



**TOWNSHIP OF MELANCTHON  
HYBRID COUNCIL MEETING  
THURSDAY, SEPTEMBER 5<sup>TH</sup>, 2024 - 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.***

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Meeting ID: 895 4473 4204

Passcode: 664581

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- +1 647 374 4685 Canada
- +1 647 558 0588 Canada

Meeting ID: 895 4473 4204

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**AGENDA**

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

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

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

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

- 3. Announcements**

- 4. Additions/Deletions/Approval of Agenda**
- 5. Declaration of Pecuniary Interest and the General Nature Thereof**
- 6. Approval of Draft Minutes – August 15<sup>th</sup>, 2024**
- 7. Business Arising from Minutes**
- 8. Point of Privilege or Personal Privilege**
- 9. Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
- 10. Public Works**
  1. Accounts
  2. Recommendations from Roads Sub-Committee Meeting Held August 19<sup>th</sup>, 2024
  3. 2024 Winter Sand Tender Recommendation
  4. Other
- 11. Planning**
  1. Applications to Permit
  2. Letter from Harvey Lyon regarding County of Dufferin OPA4
  3. Other
- 12. Strategic Plan**
- 13. Climate Change Initiatives**
- 14. Police Services Board**
- 15. Committee/Board Reports & Recommendations**
- 16. Correspondence**

**Board, Committee & Working Group Minutes**

1. Centre Dufferin Recreation Complex Board of Management – May 22, 2024
2. Roads Sub-Committee – July 8, 2024

**Items for Information Purposes**

1. Email from the Mulmur-Melancthon Firefit Team – Firefit 2024 Season
2. Community Sport and Recreation Infrastructure Fund Applications Now Available
3. Letter from Bernie Derible, Deputy Minister and Commissioner of Emergency Management – Community Emergency Preparedness Grant Round 2 Launching in September 2024
4. Retirement Celebration for Shelburne Fire Chief Ralph Snyder – September 8<sup>th</sup>, 2024
5. Grand River Conservation Authority – Conservation Areas Strategy – Consultation Period
6. Grand River Conservation Authority Summary of the General Membership Meeting – August 23, 2024
7. Ontario Provincial Police – April to June 2024 Detachment Revenues
8. Niagara Escarpment Commission – Revised Position with Respect to Short-Term Accommodations within the Niagara Escarpment Plan Area of Development Control
9. Dufferin County Community Safety and Well-Being Annual Update

**17. General Business**

1. Accounts
2. Notice of Intent to Pass By-law
3. New/Other Business/Additions
  1. Letter from Terry & Ellowene Bolton - Request to purchase Township Property - Part Lot 13, Concession 4 NE
  2. Other/Addition(s)
4. Unfinished Business
  1. NDCC Agreement Renewal – Request from Mulmur for a Capital Contribution towards the Ice Floor Replacement
  2. Township of Melancthon Strategic Plan – 2024-2029
  3. County of Dufferin Economic Development Strategy Questions for Council
  4. NDACT/Strada Well Registration at Township Landfill Site

**18. Delegations**

1. 5:30 p.m. – Public Meeting for a Proposed Zoning By-law Amendment on Part of Lot 30, Concession 9 NE (318469 8<sup>th</sup> Line NE and 824396 Melancthon-Osprey Townline
2. 5:45 p.m. - Colin Smith, Intact Insurance and Heather Hill, Insurance Store - Presentation of the 2024-2025 Insurance Program

**19. Closed Session**

**20. Third Reading of By-laws**

**21. Notice of Motion**

**22. Confirmation By-law**

**23. Adjournment and Date of Next Meeting – Thursday September 19<sup>th</sup>, 2024 at 5:00 p.m.**



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

## **Corporation Of the Township of Melancthon**

### **Memorandum**

**To: Mayor White And Members of Council**

**From: Kaitlin Dinnick, Secretary Roads Sub-Committee**

**Subject: Recommendations from Roads Sub-Committee Meeting Held August 19<sup>th</sup>, 2024**

**Date: September 5<sup>th</sup>, 2024**

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### **8.5 General Business; Discussions regarding Sidewalks in Horning's Mills**

#### 1. Asphalt vs Traditional Sidewalk Options

The Committee discussed the options for sidewalks and agreed that the asphalt option is best, and the hope is that the work could be completed early next year. It was also discussed that we should get the existing sidewalk fixed that is there and look at options for separating the asphalt sidewalk from the pavement for safety. The Committee is going to do an onsite prior to the next Roads Meeting.

#### 2. Timelines

This was discussed above.

#### 3. Public Engagement

Chair McLean brought forward about public engagement as some environmental concerns were brought forward to him and he wants to ensure that we engage the public. It was suggested that public engagement could be done during the 2025 budget process.

### **Recommendation:**

The Roads Sub-Committee recommends to Council that we move forward with the asphalt sidewalk option to be completed in 2025 and we invite public engagement on this during the 2025 budget discussions.

**APPLICATIONS TO PERMIT FOR APPROVAL  
September 5, 2024 COUNCIL MEETING**

<b>PROPERTY OWNER</b>	<b>PROPERTY DESCRIPTION</b>	<b>SIZE OF BUILDING</b>	<b>TYPE OF STRUCTURE</b>	<b>USE OF BUILDING</b>	<b>DOLLAR VALUE</b>	<b>D.C.'s</b>	<b>COMMENTS/APPROVED OR NOT APPROVED</b>
Gordon & Amy Hicks Agent: Natasha Jonker - JDC Custom Homes	E Pt Lot 22, Con 3 OS 478088 3rd Line	201m2 (2163.55sqft)	Secondary Dwelling & Garage	Residential	\$375,000	No	Approved
Ronald McGarrity	Pt Lot 24, Con 7 SW 077286 7th Line SW	83.61m2 (900sqft)	Detached Garage	Detached Garage	\$30,000	No	Approved
Meline Inc - Jesse & Nancy Martin Agent: Simon Martin - Mar-Bros Construction Inc	Pt Lot 28, Con 5 NE 238463 4th Line NE	18.67m2 (201sqft)	Tower Silo	Agricultural	\$50,000	No	Approved
Joseph, Emerson, Salome & Rachel Bowman Agent: Aaron Bauman	Pt Lots 219 & 218, Con 1 NE 159231 Highway 10	416.64m2 (4484.67sqft)	On-farm Shop	On-farm Shop	\$320,000	Yes	Approved
1000643377 Ontario Corp - John Murray Agent: Samantha Lim - Element Forensic Engineering	W Pt Lot 7, Con 3 OS 436359 4th Line	139m2 (1496sqft)	Detached Garage	Detached Garage	\$75,000	No	With the Planner for Review
Muhammad Owais Rao Agent: Albert Yuen - Kych & Co.	E Pt Lot 26, Con 2 OS 518310 County Road 124	192.6m2 (2073.12sqft)	Single Family Dwelling	Residential	\$700,000	No	With the Planner for Review

PLAN 11.1  
SEPT 5 2024

To: Mayor White & Council

From: Harve Lyon

Date: July 22 / 2024

Subject: My letter to Ministry of Municipal Affairs and Housing.

At the public meeting held by the County to consider the Natural Heritage mapping, I presented my concerns as set out in my letter to the Ministry. I was advised that the County was accepting the map provided by the government → end of discussion, not another word. So I'm puzzled why Ms. Yousef has been asked to clarify rather than the government department/agency that authored the map.

The definition to which Ms. Yousef refers was also included in the 2014 PPS, the PPS governing our OP. After what seemed a never ending list of reviews by every conceivable government department, what does our OP say

"a municipal drain may not be classified as a watercourse particularly in situations where such natural features as a major flood plain or fish habitat are not found in association with the drain. This has guided my comments in respect to this matter

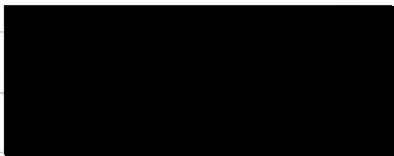
With respect to my second point I refer to the Natural Heritage Reference Manual table 3.3 - Natural Heritage System Linkage Attributes. And the first attribute on the list is Ecological Function. Somebody will have to explain to this rather ancient farmer how a well maintained drain is ecologically functional when natural cover becomes established it is time for a clean-out wiping the drain clean.

Further it is noted that linkages following municipal drains cross Hwy 10. We have enough problems with the traffic on Hwy 10 without directing animals to the highways I refer to sec 3.4.7.2 of the manual. "The creation and configuration of a linkage should be designed to lead wildlife to suitable habitats so that wildlife is not funneled into inhospitable areas (eg highways...)"

We would be well advised to take careful note of the gonigson in parts of eastern Ontario. The new regulations respecting wetland mapping - expanded boundaries, more areas designated as wetlands including lands containing municipal drains, are proving to be particularly contentious raising the ire of farmers in the area.

Because regulations restrict what can be done on wetlands municipalities are refusing to clean out certain drains. The result is hundreds of acres of prime farmland under water. The province's mandate to create more wetlands has been taken by some municipalities to override the Drainage Act. It would appear that the public meeting sessions at which the the new mapping was being introduced had become particularly testy, so testy that the Ministry of Natural Resources stepped in with "I request that you immediately pause your wetland policy and mapping update process". Recognizing the extensive and critical role that municipal drains play in Melancthon we should stay alert in these matters.

Respectfully





This matter is on the agenda for the next Council meeting  
A copy of this letter has  
been sent by registered mail to Mr Young.

#

## Denise Holmes

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**From:** Silva Yousif <syousif@dufferincounty.ca>  
**Sent:** Thursday, June 13, 2024 2:27 PM  
**To:** Howard, Dellarue (MMAH); Derakhshan, Pooneh (MMAH); Boyd, Erick (MMAH)  
**Cc:** Denise Holmes; Rajbir Sian; Alexander, Matt  
**Subject:** RE: Dufferin County OP Amendment No. 4 ERO post - Mr. Lyon - Schedule E1  
**Attachments:** Draft natural Heritage System Strategy Background Report ; INFO 4 ~ Letter to Ministry of Municipal Affairs and Housing Regarding Dufferin County OP Amendment No. 4 from Harvey Lyon, Melancthon Resident.pdf

Dellarue

As discussed regarding Mr. Lyon's submission letter on Schedule E1 (Appendix to OPA 3 as adopted – County MCR Phase II)

- municipal drainage systems are classified as water bodies under PPS 2020. This classification applies because they exhibit measurable or predictable responses to single runoff events. They serve as integration points, linking other natural water bodies within the Natural Heritage (NH) system, both locally and regionally, and are also subject to the Drainage Act policies, which further imposes protective measures and development constraints such as setbacks.
- The Growth Plan requires municipalities to map a connected Natural Heritage and Water Resources System. Consequently, municipal drainage features are included along with other features protected under the PPS, Growth Plan, and Greenbelt Plan. It is standard practice to identify all ecological features for their interconnectivity within regional watersheds and to establish policies for their evaluation and protection based on their significance.
- Schedule E1 depicts the County-wide Natural Heritage System. This includes the Provincial Plan's natural heritage systems, as well as natural heritage features and areas identified on Schedule E. Additionally, it includes watercourses, associated flooding hazards, steep slopes, unstable soils, and erosion hazards, which create linkages between natural heritage features and areas. This reflects the Provincial Plan's natural heritage systems, including the Niagara Escarpment Plan's Escarpment Natural Area and Escarpment Protection Area, the Greenbelt Plan's Natural Heritage System, and the Oak Ridges Moraine Conservation Plan's Natural Core Area and Natural Linkage Area.
- Local municipalities, through the conformity exercise, can establish additional policies to evaluate and identify different ecological features within their local context by:
  - o Defining and mapping key natural heritage and key hydrologic features using up-to-date datasets from sources like Land Information Ontario, Conservation Authorities, and regional mapping. Policies for protecting key features should also be included.
  - o Including clear guidelines for development and site alterations within natural heritage features or Natural Heritage System (Greenlands System) areas, and other key infrastructure features such as municipal drainage, roadside ditches, and catchment areas etc.

I hope this helps address the matter(s) from Mr. Lyon letter and clarify the approach that we have taken with regards to Scheule E & E1.

Thanks

**Silva Yousif, Senior Planner PMP, MCIP, RPP, EIT | Development and Tourism | County of Dufferin**

Phone: 519-941-2816 Ext. 2509 | [syousif@dufferincounty.ca](mailto:syousif@dufferincounty.ca) | 30 Centre St, Orangeville, ON L9W 2X1

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Collaboration | Accountability | Innovation | Compassion | Courage

 [Book time to meet with me](#)

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**From:** Howard, Dellarue (MMAH) <Dellarue.Howard@ontario.ca>  
**Sent:** Monday, June 10, 2024 4:07 PM  
**To:** Silva Yousif <syousif@dufferincounty.ca>  
**Cc:** Derakhshan, Pooneh (MMAH) <Pooneh.Derakhshan@ontario.ca>  
**Subject:** FW: Dufferin County OP Amendment No. 4

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

Hi Silva,

Can I talk to you about this as soon as possible? The comments although provided under OPA 4 seem related to Schedule E1 – Natural Heritage System in OPA 3, but there are also policy implications for OPA 4. As you are aware, Natural heritage policies apply to areas within the Natural Heritage System as depicted on Schedule E1. I would, therefore, like to have some clarity on Schedule E1, and the County’s take on the matter, in light of the comments from Mr. Lyon in the attached letter,. The County was also copied on the letter from Melancthon which is supportive of the comments raised by Mr. Lyons in his letter.

Regards

**Dellarue Howard**

Planner | Municipal Services Office West  
Ministry of Municipal Affairs and Housing | Ontario Public Service  
519-619-3227 | [dellarue.howard@ontario.ca](mailto:dellarue.howard@ontario.ca)

Floor, Location  
2-659 Exeter Road  
London, ON, N6E 1L3



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**From:** Denise Holmes <dholmes@melancthontownship.ca>  
**Sent:** Monday, June 10, 2024 2:16 PM  
**To:** Howard, Dellarue (MMAH) <Dellarue.Howard@ontario.ca>  
**Cc:** Michelle Dunne <mdunne@dufferincounty.ca>  
**Subject:** Dufferin County OP Amendment No. 4

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Good afternoon,

Please see attached letter.

Thank you.

Kind regards,  
Denise Holmes



**Denise B. Holmes, AMCT | Chief Administrative Officer/Clerk | Township of Melancthon | [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca) | PH: 519-925-5525 ext 101 | FX: 519-925-1110 | [www.melancthontownship.ca](http://www.melancthontownship.ca) |**

**The Administration Office will be open to the public Monday to Friday from 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m. There will be no public access between 12:00 p.m. to 1:00 p.m. as the Office will be closed.**

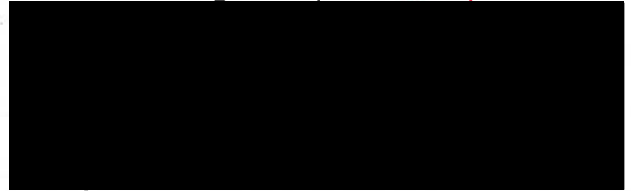
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copy for Township

RECEIVED

H.J. LYON MAY 14 2024



Ministry of Municipal Affairs and Housing  
Municipal Services Office - Western  
659 Sydenham Road 2nd Floor  
London ON N6E 1K3  
Attn: Dellarue Howard

May 11, 2024.

Dear D. Howard

re: Dufferin County OP Amendment No 4

I request that the Government's of the Natural Heritage System for the Township of Melancthon be withdrawn. Unfortunately it is severely flawed. The issue is that the linkages/corridors track municipal drains in the western half of the township. This is unacceptable.

Consider

- These municipal drains are not waterways. They have been engineered to provide a continuous downward grade to the point of discharge thus avoiding to the maximum extent practicable any ponding of water. They collect and discharge water during the spring runoff and following any heavy rains. Otherwise they are dry.

INFO 4

JUNE 6 2024

- Under the Drainage Act the Municipality is obligated to maintain these drains. This maintenance usually means wiping the drain clean of any silt that may have accumulated and any brush/trees that may be growing in the drain. These maintenance actions are totally at odds with maintaining an ecologically functional corridor.

The western half of Melancthon Township is serviced by a very extensive network of municipal drains without which modern agriculture simply would not exist. Accordingly any policies that could interfere with the timely maintenance of these drains are unacceptable.

This issue was sorted with the appropriate agencies during the last OP go-around. I'm disappointed that we have to again address such a fundamental issue.

Further, I request that I be notified of the Ministry's decision respecting the requested OP Amendment.

Respectfully



C.C. County of Dufferin

**CENTRE DUFFERIN RECREATION COMPLEX**  
**BOARD OF MANAGEMENT**

**Minutes of the Regular meeting held May 22, 2024 at 6:00pm virtually via ZOOM**

Attendance:	Shane Hall	Shelburne
	Dan Sample	Shelburne
	Ralph Moore	Melancthon
	Melinda Davie	Mono
	Andrew Stirk	Amaranth
	Chris Gerrits	Amaranth
	Kim Fraser	Facility Administration Manager
	Marty Lamers	Facility Maintenance Manager
	Emily Francis	Recreation Program Coordinator

Absent: R. Plowright and R. Stinson

Meeting called to order by Board Chair, Melinda Davie at 6:05pm.  
A quorum was present.

**Land Acknowledgement:**

Board Chair, Melinda Davie read the land acknowledgement.

**Declaration of Pecuniary Interests:**

Board Chair, Melinda Davie 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 A. Stirk seconded by C. Gerrits. Be it resolved we approve the agenda dated May 22, 2024 as circulated and presented. Carried

**Discussion & Approval of Minutes of Previous Meeting held April 24, 2024:**

**MOTION #2** – Moved by R. Moore seconded by S. Hall. That the minutes of the CDRC Board of Management regular board meeting held on April 24, 2024 be approved as circulated and presented. Carried

**Financial Report:**

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

**MOTION #3** – Moved by R. Moore seconded by A. Stirk. That the CDRC Board of Management receive the financial reports and paid accounts in the amount of \$29,074.73, as presented by the Facility Administration Manager. Carried

Final review of the draft financial statements year ended December 31, 2023 prepared by RLB

**MOTION #4** – Moved by S. Hall seconded by C. Gerrits. Be it resolved that the CDRC Board of Management approves the December 31, 2023 financial statement as presented and the Board Chair be authorized to sign the authorization letter.

**Facility Administration Manager and Recreation Program Coordinator Reports:**

See Schedule A

See Schedule B

**MOTION #5** – Moved by D. Sample seconded by A. Stirk. That we receive the reports from the Facility Administration Manager and the Recreation Program Coordinator.

**Facility Maintenance Manager's Report:**

See Schedule C

**MOTION #6** - Moved by R. Moore seconded by D. Sample. That we receive the report from the Facility Maintenance Manager. Carried

**Old Business:**

Roof Truss Repair:

For information purposes, the summary of bids and recommendation letter was distributed

**New Business:**

Town of Shelburne-Asbestos Assessment Project:

Report presented and discussion recommends addressing the area(s) in questions and have it professionally removed and tested. Staff will look into timelines and cost.

Staff Performance Reviews:

Human Resource consultants, Ward & Uptigrove provided two options to consider for performance reviews. Discussion recommends Option 2 this year, then Option 1 the following year.

Strategic Plan:

Discussion suggested to gather other examples, including Town Shelburne

**Next Meeting:**

R. Moore requested a discussion on the future of the CDRC Concession Booth, and to possibly consider renting out the space, and that they may also provide meals to the day camp programs. Staff will prepare a report for an upcoming meeting prior to the fall.



**Confirmation by By-law:**

**MOTION #7** – Moved by A. Stirk seconded by D. Sample. Be it resolved that leave be given for the reading and enacting of by-law #04-2024 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held May 22, 2024. Carried

**Adjournment:**

**MOTION #8-** Moved by S. Hall seconded by R. Moore. That we now adjourn at 6:54pm to meet again on Wednesday, June 26, 2024 at 6:00pm or at the call of the chair. Carried

\_\_\_\_\_  
Secretary - Treasurer

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Dated

SCHEDULE 'A'

Facility Administration Managers Report – May 22, 2024

**General Overview/Information:**

- Continual day-to-day administrative duties that include phone calls and walk-in inquiries, invoicing and collections, process payables and disbursements, bank deposits, rental contracts, bookings, monitoring the rental schedule, monthly account reconciliations and payroll administration.
- Ongoing, receiving and responding to numerous and various facility rental booking requests and walk-ins.
  - o Received 14 rental request forms and approx. 6 phone/walk-in or email inquires
  - o Prepared rental contracts and insurance requirements

- Below is a snapshot of facility rentals

Week	Floor Rental Hrs	Event/Room Oth Rentals	
Week: Apr 22-28	29.5	4	
Week: Apr 29-May 5	23	1	
Week: May 6-12	22	2	
Week: May 13-19	14	-	

- Continuing to communicate with seasonal user groups and potential new rentals:
  - o Continuing communications with CDDHS regarding commencement ceremonies on June 26th
- Communications with outstanding accounts receivables
- Reviewing Sling Employee Scheduling software-preparing and publishing staff schedules
- Prepared and distributed job posting for pt/seasonal maintenance-operator position
- UGDSB approved the application for daily use of Glenbrook outdoor green space throughout July and August for day camp
- Wightmans internet site visit took place May 9<sup>th</sup>
- Attended an event the morning of May 9<sup>th</sup> at Mel Lloyd Centre and engaged in meaningful conversations to expand network, hosted by DC Moves, Shelburne Employment Resource Centre and Georgian College
- Orangeville Food Bank Neighbours Community Market-last day at CDRC is Wed, June 5<sup>th</sup>
- Beginning office organization and file purging
- Working job posting to hire the recreation administrator position, partially funded by CSJ
- Preparing for ice scheduling meeting

**New Business**

- Registered for Food Handler Certification online training Wed, May 29<sup>th</sup> and Smart Serve online training June 19 & 20. Theses certifications are offed at no cost by Contact North.

Kim Fraser  
Facility Administration Manager

## SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis  
To: CDRC Board of Management  
Date: Wednesday May 22, 2024  
Subject: Recreation Program Coordinator Report

### **May Overview**

- Continuing to assist with day-to-day operations including phone inquiries, email inquiries, walk in inquiries.
- 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. Creating posts for our lobby tv playlist.
- Registered to attend an Aquatic Managers Course on Tuesday June 4-Wednesday June 5, 2024. This course is online.

### **Seasonal Summer Staff**

- Preparing all staff folders with necessary paperwork that must be completed prior to their first shift at the CDRC. Communication with the County of Dufferin to set up all WHIMIS/Health and Safety Training.
- Head Day Camp Counsellors began working on Monday May 13, 2024 to prepare for the summer day camp program.
- Held a Seasonal Summer Staff Meeting with all Day Camp and Outdoor Pool Staff on Monday May 13, 2024. Follow up emails sent out with a meeting recap and any additional information needed for Criminal Record Checks Etc.
- Communication with Marks to order all Seasonal Summer Staff uniforms.
- Preparing and publishing Seasonal Summer Staff Schedule on Sling scheduling platform.
- Preparing for upcoming Outdoor Pool and Summer Day Camp Staff trainings, reviewing all employee manuals.

### **Spring/Summer Programs**

- Babysitter Training Course held Saturday May 11 with 16 participants in attendance.
- Red Cross Standard First Aid Course held Saturday May 11 with 9 participants in attendance.
- Thursday May 23, 2024 is the last day of our 5 week Pickleball programs. Participants have received instruction from Taylored Pickleball Academy for 4 weeks and are invited to social play this Thursday.
- Weekly drop in pickleball scheduled with minimal attendance. It appears players are beginning to use the outdoor courts with the nice weather.
- Upcoming Roller Skating is scheduled for Friday May 31, 2024 from 6:00-7:30pm.
- Free Family Swim sponsored by Main Street Dental, Shelburne Family Chiropractic and Shelburne Optometry scheduled for Sunday July 14, 2024. Communicating with other local businesses that may be interested in a sponsorship opportunity.

SCHEDULE 'C'

Facility Maintenance Managers Report –May 22, 2024

GENERAL INFORMATION

Staff scheduling and adjustments continually.

Posting for additional staff as per every year. 2 applicants

Setting up for CDRC pickle ball

Repairing pool tiles, removing delaminated tile then prep surface for new tile and install weather dependent.

Repairing pool shell some areas lifting.

Drawing off ground daily water still seeping in.

Repair tote dock. Platform for smaller kids.

Supplies for pool repair best product to public Barrie.

Painting, cleaning, tile repair in pool dressing rooms.

Open exterior wall to remove the old bulk chlorine tank 1800 litre and replace it with a new tank same size.

Order chemical and equipment supplies for the pool.

Pool deck installation complete

Moving forward with truss repair as per SBA choice of contractor recommendation. Working on dates to complete it within the next month.

First aid recertification Tyler, Josh, and myself.

Ground maintenance spring clean-up some grass seed down some raking and leaf gathering.

Property garbage pick.

Parking lot swept.

Starting parking lot line painting.

Site visit with Whiteman internet for fiber routing to building mid-June. Hook up to our internet system later.

Repairing some door locks age and different application.

Have begun to fill the pool.

Starting to balance pool chemical for inspection May 30 board of health.

Water softener update? Left message.

# **CORPORATION OF THE TOWNSHIP OF MELANCTHON**

The Township of Melancthon Roads Sub-Committee held a meeting on July 8<sup>th</sup>, 2024, at 9:30 a.m. The following members were present: James McLean, Chair (Virtual), Bill Neilson, Vice-Chair and Member Darren White. Also present were: Craig Micks, Public Works Superintendent, Denise Holmes, CAO/Clerk, and Kaitlin Dinnick, Roads Sub-Committee Secretary.

## **Call to Order**

Acting Chair White called the meeting to order at 9:29 a.m. as Chair McLean was attending virtually.

## **Land Acknowledgement**

Acting Chair White shared the Land Acknowledgement Statement.

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

Moved by McLean, Seconded by Neilson that the agenda be approved as circulated. Carried.

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

None.

## **Approval of Draft Minutes**

Moved by McLean, Seconded by Neilson that the minutes of Roads Sub-Committee Meeting held on June 3<sup>rd</sup>, 2024, be approved as circulated. Carried.

## **Business Arising from Minutes**

None.

## **Correspondence Items**

None.

## **General Business**

### **1. Update from Public Works Superintendent**

Craig advised the Committee that they are working on putting up the 40 km/hr signs in the Village and Hamlets, however it is taking longer than they thought as it has been difficult to get the sucker truck here to put the posts in. They have been working at grading and putting calcium down on the roads and Craig advised that they are picking up the new roadside mower tomorrow to start doing roadside ditches.

## **2. Paid Duty Officer Locations**

The Committee discussed that adding a few more locations to the paid duty officers list would be a good idea and it would be good to include Bretton Estates, 5<sup>th</sup> Line OS and River Road.

## **3. Email from Katalina and Ken Ringler regarding Repaving the 5<sup>th</sup> Line OS**

The Committee discussed their concern and advised that the 5<sup>th</sup> Line OS was not intended to be included in the 2024 budget for repaving. Craig was directed by the Committee to put the road counter out on the 5<sup>th</sup> Line OS to get updated traffic counts now that County Road 21 has been paved. Staff will email them back and advise that their concerns were heard at the meeting however the road is not in the budget to be repaved in 2024.

## **4. Residents Concerns about 5<sup>th</sup> Line not being repaved in 2024**

This was discussed under Item 3.

## **5. Email from Al Blundell regarding Mennonite Community Safety**

This email was discussed by the Committee and it was advised that we cannot change the speed limit on a road just on Sundays. Chair McLean asked staff to schedule a follow up meeting with the Mennonite Community and ensure that Scott Burns from the County of Dufferin is in attendance as well as the Dufferin OPP, MTO Representation and Al Blundell for some time in September.

## **6. Update from Al Blundell**

Al Blundell was not in attendance.

## **7. Other/Additions**

None.

## **Recommendation to Council**

None.

**Public Question Period**

None.

**Confirmation Motion**

Moved by Neilson, Seconded by McLean that all actions of the Members and Officers of the Roads Sub-Committee with respect to every matter addressed and/or adopted by the Sub-Committee on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Sub-Committee Members at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

**Adjournment**

9:58 a.m. - Moved by McLean, Seconded by Neilson that we adjourn this Roads Sub-Committee meeting to meet again at the Call of the Chair. Carried.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY

## Denise Holmes

---

**From:** Michael Mehlhorn <michaelmehlhorn@hotmail.com>  
**Sent:** Monday, August 12, 2024 11:19 AM  
**To:** Denise Holmes  
**Subject:** Firefit 2024 Season  
**Attachments:** IMG-20240811-WA0031.jpg; IMG-20240811-WA0035.jpg; IMG-20240810-WA0023.jpg; IMG-20240810-WA0018.jpg

Hello Melancthon Council,

Your 2024 Firefit Team came together to end the season this past weekend in Oshawa. Our individual performances were on par. We saw great promise with new recruit Krista LeDain and 3rd year Ryan Quann.

We really came together as a team for the relay this year. Two new time records for MMFD, we are certain to break the 2 minute barrier next season where we will be amongst the strongest and fastest.

We also made connections with the Kitchener-Waterloo Firefit team and plan to access their training tower during the off season.

I want to thank you again for your support this season. I firmly believe the Mulmur-Melancthon Firefit team is worth investing in. It puts passion into our firefighters resulting in "fit for fire" individuals better prepared to respond within our community.

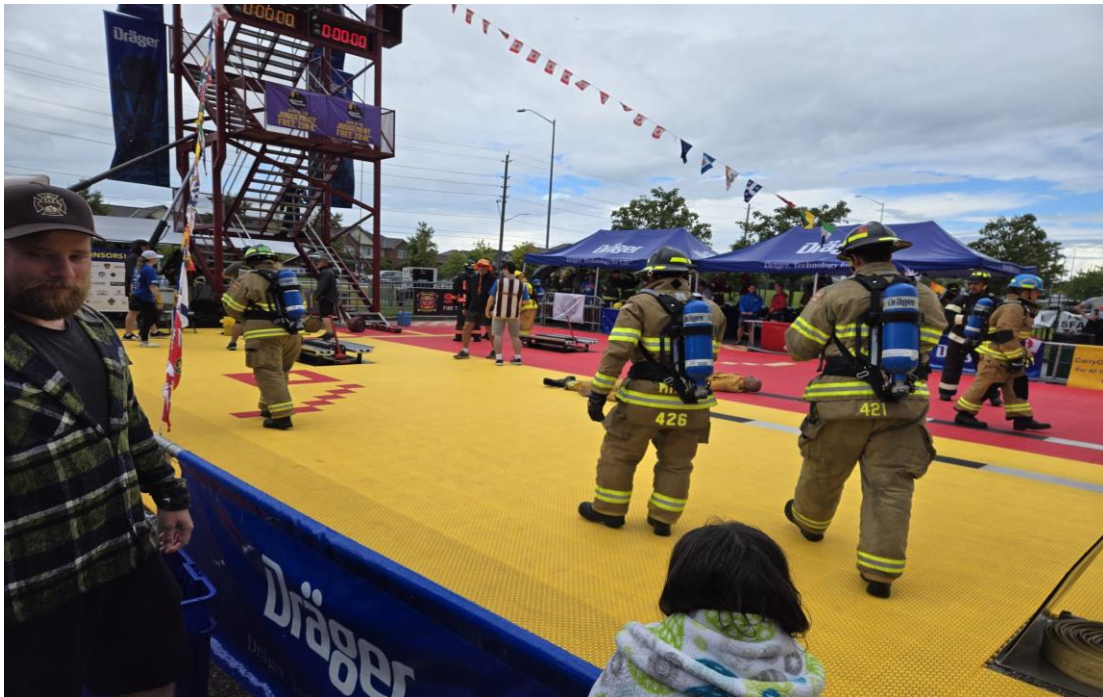
Please keep us in mind for upcoming budget considerations. We successfully raised funds to cover all entrance fees, two sets of upgraded fire boots valued at over \$2200 and partial accommodations for the weekend finals in Oshawa.

Kind Regards,

Mulmur-Melancthon Firefit Team







## Denise Holmes

---

**From:** CSRIF (MTCS) <CSRIF@ontario.ca>  
**Sent:** Monday, August 19, 2024 10:50 AM  
**Subject:** Applications now available: Community Sport and Recreation Infrastructure Fund // Les demandes sont désormais acceptées : Fonds pour l'infrastructure communautaire des sports et des loisirs

La version française suit

### **Applications now available: Community Sport and Recreation Infrastructure Fund**

The Ministry of Sport is excited to announce applications are now being accepted for the [Community Sport and Recreation Infrastructure Fund \(CSRIF\)](#).

This new \$200-million, three-year infrastructure fund will support Ontario's growing communities with new and revitalized local sport and recreation facilities across the province.

The CSRIF is a two-stream, application-based funding program:

- **Stream 1: Repair and Rehabilitation** – Funding between \$150,000 and \$1 million to extend the lifespan of existing community sport and recreation facilities/spaces and improve local programming and accessibility features to meet community need.
  - Application deadline is Tuesday, October 29, 2024, at 5 p.m. (ET).
- **Stream 2: New Builds/Signature New Builds** – Funding up to \$10 million to invest in new, transformative community sport and recreation infrastructure, including assets that do not currently exist in a community or the replacement of existing assets that have reached the end of their lifespan.
  - Applications will be accepted on an ongoing basis until all funding has been allocated. Interested applicants are encouraged to apply early.

Eligible applicants include:

- Municipalities
- Local services boards
- Not-for-profit organizations
- Indigenous communities and organizations
- For-profit organizations (Stream 2 only).

Before you apply, consider these five steps:

1. Read the [full program guidelines](#) for Stream 1 and Stream 2 that cover important information on drafting your application.
2. Attend the stakeholder webinar on Tuesday, August 27 at 11 a.m. to learn about the program. Find out how to register by emailing [CSRIF@ontario.ca](mailto:CSRIF@ontario.ca). A recording will be available on [www.ontario.ca/communitysportfund](http://www.ontario.ca/communitysportfund) for later viewing.

3. Consult with your local [Regional Development Advisor](#) to discuss your project and ask questions unique to your situation.
4. Create a My Ontario account and register for [Transfer Payment Ontario \(TPON\)](#) to submit your application. This process can take up to a week so avoid technical difficulties and delays by registering early.
5. Check that you have all mandatory/supporting documents and submit your application early. Incomplete or late applications will not be accepted.

More information or assistance:

- For general program questions, contact [CSRIF@Ontario.ca](mailto:CSRIF@Ontario.ca)
- For questions about your specific project, contact your local [Regional Development Advisor](#).
- For technical support related to Transfer Payment Ontario, contact [TPON Client Care](#) Monday to Friday, 8:30 a.m. to 5 p.m. Eastern Time (ET):
  - Toronto: (416) 325-6691 or Toll Free: 1-855-216-3090
  - TTY/Teletypewriter (for the hearing impaired): 416-325-3408 / Toll free: 1-800-268-7095
  - Email: [TPONCC@ontario.ca](mailto:TPONCC@ontario.ca)

To be removed from this distribution list, please email [CSRIF@ontario.ca](mailto:CSRIF@ontario.ca)

+++++

**Les demandes sont désormais acceptées : Fonds pour l'infrastructure communautaire des sports et des loisirs**

Le ministère du Sport est heureux d'annoncer que les demandes sont désormais acceptées pour [le fonds pour l'infrastructure communautaire des sports et des loisirs \(FICSL\)](#).

Ce nouveau fonds d'infrastructure triennal d'une valeur de 200 millions de dollars aidera les collectivités en croissance de l'Ontario en leur offrant de nouvelles installations locales de sport et de loisir et des installations revitalisées partout dans la province.

Le FICSL est un programme de financement exigeant la soumission d'une demande; il est constitué de deux volets :

- **Volet 1 : Réparation et remise en état** – Financement compris entre 150 000 et 1 million de dollars visant à prolonger la durée de vie des installations et des espaces communautaires de sports ou de loisirs existants, en plus d'améliorer les programmes locaux et les caractéristiques d'accessibilité pour répondre aux besoins de la collectivité.
  - La date limite de dépôt des demandes est le mardi 29 octobre 2024, à 17 h (ET).

- **Volet 2 : Nouvelles constructions et constructions importantes** – Financement pouvant atteindre 10 millions de dollars et visant à investir dans de nouvelles infrastructures communautaires de sports et de loisirs transformatrices, ce qui inclut des biens qui n'existent pas actuellement dans une collectivité ou le remplacement des biens existants qui ont atteint la fin de leur durée de vie.
  - Les demandes seront acceptées de façon continue jusqu'à ce que l'ensemble du financement ait été attribué. Les demandeurs intéressés sont invités à présenter une demande rapidement.

Les demandeurs admissibles sont les suivants :

- les municipalités;
- les régies locales des services publics;
- les organismes sans but lucratif;
- les communautés et organismes autochtones;
- les organismes à but lucratif (volet 2 seulement).

Avant de présenter une demande, suivez les cinq étapes suivantes :

1. Lisez les [lignes directrices complètes du programme](#) pour les volets 1 et 2, qui contiennent des renseignements importants sur la préparation de votre demande.
2. Assistez au webinaire à l'intention des intervenants, qui aura lieu le mardi 27 août à 11 h, afin d'en apprendre davantage sur le programme. Pour savoir comment vous inscrire, envoyez un courriel à l'adresse [CSRIF@ontario.ca](mailto:CSRIF@ontario.ca). Un enregistrement sera mis à disposition à l'adresse [www.ontario.ca/fonds-sports-communautaires](http://www.ontario.ca/fonds-sports-communautaires) pour que vous puissiez le visionner ultérieurement.
3. Consultez votre [conseiller en développement régional](#) local pour discuter de votre projet et poser des questions propres à votre situation.
4. Créez un compte Mon Ontario et inscrivez-vous à [Paiements de transfert Ontario \(PTO\)](#) pour présenter votre demande. Ce processus peut prendre jusqu'à une semaine, alors évitez les difficultés techniques et les retards en vous inscrivant rapidement.
5. Vérifiez que vous avez joint tous les documents obligatoires et les documents justificatifs et présentez votre demande rapidement. Les demandes incomplètes et envoyées après la date d'échéance seront refusées.

Renseignements supplémentaires ou aide :

- Pour toute question générale sur le programme, communiquez avec [CSRIF@Ontario.ca](mailto:CSRIF@Ontario.ca).
- Si vous avez des questions au sujet de votre projet, communiquez avec votre [conseiller en développement régional](#) local
- Pour toute assistance technique en lien avec Paiements de transfert Ontario (PTO), veuillez prendre contact avec [le service à la clientèle de Paiements de transfert Ontario](#) du lundi au vendredi, de 8 h 30 à 17 h, heure de l'Est (HE) :
  - Toronto : 416-325-6691 ou sans frais : 1-855-216-3090

- ATS/téléscripteur (pour personnes malentendantes) : 416 325-3408, ou sans frais : 1-800-268-7095
- Courriel : [TPONCC@ontario.ca](mailto:TPONCC@ontario.ca)

Pour vous faire retirer de cette liste de distribution, veuillez faire parvenir un courriel à l'adresse [CSRIF@ontario.ca](mailto:CSRIF@ontario.ca)

**Treasury Board Secretariat**

Office of the Deputy Minister and  
Commissioner of Emergency  
Management  
2nd Floor, 25 Morton Shulman Ave  
Toronto ON M3M 0B1  
Telephone: 416-325-1607

**Secrétariat du Conseil du Trésor**

Bureau du sous-ministre et  
Commissaire à la gestion des  
urgences  
2<sup>e</sup> étage, 25, avenue Morton  
Shulman  
Toronto (Ontario) M3M 0B1  
Téléphone: 416 325-1607

**DATE:** August 16, 2024

**MEMORANDUM TO:** Community Emergency Management Professionals  
Ministry Emergency Management Coordinators

**SUBJECT:** Community Emergency Preparedness Grant Round 2  
launching in September 2024

---

I am pleased to share that Emergency Management Ontario (EMO) will be launching a second round of the [Community Emergency Preparedness Grant](#) through an additional \$5 million investment. This will increase local resilience and provide communities and organizations across the province with the resources and equipment they need to prepare for natural disasters and emergencies.

The application period is expected to begin late September 2024. Like Round 1, small- and medium-sized municipalities, local services boards, First Nations communities, Indigenous organizations and non-governmental organizations with mandates in emergency management are eligible to apply. The grant will allow recipients to purchase critical supplies and equipment and deliver training and services to improve local emergency preparation and response. Please note, recipients who received funding as part of Round 1 will be ineligible to apply. This will allow other communities and organizations to benefit from this program as well.

Once the application window opens, EMO will host information sessions to help guide applicants through the process. More information will be communicated in the coming weeks on the [Community Emergency Preparedness Grant webpage](#).

The Community Emergency Preparedness Grant is part of the government's \$110 million commitment to strengthen emergency preparedness in Ontario. These targeted investments are another step the government is taking to provide communities with the resources they need. For any questions, please reach out to [EMOCommunityGrants@ontario.ca](mailto:EMOCommunityGrants@ontario.ca).

.../2

-2-

I look forward to continuing to work together to keep our province safe, practiced and prepared.

Best always,

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

Bernie Derible  
Deputy Minister and Commissioner of Emergency Management  
Treasury Board Secretariat

Cc:

Lisa Priest, Assistant Deputy Minister, Emergency Management Preparedness, Programs and Planning Division, Emergency Management Ontario, Treasury Board Secretariat



HAPPY  
*Retirement*



**Chief Ralph Snyder**

Date: Sunday September 8th

Time: 1pm - 4pm (Presentations at 2pm)

Location: Shelburne Legion - Museum  
Room, 203 William Street

Light Refreshments will be served



August 23, 2024

Office of the Mayor & Council  
Township of Melancthon

By email: [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)

Dear Mayor/Chief and Council,

Re: Grand River Conservation Authority's Conservation Areas Strategy – Consultation Period

The Grand River Conservation Authority (GRCA) manages water and other natural resources on behalf of 38 municipalities and about one million residents of the Grand River watershed. The GRCA is a partnership of watershed municipalities and provides an avenue to work together, addressing environmental issues and opportunities that serve to benefit the entire Grand River watershed.

Under the *Conservation Authorities Act*, each Conservation Authority in Ontario is required to prepare a Conservation Areas Strategy (Strategy). The goal of the Strategy is to provide an integrated, high-level framework that helps guide and inform future decision-making on all GRCA-owned and controlled lands.

The GRCA has prepared a draft Strategy and is inviting municipalities, the Six Nations of the Grand River, the Mississaugas of the Credit First Nation, and the public to review and comment on the Strategy.

The draft Strategy and comment survey are available on the GRCA's website ([www.grandriver.ca/ConservationAreasStrategy](http://www.grandriver.ca/ConservationAreasStrategy)) and comments may be submitted until October 4, 2024. Two public information sessions on the draft Strategy will be held in September and will be advertised on the GRCA's website and social media. Presentations to councils or staff are available upon request.

Inquiries regarding the Strategy can be directed to Megan Kitchen, Land Management Analyst, at email: [mkitchen@grandriver.ca](mailto:mkitchen@grandriver.ca).

Yours very truly,

A handwritten signature in black ink, appearing to read "CW".

Chris White, Chair



## Grand River Conservation Authority

Summary of the General Membership Meeting – August 23, 2024

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

### Action Items

The Board passed the recommendations in the following reports as presented in the agenda:

- GM-08-24-67 - GRCA Administrative By-law Update
- GM-08-24-72 - Financial Summary
- GM-08-24-70 - Land Acquisition and Disposition Policies
- GM-08-24-66 - Draft Conservation Areas Strategy
- GM-08-24-69 - City of Guelph Well Monitoring Agreement

### Information Items

The Board received the following reports as information:

- GM-08-24-71 - Cash and Investment Status
- GM-08-24-65 - Quarterly Permits issued under Ontario Regulation 41/24
- GM-08-24-68 - July 2024 Flood Event
- GM-08-24-73 - Current Watershed Conditions

### Correspondence

The Board received the following correspondence:

- Kim Charlesworth, Fraser Gibson, Kai Reimer-Watts, and Alex Latta regarding the Conservation Land Inventory
- Halton Region regarding the 2025 budget direction
- Bryan Duross regarding his report on the Grand River above Parkhill Dam
- Liz (surname unknown), Amy Haertel, and Carol Thorman regarding enhancing river safety and signage

### Delegations

There were two registered delegations.

- Susan Watson – GRCA Administrative By-law, and Land Disposition & Acquisition Policies
- Phil Pothen - Land Disposition & Acquisition Policies

### Source Protection Authority

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

### Correspondence & Action Items

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

- Ministry of the Environment, Conservation and Parks - Source Protection Plan for Kettle Creek
- SPA-08-24-01 - Source Protection Committee Member Appointments

For full information, please refer to the [August 23 Agenda Package](#). Complete agenda packages for the General Membership and Source Water Protection Authority, and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following approval at the next meeting of the General Membership.

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'.

## Denise Holmes

---

**From:** OPP MPB Financial Services Unit (OPP) <OPP.MPB.Financial.Services.Unit@opp.ca>  
**Sent:** Friday, August 23, 2024 8:38 AM  
**To:** Denise Holmes; Sarah Culshaw  
**Subject:** Melancthon Tp - April to June 2024 Detachment Revenues

Good morning,

Revenues collected for worked performed by detachment staff is credited to municipalities quarterly throughout the year, approximately two months after the end of the quarter.

We are pleased to advise April to June 2024 revenue credits have been sent to Ontario Shared Services (OSS) for processing and should be issued within the week. Your municipality will be receiving a credit memo in the amount of \$1353.

The breakdown of the April to June revenue credit is as follows:

Security Checks = \$1353  
Reports = \$0  
Fingerprints = \$0  
Other = \$0

We have been advised by OSS a call to 1-877-535-0554 is required to apply the credit to an outstanding invoice.

Should you have any questions please email [OPP.MPB.Financial.Services.Unit@opp.ca](mailto:OPP.MPB.Financial.Services.Unit@opp.ca).

Respectfully,

MPB Financial Services Unit

**Niagara Escarpment  
Commission**  
232 Guelph Street  
Georgetown, ON L7G 4B1  
Tel. No.: 905-877-5191

1450 7<sup>th</sup> Avenue East  
Owen Sound, ON N4K 2Z1  
Tel. No. (519) 371-1001

[nec@ontario.ca](mailto:nec@ontario.ca)  
<https://escarpment.org>

**Commission de l'escarpement du  
Niagara**  
232, rue Guelph  
Georgetown ON L7G 4B1  
No de tel. 905-877-5191

1450 7<sup>e</sup> avenue Est  
Owen Sound, ON N4K 2Z1  
No de tel. (519) 371-1001

[nec@ontario.ca](mailto:nec@ontario.ca)  
<https://escarpment.org>



**Niagara Escarpment Commission**  
An agency of the Government of Ontario

August 14, 2024

To: Upper and Lower Tier Municipalities within the Niagara Escarpment Plan Area

**Re: Revised position with respect to short-term accommodations within the Niagara Escarpment Plan Area of Development Control**

The Niagara Escarpment Commission (NEC) is reaching out to all municipalities (upper and lower tier) within the Niagara Escarpment Plan area to let you know about a recent decision of the Commission regarding short-term accommodations.

In the past, the NEC has taken the position that the rental of a primary dwelling for the purposes of short-term accommodations within the plan area was a commercial activity and not a permitted use listed for any land use designations in Part 1 of the Niagara Escarpment Plan. The Commission has recently reviewed this position from the perspective that the rental of a single dwelling for a few days is consistent with the rental of the same dwelling on a month-to-month basis and/or the use of the dwelling by the owner. With this interpretation, the NEC has determined that the rental of a single dwelling, or a legally established secondary dwelling unit within or attached to the primary dwelling, are consistent with the permitted use of the dwelling by the owner and that a Development Permit from the NEC is not required to initiate rentals.

You can find a summary of the NEC position within the staff report on our website in our policy interpretation and guidance document section here.

This decision also acknowledges that municipalities are in the best position to regulate short-term rentals within their jurisdiction. The NEC would note, however, that since zoning does not apply within the Area of Development Control, that the regulation of short-term accommodations by municipalities within the NEP should be done through bylaws outside of zoning.

The NEC had a number of compliance occurrences along the escarpment related to short term accommodations. NEC compliance staff will be notifying affected landowners of the Commission's decision and that a Development Permit from the NEC is not required to initiate rentals. NEC staff will remind landowners that additional approvals or authorizations may be required from other agencies, such as local municipalities.

For questions or information, please contact Sandy Dobbyn, Senior Strategic Advisor at [sandy.dobbyn@ontario.ca](mailto:sandy.dobbyn@ontario.ca) or 226-668-2781.

Sincerely,

Shawn Carey  
Director

## Denise Holmes

---

**From:** Michelle Dunne <mdunne@dufferincounty.ca>  
**Sent:** Wednesday, August 21, 2024 10:27 AM  
**To:** Raylene Martell; Jennifer Willoughby; Meghan Townsend; Jessica Kennedy; Holly Boardman; Nicole Martin; Roseann Knechtel; Tracey Atkinson ; fred.simpson@townofmono.com; Denise Holmes  
**Subject:** Community Safety and Well-Being - Annual Update  
**Attachments:** HHS 2024-06-27 Community Safety and Well-Being Plan 2021 to 2024 - 2023 Annual Report Attachment.pdf

Good morning,

Please find attached the 2023 Report for the Dufferin Community Safety and Well-Being Plan presented at County council on July 11, 2024.

We would like to ask you to update the details you have publicly shared on your own web sites, and/or link to the County information. [Community Safety & Well-Being Plan - dufferin \(dufferincounty.ca\)](#). This would not only help meet the mandatory requirement for sharing information; it would help highlight the ongoing work and help foster the overall Dufferin wide approach.

If you have any questions, please do not hesitate to reach out to the Community Safety and Well-Being general enquiries email: [cswb@dufferincounty.ca](mailto:cswb@dufferincounty.ca) or directly to the current Co-Chairs:

Kind Regards

Anna McGregor  
Director Community Services  
County of Dufferin  
[amcgregor@dufferincounty.ca](mailto:amcgregor@dufferincounty.ca)  
Co-Chair

Jennifer Payne  
Executive Director  
Headwaters Communities in Action  
[jennifer@headwaterscommunities.org](mailto:jennifer@headwaterscommunities.org)  
Co-Chair

Thanks!

**Michelle Dunne, Dipl.M.M. |Clerk| Office of the CAO**

**County of Dufferin** | Phone: 519-941-2816 Ext. 2504 | [mdunne@dufferincounty.ca](mailto:mdunne@dufferincounty.ca) | 30 Centre Street,  
Orangeville, ON L9W 2X1

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# Dufferin county

## Community Safety and Well-Being Plan 2021-2024



TOWNSHIP OF  
**AMARANTH**



Town of  
**GRAND  
VALLEY**



TOWNSHIP OF  
**EAST GARAFRAXA**



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

TOWN OF  
**MONO**



# 2023 Annual Report

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# MESSAGE FROM THE CO-CHAIRS

We are pleased to bring you the third annual report on the Community Safety and Well-being (CSWB) Plan for 2021-2024. This report highlights the significant work of the Integration Table, our partners, and the community in 2023.

Community Safety and Well-being are a foundation of vibrant communities. A variety of people call Dufferin County home. While our stories may differ, we all value safety and well-being.

In 2023, we took on many challenges, and we are pleased with our successes. In particular, the Integration Table successfully conducted a community-wide survey, which attained extensive reach, support, and participation throughout the County. Our community stepped up and has given us valuable information to guide our next plan.

We would like to thank the individuals, partners, Lead Tables, and municipalities across the County for their efforts this year. Community Safety and Well-being work requires agility and attentiveness from many to be successful. Thank you for all that you do!

*Anna McGregor*

**Director  
Community Services**



*Jennifer Payne*

**Executive Director  
Headwaters Communities in Action**



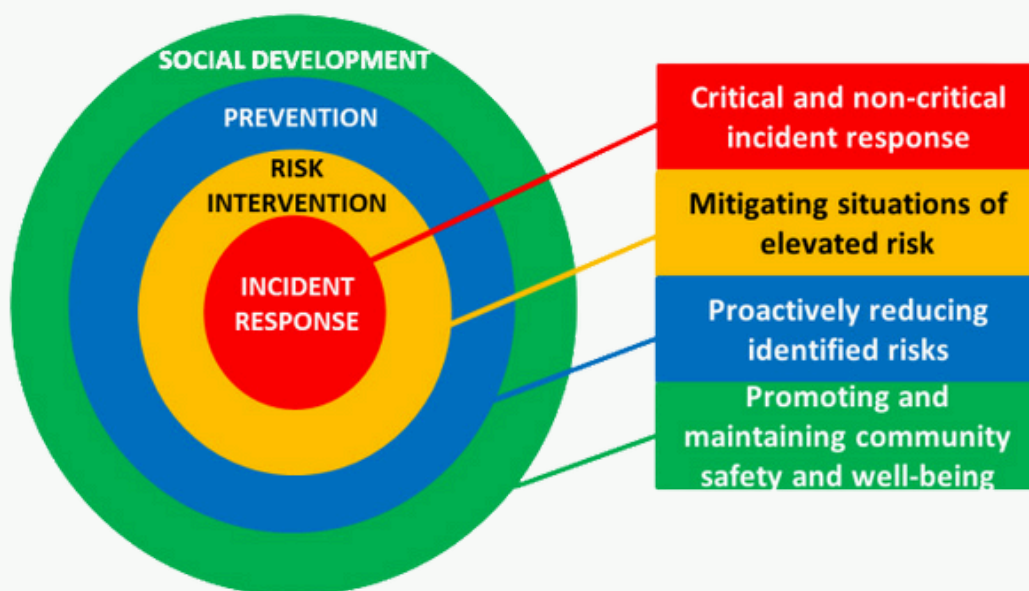
# ONTARIO'S CSWB PLANNING

The Comprehensive Ontario Police Services Act, 2019 mandates every municipal council to prepare and adopt a Community Safety and Well-Being Plan. Under the legislation, municipalities have the discretion and flexibility to develop joint plans with surrounding municipalities. The municipalities in Dufferin are working collaboratively to develop a shared Community Safety and Well-Being Plan for all of Dufferin County.

As part of the legislation, the province mandated a number of requirements. Municipalities must:

- Prepare and adopt a Community Safety and Well-Being Plan.
- Work in partnership with a multisectoral advisory committee comprised of representation from the police service board and other local service providers in health/mental health, education, community/social services and children/youth services.
- Conduct consultations with the advisory committee and members of the public.

The Ontario Community Safety and Well-Being Planning framework operated as a guide in developing the Dufferin County Community Safety and Well-Being Plan. This framework focuses on collaboration, information sharing and performance measurement, and identifies four areas in which communities can be made safer and healthier.



# WHERE WE HAVE BEEN



## Data and Asset Mapping



- Organizational consultations - 20 interviews were conducted with community organizations.
- Inventory of Dufferin planning tables - an inventory of existing planning tables in Dufferin was also conducted. A total of 33 planning tables were identified.
- Local data dive - local data was collected to validate resident perceptions, to support ongoing discussions, and to create a foundation.



## Community Engagement



- Community consultation - a website was created to share information and to ensure residents were given the opportunity to participate in the plan's creation.
- Resident survey - residents were able to provide input into the plan through a survey. The survey was completed in late fall of 2020. A total of 471 responses were received from residents across Dufferin County.
- Youth engagement - an engagement session was held with youth in Shelburne to learn about their experiences and perceived risks to health and safety.
- Community organization consultation - community organizations were invited to participate in a survey to identify statistics they collect, local research that has been conducted, and priorities they would like to see reflected in the plan. A total of 20 organizations responded to the survey.



## Sensemaking and Plan Development



- The Advisory Committee reviewed all of the data and information that had been collected and identified five areas of focus for the plan:

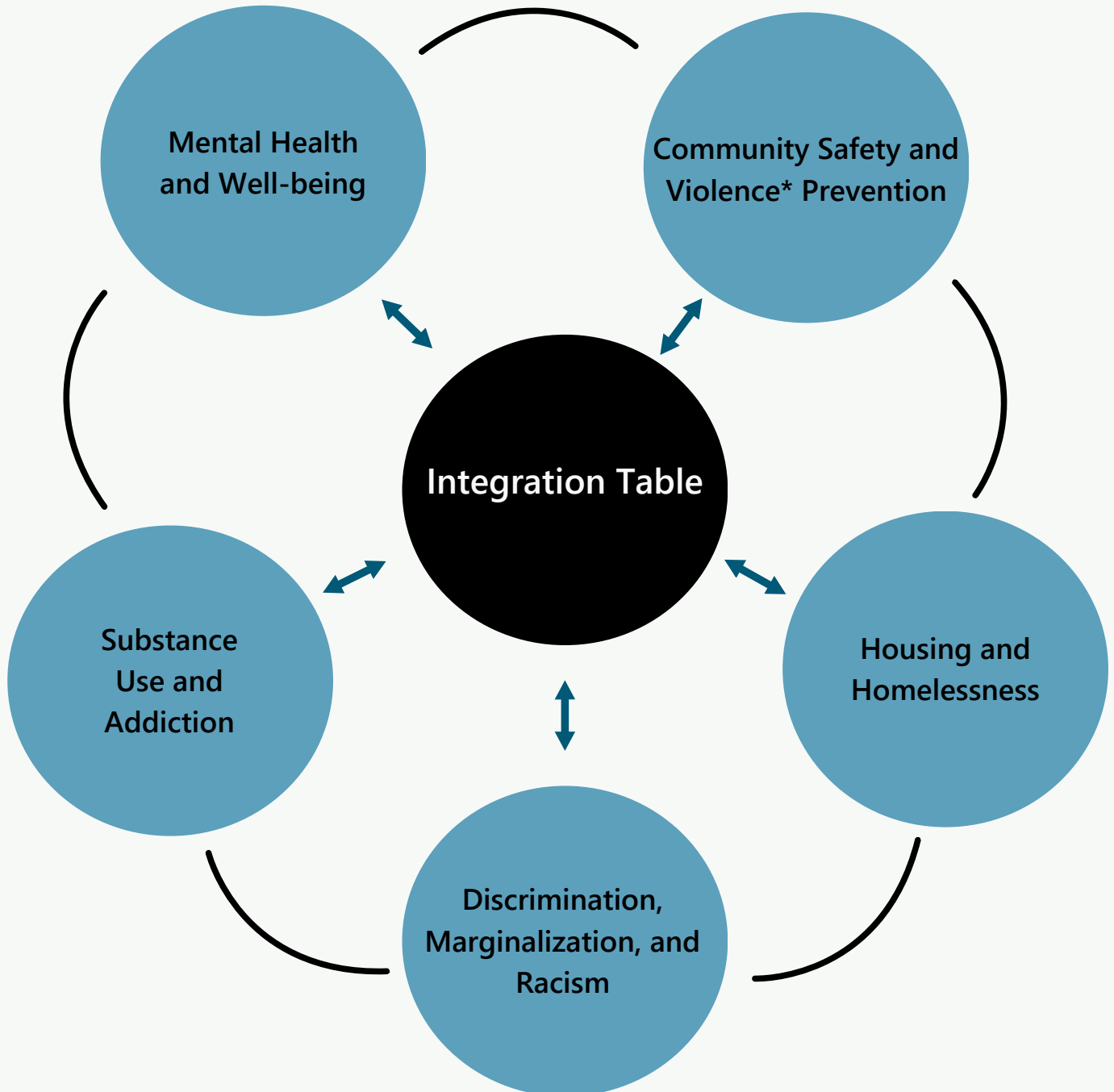
1. Mental Health and Well-being
2. Housing and Homelessness
3. Substance Use and Addiction
4. Discrimination, Marginalization, and Racism
5. Community Safety and Violence Prevention



## Dufferin Community Safety and Well-being Plan

- The four-year plan was adopted in May of 2021. It will be reviewed annually.
- A structure has been established to lead the implementation of the plan, which leverages the use of existing tables in Dufferin, and ensures that there is an integrated response.
- A Lead Table has been identified for each of the priority areas. The existing Advisory Committee has converted into an Integration Table.

# PRIORITY AREAS & 2023 UPDATES



\*Gender-based Violence, and Family and Domestic Violence Prevention.

# MENTAL HEALTH AND WELL-BEING

**Lead Table:** Hills of Headwaters Ontario Health Team Mental Health and Addictions Work Group

**About:** We are a work group structured through the Hills of Headwaters OHT as a result of mental health and addictions being identified as a priority area for our local OHT. We are comprised of a wide range of community service providers and people with lived experience and we are broadly tasked with enhancing system integration; enabling straightforward and easy to navigate pathways for service; and addressing systems gaps. We have a number of sub-committees including the following: Community Crisis Integration Team, Community Response, Addictions Strategy, Bereavement Support; Congregate Settings Community of Practice; and Service Navigation.

**2023 Areas of Focus:**

1. Overall mental health.
2. Emergency Room visits.

**2023 Update:**

Planned Outcomes	Realized Outputs and Outcomes
Enhance overall Mental Health.	<ul style="list-style-type: none"> <li>• Centralized Intake and navigation services modeled after other Ontario Health Teams. 211 was engaged to offer services to the Hills of Headwaters. Navigation committee formed to support implementation.</li> <li>• Annual Overdose Awareness Day held on August 31st to bring awareness to resources for the community and reduce the stigma associated with substance use and overdose.</li> <li>• New workplan for Community Mental Health and Addiction Support Services developed in alignment with OHT Strategic Plan. Main areas of focus include:               <ul style="list-style-type: none"> <li>◦ Improve access and service navigation: Ensure seamless, easy-to-navigate, and equitable access to the right mental health and addictions care at the right time.</li> <li>◦ Integration - Health and Primary Care: Advance whole person care experiences and health care integration.</li> <li>◦ Develop system level outcomes or Key Performance Indicators.</li> </ul> </li> <li>• The Working Group held a planning session in September to identify barriers and opportunities to having more reach and improving collaboration.</li> </ul>
Reduce emergency room visits.	<ul style="list-style-type: none"> <li>• Continued collaboration of community partners through the Community Integrated Crisis Team, Community Outreach Support Counsellors and Mobile Crisis Response Team to divert unnecessary use of hospital and Emergency Department. Data collection and analysis was supported by Collective Results to enhance awareness of resource use and need.</li> </ul>

# HOUSING AND HOMELESSNESS

**Lead Table:** Dufferin County Equity Collaborative (DCEC) Housing & Homelessness Working Group

**About:** The DCEC Housing & Homelessness Working Group was formed in Spring 2019. The group's 2023 goal was that "All members of the community will have equitable access to safe and affordable housing."

**2023 Areas of Focus:**

1. Community awareness and understanding of homelessness.
2. Reduction of barriers.
3. Housing stability supports and initiatives.

**2023 Update:**

Planned Outcomes	Realized Outputs and Outcomes
<p>Increase community awareness and understanding of homelessness, the lack of safe and affordable housing in our community, and the impact these issues have on our community.</p>	<ul style="list-style-type: none"> <li>• County of Dufferin - Planning and Economic Development joined the Working Group.</li> <li>• FTP and Choices attended Celebrate Your Awesome, promoting the housing postcards to raise awareness.</li> </ul>
<p>Increase access to safe and affordable housing.</p>	<ul style="list-style-type: none"> <li>• Ed Peterson, Founder of Tiny Homes Association, gave a presentation to the Working Group that was attended by County Planning, Economic Development, and Building staff.</li> <li>• Presentation from Eden Grodzinski from Habitat for Humanity Halton-Mississauga-Dufferin's Tiny Home program.</li> </ul>
<p>Increase initiatives to help obtain and maintain safe and affordable housing.</p>	<ul style="list-style-type: none"> <li>• The County received additional Homeless Prevention Program funding and allocated funds for supportive housing and increased the number of housing allowances available.</li> <li>• The County provided 26 new Canada-Ontario Housing Benefits (COHB) to residents. This benefit is portable and can be taken anywhere in the province.</li> <li>• Dufferin's Men's Shelter opened.</li> <li>• Delivered RentSmart training and certification to two cohorts (Youth and Men's Shelter).</li> </ul>

# SUBSTANCE USE AND ADDICTION

**Lead Table:** Dufferin-Caledon Drug Strategy Committee.

**About:** The Dufferin-Caledon Drug Strategy started back in 2017 as a group of community agencies coming together to organize a local event in recognition of Overdose Awareness Day on August 31. At that time, the agencies felt strongly that something needed to be done to draw awareness and offer support to the community as the number of overdose related deaths were increasing and the “Overdose Awareness Day” Committee was formed. Over the years the Committee has stayed committed to increasing the community’s awareness of the issue and morphed into the “Dufferin-Caledon Drug Strategy” in 2020 recognizing that the work needed to be broader than just organizing a one day event each year.

**2023 Areas of Focus:**

1. Community awareness and understanding of addiction.
2. Reduction of stigma.
3. Drug use safety.

**2023 Update:**

Planned Outcomes	Realized Outputs and Outcomes
Assist workplaces with substance regulatory changes.	<ul style="list-style-type: none"> <li>• Outreach to community businesses re. <u>Section 25.2 of the OHSA</u>: Provided letters to identified businesses. Letters resources to assist with workplace obligations.</li> </ul>
Reduce the stigma of addiction in the community and promote drug-use safety.	<ul style="list-style-type: none"> <li>• Overdose Awareness Day event on Aug. 31:               <ul style="list-style-type: none"> <li>◦ 45 community members attended.</li> <li>◦ 48 service providers attended.</li> <li>◦ 3 speakers shared their experiences with substance use; one from their own personal experience, one as a family member who lost their sister to an overdose related death and one first responder (Dufferin OPP) doing the work.</li> <li>◦ 2 local newspapers (Banner and Citizen) attended and wrote an article about the event afterward.</li> <li>◦ FTP distributed 34 naloxone kits/refills, 4 sharps containers (3 black and 1 yellow), 4 quick packs (10 packs of needles).</li> <li>◦ WDG Public Health distributed 9 naloxone kits, 4 meth kits, 1 crack kit, 10 sharps (black), and 1- 1L kit.</li> </ul> </li> <li>• In November 2023, the first edition of the Dufferin County weekly FAST Overdose Alert Platform report started being shared on Wednesday afternoon with committee members. This report helps to give an understanding of substance use harms within our communities.</li> </ul>

# DISCRIMINATION, MARGINALIZATION, AND RACISM

**Lead Table:** County of Dufferin Diversity, Equity and Inclusion Community Advisory Committee (DEICAC)

**About:** The County of Dufferin Diversity, Equity and Inclusion Community Advisory Committee (DEICAC) was created in October 2020 as a response to local incidents of anti-Black racism. The Advisory Committee to County Council was implemented very promptly, following in the wake of similar actions in municipalities that took place during the most recent wave of North American African, Caribbean and Black community civil rights organizing, characterized by the United States and Global Black Lives Matter movement. The mandate for the committee will be to advise County Council, make recommendations and provide a monitoring and measuring role to help ensure that the County applies a diversity, equity and inclusion lens to its policies, services and programs.

**2023 Areas of Focus:**

1. Recruitment.

**2023 Update:**

Planned Outcomes	Realized Outputs and Outcomes
Expand DEICAC membership.	<ul style="list-style-type: none"> <li>• Underwent DEICAC membership recruitment.</li> <li>• November 21, 2023, DEICAC met to complete part one of the committee onboarding program.</li> </ul>



# COMMUNITY SAFETY AND VIOLENCE\* PREVENTION

**Lead Table:** Dufferin/Caledon Domestic Assault Review Team (DART).

**About:** The Dufferin/Caledon Domestic Assault Review Team (DART), established in 1994, is a group of representatives from the County of Dufferin and Town of Caledon (Region of Peel) criminal justice, medical, child protection and community service agencies. Each agency has an individual mandate to deal with domestic abuse either supporting victims, or children who have been exposed to abuse, or the perpetrators of the abuse. The work of the Committee is accomplished through agency representatives who take part in interagency decision-making, by commitment to the Protocol, by commitment to deal with new challenges as they emerge and with the assistance of interagency agreements.

**2023 Areas of Focus:**

1. Maintain a sensitive, effective service response to victims and children who have been exposed.
2. Hold perpetrators of violence or abuse accountable for their behaviour and its effects.
3. Communicate and consult effectively between agencies.
4. Voices of Courage, people with lived experience group.

**2023 Update:**

Planned Outcomes	Realized Outputs and Outcomes
Continue Survivor initiatives.	<ul style="list-style-type: none"> <li>• On June 8, 2023, the DART Coordinator attended the, "Supporting Survivors of Technology-Facilitated Gender-Based Violence," training led by the Women's Shelters Canada.</li> <li>• Survivor Panel conducted regular meetings.</li> </ul>
Raise awareness and complete training.	<ul style="list-style-type: none"> <li>• Family Transition Place (FTP), Sexual Violence Community Education Facilitator, worked with the hockey community for Hockey Canada, the Ontario Hockey League and, the Highlanders AAA Hockey association to provide sexual violence education.</li> <li>• Dufferin Child &amp; Family Services &amp; FTP met on September 25, 2023, for a full day training to strengthen relationships between organizations and talk about the work that were doing to support families. There were 70 people in attendance.</li> <li>• Between October - December 2023 Caledon/Dufferin Victim Services (CDVS) hosted and participated in:               <ul style="list-style-type: none"> <li>◦ Hosted a workshop facilitated by the Canadian Anti-Hate Network for CDVS staff, Crisis Responders, police &amp; community partners.</li> <li>◦ Participated with Peel Children's Aid Society in the Dress Purple Campaign.</li> <li>◦ Provided multi-day Victim Services training to Dufferin Paramedics.</li> <li>◦ CDVS staff attended the virtual webinar Strong Connections - Gender Based Violence &amp; Mass Casualty.</li> <li>◦ Staff attended a one-day symposium on Intimate Partner Violence (IPV).</li> <li>◦ Project - victim support through the holidays.</li> </ul> </li> </ul>

# COMMUNITY SAFETY AND VIOLENCE\* PREVENTION

## 2023 Update Continued:

Planned Outcomes	Realized Outputs and Outcomes
	<ul style="list-style-type: none"> <li>• October 5, 2023, Meaningful Connections Workshop: DART members attended a ½ day training on October 5, 2023, at Monora Park. The workshop was led by Ginny Santos from Neole. It gave members an opportunity to make meaningful connections with each other since we have had new members over the last few years. Ginny led the group in 3D modeling activities to discuss what DART’s vision is, how members could contribute to the committee moving forward and members worked through a team development activity by taking a team approach to a complex scenario. A report was provided to the Committee.</li> <li>• CDVS trained 7 new crisis responders to provide direct service to victims of crime and tragic circumstances including victims of IPV. They also participated in 8 community outreach events &amp; presentations highlighting community partnerships and local services.</li> <li>• CDVS staff participated in the following virtual trainings:             <ul style="list-style-type: none"> <li>◦ Gender-Based Violence in the Lives of Muslim Women in Canada.</li> <li>◦ Lessons Learned from the Nova Scotia Mass Casualty.</li> <li>◦ Information sharing and collaboration across services to improve safety.</li> <li>◦ Women’s Impressions of Counselling for Intimate Partner Violence.</li> <li>◦ Supporting Sexual Assault Survivors After a Not-Guilty Verdict or Mistrial.</li> <li>◦ Changing Outcomes for Women Experiencing Homelessness &amp; Engaged in Survival Sex Work.</li> <li>◦ Partnering with Media for Change: Disrupting Harmful Narratives on GBV.</li> <li>◦ Integrating Culturally Sensitive Care in African, Caribbean &amp; Black Service Delivery.</li> <li>◦ Keira’s Legacy of Hope: Judicial Training on Family Violence.</li> <li>◦ Helping the Helpers: A Trauma-Informed Approach to Supervision.</li> <li>◦ Elder Abuse &amp; Financial Abuse Prevention in LGBTQI+ Communities.</li> <li>◦ The Healing Power of Our Stories with Brittany Snow, Jaspre Guest and David Kessler.</li> <li>◦ Compassionate Community Care: Supporting Seniors and Vulnerable Persons.</li> <li>◦ Older People and Housing Insecurity.</li> </ul> </li> <li>• CDVS participated in numerous community outreach events &amp; presentations highlighting community partnerships and local services. In particular, Senior Frauds &amp; Scams presentations occurred throughout Dufferin County with more than 95% of seniors who attended feeling better equipped to identify or deal with Frauds or Scams after the presentation.</li> </ul>

# MUNICIPAL COLLABORATION

**Partners:** Amaranth, East Garafraxa, Grand Valley, Melancthon, Mono, Mulmur, Orangeville, Shelburne

## 2023 Areas of Focus:

1. Staff awareness and training.
2. Community awareness and intervention.

## 2023 Updates:

### Mental Health and Well-being

#### Amaranth

- We co-hosted the International Plowing Match, an event that promotes community engagement and well-being.
- Employees are offered access to mental health professionals, stress management programs, and wellness initiatives designed to promote a healthy work-life balance.

#### East Garafraxa

- Partners with the Orton Community Association (Charity) as a funder for activities they promote through their facility.

#### Grand Valley

- Seniors Recreation Programming expansion project.
- New ball diamond construction for organized sports for children, families.

#### Melancthon

- Implemented temporary shutdowns and closures to ensure staff receive uninterrupted break periods and have the ability to partake in team bonding. Continue to have Staff meetings every morning before we start our day. Continue to close Fridays for the month of August, including the Friday before Labour Day (if it happens to fall in September).
- Purchased HR Downloads with hopes of implementing mental health and well-being sessions for staff.

#### Mulmur

- Afternoon Walking Videos.
- Community Recreation (pickleball, Tai-Chi, cards and conversations activity, woodworking group).
- Review of HR policies.

#### Orangeville

- Joint Health and Safety Committee along with Human Resources provided printed material and seminars to staff dealing with mental health and well-being.

#### Shelburne

- Staff attended mandatory "Mental Health in the Workplace" training.
- Staff and Council will attend various sessions on this topic at a number of professional organizational seminars throughout the year, including such organizations as AMO (Associations of Municipalities of Ontario)
- The benefits program for staff includes access to a range of supports for mental health and wellbeing, regular bulletins are provided to staff on what is available i.e. EAP (Employee Assistance Program)
- The Town supports all members of staff who may be experiencing challenges through accommodation where required and to ensure they have the time to manage what they are dealing with.

# MUNICIPAL COLLABORATION

## Housing and Homelessness

### **Amaranth**

- The Township collaborates and donates to local food banks.

### **East Garafraxa**

- Passed a Township initiated by-law to allow Additional Dwelling Units as of right removing barriers requiring a zoning amendment.

### **Grand Valley**

- Updated growth plan to accommodate more development, more housing, more employment.

### **Melancthon**

- In the beginning stages of implementing an “Additional Residential Units” (ARU) By-law. The policy will aim to permit up to three ARUs per lot in the Township.

### **Mulmur**

- Monitored Provincial policy development
- Attended Housing and Homelessness sessions/workshops
- Advanced Draft Plan of Subdivision, including multi-residential component.

### **Orangeville**

- Homelessness Task Force Committee met 8 times to discuss issues for those unhoused. The Town also implemented warming/cooling centres.

### **Shelburne**

- In 2023 and 2024 the community grants program placed a high priority on food insecurity and the needs of those who are dealing with housing challenges. A significant portion of funding was devoted by Council to supporting organizations in these service areas, including local food banks.
- The Town was among many municipalities to formally support the policies of AMO regarding the need for the province to better support and fund homelessness with significant capital funding provided.
- The Town has attended a number of sessions on this issue to determine what role we can play in this important service area.
- The Town’s planning and development is based on supporting housing diversification and intensification to allow more affordable housing to be built where the developer chooses to provide this housing option.
- Through the assessment that is derived from the Town of Shelburne to the County we are indirectly supporting and funding all initiatives of the County of Dufferin.
- Council serves as the board for Fiddleville Non-profit housing and the housing units predominantly support income challenged residents.

### **Multiple Municipalities**

- Food drive competition amongst municipalities.

# MUNICIPAL COLLABORATION

## Substance Use and Addiction

### Amaranth

- The Township has a needle deposit program to reduce harm and connect individuals to treatment resources.
- Employees are offered access to addiction treatment services and counseling through a comprehensive benefits package.

### Orangeville

- This topic was covered in the Homelessness Task Force as we dealt with many organizations throughout the Town offering assistance for substance use and addiction. The Town was equipped with cards to hand out to those in crisis. These cards provided contact information for various organizations to assist.

### Shelburne

- The Town's role is limited to the staff training and information provided on these topics. One example is Sharps Training.
- The Town will share information with the public from various charities and not for profits during their campaigns or educational initiatives on Substance Use and Addiction and we will also share applicable information from the OPP Central Detachment.
- Staff were trained on Naloxone use.

## Discrimination, Marginalization, and Racism

### Amaranth

- Regular training is provided to staff where anti-discrimination policies are reviewed and updated.
- The Township participates in flag raising ceremonies and official proclamations such as Pride and Multiculturalism.

### East Garafraxa

- Contributes to funding for multicultural organization.
- Partners with Community Living Dufferin on removing financial barriers by rebating some of their property taxes.

### Melancthon

- Conducted an annual review/update of workplace policies.
- The Township participates in Flag Raisings for Black History Month, Pride Month, Multiculturalism Day and National Truth and Reconciliation Day.

### Orangeville

- DEI Committee met 6 times to discuss topics/issues arising in our community and gathering solutions.

### Shelburne

- The Town has a DEI Committee that is very active and has a significant budget. Committee representation includes three members of Council, which reflects the priority placed on DEI. The committee meets monthly. Community events led or supported by DEI include:
  - Black History Month (February).
  - National Day for Truth and Reconciliation and Orange Shirt Day.
  - Attendance at other community events to share DEI work, for example attending faith-based seminars or events in Shelburne, will be attending Fridays in the Park series starting June 2024 and are scheduled to be at Canada Day 2024 among other 2024 events.
- In 2023 accessibility was added to the DEI committee portfolio and they have initiated a range of new projects to support accessibility including how to make more downtown businesses accessible.

# MUNICIPAL COLLABORATION

- Staff training regularly and annually includes a variety of sessions virtual or in person within this area for example:
  - Workplace Diversity and Inclusion Training.
  - Embracing Gender and Sexual Diversity Training.
  - AODA Customer Service Standards Training.
  - Workplace Violence and Harassment Refresher Training.
  - Unconscious Bias Training for All Audiences.
  - Workplace Sensitivity Training for Employees.
- The Town is a member of Canadian Centre for Diversity and Inclusion (CCDI) and staff and Council will attend various sessions and educational opportunities provided by this organization.
- The Town makes proclamations as well as having flags raised to recognize a wide range of special days and events. A full listing is provided on the Shelburne.ca website. A few examples are:
  - Pride month.
  - Black History month.
  - [Human Trafficking Awareness](#).
  - Unity in Diversity.
- The Town completed our Parks and Recreation Master Plan, and the capital projects reflect an evolution in supporting and responding to the needs of a diversified community.
- The Town shares information, daily to weekly (Approximately 15 or more a month), via social media platforms (Facebook, Instagram, X and LinkedIn) to raise awareness on diversity of initiatives to promote multiculturalism.

## Community Safety and Violence Prevention

### Amaranth

- The Township has partnered with Commissionaires to enhance our neighbourhood by-law enforcement.
- The Township has enhanced our policing efforts through radar monitoring.

### Mulmur

- Reviewed Health and Safety Policies and department needs.
- Council made decision to enter WSIB Excellence program.

### Melancthon

- The Township has enhanced our policing efforts with additional funding added to the 2024 Budget for Paid Duty Policing.
- The Township hosted a Town Hall Meeting in April 2024 on Public and Road Safety.

### Orangeville

- Conducted ongoing work with the OPP who also have a crisis response team who accompanies them to calls, etc.

### Shelburne

- The Town is policed by the OPP and information they issue is regularly shared via social media.
- The Mayor and Council will also issue statements on specific community incidents.
- The Town recently completed a significant review of speed limits and traffic safety and traffic calming. All town roads with a few exceptions are 40km.
- The Town is also investigating automated speed enforcement.
- The Town regularly shares information on Emergency planning for your home and family including fire evacuation strategies for each home.

# WHERE WE ARE GOING



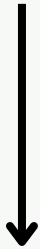
## **Data and Asset Mapping**

- Local Data Dive - local data is being collected to guide the next CSWB Plan.



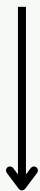
## **Community Engagement**

- 2023 Community Survey - Residents completed a survey in late 2023 and early 2024. This will help evaluate progress on the 2021-2024 Plan in its final year and provide some guidance for the 2025-2028 plan.



## **Sensemaking and Plan Development**

- Data Sensemaking - work is underway to examine and make sense of data at the Integration Table.
- Guiding the next Plan - The Integration Table will review all of the data and information that will be collected and identify areas of focus for the next plan.



## **Dufferin Community Safety and Well-being Plan 2025-2028**

- Another four-year plan will be adopted with the completion of the 2021-2024 plan.
- A structure has been established to lead the implementation of the plan, which leverages the use of existing tables in Dufferin, and ensures that there is an integrated response.

# ACKNOWLEDGEMENTS

Community Safety and Well-Being is a comprehensive subject. Our community requires ongoing collaboration, information sharing, and performance measurement by many to be successful.

We are grateful for the individuals, partners, and service providers dedicated to this work. We appreciate your commitment. In particular we would like to recognize partners from CSWB Lead Tables, and the Integration Table:

- Alzheimer Society of Dufferin County
- Caledon-Dufferin Victim Services
- Canadian Mental Health Association (CMHA) - Peel Dufferin
- Community Living Dufferin
- County of Dufferin
- DC MOVES
- DCEC
- Diversity Equity Inclusion Community Advisory Committee
- Dufferin Area Family Health Team (DAFHT)
- Dufferin Caledon Domestic Assault Review Team (DART)
- Dufferin Child and Family Services (DCAFS)
- Dufferin Community Foundation
- Dufferin Situation Table
- Family Transition Place (FTP)
- Headwaters Communities in Action (HCIA)
- Hills of Headwaters Ontario Health Team (HOH OHT)
- Ontario Provincial Police (OPP) Dufferin
- Probation and Parole
- Services and Housing in the Province (SHIP)
- White Owl Native Ancestry Association

We would also like to thank our municipal partners:





# APPENDIX - GLOSSARY OF TERMS

CHHAP	Chronic Homeless Housing Allowance Program - ongoing financial supplement paid by the County to the landlord or eligible renter (from the BNL) to help them offset rental costs.
Chronic Homelessness	Refers to individuals who are currently experiencing homelessness AND who meet at least 1 of the following criteria: <ul style="list-style-type: none"> <li>• they have a total of at least 6 months (180 days) of homelessness over the past year.</li> <li>• they have recurrent experiences of homelessness over the past 3 years, with a cumulative duration of at least 18 months (546 days).</li> </ul>
CMHA	Canadian Mental Health Association (Peel-Dufferin)
COHB	Canada-Ontario Housing Benefit
Comprehensive Police Services Act, 2019	Is a law in the province of Ontario that brought a number of reforms to policing in the province. It mandates that every municipality across Ontario must have prepared and adopted a Community Safety and Well-being Plan by July 2021
CDVS	Caledon/Dufferin Victim Services
CSWB	Community Safety and Well-being
DAFHT	Dufferin Area Family Health Team
DART	Domestic Assault Review Team
DCAFS	Dufferin Children and Family Services
DCEC	Dufferin County Equity Collaborative
DC MOVES	Dufferin County - Managing Organizing Validating Engagement Strategy
DEI	Diversity, Equity and Inclusion
DEICAC	Diversity, Equity, and Inclusion Community Advisory Committee
FTP	Family Transition Place
HCIA	Headwaters Communities in Action
HOHC	Hills of Headwaters Collaborative

# APPENDIX - GLOSSARY OF TERMS

IT	Integration Table - A cross-sectoral table which will ensure a proactive, balanced and collaborative response across the five priority areas. This table works to ensure an integrated response to community safety and well-being which leverages.
IPV	Intimate Partner Violence
Lead Table	An existing planning table that is leading the implementation of strategies and actions in each of the five priority areas.
MH&ADD	Mental Health and Addictions
OHT	Ontario Health Team
OPHI	Ontario Priorities Housing Initiative (Housing Allowance Program)
OPP	Ontario Provincial Police
Outcomes	Actions and/or behaviour changes that contribute to overall goals.
SHIP	Services and Housing in the Province
SP	The Survivor Panel; a panel of survivors that works in collaboration with the Community Safety and Violence Prevention table.

From : Terry and Ellowene Bolton

To: The Council of The Township of Melancthon

Re: Request to purchase Township property Part of Lot 13  
Concession 4 N.E.

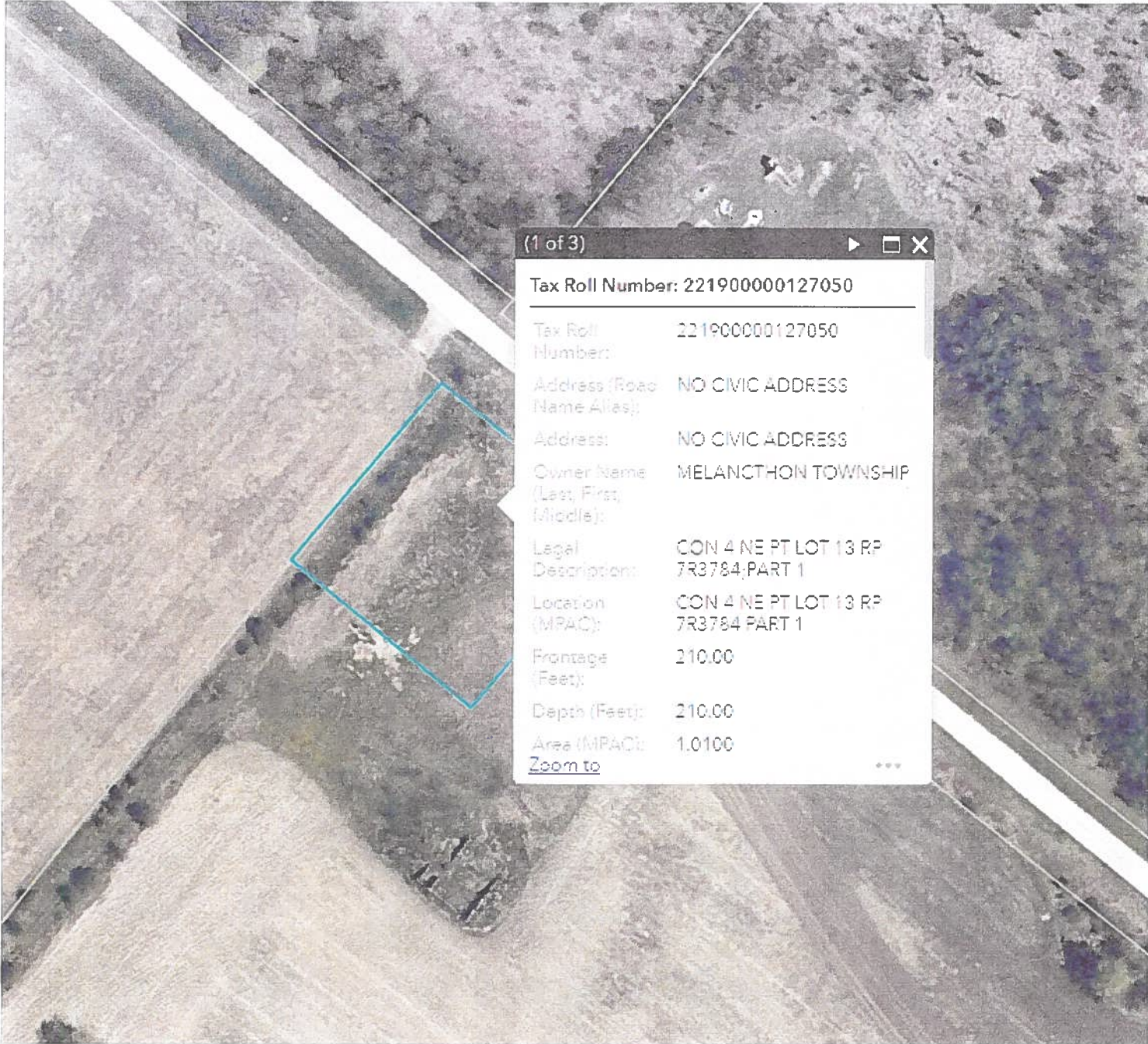
This property has a frontage of 210 feet and a depth of 210 feet  
It has an old barn foundation on it which we would like to clean up  
and we would like to build a house on it. This property borders my  
farm on the north side. Please consider our request and let me  
know how much is needed to purchase this lot. Thank you.

Note: See attached description

signed

Terry & Ellowene Bolton





(1 of 3) [Navigation icons]

**Tax Roll Number: 221900000127050**

Tax Roll Number:	221900000127050
Address (Road Name/Alley):	NO CIVIC ADDRESS
Address:	NO CIVIC ADDRESS
Owner Name (Last, First, Middle):	MELANCTHON TOWNSHIP
Legal Description:	CON 4 NE PT LOT 13 RP 7R3784;PART 1
Location (MPAC):	CON 4 NE PT LOT 13 RP 7R3784 PART 1
Frontage (Feet):	210.00
Depth (Feet):	210.00
Area (MPAC):	1.0100
Zoom to	...

## Denise Holmes

---

**From:** Tracey Atkinson <tatkinson@mulmur.ca>  
**Sent:** Tuesday, August 6, 2024 10:34 AM  
**To:** Denise Holmes  
**Subject:** RE: NDCC Agreement - Renewal

Hello Denise,

Thank you for providing an update from Melancthon Council's regarding the NDCC agreement. I will include your letter in our September 4<sup>th</sup> closed Council Agenda package.

I understand that Melancthon Council would consider capital costs individually. Given the timing of the ice floor replacement and that the agreement has historically contained an operational and capital component, would Melancthon be able to share what they are able to commit to contribute to the ice floor replacement so that I can include that in the Mulmur closed session agenda package?

Thank you in advance.

Sincerely,

**Tracey Atkinson, BES MCIP RPP Dipl M.M.** | CAO | Clerk | Planner  
*Township of Mulmur | 758070 2nd Line E Mulmur, ON L9V 0G8*  
*Phone 705-466-3341 ext. 222 | Fax 705-466-2922 | [tatkinson@mulmur.ca](mailto:tatkinson@mulmur.ca)*

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**From:** Denise Holmes <[dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca)>  
**Sent:** Friday, July 19, 2024 4:23 PM  
**To:** Tracey Atkinson <[tatkinson@mulmur.ca](mailto:tatkinson@mulmur.ca)>  
**Subject:** NDCC Agreement - Renewal

Hi Tracey,

Please see attached letter.

Thank you.

Kind regards,  
Denise Holmes



Denise B. Holmes, AMCT | Chief Administrative Officer/Clerk | Township of Melancthon | [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca) | PH: 519-925-5525 ext 101 | FX: 519-925-1110 | [www.melancthontownship.ca](http://www.melancthontownship.ca) |

**The Administration Office will be open to the public Monday to Friday from 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m. There will be no public access between 12:00 p.m. to 1:00 p.m. as the Office will be closed.**

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2024 -2029

# TOWNSHIP OF MELANCTHON

## Strategic Plan



Presented by  
**Town Hall Consulting Inc.**

GB 17.4.2  
SEPT 5 2024

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# Executive Summary

The Township of Melancthon's Strategic Plan charts a visionary course for our rural community, centred on the core belief that we must provide opportunities that endure for both present and future generations. Guided by our vision of being a **vibrant and sustainable rural community**, the plan is underpinned by a robust mission to **support a progressive community** by providing quality services that enrich the lives of our residents.

This strategic blueprint was meticulously crafted in partnership with the Township's Council and Staff, who carefully integrated extensive community feedback garnered through open houses and online engagement. This inclusive approach ensures that the voices and aspirations of our residents shape every facet of our strategic priorities.

Key priority areas include:

- **Community Vitality & Recreation** - Enhancing the quality of life for residents through accessible recreational opportunities and community-building initiatives.
- **Infrastructure** - Investing in and maintaining essential infrastructure to support the Township's growth and sustainability.
- **Road Safety** - Ensuring the safety of our roadways for all users through strategic improvements and proactive measures.
- **Environment** - Promoting environmental stewardship and sustainable practices to protect and preserve our natural resources.
- **Good Governance & Organizational Management** - Strengthening governance practices and optimizing organizational management to deliver efficient and effective services.

As we look ahead, this plan not only addresses immediate challenges but also lays a solid foundation for sustainable growth and resilience. It embodies our commitment to transparency, inclusivity, and proactive governance, setting a course that embraces innovation and responsiveness to the evolving needs of our diverse community. Together, we strive towards a future where Melancthon thrives as a model of rural excellence and community well-being.



# Message from the Mayor



It is with great pleasure that I present the 2024-2029 Township of Melancthon Strategic Plan.

The Strategic Plan provides a road map for our future, guiding our decision-making to ensure that the Township fulfills its vision of a vibrant and sustainable rural community for today and tomorrow. The Plan outlines strategic priorities, goals, and initiatives designed to help us achieve our vision throughout the Council term and beyond.

Our goals focus on improving governance and organizational management, planning for the future with sound financial strategies and infrastructure development, and enhancing our processes and human resources to ensure community vitality and economic resilience.

This Strategic Plan sets out the priorities and initiatives that we aim to achieve each year, and the Township will regularly report to residents on our progress. The Strategic Plan is meant to inspire us all to consider how we can collaborate to build a prosperous and sustainable community.

For Council and Township Staff, the Strategic Plan will be a vital tool for setting priorities, making decisions, and managing operations throughout this term of Council and beyond. As we move forward with implementing the plan, Township departments will develop and execute work plans to achieve our goals.

We all take immense pride in our community, and we look forward to implementing the Strategic Plan with and for the residents and businesses of Melancthon.



# Mission and Vision

## Vision

A vibrant & sustainable rural community for  
today and tomorrow

# Mission and Vision

## Mission

To support a progressive community by providing quality services that enrich the lives of our residents



# Values

Service Oriented - Accountability - Integrity - Respect - Teamwork



## Service-Oriented

A dedicated focus on delivering efficient, accessible, and sustainable services that prioritize and enhance the well-being of the community.



## Accountability

Taking responsibility for the actions, decisions, and overall well-being of the community, fostering a culture of responsiveness, continuous improvement, and transparent governance.



## Integrity

The commitment to upholding moral and ethical principles, guiding all community members toward honesty, fairness, and principled decision-making.



## Respect

Embodying a culture that values and honours each individual's contributions within the community through fostering an inclusive and supportive environment where differences are acknowledged, celebrated, and leveraged for collective growth.



## Teamwork

Fostering collaboration, transparent communication, diverse perspectives, and consistent integrity while working towards the sustained well-being of the community.

# Strategic Priorities



The Strategic Plan is our community’s highest level policy document, created to shape and direct strategic decision making for our municipality.

Where should we focus our energy and attention?

The following strategic priorities guide the implementation of the Township of Melancthon's Strategic Plan. We believe these focus areas are critical to our success. Under each priority, we have identified key initiatives that are targeted for implementation over the course of 2024-2029. Every action that the municipality is committed to is organized under one of the pillars for change.



# Community Vitality & Recreation

## FOSTER COMMUNITY UNITY

- Organize engaging community events and programming

## STRENGTHEN PUBLIC ENGAGEMENT

- Conduct regular Town Hall meetings and surveys

## IDENTIFY GROWTH AREAS AND POTENTIAL SERVICING FOR MIXED HOUSING

- Initiate discussions with neighbouring municipalities to develop a plan for mixed housing with services
- Conduct a thorough analysis of current land use and zoning regulations to identify potential growth areas
- Engage with local stakeholders such as developers, planners, and community groups for input and feedback

## ENHANCE RECREATIONAL OPPORTUNITIES

- Organize a charity run along the rail trail
- Establish community sports leagues for various age groups and interests

## IMPROVE ACCESSIBILITY OF SERVICES

- Provide transportation options for seniors
- Enhance sidewalk infrastructure for better accessibility
- Develop social programs for community engagement





# Infrastructure

## IMPROVE ROAD NETWORKS (PAVED & UNPAVED)

- Conduct a Road Rationalization Study

## ENSURE BRIDGE MAINTENANCE

- Conduct a bi-annual Bridge Study

## STANDARDIZE BUILDINGS & ASSETS TO GREEN STANDARDS

- Conduct an evaluation study

## INCREASE AFFORDABLE HOUSING

- Develop a strategy for increased affordable housing

## REVIEW CURRENT STATUS OF LIBRARIES

- Conduct a review study and potential implementation



# Road Safety

## IMPROVE POLICING AND SUSTAINABILITY OF OPP DETACHMENT

- Increase recruitment efforts for trained traffic officers
- Conduct public education campaigns on safe driving practices
- Implement community policing programs to engage with communities

## EDUCATE THE PUBLIC TO REDUCE ACCIDENTS AND SPEEDING

- Launch targeted road safety education campaigns

## ENHANCE DATA COLLECTION FOR ROAD SAFETY ANALYSIS

- Collect data from various sources including Black Cat data, Radar signs, and Police Services Board data

## ADVOCATE FOR IMPROVED SAFETY MEASURES FOR THE MENNONITE COMMUNITY

- Collaborate with relevant authorities to establish and enforce road safety policies

## IMPLEMENT INNOVATIVE SOLUTIONS FOR ROAD SAFETY

- Explore and implement innovative traffic control measures (e.g., roundabouts, rumble strips)



# Environment

## IMPLEMENT SOLAR & ELECTRIC INITIATIVES

- Solar Panels on municipal buildings
- Implement study for introduction of electric fleet
- Replace street lighting with solar lighting
- Evaluate energy efficiency and change equipment accordingly

## IMPLEMENT EFFECTIVE HAZARDOUS ELECTRONIC WASTE REMOVAL

- Collaborate with County on new solutions
- Introduce mobile waste unit
- Provide incentive for recycling e-waste

## ENHANCE COLLABORATION WITH CONSERVATION AUTHORITIES

- Establish communication channels for open & efficient collaboration

## PROTECT OUR WATER

- Advocate with outside Boards & Agencies
- Lobby for funding and resources



# Good Governance & Organizational Management

## STRONG FINANCES

- Increase reserves through strategic financial planning
- Negotiate turbine contracts for additional revenue
- Renegotiate contracts with municipal partners
- Pursue additional grant opportunities

## UPDATE BY-LAWS

- Review and update existing By-laws
- Eliminate duplication and clarify regulations
- Provide clear guidance and direction to By-law officers

## ENHANCE COMMUNICATION

- Conduct Town Hall meetings, surveys, and regular newsletters
- Facilitate regular updates and communication between Council and Staff
- Implement transparent communication practices

## BUILD ORGANIZATIONAL CAPACITY

- Hire summer students, offer internships, and cooperative programs
- Provide professional learning and development opportunities



# Good Governance & Organizational Management

## SUCCESSION PLANNING AND STAFF DEVELOPMENT

- Implement comprehensive training programs for Staff
- Add one more Staff member to critical areas

## IMPROVE OPERATIONAL EFFICIENCY AND SUSTAINABILITY

- Conduct a thorough review to identify areas of duplication and inefficiency
- Implement sustainable practices for libraries, fire services, etc.

## ENHANCE CUSTOMER SERVICE

- Streamline processes and reduce red tape

## DIGITIZATION OF FILES

- Seek grants for digitization projects
- Issue RFQs to select a company for digitization services



## Denise Holmes

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**From:** Denise Holmes  
**Sent:** Wednesday, July 10, 2024 9:40 AM  
**To:** Denise Holmes  
**Subject:** County of Dufferin Economic Development Strategy

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**From:** Yaw Ennin <yennin@dufferincounty.ca>  
**Sent:** Tuesday, July 9, 2024 8:41 PM  
**To:** Denise Holmes <dholmes@melancthontownship.ca>  
**Subject:** RE: Follow up

Hi Denise,

Thanks for the follow up. To confirm, I was hoping you would be able to pose a couple of questions to your Council and provide a summary of their responses. The questions are as follows:

1. What does a successful and thriving Melancthon look like in 10 years?
2. What are the tangible and intangible assets in our community that can leveraged?
3. What needs to be in place to achieve this 10-year vision?
  - Which of these would need to be prioritized (3-5 maximum)

Happy to provide further clarification if needed.

Regards,

**Yaw Ennin, Manager | Economic Development | County of Dufferin**

Phone: 519-942-7131 | [yennin@dufferincounty.ca](mailto:yennin@dufferincounty.ca) | 30 Centre Street, Orangeville, ON L9W 2X1

[DufferinCounty.ca](http://DufferinCounty.ca) | [JoininDufferin](http://JoininDufferin) | [DufferinMuseum.com](http://DufferinMuseum.com)



The Corporation of

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

**NOTICE OF STATUTORY PUBLIC MEETING  
ZONING BY-LAW AMENDMENT**

**RECEIPT OF COMPLETE APPLICATION**

**TAKE NOTICE** that the Township of Melancthon has received a complete application for a Zoning By-law Amendment for the lands legally described as the Part Lot 30, Concession 9 NE and Part Lot 30, Concession 9 NE, RP-7R1182 Part 2 and municipally referred to as 318469 8<sup>th</sup> Line NE and 824396 Melancthon-Osprey Townline, Melancthon, respectively.

**AND PURSUANT** to Section 34 of the *Planning Act*, the application file is available for review at the Municipal Office. Please visit the Township's website or contact the Clerk to arrange to review this file.

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

**DATE AND LOCATION OF PUBLIC MEETING**

*Date and Time*                      Thursday, September 5<sup>th</sup>, 2024, at 5:30 p.m.  
*Location*                              Council Chambers – 157101 Highway 10 or Virtual via Zoom

If you wish to attend virtually, please email the Clerk prior to the day of the public meeting so you can be provided with the link to the meeting.

**THE PURPOSE** of the application is to rezone the lands under Zoning By-law 12-1979, as amended, to recognize updated *Open Space (OS2)* and *Agriculture (A1)* mapping, as per Consent Application B8/2021.

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

A key map has been appended (see *Appendix A*) that identifies the lands that are subject to the Zoning By-law Amendment application.

Additional information and materials regarding the proposed Zoning By-law Amendment application are available for review by contacting the Township office by telephone at 519-925-5525, by email to the Clerk at [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca), or by visiting the Township office located at 157101 Highway 10, Melancthon, ON during regular business hours Monday – Friday, 8:30 a.m. – 4:30 p.m. (the Office is closed between 12:00 p.m. and 1:00 p.m.).

**IF YOU WISH TO BE NOTIFIED** of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed amendment, you must submit a written request to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6, email - [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca).

If a person or public body does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendments are approved, the person or public body is not entitled to appeal the decision of Council to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written



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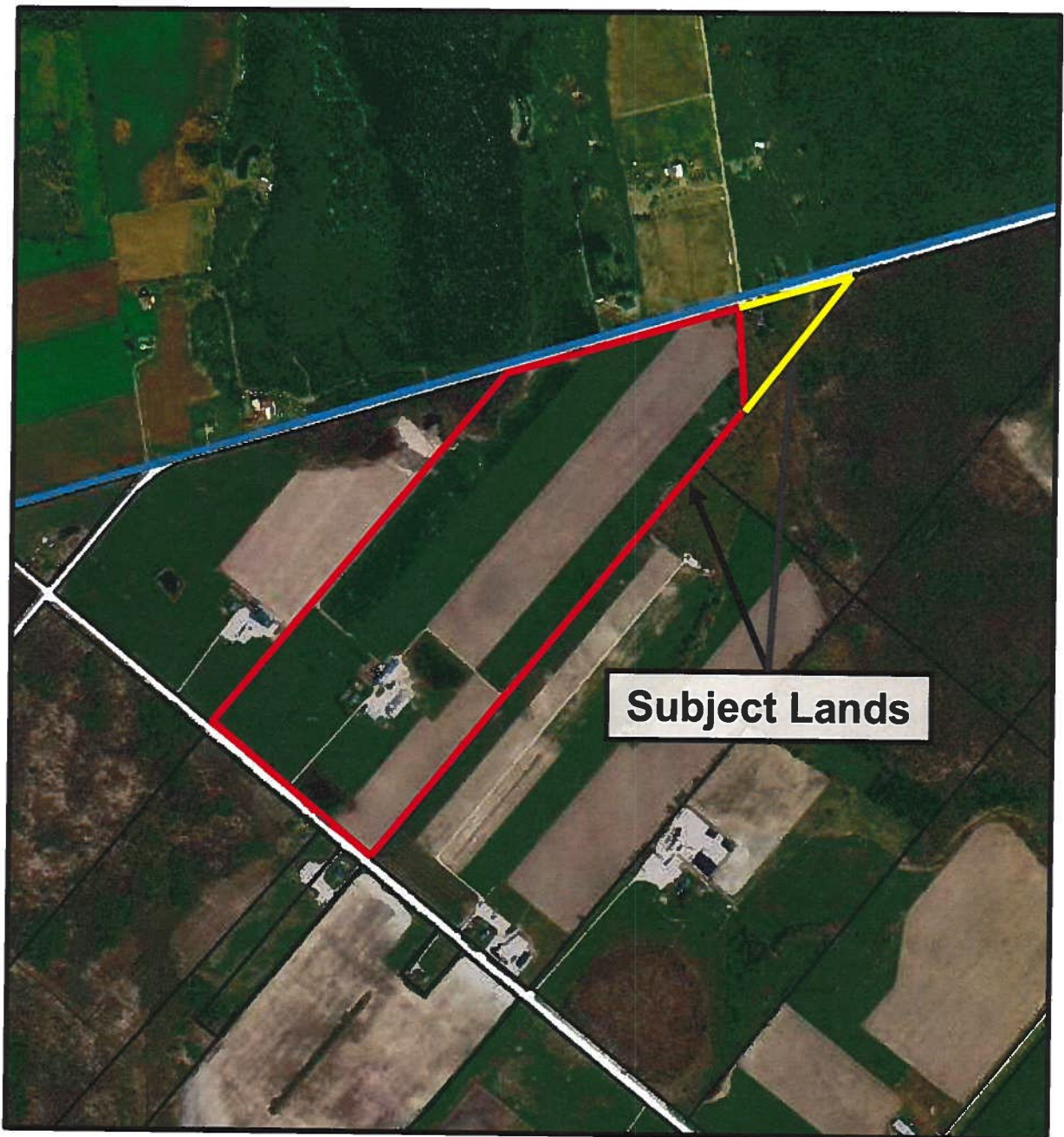
submissions to Council before the proposed amendments are approved, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Mailing Date of this Notice: Wednesday, August 14<sup>th</sup>, 2024

A handwritten signature in black ink, appearing to read 'Denise B. Holmes'.

**Denise B. Holmes, AMCT**  
CAO/Clerk  
Township of Melancthon

**Appendix A – Lands Subject to Zoning By-law Amendment Application**







The Corporation of  
**THE TOWNSHIP OF MELANCTHON**  
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## MEMORANDUM

**To:** Mayor White and Members of Council

**Copy:** Ms. Denise Holmes, CAO/Clerk

**From:** Liam Morgan, Development Planner

**Date:** September 5<sup>th</sup>, 2024

**Re:** Planning Report – Zoning By-law Amendment – 318469 8<sup>th</sup> Line NE and 824396 Melancthon-Osprey Townline

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### 1.0 RECOMMENDATIONS

That Planning Report – Zoning By-law Amendment – 318469 8<sup>th</sup> Line NE and 824396 Melancthon-Osprey Townline be received;

And that Zoning By-law Amendment Application – 318469 8<sup>th</sup> Line NE 824396 Melancthon-Osprey Townline be **APPROVED**.

### 2.0 BACKGROUND

The Township received an application from Loft Planning (herein referred to as the 'Applicant') on behalf of Anson and Salinda Martin (herein referred to as the 'Owner') seeking an amendment to the Township Zoning By-law 12-1979. The proposed amendment is a condition of approval for a previously submitted, and subsequently Council approved, consent to sever (File #: B8-2021). The application seeks to rezone the subject lands to implement the updated *Open Space Conservation (OS2)* and *General Agriculture (A1)* mapping that was established under the consent application and further supported by the Environmental Impact Study (EIS).

In 2021, a pre-consultation was conducted between the owner and previous Township Planning staff, which was then subsequently followed up by a consent application. The application was brought forth to the Committee of Adjustment (herein referred to as the 'Committee') on December 9<sup>th</sup>, 2021, with a recommendation that the application be deferred until an EIS delineating and reviewing the wetland feature on the subject lands was completed.



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This recommendation was accepted by the Committee, and, on January 4<sup>th</sup>, 2024, the applicant resubmitted the consent application to Township staff. The application was brought forth by Township Planning staff to the Committee on May 16<sup>th</sup>, 2024, where it was subsequently approved subject to the submission of a Zoning By-law amendment application to implement the appropriate zones as determined by the EIS. On June 13<sup>th</sup>, 2024, the applicant submitted the Zoning By-law amendment application, and a complete application memorandum was issued by Township Planning staff on June 25<sup>th</sup>, 2024. A circulation of the submitted materials for comments by internal and external agencies was conducted by Township of Melancthon Planning staff on June 25<sup>th</sup>, 2024. To date, comments have been received from four agencies, which are further outlined in section 8.0.

The purpose of the following report is to provide Council with a recommendation on whether the proposed zoning by-law amendment application should be approved or denied. It is the aim of this report to provide Council with a detailed analysis of the proposed application and determination on whether it in fact represents 'good planning'. Using this report Council will be tasked to conclude if the proposed application should be accepted or refused.

**3.0 DESCRIPTION OF SUBJECT LANDS**

The lands subject to the Zoning By-law amendment application are municipally known as 318469 8<sup>th</sup> Line NE (herein referred to as 'Parcel A') and 824396 Melancthon-Osprey Townline (herein referred to as 'Parcel B') and legally described as Con 9 NE PT Lot 30 and Con 9 NE PT Lot 30 RP 7R1182;Part 2, respectively.

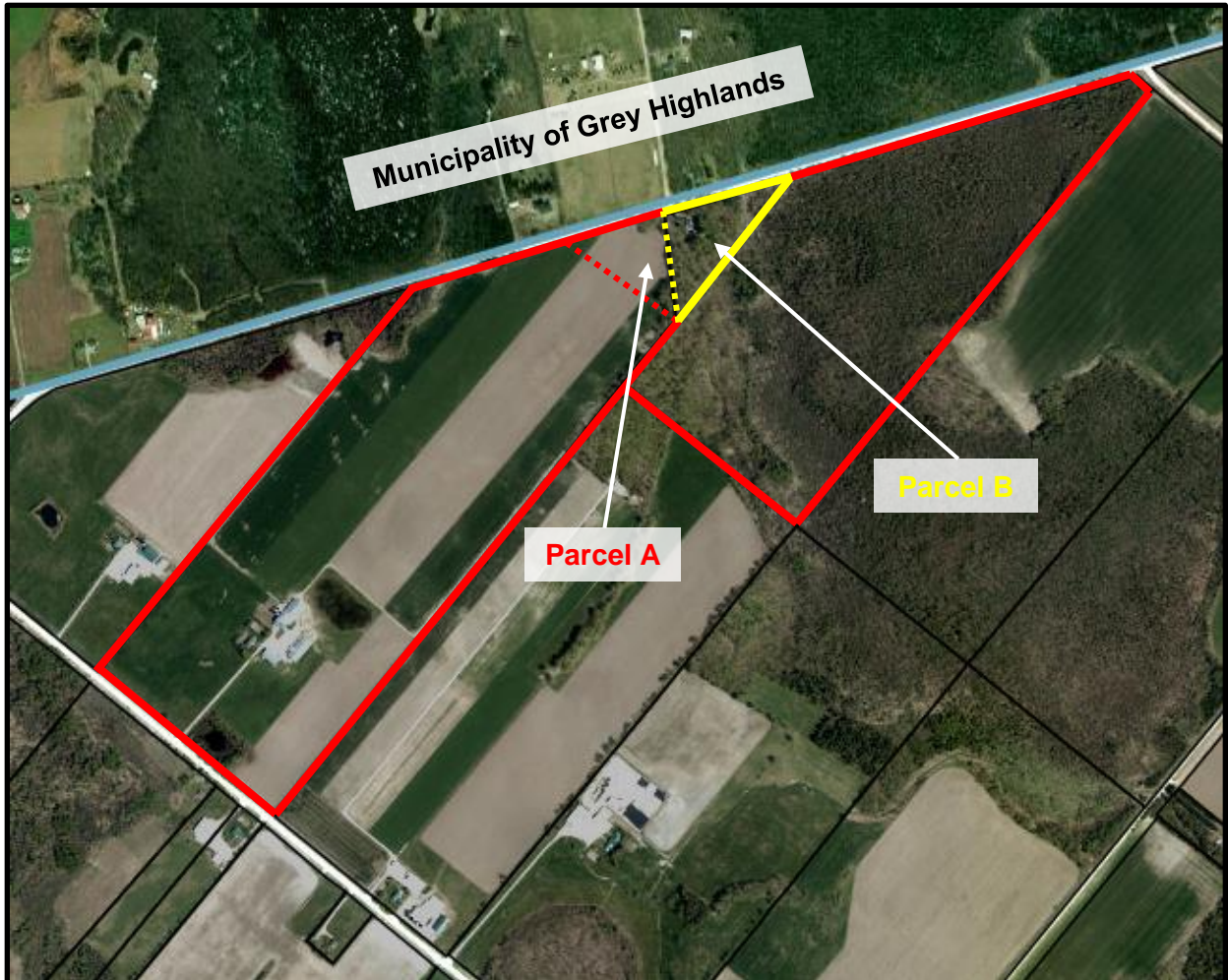
The entirety of the subject lands are approximately 3.9 hectares (9.64 acres) in size, with Parcel A being 1.6 hectares (3.95 acres) and Parcel B being 2.3 hectares (5.68 acres). Both parcels front onto Melancthon-Osprey Townline and have a total lot frontage of approximately 463 metres – Parcel A equating to approximately 222 metres and Parcel B approximately 241 metres. Presently Parcel A is vacant farmland, while Parcel B contains a residential single-family dwelling and vegetation. Surrounding land uses include predominately agricultural land, open space, and single-family detached rural residential homes.

An aerial of the subject lands has been provided for reference below in Figure 1.



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**Figure 1: Aerial of Subject Lands**



#### **4.0 PROPONENT APPLICATION**

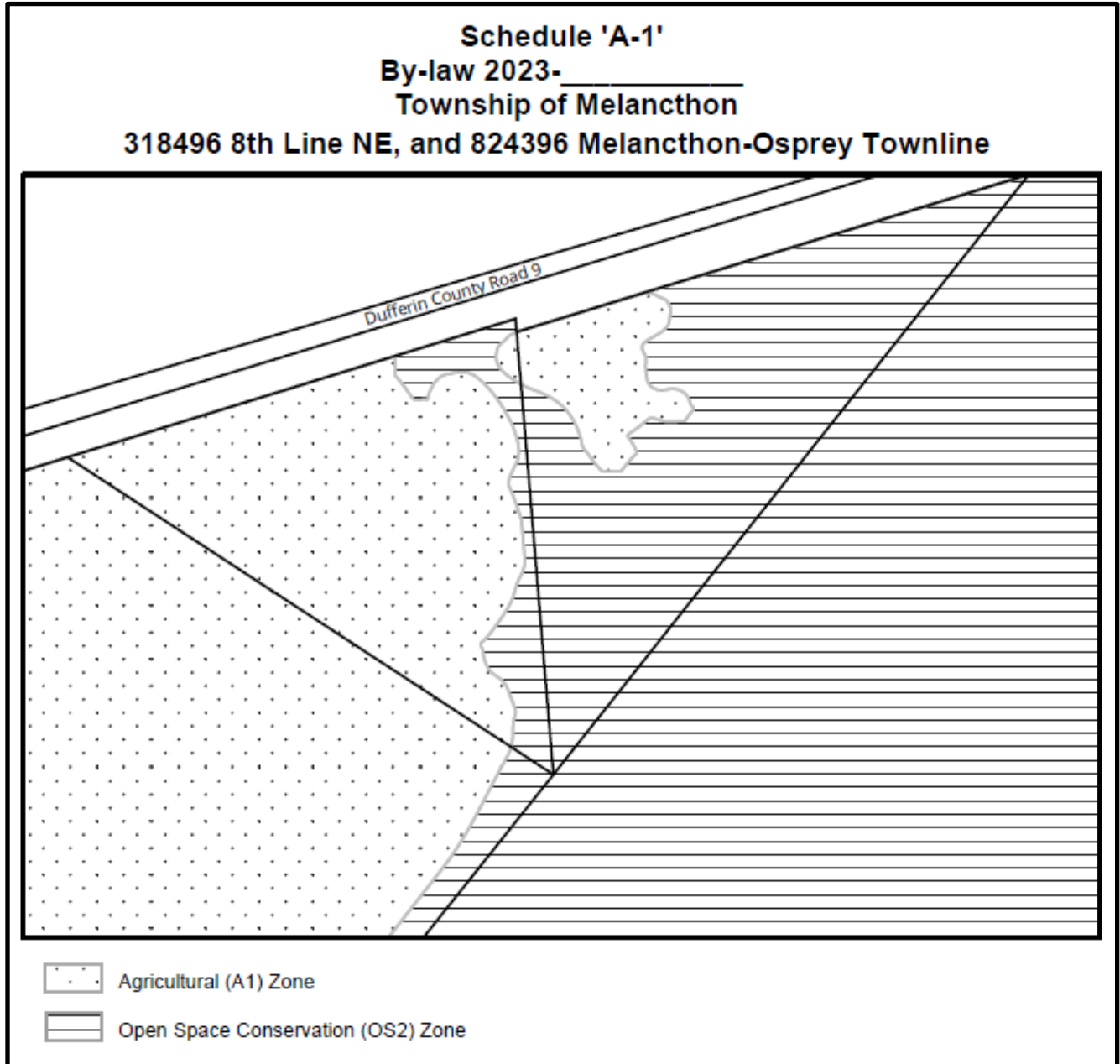
It is the intent of this application to rezone Parcel A and B of the subject lands to address the condition of approval set out under Township Council's approval order for the consent application (B8-2021). As previously discussed in section 2.0, the zoning amendment seeks to rezone the lands *Open Space Conservation (OS2)* and *General Agricultural (A1)* to implement the updated mapping that was brought forth, as well as supported, by the EIS and established by consent application B8-2021.

An illustration of the proposed zoning changes has been provided below in Figure 2.



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**Figure 2: Zoning Changes for Subject Lands**



## 5.0 POLICY OVERVIEW

*Provincial Policy Statement (2020)*



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The Provincial Policy Statement (herein referred to as the 'PPS') provides numerous overarching policies that are of relevance to the proposed zoning by-law amendment application. In *section 1.1.1* of the PPS, it is stated that healthy, liveable and safe communities are sustained by:

- a. Promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term.
- c. Avoiding development and land use patterns which may cause environmental or public health and safety concerns.
- h. Promoting development and land use patterns that conserve biodiversity.

The subject lands specifically fall under the *Prime Agricultural Areas* designation of the PPS. These areas, as per section 2.3.1 of the PPS, shall be protected for long-term use for agriculture. Under subsection 2.3.3.1, permitted uses in *Prime Agricultural Areas* include agricultural uses, agricultural-related uses, and on-farm diversified uses.

There are also several notable natural heritage features located on the subject lands – *woodlands, areas of natural and scientific interest (ANSI), and adjacent provincially significant wetlands*. The PPS, under subsection 2.1.1, states that natural heritage features shall be protected for the long term. In addition, the following subsections of the PPS speak to the developmental capacity of lands with natural heritage features and/or adjacent to lands with natural heritage features.

**Section 2.1.5** – Development and site alteration shall not be permitted in:

- a. *Significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E
- b. *Significant woodlands* in Ecoregions 6E and 7E
- c. *Significant valleylands* in Ecoregions 6E and 7E
- d. *Significant wildlife habitat*
- e. *Significant areas of natural and scientific interest*



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f. *Coastal wetlands* in Ecoregions 5E, 6E and 7E that are not subject to policy 2.1.4(b)

Unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

**Section 2.1.8** – Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

**Section 2.1.9** – Nothing in policy 2.1 is intended to limit the ability of *agricultural uses* to continue.

The zoning by-law amendment seeks to maintain the agricultural intent of the subject lands, while also supporting the natural heritage features located on and adjacent to the subject lands. The applicant had also previously submitted an EIS as part of the consent application, which determined that there was no potential for negative impacts to the existing natural heritage features; therefore, ensuring their long-term protection. It is the opinion of Planning staff that the application conforms with the policies of the PPS.

*A Place to Grow: Growth Plan for the Greater Golden Horseshoe*

The subject lands fall under the *Place to Grow: Growth Plan for the Greater Golden Horseshoe* (herein referred to as the 'Growth Plan') natural heritage system area. Applicable policies to the submitted application include the following:

**Section 4.2.2.3(b)** - the full range of existing and new agricultural uses, agriculture-related uses, on-farm diversified uses, and normal farm practices are permitted. However, new buildings or structures for agricultural uses, agriculture-related uses, or on-farm diversified uses are not subject to policy 4.2.2.3 a) but are subject to the policies in subsections 4.2.3 and 4.2.4.



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**Section 4.2.3(1)** – Outside of settlement areas, development or site alteration is not permitted in key natural heritage features that are part of the *Natural Heritage System for the Growth Plan* or in *key hydrologic features*.

**Section 4.2.4(1)** – Outside settlement areas, a proposal for new development or site alteration within 120 metres of a key natural heritage feature within the *Natural Heritage System for the Growth Plan* or a *key hydrologic feature* will require a natural heritage evaluation or hydrologic evaluation that identifies a vegetation protection zone.

The application at hand does not propose any development or site alteration to the subject lands and, as such, the policies of the Growth Plan are conformed to. Should any future application be brought forth proposing any development or site alteration, Township Planning staff will ensure the policies of the Growth Plan are maintained.

*County of Dufferin Official Plan*

The in-effect County Official Plan (2017) designates the subject lands as *Agricultural*. Permitted uses include agricultural uses, agricultural related-uses, on-farm diversified uses, home occupations, home industries, residential dwellings, forestry, conservation, wildlife and fisheries management, passive recreational uses, watershed management, and flood and erosion control projects.

There are several notable natural heritage features located both on and adjacent to the subject lands under the in-effect County Official Plan including *woodlands, locally significant wetlands, areas of natural and scientific interest, adjacent unevaluated wetlands, and adjacent provincially significant wetlands*. The in-effect County Official Plan provides the following policies as it relates to the aforementioned natural heritage features.

**Section 5.3.1(a)** – No development or site alteration will be permitted within *Provincially Significant Wetlands*.

**Section 5.3.1(c)** – ...Development and site alteration will not be permitted on land adjacent to a *Provincially Significant Wetland*, unless the ecological function of the adjacent land has been evaluated and it has been demonstrated that there will be no



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negative impacts on the natural features or on their ecological functions. For the purposes of this policy, the extent of adjacent land will be defined as 120 metres. An EIS will be required for all development proposals within 120 metres of the *Provincially Significant Wetland*.

**Section 5.3.3** - *Development and site alteration* will not be permitted within or adjacent to ANSI's unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions through the preparation of an EIS.

**Section 5.3.4** – *Development and site alteration* will not be permitted within or *adjacent to significant woodlands* unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions* through the preparation of an *EIS*.

**Section 5.3.6** – Prior to *development or site alteration* within or adjacent to any unevaluated wetland an evaluation will be required to determine its significance. *Development and site alteration* will not be permitted within any unevaluated wetland or locally or regionally significant *wetland or adjacent land* unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions* through the preparation of an *EIS*.

The Council adopted County Official Plan (2024) designates the subject lands as *Prime Agricultural*. Permitted uses under this designation are identical to those under the in-effect County Official Plan (2017). In addition, the Council adopted County Official Plan (2024) maintains all of the natural heritage features designated under the in-effect Official Plan, except that of *areas of natural and scientific interest*, for the subject lands. The policies for each natural heritage feature are also maintained in the Council adopted County Official Plan and, as such, those policies previously mentioned will still apply.

The application seeks to uphold the agricultural nature of the subject lands and protect the existing natural heritage features on the subject lands. As previously mentioned in the PPS section, the EIS illustrated that there is no potential for negative impacts to the existing natural





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heritage features to occur. Based on the above, the application aligns with both the policies under the in-effect (2017) and County Council adopted (2024) Official Plans.

*Township of Melancthon Official Plan*

The subject lands are designated as both *Agricultural* and *Environmental Protection* under the Township Official Plan. Permitted uses under the *Agricultural* designation include, agricultural uses, agricultural-related uses, on-farm diversified uses, farm related tourism, single detached dwellings, wayside pits, and infrastructure. The Official Plan also includes the following policies that are applicable to the application at hand.

**Section 5.2.2(a)** – all types, sizes, and intensities of agricultural uses and normal farm practices...shall be promoted and protected in accordance with provincial standards, the policies of this Plan and the provisions of the implementing zoning by-law.

The permitted uses under the *Environmental Protection* designation include, legally existing uses, low impact and passive recreation uses, forest, wildlife, and fisheries management, essential public watershed management and flood or erosion control works, and essential transportation and utility facilities.

The zoning by-law amendment application complies with the overarching Official Plan designations. In fact, the proposed application seeks to maintain the existing agricultural and environmental nature of the subject lands.

*Township of Melancthon Zoning By-law 12-1979*

The subject lands are zoned as both *General Agricultural (A1)* and *Open Space Conservation (OS2)* under Zoning By-law 12-1979. Permitted uses under the *A1* zone include a farm, kennel, riding stable, nursery or commercial greenhouse, animal hospital, forestry or conservation uses, wayside pit, home occupation, single family detached home, and accessory uses. The *OS2* zone permits conservation uses, a public park, a golf course, a farm, a horticultural nursery, and building or structures to be used for flood or erosion control purposes.



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Though the proposed zoning by-law amendment seeks to revise the zoning on the subject lands, the amendment is relatively minor in nature and, in fact, implements a zoning structure that protects existing natural heritage features and maintains the agricultural nature of the subject lands. In addition, the proposed amendment also leads to a situation whereby there becomes greater alignment between the Township Official Plan and Zoning By-law.

**6.0 POLICY ANALYSIS**

Township Planning staff have undertaken an extensive analysis of the overarching policy regulations associated with subject lands. Staff have determined the following findings as it relates to all overarching planning policies.

- The application complies with the policies, especially those relating to prime agricultural lands and natural heritage features, set out under the PPS 2020.
- The application complies with the natural heritage feature policies outlined in the Growth Plan.
- The application conforms to, as well as maintains the overall intent of, both the in-effect (2017) and Council approved (2024) County Official Plans.
- The application is consistent with the policies under the Township Official Plan.

**7.0 SUMMARY OF TECHNICAL REPORTS SUBMITTED**

The planning consultant has submitted the following technical reports and information to the Township in support of the proposed Zoning By-law amendment:

1. *Application Form – ZBA (Consultant: Loft Planning)*
2. *Deposited R-Plan (Consultant: Van Harten Land Surveyors-Engineers)*
3. *Draft Zoning By-law Amendment (Consultant: Loft Planning)*
4. *Planning Justification Report (Consultant: Loft Planning)*

**8.0 SUMMARY OF COMMENTS RECEIVED**



The Corporation of

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

To date, comments have been provided by four (4) agencies. Those agencies, and a high-level summary of their respective comments, are further outlined below.

*8.1. Township of Melancthon Engineer (RJ Burnside)*

The Township Engineer consultant provided comments on July 16, 2024. They indicated that there appeared to be no impact to roads, drainage, or any other engineering related matters and, ultimately, had no further comments.

*8.2. Nottawasaga Valley Conservation Authority (NVCA)*

NVCA staff submitted comments to the Township Planning department on July 3<sup>rd</sup>, 2024. NVCA staff noted that they had no objections to the proposed Zoning By-law amendment application.

*8.3. Enbridge Gas*

Enbridge Gas provided comments on August 16<sup>th</sup>, 2024. They indicated that they did not object to the proposed application; however, they do reserve the right to amend or remove development conditions.

*8.4. County of Dufferin*

Dufferin County Planning staff circulated comments on July 15<sup>th</sup>, 2024. The comment package provided by the County included comments from building services, public works – engineering division, and the planning division. All three departments had no concerns with the proposed application; however, building services noted that *separate building permit application(s) are required for any proposed building construction.*

**9.0 RECOMMENDATION**

If Council concurs with the conclusion of this report the following recommendation is provided for consideration:

1. *That the application for Zoning By-law Amendment submitted by Loft Planning be received together with this report and **APPROVED** by Township of Melancthon Council.*



The Corporation of

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Prepared by:

A handwritten signature in black ink, appearing to be 'LM'.

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**Liam Morgan**

Development Planner

Township of Melancthon

Approved by:

A handwritten signature in blue ink, appearing to be 'SY'.

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**Silva Yousif**

Senior Planner

Township of Melancthon

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NO. \_\_\_\_\_**

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon as it affects properties known municipally as 318469 8th Line NE and 824396 Melancthon-Osprey Townline, Melancthon Township and legally described as Part Lot 30, Concession 9 NE and Part Lot 30, Concession 9 NE RP 7R1182, Part 2, as shown on attached Schedule "A".

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

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

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

1. That Schedule 'A' to By-law 12-79, as amended, is hereby further amended by changing the zoning on the subject property from the Agriculture (A) Zone and Open Space Conservation (OS2) to the Agriculture (A) and Open Space Conservation (OS2) as shown on Schedule 'A' attached hereto and forming part of this By-law.

This By-law shall come into force and effect in accordance with the provisions and regulations pursuant to Section 34 of the *Planning Act*.

BY-LAW read a first and second time this \_\_\_\_ day of \_\_\_\_, 2024.

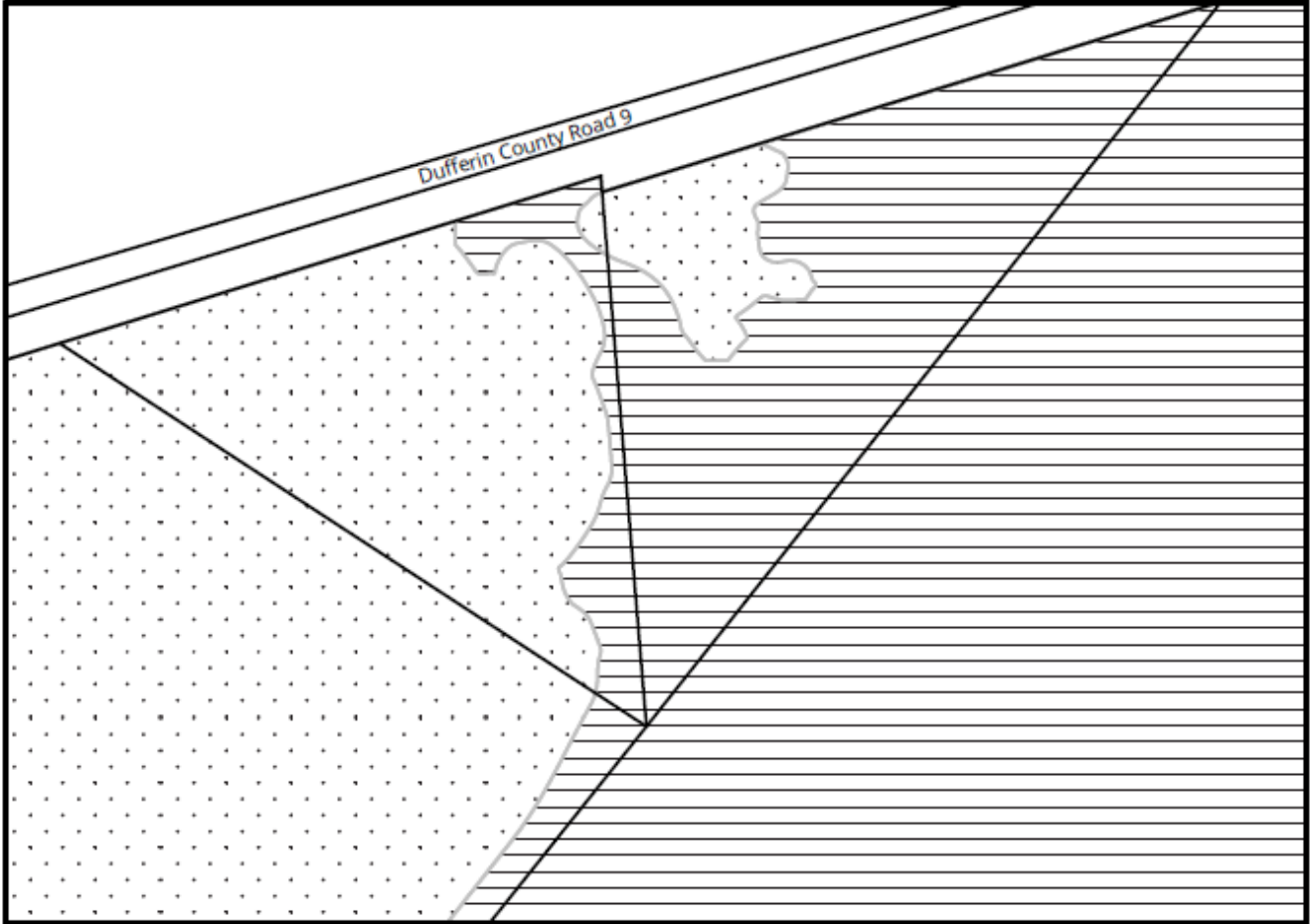
BY-LAW read a third time and finally passed this \_\_\_\_ day of \_\_\_\_, 2024.



\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

SCHEDULE A – LANDS TO BE REZONED

Schedule 'A-1'  
By-law 2023-\_\_\_\_\_  
Township of Melancthon  
318496 8th Line NE, and 824396 Melancthon-Osprey Townline



-  Agricultural (A1) Zone
-  Open Space Conservation (OS2) Zone