



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING THURSDAY, SEPTEMBER 15, 2022 - 5:00 P.M.

Council meetings are recorded and will be available on the Township website under Quick Links – Council Agendas and Minutes within 5 business days of the Council meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/82350837807?pwd=Yk5sdDJ1aUE2Z21FcY9SWGY4REcxZz09>

Meeting ID: 823 5083 7807

Passcode: 377446

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Meeting ID: 823 5083 7807

Passcode: 377446

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 1, 2022**
- 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)
 1. Unfinished Business
 1. Mayor White – Tripp/Serbin Written Response to Questions
- 10. Public Works**
 1. Report from Kaitlin Chessell, Secretary Roads Sub-Committee regarding Recommendations from September 9, 2022 Meeting
 2. Recommendation from the September 14, 2022 Roads Sub-Committee meeting
 3. Other
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Climate Change Initiatives**
- 13. Police Services Board**
- 14. County Council Update**
- 15. Correspondence**

Board, Committee & Working Group Minutes

1. CDRC – June 22, 2022
2. CDRC – July 27, 2022
3. NVCA August 2022 Board Meeting Highlights
4. GRCA General Membership – August 26, 2022

Items for Information Purposes

1. Letter from Whitewater/Strada regarding the Groundwater Re-sampling
2. Town of Grand Valley Resolution In Support of Amber Alert System
3. Letter from Wind Concerns Ontario regarding Melancthon I Power Project
4. Township of Mulmur Public Meeting for Various Amendments to the Zoning By-law and Official Plan

Items for Council Action

1. Larry Taman Letter of Resignation from Horning's Mills Hall Board

16. General Business

1. Notice of Intent to Pass By-law and Report
 1. Report from Denise Holmes, AMCT, CAO/Clerk regarding Joint Compliance Audit Committee and By-law to Authorize a Joint Compliance Audit Committee
2. New/Other Business/Additions
 1. Notice of Motion – Moved by Councillor Nielson that:
WHEREAS The Federal Government announced September 30, 2021 as the first National Day for Truth and Reconciliation and a statutory holiday;

AND WHEREAS Melancthon Township has adopted and uses our Land Acknowledgment Statement which is read at each council, board and committee meeting;

AND WHEREAS at the August 11, 2022 council meeting council supported the City of Brantford's resolution regarding the Haldimand Tract Dispute.

THEREFORE, BE IT RESOLVED THAT the Council of the Township of Melancthon does hereby commit to recognizing September 30th of each year, as the National Day of Truth and Reconciliation (National Orange Shirt Day).

2. Melancthon Recreation Task Force – Survey and Information for Council
3. Unfinished Business
 1. Diversity Policy

17. Delegations

1. 5:30 p.m. - Heather Hill, Insurance Store and Colin Smith, Intact Public Entities – 2022/2023 Insurance Program and Information and Discussion regarding Abuse Policies

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, October 6, 2022 – 5:00 p.m.

23. On Sites

24. Correspondence on File at the Clerk's Office



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

Telephone - (519) 925-5525
Fax No. - (519) 925-1110
Website: www.melancthontownship.ca
Email: info@melancthontownship.ca

CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: KAITLIN CHESSELL, SECRETARY ROADS SUB-COMMITTEE

SUBJECT: RECOMMENDATION FROM ROADS SUB-COMMITTEE ON-SITE MEETING SEPTEMBER 8, 2022

DATE: SEPTEMBER 9, 2022

On-Site Item 1:

The Roads Sub-Committee attended the roadside at 117103 2nd Line SW to meeting with Amanda Sexton, Representative for Enbridge Gas. Enbridge has installed concrete bollards in the Township Road Allowance to protect an emergency shut off for the gas lines across the road. The concrete bollards are a liability to the Township as they are less than five feet off the road, and someone could easily hit them. Enbridge advised us that these were installed because the owner of the property whose entrance is right next to the valve keeps hitting it and they could not come up with a resolution with the property owner. We discussed the possibility of them paving a small patch off the roadside and around the shut off valve to make it flush with the asphalt and then the valve wouldn't be able to be hit. Enbridge has sent over an email with a few photos which I have attached with their proposal for the asphalt patch.

Recommendation:

The Roads Sub-Committee recommends to Council that we accept Enbridge Gas's proposal to install an asphalt pad around the emergency gas shut off at 117103 2nd Line SW per their specifications and remove the concrete bollards.

RW #1
SEP 15 2022

The Roads Sub-Committee recommends to Council that we send a letter to the owner of 117103 2nd Line SW in regard to damaging the emergency gas shut off that Enbridge has placed in the Township Road Allowance to the south of his entrance.

On-Site Item 3:

The Roads Sub-Committee attended Mill Lane to look at a culvert as Eh!tel would like to run a fiber line over the culvert to give internet access to 153 Mill Lane. The CEO has sent over an agreement that we need to sign that states that Eh!tel will bear all costs that are requires to relocate or expose the fiber duct in the case of Melancthon needing to complete work on the Culvert. Eh!tel has also confirmed that they register all fiber lines with Ontario One Call so that when we request locates for road work we will be able to see Eh!tel's fiber lines. A copy of the agreement is attached.

Recommendation:

The Roads Sub-Committee recommends to Council that we sign the agreement from Eh!tel and allow them to run there fiber lines across the culvert on Mill Lane to give access to 153 Mill Lane.

Kaitlin Chessell

Subject: 2nd Line SW On-Site Follow-up
Attachments: 117103 2nd Line SW.JPG; 117104 2nd Line.pdf; IMG_0118.jpg

From: Amanda Sexton <Amanda.Sexton@enbridge.com>
Sent: Monday, September 12, 2022 9:20 AM
To: Kaitlin Chessell <kchessell@melancthontownship.ca>
Subject: RE: 2nd Line SW On-Site Follow-up

Good Morning Kaitlin,

Okay with out me going out and measuring the distance I am thinking we will asphalt approximately 2.5m x 1m on a gradual slope aligning the natural grade of the ditch line making the Valve flush with the asphalt so we still have access to it. We will also be installing a pipeline marker as we had discussed, and removing the bollards.

Our records are showing the valve was installed 2.2m east of the E/EOP

Please let me know when we can move forward on this.

Amanda Sexton
Operations Supervisor, Brampton

ENBRIDGE GAS INC.
TEL: 905-458-2167 | FAX: 905-458-2118 | CELL: 416-459-5960
6 Colony Crt, Brampton, Ontario L6T 4E4

amanda.sexton@enbridge.com
Integrity. Safety. Respect.



Google









EH!tel Networks Inc
392058 Grey Road 109
Holstein, ON, N0G 2A0
Tel: 519-594-0946

August 30, 2022

Craig Micks
Public Works Superintendent
157101 Highway 10,
Melancthon Ont. L9V 2E6

BY email : roads@melancthontownship.ca

Re: Undertaking from EH!tel Networks Inc. Amended running line accommodating Culvert

Dear Mr. Micks,

Please accept this letter as our undertaking to address any future concerns that the Township of Melancthon, may have related to the location and method of placement of our duct to house our Fibre that will serve residents and businesses in your municipality at this precise location.

In the event that the Township of Melancthon, needs to replace/repair the culvert identified at 44.16106, -80.19951 Mill Ln between MainStreet (also known as Road14) and Civic# 153 Mill Ln - EH!TEL will respond and expose our infrastructure within 60 days maximum of the notice. In the Event of an EMERGENCY request – EHTEL will respond to the emergency Locate request (received via Ontario One Call) and dispatch Technicians to investigate in a timely manner (estimate 1-2 hrs for locator travel and arrival) Ehtel will coordinate/schedule with The Township of Melancthon to expose Ehtel Infrastructure as quickly as possible.

If such notice is received by EH!tel Networks Inc., that the culvert is being replaced or repaired we will utilize a HYDRO VAC to expose EH!tel DUCT and brace the DUCT/LINE out of the way for The Township of Melancthon to complete repairs without risk to existing infrastructure.

We are requesting to install our Conduit (1.25" Duct) above the culvert, maintaining as much depth below grade as possible and maintaining a min coverage above the culvert. If this attempt is not successful, Ehtel will clean/restore and leave the site in the same or better condition than before.

EH!tel will bear its own costs that are related to relocation and or exposing the Fibre DUCT in order for Melancthon to complete required work if and when required in the future.

Please accept this letter as our confirmation and committed terms that we have agreed to abide by to install this section of our network infrastructure. We will confirm location and depths on our as-builts as required. Thank you for your assistance and we look forward to working with you.

Signed this 30 day of AUG 2022, at Holstein Southgate Ontario,

Antonius Peeters,

CEO EH!tel Networks Inc.

A handwritten signature in blue ink, appearing to read 'Antonius Peeters', is written over a horizontal line.

The Township of Melancthon

Signed by _____

Date _____



APPLICATIONS TO PERMIT FOR APPROVAL
Sept 15, 2022 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Allen Bauman Applicant: Aaron Bauman	Lot 8, Con 5 SW 097062 4th Line SW	416 m2 (4480 sq ft)	on farm shop	dry manufacturing	\$300,000	YES	Approved
Amsey Bauman Applicant: Aaron Bauman	Pt Lot 302, Con 3 SW 116116 2nd Line SW	14.75 m2 (158 sq ft)	shavings bin	storage shavings	\$6,000	NO	In Process
Israel Martin Applicant: Mar Bros Construction Simon Martin	Lot 27, Con 11 NE 358091 10th Line NE	426 m2 (4589 sq ft)	Horse barn & buggy shed	Barn and shed	\$100,000	NO	In Process
Erik Corba Applicant: Eldar Stellar Outdoor Advertising	E Pt Lot 15, Con 2 OS 625356 15 Sideroad	12 m2 (128 sq ft)	2 Billboards	advertising	\$10,000	YES	In Process

Plan # 1101
SEP 15 2022

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held June 22, 2022 via ZOOM

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

Absent: Geer Harvey and Melinda Davie

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

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.

Agenda:

MOTION #1 – Moved by H. Foster seconded by M. Mercer. Be it resolved we approve the agenda dated June 22, 2022 as circulated and presented. Carried

Discussion & Approval of Minutes of Previous Meeting April 27, 2022:

MOTION #2 – Moved by D. White seconded by H. Foster. That the minutes of the CDRC Board of Management regular board meeting held virtually on April 27, 2022 be approved as circulated and presented. Carried

Old Business

CDRC Roof Replacement-Summary of Bids and Recommendations

Lisa Johnson from SBA attended the meeting and reviewed a report regarding the Summary of Bids and Recommendations. With the project increase and municipal portion of HST included the CDRC portion of the project will increase approximately \$13K from \$189K to \$203K.

MOTION #3 – Moved by D. White seconded by D. Sample. Based on the recommendation presented in the report provided by SBA, be it resolved that the CDRC Board of Management award the tender to T. Hamilton & Sons Roofing Inc. in the amount of \$619,620.00 plus HST. Carried

Lisa Johnson leaves at 6:55pm

Bdcomm # 1
SEP 15 2022

Correspondence:

- SMHA upcoming Equipment swap in back parking lot.

MOTION #4 – Moved by M. Mercer seconded by L. Wagener. That correspondence is received and placed on file. Carried

New Business

Town of Shelburne Parks & Recreation Master Plan-Engagement Session

On behalf of the Town of Shelburne, consultants Jennifer Reynolds and Terry Alyman from MGA Group attended the meeting for an engagement session to discuss the CDRC's roll in the community and what facility are available and programs offered.

H. Foster leaves at 7:30pm

L. Wegener leaves at 7:40pm

D. Samples leaves at 8:00pm

H. Foster returns at 8:08pm

J. Reynolds & T. Alyman leave at 8:10pm

As the meeting ran long and members needed to leave, no further business was discussed.

Confirmation by By-law:

MOTION #5 – Moved by S. Anderson seconded by M. Mercer. Be it resolved that leave be given for the reading and enacting of by-law #05-2022 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held June 27, 2022. Carried

Adjournment:

MOTION #6- Moved by H. Foster seconded by D. White. That we now adjourn at 8:15pm to meet again on July 27, 2022 at 6:30pm, or at the call of the chair. Carried

Secretary - Treasurer

Chairperson

Dated

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held July 27, 2022 via ZOOM

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

Absent: Geer Harvey, Darren White and Dan Sample

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

Land Acknowledgement:

Chair, Chris Gerrits read the land acknowledgement

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.

Agenda:

Remove item 6.1 as it was reviewed at the previous meeting

MOTION #1 – Moved by H. Foster seconded by S. Anderson. Be it resolved we approve the agenda dated July 27, 2022 as circulated and amended. Carried

Discussion & Approval of Minutes of Previous Meeting June 22, 2022:

MOTION #2 – Moved by M. Mercer seconded by S. Anderson. That the minutes of the CDRC Board of Management regular board meeting held virtually on June 22, 2022 be approved as circulated and presented. Carried

Old Business

Town of Shelburne-Land Acknowledgement

After review and discussion of the Shelburne Land Acknowledgement the following motion was presented. It was suggested that the in the last paragraph “educate oneself” be changed to “information”.

MOTION #3 – Moved by H. Foster seconded by M. Mercer. That the CDRC Board of Management adopts and uses the Town of Shelburne Land Acknowledgement.

Bd comm#2
SEP 15 2022

Carried

Financial Report:

After review of the CDRC financial reports and accounts, the following motion was presented.

MOTION #4 – Moved by M. Davie seconded by L. Wegener. That the CDRC Board of Management receive the financial reports and paid accounts in the amount of \$167,975.92, as presented by the Facility Administration Manager. Carried

CDRC 2021 Financial statements, prepared by BDO were presented to the board for review.

MOTION #5– Moved by H. Foster seconded by M. Mercer. Be it resolved that the CDRC Board of Management approves the December 31, 2021 Financial Statements as presented. Carried

CDRC 2022 Draft Budget was presented for review and discussion. The budget will be reviewed and discussed further at the next meeting. Further, the Board was reminded that the CDRC will require front end funding and cash advances for the capital roof expenditures.

Facility Administration Manager and Recreation Program Coordinator Reports:

See Schedule A

See Schedule B

MOTION #6 – Moved by M. Davie seconded by L. Wegener. BE IT RESOLVED that the CDRC Board of Management hires the following for the 2022 seasonal summer contract positions - Camp Counsellor: Peyton Rutledge and Lauren Smith. Carried

MOTION #7 – Moved by M. Mercer seconded by M. Davie. That we receive the reports from the Facility Administration Manager and the Recreation Program Coordinator. Carried

MOTION #8 – Moved by M. Mercer seconded by H. Foster. Whereas Dufferin County Community Services and the CDRC are in an agreement for the funding of childcare services through the CDRC Summer Day Camp Program;

Be it resolved the CDRC Board of Management authorize the Facility Administration Manager to sign the attached Schedule D-Service Description Schedule 2022.

Carried

Facility Maintenance Manager's Report:

See Schedule C

MOTION #9 Moved by S. Anderson seconded by M. Davie. That we receive the report from the Facility Maintenance Manager. Carried

Old Business

Roller Skating on Arena Floor

L. Wegener inquired about having roller skating available on the arena floor as something new to look into next season. After brief discussion, staff will review and schedule in the spring.

Confirmation by By-law:

MOTION #10 – Moved by L. Wegener seconded by M. Davie. Be it resolved that leave be given for the reading and enacting of by-law #06-2022 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held July 27, 2022. Carried

Adjournment:

MOTION #11- Moved by H. Foster seconded by L. Wegener. That we now adjourn at 7:42pm to meet again on August 24, 2022 at 6:30pm, or at the call of the chair. Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report – July 27, 2022

General Information:

- Continual day-to-day administrative duties that include phone calls and walk-in inquiries, invoicing and collections, payables and disbursements, rental contracts, bookings, monitoring the rental schedule and payroll administration.
- Completed and submitted thirteen (13) Canada Summer Jobs (CSJ) Employer and Employee Declarations
- Ongoing, receiving and responding to various facility rental booking requests. The following are recent or upcoming reservations.
 - o Pool and party package rentals: 20+ rentals and 3+ sponsored free public swims
 - o T&C Room-Aug 21 public discussion parents and school trustees about actions taking place in the schools in town
 - o Heritage Music Festival: Friday, August 5th with Dan Davidson
- Minor lacrosse wraps up at the end of July and ball hockey finished the first week of July
- Received an email from the Town of Shelburne Master Plan consultant requesting information
- Will begin reviewing the ice schedule next week
- Will begin posting for fall/winter staff

Old Business:

-

New Business:

- As the day camp program reached targeted registrations, the demand for additional registrations continued. To accommodate additional registrations, a job posting for camp counsellors was placed in early June. The committee interviewed two (2) candidates on June 10, 2022.

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: Wednesday June 22, 2022

Subject: Recreation Program Coordinator Report

May/June Overview

- Continuing to assist with day-to-day operations including phone inquiries, email inquiries etc. Completing daily invoices for summer 2022 programs.
- Continuing to make updates to the CDRC information on the Town of Shelburne website and actively creating graphics and posting on the CDRC social media.
- Spring/Summer CDRC Recreation Programs/Preparation
 - **PA Day Camp (Friday June 3):**
 - **Outdoor pool:** The outdoor pool opened on Thursday June 9th 2022 for advanced courses and began public swim operations on Monday June 13th. Our June swimming lesson session began on Monday June 13th and is full. We have added in
 - **Teen Swimming Lessons Session 1: 5**
 - **Adult Swimming Lessons Session 1: 9**
 - **Local School Swims:** School rental swims are back and booking for June. At this time we have 3 groups booked over the next two weeks, each coming twice.
 - **Summer Day Camp:** Below is a snapshot of our registration numbers as of Tuesday June 21, 2022. We have increased our numbers for the 2022 summer season from the original 60 to allow more campers into the program. With the increase in numbers, we have brought on 2 more staff members to assist with the summer day camp operations. The CDRC summer day camp will be visiting the library once a week throughout the summer months for programming. Our Head Camp Counsellors began preparing for the upcoming camp season on Monday May 16th, 2022.

Program	Registrations as of April 27 th , 2022
Week 1: Hello Summer	64
Week 2: Nature Unleashed	65
Week 3: Passport to Fun	62
Week 4: CDRC Athletes	65
Week 5: Super Science	66
Week 6: Artrageous	62
Week 7: Mystery Week	59
Week 8: Backyard Shenanigans	62
Week 9: Splashtacular	45
Junior Lifeguard Camp	21
Leaders in Training	4
Junior Leaders	12

- **EPACT:** We have began setting up our E Pact software for use this upcoming day camp season. All registrants are now uploaded and

assigned to their groups. Staff will use this to sign campers in and out as well as attendance. Registrants will be receiving their links over the coming week to complete all emergency information.

- **Pickleball:** Pickleball is now operating on the Arena floor.
- **National Lifeguard Course and Advanced Swimming Certifications:** A National Lifeguard Course, Bronze Star and Bronze Cross were ran throughout the beginning of June utilizing the pool time on the weekends.
 - Bronze Star: 4
 - Bronze Cross: 10
 - National Lifeguard: 11
- Placed and received order for our Summer Day Camp Staff uniforms.
- **Standard First Aid CPR-C Certification:** the CDRC Partnered with Rural Rescue to offer a Red Cross Standard First Aid course on Sunday June 5, 2022. This course had 18 participants that attended a 1 day in class training as well as 7 hours of online training to be done prior.
- **Seasonal Summer Staff Trainings**
 - Ongoing seasonal summer staff trainings.
 - On Tuesday June 28, our camp staff will be headed to Arthur to participate in a training day with 3 other camps (Town of Minto, Wellington North and Mapleton). Camp staff will have the opportunity to network with other camps and learn new activities that can be brought back to our program. We will have 2 guest speakers that day; CMHA presenting on Children's Mental Health and Family and Childrens Services of Guelph and Wellington.
 - One Wednesday June 29 we will be running a full day training in house for our camp staff. Dufferin Child and Family Services has volunteered to present at this training. This is our final training day prior to the start of the summer season.
- Continuing to explore new program options.
- **Preparation for summer 2022 programs**
 - Scheduling programs and staff accordingly.
 - Planning and preparation for staff trainings and meetings.
 - Planning and preparing programming.
- **Advertising/Promotion**
 - Exploring advertising opportunities for the CDRC to spread the word about upcoming programs and facility information. Advertising options include:

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: Wednesday July 27, 2022

Subject: Recreation Program Coordinator Report

July Overview

- Continuing to assist with day-to-day operations including phone inquiries, email inquiries etc. Completing daily invoices for summer 2022 programs.
- Continuing to make updates to the CDRC information on the Town of Shelburne website and actively creating graphics and posting on the CDRC social media.

- **Spring/Summer CDRC Recreation Programs/Preparation**

Below is a snapshot of our registration numbers at this time as well as a comparison from 2019 during a pre covid summer.

Program	Registrations as of April 27th, 2022	Registrations as of July 25, 2022
Week 1: Hello Summer	64	63
Week 2: Nature Unleashed	65	66
Week 3: Passport to Fun	62	65
Week 4: CDRC Athletes	65	66
Week 5: Super Science	66	66
Week 6: Artrageous	62	62
Week 7: Mystery Week	59	60
Week 8: Backyard Shenanigans	62	65
Week 9: Splashtacular	45	43
Junior Lifeguard Camp	21	27
Leaders in Training	4	10
Junior Leaders	12	15

Swim Program	2019	2022 (as of July 25, 2022)
June Swim Lessons	3	65
Session 1 (Total enrolled)	127	213
Session 2 (total enrolled)	185	184
Session 3 (Total enrolled)	149	175
Session 4 (Total enrolled)	131	118
Bronze Star	3	10
Bronze Medallion	11	13
Bronze Cross	7	15

- **Seasonal Summer Staff Trainings:**
 - Continuing with our summer staff trainings.
- **Recreation Software:** We have experienced a large volume of registrations in our summer programs this summer. It is recommended that we investigate possible recreation software's beginning in the fall to increase the efficiency within the facility. At this time, registration is a very manual process and with the increase in registrations it is now hard to keep up with.
- **Epact:** We have began using our E Pact software and it has eliminated the use of paper for our camper information forms as well as our check in check out.
- We have had **2 sponsored free swims** this summer and 1 more scheduled for Sunday August 14, 2022.
 - Tim Hortons Canada Day Free Swim: July 1, 2022
 - Go with Crowe Free Swim: July 17 and August 14, 2022

SCHEDULE 'C'

Facility Maintenance Managers Report – July 27, 2022

GENERAL INFORMATION

Broken arena tempered glass unknown cause arena was closed 2 days (Probably heat related)

Replace water meter for pool

Fabricate wall brackets for a couple of industrial fans that were lying around for years to improve circulation of air in arena. for extra hot days

Pool maintenance and daily facility maintenance.

Replace and repair canopy for pool not meant to be a permanent structure or to be left out at night.

Need a more permanent structure. (Will price and budget for next year)

Was looking for parts for toilet repair and noticed recall on the 27 Pressure-Assisted-Flushing toilets that were installed during 2010 renovation the toilets tanks can blow up ordered recall solution from manufacturer June 22, 2022 (Pressure regulator and bands around tanks)

Repaired pool tiles separating from pool wall after hours drain pool 10" fill void hydraulic cement glue tile back in place fill pool back wash and restart pump

Arena clock failure trouble shoot and repaired; rodent chewed through wires. Only effected at restarting after power loss

Removing unused duct work old smoke eater from the 80s (part of roof project)

Roof July 25, 2022, waiting on contracts to be signed off roofing company signing authority on was holidays.

HMF needs were discussed with Rotary and now planning and scheduling operation staff for event.

Sending out Olympia for summer tune up and check.

FYI:

Front siding door: Showing age sagging moving slower worn parts made some temporary repairs but have requested a quote for repair first quote \$7,962.93 parts only will be getting additional quotes these doors are oversized industry standards. This company states door does not meet up to date safety standards will proceed with additional quotes and research safety standards hopefully will last until 2023.

Marty Lamer

Facility Maintenance Manager



NVCA August 2022 Board Meeting Highlights

Next Meeting: August 26, 2022, held at the John Hix Administration Centre

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

Summary of Conservation Services financial grants from 2019 to 2022

NVCA's Conservation Services Department includes four program areas: Forestry, Stewardship, Land Management and Education.

Between 2019 and 2022, Conservation Services staff leveraged municipal levy and raised 2 – 3 times the amount in grants and user fees.

Below is an overview from each program over the last four years:

Forestry Program

Program levy: \$314,596

Grants/user fee's generated: \$1,304,103

Leveraging ability = ~ 4:1

Stewardship Program

Program levy: \$640,000

Grants/user fees generated: \$1,983,936

Leveraging ability = ~ 3:1

Lands Program

Program levy: \$561,935

Grants/user fees generated: \$344,983 in grants.

Leveraging ability varies depending on the year but is close to 1:1.

Education Program

Program levy: \$114,458

Grants/user fees generated: \$107,628 in grants.

Leveraging ability varies depending on the year but we are close to 1:1

In kind/volunteer contributions amounted to \$233,760

Purchase of stormwater pond monitoring equipment

NVCA's Watershed Science and Flood Services Programs will draw up to \$53,000 from reserves to purchase a HydroSurveyor to conduct bathymetry surveys to help determine sediment infilling rates of NVCA reservoirs, and when municipal stormwater pond clean outs may be necessary.

Municipal staff were canvassed to determine on the use of this equipment to evaluate the need and cost recovery.

To date, the Town of Collingwood, the Township of Adjala-Tosorontio, and the Township of Clearview have expressed interest in principle in having the NVCA to complete stormwater management pond bathymetric surveys using the HydroSurveyor.

As a fee for service covering both staff time and rental of the equipment, the purchase cost of the HydroSurveyor is anticipated to be covered off over the 10-year amortization period as a capital asset and will generate program revenue.

2022-2025 NVCA Climate Change Action Plan

NVCA staff has developed the 2022 – 2025 Climate Action Plan, outlining the goals and actions required to support a sustainable watershed.

Encompassing all NVCA departments, the Climate Change Action Plan goals consist of:

Flood Protection

Work with partners and stakeholders to increase knowledge of how climate change will

impact flooding and erosion levels in the Nottawasaga watershed communities.

Monitor

Enhance knowledge of the Nottawasaga Watershed's natural environment and its response to a changing climate.

Communicate and Educate

Facilitate partnerships and connect people to the Nottawasaga watershed in order to build awareness of climate change and capacity to adapt to climate impacts.

Natural Heritage

Improve natural heritage system in the Nottawasaga Watershed to build resilience and assist with adaptation and mitigation.

Stewardship and Land Conservation:

Increase watershed resistance and resilience to climate change through conservation, restoration, and improvement of natural systems.

Partnerships

Be leaders in sustainability making NVCA the partner of choice for local climate change initiatives.

Corporate Practices

Build corporate capacity to adapt to future climate projections and reduce NVCA's corporate carbon footprint by embracing a culture of conservation through using best practices and solutions while measuring progress and effectiveness.

[Download NVCA's Climate Change Action Plan here.](#)

2022 Second Quarter Budget Report

In the first six months of operations of NVCA, expenditures to date are tracking on schedule, with 47.32% of the budgeted expenses (50% of budget year completed).

Revenues are tracking well, with 51.97% of the budgeted revenues recognized. This includes the first 6 months of the general municipal levy of \$1,302,384.

Currently, NVCA is sitting in a surplus position, primarily due to two reasons:

1. Revenues are tracking higher than expenses currently
2. There was a large payroll accrual in 2021 due to the timing of the last payroll and a larger than normal vacation accrual which when reversed in 2022, causes our payroll expenses to show lower than normal but will be caught up as the year moves forward.

Preliminary Budget Guidance

The NVCA Board of Directors approved the preliminary budget guidelines to increase municipal levy by \$150,000.

Staff are expecting an increase of over \$400,000 in of costs, but are anticipating being able to deal with close to 60% this increase.

Municipal general levy, not including Asset Levy, currently stands at \$2,654,593 for 2022.

Based on this approval, staff will prepare a draft budget for Board consideration for the September Board Meeting.

Given this is an election year, the draft budget will be circulated to member municipalities after the September meeting for a 5-month review and consultation process.

The final budget will be presented to the Board of Directors at the March 2023 meeting for approval.

NVCA Asset Management Plan

The Board approved NVCA's updated Asset Management Plan.

This Plan identifies NVCA assets, what condition they are in, and what the anticipated needs are to maintain our infrastructure as we move forward.

Update Inventory of Programs and Services

This July and August, staff continued to work with municipal partners to develop Memorandums of Understanding (MOU), and met with other conservation authorities exchange information regarding the design of MOUs and service level agreements.



Grand River Conservation Authority
Summary of the General Membership General Meeting – August 26, 2022

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:

- GM-08-22-69 - Financial Summary
- GM-08-22-64 - Reimbursement for Business Use of Personal Vehicles
- GM-08-22-67 - Donor Naming - Rotary Link Trail
- GM-08-22-65 - Elora High Level Bridge Rehabilitation
- GM-08-22-66 - Residential Wind-down Program - Status Update
- GM-08-22-62 - Wellington and Dufferin Rural Water Quality Program Renewal
- GM-08-22-C06 - Staffing and Labour Matters – Deferred to September (closed agenda)
- GM-08-22-C05 - Canada Emergency Wage Subsidy Update (closed agenda)

Information Items

The Board received the following reports as information:

- GM-08-22-61 - Cash and Investment Status
- GM-08-22-68 - Return to In-person Board Meetings - Status Update
- GM-08-22-63 - Update on Expression of Interest - Third Party Pheasant Hunting Program
- GM-08-22-60 - Development, Interference with Wetlands and Alterations to Shorelines Regulation
- GM-08-22-66 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Jeff Leader and John Kemp re: Giant Hogweed
- Halton Region re: 2023 Budget Direction

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board. No meeting of the Source Protection Authority was held.

For full information, please refer to the August 26 Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our online calendar. The draft minutes of this meeting will be posted on our online calendar within 30 days of the meeting date, in accordance with the Conservation Authorities Act.

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'.

Bd comm# 4
SEP 15 2022

Denise Holmes

From: BRET LEMIEUX [REDACTED]
Sent: Monday, August 29, 2022 1:34 PM
To: Denise Holmes
Subject: Re: Strada Groundwater
Attachments: BG-825-Whitewater Letter - August 29, 2022.pdf

Denise: I have attached today's letter from Whitewater/Strada regarding the groundwater re-sampling completed in Summer 2022 to address trace detections in some of the on-site wells.

Please let me know if you require anything further from me on this matter,

Bret

On Monday, August 29, 2022 at 10:44:54 a.m. EDT, Denise Holmes <dholmes@melancthontownship.ca> wrote:

Thank you!

Denise B. Holmes, AMCT

CAO/Clerk, Township of Melancthon

519-925-5525 Ext. 101

From: BRET LEMIEUX [REDACTED]
Sent: Monday, August 29, 2022 10:29 AM
To: Denise Holmes <dholmes@melancthontownship.ca>
Subject: Strada Groundwater

Good Morning, Denise: Hope all is well with you. I have been in continuous discussions with Whitewater/Strada about the groundwater issues. They have completed a couple re-samplings and there continue to be some quite low level parameter hits in certain wells. While I don't believe these are any cause for great concern, I have asked Tecia White to prepare a report outlining the findings of the 2021 trace detections of some PHC parameters, the 2022 hits for Oil & Grease at 3 wells, the results of the re-samplings they have undertaken and a review of the current state of affairs including any ideas as to why these issues seem to persist

I will update you further once they have submitted this report,

Bret

Bluewater Geoscience Consultants Inc.
42 Shadyridge Place
Kitchener, ON
N2N 3J

August 29, 2022

Attention: Breton Lemieux

Re: Strada Aggregates – Shelburne Pit Hydrocarbon Monitoring

Whitewater Hydrogeology Ltd. (Whitewater) is pleased to present results of the hydrocarbon sampling that occurred in 2021 and 2022. The results from the 2021 annual sampling reported detections of hydrocarbons (F2 and F3) at three (3) of the thirteen (13) groundwater monitoring locations (Table 1).

TABLE 1: HYDROCARBON RESULTS

Parameter	MDL	O.Reg 153 Table 4	OW10A			OW12A			OW14B		
			05-21-22	07-14-22	08-18-22	05-21-22	07-14-22	08-18-22	05-21-22	07-14-22	08-18-22
Toluene	0.4	24	<	0.7	<	<	0.5	<	<	0.5	<
F2	100	150	110	<	<	<	<	<	100	<	<
F3	400	500	560	<	<	500	<	<	620	<	<
F4	100	500	<	<	<	<	<	<	<	<	<

NOTES: units expressed as ug/L

After discussions with Bluewater Geoscience, it was agreed that resampling is required to confirm the hydrocarbon concentrations. Prior to collecting the confirmation samples, new dedicated monitoring equipment (bailers) were installed in the three groundwater monitoring wells. The confirmation samples were collected on July 14, 2022.

The results indicate that there were no detections of F2-F4 hydrocarbons. However, trace concentrations of toluene were reported. The toluene concentrations were well below Table 4 of O.Reg 153 for stratified site conditions in a potable groundwater condition. Toluene was not detected in the samples collected on May 21, 2021.

The trace presence of toluene was believed to be attributed to the application of insect repellent (Deet) prior to sampling. A second round of sampling was completed on August 18, 2022. The results showed no evidence of F2-F3 or toluene in the three wells sampled.


Total oil and grease were also detected at or slightly above the detection limit of 1 mg/L in the 2021/2022 sampling rounds (Table 2). Minor detections have been common over the years, with the highest reported concentration at OW12A in 2020 and again at OW14A in 2022(3 mg/L).

TABLE 2: OIL AND GREASE SUMMARY

Well ID	Total Oil and Grease (mg/L)			
	05-21-22	07-14-22	06-10-22	08-18-22
OW5A	1	NA	NA	NA
OW6A	2	NA	1	NA
OW7A	<	NA	NA	NA
OW10A	<	<	NA	2
OW12A	2	1	NA	2
OW14B	2	<	NA	3

In summary, the low detections of F2 and F3 hydrocarbons found in 2021, were not confirmed in subsequent sampling events. Trace detections of toluene appear to be a result of the application of insect repellent containing Deet prior to sampling (samplers' error).

Regards,


Tedia White, M.Sc., P.Geo (licence 0701)
Senior Hydrogeologist / President
Whitewater Hydrogeology Ltd.





NOTICE OF THE ADOPTION OF AN OFFICIAL PLAN AMENDMENT

for

THE COUNTY OF SIMCOE OFFICIAL PLAN



TAKE NOTICE that the Corporation of the County of Simcoe enacted By-law No. 6977 to adopt Official Plan Amendment No. 7 to the Official Plan for the County of Simcoe on the 9th of August, 2022, pursuant to Sections 17, 21 and 26 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended.

Official Plan Amendment No. 7 (**MCR Phase 1 Growth Management**) applies to all lands within the County of Simcoe and as such, no key map has been provided in this notice.

THE PURPOSE and EFFECT of the amendment is to amend the County of Simcoe Official Plan through the implementation of the Phase 1 Growth Management policies and updates to Schedule 5.1 Land Use Designations for the purpose of completing ongoing work relating to the Municipal Comprehensive Review. The effect of the amendment will be to begin the process of bringing the County Official Plan into full conformity with the provincial Growth Plan for the Greater Golden Horseshoe in accordance with Section 26 of the *Planning Act*. This amendment will primarily be to introduce or update policies relating to settlement hierarchies, population and employment growth forecasts, density and intensification targets, identification of Major Transit Station Areas and to establish policy frameworks for managing new growth areas and future settlement area boundary expansions.

PRIOR TO adoption of Official Plan Amendment No. 7, a statutory public meeting was held on June 28, 2022 to receive public input on the proposed official plan amendment in accordance with Section 17(15) of the *Planning Act*, R.S.O. 1990. With the adoption of Recommendation 2022-576 of the Committee of the Whole, Council deems it expedient to adopt Official Plan Amendment No. 7 to the County of Simcoe Official Plan.

PUBLIC INPUT in the form of oral submissions at the Public Meeting and written submissions in advance of and following the Public Meeting, was received by the County. Details regarding how the public input was considered is available in County staff report Item CCW 2022-235. The County is satisfied that all submissions were given full consideration prior to adoption of Official Plan Amendment No. 7. To view Item CCW 2022-235, visit <https://www.simcoe.ca/Planning/Documents/CCW%202022-235.pdf>. A hardcopy of Item CCW 2022-235 will be made available upon request.

THE OFFICIAL PLAN AMENDMENT and background materials are available for viewing on the County of Simcoe website at <https://www.simcoe.ca/Planning/Pages/MCR.aspx>.

ANY PERSON OR PUBLIC BODY will be entitled to receive a Notice of Decision of the Approval Authority, being the Ministry of Municipal Affairs and Housing, if a written request to be notified of the Decision is made to:

Ministry of Municipal Affairs and Housing
Municipal Services Office - Central Region
777 Bay Street, 16th Floor
Toronto, ON M7A 2J3
Attn: Maya Harris, Manager, Community Planning & Development
Email: maya.harris@ontario.ca

DATED at Midhurst this 23rd day of August, 2022.

John Daly, County Clerk
County of Simcoe Administration Centre
1110 Highway 26, Midhurst, ON L9X 1N6
(705) 726-9300 Ext. 1246 - Fax (705) 725-1285
John.Daly@simcoe.ca

Denise Holmes

From: Sabrina VanGerven <svangerven@townofgrandvalley.ca>
Sent: Tuesday, August 30, 2022 4:22 PM
To: Denise Holmes; Fred Simpson; Jennifer Willoughby; Jessica Kennedy; Michelle Dunne; Mulmur Clerk; Nicole Martin; Orangeville; Tracy Atkinson; amo@amo.on.ca
Subject: Grand Valley Support Resolution

Good morning,

At the August 9, 2022 regular meeting, Council for the Town of Grand Valley passed the following motion:

Resolution 2022-08-32

Moved by Paul Latam, Seconded by Rick Taylor

BE IT RESOLVED THAT Grand Valley Council support the resolutions passed by Councils for the Township of Melancthon, Township of Bonfield, City of Mississauga, Municipality of Brighton and the Town of Mattawa and therefore be it resolved that the Council of the Town of Grand Valley endorse the following:

That the Minister of the Solicitor General and the Commissioner of the Ontario Provincial Police, as well as the Premier's Office, be requested to make the necessary changes to the AMBER alert system and create a new alert called the Draven Alert, which will protect vulnerable children who have not been abducted but are at high risk of danger, injury or death and alert the public that they are missing.

That this motion be sent to all municipalities in Dufferin County and the Association of Municipalities Ontario (AMO) for endorsement.

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

Denise Holmes

From: WCO President <wco.president@gmail.com>
Sent: Wednesday, September 7, 2022 4:39 PM
To: Denise Holmes
Subject: Copy of letter regarding Melancthon I power project
Attachments: Melancthon Complaint Summary Report-Sept6 2022.pdf; Energy Minister on IESO contracts-Sept6.pdf

I have attached a copy of the letter we sent this week to The Hon. Todd Smith, Minister of Energy, with regard to the proposed contract for the Melancthon I wind power project, for circulation to Township Council.

As you will see from the letter and our report on the history of this project, we have concerns about regarding the operators with a new contract.

We are very familiar with the impacts this project has had on nearby residents.

Thank you and best wishes,

Jane Wilson
President
WIND CONCERNS ONTARIO
Ottawa

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Wind Concerns Ontario is a coalition of individuals and community groups concerned about the negative impacts on health, environment and the economy from industrial-scale wind power generation projects.

<http://www.windconcernsontario.ca>

WCO | WIND CONCERNS ONTARIO

Honourable Todd Smith
Minister of Energy
10th Flr, 77 Grenville St
Toronto, ON M7A 2C1
By email - MinisterEnergy@ontario.ca

Dear Minister Smith:

Re: Proposed IESO Contract with TransAlta

We are very concerned about the recently announced contract that the IESO awarded to TransAlta's Melancthon I wind project; the contract is in effect until 2031.

Our concern is based on the fact that Ontario pollution Incident Reports show the turbines at Melancthon I are part of one of the worst wind power projects in Ontario in terms of environmental impact on residents.

Wind Concerns Ontario routinely requests complaint records for all wind projects in Ontario under the Freedom of Information Act. For the period from 2006 to 2018, 791 complaints were received about the operation of the facility. In fact, for 2006–2018, **Melancthon was number one in Ontario for noise pollution reports**. That includes 2017 when the Guelph District Office of the MECP failed to provide any data for our request. (Requests for information on complaints for 2019, 2020 and 2021 have not been fulfilled but the Ministry of Environment, Conservation and Parks should be able to make this information available for review by the Ministry of Energy and the IESO.)

Despite the general requirement for public disclosure of documentation related to wind turbine projects, the specific approvals for the Melancthon wind project are not available on the project website. This 45-turbine project was approved in 2006 via a Certificate of Approval which generally require the proponent to maintain records of all complaints about Adverse Effects received about the operation of the project, as well as **information on measures taken to address the cause of the complaint and to prevent a similar occurrence in the future**.

Approvals require the project operator to take complaints about Adverse Effects seriously and to respond with corrective action immediately.

The project has had a controversial history due to the noise complaints, as documented in the formal Incident Reports created by the environment ministry's Guelph District Office (GDO). As indicated in the summary of these records attached to this letter, people reported a wide range of adverse effects as defined by the Environmental Protection Act. This includes both the audible noise levels above the provincial standard of 40 dBA, and inaudible emissions that cause vibrations as well as reports of health issues linked to the turbines. The problems were so severe **the situation was reported in a CBC news story** and MPP Lisa Thompson called on the McGuinty government in 2013 to halt all further wind farm approvals until problems at Melancthon were resolved.

The information in the Complaint Records do not point to a full resolution of the problems. The reports describe testing by ministry staff which confirmed that audible noise emissions were above allowable noise limits. The staff also confirmed the presence of tonal noise which requires the allowable noise level to be reduced by 5 dBA to 35 dBA. In some cases, the field staff specifically confirmed that the wind turbines were generating noise emissions that qualified as an "Adverse Effect" as defined in Section 14 (1) of the Environmental Protection Act.

There is no indication in the Incident Reports that TransAlta initiated changes to the project's operations in response to these complaints as required by their current approval. It required diligent enforcement activities by the Guelph District Office. It was only when ministry staff drafted a provincial order requiring action, the company completed new modeling of noise levels and proposed a noise abatement program for the project. Even after this was implemented, measurements continued to show that noise levels were above 40 dBA. Further noise abatement measures were then implemented that reduced noise levels to the 40 dBA level until noise testing at this location stopped in February 2015.

The Ministry's Environmental Assessment and Approvals Branch issued a directive to the staff that, despite their field observations, the noise output from wind turbines could not be considered tonal. This directive meant that the staff had to find the project operating with the defined audible noise standard, despite the evidence from their field observations. This directive from EAAB has been overridden by the Ministry's subsequent protocol for assessing wind turbine noise which reinstates the 5 dBA penalty for noise emissions with a tonal quality, meaning that the turbines were again operating in violation of the province's noise standards.

This conclusion is confirmed in a June 2010 staff training PowerPoint presentation which indicated that more than 25% of the Melancthon turbines were located too close to non-participating receptors. The maximum capacity to reduce power operating levels is required to being the turbines in line with the 40 dBA. The presentation then confirms that the noise emissions from these turbines have both a tonal and cyclic quality which reduces the noise standard to 35 dBA. As the flexibility of the equipment to operate at lower power levels has already been used to reach 40 dBA, there seems to be no methods for this project to be brought in line with the noise levels approved in the standard. On this basis, the available information indicates that the Melancthon I project is operating outside of the terms of its approval. This also suggests that the TransAlta is likely operating the Melancthon project in violation of its contract with the IESO which generally requires contract holders to operate the facility within the terms of the environmental approval applicable to the facility.

This is not surprising as the analysis reported by the Guelph District Office in the Incident Reports suggests that it will be very difficult, if not impossible for TransAlta to meet the noise level requirements in their approval without moving the inappropriately placed turbines. The District Office indicates that the noise modeling that accompanied the original application for the approval was flawed in that it did not given any consideration for the impact of wind shear on the noise levels experienced at nearby homes. They conclude that in total, 24 of the turbines in the combined Melancthon I & II projects were located too close to receptors to allow noise standards to be met. Some reductions in noise output were obtained through changes in operating power levels but to fully meet the 35 dBA levels which is the standard when the tonal quality of the noise is considered turbines would have to be moved.

One would have expected that this type of information would have been reviewed before this TransAlta project was qualified as a bidder in the Medium Term I RFP. These problems might also have been uncovered if a Municipal Support Resolution for this contract was sought before moving forward. It is

our understanding that no consultation has taken place with the Township of Melancthon, despite your assurances that municipalities would be consulted in these decisions.

We have been assured that the PC government was going to take steps to enforce the terms of the approvals like the CofA for the Melancthon I project, but this action was interrupted by the necessary response to COVID. Failure to comply with terms of their approval should provide grounds for cancellation of existing contracts. We are now are concerned that the IESO is entering into new contracts with project operators who have failed to meet the requirements of their existing contracts.

As part of our participation in the IESO engagement process, we requested that a company's performance relative to current contracts should be considered before any new arrangements are undertaken. Companies failing to meet the requirements of their current contracts and approvals should not be qualified for future contracts or other arrangements.

We have requested a meeting with Minister Piccini to discuss our concerns about widespread non-compliance with the terms of approvals for existing wind turbine projects in terms of complaint handling and noise audits. We are also believe that there is a need to review current regulations for noise and setbacks, and are waiting for a response to our request. We attach our tracking of noise complaints for all wind turbine projects for your information.

We would be pleased to meet with you and /or your staff to review these concerns with you in detail.

Yours truly,

Jane Wilson
President, Wind Concerns Ontario
president@windconcernsontario.ca
TEL: 613-489-0547
CELL/TEXT: 613-725-7120

cc.

Hon. Minister Piccini, Minister of Environment, Conservation and Parks
Chiefs of Staff in Energy and Environment
Hon. Sylvia Jones, MPP Dufferin-Caledon - sylvia.jones@ontario.ca
Mayor and Council, Municipality of Melancthon -

September 2022 ©Wind Concerns Ontario

Details from Incident Reports Related to Melancthon I Wind Project

This document is a summary of information included in Incident Reports from the Ministry of Environment (now Environment, Conservation and Parks or MECP) related to the Melancthon I wind project. These documents were released to Wind Concerns Ontario in response to a request under the Freedom of Information Act. The documents include individual Incident Reports which feature details of calls or emails made to the ministry, while Master Incident Reports are summaries of multiple complaints made by an individual or family, and may (or may not) contain details on the ministry's investigation, if one occurred.

Reference numbers are provided here for each excerpt and the date of the report is also provided to assist in any checking and evaluation of these excerpts.

In the standard ministry response process for complaints about wind turbine pollution, Incident Reports are created in response to calls to the Spills Action Centre which logs the basic information reported by the caller and then relays the report to the appropriate District Office for follow-up as required. Incident Reports can also be created if the resident calls the District Office directly.

The reports are important sources of information describing the impact of wind turbines on people who live among them, with the descriptions being more powerful as they largely reflect the resident's own words. They document the adverse effects that the project operator is required to investigate and resolve as part of the Certificate of Approval that governs the operation of the project.

Staff from the Guelph District Office also provided information reflecting the results of their investigation of the complaint plus the results of noise testing completed and any information provided by the operator. Enforcement actions are also documented.

The documents also provide post-implementation information that should be useful in evaluations of the regulations covering the placement of wind turbines.

We must add that not all calls or contacts to the ministry were logged into the system, as reported to us by people across Ontario, so the disappointing truth is that the Pollution Reports and Incident Reports gathered are not the total of complaints about Melancthon I, or any other wind power project.

Problems Reported

Audible Noise

The approval for the project limits the audible noise levels from this project to 40 dBA with the original application for the approval including the results of computer models that indicated that the noise experienced at each receptor location would be less than or equal to 40 dBA.

The 40 dBA audible noise limit is the standard that was used for wind turbines at the time of the approval and continues to be the current standard despite the findings of the Health Canada study that problems with wind turbine noise begin at 35 dBA. This limit is used in follow-up unless tonal or cyclic qualities are detected, in which case a 5 dBA penalty is supposed to be applied, which reduces the noise limit to 35 dBA.

Initial assessments by Guelph District Office staff indicated the presence of tonal noise with some assessments included the 5 dBA penalty. After the Ministry's Environmental Assessment and Approvals Branch directed staff to not consider wind turbine emissions tonal or cyclic, the evaluations solely focused on 40 dBA. Subsequent revisions to the wind turbine noise testing protocol include the 5 dBA penalty for tonal or cyclic noise qualities.

Using statements from the residents in the actual Incident Reports illustrates the types of audible noises that people living among the wind turbines are experiencing and how this is affecting their lives. Excerpts from Incident Reports follow.

- *Caller reports that there is a noise coming from the wind turbines. Caller describes the noise as a jet outside. Caller can hear the noise inside the house as well. Comments indicate that this is an ongoing issue. (IR 8887-82RU7D - 02/17/2010)*
- *Caller reports ongoing pulsating roaring noise from Melancthon TransAlta wind farm since last night. Report comes after noise reductions measures implemented. Confirmed as an Adverse Effect. (IR 4226-8FNC6M - 04/06/2011).*
- *Caller reports the noise has been going on since Tuesday. Noise is described as revving jet engine. Caller report ear hurts and trouble sleeping. (IR 7024-8HFC5Y - 06/02/201)*
- *Caller is complaining about the noise from the TransAlta wind turbines near his home. He reports the noise started last night and continued progressively louder. Caller described the noise as a freight train. He reports that it is not very windy as the flag is hanging straight down at their house. (IR 6837-8MGFFG -10/09/2011)*
- *Caller reports ongoing loud noise every night from Melancthon wind turbines. Complaint made after the implementation of the full noise abatement changes implemented by TransAlta. Confirmed as an Adverse Effect. (IR 6150-8NRAM6 – 6217 - 11/19/2011)*
- *Caller reports he woke up at 01:00 h and noticed a jet engine noise from the wind turbines. He reports that the noise has been constant since that time. Complaint made after the implementation of the full noise abatement changes implemented by TransAlta. (IR 4621-8STC8 - 03/28/2012)*

Low Frequency Noise/Infrasound

Complaints by callers also reported conditions that were indicative of the presence of Low Frequency Noise or Infrasound—types of sound that are not covered by the current regulations and protocols for wind turbine noise. These noises occur in frequency ranges that are outside of the normal range of human hearing but they can still affect people. These noises are particularly problematic as they pass through the walls of peoples' homes while sound in the audible frequency ranges are largely attenuated by the walls of the home.

As the dBA noise assessments are focused on sounds that people can hear, they are not detected by noise assessment measurements used by the Guelph District Office staff to measure complaints. The 2014 Council of Canadian Academies study highlighted this gap when it noted that wind turbine noise assessments needed to move beyond dBA measures and cover the full range of noise emissions from wind turbines.

Even though audible noise measurement techniques indicate that a noise emission is compliant with the 40 dBA level, low frequency noise and infrasound can cause Adverse Effects as defined in the Environmental Protection Act meaning that they are covered the Certificate of Approval's requirement to identify and resolve the cause of these situations.

These selections from the Incident Reports contain descriptions from callers as to what they perceive, which illustrate the impact of the wind turbines on the lives of people in the immediate area.

- *The noise is described as whooshing. Caller reports that her bed is vibrating. (IR3183-84TC2W - 04/24/2010)*
- *Caller reports that the noise is like a pounding on the side of the house and a whooshing noise. - (8561-84W7VM - 04/27/2010)*
- *Described noise as a whipping sound every second like someone swinging a wet towel over the head. (IR 7740-87MUK7 - 07/23/2011) Caller reported there is a roaring noise coming from the turbines. First noticed today at 7:00 hours. SW wind. Same noise noticed yesterday as well. Complaint made after the implementation of the full noise abatement changes implemented by TransAlta. Confirmed as an Adverse Effect. (IR 8066-8NS6RS 11/19/2011)*
- *Caller reports ongoing whishing noise all of the time & strongly noticed at bedtime. First time complaint made after the implementation of the full noise abatement changes implemented by TransAlta. (IR 8217-8NT8MZ - 11/21/2011)*
- *The caller states that they first observed the noises approximately 3 hours ago (18:30) and describes it as a large whooshing sound. The caller wishes that on weekends the turbines could be shut down, as the caller states that they can hear the turbines even with ear plugs. Complaint made after the implementation of the full noise abatement changes implemented by TransAlta. (IR 2154-92L53R - 12/01/2012)*

Health Effects

The environment ministry is also responsible for addressing health issues related to wind turbine noise emissions. Chronic sleep disturbance has been linked to a range of indirect health effects. Tinnitus or

ringing in the ears is a common health issue linked to infrasound noise generated by wind turbines. Residents of Melancthon reported a series of health-related issues, but there are no comments by staff indicating action being taken to address these issues or information passed to local health authorities.

The following statements illustrate the health impacts reported by residents:

- *Caller reports that noises from these turbines have been ongoing for the last three days. Caller is unable to sleep due to these noises. (8561-84W7VM - 04/27/2010)*
- *Reports that ear aches develop when winds are high. (IR 7740-87MUK7 - 07/23/2010)*
- *Noise from wind turbines got steadily louder last night. Work him from his sleep with what he describes as an ear ache or water on the ear. Report comes after noise reductions measures implemented. Confirmed as an Adverse Effect. (IR 8601-80VFXA - 02/02/08)*
- *Caller logging complaint regarding adverse health effects notably loss of sleep due to constant machine-like noise present. Resident notes increased nausea, headaches and elevated stress levels as a result of the incessant noise. Impacts of the noise make it hard for her to go about her day working. (IR 8036-8ENAEF - 03/05/2011)*
- *Caller is complaining about noise from the Melancthon wind turbines. Caller reports noise is 10/10 and she is unable to sleep. Confirmed as an Adverse Effect. (IR 0064-8GLC7J – 05/06/2011)*
- *Caller reports that the wind turbines have been making loud noise all day. Caller reports that it sounds like a jet engine flying over your house every second. It is pulsating and the levels have been going up and down all day. The caller's ears feel like they are plugged with water. There is a strong wind today. (IR 7000-8Y42RD - 09/12/2012)*

Provincial Officer Comments

Provincial officers attached to the Guelph District office (GDO) followed up on complaints received about the Melancthon project, in some cases visiting the properties on multiple occasions to measure noise output based on ministry measurement guidelines and to make subjective assessments of any adverse effects being created by these emissions.

Normally when violations of the approval or the EPA are found, these officials prepare a Provincial Officer Order requiring the project operator to take corrective action. As documented in the following sections, this process was initially followed for the Melancthon project. District Management did not approve the proposed order but instead initiated discussions with TransAlta which responded with a series of proposals to reduce noise emissions. When excessive noise continued to be generated after the changes were implemented, further measures were taken to reduce noise emissions.

The following statements from the Incident Reports outlines the actions taken by Guelph District Office officials in response to the noises emitted from the turbines, responses by TransAlta and direction from senior levels of the ministry:

- *During 2009, GDO staff have attended the complaint's home on multiple occasions. Noise Measurements were obtained and subjective observations were made by PO designated as such*

under the EPA. The conclusion of the PO'S attending at these locations were (and continue to be) that the noise emissions from the wind turbines are causing an adverse effect contrary to S. 14 (1) of the EPA at the complainants locations. TransAlta generated two modeling reports indicating what additional abatement actions must be taken (operating noise reduction mode or shutting down turbines) to reduce noise levels to 40 dBA or 35 dBA (The limit when tonal quality of noise is considered). Regional Director unwilling to issue Order based on available information. (IR3183-84TC2W - 04/24/2010)

- *GDO staff met with TransAlta staff and TransAlta agreed to implement noise reduction measures required for the 40 dBA modeling GDO is awaiting a proposal on additional abatement measures should exceedences of 40 dBA be measured. Observations and measurements of the wind turbine operations are ongoing. (8561-84W7V - 04/27/2010)*
- *GDO staff have attended the complainant's home on a number of occasions concluding that the noise emissions from the wind turbines were causing an adverse effect contrary to S.14 (1) of the EPA. Observations and measurements by GDO staff indicate that noise emissions from the wind turbines are at or below 40 dBA, not accounting for tonal or cyclic qualities of the noises. (IR 7740-87MUK7 - 07/23/2010)*
- *Ministry review of 11 acoustic audit reports prepared by the company determined that 9 of 11 reports concluded that the sound levels discharged into the natural environment **are exceeding or likely to exceed the approved sound level equal to 40 dBA**. A Provincial Order was drafted and shared with company. The company completed computer modeling of project noise levels from the 24 turbines surrounding the residences and found noise estimates at 6 of the 9 residences exceeded limit of 40 dBA. Turbines involved were to be placed in noise reduction mode from 11 pm to 7:00 am. After implementation, the Ministry measured exceedences of approved noise levels. Company informed that further noise reduction measures were needed at one home where levels were measured at 42 – 45 dBA. Company working on proposal for further measures. Changes to reduce noise were implemented by the company with the ministry continuing to monitor compliance. (IR 7024-8HFC5Y - 06/02/2011)*
- *Two modeling reports have been receive from TransAlta indicating what additional abatement action (operating turbines in noise reduction mode and/or shutting down turbines) must be taken to meet the 40 dBA limit and a 35 dBA limit (assuming the turbines are generating tonal emissions. (IR 8036-8ENAEF - 03/05/2011)*
- *Observations and measurements by GDO staff during 2010 indicate that noise emissions from the wind turbines are at or below 40 dBA (utilizing current interim noise monitoring procedures and not accounting for cyclic or tonal nature of the emissions from the turbines). Based on direction from the Director WCR and direction given by EAAB (that WTG noise emissions are not to be considered to be tonal or cyclic) there appears to be no noise emissions above the approval limits. (IR 0064-8GLC7J- 06/05/2011)*
- *Starting January 24, 2011, the company will be engaging the noise reduced operating mode between 7 pm and 7 am (when a wind shear of 0.3 or greater is observed) at the other 23 wind turbines around the complainants' residences. In total 24 wind turbines (out of 133) will operate*

in a noise reduced mode. Monitoring of noise output has continued around the complainants' residences but no further exceedences were identified. (6837-8MGFFG – 10/09/2011)

- *Ongoing night time monitoring up to the end of June 2012 indicates no exceedance of CofA at complainant's locations. No additional night-time monitoring has been completed since the end of June 2012 due to GOD Management Office safety concerns that have not been resolved. No indication as to when night-time compliance monitoring will continue. No further action on this IR. (IR 7000-8Y42RD - 09/12/2012)*
- *Reporting a noise complaint from wind turbine group by their home. This is an ongoing issue relative to night time wind turbine noise. Area complainants are of the opinion that noise emissions from the various close proximity wind turbines are excessive particularly (and almost exclusively) during the night time reduced ambient /background noise periods in the area.*

Modeling provided to MOECC during the approvals process indicates that noise emissions from the WTG's will be less than 40 dBA at wind speeds of less than 6 m/s. Night time WTG completed for this facility up to February 2015 did not indicate any observed exceedences of the facility REA limits. Emission and immission audits required by the facility REA indicate compliance with the applicable limits in facility REA. Note subsequent to February 2015, no resources have been made available for additional after hour WTG compliance monitoring/observations/measurements. (IR 0630-9M2W2S - Opened - 07/15/2014. Closed - 11/20/2015)

Summary

Evaluation by Provincial Officers

Many of the early complaints received regarding the project triggered one or more site visits by Provincial Officers employed by the ministry to follow up on incidents reported to the ministry. The Incident Report includes space for their observations, the results of any investigation and their comments on the situation. In many cases, they confirmed that the situation being reported was serious. Many reports included the following conclusion:

The noise emissions from the wind turbines were causing an adverse effect contrary to S 14 (1) of the Environmental Protection Act at the complainant's locations.

Incident Reports that contain this statement are labeled as "Confirmed as an Adverse Effect".

This is a significant statement: it should have triggered enforcement action against TransAlta. If there were no response, the "Adverse Effects" provides grounds for pursuing an offence under Section 186 (1 1.) of the Environmental Protection Act.

Complaint Resolution

The Certificate of Approval places the primary responsibility for resolving complaints regarding the operation of the project on TransAlta in that it requires that the company to investigate each complaint of an adverse effect caused by the project and to implement a solution so that it is not repeated.

According to the information in the complaint records, this did not take place. The form contains a question for the staff to complete:

Is there Voluntary Abatement Activity?

There are 3 options for answers Yes, No and, To be determined. In all of the complaints listed in this section, the ministry employee answered, "NO" indicating that the company did not meet the requirements of the Certificate of Approval to resolve each complaint with any changes being driven by the ministry.

Who is the "Client"?

The Incident Report form used to manage the complaints listed above contains a space for the ministry's "Client" to be identified. Surprisingly it identifies TransAlta Cogeneration Ltd, rather than the resident reporting the problem, as the ministry's "Client".

The resident is simply referred to as the "Caller".

This approach does not align with the approach of the PC government which clearly identified the people of Ontario as the client of all government organizations.

Conclusion

The information in the Incident Reports raises **serious issues about the compliance** of the Melancthon 1 with even the current MECP audible noise emission limits. Normally this would be 40 dBA but the multiple observations by staff from the Guelph District Office of the Ministry that the noise from these turbines has a tonal quality should reduce that limit to 35 dBA.

The chronology of enforcement actions taken relative to these turbines provides information on how this situation developed. The noise modeling that the proponent presented to support the application for the approval of this project was seriously flawed as it did not consider the effect of wind shear and attenuation in evaluating the noise levels that would be experienced at nearby homes. While the project was approved by the Ministry, the proponent must accept responsibility for the short comings in the projections that underlay the application on which the approval was based.

The Incident Reports indicate that when the project was remodeled to incorporate the effect of wind shear, a substantial number of homes were found to be exposed to noise levels above 40 dBA as turbines had been placed too close to them. To bring the noise levels even down to the 40 dBA level, changes in operation were needed to reduce the level of noise emissions.

These changes did not solve the problem and further noise reduction initiatives were required. While these changes did reduce the audible noise output to 40 dBA, there is no indication that it was successful in meeting the 35 dBA standard that is required where the noise has a tonal quality. While District Staff were prevented from pursuing this lower standard by a directive from the Environmental Assessment and Approvals Branch that the noise from wind turbines could not be considered to be tonal.

The situation at Melancthon was summarized in a Ministry training presentation released to Wind Concerns in response to a request under the Freedom of Information Act. A training presentation makes a number of key observations about this project¹. First, 35 of 133 turbines in the two Melancthon projects (over 25%) have been located too close to non-participating receptors. These turbines would need to be operated at the highest possible noise reduction modes to reduce the noise emissions to below 40 dBA. It repeats that long term field observations of these turbines indicate that the noise emissions are both tonal and cyclic in nature. While the view at the time was that turbine noise could not have these qualities, the current Noise Testing Protocol requires that a 5 dBA penalty be applied in these situations reducing the noise standard to 35 dBA. Since noise reduction options were fully utilized to achieve 40 dBA noise levels, there appears to be no method to achieve this low noise output leaving these turbines as non-compliant with the noise standards.

There is no available evidence that further adjustments to these turbines have been made to reduce these turbines to the required 35 dBA level.

Wind Concerns Ontario

Ottawa, Ontario

September, 2022

¹ Ministry of Environment, Complaint Response and Management, Noise Measurement Training Presentation, June 2010.



758070 2nd Line East
Mulmur, ON L9V 0G8
705-466-3341 | planning@mulmur.ca

The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections 17, 26 and 34 of the Planning Act (1990) to consider various amendments to the Zoning By-law and an Open House to consider amendments and to initiate the Provincial Conformity Exercise and 10 Year Update.

Anyone wishing to address Council with respect to the proposed amendments will be given an opportunity to do so at the public meeting on October 5, 2022. At the Open House on September 24, 2022 you will have an opportunity to learn more about the Official Plan review project and how you can participate.

PURPOSE AND EFFECT OF THE OFFICIAL PLAN AMENDMENTS

The proposed Official Plan Amendment would:

- Update the complete application requirements
- Allow delegation of authority to staff on minor zoning application
- Update the Rural Character Policy, Scenic Resources, Viewsheds and Dark Sky
- Include an On-Farm Diversified Use policy consistent with the Provincial guidelines
- Replace the specific Niagara Escarpment Plan (NEP) policies with a high-level policy
- Update the Implementation and Interpretation sections to reflect current tools and legislation
- Simplify and remove duplication from within the Plan

PUBLIC MEETING FOR ZONING BY-LAW AMENDMENTS

The proposed Zoning By-law Amendment would amend the Zoning By-law to address the following matters:

- Simplify the provisions relating to accessory buildings, structures, implement sheds and signs
- Update the provisions related to second dwellings and clarification on requirements, and include maximum floor areas
- Provide consistency with home industry and maximum building sizes
- Provide additional regulations related to on-farm diversified uses, home industry and home occupations
- Removal of duplication with stand-alone by-laws including backyard hens and site plan
- Provide clarity regarding where assembly halls are permitted
- Update definitions

LANDS AFFECTED

No key map is provided as the Amendments affects all lands within the Township. Please note that certain amendments will impact the schedules (maps) to the Official Plan.

ADDITIONAL INFORMATION

A copy of the proposed amendment is available for review at the municipal office during regular office hours and on our website. Persons unable to attend the public meeting may provide written comments up until the time of the public meeting. If you wish to be notified of the decision on the proposed application, you must make an oral or written request to the Township of Mulmur. If a person or public body does not make oral submissions at the public meeting or make written submissions to Mulmur Township before the by-law is passed, the person or public body is not entitled to appeal the decision of Council and the Corporation of the Township of Mulmur to the Appeal Tribunal. Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Meeting links and information can be found at www.mulmur.ca. Please note that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes.

Info #4

SEP 15 2022

Denise Holmes

From: Larry Taman [REDACTED]
Sent: Sunday, September 11, 2022 6:22 AM
To: Darren White
Cc: Blaise Meunier; Denise Holmes; James McLean; Ruth Plowright
Subject: Resignation

Dear Mayor White,

I write with regret to resign from the Hall Board.

As you may know, I was recently out of Canada for a couple of months. I have just returned but may be gone again soon. As a result, I feel that I am not able to give the Hall Board the active support it needs.

I want to begin by thanking you, your colleagues on Council and Denise and her team for your constant support of the effort to get the Hall back on its feet. I believe that this has been an immensely constructive effort that promises great things for the Hall in the years to come. I believe that the Hall is a vital community resource, a centre of community and of community building. It is important now and will become even more important as time goes on. I know that the Township and the Hall Board will carry on in this spirit.

I want to thank those who came before who gave so much of their own time and resources to keep the Hall alive over so many years - before the Women's Institute gifted the Hall to the Township and afterwards. To those on the current Board, I want to express my admiration for their work in moving the Hall forward. Particular thanks go to our Chair, Ruth Plowright, who has been at the very centre of everything that has created success - for her enthusiastic leadership, her ideas for the future and for her willingness to jump on every task, big or small, we all owe her.

I am grateful to one and all for the chance to be part of the Hall's journey.

All the best. Larry

Larry Taman
[REDACTED]

--

Larry Taman



Report to Council

To: Mayor White and Members of Council

From: Denise B. Holmes, AMCT, CAO/Clerk

Meeting Date: September 15, 2022

Subject: Joint Compliance Audit Committee

Recommendation

That Council receive the Report of Denise Holmes, CAO regarding a Joint Compliance Audit Committee and the following motion be introduced and passed:

BE IT RESOLVED THAT leave be given to introduce a By-law to authorize a Joint Compliance Audit Committee and it be hereby read a first and second time and numbered 45-2022.

Background and Discussion

The *Municipal Elections Act, 1996* (The Act) requires every municipality to appoint a Compliance Audit Committee prior to October 1st in an election year.

The mandate of a Compliance Audit Committee is to:

- consider any request for a compliance audit and determine whether the request should be granted or rejected;
- if the request is granted, appoint an auditor;
- review the auditor's report and determine whether legal action should be taken; and
- if the auditor's report indicates there were no apparent contraventions and if there appears there were no reasonable grounds for the application, advise Council. (Council would then decide whether to recover the auditor's costs from the applicant.)

The Act stipulates that, "The Committee shall be composed of not fewer than three and not more than seven members and shall not include:

GB#16.1.1
SEP 15 2022

- employees or officers of the Municipality or Local Board;
- members of the Council or Local Board ;
- any persons who are Candidates in the Election for which the Committee is established; or
- any persons who are registered third parties in the municipality in the election for which the Committee is established.”

2014 and 2018 Joint Compliance Audit Committees

In 2014, the Dufferin Municipal Clerks recommended to their individual Councils that a five-member Compliance Audit Committee (JCAC) be established for the 2014-2018 term of Council, with the members of the Committee serving all municipalities in Dufferin County. There was extensive advertising and community outreach in 2014, but there were insufficient applicants to form a five-member Committee and as a result, the Committee was reduced to three members.

In 2018, extensive advertising was done and community outreach and, once again, insufficient applications were received to form a three-member Committee. As a result, the Dufferin Clerks reached out to two local accounting firms who act on behalf of municipalities in Dufferin County. They were RLB Chartered Professional Accountants and BDO Canada, to nominate one of their employees to serve on the JCAC. It was acknowledged that municipalities would be required to pay for the services of the professional accountants if an audit request was made and granted.

In 2022, after extensive advertising by the County of Dufferin and the Lower Tier municipalities, three applications were received for the 2022 JCAC. The applicants are as follows:

- Randy Chambers
- David Thwaites
- Greg Prokopchuk

The applications were reviewed by Dufferin County and the Lower Tier Municipalities.

To avoid any potential conflict of interest, all members appointed to the JCAC will be required to agree in writing that they will not offer professional services, work for or provide advice to any candidate running for municipal office in the election.

The term of office is the same as Council.

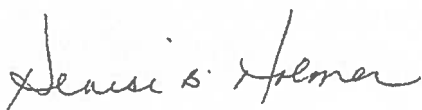
Financial Impact

The JCAC Terms of Reference, attached to By-law 44-2022, provides for remuneration of \$150 per member/per meeting should an audit be requested. Individual

municipalities will pay for the services of the professional accountants in the event of any requests for compliance audits. Each municipality is responsible for expenses related to a compliance audit in its jurisdiction.

There were no compliance audits in 2010, 2014 or 2018.

Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Denise B. Holmes".

Denise B. Holmes, AMCT, CAO/Clerk

CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2022

A BY-LAW TO AUTHORIZE A JOINT COMPLIANCE AUDIT COMMITTEE

WHEREAS the Municipal Elections Act, 1996, as amended requires that every municipality must appoint a Compliance Audit Committee prior to October 1st in an election year to deal with matters regarding election campaign finances and contributions;

AND WHEREAS the lower tier members of Dufferin County agreed to establish a Joint Compliance Audit Committee;

AND WHEREAS it is deemed necessary to appoint members to the Joint Compliance Audit Committee for the 2022 Municipal Election;

AND WHEREAS the Council of the Township of Melancthon approves the recommendation from the CAO/Clerk;

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

1. THAT a Joint Compliance Audit Committee consisting of three (3) members be established, per the attached Terms of Reference (Schedule A)
2. THAT the following members be appointed to the Joint Compliance Audit Committee for the term of December 1, 2022 to November 14, 2026 term of Council:
 1. Randy Chambers
 2. David Thwaites
 3. Greg Prokopchuk

BY-LAW READ A FIRST AND SECOND TIME THIS 15th DAY OF SEPTEMBER, 2022.

BY-LAW READ A THIRD TIME AND PASSED THIS 15th DAY OF SEPTEMBER, 2022.

MAYOR

CLERK

**Dufferin County
Joint Compliance Audit Committee**

**Terms of Reference
2022-2026**

1. Establishment

The Joint Compliance Audit Committee is established by the Towns of Grand Valley, Mono, Orangeville and Shelburne and Townships of Amaranth, East Garafraxa, Melancthon, and Mulmur (collectively the "participating municipalities"), pursuant to the requirements of section 88.37 of the Municipal Elections Act, 1996, S.O. 1996, c.32, as amended, ("the *Municipal Elections Act*").

2. Mandate

The powers and functions of the Committee are set out in Section 88.33 to 88.36 of the *Municipal Elections Act*. The powers and functions are generally described as:

- Within 30 days of receipt of an application requesting a compliance audit, the Committee shall consider the compliance audit application and decide whether it should be granted or rejected;
- If the application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances;
- The Committee will review the auditor's report within 30 days of receipt and decide whether legal proceedings should be commenced;
- If the auditor's report indicates that there were no apparent contraventions and if there appears there were no reasonable grounds for the application, the Committee shall advise Council accordingly; and
- Within 30 days after receipt of a report from any participating municipality's Clerk of any apparent over-contributions to candidates or third-parties ("report of the Clerk"), the Committee shall consider the Clerk's report and decide whether legal proceedings should be commenced.

3. Composition

Collectively a total roster of no fewer than three (3) and up to five (5) members shall be appointed by the participating municipalities and the members shall not include:

- (a) employees or officers of the participating municipalities or local boards;
- (b) members of council or local boards;

- (c) any persons who are candidates in the election for which the committee is established; or
- (d) any persons who are registered third party advertisers in the participating municipality in the election for which the committee is established.

All Committee members must agree in writing that they will not work for or provide advice to any candidate running for municipal office within the participating municipalities.

To avoid any potential conflict of interest, applicants with accounting or auditing backgrounds must agree in writing that they will not offer their services to any municipal election candidates.

4. Term

The term of the Committee is the same as the terms of office of the council that takes office following the next regular election.

5. Chair

The Committee at its first meeting shall select one of its members to act as Chair.

6. Meetings

When a compliance audit request or a report of the Clerk is received, the Dufferin County Clerk shall, within 10 days, contact the Clerk of the applicable municipalities and the Committee members to arrange for a meeting for the purpose of considering the compliance audit request or report of the Clerk. The attendance of a majority of members is necessary to form quorum.

Meetings of the Committee shall be conducted in accordance with the open meeting requirements of the *Municipal Act, 2001*. Meetings of the Committee shall be open to the public, but the Committee may deliberate in private.

7. Remuneration

\$150 per meeting per member.

8. Staff Support and Funding

Dufferin County staff, along with the staff from the applicable participating municipality shall provide administrative support to the Committee. The participating municipality requiring the services of the Committee shall be responsible for all associated expenses.

9. Records

The records of the Committee meetings shall be retained and preserved by the participating municipality requesting the service of the Committee in accordance with the municipality's Records Retention by-law.

10. Membership Selection

All applicants will be required to submit an application outlining their qualifications and experience. Committee membership will be drawn from the following groups:

- accounting and audit – accountants or auditors, preferably with experience in preparing or auditing the financial statements of municipal candidates;
- academic – college or university professors with expertise in political science or local government administration;
- legal; and
- other individuals with knowledge of the campaign financing provisions of the Act.

The Clerk, or designate, from each participating municipality will serve on the Selection Committee. The Selection Committee shall meet to review all applications.

The Selection Committee will recommend members to each participating municipality for its approval, based on the following criteria:

- a) demonstrated knowledge and understanding of municipal election campaign finance rules.
- b) proven analytical and decision-making skills.
- c) experience working on committees, boards, task forces or similar working groups.
- d) availability and willingness to attend meetings in any of the member municipalities.
- e) excellent oral and written communication skills.

11. Selection of an Auditor

The Clerks from each participating municipality will compile a joint list of municipal auditors that are willing and able to provide auditor services to the Committee. The Committee will appoint an auditor from the joint list, excluding the municipal auditor for the responding municipality. The Auditor will be appointed by resolution of the Committee. The engagement letter will indicate that the Auditor has been engaged by the Committee and will be prepared and executed by the Clerk, or other officer of the municipality as may be designated, on behalf of the participating municipality.

Denise Holmes

From: David Thwaites [REDACTED]
Sent: Thursday, September 8, 2022 9:04 PM
To: Denise Holmes
Cc: Emma Holmes
Subject: Melancthon Recreation Task Force- Survey
Attachments: Melancthon letterhead Survey.rtf

Denise:

On behalf of the Task Force I am attaching the Survey that the Task Force would like 'circulated" to the residents of Melancthon via whatever means are available.

For the information of Council:

- a. the Task Force has sent letters to various Stakeholders in the Recreation/Sports greater Melancthon circle soliciting input;
- b. has targeted a public zoom meeting for October 12, 2022; and
- c. the Task Force is now composed of Emma Holmes and David Thwaites.

The Task Force is hopeful of being able to compile the information received and report to the new Council by early December, 2022.

Thank you.

David Thwaites



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

melrectaskforce@outlook.com

SURVEY- MELANCTHON RECREATION TASK FORCE

The Melancthon Recreation Task Force was created by the Township Council in July, 2022 in response to a suggestion of a Melancthon resident that Melancthon governance have a better understanding of the needs and wants of the residents in the area of Recreation/Sports and the need for a Recreation Plan rather than an ad hoc approach to simply financially supporting different facilities.

The Terms of Reference for the Task Force were endorsed by Council on August 11, 2022 and are available for viewing on the Township website.

This Survey forms part of the outreach by the Task Force to solicit the input of Melancthon residents. Please return the completed Survey to the Task Force email referenced or by mail to the Township municipal office. There will be a public zoom meeting conducted in the near future as well. Input can also be provided direct to the Task Force by email: melrectaskforce@outlook.com

The Survey does not require that you identify yourself or provide any personal information beyond the few demographic questions. Identification would however allow Task Force members to follow-up with you if you wished or if there were questions arising from any comments/suggestions. The Task Force undertakes not to share/release any personal data/information without your consent.

The Task Force recognizes, as with any survey, that there is no perfect question or format. We do want your input and therefore invite such beyond the strict format of the Survey if you so wish. The Task Force members are not survey experts, we simply will use the data/information for purpose of making recommendations to the Council of the Township by, hopefully, late 2022.

Thank you for taking the time to provide your input.

Task Force Members: Emma Holmes and David Thwaites

PS- It is noted that there are no municipal personnel or financial resources being used by the Task Force as there existed no budget line for this venture.

QUESTIONS

DEMOGRAPHICS

1. In what area of Melancthon do you reside?
2. In what age demographic are you? (please circle)
Under 18 18-39 39-64 65 over
3. How many persons occupy your family residence?
Adults- Children (under age 18)

PERSONAL RECREATION/SPORTS

4. In what recreational/sport activities, if any, do you and your family participate?
5. What sport/recreation facilities/resources would you like to see encouraged and promoted for yourself and the residents of Melancthon?

FACILITIES

6. Melancthon Township provided in 2021 approximately \$118,000 to support the Centre Dufferin (CRDC), the North Dufferin Centre (Honeywood Arena) and the Dundalk/Southgate Recreation complex. In 2022 the budget for the three facilities totals \$155,000. In addition the Township contributed some funds to the Corbetton Park and Hornings Mills Park.

Do you support the use of municipal tax dollars for these facilities?

Do you believe Melancthon should be spending more/less in the promotion of recreation and sports?

7. Do you/your family use the facilities at CRDC? Honeywood Arena? Dundalk Arena? Parks at Corbetton or Hornings Mills?
If so, for what purpose and with what frequency?
8. Melancthon Township has over the years had a "partnership" with Mulmur Township for the operations at the Honeywood Arena. There is, apparently, a very limited life expectancy for the current complex. The Townships recently undertook to consider the redevelopment of a multi-use complex with a price tag of multiple millions of dollars. (grant application to co-fund project was rejected). In your opinion should Melancthon undertake the requisite funding, regardless of cost, or what other option should Melancthon pursue?
9. Melancthon Township has over the years been part of a multi-local government governance operated CDRC in Shelburne, contributing approximately 15% of the operating and capital needs (the sharing % is determined based on population as adjusted periodically). The governance model has recently been the subject of review as Shelburne has sought to take over the ownership/governance. Other local governments, including Melancthon, are considering the options. Do you support the existing model or a different model? At what cost?
10. Melancthon has, pursuant to an agreement with Dundalk/Southgate, been contributing approximately \$10,000 annually to the Dundalk recreation complex.

Melancthon has a seat at the Recreation Advisory Board. Do you support this continued model and at what cost? Options?

PARKS

11. Melancthon currently has two community parks, Hornings Mills Park and Corbetton Park.
Do you/your family use either park and if so with what frequency and for what purpose?
12. What are your suggestions for either park that would provide a more user friendly park and promote use? At what cost?
13. The County of Dufferin has most recently presented a draft Recreation Plan for the development and use of the two tracts of forest lands (one off 8th Line SW, the other at County 21 and 5th Line). Have you used these resources? Would you use these resources for the purposes outlined in the draft Recreation Plan? Should Melancthon "partner" with the County to promote the use of the properties?
14. The County of Dufferin owns/controls the use of the rail corridor between Shelburne and Dundalk. The County Recreation Plan contemplates various recreational uses. Do you use the corridor? If so for what recreational activities? Suggestions?

GOLF COURSES

15. There are two privately owned golf courses in Melancthon, Shelburne Golf and Dundel Golf. Have you and do you use these facilities?

RECREATION AND SPORTS

16. There are numerous recreation and sporting activities available throughout the greater Melancthon area. What are your suggestions for how, if at all, Melancthon as a Township should promote, encourage, partner with organizations involved with recreational and sports activities?

17. Some municipalities require that "non-resident user fees" be paid by individuals involved in certain activities (eg, Shelburne Minor Soccer, baseball, Orangeville recreational programs). What is your opinion on the use of this "fee"? Should this be a fee paid by Melancthon as a whole or by the individual? Would the imposition of such a fee impact your participation in the activity?
18. What other comments and suggestions would you like to share with the Task Force for its consideration?

Denise Holmes

From: Heather Hill <HHill@insurancestore.ca>
Sent: Wednesday, August 10, 2022 8:56 AM
To: Denise Holmes
Subject: Abuse Information
Attachments: Risk_Management_Considerations_for_Key_Steps_to_Help_Prevent_Abuse_in_Your_Orga
nization_0613-REV0220 (2).pdf;
Policies_and_Procedures_Creating_Abuse_Policies_in_ON_0314-RV0317 (2).pdf

Dear Denise,

Attached are a couple of items that will help the Township come up with Abuse policies and procedures. I know that there will be more discussion about this as well but wanted you to have the information.

Do you have a date you would like Colin and I to attend Council?

All the best!

Heather Hill, BA, FCIP, CRM, CAIB, AIPC

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Risk Management Considerations for Key Steps to Help Prevent Abuse in Your Organization

A female entered a residential care facility. She suffered from anxiety, post-traumatic stress disorder and was dependent on alcohol and narcotics.

Not long after starting her treatment orientation, she alleged that another male resident sexually assaulted her over the span of a few days, before he left the facility. She felt that her care and treatment was inadequate and put her in a vulnerable and fearful state, causing her added trauma.

Since she felt that insufficient precautions had been taken to ensure her safety, she filed a legal action against the facility claiming abuse.

Organizations that fail to properly secure the safety of the population within their care are held accountable by the legal system, the population they serve, and the community whose support they rely on. They are faced with expensive litigation, front page headlines, loss of reputation, loss of volunteers, and a decline in charitable donations. Failing to prevent abuse is costly in so many different ways.

Organizations can protect themselves by adopting and implementing industry-recognized best practices. Below we have listed eight key practices to help guard against abuse.

1. Stringent employee/volunteer screening procedures including:
 - Police background checks
 - Checking all employment references
 - Confirming volunteer work history
 - Verifying educational qualifications
 - Instituting probationary periods
 - Providing written employment application forms
 - Performing regular performance reviews
2. Review the design of your premises. Identify areas within your facility that are open and provide easy access for abusers. Look for ways to redesign these areas.

3. Having a written policy that includes:

- A Mission Statement
- Complaint Procedure
- Investigation
- Disciplinary Action
- Confidentiality of Information
- Signatory page

4. Staff Training

The best way to prevent and respond to abuse is to have well-trained, sensitive and dedicated staff. Let staff know that reporting suspected cases of abuse is everyone's responsibility. Don't place employees in positions of trust and responsibility without providing the training they require.

5. Defined Procedures to Protect Whistleblowers.

Constructive whistleblowing protects the organization by increasing transparency, giving the organization an early "heads up" that things aren't right, and fosters a work environment that holds all employees accountable. It's best to learn early of unlawful practices from your employees rather than the media or a regulatory body. Before placing employees in positions of trust and responsibility, ensure they are given the support and security they require.

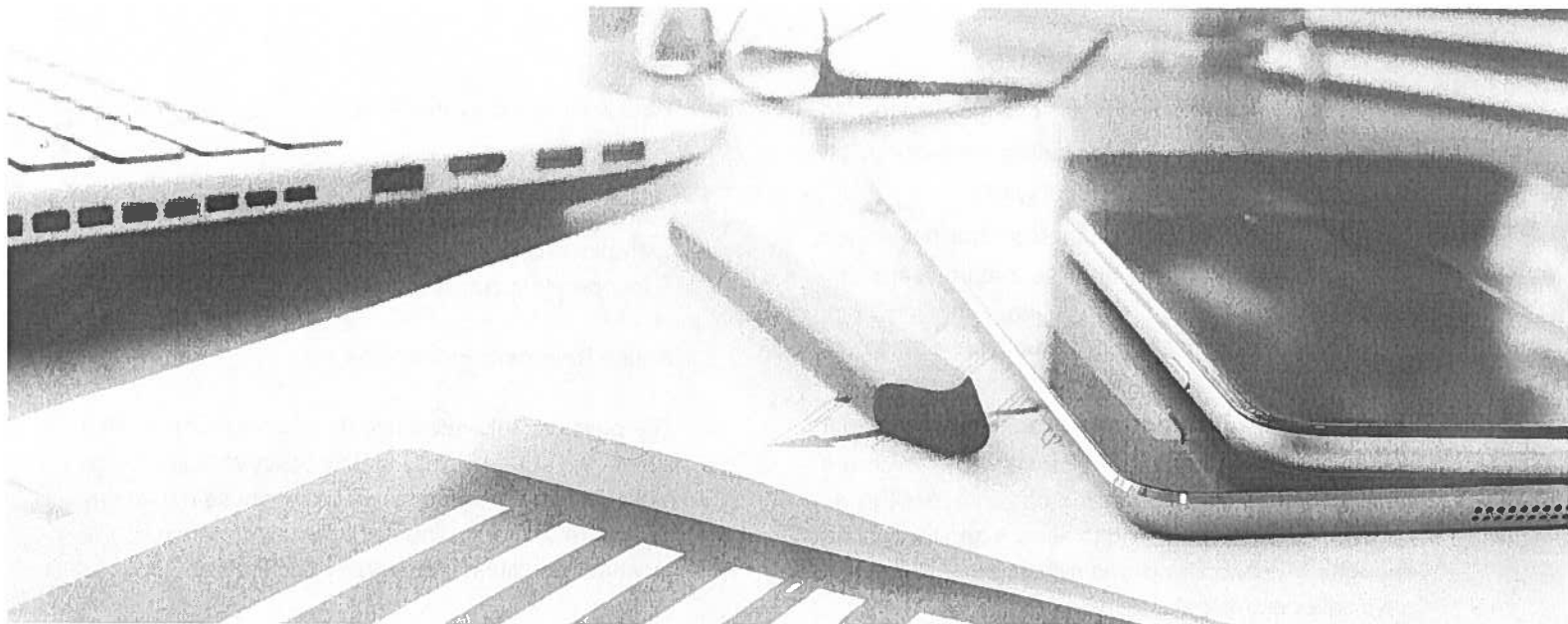
6. Implement and follow your policies and procedures.

7. Require that all visitors report to the receptionist, wear ID badges, and be escorted through the premises with a staff member.

8. Document all incidents, allegations, complaints, investigations and disciplinary action taken. Develop template forms that allow you to document the abuse incident and retain these forms in the event of litigation.

Few organizations can afford the financial consequences and distractions of a suit alleging abuse. The key practices listed above will help to bolster your risk management practices. Purchasing Abuse Coverage can help to alleviate some of the financial burden.

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Policies & Procedures: Creating Abuse Policies in Ontario

An entity can be held vicariously liable for the inappropriate and intentional actions of its employees, volunteers, visitors and independent contractors. In order to protect itself, the entity should implement a written and documented abuse policy. The policy should be drafted in consultation with the entity's legal counsel and Board of Directors.

The purpose of the policy is:

- a. To maintain an environment that is free from harassment or abuse
- b. To identify the behaviours that are unacceptable
- c. To establish a mechanism for receiving complaints
- d. To establish a procedure to deal with complaints
- e. A general framework for drafting an abuse policy is as follows:

1. Policy Statement

The entity should begin by formulating a policy statement with respect to its tolerance of abuse. An example of a policy statement is:

The organization will not tolerate any form of physical, sexual, emotional, verbal, or psychological abuse, nor any form of neglect or harassment.

2. Definitions

The forms of abuse referred to in the policy statement must be defined so that all individuals bound by the policy have a clear understanding of the behaviours that will not be tolerated. The following are examples of definitions:

- **Physical Abuse** is defined as but not limited to the use of intentional force that can result in physical harm or injury to an individual. It can take the form of slapping, hitting, punching, shaking, pulling, throwing, kicking, biting, choking, strangling or the abusive use of restraints.
- **Sexual Abuse** is defined as but not limited to any unwanted touching, fondling, observations for sexual gratification, any penetration or attempted penetration with a penis, digital or object of the vagina or anus, verbal or written propositions or innuendos, exhibitionism or exploitation for profit including pornography.
- **Emotional Abuse** is defined as but not limited to a chronic attack on an individual's self-esteem. It can take the form of name calling, threatening, ridiculing, berating, intimidating, isolating, hazing, habitual scapegoat, blaming.

- **Verbal Abuse** is defined as but not limited to humiliating remarks, name calling, swearing at, taunting, teasing, continual put downs.
- **Psychological Abuse** is defined as but not limited to communication of an abusive nature, sarcasm, exploitive behaviour, intimidation, manipulation, and insensitivity to race, sexual preference or family dynamics.
- **Neglect** is defined as but not limited to any behaviour that leads to a failure to provide services which are necessary such as withdrawing basic necessities as forms of punishment, failing to assess and respond to changes in health status and refusing or withdrawing physical or emotional support.
- **Harassment** is defined as but not limited to any unwanted physical or verbal conduct that offends or humiliates, including gender-based harassment. It can be a single incident or several incidents over time. It includes threats, intimidation, display of racism, sexism, unnecessary physical contact, suggestive remarks or gestures, offensive pictures or jokes. Harassment will be considered to have taken place if a reasonable person ought to have known that the behaviour was unwelcome.

3. Governing Legislation

The policy should reference the applicable legislation that gives grounds to the entity's abuse policy. Examples of applicable legislation are:

- *Child and Family Services Act*, RSO 1990, c C.11
- *Child Care and Early Years Act*, 2014, SO 2014, c 11, Sch 1
- Human Rights Code, RSO 1990, c H.19
- Criminal Code, RSC 1985, c C-46
- *Retirement Homes Act*, 2010, SO 2010, c11
- *Regulated Health Professions Act*, 1991, SO 1991, c 18
- *Ministry of Health and Long-Term Care Act*, RSO 1990, c M.26
- The entity must refer to its governing legislation.

4. Who is Covered by this Policy

The policy must reference the individuals who are covered by the policy. This will include all employees, volunteers, visitors, parents, independent contractors, etc.

5. Abuse Reporting Procedures

The policy should reference the process for reporting suspected abuse incidents. The policy should provide more than one avenue for reporting abuse (i.e. to any senior manager). The policy can reference the procedure outlined in the governing legislation.

6. Reporting Protocol

The policy should establish the process the entity will follow when an abuse allegation is brought forward. Governing legislation should be referenced with respect to the reporting protocol that must be followed.

7. Investigative & Disciplinary Procedures

The policy should outline the investigative procedure. Within this procedure, the policy should address the following:

- The role of the alleged assailant within the organization. Will the individual be suspended with pay/without pay; moved to another position within the organization, etc?
- Action required by individuals within the organization
- Resolution of the Complaint – counselling, disciplinary action, dismissal
- Appeal Process
- False Allegations
- Disciplinary Action that will be taken
- Documentation procedures, which must be made available for any civil or criminal proceedings

8. All individuals bound by the policy must be given the opportunity to read the policy and ask any questions.
9. The policy should also reflect the potential personal financial liabilities of the owners, directors, officers and others.

10. The entity should require an acknowledgement that the policy has been read and is understood. This can take the form of a signature page. As an example:

I acknowledge that I have received and read the abuse policy and/or have had it explained to me. I understand that it is my responsibility to abide by all the rules contained in this policy and to report any incidents of abuse as set forth in this policy.

Date _____

Signature of Employee/Volunteer

Signature of Person Representing the Entity

11. The policy needs to identify the individual responsible for implementing the policy throughout the organization.
12. The organization should appoint a "media representative" to respond to all enquiries from any media (TV, radio, newspapers, etc.) and all staff should be instructed if approached by the media, to refer all such enquiries to the "media representative".

Please see these resources for additional information on abuse in Ontario:

- Ministry of Social & Community Services
- Ministry of Children and Youth Services
- Child Protection Standards in Ontario
- Ontario Child Protection Tools Manual
- The Ontario Network for the Prevention of Elder Abuse

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