



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING THURSDAY, NOVEMBER 18, 2021 - 5:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/84836417687?pwd=MCTRdjdrZUpxcmlFUNEFUWU5lWFp5dz09>

Meeting ID: 848 3641 7687

Passcode: 087785

One tap mobile

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+1 647 558 0588 Canada

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Meeting ID: 848 3641 7687

Passcode: 087785

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 – November 4, 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. Other
 2. Unfinished Business
 1. Report from Sarah Culshaw, Treasurer/Deputy Clerk regarding funding 4th Line NE and 5th Line OS Paving Project – Sarah to provide additional information on past surplus monies transferred to working capital reserves
 2. Recommendation from the Roads Sub-Committee regarding the paving of 4th Line NE and 5th Line OS
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Climate Change Initiatives**
- 13. Police Services Board**
- 14. County Council Update**
- 15. Correspondence**

Board & Committee Minutes

1. CDRC – September 22, 2021

Items for Information Purposes

1. Letter from Minister of Finance providing details on 2022 Funding Allocations under the Ontario Municipal Partnership Fund
2. Town of Grand Valley Motion in Support of Township of Melancthon Motion for COVID Financial Relief
3. CUPE Report Expressing Concerns with OMERS Investment Performance
4. Township of Amaranth Motion in Support of Town of Mono Motion for COVID Financial Relief

Items for Council Action

1. Lake Erie Region Source Protection Committee Municipal Member Nomination – Melancthon
2. CDRC – Financial Impact of Capital Roof Repairs Report
3. Shelburne & District Fire Board of Management 2022 Operating Budget
4. Resignation Letter from Clayton Rowbotham for NDCC – Melancthon Member
5. Security Deposit Return for Norman and Maryann Martin

Items for Dufferin Wind Power

1. Dufferin Wind Power Donation Request

16. General Business

1. New/Other Business/Additions
 1. Recommendations from Joint Recreation Sub-Committee meeting, if any.
2. Unfinished Business

1. Town of Shelburne Service Delivery Review regarding Centre Dufferin District Recreation Complex and Shelburne and District Fire Department – Update, if any
2. Update on 140 and 142 Mill Lane (Councillor Mercer) – Letter from Debbie Ramsey, Director, Niagara Escarpment Commission – the letter is being provided as information related to the Restoration Order for 140 Mill Lane
3. Tabled Motion from the August 12, 2021 Council meeting regarding the paving of the 4th Line NE and 5th Line OS
4. Township Diversity Policy, update from County

17. Delegations

1. **5:30 p.m.** - Notice of Public Meeting Regarding a Zoning By-law Amendment on Part of Lot 30, Concession 8 N.E.T.S.R to consolidate the existing zoning over two existing separate parcels proposed to be merged in title – Dundalk Leisurecraft Inc.

18. Closed Session

19. Third Reading of By-laws

20. Notice of Motion

21. Confirmation By-law

**22. Adjournment and Date of Next Meeting – Thursday, December 9, 2021
9:00 a.m.**

23. On Sites

24. Correspondence on File at the Clerk's Office

APPLICATIONS TO PERMIT FOR APPROVAL
Nov 18, 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
Levi Hoover Applicant: Aaron Bauman	Part Lot 33, Con 3 NE 199057 2nd Line NE	985 sq m (10602 sq ft)	Turkey Barn	Turkey farm	\$300,000	NO	
Owen Hoover Applicant: Simon Martin	Pt Lot 32, Con 4 NE 783129 County Road 9	2451 sq m (8040 sq ft)	Horse/Sheep Barn & Manure Storage	Sheep and horse barn	\$250,000	NO	
Matthew Tubie	Lot 4, Plan 7M48 1 Prentis Court	1356.12 sq m (14597 sq ft)	Single Family Dwelling	House	\$1,000,000	YES	

Plan #11.1
 NOV 18 2021

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held September 22, 2021 via ZOOM

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

Absent: Geer Harvey

Meeting called to order by Chair, Chris Gerrits at 6:30pm.

A quorum was present.

Chris welcomed Sharon Martin to the CDRC Board of Management, representing Town of Mono

Declaration of Pecuniary Interests:

Chair, 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.

Election for Vice-Chair Position:

Chair, C. Gerrits opens the floor to nominations for Board Vice-Chair

Vice-Chair: Moved by H. Foster, seconded by D. White to nominate Lindsay Wegener for Vice-Chair.
Carried

Lindsay Wegener accepts nomination.

Hearing no further nominations:

Moved by D. Sample, seconded by L. Wegener to close nominations for Vice-Chair. Carried

Moved by D. White, seconded by D. Sample to appoint Lindsay Wegener for Vice-Chair. Carried

MOTION #1 – Moved by M. Mercer seconded by D. Sample. Be it resolved that effective immediately, cheque signing authorities for the CDRC chequing account be Administration Manager-Kim Fraser, Chair-Chris Gerrits and Vice-Chair-Lindsay Wegener; and further that Laura Ryan be removed. Carried

Agenda:

MOTION #2 – Moved by M. Mercer seconded by H. Foster. Be it resolved we approve the agenda dated September 22, 2021 as circulated and presented. Carried

Belcamin#1

NOV 18 2021

Discussion & Approval of Minutes of Previous Meeting August 25, 2021:

MOTION #3 – Moved by L. Wegener seconded by D. Sample. That the minutes of the CDRC Board of Management regular board meeting held virtually on August 25, 2021 be approved as circulated and presented. Carried

Correspondence:

- Laura Ryan-letter of resignation
- Hogies Pro Shope-notice exercising option to renew lease

MOTION #4 – Moved by D. Sample seconded by L. Wegener. That correspondence is received and placed on file. Carried

Finance Committee Report:

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

MOTION #5 – Moved by D. Sample seconded by H. Foster. That the bills and accounts as presented in the amount of \$44,384.32 be approved and paid. Carried

Human Resource Committee Report:

Employment opportunities were posted on August 27, 2021 for seasonal part-time Facility Operator-Maintenance and Youth Maintenance Attendant positions. Three interviews were scheduled on September 20, 2021 for the Operator-Maintenance Attendant position. Two interviews were conducted, one did arrive. One employment offer will be sent, the second declined an offer.

Two resumes have been received for the Youth Maintenance Attendant position. Both applicants are returning CDRC staff. One has held the Youth Maintenance position for the past two winter seasons, the second was a CDRC lifeguard this past summer. After discussion the Board agreed to skip the interview process and send employment offers to both applicants.

Facility Administration Manager and Recreation Program Coordinator Reports:

See Schedule A

The concession booth will open October 2, 2021 for the Muskies season home opening game.

See Schedule B

With casual employment agreements, the Board agreed to extend employment to select 2021 summer staff to assist with running programs for the remainder of the season as needed.

The Board agreed to move forward with planning the 2nd CDRC Trick or Treat Drive thru

MOTION #6 – Moved by D. Sample seconded by L. Wegener. 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 #7– Moved by H. Foster seconded by D. Sample. That we receive the report from the Facility Maintenance Manager. Carried

Old Business

Family Transition Place-Rural Response Program:

A photo of the banner was distributed. Delegation was unable to attend and sent regrets. Will ask FTP to attend a future meeting and ask if there are more ways the CDRC can assist to share their information. The Board agreed to display the banner in the front entrance.

Provincial Antigen Screening Program (PSAP):

Follow up discussion regarding staff participating in the PSAP. The program is voluntary and all staff are provided information and have the option to participate. Summer youth staff provided parent/guardian consent. The testing was conducted twice per week throughout the summer. Currently with five staff, there is 100% participation in the PSAP rapid testing program. For additional information, a frequently asked question document was distributed to board members.

New Business

COVID-19 & Vaccine Passport Protocols:

Information was provided for discussion, as of September 22, 2021, patrons seeking access to the Centre Dufferin Recreation Complex must show proof of identification and proof of being fully vaccinated (plus 14 days post second vaccination) against covid-19 before they can enter the area. After discussion the following motion was presented.

MOTION #8 – Moved by S. Anderson seconded by D. White. Be it resolved that the CDRC Board of Management hires security to validate vaccination status as required by Ontario Regulation 645/21 filed September 14, 2021 as required and for as long as the regulation requires. Carried

Opposed: D. Sample & M. Mercer

Confirmation by By-law:

MOTION #9 – Moved by L. Wegener seconded by D. Sample. Be it resolved that leave be given for the reading and enacting of by-law #08-2021 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held September 22, 2021. Carried

Adjournment:

MOTION #10- Moved by D. Sample seconded by M. Mercer. That we now adjourn at 8:07pm to meet again on October 27, 2021 at 6:30pm, or at the call of the chair. Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report – September 22, 2021

General Information:

- Elections Canada will be held both advance polls and election day September 20th
- Blood donor clinic scheduled September 17th
- Addnl room rentals booked
- Sign rental inquiries
- Webinar offered by PRO regarding new recreation software.
- Reviewing Covid protocols and vaccine passport regulations. Contacting other facilities.
- Working with ice rental groups, preparing ice rental contracts and communicating Covid protocols
- Reviewing employment contracts with W&U

New Business:

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: Wednesday September 22, 2021

Subject: Recreation Program Coordinator Report

September Overview

- The outdoor pool closed for the season on Friday September 3, 2021, and the summer day camp wrapped up on Thursday September 2nd, 2021.
- Developed and distributed a Summer 2021 Program Feedback Form to all registered participants to gather information and feedback on the programs that were offered throughout the summer months. I am still waiting for more responses and will provide further details in October.
 - o Survey questions included:
 - What program(s) did you or your child/family participate in at the CDRC during the summer of 2021?
 - How did you find out about the program(s)?
 - How would you rate you and/or your child's experience in this program(s)? Please assign a rating of 1 to 10 where 1=unacceptable and 10=outstanding.
 - Did our staff meet your expectations?
 - Please share any comments/feedback about the CDRC summer 2021 recreation programs. We would love to hear how we did this summer.
 - What programs/Activities would you like to see the CDRC offer this fall/winter?
Example: PA Day Camps, Christmas Camps, Youth Socials, Adult Programs
 - Municipality in which you reside.
 - Would you like to be added to the CDRC email list for future programs?
- Wednesday September 15th, 2021: attended a webinar put on by Parks and Recreation Ontario about a new Recreation Software called Catch Corner by Sports Illustrated. Catch Corner is a Recreation Software that is tailored to each individual facility. This software can be used for facility bookings included meeting rooms and ice rentals, day camps, aquatics, recreation programs etc. Municipalities included Town of Newmarket have just launched Catch Corner to
- Continuing to work with Kim, Marty, Minor Hockey and Skate Canada Shelburne to alter Covid-19 protocols for the 2021/22 ice season.
 - o I have had several conversations with WDG public health to answer any questions we or user groups had on the updated guidelines including proof of vaccination.
 - o Benchmarking through COFCA (Central Ontario Facilities) to gather further information on how facilities are incorporating different covid protocols as well as mandatory vaccine.
 - o Connecting with other facilities to understand how they will be operating going forward.
 - o Continual discussions with user groups in regard to the 2021/2022 ice season and how to execute protocols.
- Continuing to tidy up and reflect on the 2021 summer season including beginning documents with changes and updates for the 2022 season.
 - o Gathering and organizing resources and information that will be used for upcoming programs and future summer programs.
 - o Organizing and cleaning program supplies/areas used throughout the summer season.
 - o A full report and overview on the 2021 summer season will be provided for the October meeting including details from the survey that was circulated to registered participants.

Fall Program Activities

After a successful and busy summer day camp, we now have proper equipment and have developed a strong base (resources, program ideas etc.) to move forward with PA Day camps and holiday break day camps. Below are a few examples but not all, of activities that can run with the current COVID-19 restrictions:

- PA Day Camp: Friday November 26th (Both Elementary and Secondary)
- Halloween Trick or Treat Drive Thru: Sunday October 31st (fee per attendee if necessary)
- Holiday Break Day Camp (December) 2 weeks
- Home Alone Safety for Kids
- Red Cross Babysitting course
- Afterschool Public Skating
- Figure Skating ticket ice
- Pickleball
- Adult Skate
- Parent and Tot Skate
- Friday Night Activities (Paint and Skate)

Partnerships for new programs offerings

- Exploring partnership opportunities with insured businesses to provide additional specialty programs including arts or specific sports related programs.

Program staff for remainder of 2021

It is recommended that the CDRC extend casual employment to select 2021-day camp staff/lifeguards to assist with running programs for the remainder of the year. I am in the process of reaching out to the summer staff to see who would be interested in assisting with programs moving forward.

SCHEDULE 'C'

Facility Maintenance Managers Report – September 22, 2021

SAFETY

GENERAL INFORMATION:

Facility Clean up after summer programs

Draining, shutting down, and winterizing pool

Start up Ice Plant Running well. First users Tuesday Sept 21, 2021

Election day and advance poll set up High touch point cleaning and clean up.

Arena condition assessment waiting for the last numbers

Providing info for roof grant to SBA engineering

High touch cleaning as needed.

Blood donor clinic.

Repaired light fixtures inside and outside burnt out replace with energy efficient LED

New signage and capacity limits for covid

Fabricate additional benches for dressing rooms for spacing.

CDRC Covid 19 ice user vaccination requirements and guidelines continuing to update.

Interview for new PT operator Sept 20, 2021, only 2 interviews as 1 declined 1 no show after calling could make himself available busy with hockey.

PT youth I propose we hire the only 2 applicants we received without interviews One is a returned youth and the other was a summer lifeguard.

Roof grant SBA continue to work on tender process.

Grant application Community Building Fund – Capital Stream see attachment The town was gracious enough to decide there proposed application as the CDRC application could only go through Building owner. I have attached what the SBA thinks would be most suited to the application. After they have spoke with the community support building fund support. The Town of Shelburne is aware that they will be signing off on this as building owners. See attach

New business

Marty Lamers

Facility Maintenance Manager



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400

October 21, 2021

Dear Head of Council:

I am writing to provide details on 2022 funding allocations under the Ontario Municipal Partnership Fund (OMPF). We are announcing allocations today – the earliest they have ever been announced because we know that municipalities need this information as early as possible to support municipal budget planning.

Municipalities have stressed the importance of stability and predictability in these uncertain times. Our government is responding by maintaining both the structure of the OMPF and the program envelope at \$500 million for 2022.

Maintaining the current structure of the OMPF for 2022 means that the grant components and transitional assistance funding guarantees of the program will remain. The program will continue to be responsive to changing municipal circumstances through annual data updates and related adjustments.

I am also pleased to confirm that maintaining the program envelope at \$500 million will allow for further support to be targeted to rural farming municipalities. Specifically, rural municipalities with the highest levels of farmland will receive additional funding of up to \$5 per household.

As in prior years, Transitional Assistance will ensure that the 2022 funding guarantee for municipalities in northern Ontario will be at least 90 per cent of their 2021 OMPF allocation and for municipalities in southern Ontario will be at least 85 per cent of their 2021 OMPF allocation.

Northern and rural municipalities with the most challenging fiscal circumstances will continue to have their guarantee enhanced up to 100 per cent of the prior year's allocation.

The Ministry of Finance's Provincial-Local Finance Division will be providing your municipal Treasurers and Clerk-Treasurers with further details on the 2022 OMPF. This information and other supporting materials are also available online at fin.gov.on.ca/en/budget/ompf/2022.

.../cont'd

Info # 1
NOV 18 2021

As you know, the Province has provided significant support to Ontario's municipalities to address the critical public health and economic challenges brought on by the pandemic. This includes almost \$1 billion in financial relief for municipalities in 2021 as well as \$4 billion in joint funding with the federal government through the Safe Restart Agreement in 2020 to support municipal operating and transit pressures.

Our government is committed to supporting municipalities in a way that is sustainable and responsible. Working together, we can achieve remarkable things for Ontario.

Sincerely,

Original signed by

Peter Bethlenfalvy
Minister of Finance

c: The Honourable Steve Clark, Minister of Municipal Affairs and Housing

Ministry of Finance
Provincial-Local
Finance Division

Frost Building North
95 Grosvenor Street
Toronto ON M7A 1Y7

Ministère des Finances
Division des relations provinciales-
municipales en matière de finances

Édifice Frost North
95 rue Grosvenor
Toronto (Ontario) M7A 1Y7



October 21, 2021

Dear Treasurer/Clerk-Treasurer:

In the October 21 letter to Heads of Council, the Minister of Finance announced the 2022 Ontario Municipal Partnership Fund (OMPF) municipal allocations. I am writing to provide you with additional details regarding your 2022 allocation. This is the earliest that OMPF allocations have ever been announced by the government, recognizing that municipalities need this information as early as possible to support budget planning.

We are pleased to advise that your municipality will benefit from an increase in OMPF funding compared to 2021. The details specific to your municipality's 2022 allocation are outlined in the attached *2022 OMPF Allocation Notice and Inserts*.

2022 OMPF

For 2022, the government is maintaining the overall structure of the OMPF and the program envelope at the same level as 2021.

The 2022 OMPF will provide a total of \$500 million to 389 municipalities across the province. The program will also continue to be responsive to changing municipal circumstances through annual data updates and related adjustments.

In addition to ensuring stability, maintaining the program envelope will allow for further support to be targeted to rural farming municipalities, as noted in the Minister's letter. The core grant components of the program will provide support as outlined below:

- The **Rural Communities Grant** component will be increased to \$154 million to further support rural municipalities with the highest levels of farmland. These municipalities will receive up to an additional \$5 per household through this grant component.
- The **Assessment Equalization Grant** component will provide \$149 million to support municipalities with limited property assessment.

.../2

- The **Northern Communities Grant** component will provide \$89 million in recognition of the challenges of northern municipalities.
- The **Northern and Rural Fiscal Circumstances Grant** component will be increased to \$93 million to support northern and rural municipalities with the most challenging fiscal circumstances.
- Consistent with prior years, **Transitional Assistance** will ensure that municipalities in northern Ontario receive at least 90 per cent of their 2021 OMPF allocation, and municipalities in southern Ontario receive at least 85 per cent. Municipalities in all regions of the province with the most challenging fiscal circumstances will continue to have their funding enhanced up to 100 per cent of the prior year's allocation.

Additional information on the 2022 OMPF can be found in the accompanying supporting materials.

2022 OMPF – SUPPORTING MATERIAL

To assist municipalities in understanding the OMPF and their individual 2022 allocations, the Ministry of Finance has prepared detailed and customized supporting documentation:

- A. 2022 OMPF Allocation Notice and Inserts
- B. 2022 OMPF Technical Guide
- C. Municipal Workbooks

A. 2022 OMPF Allocation Notice and Inserts

The *OMPF Allocation Notice and Insert* outline individual municipal OMPF allocations by grant component, and also provide a summary of key data inputs for 2022. Your municipality's 2022 funding allocation is noted on line A.

B. 2022 OMPF Technical Guide

The *2022 OMPF Technical Guide* provides information with respect to individual grant thresholds, parameters and data sources.

.../3

C. 2022 Municipal Workbooks

The *202 OMPF Workbook* and the *2022 Northern and Rural Municipal Fiscal Circumstances Index (MFCI) Workbook* (if applicable) provide detailed calculations of the 2022 OMPF grant components, and the determination of the Northern and Rural MFCI, as well as outline all underlying data elements.

These workbooks will be provided electronically to municipal treasurers and clerk-treasurers in the coming weeks.

The *2022 OMPF Technical Guide*, as well as individual municipal *OMPF Allocation Notices*, are also available electronically on the Ministry's website:

<https://www.fin.gov.on.ca/en/budget/ompf/2022>

2022 PAYMENT SCHEDULE

The *2022 Cash Flow Notice* identifies your municipality's quarterly payment schedule. Payments will be processed at the end of January, April, July, and October 2022.

2022 REPORTING OBLIGATIONS

Municipalities are required to submit their 2021 Financial Information Return (FIR) to the Ministry of Municipal Affairs and Housing (MMAH) by **May 31, 2022**.

The Ministry understands that providing details related to your OMPF allocations in a timely manner helps to support your budget planning process. In order to continue to support timely communication of OMPF allocations, the Ministry is requesting that municipalities submit their 2022 tax rates through the Online Property Tax Analysis (OPTA) system or to MMAH by **August 31, 2022**.

Payments for municipalities that do not meet these reporting obligations may be subject to holdback, beginning with the 2022 fourth quarterly payment, until these documents have been filed.

If you require additional information regarding the OMPF, you may e-mail your inquiries and contact information to: info.ompf@ontario.ca.

In closing, we would like to thank our municipal partners and all municipalities for their ongoing collaboration on the OMPF.

Sincerely,

Original signed by

Allan Doheny
Assistant Deputy Minister
Provincial-Local Finance Division

c. Caspar Hall
Assistant Deputy Minister (A)
Local Government and Planning Policy Division
Ministry of Municipal Affairs and Housing

Hannah Evans
Assistant Deputy Minister
Municipal Services Division
Ministry of Municipal Affairs and Housing

2022 Allocation Notice**Township of Melancthon**

2219

County of Dufferin

In 2022, the Province is providing the Township of Melancthon with \$176,500 in funding through the OMPF, which is the equivalent of \$151 per household.

A Total 2022 OMPF	\$176,500
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1. Assessment Equalization Grant Component	-
2. Northern Communities Grant Component	-
3. Rural Communities Grant Component	\$155,400
4. Northern and Rural Fiscal Circumstances Grant Component	\$21,100
5. Transitional Assistance	-

B Key OMPF Data Inputs

1. Households	1,172
2. Total Weighted Assessment per Household	\$495,261
3. Rural and Small Community Measure (RSCM)	100.0%
4. Farm Area Measure (FAM)	70.3%
5. Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	1.8
6. 2022 Guaranteed Level of Support	85.0%
7. 2021 OMPF	\$174,900

Note: See line item descriptions on the following page.

2022 Allocation Notice**Township of Melancthon**

2219

County of Dufferin

2022 OMPF Allocation Notice - Line Item Descriptions

A	Sum of 2022 OMPF grant components and Transitional Assistance, which are described in the 2022 OMPF Technical Guide. This document can be accessed on the Ministry of Finance's website at: https://www.fin.gov.on.ca/en/budget/ompf/2022
A5	If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.
B1	Based on the 2021 returned roll from the Municipal Property Assessment Corporation (MPAC).
B2	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B3	Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2022 OMPF Technical Guide, Appendix A.
B4	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the enclosed Farm Area Measure Insert, and the 2022 OMPF Technical Guide, Appendix B.
B5	Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCI Insert, and the 2022 OMPF Technical Guide, Appendix D.
B6	Represents the guaranteed level of support the municipality will receive through the 2022 OMPF. For additional information, see the 2022 OMPF Technical Guide.
B7	2021 OMPF Allocation Notice (Line A).

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2022 Transitional Assistance Calculation Insert

Township of Melancthon

2219

County of Dufferin

A 2022 OMPF Transitional Assistance (Line B2 - Line B1, if positive)

n/a

As the municipality's 2022 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.

B Supporting Details

1. Sum of 2022 OMPF Grant Components (excluding Transitional Assistance)	\$176,500
2. 2022 Guaranteed Support (Line B2a x Line B2b)	\$148,700
a. 2021 OMPF	\$174,900
b. 2022 Guaranteed Level of Support	85.0%

Note: See line item descriptions on the following page.

2022 Transitional Assistance Calculation Insert

Township of Melancthon

2219

County of Dufferin

2022 Transitional Assistance Calculation Insert - Line Item Descriptions

A	Transitional Assistance ensures that in 2022, southern municipalities will receive a minimum of 85 per cent of the support they received through the OMPF in 2021. The Township of Melancthon's 2022 OMPF exceeds their guaranteed level. As a result, Transitional Assistance is not required.
B1	Sum of the following 2022 OMPF grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.
B2	Guaranteed amount of funding through the 2022 OMPF.
B2a	2021 OMPF Allocation Notice (Line A).
B2b	Represents the guaranteed level of support the municipality will receive through the 2022 OMPF. For additional information, see the 2022 OMPF Technical Guide.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2022 Northern and Rural Municipal Fiscal Circumstances Index

Township of Melancthon

2219

County of Dufferin

A Northern and Rural Municipal Fiscal Circumstances Index (MFCI)**1.8**

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Township to the median for northern and rural municipalities.

B Northern and Rural MFCI - Indicators

Primary Indicators	Township of Melancthon	Median
1. Weighted Assessment per Household	\$495,261	\$289,000
2. Median Household Income	\$79,206	\$69,000
Secondary Indicators		
3. Average Annual Change in Assessment (New Construction)	1.4%	1.1%
4. Employment Rate	64.0%	56.0%
5. Ratio of Working Age to Dependent Population	211.3%	170.0%
6. Per cent of Population Above Low-Income Threshold	84.4%	86.0%

Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2022 OMPF Technical Guide, as well as in the customized 2022 Northern and Rural MFCI Workbook.

Note: See line item descriptions on the following page.

2022 Northern and Rural Municipal Fiscal Circumstances Index**Township of Melancthon**

2219

County of Dufferin

2022 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions

A	The municipality's 2022 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2022 Northern and Rural MFCI Workbook.
B1	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B2	Statistics Canada's measure of median income for all private households in 2015.
B3	Measures the five-year (2016 - 2021) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
B4	Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
B5	Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
B6	Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.

2022 Farm Area Measure Insert

Township of Melancthon

2219

County of Dufferin

A Farm Area Measure (Line B1 / Line B2)**70.3%**

The Farm Area Measure (FAM) represents the percentage of a municipality's land area comprised of farm land.

$$\frac{\text{Farm Land Area}}{\text{Municipal Land Area}} = \text{Farm Area Measure}$$

B Supporting Details

1. Farm Land Area	53,912 acres
2. Municipal Land Area	76,798 acres

The Rural Communities Grant includes a funding enhancement for municipalities with a Farm Area Measure of more than 70 per cent, based on a sliding scale. Eligible municipalities receive this funding as part of their Rural Communities Grant allocation. Additional details regarding the calculation of the Farm Area Measure are provided in the 2022 OMPF Technical Guide, as well as in the municipality's customized 2022 OMPF Workbook.

Note: See line item descriptions on the following page.

2022 Farm Area Measure Insert**Township of Melancthon**

2219

County of Dufferin

2022 Farm Area Measure Insert - Line Item Descriptions

A	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2022 OMPF Technical Guide, Appendix B.
B1	The number of acres of land for properties in the farm property tax class.
B2	The total number of acres of land in the municipality.

Ontario Municipal Partnership Fund (OMPF) 2022 Cash Flow Notice



Township of Melancthon
County of Dufferin

2219

A	Total 2022 OMPF (2022 Allocation Notice, Line A)	See Note below	\$176,500
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B	2022 OMPF Quarterly Payments Schedule		\$176,500
1.	2022 OMPF First Quarter Payment	Scheduled for January 2022	\$44,125
2.	2022 OMPF Second Quarter Payment	Scheduled for April 2022	\$44,125
3.	2022 OMPF Third Quarter Payment	Scheduled for July 2022	\$44,125
4.	2022 OMPF Fourth Quarter Payment	Scheduled for October 2022	\$44,125

Note: Your municipality's 2022 OMPF allocation is identified on Line A of your 2022 OMPF Allocation Notice. Please refer to the enclosed correspondence for further details.

Ontario Municipal Partnership Fund (OMPF)
2022 Cash Flow Notice



Township of Melancthon
County of Dufferin

2219

2022 Cash Flow Notice - Line Item Descriptions

A	Total 2022 OMPF allocation. See 2022 OMPF Allocation Notice, Line A.
B1 - B4	Scheduled quarterly payments in respect of the 2022 OMPF allocation. Fourth quarter payment will be subject to holdback pending submission of all 2022 OMPF reporting requirements. Please refer to the Reporting Obligations section of the 2022 OMPF Technical Guide.

Denise Holmes

From: Sabrina VanGerven <svangerven@townofgrandvalley.ca>
Sent: Wednesday, November 3, 2021 11:24 AM
To: premier@ontario.ca; Denise Holmes
Subject: Support resolution from Grand Valley

Good morning,

At the October 26, 2021 regular meeting, Council for the Town of Grand Valley passed the following motion:

Resolution 2021-10-33

Moved by Paul Latam, Seconded by Rick Taylor

BE IT RESOLVED THAT Council supports the Town of Melancthon in their request to the Premier to consider additional COVID-19 financial relief to assist municipalities with the extra costs and financial hardships associated with the enforcement of the Provincially mandated COVID-19 passports;
AND FURTHER directs staff to forward a copy of this resolution to the Premier of Ontario and the Township of Melancthon.

CARRIED

If you have any questions or concerns, please do not hesitate to contact me.

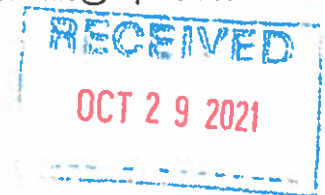
Kind regards,
Sabrina VanGerven



Sabrina VanGerven, CHRP
Deputy Clerk/Communications Coordinator
Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6
Tel: (519) 928-5652 | Fax: (519) 928-2275 | svangerven@townofgrandvalley.ca



80 Commerce Valley Drive E, Suite 1
Markham, ON L3T 0B2
Phone: 905-739-9739 • Fax: 905-739-9740
Web: cupe.on.ca E-mail: info@cupe.on.ca



Dear Township of Melancthon Council:

On behalf of CUPE Ontario's nearly 125,000 active members of the Ontario Municipal Employees Retirement System (OMERS), I am writing today to express our serious concerns with OMERS' investment performance.

In 2020, OMERS posted a net loss 2.7%, representing three billion dollars in losses. This was during a year that comparable defined benefit pension plans and funds in Canada posted substantial investment gains. CUPE Ontario investigated further and tracked investment returns at OMERS for ten years. We found that OMERS has underperformed relative to other large pension plans and funds, as well as relative to its own benchmarks. We also found that OMERS no longer shares this critical information in their annual reporting, making it difficult for plan members to hold their investment managers accountable.

Attached you will find a report detailing OMERS investment underperformance. Also attached, you will find the analysis of a third-party actuary (PBI Actuarial consultants) who confirmed that our reasoning and conclusions were sound.

CUPE Ontario believes plan members and employers have the right to know why OMERS' investments have, over a ten-year period, underperformed other large defined benefit pension plans and funds. If OMERS had performed in line with the average large Canadian public pension plan, it would have a substantial, multi-billion-dollar surplus, versus the deficit it currently faces.

Considering the significant impact such underperformance could have on plan members and on all sponsors who hold the liabilities of the plan, **we are calling on OMERS to cooperate fully with an independent and transparent third-party review of its investment performance** transparent and accountable to plan members, sponsors like CUPE Ontario, other unions, and employers like the Township of Melancthon.

We are hoping that the Township of Melancthon Council will join our call for an independent expert review of OMERS. **We are asking you, and other municipal councils across the province, to debate the following motion or to pass a similar motion calling for a third-party expert review of OMERS.** The terms of such a review would need to be agreed upon by sponsors and they could explore whether reasonable costs could be funded from the plan.

Fred Hahn
President

PUBLIC SERVICES SAVE LIVES

Candace Rennick
Secretary-Treasurer

info #3

NOV 18 2021

We simply cannot afford another decade of investment returns so far below other pension plans and funds. We know that ensuring strong investment returns is a goal shared by employers like the Township of Melancthon and by unions like CUPE.

CUPE Ontario staff person Liam Bedard is available to answer any questions you may have. He can be reached at lbedard@cupe.on.ca.

All materials are available in French at cupe.on.ca/francaisomers.

It's time for all of us to work together to #FixOMERS.

Thank you,



Fred Hahn
President of CUPE Ontario

Proposed Motion – Independent Review of OMERS' Investment Performance

1. The Township of Melancthon Council is calling for an immediate, comprehensive and independent third-party expert review of OMERS' investment performance and practices over the past ten years, conducted by the OMERS Pension Plan's sponsors and stakeholders.
2. Such a review would, at a minimum:
 - a. Compare OMERS plan-level, and asset class-level performance to other comparable defined benefit pension plans and funds, OMERS internal benchmarks, and market-based benchmarks.
 - b. Examine OMERS decision-making processes around the timing of various investment decisions.
 - c. Assess the risk management policies and protocols that were in place and determine if they were followed and/or if they were sufficient to protect the plan from undue risk.
 - d. Assess whether the disclosures provided to the OMERS Administrative and Sponsorship Boards were sufficient evidence to allow the Boards to respond appropriately and in a timely manner.
 - e. Examine executive compensation, investment fees and investment costs at OMERS in comparison to other major defined benefit pension plans and funds.
 - f. Examine other relevant issues identified by the third-party expert review.
 - g. Make recommendations for changes at OMERS to ensure stronger returns moving forward.
 - h. Issue their final report and recommendations in a timely manner.
 - i. Publicly release its full report and recommendations to ensure that it is available to OMERS sponsors, stakeholders, and plan members.
3. The Township of Melancthon Council further calls on the OMERS Administrative Corporation to:
 - a. Provide all requested data, documentation and information required of the review panel to fulfill its mandate.
 - b. Establish a step-by-step plan, with OMERS sponsors and stakeholders, to implement any recommendations set out in the review report.



374028 6TH LINE • AMARANTH ON • L9W 0M6

November 12, 2021

Hon. Sylvia Jones
Solicitor General
25 Grosvenor Street, 18th Floor
Toronto, Ontario M7A 1Y6

Honourable Minister Jones:

Re: Township of Amaranth support motion

On November 3, 2021 Council for the Township of Amaranth passed the following resolution that endorses the Town of Mono's request that the province provide additional funding to municipalities to assist with the costs that will be incurred to enforce the regulations regarding COVID-19 vaccination passports.

Resolution #5

Moved by: H. Foster – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council of the Township of Amaranth support the Town of Mono in their motion to request to the Province of Ontario to consider additional COVID-19 financial relief to assist municipalities with the extra costs and financial hardships associated with the enforcement of the Provincially mandated COVID-19 Passports.

AND THAT this motion be sent to the Solicitor General Sylvia Jones, Ministry of Municipal Affairs and Housing Steve Clark, AMO and all Ontario municipalities.
CARRIED

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk

Info # 4
NOV 18 2021

Denise Holmes

From: Ilona Feldmann <ifeldmann@grandriver.ca>
Sent: Monday, November 8, 2021 10:25 AM
To: Denise Holmes
Cc: Martin Keller; Ryan Post
Subject: Lake Erie Region Source Protection Committee Municipal Member Nomination - Melancthon
Attachments: 2021_11_08_SPC member nomination_Holmes.pdf

Hello Denise,

Please find attached a letter from Martin Keller, Source Protection Program Manager, Lake Erie Source Protection Region, regarding municipal member nomination to the Lake Erie Region Source Protection Committee.

Regards,

Ilona Feldmann
Source Protection Program Assistant
Grand River Conservation Authority
400 Clyde Road
Cambridge, Ontario N1R 5W6
P: (519) 621-2761 ext. 2318
www.grandriver.ca

DRINKING WATER
SOURCE PROTECTION

Remembering Walkerton

November 8, 2021

Denise Holmes
157101 Highway 10 Melancthon

**RE: Lake Erie Region Source Protection Committee Municipal
Member Nomination**

Dear Ms. Holmes,

The term of appointment for John Sepulis, Lake Erie Region Source Protection Committee (SPC) municipal representative, is scheduled to expire in November 2021. Mr. Sepulis was appointed by the Grand River Source Protection Authority (SPA) in November 2017 and represents municipalities (upper and lower) in Group 1 for the geographic area of Grey, Dufferin, Wellington and Halton. The SPA established the municipal groups in August 2007 as per Ontario Regulation 288/07 and detailed in Report SPA-07-08-04 (**Appendix A**).

The SPC is a 24 member multi-stakeholder committee comprised of seven members representing municipalities, seven members representing the economic sector, and seven members representing the public sector. The committee also includes two representatives from Six Nations of the Grand River and one representative from the Mississaugas of the New Credit First Nation.

Ontario Regulation 288/07 Section 2. (2.) states that the municipal members appointed by the Source Protection Authority must represent the interests of the municipalities that are located, in whole or in part, in the Source Protection Region. Section 3. (3.) requires that the SPA must appoint the person jointly submitted by the municipalities in a group. There are no term limits and SPC members can be reappointed.

Typically, new or returning SPC members are appointed by the SPA for a four-year term; however, with the upcoming fall 2022 municipal elections in mind, Lake Erie Region propose that Mr. Sepulis be jointly nominated by the municipalities in Group 1 for re-appointment to the SPC, for a term that expires in May 2023. Reappointing Mr. Sepulis to the SPC until spring 2023 would align the SPC nomination and approval process with the municipal election cycle. Lake Erie Region staff would contact municipal clerks in Group 1 following the municipal election to initiate the nomination process for Mr. Sepulis' replacement or reappointment. Mr. Sepulis has indicated his interest to stay on the SPC.

We recommend that your municipality nominate John Sepulis as a municipal representative to the SPC for a term of appointment that expires in May 2023. All municipalities in Group 1 will be receiving this letter and recommendation.

Although the regulation does not require it, we suggest that your municipal council pass a resolution in support of his nomination. The decision should be sent to the undersigned no later than **Friday, January 28, 2022**.

Additional details on the functions and obligations of members of the Source Protection Committee are in **Appendix B** to aid you in your selection of a representative.

If you have any further questions regarding the nomination process, or would like assistance, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'MKeller', is positioned above the typed name.

Martin Keller
Source Protection Program Manager
Lake Erie Source Protection Region
c/o Grand River Conservation Authority
400 Clyde Road, Box 729
Cambridge, ON N1R 5W6
mkeller@grandriver.ca

**Appendix A:
Groupings for Municipal Representation on the Source
Protection Committee**

GRAND RIVER SOURCE PROTECTION AUTHORITY

REPORT NO. SPA-08-07-04

DATE: August 31, 2007

TO: Members of the Grand River Source Protection Authority

SUBJECT: Groupings for Municipal Representation on the Source Protection Committee

RECOMMENDATION:

THAT the Grand River Source Protection Authority approve the seven municipal groupings for municipal representation on the Lake Erie Region Source Protection Committee;

AND THAT the Grand River Source Protection Authority direct staff to send a notice of the municipal groupings to the clerk of each municipality in the Lake Erie Source Protection Region before the end of the day on September 4, 2007, with instructions to jointly select a municipal representative within each group.

SUMMARY:

Ontario Regulation 288/07 (O. Reg. 288/07) on Source Protection Committees under the *Clean Water Act, 2006* requires that the Lead Source Protection Authority (Conservation Authority) divide the municipalities in the Lake Erie Source Protection Region into groups and assign each group a number of members on the SPC. As required by the regulation, the Source Protection Authority consulted with municipalities from July 13 to August 15, 2007. The final list of groups must be sent to municipalities prior to September 4, 2007.

REPORT:

O. Reg. 288/07, under the *Clean Water Act, 2006* requires that the Lake Erie Region Source Protection Committee have 7 municipal representatives. Because there are more than 7 municipalities in the Lake Erie Region, the regulation requires that the Grand River Source Protection Authority, as the Lead SPA, divide municipalities in the Lake Erie Region into groups for the purposes of municipal representation on the Source Protection Committee.

On July 13, 2007 a letter was sent to all municipalities describing the proposed municipal groupings and the rationale used to develop them. Municipalities were asked to provide comments on the groupings to the Grand River Conservation Authority by August 15, 2007. The proposed municipal groupings are listed in Table 1 below, and shown on a map of the Lake Erie Region in Attachment 1.

The suggestions for municipal groups (as shown in previous reports) are based on the following principles:

- There are no well or wellhead protection area or intake protection zone issues across municipal boundaries within a group;
- Municipalities within a group have similar water supply sources (i.e. wells, river intakes, Great Lakes intakes);
- There is sufficient proximity that municipalities within a group have historically had opportunity to work together; and

- Municipalities within a group have good working relationships.

Table 1: List of Municipal Groupings

Group	Municipalities
1	Grey County, Township of Southgate Dufferin County, Township of Melancthon, Township of Amaranth, East Luther-Grand Valley, Township of East Garafraxa Wellington County, Township of Wellington North, Township of Mapleton, Township of Centre Wellington, Town of Erin, Township of Guelph-Eramosa, Township of Puslinch Halton Region, Town of Milton, Town of Halton Hills
2	City of Guelph
3	Region of Waterloo, Wilmot Township, Wellesley Township, Woolwich Township, North Dumfries Township, City of Waterloo, City of Kitchener, City of Cambridge
4	City of Brantford County of Brant City of Hamilton
5	Haldimand County Norfolk County
6	Perth County, Township of Perth East, Township of North Perth Oxford County, Township of Blandford-Blenheim, East-Zorra Tavistock, Township of Norwich, City of Woodstock, Township of Southwest Oxford, Tillsonburg
7	Elgin County, Municipality of Bayham, Township of Malahide, Town of Aylmer, Municipality of Central Elgin, Township of Southwold Middlesex County, Township of Thames Centre, Township of Middlesex Centre City of St. Thomas City of London

As of August 21, seventeen municipalities provided comments on the proposed groupings. Attachment 2 of this report provides a summary of the comments received to date. Of the 17 comments, 15 were supportive of the groupings as proposed. Two municipalities did not support being grouped with other municipalities. Norfolk County recognized the difficulty in developing the groupings and accepted the rationale provided, but continued to request that they have their own representative due to the complexity and diversity of drinking water sources in Norfolk and ongoing water quantity issues in the Norfolk Sand Plain. Additionally, water services staff at the City of Brantford requested that the City have its own representative because of the uniqueness of the Brantford surface water intake in the watershed.

Although it is recognized that grouping Norfolk County with Haldimand County is not ideal due to differences in municipal drinking water sources, there are no cross-boundary drinking water issues to contend with between the two municipalities.

Similarly, grouping the City of Brantford with the County of Brant and the City of Hamilton presents fewer cross-boundary municipal drinking water issues than other groupings, and builds on the working relationships that the City of Brantford and the County of Brant have developed.

Having considered all comments received to date, the Lake Erie Region Management Committee recommends that the municipal groups be finalized as proposed.

FINANCIAL IMPLICATIONS:

Source Protection Committee members will be paid per diems and reimbursed for travel/mileage

expenses by the Grand River Conservation Authority, from the annual source protection funding received from the Ministry of Natural Resources.

The provincial government has committed to pay 100% of the cost of studies required to develop the first round of source protection plans and to build capacity in the Conservation Authorities to undertake their new roles.

OTHER DEPARTMENT CONSIDERATIONS:

Not Applicable

Prepared by:



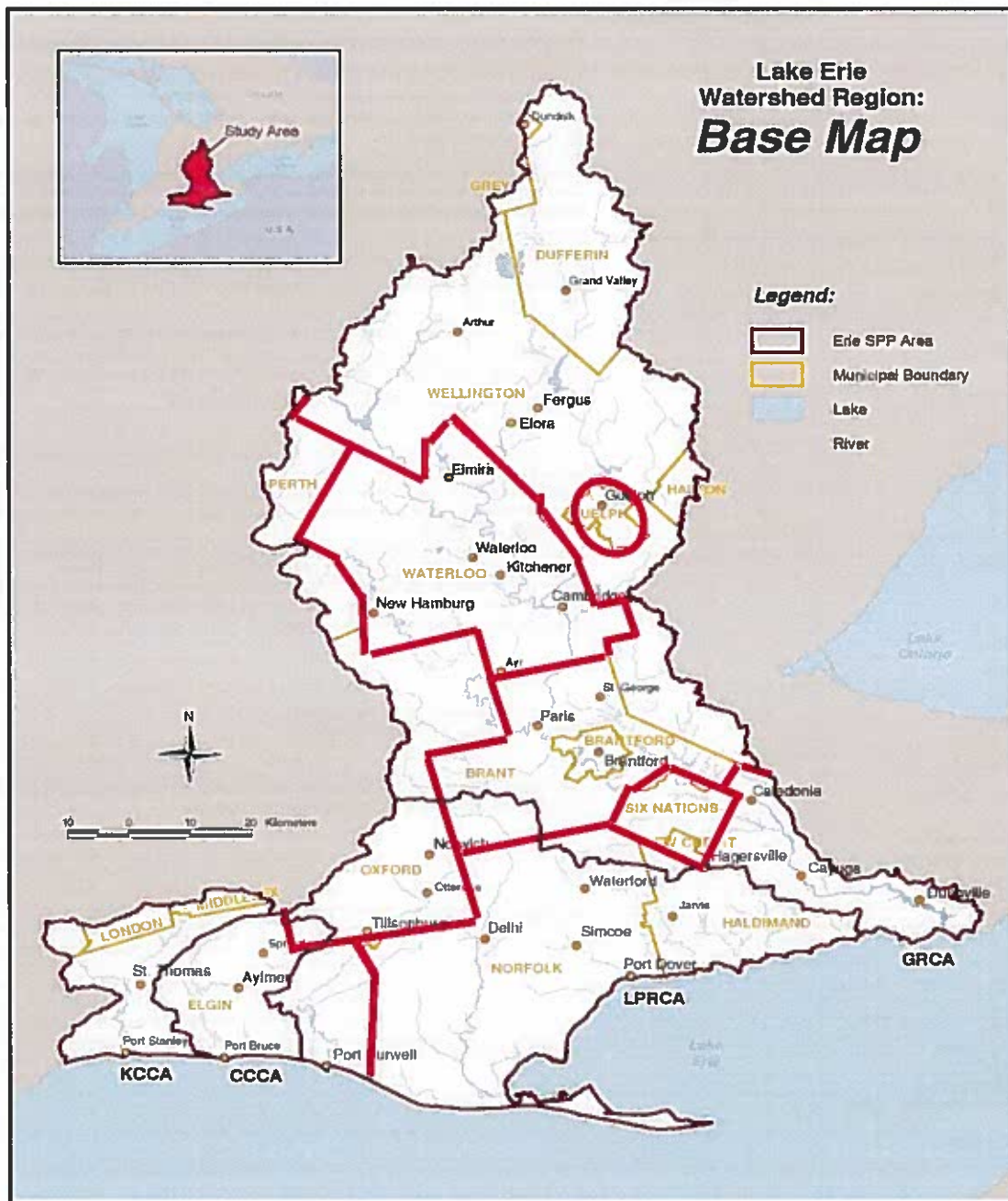
Lorrie Minshall
Source Protection Program Director

Approved by:



Paul Emerson
Chief Administrative Officer

Attachment 1: Municipal Source Protection Committee Representation Groups



Attachment 2: Summary of Municipal Comments on Municipal Groupings

Region/Municipality	Response		Actions/Recommendations/Comments
	Supportive	Not Supportive	
City of Guelph	X		Wanted to impress the importance that the City of Guelph have representation on the committee. See letter for details.
County of Brant	X		Requested that we advise of the process for the City of Hamilton, City of Brantford, and the County of Brant to determine its responsibilities. Letter to be sent.
County of Oxford	X		County would like to make the nomination of an individual to serve to represent the grouping of Perth and Oxford municipalities.
Elgin County	X		Supportive of Malahide's proposed approach to representative selection.
Middlesex County	X		As only a small part of Middlesex County is included in this Source Protection Region, they do not feel they need to be involved in the nominating process and wish only to be advised of who their representative is. Their response is to be forwarded to facilitator of the Elgin/Middlesex/London group.
Municipality of Bayham	X		That Wayne Casier be nominated as a potential Municipal representative for Elgin/Middlesex.
Municipality of Central Elgin	X		Would respectfully like to request that a representative from Central Elgin fills the seat for reasons stated in the letter.
Township of Malahide	X		Council resolution recommending that the area representatives for the municipalities be appointed from Kettle Creek CA or Catfish Creek CA. Lorrie called CAO and advised per regs SPC members cannot be CA board member. Inquired about rotating the member every 3 or 4 years.
Township of Southwold	X		Staff call to inquire about eligibility (re Malahide Twps request).
County of Perth			
Town of North Perth			
Township of Perth East	X		Would like to work with Oxford to actively participate in nominating the individual who will represent the area.
Region of Halton	X		Small mun area in Region - do not intend to participate on SPC. Will participate on municipal water services working group. Encourage municipal reps to represent 'municipal interest' broadly rather than local interest.
Norfolk County		X	Norfolk would like to have their own representation, not a combined representation.
Haldimand County			Expect request to designate an "other" seat for the Grand Valley Water Board.
City of Brantford		X	Water services staff at the City of Brantford requested that the City have its own representative because of the uniqueness of the Brantford surface water intake in the watershed. Staff inquired about rotating the member every 2 or 3 years.
Region of Waterloo			
City of Cambridge			
City of Kitchener			
City of Waterloo	X		Support the groupings. No further comments.
Township of Wellesley			Lorrie attended Council to answer questions.
Township of Wilmot			
Township of Woolwich			
Township of North Dumfries	X		CAO was concerned with disproportionate representation of smaller jurisdictions, but understands it is a diverse study area and is satisfied with the groupings.
Wellington County			
Township of Wellington North			
Township of Centre Wellington			
Township of Mapleton			
Township of Guelph/Eramosa			
Township of Puslinch	X		No further comments.
Town of Erin			
City of Hamilton			
City of London			
City of St. Thomas			
City of Woodstock			
County of Dufferin			
Township of Melancthon			L. Minshall attended Council to answer questions.
Township of Amaranth			
Township of East Garafraxa			
Township of East Luther Grand Valley			
Grey County			
Township of Southgate			
Norwich Township			
Town of Aylmer			
Town of Halton Hills			
Town of Milton	X		Supportive, but deferred comment to Halton Region.
Town of Tillsonburg			
Township of Blandford-Blenheim			
Township of East-Zorra-Tavistock			
Township of South-West Oxford			
Township of Middlesex Centre			
Township of Thames Centre			

Appendix B:
**Summary of the Functions of the Lake Erie Region Source
Protection Committee**

Summary of the Functions of the Lake Erie Region Source Protection Committee

The Lake Erie Region Source Protection Committee is responsible for guiding the update of four source protection plans, one for each source protection area within the Lake Erie Region: Grand River, Long Point Region, Catfish Creek and Kettle Creek. A map of the Lake Erie Region has been included at the end of this document.

The development and update of the plans involves municipalities, farmers, businesses, industry, residents, First Nations and others. The source protection committee's role is to guide the collaborative process that identifies the sources of municipal drinking water, the threats to both water quality and water supplies, and propose actions that can be taken to protect municipal drinking water supplies.

The committee oversees the preparation and updates of these major documents:

- **Terms of Reference**
The terms of reference was the "work plan" of the process, outlining who is responsible for carrying out the work needed to develop source protection plans. The terms of reference included a plan to consult with potentially affected property owners, to involve the public and to resolve disputes. (Ontario Regulation 287/07 - Terms of Reference). The terms of reference for each source protection area was completed in 2009.
- **Assessment reports**
The assessment reports identify municipal drinking water sources and potential threats to both water quality and water supplies for each watershed. As new information becomes available, e.g., new wells are planned, the assessment report needs to be updated. The assessment report forms part of the source protection plan.
- **Source protection plans**
The source protection plans for each watershed set out policies on how significant drinking water threats will be reduced, eliminated or prevented, who is responsible for taking action, timelines and how progress will be measured. The plans propose a range of tools that can be used to accomplish these goals. The first source protection plans for the Lake Erie Region's four source protection areas have been approved in 2014 and 2015. Source protection plans are updated on a regular basis as new information becomes available through plan implementation, and as assessment reports are updated.

Further information about the Lake Erie Source Protection Region can be found at www.sourcewater.ca.

Note: Under the Clean Water Act, 2006, the four conservation authorities in the Lake Erie Region have been designated "source protection authorities" e.g. Grand River Source Protection Authority (Grand River SPA). The four watersheds have been designated "source protection areas," e.g. the Grand River Source Protection Area.

Summary of the Obligations of Lake Erie Region Source Protection Committee Members

Qualifications of committee members

- demonstrated ability to understand source protection science, concepts and technical reports;
- proven ability to act as liaison for the sector being represented;
- problem-solving, analytical, communication and organizational skills;
- an openness to working together and with representatives from other sectors;
- knowledge of locals, communities and issues;
- demonstrated ability to work with group dynamics and team environments;
- conciliatory decision-making skills;
- willingness to travel around the source protection region, if required and COVID-19 pandemic health measures allow
- Members of the Source Protection Committee must:
 - reside in, own or rent property within the source protection region, OR
 - be employed or operate a business within the source protection region, OR
 - be employed by a municipality that is in the source protection region,
- Members of the Source Protection Committee must not be a member or employee of a conservation authority in the Lake Erie Source Protection Region

Responsibilities of committee members

- participate fully and work positively toward a successful conclusion of the source protection planning process
- act as liaisons by bringing forward common concerns from their knowledge and experience in their sector to the committee and assist in communicating the committee's work;
- make decisions at the committee table;
- serve on province-wide committees on special issues or participate in events, as a representative of the committee, at the request of the chair;
- attend public information sessions and participate in public consultation forums;
- respect confidential information and abide by the process in place to safeguard confidential information.

Time commitment and remuneration

The Lake Erie Region Source Protection Committee meets about four or five times each year. Meetings are scheduled depending on workload and timelines. Meetings are typically held at the head office of the Grand River Conservation Authority (400 Clyde Road, Cambridge). Committee meetings are currently being held virtually due to COVID-19 pandemic health measures.

Committee members should expect to work about five days a year attending meetings and occasional public events.

Committee members are typically appointed for a four-year term.

An honorarium and travel expenses will be paid at rates set by the Grand River Source Protection Authority.

Map 1: Lake Erie Source Protection Region



Denise Holmes

From: Kim Fraser <kfraser@shelburne.ca>
Sent: Monday, November 1, 2021 3:12 PM
To: Carey Holmes; Jennifer Willoughby; Denyse Morrissey; Denise Holmes; Nicole Martin; Catherine Goustos; clerksoffice@townofmono.com; Mark Early
Cc: Chris Gerrits; Heather Foster; Margaret Mercer; Darren White; Melinda Davie; Steve Anderson; Lindsay Wegener; Marty Lamers
Subject: CDRC - Financial Impact of Capital Roof Repairs report
Attachments: Roof Financing Report Oct 26 2021.pdf; Roof support pics.Oct 27 2021.pdf

Good afternoon,

At the CDRC Board of Management meeting held on October 27, 2021 the attached report was presented to discuss the current ability to fund the roof work in 2022.

Marty Lamers reported that the roof was leaking for a second time this year and that temporary repairs were done on October 26, 2021. The attached supporting pictures were shared.

After discussion the Board agreed to proceed with the original timelines for the roof project.

If you have any questions, please contact me or your CDRC Board representative.

Thank you

Kim Fraser
Facility Administration Manager

Centre Dufferin Recreation Complex
200 Fiddle Park Lane, Shelburne ON
L9V 3C9
519.925.2400
kfraser@shelburne.ca

October 26, 2021

To: Kim Fraser

From: Randy Chambers

Subject: Financial Impact of Capital Roof Repairs in 2020

As per your request, the following report assesses the ability of the CDRC to fund the capital roof repairs slated for 2022. Please note that all analysis is based upon the capital grant estimate of \$710k in repairs offset by \$520 in grant funds.

2021 Budget & Associated 2022 Estimate

In developing the 2021 budget, an estimate was also provided to the Board for 2022, which included the completion of the \$710k capital roof work and the associated \$520k government grant. Below is a summary of that forecast:

CDRC UPDATED FORECAST FOR 2021		
Year	2021	2022
Scenario	Budget	2021 Bdgt Est
Opening Surplus/Reserves	\$129	\$212
+ Municipal Contribution	\$337	\$347
+ Covid Relief Municipal Funding	\$150	\$0
- Operating Loss *	-\$368	-\$276
+ Capital Grants	\$31	\$489
- Capital Roof Cost	-\$42	-\$668
- Capital Cost	-\$25	-\$45
= Closing Surplus/Reserves	\$212	\$59

As you will note, it was forecast that the roof work could be completed based on a 2022 contribution of \$347k from the municipalities (3% Increase from 2021) and with a closing reserve of \$59k.

To address your question of the current ability to fund the roof work in 2022, I worked with you and Marty to update the financial forecasts for 2021 and 2022, based on current year to date data and identifiable changes to future periods.

2021 Forecast Update

In developing the 2021 budget, the assumption provided by the Board was that the CDRC would be in "normal" operating mode as of May 1, 2021. As the result of the lingering impact of Covid, it has been identified that there will be an increased \$35k loss in "Operating Loss" in 2021. The chart below provides more detail in regards to the source of the variance.

	2021 Var
Ice Rental	-\$34
Floor Rental	-\$21
Room Rentals	-\$6
Vending	-\$25
Advertising & Programs	-\$18
Utilities	\$24
Wages	\$17
Grants	\$28
Total	-\$35

2022 Estimate Update

In developing the 2021 Budget estimate for operating loss in 2022, the last pre-covid fiscal year was used as a base. The only significant change to operations since that time, has been the addition of a program director which has been adjusted in this forecast. Additionally, there will be a lingering affect of Covid in 2022, due to reduced ice time required by ice users (eg. Minor Hockey) for the January – March 2022 period. There is no other consideration for Covid impact in this 2022 estimate. Please note that this was a very high level estimate of operating loss in 2022, and only the completion of the 2022 Budget cycle will bring additional clarity to this estimate. In summary, the estimated “additional” operating loss in 2022 will be \$62k as detailed below.

	2022 Var
Ice Rental	-\$30
Room Rentals	-\$2
Vending	-\$10
Wages (-\$30k staff, \$10k Covid reduction)	-\$20
Total	-\$62

Summary

The overall impact to fiscal 2022, is a reduction in funds of \$97k, resultant from a \$35k loss in 2021 and \$62k loss in 2022 as described above. As a result, if the board wishes to complete roof repairs in 2022 at the budgeted cost of \$710k, additional funding will be required. One scenario is proposed below, where the \$67k loss due to Covid, could be replenished through the “Covid” specific funding. It will obviously be the decision of the board as to how to fund this shortfall if repairs are approved for 2022.

CDRC UPDATED FORECAST FOR 2022				
Year	2022	2022	Oct vs 2021 Bgt	
Scenario	2021 Bdgt Est	Oct Estimate	Variance	Explanation
Opening Surplus/Reserves	\$212	\$177	-\$35	\$35k 2021 Covid impact
+ Municipal Contribution	\$347	\$347	\$0	
+ Covid Relief Municipal Funding	\$0	\$67	\$67	2021-2022 Covid Impact
- Operating Loss *	-\$276	-\$338	-\$62	\$32k 2022 Covid, \$30 staffing inc
+ Capital Grants	\$489	\$489	-\$0	
- Capital Roof Cost	-\$668	-\$668	\$0	
- Capital Cost	-\$45	-\$45	\$0	
= Closing Surplus/Reserves	\$59	\$29	-\$30	

Justification for roof repair

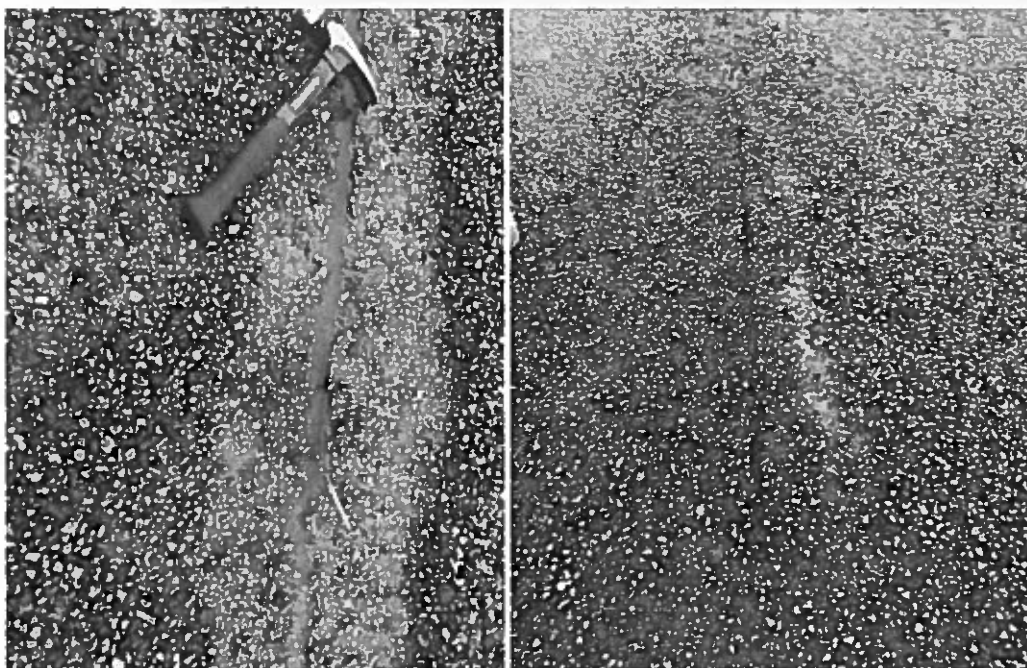
This is just the section of roof that is leaking as of yesterday the rest of the roof is typical of this type of condition

I have a statement from the roofing company and some pictures to follow

Mark Garland
LaFleche Roofing Ltd
144 Forest Plain Rd
Oro-Medonte ON L3V 0R4

Hi Marty

I have attached a few photos. Keep in mind the ones that show Portland have since been repaired with mastic and mesh. This roof membrane is old and extremely brittle. With the colder temperatures this roof will continue to split wide open. This typically occurs when the roof warms through the day and is somewhat relaxed and suddenly cools down from a rain or big temperature drop and shrinks. When it is brittle, it simply can't withstand the movement.





Denise Holmes

From: Nicole Hill <nhill@sdfd.ca>
Sent: Monday, November 8, 2021 11:27 AM
To: Denise Holmes; dmorrissey@shelburne.ca; fred.simpson@townofmono.com; hbboston@mulmur.ca; info@amaranth.ca; jwilloughby@shelburne.ca; mark.early@townofmono.com; nmartin@amaranth.ca; Sarah Culshaw; tatkinson@mulmur.ca; Carey Holmes
Subject: SDFB Resolution

Hello,

The following motion was passed at the Fire Board meeting on Tuesday November 2nd:

Resolution # 6

Moved by F. Nix – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2022 Operating Budget in the amount of \$587,475 which represents a 3.65% increase over 2021;

AND THAT \$35,000 from the operating reserve be used to offset the increase;

AND further that this request be circulated to the participating municipalities for approval.

Carried



Nicole Hill
Secretary/Treasurer
Tel: (519) 925-5111

Shelburne & District Fire Board
114 O'Flynn Street
Shelburne, ON L9V 2W9 | nhill@sdfd.ca

SHELBURNE & DISTRICT FIRE BOARD

2022 OPERATING BUDGET

PRESENTED: November 2, 2021

ACCOUNT NUMBER	ACCOUNT NAME	2021 BUDGET	2021 TO DATE	2022 BUDGET
EXPENDITURES				
4100-0100	Treasurer	\$ 1,000.00	\$ 600.00	\$ 800.00
4100-0300	Secretarial Services	\$ 38,275.00	\$ 30,218.81	\$ 38,000.00
4100-0400	Legal & Audit & HR Services	\$ 7,500.00	\$ 3,459.84	\$ 6,500.00
4100-0500	Mutual Aid Contributions	\$ 1,000.00		\$ 1,000.00
4100-0550	Office Supplies	\$ 3,000.00	\$ 2,070.17	\$ 3,000.00
4100-0600	Material & Supplies	\$ 2,250.00	\$ 2,053.89	\$ 3,000.00
4100-0700	Services & Rentals	\$ 4,500.00	\$ 4,447.54	\$ 6,000.00
4100-1100	MTQ/ARIS Fees	\$ 1,000.00	\$ 690.00	\$ 850.00
4200-1650	IT Support Dufferin County	\$ 1,500.00		\$ 1,500.00
4100-0800	Subscriptions & Memberships	\$ 700.00	\$ 425.41	\$ 700.00
4100-0900	Conventions & Conferences	\$ 4,000.00	\$ 554.58	\$ 2,500.00
4100-1000	Licence Renewal	\$ 850.00	\$ 856.21	\$ 900.00
4100-1200	Heath & Safety Expenses	\$ 5,000.00	\$ 1,463.27	\$ 5,000.00
4100-1300	Fire Prevention/Pub Ed	\$ 6,000.00	\$ 5,297.70	\$ 6,000.00
4100-1500	Training - Courses/Expense	\$ 15,000.00	\$ 4,983.05	\$ 15,000.00
4100-1800	Communication Equipment	\$ -	\$ -	\$ 1,000.00
4100-1900	Dispatch	\$ 37,000.00	\$ 25,968.75	\$ 45,000.00
4200-0100	Fire Call Wages	\$ 131,250.00	\$ 67,421.58	\$ 131,250.00
4200-0102	Full-time Staff Wages	\$ 118,864.00	\$ 98,384.15	\$ 124,000.00
4200-0103	VFF Salaries/Standby/Meetings	\$ 39,500.00	\$ 34,963.24	\$ 39,500.00
4200-0105	Training Wages	\$ 32,500.00	\$ 25,970.00	\$ 32,500.00
4200-0110	Employers Portion - EI	\$ 3,500.00	\$ 1,927.05	\$ 2,500.00
4200-0120	Employers Portion - CPP	\$ 8,500.00	\$ 8,056.76	\$ 11,000.00
4200-0150	Mileage & Meals	\$ 400.00	\$ 262.99	\$ 400.00
4200-0200	Benefits (Manulife & VFIS)	\$ 11,000.00	\$ 11,965.73	\$ 17,250.00
4200-0210	WSIB	\$ 17,000.00	\$ 11,825.77	\$ 16,000.00
4200-0220	Employer Health Tax	\$ 4,000.00	\$ 3,159.93	\$ 4,000.00
4200-0300	OMERS Pension Plan	\$ 13,000.00	\$ 11,911.04	\$ 15,000.00
4200-0400	Employee Assistance Program	\$ 1,000.00	\$ 708.25	\$ 750.00
4200-0500	Protective Clothing/Uniforms	\$ 3,500.00	\$ 4,776.00	\$ 4,500.00
4200-0800	SCBA Maintenance	\$ 2,000.00	\$ 737.76	\$ 2,000.00
4200-1005	Truck R&M - Pump 24	\$ 4,000.00	\$ 1,902.22	\$ 3,000.00
4200-1010	Truck R&M - Car 21	\$ 2,000.00	\$ 1,038.47	\$ 2,000.00
4200-1015	Truck R&M - Car 22	\$ -	\$ -	\$ 1,500.00
4200-1020	Truck R&M - Tanker 25	\$ 4,000.00	\$ 5,983.90	\$ 2,500.00
4200-1030	Truck R&M - Rescue 26	\$ 4,000.00	\$ 4,099.78	\$ 3,000.00
4200-1040	Truck R&M - Pump 27	\$ 4,000.00	\$ 1,591.88	\$ 3,000.00
4200-1050	Truck R&M - Ladder 28	\$ 4,000.00	\$ 1,612.24	\$ 3,000.00
4200-1060	Fuel for Trucks	\$ 8,000.00	\$ 6,874.20	\$ 9,500.00
4200-1100	Insurance Premium	\$ 45,000.00	\$ 41,767.07	\$ 51,000.00
4200-1200	Miscellaneous/Recognition Night	\$ 2,500.00	\$ 529.00	\$ 2,750.00
4200-1250	Expressions of Sympathy	\$ 250.00	\$ -	\$ -
4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$ 22,500.00	\$ 14,576.34	\$ 20,000.00
4200-1400	Bell Canada (Dispatch Line)	\$ 950.00	\$ 759.80	\$ 950.00
4200-1500	Bell Canada (Admin Line)	\$ 1,650.00	\$ 1,100.24	\$ 1,350.00
4200-1550	Bell Mobility	\$ 1,600.00	\$ 1,124.43	\$ 1,400.00
4200-1600	Vaccination & Driver Medicals	\$ 400.00	\$ 765.00	\$ 800.00
4200-1700	Bank Service Charges	\$ 725.00	\$ 597.00	\$ 725.00
4200-1750	Ceridian Payroll	\$ 2,500.00	\$ 1,724.17	\$ 2,700.00
4200-1800	New Equipment Acquisition	\$ 5,000.00	\$ 1,049.74	\$ 5,000.00
4200-1810	Equipment Maintenance	\$ 2,500.00	\$ 3,511.26	\$ 4,000.00
4200-1860	FF Association Expenses	\$ -	\$ 435.61	\$ -
4200-1900	TSF Bell Tower Lease to Capital			
4200-1980	Building Maintenance	\$ 5,500.00	\$ 6,426.59	\$ 7,500.00
4200-1840	Purchases from Grants		\$ 4,320.84	
4200-2000	Interest on Temporary Loans	\$ 600.00		\$ 600.00
4200-2100	Fire Hydrants	\$ 7,500.00		\$ 7,500.00
4200-2500	Uncollectible Accounts	\$ -		
	TOTAL EXPENSES	\$ 643,764.00	\$ 466,949.25	\$ 671,175.00

Increase in Expenses over Previous Year 4.26%

REVENUES:

3000-0500	Interest on Current Account	\$ 500.00	\$ 128.15	\$ 200.00
3000-0600	Inspections Revenue	\$ 5,000.00	\$ 18,416.62	\$ 3,000.00
3000-0800	MTQ / County / Insurance MVC Revenue	\$ 40,000.00	\$ 6,021.00	\$ 40,000.00
3000-0850	Hydro / Enbridge Revenue			\$ 5,000.00
3000-0900	False Alarm / Fire Rep / Misc. Revenue	\$ 5,000.00	\$ 15,375.00	\$ 500.00
3000-2000	Provincial Grant		\$ 6,600.00	
	Partial Use of Surplus to Offset 2016			
	SUBTOTAL REVENUES	\$ 50,500.00	\$ 46,540.77	\$ 48,700.00
	Operating Reserve	\$ 26,500.00		\$ 35,000.00
2900-0000	Surplus/Deficit from Previous Year			
	TOTAL REVENUES	\$ 77,000.00	\$ 46,540.77	\$ 83,700.00

TOTAL OPERATING LEVY \$ 566,764.00 \$ 587,475.00

Decrease over Previous Year -3.56%

Increase over Previous Year 3.65%

Denise Holmes

From: Denise Holmes
Sent: Monday, November 8, 2021 11:33 AM
To: Denise Holmes
Subject: FW: Resignation letter

-----Original Message-----

From: Clay [REDACTED]
Sent: Monday, November 8, 2021 10:36 AM
To: Donna Funston <dfunston@melancthontownship.ca>
Subject: Resignation letter

Effective immediately I Clayton Rowbotham am resigning from the NDCC Board Of Management

Sent from my iPhone



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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

REPORT TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

DATE: NOVEMBER 12, 2021

SUBJECT: RETURN OF DEPOSIT TO NORMAN AND MARYANN MARTIN - PART OF LOTS 261-265, CONCESSION 1 SW AND PART LOT 261, CONCESSION 2 SW

RECOMMENDATION

Be it resolved that: The security deposit of \$5,000.00 be returned to Norman and Maryann Martin, as the existing house on Part of Lots 261-265, Concession 1 SW and Part of Lot 261, Concession 2 SW has been demolished.

PURPOSE

The purpose of this Report is to provide information to Council on why the deposit of \$5,000.00 is being returned to Norman and Maryann Martin.

BACKGROUND AND DISCUSSION

On June 1, 2021, Norman and Maryann Martin entered into an Agreement with the Township of Melancthon to retain the existing dwelling on Part of Lots 261-265, Concession 1 SW and Part of Lot 261, Concession 2 SW to live in while constructing a new dwelling. A \$5,000.00 deposit was left as security that the existing house would be demolished when the new home was built. On November 12, 2021, Mr. Martin informed the Township that the existing house had been demolished.

FINANCIAL

N/A

Respectfully submitted,

Denise B. Holmes, AMCT, CAO/CLERK

Act # 5
NOV 18 2021

Denise Holmes

From: Denise Holmes
Sent: Wednesday, November 3, 2021 4:30 PM
To: Denise Holmes
Subject: Donation Request

From: dan.bernhard@clypg.ca <dan.bernhard@clypg.ca>
Sent: Wednesday, November 3, 2021 3:14 PM
To: Denise Holmes <dholmes@melancthontownship.ca>
Subject: RE: Donation Request

Hi Denise

I am writing to you today because Dufferin Wind would appreciate the townships support and direction so that we can support a worthy cause in the Township this year. We are looking to make a cash donation to support worthwhile causes in and around Melancthon Township and Dufferin County.

Please take this request to the Town Council and discuss where there is a great need for donations to be directed by Dufferin Wind.

Kind Regards,

Dan Bernhard

Wind Farm Site Manager

705357 County Road 21, Melancthon, Ontario L9V 2A3

w. 519-925-5599

c. 226-820-4165

dan.bernhard@clypg.ca

www.dufferinwindpower.ca



DUFFERIN WIND POWER



Please consider the environment before printing this email

Denise Holmes

From: Ramsay, Debbie (NDMNRF) <debbie.ramsay@ontario.ca>
Sent: Monday, November 15, 2021 1:13 PM
To: Denise Holmes
Cc: Janet Horner; Peters, Kim (NDMNRF)
Subject: Hornings Mill Compliance - 140 Mill Lane
Attachments: NEC Letter re Hornings Mills Compliance final.pdf

Hi Denise – attached is a letter for Township Council regarding the Restoration Order for 140 Mill Lane. Feel free to contact me if you have any questions.

Debbie Ramsay RPP MCIP

Director

Niagara Escarpment Commission

232 Guelph Street | Georgetown, ON | L7G 4B1

Phone: 289-242-4998 Website: www.escarpment.org

Please let me know if you require communication supports or alternate formats.

In order to ensure a safe and secure environment for staff and clients and in response to recommendations by health professionals, the NEC offices are closed to the public until further notice. The NEC is continuing to provide services via email and telephone. Updates can be found on our website: <https://www.escarpment.org/Commission/COVID19>



Niagara Escarpment Commission

An agency of the Government of Ontario

Niagara Escarpment Commission

232 Guelph St.
Georgetown, ON L7G 4B1
Tel: 905-877-5191
www.escarpment.org

Commission de l'escarpement du Niagara

232, rue Guelph
Georgetown ON L7G 4B1
No de tel. 905-877-5191
www.escarpment.org



Niagara Escarpment Commission
An agency of the Government of Ontario

November 15, 2021

Sent by email

Denise Holmes
CAO/Clerk
Township of Melancthon
Email: dholmes@melancthontownship.ca

Dear Ms. Holmes:

**Re: 140 Mill Lane, Horning's Mills
Township of Melancthon**

The following is provided as information related to the Niagara Escarpment Commission's (NEC) issuance of a Restoration Order in May 2020 for 140 Mill Lane ("the Order").

I understand and appreciate that issues related to the unauthorized development at 140 Mill Lane were cause of a great deal of interest by area residents and members of Township Council. I assure you that actions taken by the NEC are aligned with the objective of having the structures removed and the site restored.

The Order required ceasing the unauthorized activities on the property including removal of mobile homes, septic holding tanks and associated servicing, the agricultural building and truck camper. The Order also required removal of debris and site restoration. Notwithstanding the issuance of the Order, the landowner delayed the restoration for a significant period of time.

Commission staff were in contact with the landowner over several months subsequent to issuance of the Order in attempts to achieve compliance. In late 2020 the NEC forwarded the file to the (then) Ministry of Natural Resources and Forestry's Enforcement Branch for investigation and potential prosecution when it became apparent that the necessary actions were not being undertaken. This referral was undertaken as the Ministry provides investigation and enforcement support to the NEC. The NEC also continued to pursue implementation of the Order through contact with the landowner. It was felt that there was progress towards compliance. To date the Ministry has determined that a prosecution not proceed. However, the Order remains valid and NEC continues to monitor for its compliance and may pursue future action as available and as deemed necessary.

I appreciate that Council and area residents desired regular updates and information on progress of removal of mobile homes and site cleanup. However, this is a compliance matter that could lead to issuance of fines and/or prosecution. The inappropriate sharing of information could jeopardize any further legal or prosecutor action. The NEC has shared information to the extent that it is able.

I trust that the above clarifies the situation.

Regards,

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

Debbie Ramsay, MCIP RPP
Director

c. Janet Horner

**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 consolidate the existing zoning over two existing separate parcels proposed to be merged in title. The subject lands are located in Part of Lot 30, Concession 8 N.E.T.S.R at 318448 8th Line NE.

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, November 18, 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 Lot 30, Concession 8 N.E.T.S.R 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 consolidate the existing zoning of the subject lands which are the subject of a merger of two separate parcels. The zoning amendment will ensure consistent zoning for the resultant merged parcel and will accommodate the construction of a roof over an existing loading bay of an existing workshop.

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 a site plan 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.

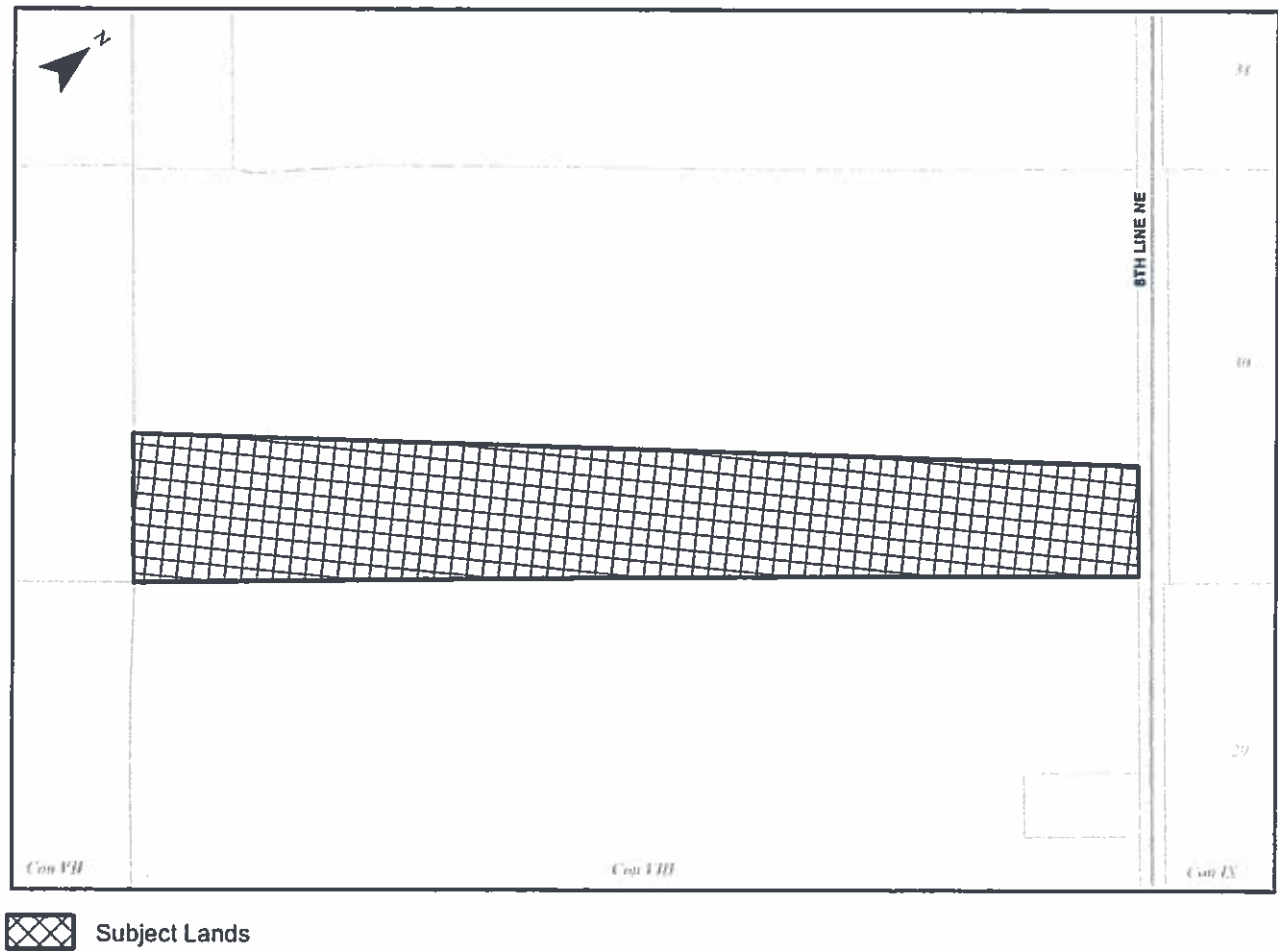
Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

Mailing Date of this Notice: October 25, 2021



Denise Holmes, CAO
Township of Melancthon

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



• Municipal Planning Services Ltd. •

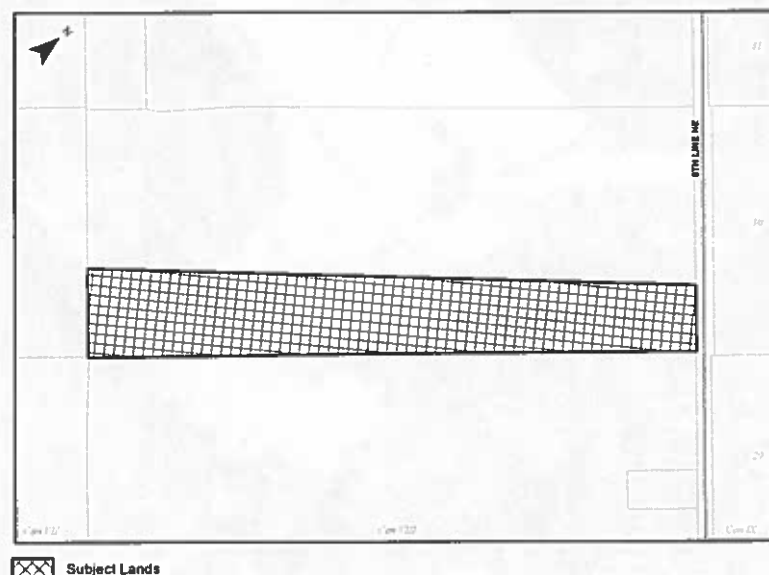
MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: November 12, 2021
Re: Proposed ZBA for Part Lot 30, Concession 8, N.E. (Dundalk Leisure Craft)

BACKGROUND

The Township has received an application for zoning by-law amendment for two existing lots located in Part of the East Half of Lot 30, Concession 8, N.E. on the 8th Line. The location of the applicant's lands is illustrated in Figure 1.

Figure 1 – Location of Subject Lands



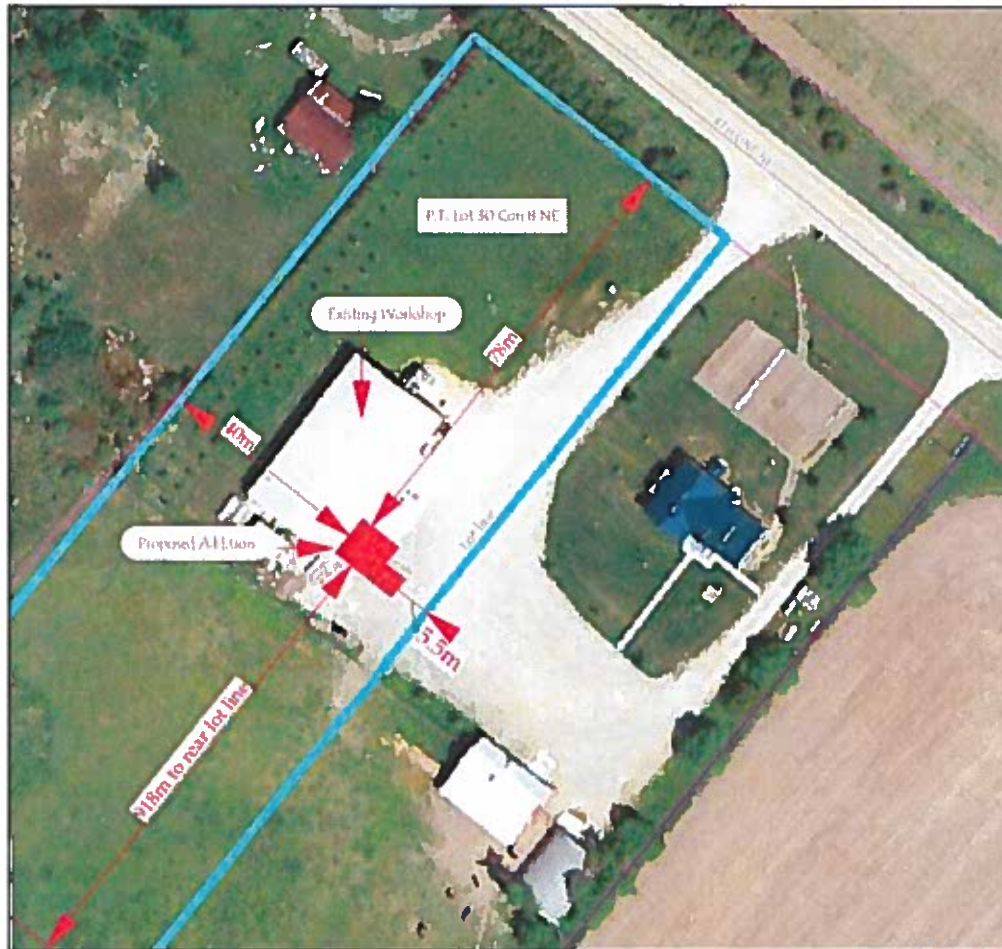
The application affects the following two parcels of abutting land:

318497 8th Line – having a lot area of 10 ha (25.7 acres) and road frontage of 54.9 m (180 feet). This parcel is occupied by a workshop with a floor area of 557.4 m² and was the subject of a zoning amendment in 2010 which zoned the land to allow a woodworking shop with a maximum floor area of 700 m². This lot is split-zoned A1-65 and A1-113.

318448 8th Line – having a lot area of 2.4 ha (6 acres) and a road frontage of 54.9 metres (180 feet). This parcel is occupied by the owner's dwelling and a small barn. This lot was created by consent in 1997.

The applicant's objective is to construct an addition onto the existing workshop building in the manner illustrated on Figure 2. The purpose of the expansion is to accommodate a loading bay having a floor area of 92.18 m² (992 ft²).

Figure 2 – Proposed Addition to Existing Workshop



The proposed addition to the workshop would be compliant with the maximum permissible floor area of the shop allowed under the A1-113 Zone but it would create an encroachment into the maximum 15 metre side yard requirement and would also create a scenario that would depend on the abutting lot for truck movements (i.e. turning, loading, backing up).

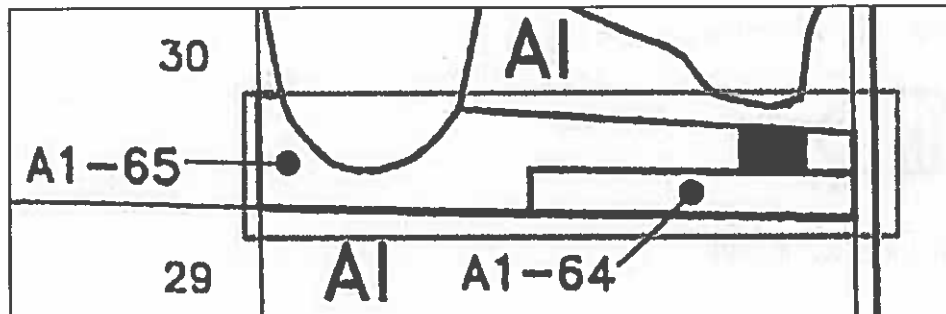
• Municipal Planning Services Ltd. •

Barrie, Ontario
(705) 725-8133

In order to accommodate the addition and allow proper space for truck movements, the owner is prepared to merge the two abutting parcels, thereby eliminating the interior lot line.

In order to effect the merger it is necessary to consolidate the zoning of the existing parcels which currently are zoned as 4 different zones as illustrated in Figure 3.

Figure 3 – Current Zoning



OFFICIAL PLAN

The subject lands are located in the Agricultural and Environmental Protection designations. The Environmental Protection designation applies to lands to the rear of the subject lands and reflects a provincially significant wetland feature.

The Agricultural designation is supportive of home occupations and on-farm diversified uses.

ONCE A SEVERANCE ALWAYS A SEVERANCE

The applicant's southerly lot was created by consent. As a result the proposed merger of the two lots cannot be facilitated without changing the configuration of the original lot. In most cases this can be addressed by surveying and conveying a small road widening to the Township. The applicant is prepared to take this step but does not wish to engage a surveyor until Council has had an opportunity to consider his objective and requested amendment.

ANALYSIS

In my opinion, the proposed consolidation of the applicant's lands would achieve greater conformity with the Township's Official Plan and Zoning By-law as the subject lands would increase in lot area and the owner's house, workshop and barn would be located on one parcel of land. This would eliminate the prospect of future compatibility problems between the workshop and dwelling if the two parcels were conveyed to different owners.

• Municipal Planning Services Ltd. •

Barrie, Ontario
(705) 725-8133

RECOMMENDATION

If Council concurs with the findings and analysis of this report it is recommended that Council express support in principle for the amendment but defer passage of the requested amendment pending the requisite alteration to Part 1, Plan 7R-4530 and legal merger of the altered parcel with the abutting northerly parcel.

Respectfully Submitted,



Chris Jones MCIP, RPP