies if the previous policy is not met. Therefore, being satisfied that relevant policy and its subsections have been met, this does in fact make the latter moot.

[73] The Tribunal has weighed into its analysis paragraph 22 of *Bele Himmell*. The Tribunal is persuaded and concurs with the evidence of Ms. Walton "that the words in policy cannot, nor should not supersede the intent of the policy" particularly when there are extenuating circumstances. Ms. Walton's comparison of the scenario encountered by the Applicant, being akin to a fire destroying the farmhouse weighed into the Tribunal's analysis and the above citation reinforces to the Tribunal the importance of interpreting the objectives and goals the policy strives to achieve.

[74] The Tribunal has had regard to s. 2.1.1 (a) of the Act and the decisions of both the C of A and County Council. It has also had regard to s. 2.1.1 (b) and considered all the evidence including the recommendations to deny by both planning consultants of Township and the County. Recognizing as Mr. Longo had submitted, the planners were not before the Tribunal and their findings could not be tested. Nonetheless, the recommendations are part of the Tribunal's file on the matter. However, the Tribunal has put more weight in the decisions provided by the local bodies. These bodies had the recommendations before it similarly to this Tribunal and chose to approve the consent (the C of A) and not to appeal (County Council). Their rural knowledge and understanding of local complexities within their communities cannot be overlooked.

[75] The Tribunal is satisfied that there will be no negative impacts to the agricultural land base in the area with the consent upheld. Further, it dismisses the argument that an approval will be precedent setting. As is the case in every planning application, the merits of that application must be analysed and reviewed. Specific to this scenario, the farmhouse demolition and its analysis in deriving a decision is very case specific.

ATTACHMENT 1

CONSENT CONDITIONS

1. The applicant shall provide a draft reference plan and transfer for review prior to registration.
2. The severed lot shall be zoned to a Rural Residential (RR) Zone and the retained lands shall be rezoned for agricultural purposes only, such that no dwelling or habitable building shall be constructed on the retained lands.
3. All buildings and structures, including refuse and remnant materials or equipment shall be removed and disposed of from the severed lot with confirmation in the form of a demolition permit and a site inspection by a member of Township staff.
4. Written approval that the lot is suitable for a septic system. This approval must be received from the County of Dufferin Building Department before the deed is submitted for endorsement.
5. That an entrance be approved to the retained lot by the Township and the entrance be installed before the deed is submitted for endorsement.
6. That a County Rural Civic Address must be assigned to the entrance of the retained lands by the County of Dufferin before the deed is submitted for endorsement.
7. Taxes on the subject property must be paid to date when the deed is submitted for endorsement.
8. All costs associated with the consent application and to administer the conditions of the consent must be paid when the deed is submitted for endorsement.
9. All conditions must be fulfilled and deeds stamped by the Secretary on or before one year from the mailing date of the Notice of Decision, as signed by the Secretary.

Additionally:

10. That there has been satisfactory compliance with the formulae in provincial publication 853 The Minimum Distance Separation (MDS) Document.
11. That the retained lot be part of a farm consolidation with an existing farm lot in the Township to be operated as one farm operation.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-4356

September 29, 2021

**SUBJECT: Expiry of Temporary Regulations (130/20 and 131/20) Limiting
Municipal Authority to Regulate Construction Noise**

Dear Head of Council:

As you may know, as part of the Province's measures to respond to COVID-19, in April 2020, our government introduced temporary limits on municipal authority to regulate noise from construction to help support expedited construction of healthcare and other projects. I am writing to update you that **these changes are scheduled to expire on October 7, 2021.**

The temporary measures have supported construction of critical healthcare-related infrastructure, while helping to protect the health and safety of construction workers throughout the pandemic.

From October 7 onwards, municipalities will again have the authority to regulate construction noise in their communities at all times of day and night. Should there be priority projects that a municipality wishes to help expedite, as before, municipalities can explore addressing those projects through their local noise bylaws. If your municipality has any questions on these changes, I would encourage you to contact your local Municipal Services Office.

Thank you for your continued support and collaboration throughout the COVID-19 emergency. I look forward to continuing to work together to support Ontario's communities.

Sincerely,

A handwritten signature in cursive script that reads "Steve Clark".

Steve Clark
Minister of Municipal Affairs and Housing

.../2

Info # 11
OCT 07 2021

- c: The Honourable Monte McNaughton, Minister of Labour, Training and Skills
Development
Municipal Chief Administrative Officers and Clerks
Kate Manson-Smith, Deputy Minister of Municipal Affairs and Housing
Brian Rosborough, Executive Director, Association of Municipalities of Ontario

Grant Application: Corporation of the Township of Melancthon (CC117777)

Created On: 2021-09-27

Organization Contact: **Sarah Culshaw**

Application Email: **sculshaw@melancthontownship.ca**

Application Details

Stream:	Community Building Fund - Capital	Start Date:	0000-00-00
Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		
Time left before Application Submission Deadline:			

Details

Start Date:	0000-00-00
End Date:	0000-00-00
Status:	Draft
Organization Ref. No:	
Language:	English
Application ID:	CC117777
Deadline:	29-September-2021

Organization Information

Welcome to Ontario Trillium Foundation's (OTF) Granting Portal.

To get started, click the arrow " " next to your organization's name below. The Organization Information needs to be completed before accessing the Project Information.

Ensure you fill out all the fields and upload necessary documents. Any missing information or errors will prevent you from completing and submitting your application. Notifications will appear as pop-up windows or at the top of the page if needed.

While your organization can begin a grant application, your organization's eligibility will be assessed as part of your submission.

If your organization does not meet the eligibility requirements, your application will be declined.

If you have any questions, please contact the OTF Support Centre at otf@otf.ca or 1 800 263-2887 or 416 963-4927.

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Application Email: sculshaw@melancthontownship.ca

Application Details

Stream:	Community Building Fund - Capital	Start Date:	0000-00-00
Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		

I confirm I have been given authority to submit this application

Yes

I confirm

I confirm that all the organization information provided is correct, up-to-date and complete (including most recent completed financial statements and surplus/deficit information, if required).

PROJECT INFORMATION

Only expenses that are incurred in Ontario are eligible for OTF funding. Will the expenses you are requesting be incurred in Ontario?

Yes

For data collection purposes only

Select the population that your organization serves (lived experience)

General population

Select the population that your organization serves (identity)

General population

Is a percentage of the selected population your organization serves Francophone?

No

Does your organization's leadership and/or decision-making entities (Board, executive team, senior leadership etc.) reflect the lived-experience or cultural identities of the communities served by your organization?

Yes

Select the community size primarily served by your organization:

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Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		

Rural or Small Communities (20,000 or less)

Select the age group primarily served by your organization:

General population (all age groups)

Where is your organization located? Pick one of OTF's catchment areas .

Waterloo, Wellington & Dufferin

Select the census division:

County of Dufferin

What capacity is your organization currently operating at (as a percentage)?

100%

For assessment purposes:

Requested term? (up to 12 months)

12 months

ASSESSMENT CONSIDERATION #1

Community Significance (30%)

The sports or recreation facilities:

- are important to the community

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Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		
<ul style="list-style-type: none">• serve the public at-large and demonstrate community benefit• contribute to the social and economic well-being of the community			

For the purposes of the Community Building Fund - Capital stream, sport and recreation are defined as follows:

Recreation: Recreation is defined as physical activities engaged in for the purpose of health, and wellbeing or enjoyment with the primary focus on human activity.

Sport: Sport is defined as a regulated and organized form of physical activity between two or more participants. Such activity may be in the form of a game, match, race, or other form of event.

Do your sports or recreation facilities serve the public at-large (not exclusive to members only)?

Yes

How many facilities are you requesting funding for? Please enter numbers only. Text will not be accepted.

1

How many people typically use these sports or recreation facilities annually? Please enter numbers only. Text will not be accepted.

10000

Describe how these sports or recreation facilities contribute to the health and well-being of your community members.

The Hall is used for Yoga, Weddings, Meetings, Showers, Elections, and various other parties or gatherings. It is also intended to be used for Community Driven events once it is safe (from a COVID perspective) to do so. Due to the remoteness of the area, it is our hope that these much needed events will help bring together a community that has suffered from the isolation effects of COVID.

Describe how these sports or recreation facilities contribute to the economic well-being of your community (e.g. employment, visitor spending, hosting events).

The economic well being to the community will come as a result of: hosting community events, renting to small business, as well as cleaning and maintaining the facility.

ASSESSMENT CONSIDERATION #2

Grant Application: Corporation of the Township of Melancthon (CC117777)

Created On: 2021-09-27

Organization Contact: **Sarah Culshaw**

Application Email: **sculshaw@melancthontownship.ca**

Application Details

Stream:	Community Building Fund - Capital	Start Date:	0000-00-00
Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		

Organization supports diverse, underrepresented, and/or vulnerable populations (10%)

Organization has clearly demonstrated that its facilities positively impact populations experiencing socio-economic, geographic, cultural and/or racial barriers

The Community Building Fund seeks to support diverse communities and underrepresented populations in sport and recreation. Tell us how your facilities positively impact populations experiencing socio-economic, geographic, cultural and/or racial barriers?

Surrounding municipalities have grown exponentially in recent years and as a result of these changes, have become very culturally diverse. The push to have a safe and updated community hall will help assist in the community coming together in a social setting that will help introduce these new residents.

ASSESSMENT CONSIDERATIONS #3

Strategy (35%)

- Project is clearly described
- Project will address a community need OR address public health requirements
- Project is clearly aligned with the Community Building Fund - Capital stream outcome(s) selected

Please describe your project.

The Horning's Mills Community Centre requires some major structural upgrades in order that it can be used safely and to its full potential. The plan includes: replace exterior stair structure, repair masonry and parging, recoat stucco, attic insulation improvement, service door replacement, window and door wood trim replacement, HVAC exhaust fan replacement, replace plumbing fixtures, replace electrical hot water storage tank, repair and replacement for electrical system and thermal imaging assessment.

Your project will address: (select one)

a community need

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Organization Contact:	Sarah Culshaw		

Please describe how your project addresses a community need.

The Horning's Mills Community Centre requires structural upgrades to operate efficiently and safely. Once complete the intention is to encourage and pursue community activities and events.

What activities will these funds be used for?

Repair – fixing or restoring a facility to increase its useful life, Renovate – updating the functionality of a facility to improve its usefulness, Retrofit – adding new features or parts to improve the functionality or efficiency of a facility

Your organization can request multiple capital improvements within one facility (e.g., touchless entry and widening of doorways at local community centre)

OR

You can request the same capital improvements at multiple facilities (e.g., HVAC retrofits at 3 municipal arenas)

Please identify each location where a capital improvement will take place. Provide the full street address (street number, street name, postal code, city/municipality) and commonly used name of each location.

14 Mill Street
Plan 34A, Lot 58 Pt. Lot 58
c/o Township of Melancthon
157101 Hwy 10
Melancthon, ON
L9V 2E6

Please select the outcome(s) that will help your organization address local community need or public health requirements (select only those that apply to this project):

Extend life of facility – extend operational lifespan of facility (e.g. roof, HVAC, seating, windows and doors, electrical upgrades)

Based on the outcome selected, please describe how your capital project will Extend life of facility – extend operational lifespan of facility (e.g. roof, HVAC, seating, windows and doors, electrical upgrades)

The aging infrastructure and building condition of the Horning's Mills Community Hall are the driving force behind this

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Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		

application. As the attached report indicates, there is an imminent need for repairs and upgrades in order for its continual use. This work will serve to keep the facility operational and will assist in eliminating the potential for future costs and hazards or losses in connection with the property. It is also intended to assist in keeping up with compliancy and regulations.

Please upload photos or diagrams demonstrating your funding needs. (Total maximum storage space is 2GB.)

Provide at least one 'before' photo for each space to be renovated, repaired or retrofitted. Include a short description for each uploaded file.

Building_Assessment.pdf

1.2 MB - 2021-09-28 10:25

Building_Assessment_Pictures.pdf

9.6 MB - 2021-09-28 10:25

Total Files: 2

Provide a short description for each uploaded file.

The Building Assessment is a detailed engineered assessment as to the structural needs of the Horning's Mills Community Hall

The Building Assessment pictures (62) coincide with the report

ASSESSMENT CONSIDERATION #4

Process (25%)

Planning to date supports project implementation Activities are appropriate to successfully implement the project Quotes or estimates are appropriate Financial Workbook is reasonable and aligns with the Community Building Fund - Capital stream outcome(s) selected

What planning have you completed to support project implementation upon OTF approval?

Grant Application: Corporation of the Township of Melancthon (CC117777)

Created On: 2021-09-27

Organization Contact: **Sarah Culshaw**

Application Email: **sculshaw@melancthontownship.ca**

Application Details

Stream:	Community Building Fund - Capital	Start Date:	0000-00-00
Organization:	Corporation of the Township of Melancthon	End Date:	0000-00-00
Organization Contact:	Sarah Culshaw		

We have had a Building Condition Assessment Completed May 2021

What activities will you undertake to successfully implement this project?

Once this project has been approved, we will arrange for a project manager to oversee and move forward with all of the structural improvements.

Quotes or Estimates

Quotes or estimates prepared by a professional or third party are required documentation. They enable organizations to establish accurate budget amounts and demonstrates the best value for money. OTF therefore requires a minimum of one and prefers to receive two or more sets of quotes or estimates.

Upload your quotes or estimates

Cost_Analysis.pdf

90.7 KB - 2021-09-28 14:17

Financial_Breakdown.xlsx

11.2 KB - 2021-09-28 14:31

Total Files: 2

Lease/Proof of Ownership

Proof of ownership or a minimum five-year lease agreement is required for all renovations or improvements to land or property.

If you are a First Nation or Municipality, please provide a signed letter from a senior administrator confirming ownership, instead of ownership documents.

Upload your proof of ownership or lease agreement for each facility you are requesting funding for

Property_Deed.pdf

132.7 KB - 2021-09-28 14:16

Grant Application: Corporation of the Township of Melancthon (CC117777)

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Application Details

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Organization Contact:	Sarah Culshaw		

Total Files: 1

Financial Workbook

Please read these **financial workbook instructions** prior to completing the workbook.
Please complete the Financial Workbook by clicking on the "Open" button below.

Minimum and maximum grant requests

- Organizations can apply for up to 100% of their total project cost up to a maximum of \$500,000, with the exception of municipalities with a population over 20,000 that can only apply for up to 80% of their total project cost.
- Total funding requested must be a minimum of \$10,000.

If you change your organization type, please press "save my work" before you start your financial workbook

COMMUNITY BUILDING FUND - CAPITAL Stream Financial Workbook

OTF Budget Category	Requested Amount	Notes
Construction / Renovation	\$37,200.00	Includes: Masonry Parging, Stucco Recoating, Attic Insulation, Sealant Replacement, Window/Door trim Replacement and Electric System maintenance
Fixed Equipment	\$25,500.00	Includes: Exterior Stairs, Door Replacement, Furnace, Exhaust Fans, HVAC Equipment, Plumbing fixtures, Hot Water Storage Tank, Electric System - Thermal Imaging
Developmental	\$0.00	
Ontario Builds sign	\$0.00	Ontario Builds Signage
Total OTF Budget Request	\$62,700.00	

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Organization Contact:	Sarah Culshaw		

How much funding are you requesting? (amount will auto-populate based on values entered in the Financial Workbook)

\$62,700.00

Project Description

Project Description

Our Municipality, with a \$62,700 Community Building Fund – Capital stream grant over 12 months, will address a community need by implementing the recommended Horning's Mills Community Hall Structural Improvements..

Recognition plan

Review **OTF's Recognition Policy** to understand the public recognition requirements for OTF grantees.

I have reviewed the Recognition Policy and agree, that if our application is approved for the Community Building Fund, we will publicly recognize the Government of Ontario and the Ontario Trillium Foundation.

Acknowledgements

I have read the Financial Workbook Instructions and confirm that the budget request complies with the Ontario Trillium Foundation policies and requirements.

I understand the importance of avoiding any conflicts of interest (or the appearance thereof) when obtaining goods and/or services.

I understand that should this application be approved, our organization will be required to enter into a formal, legally binding agreement with the Ontario Trillium Foundation that is based on the information in this application and includes the terms and conditions of the grant.

The Ontario Trillium Foundation will not fund expenses that are covered by other sources. I understand that if we receive funds from other funding sources for the same expenses, we must notify the Ontario Trillium Foundation immediately.

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Organization Contact:	Sarah Culshaw		

I understand that Ontario Trillium Foundation will not reimburse any expenses incurred prior to being notified of grant approval.

The information contained in this application and in the accompanying documents is true, accurate and complete.

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-8140
Fax: 705 330-4191

Tél: 705 329-8140
Télééc: 705 330-4191

File Reference:

612-20

September 30, 2021

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2022 Annual Billing Statement package.

This year's billing package includes a statement for the 2020 year-end reconciliation. The final cost adjustment calculated as a result of the 2020 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2022 calendar year.

Please note the COVID pandemic restrictions significantly reduced the requirements for court security and prisoner transportation (CSPT) during 2020. The majority of OPP-policed municipalities have 2020 reconciled CSPT costs which are less than the Ministry of the Solicitor General's 2020 CSPT grant program allocation. The OPP will be advising each municipality of the credit to be issued for the remainder of the 2021 CSPT grant, (net of any 2020 grant over-allocation), in a separate email to be sent by October 1, 2021. The Ministry of Solicitor General has not provided the OPP with information regarding the 2022 CSPT grant program to date. When this information becomes available we will advise municipalities via email.

The final reconciliation of the 2022 annual costs will be included in the 2024 Annual Billing Statement.

For more detailed information on the 2022 Annual Billing Statement package please refer to the resource material available on opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An email invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please email OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander, Municipal Policing Bureau

Info # 13
OCT 07 2021

OPP 2022 Annual Billing Statement

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2022

Please refer to www.opp.ca for 2022 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,172		
	Commercial and Industrial	78		
	Total Properties	<u>1,250</u>	172.07	215,089
Calls for Service	(see summaries)			
	Total all municipalities	176,906,037		
	Municipal portion	0.0957%	135.50	169,373
Overtime	(see notes)		14.33	17,916
Prisoner Transportation	(per property cost)		1.71	2,138
Accommodation/Cleaning Services	(per property cost)		<u>4.83</u>	<u>6,038</u>
Total 2022 Estimated Cost			<u>328.44</u>	<u>410,554</u>
2020 Year-End Adjustment	(see summary)			9,220
Grand Total Billing for 2022				<u>419,774</u>
2022 Monthly Billing Amount				34,981

OPP 2022 Annual Billing Statement

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2022

Notes to Annual Billing Statement

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2022 billing purposes the allocation of the municipal workload in detachments has been calculated to be 51.3 % Base Services and 48.7 % Calls for Service. The total 2022 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$172.07 estimated for 2022. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2017, 2018, 2019 and 2020 has been analyzed and averaged to estimate the 2022 costs. The costs incorporate the 2022 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2022 hours and salary rates and included in the 2024 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2022 costs have been estimated based on the average of 2019 and 2020 activity levels. These costs will be reconciled to the actual cost of service required in 2022.

There was no information available about the status of 2022 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) **Year-end Adjustment** - The 2020 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2022 Estimated Base Services and Calls for Service Cost Summary
Estimated Costs for the period January 1, 2022 to December 31, 2022

Salaries and Benefits	Positions	Base	Total Base Services and Calls for Service	Base Services	Calls for Service
	FTE	%	\$/FTE	\$	\$
Uniform Members	Note 1				
Inspector	25.67	100.0	165,275	4,242,606	4,242,606
Staff Sergeant-Detachment Commander	10.22	100.0	149,786	1,530,809	1,530,809
Staff Sergeant	34.26	100.0	139,615	4,783,200	4,783,200
Sergeant	219.83	51.3	125,157	27,513,174	14,125,173
Constable	1,662.49	51.3	106,938	177,782,764	91,275,557
Part-Time Constable	9.01	51.3	85,283	768,400	394,860
Total Uniform Salaries	1,961.48		-	216,620,953	116,352,206
Statutory Holiday Payout			4,030	7,868,939	4,177,554
Shift Premiums			1,076	2,034,976	1,044,780
Uniform Benefits - Inspector			28.75%	1,219,749	1,219,749
Uniform Benefits - Full-Time Salaries			31.51%	66,678,295	35,201,315
Uniform Benefits - Part-Time Salaries			15.15%	116,413	59,821
Total Uniform Salaries & Benefits				294,539,325	158,055,424
Detachment Civilian Members	Note 1				
Detachment Administrative Clerk	173.94	51.3	66,976	11,649,837	5,980,973.12
Detachment Operations Clerk	1.81	51.3	63,711	115,316	59,251
Detachment Clerk - Typist	0.32	51.3	57,766	18,485	9,243
Court Officer - Administration	19.81	51.3	67,788	1,342,878	689,403
Crimestoppers Co-ordinator	0.80	51.3	63,385	50,708	25,988
Total Detachment Civilian Salaries	196.68			13,177,224	6,764,857
Civilian Benefits - Full-Time Salaries			32.17%	4,239,113	2,176,254
Total Detachment Civilian Salaries & Benefits				17,416,337	8,941,111
Support Costs - Salaries and Benefits	Note 2				
Communication Operators			6,832	13,400,831	7,113,342
Prisoner Guards			2,016	3,954,344	2,099,019
Operational Support			5,154	10,109,468	5,366,242
RHQ Municipal Support			2,720	5,335,226	2,832,010
Telephone Support			119	233,416	123,900
Office Automation Support			673	1,320,076	700,714
Mobile and Portable Radio Support			312	614,793	326,293
Total Support Staff Salaries and Benefits Costs				34,968,154	18,561,519
Total Salaries & Benefits				346,923,815	185,558,055
Other Direct Operating Expenses	Note 2				
Communication Centre			178	349,143	185,330
Operational Support			802	1,573,107	835,026
RHQ Municipal Support			118	231,455	122,859
Telephone			1,615	3,167,790	1,681,506
Mobile Radio Equipment Repairs & Maintenance			39	76,849	40,787
Office Automation - Uniform			2,545	4,991,967	2,649,803
Office Automation - Civilian			1,778	349,697	179,525
Vehicle Usage			8,750	17,162,950	9,110,325
Detachment Supplies & Equipment			456	894,435	474,778
Uniform & Equipment			2,178	4,291,727	2,277,774
Uniform & Equipment - Court Officer			920	18,225	9,356
Total Other Direct Operating Expenses				33,107,345	17,567,069
Total 2022 Municipal Base Services and Calls for Service Cost				\$ 380,031,161	\$ 203,125,124
Total OPP-Policed Municipal Properties					1,180,469
Base Services Cost per Property					\$ 172.07

OPP 2022 Estimated Base Services and Calls for Service Cost Summary
Estimated Costs for the period January 1, 2022 to December 31, 2022

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2017 through 2020. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 91.56 FTEs with a cost of \$16,000,469 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2022 salaries incorporate the 2022 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (uniform staff - 1.85%, civilian staff - 1.0%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2021-22). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 51.3% Base Services : 48.7% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2021 Municipal Policing Cost-Recovery Formula.

OPP 2022 Calls for Service Billing Summary
Melancthon Tp
Estimated costs for the period January 1 to December 31, 2022

Calls for Service Billing Workgroups	Calls for Service Count					2022 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2022 Estimated Calls for Service Cost
	2017	2018	2019	2020	Four Year Average				
					A	B	C = A * B		
					Note 1			Note 2	Note 3
Drug Possession	-	1	-	-	0	7.0	2	0.0001%	178
Drugs	-	-	1	2	1	55.1	41	0.0024%	4,201
Operational	172	156	166	181	169	3.7	624	0.0359%	63,478
Operational 2	74	82	113	34	76	1.3	98	0.0057%	10,012
Other Criminal Code Violation	7	4	3	2	4	7.7	31	0.0018%	3,131
Property Crime Violations	37	45	30	44	39	6.5	254	0.0146%	25,773
Statutes & Acts	21	22	32	41	29	3.4	99	0.0057%	10,024
Traffic	81	96	107	77	90	3.5	316	0.0182%	32,114
Violent Criminal Code	9	15	10	16	13	16.1	201	0.0116%	20,461
Total	401	421	462	397	420		1,666	0.0957%	\$169,373
Provincial Totals	Note 4	377,853	398,860	439,328	360,967	394,252	1,740,049	100.0%	\$176,906,037

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for both amalgamations (post 2018) and dissolutions

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OPP 2022 Calls for Service Details
Melancthon Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
Grand Total	401	421	462	397	420.25
Drug Possession	0	1	0	0	0.25
Possession - Cannabis	0	1	0	0	0.25
Drugs	0	0	1	2	0.75
Drug Operation - Commercial Grow Outdoor	0	0	1	0	0.25
Production - Other Controlled Drugs & Substances	0	0	0	1	0.25
Trafficking - Cocaine	0	0	0	1	0.25
Operational	172	156	166	181	168.75
Accident - non-MVC - Commercial	0	0	1	0	0.25
Accident - non-MVC - Industrial	0	1	1	0	0.50
Accident - non-MVC - Master Code	1	0	0	2	0.75
Accident - Non-MVC - Others	1	1	0	0	0.50
Accident - non-MVC - Residential	1	0	0	0	0.25
Alarm - Master Code	1	2	1	0	1.00
Alarm - Others	3	1	1	0	1.25
Animal - Bear Complaint	0	0	0	1	0.25
Animal - Bite	0	2	0	1	0.75
Animal - Dog Owners Liability Act	0	1	1	1	0.75
Animal - Injured	3	1	2	2	2.00
Animal - Master Code	2	3	4	2	2.75
Animal - Other	8	13	3	4	7.00
Animal - Rabid	0	1	0	0	0.25
Animal - Stray	7	4	4	2	4.25
Assist Fire Department	2	0	3	1	1.50
Assist Public	42	31	32	43	37.00
By-Law - Master Code	0	0	0	3	0.75
Dogs By-Law	0	0	1	0	0.25
Domestic Disturbance	22	12	15	18	16.75
Family Dispute	18	14	19	28	19.75
Fire - Building	4	4	3	5	4.00
Fire - Other	0	0	2	0	0.50
Fire - Vehicle	0	3	2	1	1.50
Firearms (Discharge) By-Law	1	1	0	1	0.75
Found - Bicycles	0	0	1	0	0.25
Found - License Plate	1	0	0	0	0.25
Found - Others	1	2	1	0	1.00
Found - Personal Accessories	1	1	0	0	0.50
Found Property - Master Code	0	1	3	4	2.00
Insecure Condition - Building	1	3	2	0	1.50
Insecure Condition - Master Code	0	0	1	1	0.50
Lost - License Plate	1	2	1	0	1.00
Lost - Machinery & Tools	1	0	0	0	0.25
Lost - Personal Accessories	1	2	0	0	0.75
Lost Property - Master Code	1	0	1	1	0.75
Medical Assistance - Other	1	0	1	0	0.50

OPP 2022 Calls for Service Details
Melancthon Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
Missing Person 12 & older	3	0	5	1	2.25
Missing Person Located 12 & older	1	2	2	3	2.00
Neighbour Dispute	4	11	10	13	9.50
Noise By-Law	0	1	0	0	0.25
Noise Complaint - Animal	1	0	0	0	0.25
Noise Complaint - Master Code	1	0	1	2	1.00
Noise Complaint - Others	1	1	0	0	0.50
Noise Complaint - Residence	4	4	2	0	2.50
Noise Complaint - Vehicle	0	0	1	0	0.25
Other Municipal By-Laws	1	3	1	1	1.50
Phone - Master Code	0	2	2	0	1.00
Phone - Nuisance - No Charges Laid	1	0	0	1	0.50
Phone - Other - No Charges Laid	0	3	2	0	1.25
Sudden Death - Natural Causes	3	0	2	2	1.75
Sudden Death - Suicide	0	0	0	1	0.25
Suspicious Person	11	5	12	12	10.00
Suspicious vehicle	13	9	17	13	13.00
Traffic By-Law	0	2	0	0	0.50
Trouble with Youth	0	4	0	1	1.25
Unwanted Persons	2	0	0	5	1.75
Vehicle Recovered - All Terrain Vehicles	0	0	1	0	0.25
Vehicle Recovered - Automobile	1	2	0	2	1.25
Vehicle Recovered - Construction Vehicles	0	0	0	1	0.25
Vehicle Recovered - Other	0	0	0	1	0.25
Vehicle Recovered - Trucks	0	1	2	1	1.00
Operational 2	74	82	113	34	75.75
911 call - Dropped Cell	3	6	40	10	14.75
911 call / 911 hang up	36	46	42	7	32.75
911 hang up - Pocket Dial	4	5	14	0	5.75
False Alarm - Accidental Trip	4	2	4	0	2.50
False Alarm - Cancelled	1	1	2	0	1.00
False Alarm - Malfunction	4	3	2	0	2.25
False Alarm - Others	9	5	4	10	7.00
False Holdup Alarm - Accidental Trip	0	0	0	3	0.75
False Holdup Alarm - Malfunction	0	0	1	0	0.25
Keep the Peace	13	14	4	4	8.75
Other Criminal Code Violations	7	4	3	2	4.00
Animals - Kill or injure	1	0	0	0	0.25
Animals - Others	1	0	0	0	0.25
Bail Violations - Fail To Comply	0	1	1	1	0.75
Breach of Probation	2	0	0	0	0.50
Disturb the Peace	1	1	1	1	1.00
Offensive Weapons - Careless use of firearms	1	0	0	0	0.25
Offensive Weapons - Other Weapons Offences	0	0	1	0	0.25
Public Mischief - mislead peace officer	0	1	0	0	0.25

OPP 2022 Calls for Service Details
Melancthon Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
Trespass at Night	1	1	0	0	0.50
Property Crime Violations	37	45	30	44	39.00
Arson - Auto	0	1	0	0	0.25
Break & Enter	4	5	6	10	6.25
Break & Enter - Firearms	1	0	0	0	0.25
Break & Enter - steal firearm from motor vehicle	1	0	0	0	0.25
Fraud - False Pretence Under \$5,000	1	1	0	0	0.50
Fraud - Forgery & Uttering	1	0	0	0	0.25
Fraud - Fraud through mails	1	0	0	0	0.25
Fraud - Money/property/security Over \$5,000	0	1	1	0	0.50
Fraud - Money/property/security Under \$5,000	1	2	4	1	2.00
Fraud - Other	1	1	3	0	1.25
Fraud - Steal/Forge/Poss./Use Credit Card	0	0	0	1	0.25
Fraud - Transportation	0	0	0	1	0.25
Interfere with lawful use, enjoyment of property	0	2	1	0	0.75
Mischief - Master Code	12	7	3	5	6.75
Possession of Stolen Goods over \$5,000	0	0	0	1	0.25
Property Damage	3	4	1	3	2.75
Theft from Motor Vehicles Under \$5,000	5	6	2	1	3.50
Theft of - All Terrain Vehicles	0	1	0	3	1.00
Theft of - Automobile	1	0	0	0	0.25
Theft of - Other Motor Vehicles	0	1	0	0	0.25
Theft of - Trucks	1	0	3	0	1.00
Theft of Motor Vehicle	1	3	1	2	1.75
Theft Over \$5,000 - Mining Product	0	0	0	1	0.25
Theft Over \$5,000 - Other Theft	0	1	1	1	0.75
Theft Over \$5,000 - Trailers	0	1	0	0	0.25
Theft Under \$5,000 - Bicycles	0	1	0	0	0.25
Theft Under \$5,000 - Construction Site	0	0	2	1	0.75
Theft Under \$5,000 - Gasoline Drive-off	0	1	0	1	0.50
Theft Under \$5,000 - Master Code	0	0	0	2	0.50
Theft Under \$5,000 - Other Theft	3	5	2	7	4.25
Theft Under \$5,000 - Trailers	0	0	0	3	0.75
Theft Under \$5,000 Shoplifting	0	1	0	0	0.25
Statutes & Acts	21	22	32	41	29.00
Landlord / Tenant	8	5	12	9	8.50
Mental Health Act	2	2	5	3	3.00
Mental Health Act - Attempt Suicide	4	1	2	3	2.50
Mental Health Act - No contact with Police	0	0	0	2	0.50
Mental Health Act - Placed on Form	2	3	4	4	3.25
Mental Health Act - Threat of Suicide	3	4	0	7	3.50
Mental Health Act - Voluntary Transport	1	2	2	1	1.50
Trespass To Property Act	1	5	7	11	6.00
Mental Health Act - Apprehension	0	0	0	1	0.25
Traffic	81	96	107	77	90.25

OPP 2022 Calls for Service Details
Melancthon Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
MVC - Fatal (Motor Vehicle Collision)	0	1	2	0	0.75
MVC - Others (Motor Vehicle Collision)	2	1	3	1	1.75
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	0	2	0	1	0.75
MVC - Personal Injury (Motor Vehicle Collision)	5	11	14	6	9.00
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	2	6	2	2	3.00
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	22	22	28	20	23.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	49	51	55	45	50.00
MVC (Motor Vehicle Collision) - Master Code	1	2	3	2	2.00
Violent Criminal Code	9	15	10	16	12.50
Assault - Level 1	5	8	6	1	5.00
Assault With Weapon or Causing Bodily Harm - Level 2	0	2	3	4	2.25
Criminal Harassment	0	0	0	3	0.75
Criminal Negligence - Bodily Harm	0	0	0	1	0.25
Forcible confinement	1	0	0	0	0.25
Indecent / Harassing Communications	0	0	0	1	0.25
Mischief - Cause Danger to Life	0	0	0	1	0.25
Sexual Assault	3	3	1	2	2.25
Sexual Interference	0	0	0	1	0.25
Utter Threats - Master Code	0	1	0	1	0.50
Utter Threats to Person	0	1	0	1	0.50

OPP 2020 Reconciled Year-End Summary

Melancthon Tp

Reconciled cost for the period January 1 to December 31, 2020

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,171		
	Commercial and Industrial	74		
	Total Properties	1,245	184.61	229,840
Calls for Service				
	Total all municipalities	164,063,561		
	Municipal portion	0.0917%	120.78	150,369
Overtime			18.55	23,097
Prisoner Transportation	(per property cost)		1.26	1,569
Accommodation/Cleaning Services	(per property cost)		4.84	6,026
Total 2020 Reconciled Costs			330.04	410,900
2020 Billed Amount				401,680
2020 Year-End-Adjustment				9,220

Note

The Year-End Adjustment above is included as an adjustment on the 2022 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2022.

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RECEIVED

NOTIFICATION FOR MAINTENANCE AND REPAIR SEP 24 2021

SECTION 79, THE DRAINAGE ACT, 1990

Date: Sept. 24, 2021.

The Mayor and Council,

Township of Melancthon

The undersigned, being owner(s) of the lands assessed on the Adam-McKibbin Municipal Drain, herewith serve notice that the condition of said drainage works injuriously affects the following lands and that it is herewith respectfully requested to have the said drainage works repaired, improved, extended or altered, if necessary, under the provisions of the Drainage Act.

Lot

Con.

Signature of Owner

97

2 old survey



Nottawasaga Valley
Conservation Authority

September 28, 2021

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

Dear Mayor White & Council:

Please find the 2022 Nottawasaga Valley Conservation Authority (NVCA) Draft Budget Booklet at <https://www.nvca.on.ca/Shared%20Documents/NVCA%202022%20draft%20budget.pdf>. This draft budget was received and approved for circulation and input for the 30 day review period, at the September 24, 2021 NVCA Board meeting. Please forward any comments to the undersigned by November 19, 2021.

The NVCA is also pleased to include the budget companion, the 2022 Program Overview provides simple, understandable information about how our budget is allocated, what our goals and objectives are both for the current year and future year, along with what has been achieved by our team. It can be found at <https://www.nvca.on.ca/Shared%20Documents/2022%20Program%20Overview.pdf>

The NVCA worked very diligently to address the impacts of COVID-19 combined with the uncontrollable costs of items such as insurance, without adversely impacting our member municipalities. The Township of Melancthon's proposed 2022 levy contribution is \$12,569.50 an increase of \$440.44 over 2021. The capital asset levy will be \$653.30. This represents a total of \$13,222.79 contribution for 2022.

Please contact Kerry Jenkins at 705-424-1479 ext. 272 or kjenkins@nvca.on.ca if your council would like to schedule a deputation or a meeting with staff to discuss this draft budget. We believe the 2022 draft budget represents a wise investment for the long-term health of our environment and our local economy.

Yours truly,

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

Doug Hevenor
Chief Administration Officer

Copies: NVCA Board Member, Councillor Margaret Mercer
Sarah Culshaw, Treasurer Finance

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OUR VISION

A sustainable watershed that is resilient to the effects of climate change, urban growth and other stressors and provides for safe, healthy and prosperous people and communities.

OUR MISSION

Working together to deliver innovative, integrated watershed management that is responsive to the environmental, economic and social sustainability of the Nottawasaga Valley watershed.



EMBRACING CHANGE

In 2021, the Nottawasaga Valley Conservation Authority worked closely with our municipal and funding partners to comply, adapt and respond to the COVID-19 pandemic and other relevant changes to operations.

One significant change is the update of the Conservation Authorities Act, the Planning Act and relevant regulations. The 2022 budget is organized the same way as last year's budget as the changes will not come into effect until fiscal year 2023.

The 2022 Program Overview, the companion to this budget, reflects all associated direct and measurable costs and revenues. Our Asset Management Strategy will continue to invest in aging infrastructure across NVCA's Conservation Areas and public spaces to provide safe, accessible, and functional facilities to the public. This directly aligns with conservation authority initiatives and our partner municipality priorities.

In 2022, we look forward to continue to protect, conserve, and restore natural resources and develop resilient communities through education, the application of science, community engagement, service excellence and collaboration with our partners.

OUR WATERSHED

The Nottawasaga Valley Watershed is approximately 3,700 km², with jurisdiction in 18 municipalities in the counties of Simcoe, Dufferin and Grey. The watershed is the source of watercourses that flow into Georgian Bay at Wasaga Beach, Collingwood and Severn Sound.

NVCA's Board of Directors is comprised of one representative appointed from each of our member municipalities.

Board members have a very important role and responsibility to represent the interests of their municipalities, consider the interests and needs of the conservation authority, and establish an effective reporting relationship with their municipal council and staff.

Budget Process

In September 2021, Board members approved a staff report on the budget pressures projected for 2022 and directed staff to prepare a 2022 budget for consideration based on a \$90,000 increase to general levy.

Staff have developed a draft budget based on a \$89,768 increase. The draft budget is reviewed at the September 24, 2021 Board of Directors meeting and subsequently circulated to NVCA watershed municipalities for comments of which a minimum of 30 days is given as per the *Conservation Authorities Act*. The Board of Directors will vote on the budget at the December Board meeting.

Budget Vote

The Board of Directors will vote on the budget and levy using a weighted vote. The weighting formula is based on the Current Value Assessment (CVA) levy apportionment found on the next page.



2022 Draft Budget

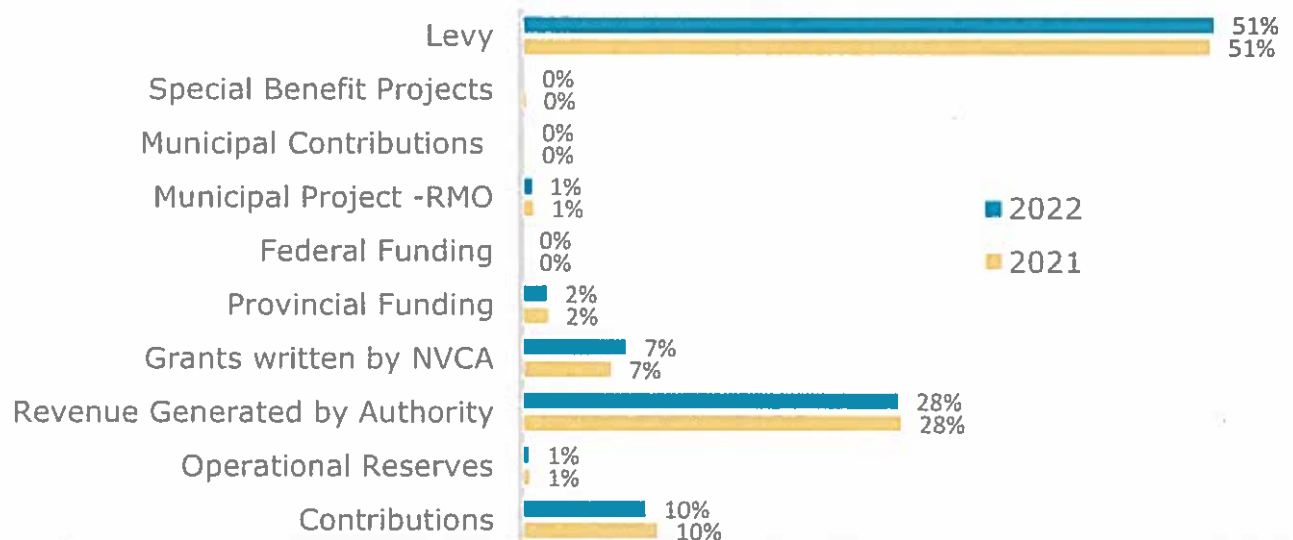
The 2022 operational budget is organized into business units and departments and is intended to reflect all associated costs. Operating programs have been maintained at the previous years' service levels.

A \$89,768 increase in municipal levy, is needed to support the operating expenditures. The operating levy is shared by NVCA member municipalities based on the CVA apportionment percentages provided by the Ministry of Natural Resources and Forestry.

Summary of Municipal Levy Contribution

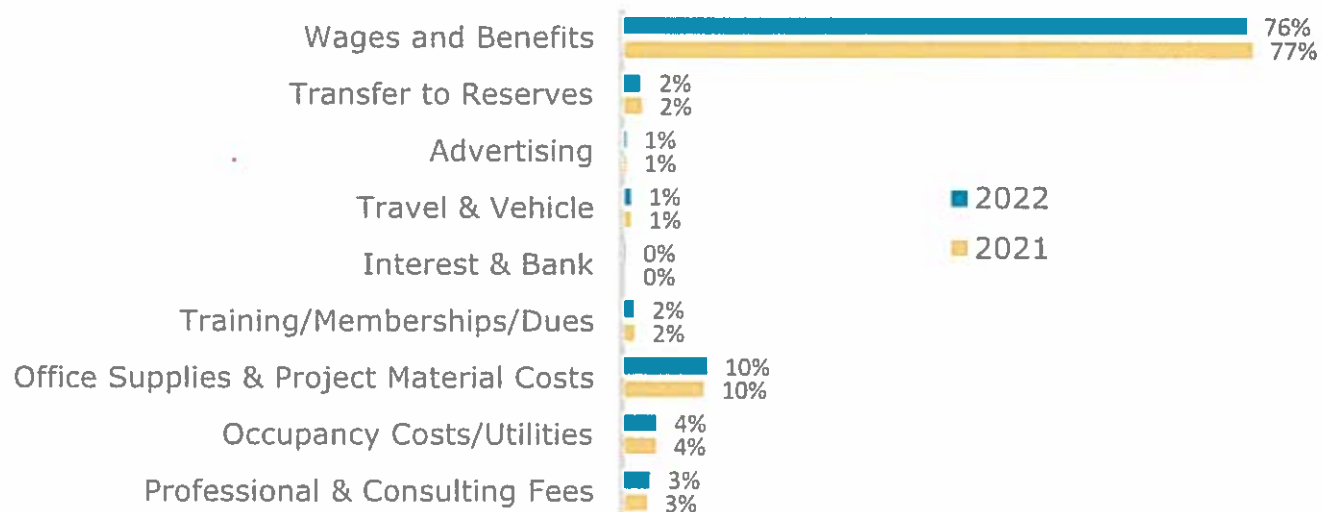
Municipality	2021 CVA Apportionment Percentage	2022 CVA Apportionment Percentage	2021 Operating Levy	2022 Draft Operating Levy	\$ Increase
			\$2,564,825.14	\$2,654,593.30	\$89,768.15
Township of Adjala-Tosorontio	4.13%	4.06%	\$105,929.84	\$107,856.13	\$1,926.28
Township of Amaranth	0.22%	0.22%	\$5,611.84	\$5,787.01	\$175.18
City of Barrie	15.25%	15.06%	\$391,240.99	\$399,869.35	\$8,628.36
Town of The Blue Mountains	1.38%	1.41%	\$35,445.88	\$37,445.69	\$1,999.81
Town of Bradford West Gwillimbury	4.26%	4.27%	\$109,284.63	\$113,295.39	\$4,010.75
Clearview Township	4.89%	4.88%	\$125,440.47	\$129,557.43	\$4,116.96
Town of Collingwood	9.99%	10.20%	\$256,313.24	\$270,695.25	\$14,382.01
Township of Essa	7.02%	6.94%	\$179,955.83	\$184,082.77	\$4,126.95
Municipality of Grey Highlands	0.34%	0.34%	\$8,707.58	\$8,991.11	\$283.53
Town of Innisfil	7.15%	7.29%	\$183,474.77	\$193,514.54	\$10,039.78
Township of Melancthon	0.47%	0.47%	\$12,129.06	\$12,569.50	\$440.44
Town of Mono	3.74%	3.71%	\$95,850.08	\$98,408.43	\$2,558.35
Mulmur Township	1.64%	1.62%	\$41,993.88	\$43,062.81	\$1,068.93
Town of New Tecumseth	13.66%	13.60%	\$350,370.50	\$360,921.16	\$10,550.66
Township of Oro-Medonte	7.43%	7.39%	\$190,499.82	\$196,118.70	\$5,618.88
Town of Shelburne	2.00%	2.02%	\$51,250.34	\$53,617.48	\$2,367.14
Township of Springwater	7.48%	7.49%	\$191,877.13	\$198,749.40	\$6,872.27
Town of Wasaga Beach	8.95%	9.04%	\$229,451.82	\$240,049.56	\$10,597.74

Revenues





Expenses



Asset Management

The capital asset levy, which funds the asset management plan (AMP), is shared by the municipal partners based on their apportionment percentage.

The AMP is based on the annual approval of the asset management plan by the Board of Directors. The AMP for 2022 was approved by the Board of Directors at the August 2021 Board meeting.

Below are the contributions for 2022 based on the approved Asset Management Plan:

Capital Asset Levy

Municipality	2022 CVA Apportionment %	2021 Capital Levy Contribution	2022 Capital Levy
Township of Adjala-Tosorontio	4.06%	\$5,802.89	\$5,605.56
Township of Amaranth	0.22%	\$307.42	\$300.76
City of Barrie	15.06%	\$21,432.38	\$20,782.26
Town of The Blue Mountains	1.41%	\$1,941.74	\$1,946.18
Town of Bradford West Gwillimbury	4.27%	\$5,986.67	\$5,888.28
Clearview Township	4.88%	\$6,871.69	\$6,733.48
Town of Collingwood	10.20%	\$14,040.97	\$14,068.68
Township of Essa	6.93%	\$9,858.07	\$9,567.28
Municipality of Grey Highlands	0.34%	\$477.01	\$467.34
Town of Innisfil	7.29%	\$10,050.84	\$10,057.54
Melancthon Township	0.47%	\$664.44	\$653.30
Town of Mono	3.71%	\$5,250.72	\$5,114.55
Mulmur Township	1.62%	\$2,300.45	\$2,238.15
Town of New Tecumseth	13.60%	\$19,193.47	\$18,758.01
Township of Oro-Medonte	7.39%	\$10,435.68	\$10,192.81
Town of Shelburne	2.02%	\$2,807.52	\$2,786.66
Township of Springwater	7.49%	\$10,511.13	\$10,329.52
Town of Wasaga Beach	9.04%	\$12,569.49	\$12,476.04

Reserves

These amounts will be put into reserves to pay for the repair maintenance and replacement of the assets as identified in the AMP.

Some of the 2022 expenditures as per the AMP:

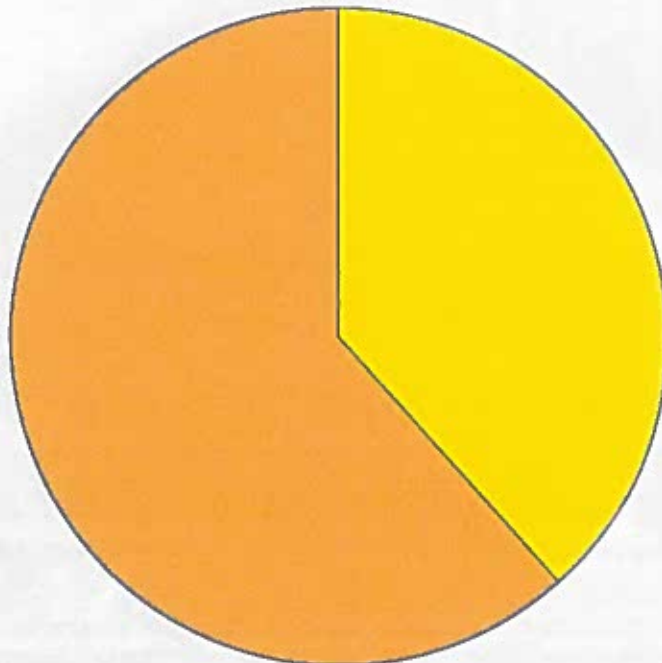
1. Dam Safety review for the Utopia Dam as well as repairs at New Lowell and Pretty River Dam/Dyke
2. Parts replacement on lands, flood and monitoring equipment to extend life as well as replacement of some end of life equipment including a tractor
3. Computers and server upgrades and network hardware

Funding for Asset Management Plan

2022 Total Cost:
\$224,125

Capital Reserves:
\$86,158.60
38%

Asset Levy:
\$137,966.40
62%



**Nottawasaga Valley Conservation Authority
Proposed 2022 Budget**

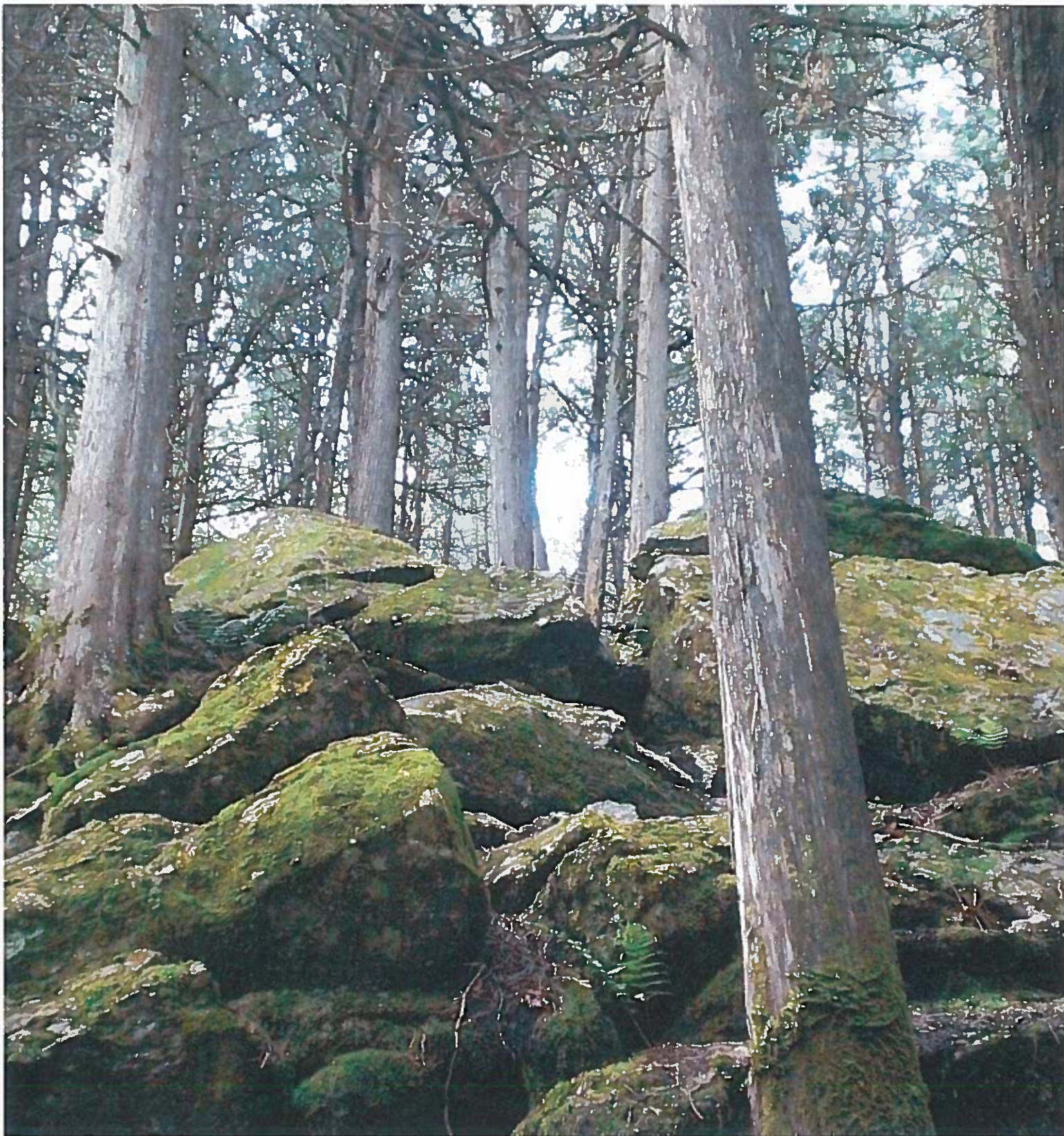
Consolidated

	BUDGET 2021	BUDGET 2022	\$ CHANGE
REVENUE:			
Municipal Levy	2,564,825.15	2,654,593.30	89,768.15
Special Benefit Projects	16,000.00	11,000.00	(5,000.00)
Oro-Medonte MOU	(38,478.73)	(39,825.49)	(1,346.76)
Municipal Contributions	10,000.00	10,000.00	-
Municipal Project - RMO	45,000.00	39,000.00	(6,000.00)
Total Municipal Revenue	2,597,346.42	2,674,767.81	77,421.39
MNR Transfer Payment-Flood	97,307.00	97,307.00	-
Other Provincial Sources	215,500.00	272,500.00	57,000.00
Federal Sources	114,510.00	125,100.00	10,590.00
Total Government Grants	427,317.00	494,907.00	67,590.00
Contributions	501,040.00	470,940.00	(30,100.00)
User Fees			
Reforestation	46,000.00	71,000.00	25,000.00
Healthy Waters	-	20,000.00	20,000.00
Conservation Lands	21,600.00	29,600.00	8,000.00
Planning	989,600.00	978,000.00	(11,600.00)
Environmental Monitoring	13,000.00	1,000.00	(12,000.00)
Environmental Education	148,950.00	148,950.00	-
Tiffin Operations	117,300.00	119,500.00	2,200.00
Conservation Land Leases	33,590.00	31,440.00	(2,150.00)
Investment Income	25,000.00	25,000.00	-
Total Contributions and User Fees	1,896,080.00	1,895,430.00	(650.00)
Operational Reserves	28,678.73	30,025.49	1,346.76
TOTAL REVENUE	4,949,422.15	5,095,130.30	145,708.15
EXPENSES:			
Wages and Interprogram Charges	3,791,892.14	3,853,600.30	61,708.16
	3,791,892.14	3,853,600.30	61,708.16
Other Expenses			
Staff Cost	10,600.00	10,600.00	-
Memberships/Professional Dues	47,350.00	47,350.00	-
Educations and Training	29,500.00	29,500.00	-
Materials & Supplies - General	358,120.00	359,000.00	880.00
Materials & Supplies - Cost of Trees	90,000.00	124,000.00	34,000.00
Vehicles & Large Equipment Costs	42,450.00	42,450.00	-
Office Expenses	16,000.00	16,000.00	-
Equipment Costs	9,000.00	9,000.00	-
Transportation Costs	13,000.00	13,000.00	-
Legal	22,000.00	22,000.00	-
Consultants	109,500.00	132,500.00	23,000.00
Insurance	92,700.00	117,350.00	24,650.00
Taxes	23,890.00	21,460.00	(2,430.00)
Heat and Hydro	32,000.00	32,000.00	-

**Nottawasaga Valley Conservation Authority
Proposed 2022 Budget**

Consolidated

	BUDGET 2021	BUDGET 2022	\$ CHANGE
Telephones and Internet Access	23,000.00	23,000.00	-
Audit Fees	18,000.00	20,000.00	2,000.00
Interest and Bank Charges	21,200.00	22,500.00	1,300.00
Maintenance Expense	31,700.00	32,300.00	600.00
Uniform Expense	6,500.00	6,500.00	-
Leases	14,000.00	14,000.00	-
Advertisement and Communications	26,520.00	26,520.00	-
Bad Debt Expense	500.00	500.00	-
Transfer to Reserves	120,000.00	120,000.00	-
	<u>1,157,530.00</u>	<u>1,241,530.00</u>	<u>84,000.00</u>
 TOTAL EXPENSES	 <u>4,949,422.14</u>	 <u>5,095,130.30</u>	 <u>145,708.16</u>
 SURPLUS (DEFICIT)	 <u>(0.00)</u>	 <u>-</u>	 <u>0.00</u>



Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia ON L0M 1T0
T: 705-424-1479 • F: 705-424-2115



@nottawasagaca



THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER _____ - 2021

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A CONSENT
AGREEMENT BETWEEN 2312439 ONTARIO INC. AND THE
CORPORATION OF THE TOWNSHIP OF MELANCTHON**

WHEREAS Section 53 (12) of the Planning Act allows approval authorities to enter into agreements for lands subject to a plan of subdivision or consent approval;

AND WHEREAS the Township of Melancthon approved Consent Application B2/21, as a condition of approval requires the applicant to enter into a consent agreement for the merger of lands;

AND WHEREAS it is deemed expedient that 2312439 Ontario Inc. and the Corporation of the Township of Melancthon enter into a consent agreement to fulfill the required condition of Provisional Consent B2/21.

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

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

BY-LAW READ A FIRST AND SECOND TIME THIS 7TH DAY OF OCTOBER, 2021.

BY-LAW READ A THIRD TIME AND PASSED THIS 7TH DAY OF OCTOBER, 2021.

MAYOR

CLERK

GB# 17. 2.1
OCT 07 2021

THIS CONSENT AGREEMENT AGREEMENT made this 7th day of October, 2021.

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

(hereinafter referred to as the "Township")

OF THE FIRST PART,
- and -

2312439 Ontario Inc.

(hereinafter referred to as the "Owner")

OF THE SECOND PART.

WHEREAS 2312439 Ontario Inc. is the registered Owner of the lands affected hereby;

AND WHEREAS the Owner, through Consent Application B2/21, obtained Provisional Consent to sever a surplus farm dwelling in an area of prime agricultural land;

AND WHEREAS the Township is authorized to establish agreements under Section 53 (12) of the Planning Act, RSO (1990);

AND WHEREAS the Township established a condition of the approval of Provisional Consent B2/21 which requires the Owner to enter into an agreement with the Township requiring the retained, merged farmlands to remain as one parcel in the interest of the lands being utilized for agricultural purposes in perpetuity;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of mutual benefits, the Parties hereto agrees as follows:

SECTION I - LANDS TO BE BOUND

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

SECTION II - COMPONENTS OF THE AGREEMENT

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

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

Schedule "B" - Survey sketch of lands subject to requirement to remain as a single parcel and utilized as a single agricultural holding.

SECTION III - REGISTRATION OF AGREEMENT

- 1) This Agreement may be registered on title to the Subject Lands at the expense of the OWNER;
- 2) The OWNER agrees that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
- 3) The OWNER agrees to have the TOWNSHIP register this Agreement at the expense of the OWNER.

SECTION IV - PROVISIONS

- 1) The OWNER agrees that this Agreement shall be registered on title.
- 2) The OWNER agrees that the lands subject to this Agreement described legally as Lot 17 and 18, Concession 7 S.W.T.S.R and Part of Lot 17, Concession 8, S.W.T.S.R, save and except Part 1, Reference Plan 7R-6709, PIN 34158-0030 (LT), in the Township of Melancthon, County of Dufferin, having a lot area of 92 hectares shall be registered and held as a single parcel of land and shall be utilized only for agricultural purposes, absent a dwelling, in accordance with the Township of Melancthon Zoning By-law.
- 3) The OWNER agrees to reimburse the TOWNSHIP for all costs associated with the preparation,

administration, registration and processing of this Agreement.

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

- 1) This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.
- 2) This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.
- 3) This Agreement shall come into effect on the date of execution by the TOWNSHIP.
- 4) The TOWNSHIP shall not release any security held in accordance with Agreement in whole or in part until the TOWNSHIP is satisfied that the OWNER has fulfilled all obligations specified under this Agreement.
- 5) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the TOWNSHIP to carry out any of its obligations under this Agreement, or, as a result of the TOWNSHIP performing any municipal work on adjacent properties which may damage or interfere with the works of the OWNER, provided that such default, failure or neglect was not caused intentionally or through negligence on the part of the TOWNSHIP, its servants or agents.
- 6) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise as a result of the OWNER undertaking site alteration, construction or development.
- 8) Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

OWNER NAME AND ADDRESS:

David Martin
7602 Wellington Road 7
Allma, Ontario
N0B 1A0

TOWNSHIP:

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

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

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

THIS AGREEMENT was executed by the duly authorized signing officers of each party and sealed this 7th day of October, 2021.

SIGNED, SEALED AND DELIVERED
in the presence of:

Witness

Signature of Owner (I have the authority to bind the Corporation)

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Witness

Mayor, Darren White

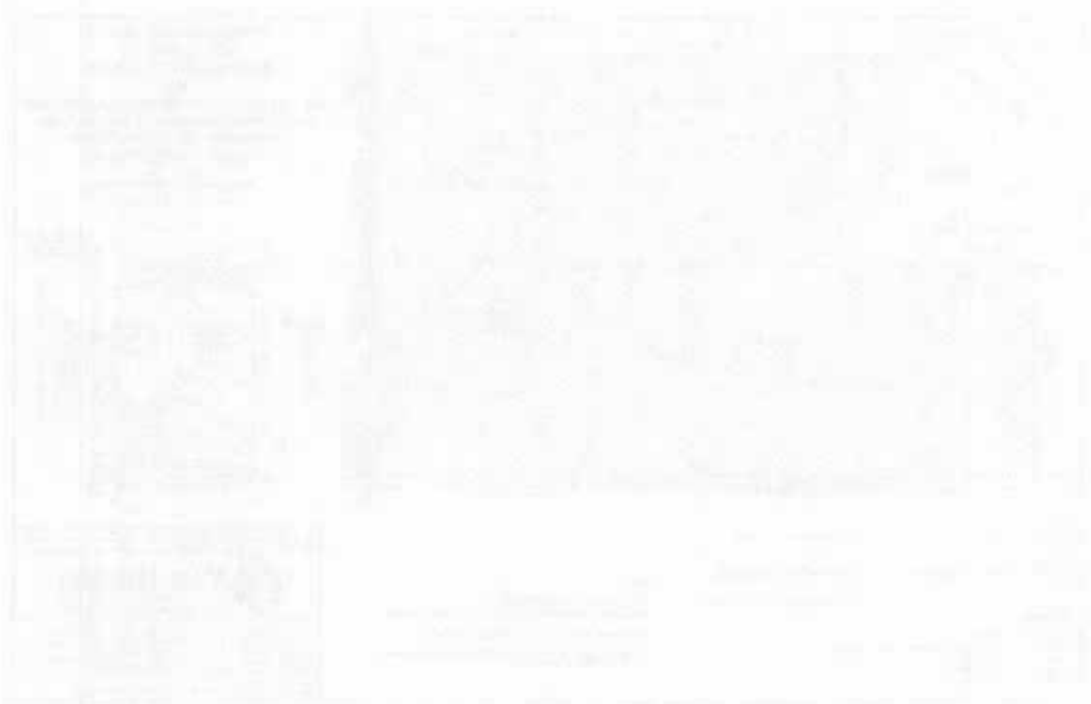
Witness

Clerk, Denise Holmes

SCHEDULE "A"

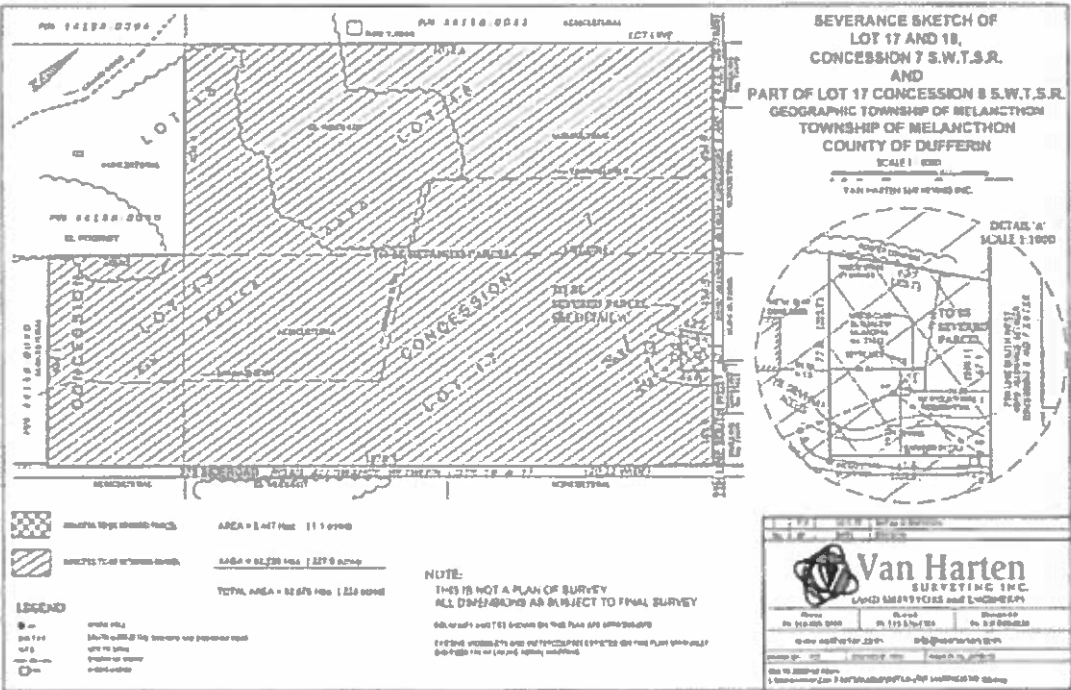
Legal Description

**Lot 17 and 18, Concession 7 S.W.T.S.R and Part of Lot 17, Concession 8,
S.W.T.S.R, save and except Part 1, Reference Plan 7R-6709, PIN 34158-0030 (LT),
in the Township of Melancthon, County of Dufferin.**



SCHEDULE "B"

Sketch of lands subject to requirement to remain as a single parcel and utilized as a single agricultural holding.



THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____ - 2021

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO EXECUTE A JOINT RECREATION AGREEMENT BETWEEN THE TOWNSHIP OF MELANCTHON & TOWNSHIP OF MULMUR

WHEREAS pursuant to s.202 of the Municipal Act, 2001, two or more municipalities may enter into an agreement to provide for matters which are necessary or desirable to facilitate the establishment and operation of a joint municipal service board;

AND WHEREAS the municipal councils of the Township of Melancthon and the Corporation of the Township of Mulmur desire to establish joint recreation services for the mutual benefit of their residences and ratepayers at the North Dufferin Community Centre;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MELANCTHON HEREBY ENACTS AS FOLLOWS:

1. That the Mayor and Clerk are hereby authorized to execute a Joint Recreation Agreement, which is attached as "Schedule A" hereto and forms part of this By-law.
2. This By-law shall come into force and take effect immediately upon the final passing of same.
3. That By-law 45-2017 is hereby repealed upon the execution of "Schedule A" by both the Township of Melancthon and Corporation of the Township of Mulmur.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 7th day of October 2021.

.....

DARREN WHITE, MAYOR

.....

DENISE HOLMES, CLERK

GB# 17.2.2

OCT 07 2021

AGREEMENT AS OF

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF MULMUR,
hereinafter referred to as "Mulmur"**

-and-

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON,
hereinafter referred to as "Melancthon"**

This Agreement witnesseth that, in consideration of the mutual covenants and conditions herein contained, Mulmur and Melancthon agree to the following:

1. Mulmur is the owner of the lands identified as Con 3 W E PT Lot 25, RP 7R-4424 Part 3, on which the facility known as the North Dufferin Community Centre ("NDCC") is located. The NDCC includes all land, buildings, improvements, equipment and chattels pertaining to its operations.
2. Mulmur Township shall continue to be the sole owner of the NDCC.
3. The NDCC shall be operated in compliance with the provisions of the *Municipal Act, 2001*, SO 2001, c 25, and any applicable regulations, as amended from time to time.
4. The NDCC shall be managed by a joint municipal service board of the Townships of Mulmur and Melancthon, constituted by this agreement pursuant to s. 202 of the *Municipal Act, 2001*. The said joint municipal service board shall be known as the NDCC Board of Management ("Board"), which shall have all the powers given by the *Municipal Act, 2001*, and those given by this Agreement.
5. The Board shall have eight (8) members, all of whom have voting rights. The Board shall be comprised of one (1) member of Council from each of Mulmur and Melancthon, two (2) community members from each of Mulmur and Melancthon, and two (2) other community members-at-large. The Board shall recommend nominated candidates, drawn from community applicants to the parties. The Board members shall be appointed by both parties by resolution. In the event of a disagreement, each party shall appoint 3 community members of its choice to the Board. Nominated candidates shall serve for a term of which they are appointed. The parties shall also have the power to designate the appointed Council representatives to the Board, and may set their term on the Board, not to exceed the term of the Council on which they sit. The quorum of the Board shall be five (5).
6. No person shall be appointed as a Board member unless that person has been appointed by the parties in accordance with the previous paragraph and has received a Criminal Records Check to the satisfaction of both parties' Councils.
7. The Board shall elect a Chairperson (Chair) and Vice-Chairperson from among its members at the first meeting of the Board each calendar year. The Chair shall preside at all meetings of the Board and be charged with the general administration of the business and affairs of the Board. The minutes of that meeting shall identify the persons elected to each of the identified positions.
8. The Board shall hold an Annual General Meeting at the call of the Chair, with due prior notice to both parties
9. The Board shall operate under the Township of Mulmur's policies and procedures.
10. Insurance shall be provided through Mulmur's insurance provider, and the cost will be billed to the Board.
11. A staff member from Melancthon shall act as the Secretary of the Board at no cost.

12. The Treasurer of Mulmur shall act as the Treasurer of the Board at no cost for his or her time. The Treasurer shall keep full and accurate books and records of all transactions of the Board. The Treasurer shall render to the Board at the meetings thereof, or whenever required, an account of all transactions and of the financial position of the Board. The Treasurer shall pay only such items as are approved by the Board.
13. It shall be the policy of the Board that the current year's operating surplus or deficit be allocated to the followings year's budget over and above a \$40,000 operating reserve maintained for cash flow purposes.
14. Each Township shall contribute \$20,000 on January 1, 2018, to create an operating reserve for the Board to utilize for cash flow purposes.
15. Commencing 2018, levies shall be paid on February 1st, May 1st, August 1st and October 1st of each year.
16. The Board will maintain a recreational capital reserve account to hold any unused capital contributions each year. This reserve will be used to absorb the impact of large purchases and/or unforeseen emergency capital requirements as approved by the Board. A report on the balance of the reserves shall be provided on an annual basis or as requested by the parties.
17. The Township of Mulmur shall have responsibility and authority over the human resources and staffing.
18. The Board shall be responsible for the development of standard operating procedures and policies for facility operations and programs as required for approval by each Township.
19. The Board may recommend annual user fee changes to be approved by each Township.
20. The Board shall prepare the estimate of the Board's net financial requirements for the year ("Budget"). There shall be no deficit budgeting. The Board shall work co-operatively and equitably with the parties to the Agreement to fund all operational and developmental expenses.
21. The Budget shall be submitted annually to each Township for approval no later than October 31st. The parties shall have the right to amend the Budget by mutual agreement prior to approval.
22. Upon approval of the Budget by both parties, each party shall appropriate such monies as may be requisitioned by the Board from time to time not to exceed the monies identified in the approved Budget.
23. The Board shall not make or incur liability for any expenditure that is not approved as part of its Budget, and the parties shall not be liable for any expenditure that is not approved.
24. Regardless of the source and extent of funding, the Board must recommend to each Township, for approval, any capital improvements not already approved in the budget.
25. The Township of Mulmur may spend monies on the NDCC facility in addition to the NDCC budget at 100% contribution at its sole discretion as required.
26. The parties shall be responsible for the approved operating and capital levies expenditures and any deficit of the Board as follows:

Mulmur 50%

Melancthon 50%
27. The Board shall keep books and records, approve expenditures and issue cheques in accordance with the approved Budget.
 - a. The Board shall maintain its own separate bank account.

- b. All accounts to be paid shall be approved by the Board (this may occur after payment has happened in order to avoid late payment fees).
 - c. The Board's accounts shall be audited annually by the Municipal auditor or more frequently as may be required.
 - d. The draft minutes of the Board shall be promptly circulated to the respective municipal Councils.
28. In the event that either Mulmur or Melancthon wishes to cease participating in the Board, they may do so by providing one (1) year written notice of termination to the other party and the Board. Any written notice given as aforesaid shall terminate this Agreement as of the 31st of December of the next calendar year.
29. The parties shall renegotiate this agreement in the event that an additional municipality or other permitted party wishes to join in this agreement and is approved by all parties to this agreement.
30. This Agreement is personal to the parties and may not be assigned.
31. The parties covenant that they are entering into this Agreement in good faith and that they shall carry out its provisions in good faith.
32. All previous agreements signed are hereby null and void.

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 MULMUR**

MAYOR

CLERK

**THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON**

MAYOR

CLERK

AGREEMENT AS OF

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF MULMUR,
hereinafter referred to as "Mulmur"**

-and-

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON,
hereinafter referred to as "Melancthon"**

This Agreement witnesseth that, in consideration of the mutual covenants and conditions herein contained, Mulmur and Melancthon agree to the following:

1. Mulmur is the owner of the lands identified as Con 3 W E PT Lot 25, RP 7R-4424 Part 3, on which the facility known as the North Dufferin Community Centre ("NDCC") is located. The NDCC includes all land, buildings, improvements, equipment and chattels pertaining to its operations.
2. Mulmur Township shall continue to be the sole owner of the NDCC.
3. The NDCC shall be operated in compliance with the provisions of the *Municipal Act, 2001*, SO 2001, c 25, and any applicable regulations, as amended from time to time.
4. The NDCC shall be managed by a joint municipal service board of the Townships of Mulmur and Melancthon, constituted by this agreement pursuant to s. 202 of the *Municipal Act, 2001*. The said joint municipal service board shall be known as the NDCC Board of Management ("Board"), which shall have all the powers given by the *Municipal Act, 2001*, and those given by this Agreement.
5. The Board shall have eight (8) members, all of whom have voting rights. The Board shall be comprised of one (1) member of Council from each of Mulmur and Melancthon, two (2) community members from each of Mulmur and Melancthon, and two (2) other community members-at-large. The Board shall recommend nominated candidates, drawn from community applicants to the parties. The Board members shall be appointed by both parties by resolution. In the event of a disagreement, each party shall appoint 3 community members of its choice to the Board. Nominated candidates shall serve for a term of which they are appointed. The parties shall also have the power to designate the appointed Council representatives to the Board, and may set their term on the Board, not to exceed the term of the Council on which they sit. The quorum of the Board shall be five (5).
6. No person shall be appointed as a Board member unless that person has been appointed by the parties in accordance with the previous ~~paragraph-and paragraph~~ and has received a Criminal Records Check to the satisfaction of both parties' Councils.
7. The Board shall elect a Chairperson (Chair) and Vice-Chairperson from among its members at the first meeting of the Board each calendar year. The Chair shall preside at all meetings of the Board and be charged with the general administration of the business and affairs of the Board. The minutes of that meeting shall identify the persons elected to each of the identified positions.
8. The Board shall hold an Annual General Meeting at the call of the Chair, with due prior notice to both parties
9. The Board shall operate under the Township of Mulmur's policies and procedures ~~Procedural By-law of Mulmur.~~
10. Insurance shall be provided through Mulmur's insurance ~~provider~~provider, and the cost will be billed to the Board.
11. A staff member from Melancthon shall act as the Secretary of the Board at no cost.

12. The Treasurer of Mulmur shall act as the Treasurer of the Board at no cost for his or her time. The Treasurer shall keep full and accurate books and records of all transactions of the Board. The Treasurer shall render to the Board at the meetings thereof, or whenever required, an account of all transactions and of the financial position of the Board. The Treasurer shall pay only such items as are approved by the Board.
13. It shall be the policy of the Board that the current year's operating surplus or deficit be allocated to the followings year's budget over and above a \$40,000 operating reserve maintained for cash flow purposes.
14. Each Township shall contribute \$20,000 on January 1, 2018, to create an operating reserve for the Board to utilize for cash flow purposes.
15. Commencing 2018, levies shall be paid on February 1st, May 1st, August 1st and October 1st of each year.
16. The Board will maintain a recreational capital reserve account to hold any unused capital contributions each year. This reserve will be used to absorb the impact of large purchases and/or unforeseen emergency capital requirements as approved by the Board. A report on the balance of the reserves shall be provided on an annual basis or as requested by the parties.
- ~~17. The Board shall develop other organization structure and procedural rules as may be thought desirable.~~
- ~~17. The Township of Mulmur Board shall have responsibility and authority over the human resources and staffing.~~
- ~~18. The Board shall be including employment contracts for staff for both the responsible for the development of standard operating procedures and facilities and policies for facility operations and programs as required for approval by each Township.~~
- ~~18. ---~~
19. ~~Subject to statutory restrictions and those set out in this agreement. The Board may shall develop policies, rules, and recommend annual user fee changes schedules~~ to be approved by each Township.
20. The Board shall prepare the estimate of the Board's net financial requirements for the year ("Budget"). There shall be no deficit budgeting. The Board shall work co-operatively and equitably with the parties to the Agreement to fund all operational and developmental expenses.
21. The Budget shall be submitted annually to each Township for approval no later than October 31st. The parties shall have the right to amend the Budget by mutual agreement prior to approval.
22. Upon approval of the Budget by both parties, each party shall appropriate such monies as may be requisitioned by the Board from time to time not to exceed the monies identified in the approved Budget.
23. The Board shall not make or incur liability for any expenditure that is not approved as part of its Budget, and the parties shall not be liable for any expenditure that is not approved.
- ~~24. Regardless of the source and extent of funding, the Board must recommend to each Township for approval any development and capital improvements not already approved in the budget.~~
- ~~24-25. The Township of Mulmur may spend monies on the NDCC facility in addition to the NDCC budget at 100% contribution at its sole discretion as required.~~

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~~25,26.~~ The parties shall be responsible for the approved operating and capital levies expenditures and any deficit of the Board as follows:

Mulmur 50%
Melancthon 50%

~~26,27.~~ The Board shall keep books and records, approve expenditures and issue cheques in accordance with the approved Budget.

- a. The Board shall maintain its own separate bank account.
- b. All accounts to be paid shall be approved by the Board (this may occur after payment has happened in order to avoid late payment fees).
- ~~e. All cheques shall be signed by the Chair or designate and the Treasurer or designate of the Board.~~
- ~~d.c.~~ The Board's accounts shall be audited annually by the Municipal auditor or more frequently as may be required ~~by the Board.~~
- ~~e.d.~~ The draft minutes of the Board shall be promptly circulated to the respective municipal Councils.

~~27,28.~~ In the event that either Mulmur or Melancthon wishes to cease participating in the Board, they may do so by providing one (1) year written notice of termination to the other party and the Board. Any written notice given as aforesaid shall terminate this Agreement as of the 31st of December of the next calendar year.

~~28,29.~~ The parties shall renegotiate this agreement in the event that an additional municipality or other permitted party wishes to join in this agreement and is approved by all parties to this agreement.

~~29,30.~~ This Agreement is personal to the parties and may not be assigned.

~~30,31.~~ The parties covenant that they are entering into this Agreement in good faith and that they shall carry out its provisions in good faith.

~~31,32.~~ All previous agreements signed are hereby null and void.

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 MULMUR

MAYOR

CLERK

THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON

MAYOR

CLERK



COUNCIL ADDENDUM

Thursday, September 9, 2021 at 2:00 p.m.

Video Conference

OATH OF OFFICE – Councillor Fred Nix

The County Clerk will administer the Oath of Office for Councillor Fred Nix.

7. PRESENTATION AND CONSIDERATIONS OF REPORTS

Listed on
the Agenda

7.8 Chief Administrative Officer's Report – COVID Vaccination Policy

A report from the Chief Administrative Officer, dated September 9, 2021, to provide Council with information on mandatory vaccination policies, how other municipalities in Ontario are proceeding and next steps for implementing a Dufferin County policy.

THAT the report of the Chief Administrative Officer, dated September 9, 2021 titled Vaccination Policy be received;

AND THAT staff be directed to develop and implement a Vaccination Policy in consultation with Wellington Dufferin Guelph Public Health;

AND THAT following key policy issues be included:

- Proof of Vaccination Status or proof of medical exemption or proof of exemption under the Ontario Human Rights Code will be required by November 1st;
- Staff not providing the proof identified above will be required to attend an education session on vaccine safety and effectiveness;
- Staff not vaccinated will be required to undergoing regular testing (rapid antigen tests) prior to being onsite;
- Non-compliance may result in disciplinary action;
- Accommodations on human rights grounds will be considered on an individual basis.



REPORT TO COUNCIL

To: Warden White and Members of Council

From: Sonya Pritchard, Chief Administrative Officer

Meeting Date: September 9, 2021

Subject: Vaccination Policy

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Purpose

The purpose of this report is to provide Council with information on mandatory vaccination policies, how other municipalities in Ontario are proceeding and next steps for implementing a Dufferin County policy.

Background & Discussion

"Evidence indicates that vaccines are very effective at preventing severe illness, hospitalization and death from COVID-19, including against alpha and delta variants of concern. Recent reports in Canada indicate that less than 1% of those who were fully vaccinated have become sick with COVID-19."¹ On September 3, the Public Health Agency of Canada released additional modelling and data including the following: "Based on the latest data from 11 provinces and territories for the eligible population 12 years or older:

- from December 14, 2020 to August 14, 2021, 0.04% of fully vaccinated people became infected, with the majority of recent cases and hospitalizations occurring in unvaccinated or partially vaccinated people.
- In recent weeks (July 18 - August 14, 2021):

¹ Public Health Agency of Canada, Health benefits of vaccination. <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19/vaccines/effectiveness-benefits-vaccination.html>

- the average weekly rate of new COVID-19 cases in unvaccinated people was 12 times higher than in the fully vaccinated.
- the average weekly rate of hospitalized cases in unvaccinated people was 36 times higher compared to fully vaccinated people.²

The federal government has announced a vaccination policy for all federal public servants and federally regulated transportation sectors will be introduced this month and is encouraging all crown corporations and other federally regulated sectors to follow suit.

The provincial government has directed employers in a number of high risk settings including long term care, hospitals, paramedic services, public education and childcare to develop vaccine policies. These policies must be effective no later than September 7, 2021, and at a minimum will require individuals to provide proof of one of three things:

- Full vaccination against COVID-19;
- A medical reason for not being vaccinated against COVID-19; or
- Completion of a COVID-19 vaccination educational session.

Individuals who do not provide proof of full vaccination against COVID-19 will be required to undertake regular antigen testing. These settings will be required to track and report on the implementation of their policies to the provincial government. In addition, the government is also implementing a policy for the Ontario public service.

Although there is no provincial directive requiring municipalities (outside of specific high risk settings like long term care and paramedics) or private sector employers adopt vaccination policies; public health units across the province are advising all workplaces implement them. On September 1st, 2021 Dr. Matthew Tenenbaum published an open letter, ...“strongly recommending all employers across Wellington County, Dufferin County and Guelph introduce COVID-19 vaccination policies within their workplaces. This would add a significant layer of protection when paired with the other COVID-19 workplace health and safety measures you already have in place, such as screening, masking, remote work (when possible) and paid sick leave. This step will help protect the health and wellbeing of your workplace and the greater WDG community as we enter the fourth wave of the pandemic. Wellington-Dufferin-Guelph Public Health has recently

² Public Health Agency of Canada, Statement from the Chief Public Health Officer of Canada on September 3, 2021. <https://www.canada.ca/en/public-health/news/2021/09/statement-from-the-chief-public-health-officer-of-canada-on-september-3-2021.html>

expanded its own vaccination policy to require all staff to be vaccinated against COVID-19.”³

Over the past several weeks, many Ontario municipalities have introduced vaccination policies. Although, they all aim to better protect employees, clients and their communities by ensuring the highest possible vaccination rates amongst staff, contractors, and volunteers there is some variability in how they will be implemented and enforced. Attached is information collected through an informal survey of Emergency Managers on August 30th, 2021. Since then a number of large municipalities including Toronto, London, York Region, Hamilton, Ottawa and others have implemented policies; all with slight differences in implementation and enforcement.

WDG Public Health has provided extensive information for employers about vaccinations including things to consider when establishing a workplace policy and key components to include.⁴ This guidance is helpful but specific details around issues like collection and retention of personal health data, testing for those who remain unvaccinated, accommodations, and consequences for non-compliance need to be established in each organization’s policy.

Within the WDG area the City of Guelph, Wellington County and the Town of Minto have adopted vaccination policies. Details with respect to the Town of Minto policy were not yet available at the time of writing of this report. Wellington County adopted a policy on August 23rd requiring all new staff joining the organization to be fully vaccinated. The City of Guelph policy was adopted on August 30th and lays out a detailed policy including specific information with respect to how proof of vaccination is to be provided, protocols with respect to collection of personal health information, a city run testing process for those not vaccinated, reasons for exemption from the policy, and consequences for those who refuse to comply with the policy. The Guelph policy applies to staff, contractors doing work on city property, volunteers and Council.

Given the proven effectiveness of the COVID vaccines, the increased threat from the Delta variant in a fourth wave, the move by numerous other employers, including municipalities, and the advice of public health officials; there is significant justification

³ Wellington Dufferin Guelph Public Health, Open Letter from Dr, Matthew Tenenbaum on September 1, 2021. <https://www.wdgppublichealth.ca/news/open-letter-dr-matthew-tenenbaum-workplace-vaccination-policies>

⁴ Wellington Dufferin Guelph Public Health, Vaccine Information for Employers. <https://www.wdgppublichealth.ca/your-health/covid-19-information-workplaces-and-living-spaces/workplaces-and-businesses>

for the County of Dufferin to proceed with adopting a vaccination policy. As a public sector organization, we have a responsibility to follow the advice and direction of public health and the provincial government. In addition, we have a responsibility to take all measures possible to provide a safe workplace for our employees and a safe space for clients and community members. A vaccine policy in combination with the continuation of all other COVID health and safety measures is the best way to achieve this. It's important to note that we must also consider individual employees' circumstances and to provide accommodation where reasonable and possible.

Based on a review of other policies and the desire to provide a policy that is comprehensive and clear it is recommended a Dufferin vaccination policy be developed similar to the City of Guelph policy, in consultation with Wellington Dufferin Guelph Public Health. The one significant difference being that any required testing would be out-sourced to a third party (potentially in conjunction with other Dufferin municipalities).

Financial, Staffing, Legal Impact

Dufferin Oaks staff are currently subject to a policy developed under Directive 6 from the Chief Medical Officer of Health. Paramedics are hospital employees and subject to policies of Headwaters Healthcare Centre.

A Dufferin County vaccination policy would apply to all other employees (and potentially Dufferin Oaks going forward), contractors and volunteers. A separate Council vaccination policy could also be implemented.

The cost to implement the policy is not yet known. There will be some additional costs associated with creating and maintaining a secure system to collect and retain personal health information. The cost of testing will also need to be determined. It is expected that rapid antigen tests will be available from the province but this does not include administering the tests or disposing of them. The City of London is estimating a cost of \$2,000-\$3,000 per week for testing. The cost for the County of Dufferin would be significantly less. Funds provided for COVID expenses are available to offset these costs

There may be an opportunity to coordinate testing with local municipalities who also wish to implement a vaccination/testing policy.

Recommendations

THAT the report of the Chief Administrative Officer, dated September 9, 2021 titled Vaccination Policy be received;

AND THAT staff be directed to develop and implement a Vaccination Policy in consultation with Wellington Dufferin Guelph Public Health;

AND THAT following key policy issues be included:

- **Proof of Vaccination Status or proof of medical exemption or proof of exemption under the Ontario Human Rights Code will be required by November 1st;**
- **Staff not providing the proof identified above will be required to attend an education session on vaccine safety and effectiveness;**
- **Staff not vaccinated will be required to undergoing regular testing (rapid antigen tests) prior to being onsite;**
- **Non-compliance may result in disciplinary action;**
- **Accommodations on human rights grounds will be considered on an individual basis.**

Respectfully Submitted by:

Sonya Pritchard, C.P.A., C.M.A
Chief Administrative Officer

Attached: Information on Emerging COVID Vaccination Policies in Ontario Municipalities

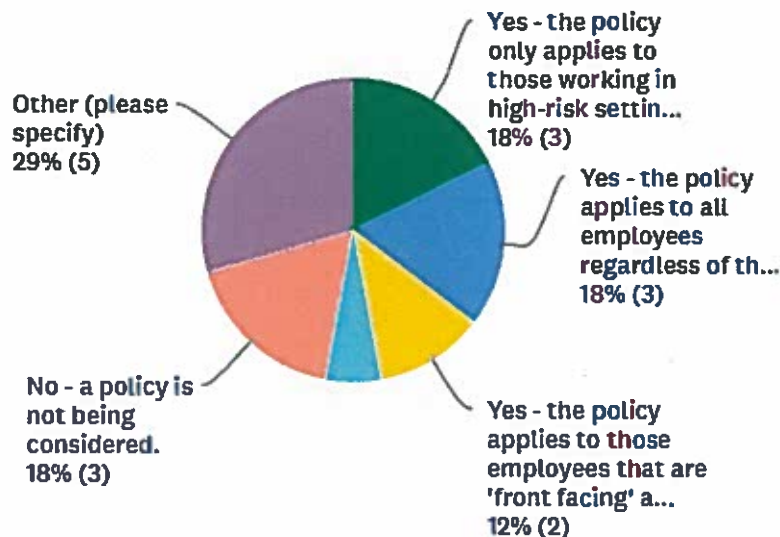
Emerging COVID-19 Vaccination Policies **in Ontario Municipalities**

(Information depicts responses to an informal survey of
Emergency Managers on August 30, 2021)

Respondents

- | | | |
|---------------------|----------------|------------------|
| • Bruce County | • Grimsby | • Lincoln |
| • Simcoe County | • Shelburne | • Huron |
| • University Ottawa | • Hamilton | • Grey County |
| • Hastings County | • Huron County | • Six Nations |
| • Melancthon | • Guelph | • Mulmur |
| • Wellington County | • Amaranth | • Niagara Region |
| • Halton Region | • | • |

Does your organization have a COVID-19 vaccination policy?

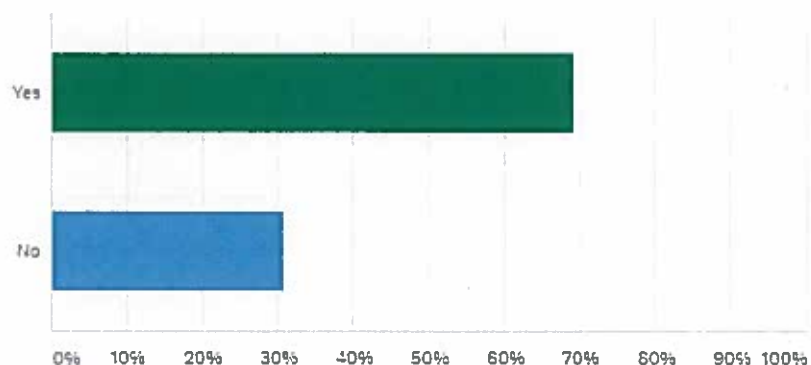


Comments

- the policy applies to all but Long Term Care, which has their own policy.
- Policy is drafted - needs Council approval. Applies to all County staff
- A notice of motion was brought forward by Shelburne's Deputy Mayor on August 23rd. It will be debated and voted on at the Sept. 13th meeting -BE IT RESOLVED THAT Council direct staffs to look into the feasibility of a mandatory vaccination policy for all current municipal staff (inclusive of elected officials) and new hires and report back to Council in January 2022.

-
- Yes- a policy exists for LTC/Childcare workers from the Ministries, then a general policy is currently being developed for all staff/Council

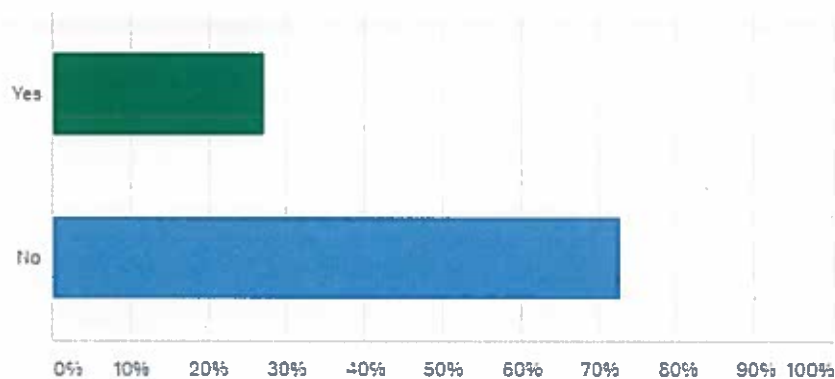
Are the employees that are subject to your vaccination policy represented by a collective bargaining unit?



If your organization has a vaccination policy when did/does it take effect?

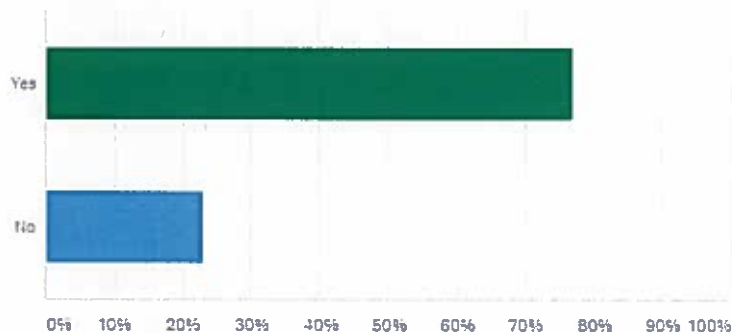
SEPTEMBER 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 st 14%			
		7 th 42%				
		14 th 14%	15 th 14%			
October 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					15 th 7%	

Does your policy differentiate between partially or fully vaccinated employees?



- It's either unvaccinated (which includes having only a partial vaccine series as well as not having had a COVID-19 vaccine) or fully vaccinated. There is no half-way mark. It also indicates you will continue to remain fully vaccinated, obtaining additional shots as required.
- partially = unvaccinated, per our policy

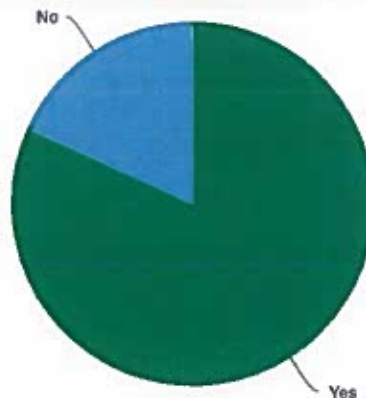
Does your policy define fully vaccinated as those who are 14 days beyond having had two, Health Canada approved, doses of a COVID-19 vaccine?



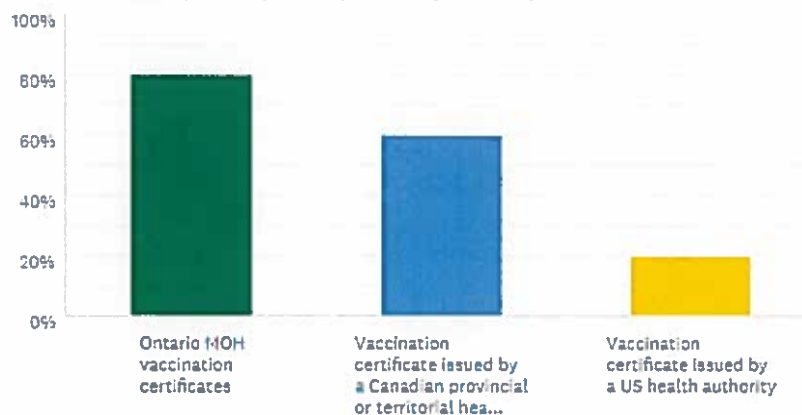
Who does your vaccination policy apply to?

- Full-time staff – 100%
- Part-time staff – 100%
- Casual or contract staff – 100%
- Contractors working on site – 28%
- Volunteers – 28%
- Board members/elected officials – 86%
- Co-op students – 56%

Does your policy provide a clear and concise rationale for its implementation?

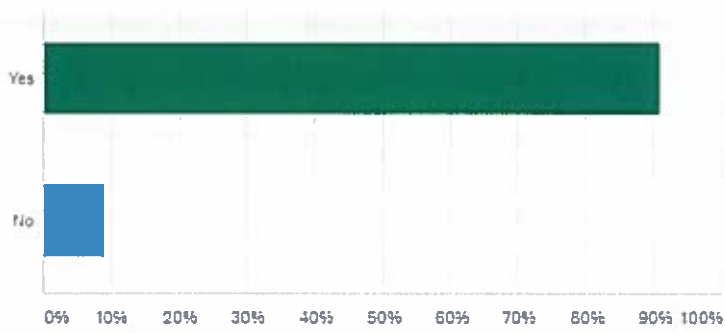


What does your policy accept for proof of vaccination?



- ☐ The policy doesn't specifically say that it won't accept the other options listed herein, and I'm sure they would consider on a case by case basis for those instances.
- ☐ Not sure yet
- ☐ Still being finalized

Does your policy mandate that employees who have not provided proof of vaccination by an established deadline be subjected to regular COVID-19 testing?

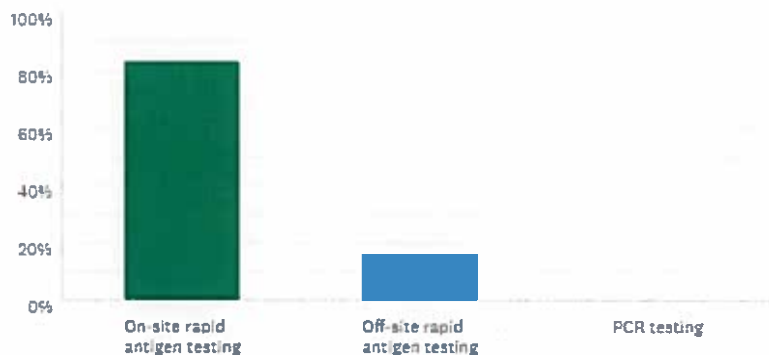


How frequently will employees have to be tested?



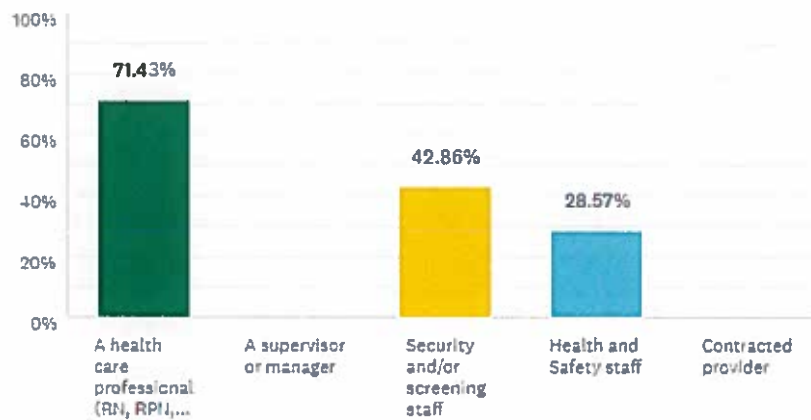
- Not addressed
- It only says "regular intervals".
- will vary. Currently LTC and paramedics are every day

What type of test will employees be required to undertake?



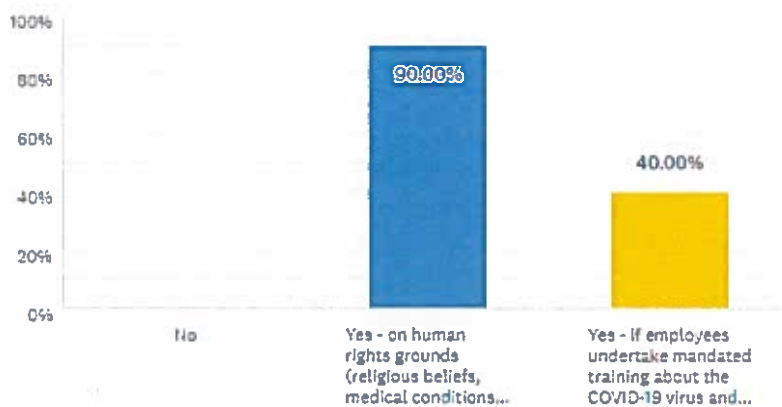
- Not addressed
- TBD, but likely RAT - either on or off site, within a certain time period. Also, who will conduct tests is TBD.
- The procedure for this is still being developed and is expected to be finalized by Sept 10/21
- details of who will conduct testing still being worked out for non healthcare settings
- either onsite or offsite rapid testing

Who will conduct on-site testing?



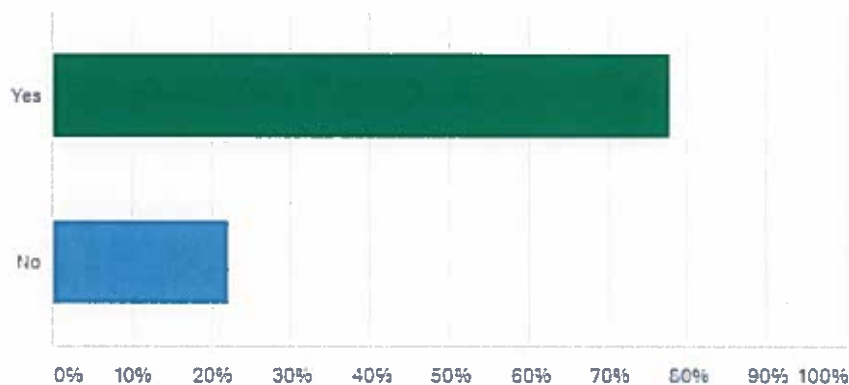
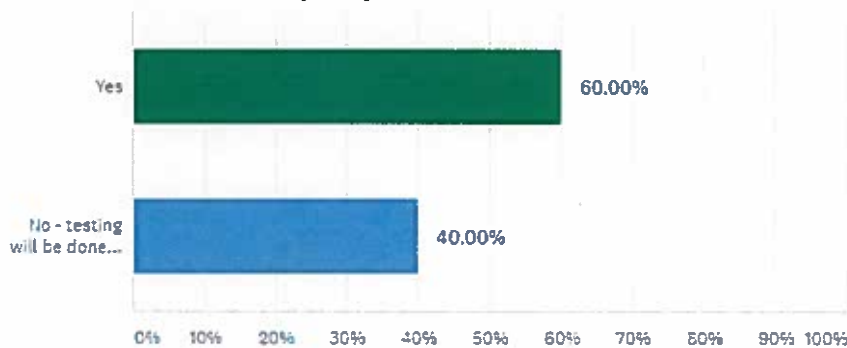
- the policy doesn't state who will be administering the rapid antigen tests, but may be a variety of answers to this depending on the location.

Does the policy address exemptions to providing proof of vaccination?



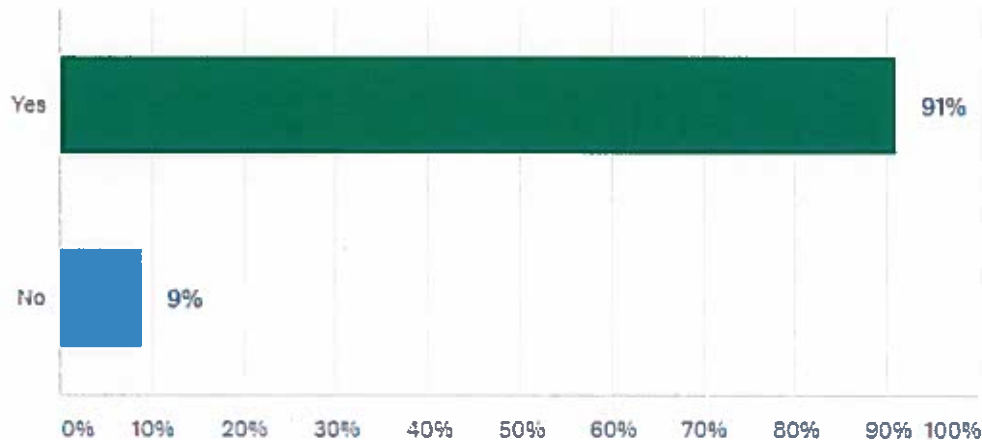
Yes - if on medical grounds, need dr's note by Oct 12; if personal choice, then complete the mandatory education session by the timelines assigned.

detailed proof must be provided, as per the directive and the OHRC policy on preventing human rights discrimination based on creed

Do employees who work remotely have to submit proof of vaccination?**Will testing for those who have not provided proof of vaccination be conducted on company time?**

- o more on that procedure is coming for Sept. 10, so not sure at this time.

Does the policy address those who have not provided proof of vaccination and refuse to undergo COVID-19 testing?



- it does indicate that employees refusing to comply with the policy will be subject to disciplinary action, up to and including termination from employment.

Is there anything else you'd like to share about your organizations vaccination policy?

- It's still in development, but the intention is to be fairly strong
- County LTC and County Paramedic services policies may be slightly different.



Corporation of the Township of Melancthon

Moved by "M. Mercer"

Seconded by "J. McLean" Date October 7, 2021

Be it resolved that:

we establish a road safety task force of Council to research and resolve speeding issues in Melancthon.

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

Carried/Lost: _____

MAYOR

CIB# 17.2.2
OCT 07 2021

Denise Holmes

From: Lynn Hodgson [REDACTED]
Sent: Wednesday, September 22, 2021 4:17 PM
To: Denise Holmes
Subject: Recommendation of the Horning's Mills Community Park Board - September 13, 2021

Dear Denise:

Please be advised that the Horning's Mills Community Park Board met on September 13, 2021, and made the following recommendation to Council:

The Horning's Mills Community Park Board puts forth a recommendation that Melancthon Council consider the construction of a pavilion/gazebo-type structure, to be located between the ball diamond and the children's play equipment.

Best,

Lynn Hodgson

Denise Holmes

From: Lynn Hodgson [REDACTED]
Sent: Wednesday, September 29, 2021 10:07 AM
To: Denise Holmes
Subject: Recommendation of the Horning's Mills Community Park Board to Council

Dear Denise:

Please be advised that the Horning's Mills Community Park Board has made a further recommendation to Melancthon Council on the basis of its September 13, 2021, meeting:

The Horning's Mills Community Park Board puts forth a recommendation that Melancthon Council consider the purchase and installation of Lexan for the pavilion, estimated at \$500.

Thank you,

Lynn Hodgson

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

RECEIPT OF COMPLETE APPLICATION

TAKE NOTICE that Township of Melancthon has received a complete application to amend Municipal Zoning By-law 12-79. The purpose of the rezoning is to amend the Township's Comprehensive Zoning By-law to modify the Open Space Conservation (OS2) Zone located in Part of Lots 9 and 10, Concession 3, O.S, for lands located at 436527 4th Line.

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

NOTICE OF PUBLIC MEETING WITH COUNCIL

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

DATE AND LOCATION OF PUBLIC MEETING

Date and Time: Thursday, October 7th, 2021 at 5:30 pm
Location: Virtual Meeting – please see below.

NOTE: This will be a virtual meeting. If you wish to attend the virtual meeting, please call or email the Township office prior to the day of the public meeting so you can be provided with a link to the meeting. If you do not have the capability to attend a virtual meeting, please provide written comments and a phone number where you can be reached to the Township Clerk prior to the public meeting.

DETAILS OF THE ZONING BY-LAW AMENDMENT

The application affects lands located in Part of Lots 9 and 10, Concession 3 O.S in the Township of Melancthon. A key map has been appended to this Notice which identifies the lands that are subject to the proposed amendment.

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 12-79 to modify the Open Space Conservation (OS2) Zone on the applicant's lands. The applicant's existing dwelling is located in the OS2 Zone and the rezoning is required to allow the applicant to obtain a building permit to construct an addition onto their home.

FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION

A key map has been appended that identifies the lands that are subject to this amendment. The applicant has also submitted an environmental impact study (EIS) which is also available for review by contacting the Township office.

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

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

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

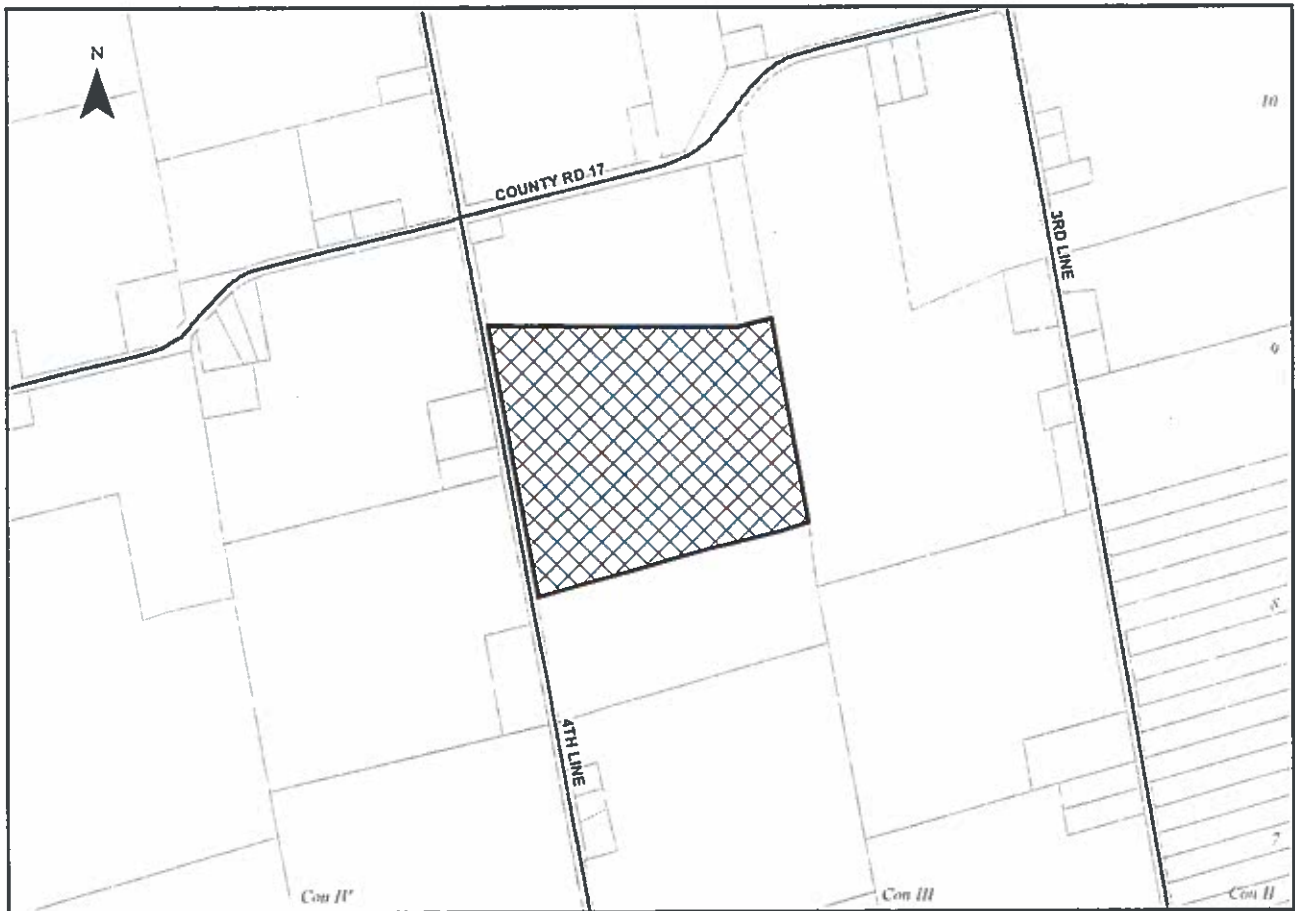
Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

Mailing Date of this Notice: September 17, 2021



on behalf of Denise Holmes, CAO
Township of Melancthon

**LANDS SUBJECT TO APPLICATION FOR
ZONING BY-LAW AMENDMENT**



 Subject Lands

MEMORANDUM

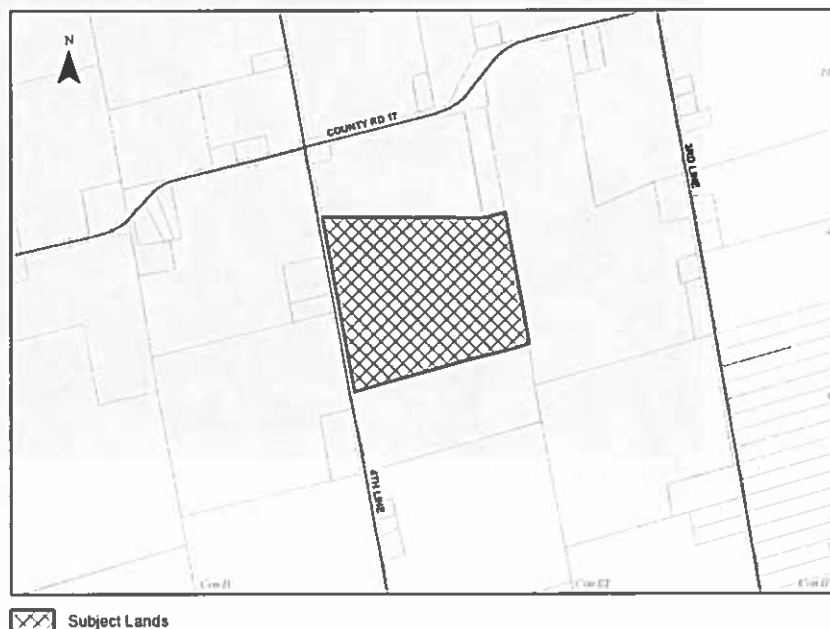
To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: September 30, 2021
Re: Application for Zoning By-law Amendment (Madigan)

BACKGROUND

The Township is in receipt of an application for zoning by-law amendment for lands located in Part of Lots 9 and 10, Concession 3 O.S. located at 436527 4th Line.

The applicant's lot is zoned General Agricultural (A1) and Open Space Conservation (OS2) and the existing dwelling is located in the OS2 Zone and is therefore a legal non-conforming land use. The applicant is seeking to add several additions to the existing dwelling and is therefore requesting adjustments to the OS2 Zone to create more accurate OS2 Zone boundary which would minimize constraints to their proposed building additions. The location of the subject lands is shown in Figure 1.

Figure 1 – Subject Lands



OFFICIAL PLAN

The subject lands are designated Rural and are also subject to the Environmental Conservation Overlay designation.

ZONING BY-LAW

The subject lands and existing dwelling are located partially within the Open Space Conservation (OS2) Zone and partially within the General Agricultural (A1) Zone as shown in Figure 2. In order to justify an adjustment to the OS2 Zone boundary the applicant retained an environmental consultant to prepare an EIS to provide technical insight and justification for the amendment to the zone boundary.

Figure 2 – Location of Zone Boundary



ENVIRONMENTAL IMPACT STUDY (EIS)

The EIS was prepared by Azimuth Environmental. On the basis of this assessment, which included consideration of the wetland boundary and treeline associated with the wetland, the consultant recommended that the zone boundaries on the lot be revised in the manner illustrated in accordance with the figure attached at Appendix 1.

ANALYSIS and RECOMMENDATION

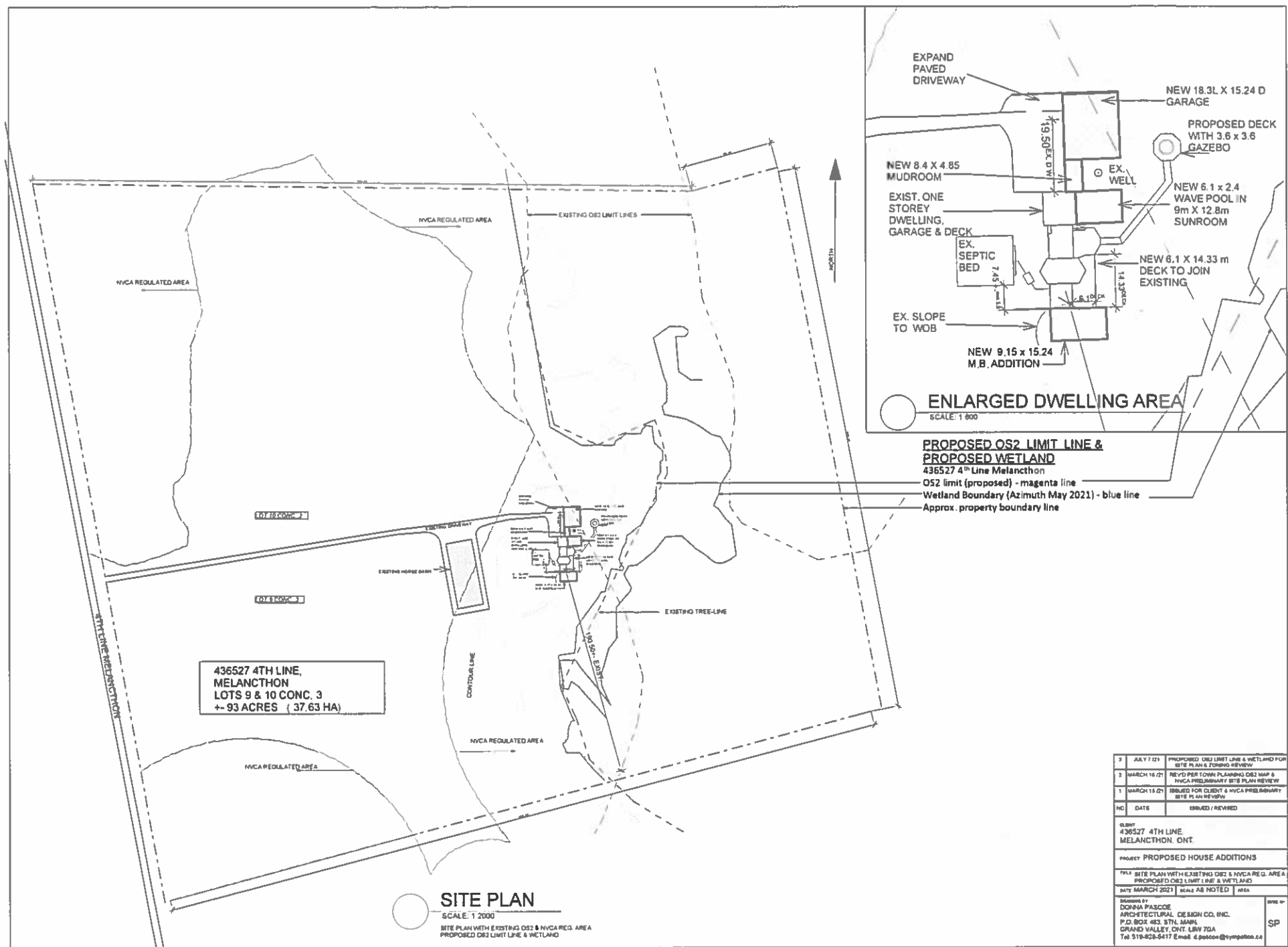
The proposed zoning amendment would establish a more accurate location for the OS2 Zone boundary on the applicant's lands in a manner that better conforms with the Environmental Conservation Overlay designation of the Township's Official Plan. It is recommended that the zoning amendment be approved.

Respectfully submitted,



Chris Jones MCIP, RPP

•Appendix 1•



3	JULY 7/21	PROPOSED OS2 LIMIT LINE & WETLAND FOR SITE PLAN & FORMING REVIEW
2	MARCH 16/21	REVISED PER TOWN PLANNING DEPT MAP & NVCA PRELIMINARY SITE PLAN REVIEW
1	MARCH 15/21	ISSUED FOR CLIENT & NVCA PRELIMINARY SITE PLAN REVIEW
NO.	DATE	ISSUED / REVISED
CLIENT 436527 4TH LINE MELANCTHON, ONT.		
PROJECT: PROPOSED HOUSE ADDITIONS		
THIS SITE PLAN WITH EXISTING OS2 & NVCA REG. AREA PROPOSED OS2 LIMIT LINE & WETLAND		
DATE: MARCH 2021 SCALE: AS NOTED HRS:		
DESIGNED BY DONNA PASCOE ARCHITECTURAL DESIGN CO. INC. P.O. BOX 463, STN. NAAM, GRAND VALLEY, ONT. L0W 7D4 Tel: 519-826-5417 Email: d.pascoe@sympetree.ca		DRG. NO. SP