



**TOWNSHIP OF MELANCTHON  
HYBRID COUNCIL MEETING  
THURSDAY, JANUARY 16<sup>TH</sup>, 2025 - 5:00 P.M.**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86181086979?pwd=gt3nPqb2uljn32IRkwSfOE7mNdmIlx.1>

Meeting ID: 861 8108 6979

Passcode: 689633

One tap mobile

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- +1 778 907 2071 Canada

Meeting ID: 861 8108 6979

Passcode: 689633

**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 – December 12<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. Other
- 11. Planning**
  1. Applications to Permit
  2. Other
- 12. Strategic Plan**
- 13. Climate Change Initiatives**
- 14. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur**
- 15. Committee/Board Reports & Recommendations**
- 16. Correspondence**

**Board, Committee & Working Group Minutes**

1. Mulmur-Melancthon Fire Board – September 17, 2024
2. Centre Dufferin Recreation Complex Board of Management – July 24, 2024
3. Centre Dufferin Recreation Complex Board of Management – September 6, 2024
4. Centre Dufferin Recreation Complex Board of Management – October 23, 2024

**Items for Information Purposes**

1. Shelburne & District Fire Board Resolution to Receive the Chief's Levels of Service Presentation
2. Nottawasaga Valley Conservation Authority Media Release – NVCA's New Conservation Areas Engagement Working Group
3. Letter from the Solicitor General regarding Additional Provincial Support for 2025 Ontario Provincial Policing Costs
4. Nottawasaga Valley Conservation Authority Media Release – NVCA CAO Announces Retirement
5. Letter from Linda Polonsky regarding Mennonite Road Safety
6. Grand River Conservation Authority Summary of the General Membership Meeting – December 13, 2024
7. Township of East Garafraxa Resolution regarding Exotic Animals and Licensing Zoos
8. Ministry of Municipal Affairs and Housing Letter regarding the Proposed Accountability Act, 2024
9. Grand River Conservation Authority Notification of GRCA General Membership Attendance 2024
10. Ministry of Environment, Conservation and Parks – Excess Soil Regulation – Change Made to the In-Effect Date of the Landfilling Restriction
11. Ontario Provincial Police – 2025 Annual Billing Statement Package

12. Grand River Conservation Authority 2025 Municipal Apportionment and Budget Vote Meetings
13. Minister of Infrastructure – Supporting Ontario’s 2025 Connectivity Objectives: Municipal Guidance and Expectations
14. Ministry of Natural Resources – Decision on Discussion Paper: Regulating Commercial-Scale Geologic Carbon Storage Projects in Ontario and Proposal on Enabling the Development of Commercial-Scale Geologic Carbon Storage in Ontario: The Geologic Carbon Storage Act
15. Ontario Provincial Police – Ontario Shared Services (OSS) Credit
16. Township of Southgate – Notice of Public Hearing – Consent Application B8-24 for Dundalk Village Two Inc. (BWDSB New School Site)
17. Township of Southgate – Notice of Public Hearing – Minor Variance Application A13-24 for Dundalk Village Two Inc. (BWDSB New School Site – Road Access)
18. Township of Southgate – Notice of Public Hearing – Minor Variance Application A14-24 for Dundalk Village Two Inc. (BWDSB New School Site – Height)
19. Nottawasaga Valley Conservation Authority December 2024 Board Meeting Highlights

**Items for Council Action**

1. Notice of Request for Drain Maintenance and/or Repair by John C. Fraser-Lee – Fraser-Lee Drain
2. Notice of Request for Drain Maintenance and/or Repair by Mahlon Bauman (Mahlon Bauman Inc) – Hicks Drain
3. Notice of Request for Drain Maintenance and/or Repair by Donald and Mary Horst – Brausam Drain

**17. General Business**

1. Accounts
2. Notice of Intent to Pass By-law
  1. By-law to Authorize the Borrowing of \$3,525,766.45 (Borrowing By-law)
  2. By-law to Provide for the Levy and Collection of Rates or Levies Required for the Township of Melancthon for the Interim Levy for the Year 2025
  3. By-law and Report to Establish a Municipal Service Board for the Development and Promotion of Parks and Recreational Activities in the Township of Melancthon
3. New/Other Business/Additions
  1. 2025 Health and Safety Policy Statement
  2. COLA Salary Report from Sarah Culshaw, Treasurer
  3. ROMA Delegation with the Minister of Transportation – Discussion & Direction to Staff
4. Unfinished Business
  1. Multi-Jurisdictional Fire Prevention and Protection Modernization Plan – Motions from Town of Orangeville and Township of East Garafraxa
  2. 2025 Draft Capital and Operating Budgets, Sarah Culshaw, Treasurer
5. Reports/Updates from Members of Council & Administrative Staff

**18. Delegations**

1. 5:30 p.m. – Public Meeting – Zoning By-Law Amendment – Part of Lot 1 and 2, Plan 332 – 077572 7<sup>th</sup> Line SW - Sharon Mordan, Feral Cat Rescue
  1. Notice of Intent to Pass By-law
2. 5:45 p.m. – Scott Burns, Director of Public Works and County Engineer, Dufferin County regarding the November 30, 2024 road closure on County Road 2 and County Road 9 (invited to the meeting by Council)

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

**20. Notice of Motion**

**21. Confirmation By-law**

**22. Adjournment and Date of Next Meeting** – Thursday, February 6<sup>th</sup>, 2025 at 5:00 p.m.

**APPLICATIONS TO PERMIT FOR APPROVAL  
January 16, 2025 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</b>
Tupling Farms Ltd	Pt Lots 27 & 28, Con 1 OS	1858m2 (20,000sqft)	Potato Storage	Agricultural	\$3,000,000	No	With Planner for Review



# MULMUR-MELANCTHON FIRE BOARD MINUTES

## September 17, 2024 at 7:00 p.m.

**Present:** Earl Hawkins, Chair – Mulmur Township  
Ralph Moore, Vice Chair – Melancthon Township  
Kim Lyon – Mulmur Township  
Mathew Waterfield – Fire Chief  
Roseann Knechtel – Secretary

**Regrets:** Darren White – Melancthon Township

### 1. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m.

### 2. LAND ACKNOWLEDGEMENT

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

### 3. APPROVAL OF THE AGENDA

**Moved by Lyon and Seconded by Moore**  
THAT the agenda be approved as circulated.

**CARRIED.**

### 4. MINUTES OF THE PREVIOUS MEETING

**Moved by Moore and Seconded by Lyon**  
THAT the minutes of May 21, 2024 be approved.

**CARRIED.**

### 5. DECLARATION OF PECUNIARY INTEREST - NONE

### 6. ADMINISTRATION

#### 6.1 Simulcast Radio System

Roger Ruby, of Five9 Solutions, presented the business case and quotes for the radio system upgrades being proposed within the Mulmur-Melancthon Fire Board area. Ruby explained the historic conversations surrounding the radio system upgrades noting that Grand Valley and Shelburne fire departments will be up and running by the end of the calendar year.

The Board discussed training requirements and the cost to upgrade the one out of date radio system.

**Moved by Lyon and Seconded by Moore**

That the Mulmur-Melancthon Fire Board request the Townships of Mulmur and Melancthon consider applying for financial assistance through the Dufferin County Emergency Readiness Grant to support the costs of this project;

And that the purchase of the radio system be included in the 2025 capital budget.

**CARRIED.**

**6.2 2025 Draft Budget**

**Moved by Lyon and Seconded by Moore**

That the Mulmur-Melancthon Fire Board approve the 2025 draft budget as presented;

And that the Board forward the budget to each respective Council for consideration.

**CARRIED.**

**6.3 2023 Year End Report**

Board members reviewed the 2023 Year End Report as prepared by Chief Waterfield.

**Moved by Moore and Seconded by Lyon**

That the Mulmur-Melancthon Fire Board approve the 2023 Year End Report as presented;

And that the Board forward the 2023 Year End Report to each respective Council.

**CARRIED.**

**6.4 2024 Safe Community Project Zero Campaign**

Chief Waterfield spoke to the fire prevention project and the supply of smoke/CO alarms through the Enbridge Gas Project Zero campaign.

The Board recessed at 7:39 p.m. and returned at 7:49 p.m.

**6.5 General Fire Chief Update - None**

**7. Closed Session**

**7.1 Firefighter Positions**

**7.2 Annual Performance Review**

**Moved by Moore and Seconded by Lyon**

That the Mulmur-Melancthon Fire Board adjourn to closed session at 7:50 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for two (2) matters relating to personal matters about an identifiable individual, including a municipal or local board employee under section 239(2)(b).

**CARRIED.**

**Moved by Moore and Seconded by Lyon**

That the Mulmur-Melancthon Fire Board do rise out of closed session and into open session at 7:56 p.m. with the following motion:

That Brant Squirrell and Michael Mehlhorn be appointed as Captains, effective September 1, 2024.

**CARRIED.**

**8. Information Items**

**8.1 Accounts**

**8.2 2024-2025 Fire Prevention Awareness Campaign**

The Board received the items as information.

**8. Adjournment**

**Moved by Lyon and Seconded by Moore**

THAT we do now adjourn at 8:02 p.m. to meet again on November 19, 2024, at 7:00 p.m., or at the call of the Chair.

**CARRIED.**

**Earl Hawkins**

**Roseann Knechtel**

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**Chair**

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**Secretary**



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

**Minutes of the Regular meeting held July 24, 2024 at 6:00pm virtually via ZOOM**

Attendance:	Dan Sample	Shelburne
	Ralph Moore	Melancthon
	Ruth Plowright	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: S. Hall and R. Stinson

Meeting called to order by Board Chair, Melinda Davie at 6:02pm.  
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 D. Sample seconded by R. Moore. Be it resolved we approve the agenda dated July 24, 2024 as circulated and presented. Carried

**Discussion & Approval of Minutes of Previous Meeting held May 22, 2024:**

**MOTION #2** – Moved by A. Stirk seconded by C. Gerrits. That the minutes of the CDRC Board of Management regular board meeting held on May 22, 2024 be approved as circulated and presented. Carried

**Correspondence:**

- 2023 Final Financial Statements
- Sponsorship request for Diabetes Canada 11<sup>th</sup> Annual Golf Tournament

**MOTION #3** – Moved by D. Sample seconded by R. Moore. That correspondence is received and placed on file. Carried

**Financial Report:**

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

**MOTION #4** – Moved by R. Plowwright seconded by D. Sample. That the CDRC Board of Management receive the financial reports and paid accounts in the amount of \$135,633.16, as presented by the Facility Administration Manager. Carried

**CDRC 2025 Budget Preparation**

Staff is seeking assistance to prepare the upcoming and future budgets. An inquiry was sent to C. Holmes, Treasurer for Shelburne asking for input or suggestions for the Board to consider. The Board will wait for a response and discuss again at the next meeting.

**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. Carried

**Facility Maintenance Manager’s Report:**

See Schedule C

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

**Old Business:**

Staff Performance Reviews:

Staff performance reviews are coming up and an update will follow.

Strategic Plan:

Table and revisit again at a fall meeting

**Confirmation by By-law:**

**MOTION #7** – Moved by C. Gerrits seconded by A. Stirk. Be it resolved that leave be given for the reading and enacting of by-law #05-2024 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held July 24, 2024. Carried

**Adjournment:**

**MOTION #8**- Moved by D. Sample seconded by R. Moore. That we now adjourn at 7:12pm to meet again on Wednesday, August 28, 2024 at 6:00pm or at the call of the chair. Carried

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Secretary - Treasurer

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Chairperson

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Dated

SCHEDULE 'A'

Facility Administration Managers Report – July 24, 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. Some site visits requested. Preparing rental contracts and insurance requirement.
- HST & WSIB quarterly returns due July 31st

- Below is a snapshot of facility rentals

Week	Floor Rental Hrs	Event/Room Oth Rentals	Pool/Room Rentals
Week: May 20-26	19	-	-
Week: May 27-June 2	15.5	1	-
Week: June 3-9	18.5	3	-
Week: June 10-16	20	2	2
Week: June 17-23	21.5	3	14
Week: June 24-30	23	3	5
Week: July 1-7	13	2	5
Week: July 8-14	11	2	2
Week: July 15-21	19	3	1

- Communications with outstanding accounts receivables
- Currently processing biweekly payroll for up to 54 staff
- As a requirement of the CSJ program, 12 Employee Declarations completed and submitted
- CDDHS commencement ceremonies on June 26<sup>th</sup> was very well attended
- TR's Lacrosse camp -3 hours daily from July 15-19
- CDRC site visit attended by new Town of Shelburne staff on July 4<sup>th</sup> and Skate Ontario/SCS on July 22<sup>nd</sup>
- Working on new advertising inquiries:
  - o Olympia will have a new advertiser
  - o Rink boards – 1 new installed, 2 more inquiries
  - o Arena stairs – revenue share with SMHA

- I reached out to the Town of Shelburne Canada Day Festival Committee to request the Free Sponsored Swim be included in the Canada Day Events advertising.
- We did a refresh of the staff room prior to the start of the summer season, includes a new desk and chalkboard wall
- Smart Serve certification completed

### **New Business**

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Kim Fraser  
Facility Administration Manager

### SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis  
To: CDRC Board of Management  
Date: Wednesday July 24, 2024  
Subject: Recreation Program Coordinator Report

### **June/July 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.
- Attended an Aquatic Manager course put on by the Lifesaving Society on Tuesday June 11 and Wednesday June 12, 2024. This course focused on managing aquatic settings by familiarizing individuals with the public pool regulation and how to ensure you are following it.
- The Pool opened for the season on Friday June 7, 2024. We have had many school trips scheduled throughout the last 2 weeks and the June after-school session of swimming lessons. Our schedule changes for the summer months on Friday June 28, 2024.
- Sourcing and ordering supplies for the summer day camp and coordinating guest visitors.
- Preparing instructor lesson sheets, parent emails and any additional resources needed for the start of our summer swimming lessons. Completing and submitting Lifesaving Society Test Sheets for Advanced Aquatic courses.
- Assisting with Summer Day Camp administrative duties including printing, email communication etc.
- Creating and posting signage on the pool deck and guard office area.
- Swimming lesson reports will be circulated using Swim Gen this summer. Participants will receive a code to login and view their report card following the completion of swim lessons. Continuing to build and develop our Swim Gen report card platform each session including adding new participants and documenting their code.

## **Seasonal Summer Staff**

- Preparing for upcoming Outdoor Pool and Summer Day Camp Staff trainings, reviewing all employee manuals and content that must be covered. Below are the training dates held in June.
  - Combine Camp Training in Arthur on Saturday June 8, 2024
  - Camp games and activities training on Thursday June 13, 2024
  - Wednesday June 26 and Thursday June 27, 2024
  - In water pool staff training Thursday June 6 and 13, 2024
  - Bi weekly pool staff training conducted
- Preparing, updating and publishing Seasonal Summer Staff Schedule on Sling scheduling platform.

## **Summer Program Update**

- Weekly drop in pickleball scheduled with minimal attendance. It appears players are beginning to use the outdoor courts with the nice weather.
- Held 3 roller skating evenings at the CDRC, minimal attendance.
- June Youth Night Out was a huge success, this month's theme was Pool Party. There were 43 kids in attendance.
- Summer swimming lessons and summer day camp are well underway with 2 sessions of swimming lessons remaining and 4.5 weeks of day camp.
- **Outdoor Pool**
  - **Aquafit**
    - 4 week aquafit session, partnership with Trainer Games Fitness Centre and the CDRC set to begin on Wednesday July 3, 2024 from 7:15-8:00am. Registration is online, drop in is available.
    - 2 additional Aquafit sessions have been added beginning the week of July 28, 2024. We will be offering 1 morning class and 1 evening class for 4 weeks.
  - Free Canada Day Swim on Monday July 1, 2024 sponsored by Tim Hortons in Shelburne.
  - Free Family Swim sponsored by Main Street Dental, Shelburne Family Chiropractic and Shelburne Optometry scheduled for Sunday July 14, 2024. Time was changed due to forecasted inclement weather.
  - Injury at the pool on Saturday July 20, 2024: Family recognized CDRC in Facebook post and google review for outstanding response. The family later dropped off a card and treats for CDRC staff.
- **Summer Day Camp**
  - Several guest visitors have been arranged to visit the CDRC Summer Day Camp including OPP, Dufferin County Paramedics, Brave Education and Party Safari
  - Offsite walking trips arranged to the Shelburne Fire Department, Shelburne Public Library and Splash Pad.
- Planning to review fall and winter programming over the coming weeks.

SCHEDULE 'C'

Facility Maintenance Managers Report –July 24, 2024

GENERAL INFORMATION

Staff scheduling and adjustments continually.

Logan Walker has accepted an offer of employment, training Logan.

Setting up CDRC programs.

Set up for high school commencement.

Opening of pool inspection public health no issues no issues.

Pool stained in deep end I believe it is in between the pool shell and the plaster the stain was not there when the pool began filling, Tried Super chlorinating, granular shocking, Granular shocking with brushing and was hoping time would of help fad. Recommend painting bottom of deep end for 2025 season for looks visual looks. Will add to capital

Truss repair complete.

Grass cutting, pool maintenance, pool dressing room cleanup 3x daily, camp cleanup daily, arena floor maintenance,

Made changes to staff room for summer staff, moving furniture painting walls adding black board, remove operator area.

Install and remove rink board signage.

Parking lot line painting.

Internet fiber has been brought to the edge of building. Mid-June

Repairing some door locks age and different application.

Water softener installation complete.

Kitchen biannual fire system inspection complete June 7

CDRC fire alarm fire extinguisher and emergency lighting inspection June 13 and 25 (replaced 1 emergency light reprogramed back up alarm control board) some further repairs are required

Asbestos abatement 1 quote. - GT Abatement \$3,500.00 (removal only)

Quote 2- Element Environmental \$2,712.00 (removal and install new silicone)

Ordered Brine pump assembly for ice plant as per Capital budget (Preventative maintenance, obsolete part, break down without part is 4-6 weeks)

Working on reports, Ward & Uptigrove, Monthly report.

Purchase some replacement tables. 4 - 6 foot 4 – 8 feet

Service roof top AC units serviced power washed clean and inspect. Fan failure replaced fan blade

Repair solar blanket winder remove and replace sheer bolt awkward area to work at. Normal fatigue on bolt.

Organizing mechanical room for less clutter now that new water softeners are in place. (limited storage area)

Broken door glass. Temper glass \$903.00

Another glass pane broken arena door individual will be paying for the glass replacement approx. \$350.00.

Deep cleaning and painting arena change rooms as time permits.

Ordering new safety padding for hockey nets.

Arena boiler transfer pump to be replaced.

**CENTRE DUFFERIN RECREATION COMPLEX**

**BOARD OF MANAGEMENT**

**Minutes of the Special meeting held September 6, 2024 at 4:00pm virtually via ZOOM**

Attendance: Dan Sample                      Shelburne  
                  Robb Stinson                     Shelburne  
                  Ruth Plowright                    Melancthon  
                  Melinda Davie                    Mono  
                  Chris Gerrits                     Amaranth

                  Kim Fraser                        Facility Administration Manager  
                  Marty Lamers                     Facility Maintenance Manager  
                  Emily Francis                     Recreation Program Coordinator

Absent: S. Hall, R. Moore and A. Stirk

Meeting called to order by Board Chair, Melinda Davie at 4:04pm.  
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 R. Stinson seconded by C. Gerrits. Be it resolved we approve the meeting agenda dated September 6, 2024 as circulated and presented.  
Carried

**2025 Budget Preparation:**

After reaching out, Randy Chambers is interested and has provided a proposal for consultation services to help staff prepare the CDRC 2025 budget and to continue going forward.

**MOTION #2** – Moved by C. Gerrits seconded by R. Stinson. Be it resolved that we accept the proposal from Randy Chambers regarding preparation of the CDRC 2025 Budget as set out in his correspondence dated August 30, 2024.                      Carried

**Ice Rental Fees for Tournaments:**

See attached report.

**MOTION #3** – Moved by D. Sample seconded by R. Plowright. Be it resolved that we accept the recommendation from staff as presented in report #01-2024 regarding Tournament and Ice Rental Rates.  
Carried

**Community Sport Grant Application Inquiry:**

An inquiry asking if the CDRC is eligible to apply for the Community Sport Grant. D. Sample will inquire with the Town of Shelburne.

**Confirmation by By-law:**

**MOTION #4** – Moved by C. Gerrits seconded by D. Sample. Be it resolved that leave be given for the reading and enacting of by-law #06-2024 being a by-law to confirm certain proceedings of the CDRC Board of Management for its special board meeting held September 6, 2024. Carried

**Adjournment:**

**MOTION #5-** Moved by C. Gerrits seconded by D. Sample. That we now adjourn at 4:24pm to meet again on Wednesday, September 25, 2024 at 6:00pm or at the call of the chair. Carried

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

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Dated



*Centre Dufferin Recreation Complex*

**REPORT**

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**Meeting Date:** September 6, 2024

**To:** CDRC Board of Management

**From:** Kim Fraser

**Subject:** #01-2024 Tournament Ice Rental Rates

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**Recommendation**

Reduced ice rental rates do not apply for tournaments booked by out of area groups that do not rent ice regularly from the CDRC.

**Background**

The CDRC fee schedule offers a reduced ice rental rate for weekly rentals of 5 hours or more. This is the rate minor groups pay, ie: SMHA and Skate Canada Shelburne.

The hourly Prime rental rate is \$217.00 for less than 5-hours of ice rentals per week, and \$172 for 5-hours and more rented.

There are 3 tournaments booked by out of area groups that do not rent ice regularly. One tournament has 14-hours scheduled on September 27<sup>th</sup> and two are scheduled weekends in January/February.

**Request**

That regular ice rental rates apply to out of area groups and that the website be modified to reflect. Explore ideas during the 2025 budget process.

**Supporting Documentation and Information**

Link to Ice Rentals Page:

<https://www.shelburne.ca/en/explore-and-play/rentals-and-bookings.aspx?mid=36863#Ice-Rentals-Available-September---end-of-March>

Link to Orangeville:

<https://www.orangeville.ca/en/recreation/children-and-youth-programs.aspx>

Respectfully Submitted:

Kim Fraser

Facility Administration Manager

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

**Minutes of the Regular meeting held October 23, 2024 at 6:00pm in person**

Attendance:	Dan Sample	Shelburne
	Robb Stinson	Shelburne
	Ruth Plowright	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: S. Hall and R. Moore

Meeting called to order by Board Chair, Melinda Davie at 6:00pm.  
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 C. Gerrits seconded by A. Stirk. Be it resolved we approve the agenda dated October 23, 2024 as circulated and presented. Carried

**Discussion & Approval of Minutes of Previous Meetings held July 24, 2024 and September 6, 2024:**

**MOTION #2** – Moved by D. Sample seconded by R. Stinson. That the minutes of the CDRC Board of Management previous board meetings held on July 24, 2024 and September 6, 2024 be approved as circulated and presented. Carried

**Financial Report:**

CDRC 2025 Draft Budget

Staff presented and reviewed the first draft of the CDRC 2025 budget. A second draft will be presented at the next board meeting.

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

**MOTION #3** – Moved by C. Gerrits seconded by D. Sample. That the CDRC Board of Management receive the financial reports and paid accounts in the amount of \$126,255.08, as presented by the Facility Administration Manager. Carried

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

See Schedule A

See Schedule B

**MOTION #4** – Moved by D. Sample seconded by A. Stirk. That we receive the reports from the Facility Administration Manager and the Recreation Program Coordinator.

Carried

**Facility Maintenance Manager's Report:**

See Schedule C

Hall of Fame – C Gerrits and R. Plowright will report back

**MOTION #5** - Moved by C. Gerrits seconded by R. Plowright. That Tradium Mechanical Inc. replace boiler as quoted \$12,690.00 plus HST. Carried

**MOTION #6** - Moved by C. Gerrits seconded by A. Stirk. Be it resolved that the CDRC engage NABCO to repair the exterior front sliding doors at the \$5,168.06 quoted price, plus HST. Carried

**MOTION #7** - Moved by R. Stinson seconded by R. Plowright. That we receive the report from the Facility Maintenance Manager. Carried

**Old Business:**

Grant Application follow up:

D. Sample will reach out to the Town of Shelburne Treasurer and see if the CDRC is eligible to apply

**SMHA Business Advertising Opportunities:**

The CDRC received and accepted a Business Advertising Opportunities proposal, submitted by SMHA.

On that note, CDRC staff will review rental space opportunities for the area above the doors going into the arena.

**Confirmation by By-law:**

**MOTION #8** – Moved by A. Stirk seconded by R. Stinson. Be it resolved that leave be given for the reading and enacting of by-law #07-2024 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held October 23, 2024. Carried

**Adjournment:**

**MOTION #9-** Moved by C. Gerrits seconded by D. Sample. That we now adjourn at 7:41pm to meet again on Wednesday, November 27, 2024 at 5:30pm or at the call of the chair. Carried

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Secretary - Treasurer

---

Chairperson

---

Dated

SCHEDULE 'A'

Facility Administration Managers Report – October 23, 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. Some site visits requested. Preparing rental contracts and insurance requirement.
- Below is a snapshot of facility rentals

Week	Ice Rental Hrs	Event/Room Oth Rentals	SMHA portion
Week: Sept 9-15	17.5	1	13
Week: Sept 16-22	29	1	19
Week: Sept 23-29	52.5	2	10
Week: Sept 30-Oct 6	50	3	19.5
Week: Oct 7-13	44	3	22
Week: Oct 14-20	48	3	27.5

- Seasonal employment ads posted and offers of employment prepared for seasonal operators
- Would like utilize an existing staff member on a short-term basis to establish the job duties for the admin support position
- Elections Canda – poll site confirmation
- Roof project – grant reporting for claim submission
- CSJ 2024 – 12 final claim reports submitted
- Sponsorship/advertising - revenue share w/SMHA for stairs and rink boards
- Met with SMHA on Aug 23<sup>rd</sup> for a preseason discussion to establish needs for both CDRC and SMHA
- Communicated with seasonal ice rental user groups to establish schedules and prepared rental contracts
- Ice rental scheduling – communicating with other groups to maximize rental potential
  - o Oville MHA tournament Sept 27-29 – 29 hours rented
  - o HMHA filling in some gaps – 18 hours rented in October
- Prepared Pro Shop lease agreement for Sept 2024-Mar 2025 season
- Town of Shelburne will have a new website design in January 2025
- CDRC 2025 draft budget preparation – rental rate comparisons/rental rate list

**New rentals:**

- Free Community Yoga (sponsored) – Mondays in T&C
- Creemore Coytes Senior Hockey Club – weekly practice (potential)
- CDDHS varsity boys and girls
- Sledge hockey in November – CDDHS and HHES
- Glenbrook – kindergarten and HHES intermediate scheduled in 2025
- CDDHS Commencement ceremony June 25, 2025

**New Business**

- Insurance renewal application/questionnaires – to be completed and returned prior to November 1<sup>st</sup>
- Winter maintenance contract – prepare and submit
- Quarterly reporting – WSIB and HST due Oct 31<sup>st</sup>
- Credit card increase to \$3k – a report will follow
- CSJ 2025 applications open November 18 – December 19, 2025

Kim Fraser, Facility Administration Manager

## SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: Wednesday October 23, 2024

Subject: Recreation Program Coordinator Report

### September/October Overview

- Continuing to assist with day-to-day operations including phone inquiries, email inquiries, walk in inquiries.
- Continuing to update 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.
- Wrap up and evaluation of the summer 2024 season. Beginning brainstorm ideas for 2025.
- Preparation for the budget document. Gathered necessary numbers and information.
- Virtual meeting with Elevation Athletics to discuss their program offerings and gather more information on the services they offer.
- Sling: Assist Marty with implementation of Sling scheduling software for all arena maintenance staff.
- Discussion with the Shelburne Free Press regarding the 2025 Spring/Summer Recreation Guide. Scheduled to be distributed on Thursday March 27, 2025.
- Upcoming Free Halloween Family Skate on Sunday October 27, 2024, from 2:30-4:00pm sponsored by Tim Hortons.
- Preparation for fall/winter programs including:
  - Scheduling staff for upcoming programs
  - Preparing documents and day plans
  - Building activity registrations on Active Net software
  - Circulating emails for those who may be interested in registering
  - Promotion on social media (Facebook and Instagram)
  - Updates on our lobby events board (TV)
  - Updating Epack for each upcoming camp program, inviting registrants to complete their profile and ensure completion prior to arrival at camp

### **Registered Fall/Winter Programming**

Below is a snapshot of the upcoming programs scheduled at the CDRC.

1. Youth Night Out:
  - a. Glow Skate – September 20 (35 participants)
  - b. Tote Bag Paining – October 18 (16 participants)
  - c. Glow Skate – Scheduled for Monday December 23, 2024
2. Power Skating with Susan Ritchies Power Skating Techniques
  - a. Friday October 25
    - i. 9:45-10:45am – 17 participants
    - ii. 11:00-12:00pm – 16 participants
    - iii. 12:15-1:15pm – 13 participants
  - b. Friday November 29 – registration open
3. Babysitter Training Course – Friday October 25
4. Drop In Skating
  - a. Public Skate, Parent and Tot Skate, Adult Skate and 55+ Shiny Hockey began the week of October 14, 2024

- 5. PA Day Camp
  - a. Friday October 25, 2024
  - b. Friday November 29, 2024
- 6. Winter Program Registration – opens November 4, 2024
  - a. Winter Break Camp
  - b. Home Alone Safety for Kids – schedule Monday December 30, 2024
  - c. Youth Learn 2 Play Pickleball – begins January 22, 2025
  - d. Adult Learn 2 Play Pickleball (2 sessions) begins January 22, 2025
  - e. Youth Nights (January-March)
  - f. Standard First Aid CPR-C/AED course scheduled for Monday December 30, 2024
  - g. Additional programs to be added.

**Snapshot of Drop In Program Attendance**

Below is a snapshot of the attendees for drop in CDRC programs.

<b># of participants on each date</b>	
<b>Program</b>	<b>Oct.16/24</b>
Adult Skate	2
Parent/Tot	2
Drop In Pickleball	0

<b># of participants on each date</b>	
<b>Program</b>	<b>Oct.18/24</b>
Public Skate	10
55+ Shinny	14
Drop In Pickleball	0



SCHEDULE 'C'

Facility Maintenance Managers Report –October 23, 2024

GENERAL INFORMATION

Working on Budget and capital planning Chats with Randy  
Daily cleaning  
Arena start-up had no issues, went as planned.  
Regular ice maintenance edging, flooding and scraps. Warm September high humidity in the arena.  
Grass trimming berm and pool bleacher areas  
Rink board signage oversaw install and had some low-quality plastic covering replaced.  
Repaired broken floor tiles in elevator  
Some cleaning of rafters above bleachers.  
Replaced old, rusted bleacher gas heater exhaust pipe.  
Asbestos abatement removed Sept 12, 2024  
Deep cleaning and painting arena walls change rooms as time permits.  
Arena boiler transfer pump replaced by staff  
Descaling 2x boilers in-house.  
SMHA good pre hockey season meeting discussed scheduling, behaviours, routine daily expectations.  
New business Hall of fame can we incorporate memorials to be included. Draft policy criteria  
Boilers break down.  
Behaviours of fans. Can we ask a Shelburne town council representative during a police board meeting to increase walk through at the arena during games or when requested.  
Sage business level of use has been increased can now look at reports and general ledges.  
2x new PT Operator did not work out. 1 unreliable other did not sign back offer.  
Additional staff still required.  
Changed over to the new payroll app and scheduling time consuming will get better hopefully.  
Pool closing winterizing pipes and pump room blowing out lines shared compressor with town.  
Chemicals for condensers' new product cost \$800.00 annually.  
Dressing room hockey wall boards  
New brine pump in house as old was obsolete and parts for repair not available (Part of capital)

New business  
Boilers repairs  
Front sliding doors repair

Marty Lamers  
Facility Maintenance Manager

## Denise Holmes

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**From:** Nicole Hill <nhill@sdfd.ca>  
**Sent:** Wednesday, December 4, 2024 2:26 PM  
**To:** jwilloughby@shelburne.ca; Roseann Knechtel; Denise Holmes; nmartin@amaranth.ca; fred.simpson@townofmono.com  
**Subject:** SDFB Resolution

Hello,

The following resolution was passed at the Shelburne & District Fire Board meeting last night:

Moved by: B. Neilson – Seconded by: F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Levels of Service presentation;

AND THAT the Chief be invited to attend each Municipalities Council to share the presentation.

Carried



**Nicole Hill**

Secretary/Treasurer  
Tel: (519) 925-5111

Shelburne & District Fire Board  
114 O'Flynn Street  
Shelburne, ON L9V 2W9 | [nhill@sdfd.ca](mailto:nhill@sdfd.ca)



## **MEDIA RELEASE**

FOR IMMEDIATE RELEASE

### **NVCA's new Conservation Areas Engagement Working Group creates a chance to help shape the future of our natural spaces!**

UTOPIA, Ontario (December 10, 2024) – The Nottawasaga Valley Conservation Authority (NVCA) is inviting community members with a passion for nature to join its new Conservation Areas Engagement Working Group. This exciting opportunity is perfect for those who want to roll up their sleeves, share creative ideas, and help shape the future of the region's most beloved natural spaces.

NVCA's 11 Conservation Areas offer many opportunities for visitors to connect with nature. Visitors can enjoy self-guided activities such as hiking, snowshoeing, canoeing and fishing. Special events and education programs offer a more interactive way to explore nature. These spaces are worth celebrating and protecting.

"This isn't your typical committee," said Elise Barr-Klouman, Community Engagement Facilitator at NVCA. "We are looking for volunteers who are passionate about protecting nature, connecting with others, and creating lasting change to join us. The group will play a key role in supporting NVCA's fundraising efforts and increasing public awareness about the importance of natural spaces."

The new working group will focus on increasing the profile of these Conservation Areas, starting with Fort Willow Conservation Area and Tiffin Centre for Conservation, and potentially extending to other locations like Edenvale, Minesing Wetlands, Nottawasaga Bluffs, and Petun Conservation Areas.

With a special focus on shaping future events at Fort Willow Conservation Area, members will explore innovative programming ideas, work with heritage and community partners, pursue sponsorship opportunities and support funding initiatives to expand the event's reach and impact.

Members will meet quarterly or more often during key planning periods. This volunteer opportunity offers plenty of flexibility for members to lead individual projects or assist at events. Don't miss out on the chance to leave a legacy in the natural spaces that make our region special.

Are you ready to make a difference? Applications are open until January 3<sup>rd</sup>, 2025, and selected candidates may be invited for an interview.

For more information or to apply, visit [nvca.on.ca](http://nvca.on.ca) or contact NVCA at [lands@nvca.on.ca](mailto:lands@nvca.on.ca).

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

**Media contact:** Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, [mleung@nvca.on.ca](mailto:mleung@nvca.on.ca)

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 326-5000  
Toll Free: 1 866 517-0571  
Minister.SOLGEN@ontario.ca

**Solliciteur général**

Bureau du solliciteur général

25, rue Grosvenor, 18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416 326-5000  
Sans frais : 1 866 517-0571  
Minister.SOLGEN@ontario.ca



November 29, 2024

His Worship Darren White  
Mayor  
Township of Melancthon  
dwhite@melancthontownship.ca

Dear Mayor White:

Our government is proud to have a strong working relationship with both our municipal partners and the police services that keep our communities safe. The collective agreement that was reached between the province and the Ontario Provincial Police Association (OPPA) earlier this year reflects this strong relationship and will support our brave women and men in uniform across Ontario.

At the same time, we understand the impact these changes are having on the budgets of municipalities that are served by the OPP, including your own, which is why we are stepping up with additional provincial support. With that in mind, I am pleased to share with you the following proposed billing changes:

- A 3.75 per cent reduction of the total 2023 reconciled costs to all communities to approximate the full (100 per cent) impact of the Ontario Provincial Police Association (OPPA) salary increases, excluding the 1 per cent increase that was built into the 2023 estimates; and
- A 44 per cent reduction on overtime 2023 reconciled costs to all communities;
- A 10 per cent reduction of 2025 invoice amounts to all communities to approximate the full (100 per cent) impact of the OPPA salary increases excluding the 1 per cent increase that was already built into the 2023 estimate.

These changes would provide over \$77 million in relief to OPP-policed municipalities.

The total billing statement that was initially provided to you for 2025, inclusive of the increases resulting from the new collective agreement, was \$586,922. Today's proposed billing changes will provide an estimated \$88,849 in financial relief for your municipality, bringing the new total for OPP services being billed to your municipality in 2025 to \$498,073.

In addition to these changes, the Government of Ontario is continuing its annual \$125 million Court Security & Prisoner Transportation Transfer Payment Program for the 2025 calendar year.

... /2

The province will also be examining options for reviewing the OPP billing model to ensure that it meets the needs of communities across the province.

If you have any questions, please contact Ryan Whealy, Deputy Director of Issues and Legislative Affairs, at [Ryan.Whealy@ontario.ca](mailto:Ryan.Whealy@ontario.ca).

Thank you for your continued collaboration, valuable relationship, input and dedication to ensuring the safety and well-being of your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Kerzner", with a long, sweeping underline.

Michael Kerzner  
Solicitor General



## **MEDIA RELEASE**

FOR IMMEDIATE RELEASE

### **NVCA CAO announces retirement**

UTOPIA, Ontario (December 17, 2024) – Doug Hevenor, the Chief Administrative Officer (CAO) at the Nottawasaga Valley Conservation Authority (NVCA), announced his retirement today, effective immediately.

“The Board of Directors would like to thank Doug for his leadership and service over the last seven years,” said Gail Little, NVCA’s Chair. “He has shown compassion and care for the health of the Nottawasaga Watershed. We wish him all the best in his retirement.”

As the NVCA Board of Directors prepares to recruit a new CAO, they have designated Sheryl Flannagan as the interim CAO.

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

**Media contact:** Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, [mleung@nvca.on.ca](mailto:mleung@nvca.on.ca)

## Denise Holmes

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**From:** Sarah Culshaw  
**Sent:** Thursday, December 12, 2024 2:42 PM  
**To:** Denise Holmes  
**Subject:** FW: Mennonite Road Safety

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**From:** Linda Polonsky [REDACTED]  
**Sent:** Thursday, December 12, 2024 1:43 PM  
**To:** Sarah Culshaw <sculshaw@melancthontownship.ca>  
**Subject:** Mennonite Road Safety

Hi,  
Please forward this to Mayor White and all councillors.

We would like to add a follow-up comment to the discussion at today's Council meeting about the mennonites' buggy markings and also road signage.

The buggy we approached on the 2nd Line SW was at night, and it had 1 red tail light, a slow moving vehicle sign and the reflective tape on the top outside corners. From about 1/2 km back you could see the red tail light, but could not determine if it was a stopped vehicle or ????. Being familiar with the horse and buggy traffic we guessed it was a mennonite. But it wasn't until we were up to about 200 ft (approx.) that we could see the slow moving vehicle sign and then the reflective tape. After seeing this and thinking about it our conclusion is that mennonite buggies should not fall under the MTO's slow moving vehicle guideline the same as farm equipment. First; farm equipment, in present day, travels almost at the same speed as other road traffic, so is not always slow. Whereas, horse and buggies are definitely slow. Second; farm equipment almost always moves during the day when it can be clearly seen. Whereas, Mennonites travel at all hours and are black, like the paved road surface and are difficult to identify, especially by out of area travellers who are not familiar with them being on the roads. Our suggestion would be that all horse drawn vehicles should have "Hazard Lights" on the back. These would be clearly visible from a distance and let drivers know there is something ahead that is either stopped or going very slow.

Our other comment is about the signage as Ruth mentioned. Our road is one that is quite heavily travelled by the Mennonites as it goes directly from 89 highway and C.R. 17 straight up to Dundalk and further up to Hwy 4 in Grey Highlands. There are a lot of mennonite farms on this 2nd Line SW/back line, but no signage at all (except maybe 1 on the Southgate portion). There is also a lot of vehicle traffic on this road as it can be used as an alternative to Hwy 10. There has also been at least 1 fatal mennonite accident on this road. There should definitely be signage on this road and on many others in the municipality.

We are very pleased that this council has taken the initiative to address this issue as thoroughly as they have and hope these comments will be taken into consideration if further discussions ensue.

Respectfully yours,

Jack and Linda Polonsky



## Denise Holmes

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**From:** Eowyn Spencer <espencer@grandriver.ca>  
**Sent:** Friday, December 13, 2024 3:00 PM  
**To:** Eowyn Spencer  
**Subject:** Summary of the General Membership Meeting – December 13, 2024



## Grand River Conservation Authority

### Summary of the General Membership Meeting – December 13, 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-12-24-114 - Budget 2025-Notification to Municipalities
- GM-12-24-113 - Report of the Audit Committee
- GM-12-24-119 - Financial Summary
- GM-12-24-116 - Brantford Ice Jam Mitigation Class Environmental Assessment Consulting Contract

#### Information Items

The Board received the following reports as information:

- GM-12-24-120 - Cash and Investment Status
- GM-12-24-117 - Parkhill Dam
- GM-12-24-115 - Residential Program Wind-down: Status Update
- GM-12-24-112 - ERO Posting 019-9325 Permit to Take Water application
- GM-12-24-122 - Update on the Watershed-wide Wastewater Optimization Program
- GM-12-24-118 - Grand River Watershed Flood Notification System
- GM-12-24-121 - Current Watershed Conditions

#### Correspondence

The Board received the following correspondence:

- Susan Watson re: Freedom of Information Request regarding Niska Lands
- Gail Schenk re: GRCA's vision, mission and values, and environmental sustainability
- Minister of Natural Resources and Forestry re: Minister's direction for conservation authorities' fee changes

#### Presentations

The Board heard a presentation from Jay Bailey and Ellie Joseph from Two Row on the Grand.

#### Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board. There was no meeting held this month.

For full information, please refer to the [December 13 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'.



TOWNSHIP OF EAST GARAFRAXA  
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December 13, 2024

## **Resolution Re: Regulating Exotic Animals and Licensing Zoos**

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At the regular Council meeting held on October 22, 2024, the following resolution was passed:

**MOVED BY HALLS, SECONDED BY BANFIELD  
BE IT RESOLVED THAT:**

Council do hereby support the Town of Kirkland Lake and the Western Ontario Wardens' Caucus resolutions with respect to petitioning the provincial government to implement provincial regulations to restrict the procession, breeding, and use of exotic wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the exotic wild animal population.

**CARRIED**

Sincerely,

Shannon Peart  
Administrative Assistant Clerk's Department  
Township of East Garafraxa

Enclosures: Town of Kirkland Lake Motion – Exotic Animals  
Western Ontario Wardens Caucus – Roadside Zoos Legislation

cc: Hon. Doug Ford, Premier of Ontario  
Hon Michael Kerzner, Solicitor General  
Hon. Graydon Smith, Minister for Natural Resources and Forestry  
Association of Municipalities of Ontario  
Association of Municipal Clerks and Treasurers  
Municipal Law Enforcement Officers' Association  
World Animal Protection  
All Ontario Municipalities

April 5, 2024

SENT VIA EMAIL ONLY

To Whom It May Concern:

**RE: Motion – Exotic Animals**

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At its meeting of April 2, 2024, the Council for The Corporation of the Town of Kirkland Lake resolved the following:

*“Moved by: Mayor Stacy Wight  
Seconded by: Councillor Rick Owen*

**WHEREAS** Ontario has more private non-native (“exotic”) wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province;

**AND WHEREAS** the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of exotic wild animals in captivity;

**AND WHEREAS** exotic wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the Province;

**AND WHEREAS** the keeping of exotic wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife;

**AND WHEREAS** owners of exotic wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns;

**AND WHEREAS** municipalities have struggled, often for months or years, to deal with exotic wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges;

**AND WHEREAS** the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of exotic wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

***THEREFORE BE IT RESOLVED THAT*** *The Corporation of the Town of Kirkland Lake hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of exotic wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the exotic wild animal population;*

***AND FINALLY THAT*** *a copy of this resolution be forwarded to the Premier of Ontario, Ontario's Solicitor General, Ontario's Minister for Natural Resources and Forestry, MPP Timiskaming-Cochrane, AMO, AMCTO, MLEAO, Timiskaming Municipal Association (TMA), the Federation of Northern Ontario Municipalities (FONOM), and all municipalities within the District of Timiskaming.*

***CARRIED"***

As so directed, a copy of Council's resolution has been supplied above for your reference.

Please do not hesitate to contact me if I can provide clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read 'A. Spilman', with a long horizontal flourish extending to the right.

Amberly Spilman  
Deputy Clerk/Lottery Licensing Officer



Friday, September 27, 2024

Sent via email  
[premier@ontario.ca](mailto:premier@ontario.ca)

Hon. Doug Ford  
Premier of Ontario  
Legislative Bldg, Rm 281  
Queen's Park  
Toronto, Ontario M7A 1A1

Dear Premier Ford,

**Re: Roadside Zoos Legislation**

On Sunday, August 18, 2024 the Western Ontario Wardens' Caucus passed the following motion:

**Moved by B. Clarke, seconded by K. Marriott:**

**"THAT** this report titled "Roadside Zoos" be received and filed; and

**THAT** the Western Ontario Wardens' Caucus pass the following resolution and forward to all 117 municipalities in Western Ontario;

**WHEREAS** Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and,

**WHEREAS** the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and,

**WHEREAS** non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and,

**WHEREAS** the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and,

**WHEREAS** owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and,

**WHEREAS** municipalities have struggled, often for months or years, to deal with non-native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and,

**AND WHEREAS** the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers'

Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

**THEREFORE, BE IT RESOLVED THAT** the Western Ontario Wardens' Caucus hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population;

**AND BE IT FURTHER RESOLVED** that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Premier of Ontario (premier@ontario.ca), Ontario Solicitor General (michael.kerzner@ontario.ca), Ontario Minister for Natural Resources and Forestry (graydon.smith@ontario.ca ) and AMO (amo@amo.on.ca) , AMCTO (advocacy@amcto.com) , and MLEAO (mleo@mleoa.ca)." - **CARRIED**

Sincerely,



Glen McNeil,  
Chair, Western Ontario Wardens' Caucus

cc:

Hon Michael Kerzner, Solicitor General  
Hon. Graydon Smith, Minister for Natural Resources and Forestry  
Association of Municipalities of Ontario  
Association of Municipal Clerks and Treasurers  
Municipal Law Enforcement Officers' Association  
Western Ontario Municipalities

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



234-2024-5801

December 12, 2024

Dear Head of Council,

I am pleased to inform you of the introduction of the proposed Municipal Accountability Act, 2024 on December 12, 2024, which, if passed, would make changes to the *Municipal Act, 2001* and *City of Toronto Act, 2006* to strengthen the municipal code of conduct and integrity commissioner framework.

I appreciate the valuable feedback we have received from municipalities and share your commitment to safe and respectful workplaces. The proposed changes, if passed, would:

- enable the creation of a standard municipal code of conduct and standard municipal integrity commissioner investigation processes to help ensure consistency across all Ontario municipalities;
- create a role for the Integrity Commissioner of Ontario in municipal code of conduct and integrity commissioner matters, including providing training to municipal integrity commissioners; and
- establish a mechanism to remove and disqualify members of council and certain local boards for a period of four years for the most serious code of conduct violations following a recommendation from the local integrity commissioner, a concurring report from the Integrity Commissioner of Ontario, and a unanimous vote of council.

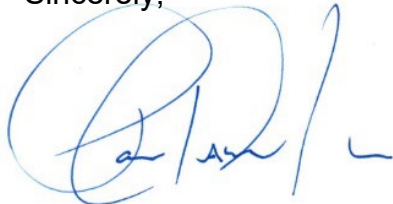
In the coming months, I will want to hear your feedback on the Bill as well as other matters regarding local accountability regimes. I look forward to seeing many of you at the upcoming Rural Ontario Municipal Association conference, where we will have the opportunity to discuss these changes and other matters of importance to your communities.

If passed, important work to develop the regulations to support this new framework would lie ahead, and I remain committed to engaging with you throughout that process. Our intention is to have these changes in effect for the new term of councils beginning in Fall 2026 to ensure there is adequate opportunity for local implementation.

For more information on these amendments, please see the [news release](#). To share your comments on the proposed legislation, please see a posting on the [Regulatory Registry](#) that will be open for comments for 60 days.

If you have any questions regarding these new provisions, please contact your local [Municipal Services Office](#) with the Ministry of Municipal Affairs and Housing.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul Calandra', with a stylized flourish at the end.

Hon. Paul Calandra  
Minister of Municipal Affairs and Housing

- c: Jessica Lippert, Chief of Staff  
Owen Macri, Deputy Chief of Staff  
Martha Greenberg, Deputy Minister  
Caspar Hall, Assistant Deputy Minister, Local Government Division  
Sean Fraser, Assistant Deputy Minister, Municipal Services Division  
Municipal Clerks and CAOs



## Denise Holmes

---

**From:** Eowyn Spencer <espencer@grandriver.ca>  
**Sent:** Monday, December 16, 2024 11:45 AM  
**To:** clerks@brantford.ca; stephen.o'brien@guelph.ca; clerk@hamilton.ca; clerks@brant.ca; clerksoffice@oxfordcounty.ca; clerk@haldimandcounty.on.ca; lcline@northperth.ca; tracey.rodriques@norfolkcounty.ca; graham.milne@halton.ca; regionalclerk@regionofwaterloo.ca; clerks@erin.ca; Meghan Townsend; nmartin@amaranth.ca; kokane@centrewellington.ca; pavgoustis@eastgarafraxa.ca; aknight@get.on.ca; lwheeler@mapleton.ca; Denise Holmes; acarter@pertheast.ca; admin@puslinch.ca; lgreen@southgate.ca; kwallace@wellington-north.com  
**Cc:** Karen Armstrong  
**Subject:** Notification of GRCA General Membership Attendance  
**Attachments:** 2024\_GRCA Members' Attendance.pdf

Hello Grand River Watershed Member Municipalities,

In accordance with [Grand River Conservation Authority By-Law 2-2024 section c.11](#), attached is the semi-annual members' attendance record. This message should be received by Clerks of Grand River watershed participating municipalities; please forward if it has been sent to you in error and advise me of the updated contact information.

Please feel free to contact me with any concerns.

### Eowyn Spencer

Executive Assistant

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Office: 519-621-2763 ext. 2200

Toll-free: 1-866-900-4722

[www.grandriver.ca](http://www.grandriver.ca) | [Connect with us on social](#)

**Grand River Conservation Authority  
Members Attendance  
January 1 - December 31, 2024**

First Name Last Name		January 26	February 23	March 22	April 26	May 24	June 28	July	August 23	September 27	October 25	November 22	December 13	Total Attendance
Bruce	Banbury	m	m	m	m	m	m	m	m	A	m	m		10
Christine	Billings	v	v	v	v	v	v	v	v	v	v	v		11
Gino	Caputo	v	v	v	A	v	v	v	A	v	v		8	
John	Challinor II	m	m	m	m	m	m	m	m	m	m		11	
Ken Yee	Chew	m	m	v	v	v	v	m	A	m	m		9	
Brian	Coleman	m	m	m	m	A	m	m	m	m	m		10	
Doug	Craig	m	m	m	A	m	v	v	m	m	A	m	9	
Kevin	Davis	m	m	m	m	m	m	A	m	m	A	m	9	
Mike	Devine	m	A	m	m	m	m	A	m	m	m	m	9	
Jim	Erb	m	v	m	m	A	m	v	v	m	A	v	9	
Susan	Foxtton	m	m	m	m	m	m	m	m	m	m		11	
Guy	Gardhouse	v	m	v	v	v	v	v	v	v	v		11	
Gord	Greavette	m	m	v	m	m	m	m	m	m	m		11	
Lisa	Hern	v	v	v	v	v	v	v	A	v	v		10	
Colleen	James	A	v	v	v	m	v	v	v	v	m		10	
Daniel	Lawrence	v	v	v	v	m	v	v	m	v	A		10	
David	Miller	m	A	m	A	m	m	m	m	m	m		9	
Natasha	Salonen	m	v	v	v	v	v	A	A	A	A	A	5	
Sandy	Shantz	v	v	v	m	v	v	A	v	m	v		9	
Rob	Shirton	m	v	v	v	v	v	v	v	v	v		11	
Jerry	Smith	v	m	m	m	m	m	v	m	A	m	v	10	
Shawn	Watters	m	m	m	m	m	v	m	m	m	m		11	
Chris	White	m	m	m	m	m	m	v	m	m	m	m	11	
Kari	Williams	m	m	v	v	v	v	v	v	v	A		10	
Alex	Wilson	A	A	A	v	A	A	A	v	A	A	A	2	
Pam	Wolf	v	m	m	v	m	v	m	v	m	m		11	
<b>Total</b>	<b>In-person</b>	<b>16</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>14</b>	<b>8</b>	<b>15</b>	<b>13</b>	<b>13</b>	<b>14</b>		
<b>Total</b>	<b>Virtual</b>	<b>8</b>	<b>9</b>	<b>12</b>	<b>10</b>	<b>11</b>	<b>9</b>	<b>13</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>8</b>		
<b>Total</b>	<b>Attendance</b>	<b>24</b>	<b>23</b>	<b>25</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>21</b>	<b>23</b>	<b>20</b>	<b>20</b>	<b>22</b>		

Audit Committee		1	2	3
Guy	Gardhouse	x		
Chris	White	x	x	x
Sue	Foxtton	x	x	x
John	Challinor	x	x	x
Brian	Coleman	x	x	x
Shawn	Watters	x	x	x
Kevin	Davis		x	A
Pam	Wolf	x	x	x

Board Composition		1	2
Chris	White		
Sue	Foxtton		
Ken	Chew		
Doug	Craig		
Alex	Wilson		
Pam	Wolf		

Ad-hoc CA Act Review		1	2	3	4	5
Chris	White	x				
Sue	Foxtton	x				
John	Challinor	x				
David	Miller	x				
Shawn	Watters	x				

Meeting Dates:	
Audit Committee:	
<b>1</b>	14-Feb-24
<b>2</b>	26-Apr-24
<b>3</b>	22-Nov-24

Board Composition	
	No meetings held in 2024

Ad-hoc CA Act	
<b>1</b>	02-May-24

M = In-person/Mileage paid  
V = Virtual/No mileage paid  
A = Absent

*\*Meetings shaded have been held virtually and do not pay mileage*  
*\*Meetings shaded have been hybrid and mileage may occur*

## Denise Holmes

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**From:** MECP Land Policy (MECP) <MECP.LandPolicy@ontario.ca>  
**Sent:** Wednesday, December 18, 2024 8:54 AM  
**To:** MECP Land Policy (MECP)  
**Subject:** Excess soil regulation – change made to the in-effect date of the landfilling restriction

Greetings,

I am reaching out to share that Ontario has finalized an amendment to O. Reg. 406/19: On-Site and Excess Soil Regulation (“Excess Soil Regulation”).

Having taken feedback into consideration on proposed amendments described in [ERO 019-9196](#), Ontario is updating the Excess Soil Regulation to change the in-effect date of a provision preventing the landfilling of cleaner soil by two years and to clarify the exemptions to this provision. These changes will provide more time for industry to learn about and prepare for this provision and respond to concerns that current lack of awareness could result in project delays and illegal soil dumping.

More specifically, Ontario made the following amendments to the Excess Soil Regulation:

- The in-effect date of the restriction on landfilling excess soil that meets Table 2.1 residential, parkland and institutional standards has been changed from January 1, 2025, to January 1, 2027.
- The existing exemptions from the landfilling restriction have been revised to make it clear when this cleaner excess soil may still be taken to a landfill. Clarifications have also been made to the type of information a qualified person would need to provide in a declaration to the landfill owner or operator, indicating why the excess soil should be landfilled.

The ministry proposed additional amendments to the Excess Soil Regulation to enable greater reuse of excess soil and avoid it being landfilled, including exempting certain soil management depots from waste approvals, flexibility for reuse of aggregate and stormwater pond sediment, and greater reuse of soil within the project area and between infrastructure projects. We received considerable feedback on these aspects of the proposal. As the landfilling restriction would have come into effect January 1, 2025, we have proceeded with the decision to change that date, and will make a final decision on the remaining proposals following further consideration of the feedback received.

More information on the finalized amendments may be found in the [decision notice \(ERO 019-9196\)](#) posted on the Environmental Registry. Links to the regulation as well as existing guidance to help understand the regulatory requirements can be found on MECP’s [Handling Excess Soil website](#).

Further, we have heard that greater outreach and awareness is needed to ensure industry is aware of their regulatory requirements. MECP will continue to work collaboratively with stakeholders and Indigenous communities on implementation of these amendments and the Excess Soil Regulation in general. We will also continue to act on non-compliance to address illegal dumping and ensure our environment is protected.

Please pass this information along to colleagues, members of your organization, other organizations and anyone else that may be interested.

We would like to thank everyone who took the time to share input on this proposal.

If you have any questions or would like to discuss these amendments or other aspects of the Excess Soil Regulation, please contact Reema Kureishy or Sanjay Coelho at [MECP.LandPolicy@ontario.ca](mailto:MECP.LandPolicy@ontario.ca).

Sincerely,

**Original Signed by:**

Robyn Kurtes  
Director, Environmental Policy Branch  
Ministry of the Environment, Conservation and Parks

Ontario            Police  
Provincial        provinciale  
Police            de l'Ontario

**Municipal Policing Bureau**  
**Bureau des services policiers des municipalités**

777 Memorial Ave.  
Orillia ON L3V 7V3

777, avenue Memorial  
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Tel: 705 329-6140  
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Tél. : 705 329-6140  
Télec.: 705 330-4191

File Reference:

612-20

December 19, 2024

Dear Mayor/Reeve/CAO/Treasurer,

Further to the letter sent to you by the Solicitor General on November 29, 2024, please find attached your revised OPP municipal policing 2025 Annual Billing Statement package.

As per the amended Ontario Regulation 413/23, a discount has been applied to the 2023 year-end reconciliation statement that includes both a 44 per cent discount on reconciled overtime costs as well as a 3.75 per cent discount on total 2023 reconciled costs (after the discount on overtime is applied). Additionally, a 10 per cent discount has been applied to the total 2025 estimated costs.

The Municipal Policing Bureau will be hosting rescheduled webinar information sessions on Wednesday, January 15, 2025 at 2:00 p.m. and on Friday, January 17, 2025 at 9:00 a.m. E-mail invitations will be forwarded to your municipality. The webinar content will be the same on both dates, please accept the invitation for the date that works best for your schedule.

If you have questions about the Annual Billing Statement, please e-mail [OPP.MPB.Financial.Services.Unit@OPP.ca](mailto:OPP.MPB.Financial.Services.Unit@OPP.ca).

Yours truly,



S.B. (Steve) Ridout  
Superintendent  
Commander - Municipal Policing Bureau

## OPP 2025 Annual Billing Statement - Revised

### Melancthon Tp

Estimated costs for the period January 1 to December 31, 2025

Please refer to [www.opp.ca](http://www.opp.ca) for 2025 Municipal Policing Billing General Information summary for further details.

			<b>Cost per Property \$</b>	<b>Total Cost \$</b>
<b>Base Service</b>	<b>Property Counts</b>			
	Household	1,191		
	Commercial and Industrial	87		
	<b>Total Properties</b>	<b>1,278</b>	189.44	242,099
<b>Calls for Service</b>	(see summaries)			
	Total all municipalities	209,489,870		
	Municipal portion	0.1268%	207.92	265,717
<b>Overtime</b>	(see notes)		23.06	29,474
<b>Prisoner Transportation</b>	(per property cost)		1.67	2,134
<b>Accommodation/Cleaning Services</b>	(per property cost)		5.70	7,285
<b>Total 2025 Estimated Cost</b>			<b>427.78</b>	<b>546,709</b>
<b>10% Discount on 2025 Estimated Costs</b>			(42.78)	(54,671)
<b>Total 2025 Estimated Cost After Discount</b>			<b>385.01</b>	<b>492,038</b>
<b>2023 Year-End Adjustment</b>	(see summary)			6,035
<b>Revised Grand Total Billing for 2025</b>				<b>498,073</b>
<b>Revised 2025 Monthly Billing Amount</b>				<b>41,506</b>

### Notes

A 10% Discount has been applied to the grand total of all 2025 estimated costs. The 2023 Year-End Adjustment also includes discounts applied to 2023 reconciled costs (44% on OT and 3.75% on total reconciled costs), see 2023 reconciled statement page for more information.

## **OPP 2025 Annual Billing Statement**

### **Melancthon Tp**

**Estimated costs for the period January 1 to December 31, 2025**

#### **Notes to Annual Billing Statement**

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2025 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.7 % Base Services and 49.3 % Calls for Service. The total 2025 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.44 estimated for 2025. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2020, 2021, 2022, and 2023 has been analyzed and averaged to estimate the 2025 costs. The costs incorporate the estimated 2025 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2025 hours and salary rates and included in the 2027 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2025 costs have been estimated based on the 2023 activity levels. These costs will be reconciled to the actual cost of service required in 2025.  
  
There was no information available about the status of 2025 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) **Year-end Adjustment** - The 2023 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

## OPP 2025 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2025 to December 31, 2025

Salaries and Benefits	Positions	Base		Total Base Services and Calls for Service	Base Services	Calls for Service	
		FTE	%				\$/FTE
<b>Uniform Members</b>	<b>Note 1</b>						
Inspector		26.56	100.0	187,318	4,975,177	4,975,177	-
Staff Sergeant-Detachment Commander		8.60	100.0	156,717	1,347,770	1,347,770	-
Staff Sergeant		38.53	100.0	168,657	6,498,335	6,498,335	-
Sergeant		226.23	50.7	143,480	32,459,478	16,460,024	15,999,454
Constable		1,618.15	50.7	120,835	195,529,705	99,147,813	96,381,892
Part-Time Constable		11.97	50.7	91,572	1,096,112	555,839	540,272
<b>Total Uniform Salaries</b>		<b>1,930.04</b>			<b>241,906,577</b>	<b>128,984,959</b>	<b>112,921,618</b>
Statutory Holiday Payout				6,207	11,906,411	6,262,929	5,643,483
Shift Premiums				1,129	2,095,821	1,062,740	1,033,081
Uniform Benefits - Inspector				29.47%	1,466,114	1,466,114	-
Uniform Benefits - Full-Time Salaries				36.38%	85,791,541	44,909,750	40,881,790
Uniform Benefits - Part-Time Salaries				18.75%	205,571	104,245	101,326
<b>Total Uniform Salaries &amp; Benefits</b>					<b>343,372,035</b>	<b>182,790,737</b>	<b>160,581,298</b>
<b>Detachment Civilian Members</b>	<b>Note 1</b>						
Detachment Administrative Clerk		164.29	50.7	75,342	12,377,949	6,276,748	6,101,201
Detachment Operations Clerk		3.41	50.7	69,798	238,011	120,750	117,260
Detachment Clerk - Typist		1.74	50.7	62,349	108,488	54,867	53,620
Court Officer - Administration		28.73	50.7	92,124	2,646,719	1,342,245	1,304,474
Crimestoppers Co-ordinator		0.89	50.7	73,240	65,184	32,958	32,226
Cadet		1.62	50.7	51,219	82,974	41,999	40,975
<b>Total Detachment Civilian Salaries</b>		<b>200.68</b>			<b>15,519,324</b>	<b>7,869,568</b>	<b>7,649,757</b>
Civilian Benefits - Full-Time Salaries				36.13%	5,606,608	2,843,009	2,763,599
<b>Total Detachment Civilian Salaries &amp; Benefits</b>					<b>21,125,933</b>	<b>10,712,577</b>	<b>10,413,355</b>
<b>Support Costs - Salaries and Benefits</b>	<b>Note 2</b>						
Communication Operators				6,682	12,896,527	6,782,230	6,114,297
Prisoner Guards				2,061	3,977,812	2,091,915	1,885,897
Operational Support				7,119	13,739,955	7,225,785	6,514,170
RHQ Municipal Support				3,208	6,191,568	3,256,120	2,935,448
Telephone Support				157	303,016	159,355	143,661
Office Automation Support				938	1,810,378	952,070	858,308
Mobile and Portable Radio Support				357	693,298	364,522	328,776
<b>Total Support Staff Salaries and Benefits Costs</b>					<b>39,612,554</b>	<b>20,831,997</b>	<b>18,780,557</b>
<b>Total Salaries &amp; Benefits</b>					<b>404,110,521</b>	<b>214,335,311</b>	<b>189,775,210</b>
<b>Other Direct Operating Expenses</b>	<b>Note 2</b>						
Communication Centre				150	289,506	152,250	137,256
Operational Support				1,112	2,146,204	1,128,680	1,017,524
RHQ Municipal Support				360	694,814	365,400	329,414
Telephone				1,458	2,813,998	1,479,870	1,334,128
Mobile Radio Equipment Repairs & Maintenance				168	326,258	171,540	154,718
Office Automation - Uniform				4,487	8,660,089	4,554,305	4,105,784
Office Automation - Civilian				1,154	231,585	116,485	115,100
Vehicle Usage				10,219	19,723,079	10,372,285	9,350,794
Detachment Supplies & Equipment				1,073	2,070,933	1,089,095	981,838
Uniform & Equipment				2,360	4,583,144	2,409,725	2,173,418
Uniform & Equipment - Court Officer				1,037	29,793	15,109	14,684
<b>Total Other Direct Operating Expenses</b>					<b>41,569,403</b>	<b>21,854,744</b>	<b>19,714,660</b>
<b>Total 2025 Municipal Base Services and Calls for Service Cost</b>					<b>\$ 445,679,925</b>	<b>\$ 236,190,055</b>	<b>\$ 209,489,870</b>
<b>Total OPP-Policed Municipal Properties</b>						<b>1,246,809</b>	
<b>Base Services Cost per Property</b>						<b>\$ 189.44</b>	



## OPP 2025 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2025 to December 31, 2025

### Notes:

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

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2020 through 2023. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 85.71 FTEs with a cost of \$17,779,996 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2025 salaries incorporate the 2025 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024 and 2.75% in 2025.)

The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2024-25). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

Two new premiums were added in these new agreements: a 3% Frontline Patrol Premium (which applies to Constables and Sergeants in Frontline roles only) and a 3% Second-In-Command Premium (which applies to members when temporarily backfilling a short term platoon command position.) An allowance of \$2,101 per Constable FTE and \$3,330 per Sergeant FTE for the Frontline Patrol Premium and \$76 per Constable FTE for the Second-In-Command premium have been included in the salary rates for Constables and Sergeants. These allowances are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.7% Base Services : 49.3% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2024 Municipal Policing Cost-Recovery Formula.

## OPP 2025 Calls for Service Billing Summary

### Melancthon Tp

Estimated costs for the period January 1 to December 31, 2025

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
	A					B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	0	1	4	4	2	5.9	13	0.0007%	1,527
Drugs	2	1	3	2	2	88.1	176	0.0097%	20,268
Operational	181	218	205	217	205	3.9	800	0.0440%	92,077
Operational 2	34	57	49	45	46	1.7	79	0.0043%	9,044
Other Criminal Code Violations	2	7	5	11	6	7.1	44	0.0024%	5,104
Property Crime Violations	44	50	51	70	54	6.2	333	0.0183%	38,333
Statutes & Acts	41	60	67	47	54	3.5	188	0.0103%	21,639
Traffic	77	111	115	85	97	3.8	369	0.0202%	42,399
Violent Criminal Code	16	21	22	24	21	14.8	307	0.0169%	35,325
<b>Municipal Totals</b>	<b>397</b>	<b>526</b>	<b>521</b>	<b>505</b>	<b>487</b>		<b>2,310</b>	<b>0.1268%</b>	<b>\$265,717</b>

### Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
	A					B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	2,803	2,979	2,483	2,363	2,657	5.9	15,676	0.8608%	1,803,207
Drugs	1,127	1,050	797	920	974	88.1	85,765	4.7092%	9,865,380
Operational	178,171	180,823	176,502	180,423	178,980	3.9	698,021	38.3272%	80,291,662
Operational 2	48,046	48,395	46,304	47,019	47,441	1.7	80,650	4.4283%	9,276,939
Other Criminal Code Violations	12,123	12,103	12,206	12,931	12,341	7.1	87,619	4.8110%	10,078,638
Property Crime Violations	46,799	47,403	48,878	49,446	48,132	6.2	298,415	16.3855%	34,325,987
Statutes & Acts	31,261	32,888	32,697	34,047	32,723	3.5	114,531	6.2887%	13,174,266
Traffic	32,067	34,757	38,776	32,713	34,578	3.8	131,397	7.2148%	15,114,318
Violent Criminal Code	19,343	20,055	21,513	22,640	20,888	14.8	309,139	16.9743%	35,559,474
<b>Provincial Totals</b>	<b>371,740</b>	<b>380,453</b>	<b>380,156</b>	<b>382,502</b>	<b>378,713</b>		<b>1,821,214</b>	<b>100%</b>	<b>\$209,489,870</b>

### Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2021 municipal police force amalgamations.

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**OPP 2025 Calls for Service Details**  
**Melancthon Tp**  
**For the calendar years 2020 to 2023**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
<b>Grand Total</b>	<b>397</b>	<b>526</b>	<b>521</b>	<b>505</b>	<b>487.25</b>
Drug Possession	0	1	4	4	2.25
Drug Related Occurrence	0	0	3	4	1.75
Possession - Cocaine	0	0	1	0	0.25
Possession – Opioid (other than heroin)	0	1	0	0	0.25
Drugs	2	1	3	2	2.00
Possession of cannabis for purpose of distributing	0	0	1	1	0.50
Production - Other Controlled Drugs & Substances	1	0	0	0	0.25
Trafficking - Cocaine	1	1	0	1	0.75
Trafficking - Other Controlled Drugs and Substances Act	0	0	2	0	0.50
Operational	181	218	205	217	205.25
Accident - non-MVC - Master Code	2	1	0	0	0.75
Accident - non-MVC - Residential	0	0	1	0	0.25
Animal - Bear Complaint	1	0	0	0	0.25
Animal - Bite	1	1	1	1	1.00
Animal - Dog Owners Liability Act	1	0	1	2	1.00
Animal - Injured	2	0	5	0	1.75
Animal - Master Code	2	0	1	0	0.75
Animal - Other	4	1	0	5	2.50
Animal - Stray	2	5	11	9	6.75
Assist Fire Department	1	3	4	1	2.25
Assist Public	43	82	51	59	58.75
By-Law - Master Code	3	0	1	1	1.25
Domestic Disturbance	18	24	33	26	25.25
Family Dispute	28	9	13	13	15.75
Fire - Building	5	6	7	5	5.75
Fire - Other	0	1	1	2	1.00
Fire - Vehicle	1	0	1	1	0.75
Firearms (Discharge) By-Law	1	0	0	0	0.25
Found - Others	0	2	0	0	0.50
Found Property - Master Code	4	3	2	1	2.50
Insecure Condition - Master Code	1	0	0	1	0.50
Lost Property - Master Code	1	3	3	3	2.50
Missing Person 12 & older	1	1	0	1	0.75
Missing Person Located 12 & older	3	1	3	1	2.00
Neighbour Dispute	13	19	9	12	13.25
Noise By-Law	0	0	1	1	0.50
Noise Complaint - Animal	0	1	0	1	0.50
Noise Complaint - Master Code	2	4	2	3	2.75
Noise Complaint - Others	0	1	0	2	0.75
Noise Complaint - Residence	0	1	0	2	0.75
Noise Complaint - Vehicle	0	0	0	2	0.50
Other Municipal By-Laws	1	3	3	1	2.00
Overdose/Suspected Overdose -Opioid Related	0	0	0	1	0.25
Phone - Nuisance - No Charges Laid	1	2	1	1	1.25

**OPP 2025 Calls for Service Details**  
**Melancthon Tp**  
**For the calendar years 2020 to 2023**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Sudden Death - Apparent Overdose/Overdose	0	0	1	0	0.25
Sudden Death - Natural Causes	2	2	0	4	2.00
Sudden Death - Others	0	1	1	1	0.75
Sudden Death - Suicide	1	0	4	0	1.25
Suspicious Person	12	12	11	19	13.50
Suspicious vehicle	13	18	20	18	17.25
Trouble with Youth	1	0	4	3	2.00
Unwanted Persons	5	6	8	6	6.25
Vehicle Recovered - All Terrain Vehicles	0	0	0	1	0.25
Vehicle Recovered - Automobile	2	3	1	4	2.50
Vehicle Recovered - Construction Vehicles	1	1	0	0	0.50
Vehicle Recovered - Master Code	0	0	0	1	0.25
Vehicle Recovered - Motorcycles	0	0	0	1	0.25
Vehicle Recovered - Other	1	1	0	1	0.75
Vehicle Recovered - Trucks	1	0	0	0	0.25
Operational 2	34	57	49	45	46.25
911 call - Dropped Cell	10	12	4	11	9.25
911 call / 911 hang up	7	12	2	11	8.00
False Alarm - Others	10	16	13	7	11.50
False Holdup Alarm - Accidental Trip	3	0	1	0	1.00
Keep the Peace	4	17	29	16	16.50
Other Criminal Code Violations	2	7	5	11	6.25
Animals - Cruelty	0	1	0	0	0.25
Bail Violations - Fail To Comply	1	1	1	7	2.50
Breach of Probation	0	0	0	1	0.25
Disturb the Peace	1	3	1	0	1.25
Offensive Weapons - Careless use of firearms	0	0	1	0	0.25
Offensive Weapons - Other Offensive Weapons	0	0	1	1	0.50
Offensive Weapons - Possession of Weapons	0	1	1	0	0.50
Public Mischief - mislead peace officer	0	0	0	1	0.25
Trespass at Night	0	0	0	1	0.25
Utter Threats to Property / Animals	0	1	0	0	0.25
Property Crime Violations	44	50	51	70	53.75
Arson - Auto	0	0	0	1	0.25
Arson - Others	0	1	0	0	0.25
Break & Enter	10	4	9	11	8.50
Fraud - Account closed	0	0	0	1	0.25
Fraud - False Pretence Under \$5,000	0	1	0	0	0.25
Fraud - Forgery & Uttering	0	0	0	1	0.25
Fraud - Master Code	0	1	1	3	1.25
Fraud - Money/property/security Over \$5,000	0	2	2	1	1.25
Fraud - Money/property/security Under \$5,000	1	1	3	5	2.50
Fraud - Other	0	1	1	3	1.25
Fraud - Steal/Forge/Poss./Use Credit Card	1	3	1	0	1.25
Fraud - Transportation	1	0	0	0	0.25

**OPP 2025 Calls for Service Details**  
**Melancthon Tp**  
**For the calendar years 2020 to 2023**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Interfere with lawful use, enjoyment of property	0	0	1	2	0.75
Mischief	5	8	11	5	7.25
Mischief Graffiti - Non-Gang Related	0	0	0	1	0.25
Possession of Stolen Goods over \$5,000	1	1	0	2	1.00
Possession of Stolen Goods under \$5,000	0	1	0	0	0.25
Property Damage	3	3	0	2	2.00
Theft Over - Master Code	0	1	1	0	0.50
Theft from Motor Vehicles Under \$5,000	1	0	3	4	2.00
Theft of - All Terrain Vehicles	3	0	1	0	1.00
Theft of - Automobile	0	1	1	3	1.25
Theft of - Construction Vehicles	0	1	0	2	0.75
Theft of - Mail	0	0	0	1	0.25
Theft of - Motorcycles	0	0	0	1	0.25
Theft of - Trucks	0	0	0	2	0.50
Theft of Motor Vehicle	2	3	5	3	3.25
Theft Over \$5,000 - Farm Equipment	0	1	1	0	0.50
Theft Over \$5,000 - Mining Product	1	0	0	0	0.25
Theft Over \$5,000 - Other Theft	1	1	0	1	0.75
Theft Over \$5,000 - Trailers	0	2	0	2	1.00
Theft Under \$5,000 - Bicycles	0	1	0	0	0.25
Theft Under \$5,000 - Boat (Vessel)	0	1	0	0	0.25
Theft Under \$5,000 - Building	0	0	2	0	0.50
Theft Under \$5,000 - Construction Site	1	0	0	1	0.50
Theft Under \$5,000 - Gasoline Drive-off	1	0	0	1	0.50
Theft Under \$5,000 - Master Code	2	2	1	3	2.00
Theft Under \$5,000 - Other Theft	7	9	7	5	7.00
Theft Under \$5,000 - Trailers	3	0	0	2	1.25
Trafficking in Stolen Goods over \$5,000	0	0	0	1	0.25
<b>Statutes &amp; Acts</b>	<b>41</b>	<b>60</b>	<b>67</b>	<b>47</b>	<b>53.75</b>
Custody Dispute	0	1	0	0	0.25
Landlord / Tenant	9	27	18	7	15.25
Mental Health Act	3	8	14	18	10.75
Mental Health Act - Apprehension	1	8	6	1	4.00
Mental Health Act - Attempt Suicide	3	0	2	1	1.50
Mental Health Act - No contact with Police	2	0	0	2	1.00
Mental Health Act - Placed on Form	4	2	1	2	2.25
Mental Health Act - Threat of Suicide	7	5	7	3	5.50
Mental Health Act - Voluntary Transport	1	0	2	3	1.50
Trespass To Property Act	11	9	17	10	11.75
<b>Traffic</b>	<b>77</b>	<b>111</b>	<b>115</b>	<b>85</b>	<b>97.00</b>
MVC - Fatal (Motor Vehicle Collision)	0	0	0	1	0.25
MVC - Others (Motor Vehicle Collision)	1	0	0	1	0.50
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	1	0	0	0	0.25
MVC - Personal Injury (Motor Vehicle Collision)	6	7	8	3	6.00
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	2	1	2	4	2.25

**OPP 2025 Calls for Service Details**  
**Melancthon Tp**  
**For the calendar years 2020 to 2023**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	20	20	32	20	23.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	45	80	70	49	61.00
MVC (Motor Vehicle Collision) - Master Code	2	3	3	7	3.75
Violent Criminal Code	16	21	22	24	20.75
Assault - Level 1	1	6	3	7	4.25
Assault With Weapon or Causing Bodily Harm - Level 2	4	5	2	6	4.25
Attempted Murder	0	0	1	0	0.25
Criminal Harassment	3	3	2	3	2.75
Criminal Negligence - Bodily Harm	1	0	0	0	0.25
Extortion	0	0	0	2	0.50
Indecent / Harassing Communications	1	0	1	1	0.75
Mischief - Cause Danger to Life	1	0	0	1	0.50
Non-Consensual Distribution of Intimate Images	0	0	0	1	0.25
Pointing a Firearm	0	1	0	0	0.25
Sexual Assault	2	2	5	1	2.50
Sexual Interference	1	0	0	0	0.25
Utter Threats - Master Code	1	0	0	0	0.25
Utter Threats to Person	1	4	8	2	3.75

**OPP 2023 Reconciled Year-End Summary - Revised**  
**Melancthon Tp**  
**Reconciled cost for the period January 1 to December 31, 2023**

			<u>Cost per Property \$</u>	<u>Reconciled Cost \$</u>	<u>Estimated Cost \$</u>
<b>Base Service</b>	<b>Property Counts</b>				
	Household	1,179			
	Commercial and Industrial	<u>81</u>			
	Total Properties	<u><u>1,260</u></u>	174.11	219,385	208,734
<b>Calls for Service</b>					
	Total all municipalities	187,830,598			
	Municipal portion	0.1059%	157.81	198,840	189,044
<b>Overtime</b>			31.31	39,451	20,275
<b>Prisoner Transportation</b>	(per property cost)		1.45	1,827	1,474
<b>Accommodation/Cleaning Services</b>	(per property cost)		<u>5.06</u>	<u>6,376</u>	<u>6,136</u>
<b>Total 2023 Costs</b>			<b>369.74</b>	<b>465,878</b>	<b>425,663</b>
<b>Discount on 2023 Reconciled Costs</b>	(see notes)		<u>(27.13)</u>	<u>(34,178)</u>	<u>-</u>
<b>Total Revised 2023 Costs</b>			<u><b>342.62</b></u>	<u><b>431,700</b></u>	<u><b>425,663</b></u>
<b>2023 Billed Amount</b>				<u><b>425,665</b></u>	
<b>2023 Revised Year-End-Adjustment</b>				<u><u><b>6,035</b></u></u>	

**Notes**

The discount on 2023 Reconciled Costs was calculated by first applying a 44% discount to reconciled OT costs, and then applying a 3.75% discount to the total reconciled costs (after the OT discount had been applied).

The Year-End Adjustment above is included as an adjustment on the 2025 Billing Statement.



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December 20, 2024

Denise Holmes, CAO/Clerk  
Township of Melancthon  
157101 Highway #10  
Melancthon, ON L9V 2E6

Dear Denise Holmes

**Re: 2025 Grand River Conservation Authority Municipal Apportionment and Budget Vote Meetings**

Please be advised that the General Membership Meeting of the Grand River Conservation Authority (GRCA) will be held on January 24, 2025, at 9:30 a.m., to consider approval of the 2025 Municipal Apportionment. In addition, the Annual General Meeting of the GRCA will be held on Friday, February 28, 2025, at 9:30 a.m., to consider approval of the 2025 Budget.

Attached is the most recent draft of the 2025 Budget, which was presented to the GRCA General Membership on October 22, 2024. Based on board direction to staff, this draft budget includes a Total Municipal Apportionment of \$13,757,000 which represents a 3.5% increase over 2024. The Municipal Apportionment, if approved, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 402/22: Budget and Apportionment.

The attached draft 2025 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2025. Also included is a calculation of the 2025 Municipal Apportionment for participating municipalities. Should you have any questions concerning the draft Budget or the Municipal Apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink that reads "Karen Armstrong". The signature is written in a cursive, slightly slanted style.

Karen Armstrong,  
Deputy CAO and Secretary-Treasurer

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JAN 16 2025

# Grand River Conservation Authority

**Report number:** GM-10-24-88

**Date:** October 25, 2024

**To:** Members of the Grand River Conservation Authority

**Subject:** Budget 2025 – Draft #1 – Municipal Apportionment

---

## **Recommendation:**

THAT Report Number GM-10-24-88 – Budget 2025 – Draft #1 – Municipal Apportionment be received as information.

## **Summary:**

The distribution of the proposed 2025 Municipal Apportionment to participating municipalities is attached, based on the first draft of the 2025 Budget.

## **Report:**

*Ontario Regulation 402/22: Budget and Apportionment*, which came into effect July 1, 2023, details the Conservation Authority (CA) budget process and municipal apportionment.

Different apportionment methodologies are available depending on the category of expense. General operating expenses are to be apportioned using Modified Current Value Assessment (MCVA). General capital expenses may be apportioned using MCVA or by agreement. Category 1 operating and capital expenses may be apportioned using MCVA or by benefit-based apportionment agreements. Category 2 operating and capital costs are to be apportioned based on the methodology agreed to in the Memorandum of Understanding (MOU). Where Category 3 operating and capital costs are apportioned to municipalities, that calculation may be determined by MCVA, MOU, or benefit-based apportionment agreement.

At the Grand River Conservation Authority, municipal apportionment is allocated to participating municipalities based on Modified Current Value Assessment (2024 assessment) information in the watershed, which the Ministry of Natural Resources (MNR) provided.

Using the 2024 assessment information provided, the resulting apportionment of the proposed 2025 Municipal Apportionment based on the first draft of the 2025 budget is attached. The operating expenses are categorized as General, Category 1, and Category 2.

## **Financial Implications:**

The first draft of the 2025 Budget proposes a municipal apportionment amount of \$13,757,000, representing an increase of \$465,000, or 3.5%, over 2024. After allocating this amount in accordance with O.Reg. 402/22, individual municipalities will experience increases ranging from 1.6% to 7.5% compared to 2024.

## **Other Department Considerations:**

Not Applicable

## **Prepared by:**

Karen Armstrong  
Deputy CAO/Secretary-Treasurer

## **Approved by:**

Samantha Lawson  
Chief Administrative Officer

## Grand River Conservation Authority Summary of Municipal Apportionment - 2025 Budget

*DRAFT - October 2024*

	% CVA in Watershed	2024 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2025 Budget General Operating Expenses*	2025 Budget Category 1 Operating Expenses*	2025 Budget Category 2 Operating Expenses*	2025 Budget Total Apportionment	2024 Actual Total Apportionment	% Change
Brant County	82.9%	7,956,819,370	6,596,203,258	3.03%	101,217	283,929	31,891	417,037	395,639	5.4%
Brantford C	100.0%	16,110,222,385	16,110,222,385	7.40%	247,206	693,453	77,888	1,018,547	987,407	3.2%
Amaranth Twp	82.0%	858,651,370	704,094,123	0.32%	10,804	30,307	3,404	44,515	42,773	4.1%
East Garafraxa Twp	80.0%	698,985,395	559,188,316	0.26%	8,581	24,070	2,704	35,355	32,895	7.5%
Town of Grand Valley	100.0%	637,941,807	637,941,807	0.29%	9,789	27,460	3,084	40,333	39,251	2.8%
Melancthon Twp	56.0%	636,708,237	356,556,612	0.16%	5,471	15,348	1,724	22,543	21,692	3.9%
Southgate Twp	6.0%	1,226,384,688	73,583,081	0.03%	1,129	3,167	356	4,652	4,386	6.1%
Haldimand County	41.0%	7,744,135,997	3,175,095,759	1.46%	48,721	136,670	15,351	200,742	192,819	4.1%
Norfolk County	5.0%	9,992,562,732	499,628,137	0.23%	7,667	21,506	2,416	31,589	30,988	1.9%
Halton Region	10.6%	50,597,805,213	5,374,240,578	2.47%	82,466	231,330	25,983	339,779	325,623	4.3%
Hamilton City	26.8%	99,914,929,873	26,727,243,741	12.28%	410,121	1,150,455	129,219	1,689,795	1,639,233	3.1%
Oxford County	35.9%	4,736,170,991	1,700,479,619	0.78%	26,093	73,196	8,221	107,510	105,841	1.6%
North Perth T	2.0%	2,555,744,512	51,114,890	0.02%	784	2,200	247	3,231	3,115	3.7%
Perth East Twp	40.0%	2,138,784,312	855,513,725	0.39%	13,128	36,825	4,136	54,089	52,608	2.8%
Region of Waterloo	100.0%	110,087,538,563	110,087,538,563	50.59%	1,689,258	4,738,637	532,243	6,960,138	6,710,728	3.7%
Centre Wellington Twp	100.0%	5,678,028,668	5,678,028,668	2.61%	87,128	244,407	27,452	358,987	344,247	4.3%
Erin T	49.0%	2,665,324,254	1,306,008,884	0.60%	20,040	56,216	6,314	82,570	80,462	2.6%
Guelph C	100.0%	29,061,812,848	29,061,812,848	13.36%	445,944	1,250,945	140,506	1,837,395	1,788,751	2.7%
Guelph Eramosa Twp	100.0%	3,023,807,383	3,023,807,383	1.39%	46,399	130,158	14,619	191,176	186,515	2.5%
Mapleton Twp	95.0%	1,950,508,544	1,852,983,117	0.85%	28,433	79,760	8,959	117,152	114,764	2.1%
Wellington North Twp	51.0%	1,881,548,776	959,589,876	0.44%	14,725	41,305	4,639	60,669	58,619	3.5%
Puslinch Twp	75.0%	2,935,530,680	2,201,648,010	1.01%	33,784	94,768	10,644	139,196	133,644	4.2%
<b>Total</b>		<b>363,089,946,596</b>	<b>217,592,523,382</b>	<b>100.00%</b>	<b>3,338,888</b>	<b>9,366,112</b>	<b>1,052,000</b>	<b>13,757,000</b>	<b>13,292,000</b>	<b>3.5%</b>

\*Operating Expenses include maintenance of capital infrastructure, studies, and/or equipment.

# Grand River Conservation Authority

**Report number:** GM-10-24-87

**Date:** October 25, 2024

**To:** Members of the Grand River Conservation Authority

**Subject:** Budget 2025 – Draft #1

---

## Recommendation:

THAT Report Number 10-24-87 – Budget 2025 - Draft #1 be approved for consultation purposes, circulated to all participating municipalities, and posted to the GRCA website.

THAT staff be directed to forward correspondence regarding the Minister's direction to freeze planning and regulations user fees to the Minister of Natural Resources and Forestry.

## Summary:

This report summarizes the first draft of the 2025 Budget. The final budget for 2025 will be presented for approval at the February 28, 2025 Annual General Meeting. See Budget 2025 Timetable (Appendix A ) for additional details on budget timelines.

Budget 2025-Draft #1 reflects the continuation of programs and services delivered in 2024 and maintains breakeven results. Total draft expenditures for 2025 are \$37,907,688 (2024: \$36,902,214). Preliminary budget financial figures are outlined in Appendix G which includes the Statement of Operations and detailed Program and Services statements. The individual programs and services budgets have been categorized as Operating, Major Maintenance and Equipment, and Special projects.

Grand River Conservation Authority (GRCA) programs and services are funded by:

- Municipal Apportionment
- Municipal Funding as per Memorandum of Understandings (MOUs)
- Other Municipal Funding (by special agreements)
- Provincial and Federal Grants
- Self-Generated Revenue
- Funding from Reserves

Overall, the municipal funding request has been increased by 3.5% (or \$465,000) to \$13,757,000 in 2025. For a breakdown of municipal funding by Category 1, 2, and general operating expenses see Appendix C "Budget 2025 Municipal funding breakdown".

As required under *O.Reg. 687/21 Transition Plans and Agreements for Programs and Services Under Section 21.2.2 of the Act*, the GRCA has developed an Inventory of Programs and Services based on the categories identified in the Regulation. These categories include: (1) Mandatory, (2) Municipally requested, (3) Other (Authority determines are advisable), and General Operating Expenses.

Appendix B "Programs & Services Inventory" outlines the expenditures and funding sources applicable to each category, along with the reallocation of program surplus between programs and services.

Appendix D "Summary of Municipal Apportionment" details the municipal apportionment and Memorandum of Understanding (MOU) funding requests by participating municipalities.

**TABLE A -BUDGET 2025 EXPENDITURES**

	<b>2025</b>	<b>2024</b>	<b>Increase/(decrease)</b>
<b><u>EXPENDITURES</u></b>			
Operating Expenses	\$30,904,688	\$30,098,214	\$806,474
Capital Expenses	\$6,053,000	\$4,674,000	\$1,379,000
Special Projects	\$950,000	\$2,130,000	(\$1,180,000)
<b>TOTAL</b>	<b>\$37,907,688</b>	<b>\$36,902,214</b>	<b>\$1,005,474</b>

Note: Use of the term capital expenses for spending that is funded with municipal apportionment refers to major maintenance, water control structure studies, or water management equipment.

**Report:**

**A. CONSERVATION AUTHORITIES ACT - NEW REGULATIONS Jan 1, 2024**

The Conservation Authorities Act (CA Act) outlines three categories of programs and services: (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable).

*O. Reg. 402/22 - Budget and Apportionment* defines “general operating expense or capital cost” as an operating expense or capital cost that is not related to the provision of a program or service that an authority provides. The regulations require that these costs be identified separately, and municipal funding be apportioned using Modified Current Value Assessment (MCVA).

*O. Reg. 402/22* requirements came into force for the 2024 budget process. See Appendix A – Budget 2025 Timetable for timeline details. This regulation outlines Four Phases to the budget process

- Phase 1: Categorizing revenue and expenses as per the categories listed above, and amounts of municipal apportionment
- Phase 2: Board approval of draft budget for consultation (vote required), distribution to participating municipalities, and posting on the GRCA’s Governance section on the website. Consultation with municipalities will occur as required.
- Phase 3: Board apportionment approval process (weighted vote required)
- Phase 4: Final budget approval process (vote required)

**B. OPERATING BUDGET**

In general, the 2025 budget assumes the same level of program and service delivery as provided in 2024. Any exceptions to specific program areas are included in the commentary below as applicable.

(a) Resource Planning

- Resource Planning fee revenue declined in 2024 and therefore this draft of the budget reduced revenue by \$70,000.
- Compensation and benefits costs reduced by \$70,000 to recognize vacancy, rate savings which have occurred historically.

(b) Residential Property Rental Program

- The Residential Property Rental Program is in the process of winding down. The budgeted 2025 revenue of \$115,000 assumes no decrease in occupancy during 2025.
- The budgeted net result for this program is a \$28,000 surplus.

(c) Outdoor Environmental Education

- Negotiations with school boards for 2024/25 contracts have been completed. The first draft of the budget assumes that 2024/25 school contracts will be extended for the 2025/26 school year. This draft does not include any community or day camp program delivery. Decisions regarding the future format and scope of the Outdoor Environmental Education program will be incorporated into future budget drafts as applicable.

(d) Conservation Areas

- Conservation Area 2025 budgeted revenue of \$11,200,000 is approximately \$1,000,000 less than projected revenue of \$12,200,000 for 2024.
- Operating expenses have been increased by \$500,000.
- Conservation Area program and services expenses have been expanded to include 100% of Manager of Conservation Area Operations, 50% of Luther Marsh operations, and 100% of hazard tree management in the Conservation Areas. The funding for these three additional components is being funded with surplus from other Category 3 programs. These expenses have been increased by \$34,000 (from \$510,000 to \$544,000)
- The Conservation Areas budget excludes any allocation for corporate services overhead expenses.
- The revenue and cost assumptions will be revisited once actuals for the full 2024 season are available. Any adjustments to operating revenue or expenses will be the transfer to/from the Conservation Areas Reserve.

(e) Investment Income

- Income increased \$100,000 due to higher interest being earned on cash balances.

(f) Section 39 Funding

- It is assumed that there will no cutbacks in the provincial Section 39 grant for the period April 1, 2025 to March 31, 2026 and therefore the Section 39 grant amount is anticipated to remain at \$449,688.

(g) Municipal Apportionment Funding

- The 2025 Budget includes \$12,705,000 of funding for Category 1 Mandatory Programs and General Operating Expenses along with \$1,052,000 for Category 2 MOU Programs for a total of \$13,757,000 which is a \$465,000 (or 3.5%) increase over the 2024 Apportionment of \$13,292,000.

(h) Surplus Assumption

- The draft budget assumes a \$100,000 surplus carry forward from 2024. If additional surplus is applicable, staff will recommend that it be incorporated in the final budget and primarily used for non-recurring expense demands (i.e. consulting, professional development, and other administrative costs).

(i) Transition Reserve (created in 2021)

- The purpose of the reserve is to fund expenditures related to the transitioning of the GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. As at December 31, 2023, the reserve balance is approximately \$2.6 million.
- The strategy for Budget 2025 draft #1 is to utilize the transition reserve to fund one staff position (\$100,000) and to fund the Outdoor Environmental Education program deficit (\$353,000).

(j) Compensation and Benefits and Staffing:

- The 2025 draft budget includes a 5% increase for compensation and benefits which allows for a general wage increase, grid steps within wage scales, market adjustments, and benefit cost increases. One finance position has been eliminated from the budget. One administrative position is being added to the budget.

(k) Source Protection Program

- The province has identified that this program is considered a Category 1 mandatory program that is required to be delivered by Conservation Authorities. The GRCA has a contract for the period April 1, 2024 to March 31, 2027 (3 years). The 2025 budget reflects spending requirements in accordance with the contract.

## C. CAPITAL & MAJOR MAINTENANCE BUDGET

(a) Major Maintenance Spending Water Control Structures

- The budget is set at \$3,000,000. Any increases in spending required can be funded with the Water Control Structures reserve and/or the Land Sale Proceeds reserve. Government funding included in budget 2025 relates to provincial Water and Erosion Control Infrastructure (WECI) funding which is subject to provincial approval of projects. Changes to this budget line will not impact the request for municipal funding. Any additional spending will be funded with WECI funding or reserves.

(b) Capital Spending Conservation Areas

- The budget is set at \$2,000,000. This spending is budgeted to be funded with \$1,500,000 of fee revenue and \$500,000 from the conservation area reserve. Future budget drafts will be revised as capital projects are prioritized. Any increases in budgeted spending will be facilitated by either increased revenue or use of the conservation area reserve. Any decrease in budgeted expenses would be offset by a transfer to the conservation reserve.

(c) Water Monitoring Equipment and Flood Forecasting and Warning Expenses

- The budget is being held constant at \$300,000. The gauge reserve will be used to fund \$100,000 of total costs and the remaining costs will be funded with Category 1 Municipal Apportionment funding.

(d) Information Systems and Motor Pool

- Costs of \$429,000 for Information Systems and \$324,000 for Motor Pool represent the costs not funded through internal cost allocations to programs and services and are funded through the IS reserve and MP reserve respectively. See Appendix G 'P&S #16 - Supplemental Information – IS and MP' for detailed expense information.

## D. SPECIAL PROJECTS

(a) Special projects do not rely on Municipal Apportionment funding.

(b) This draft of the budget only includes items that are known or highly likely to be undertaken and a cost can be estimated. At present, the budget includes \$950,000 in spending. By the time the 2025 budget is finalized, special project spending, along with matching revenue, is expected to increase as projects are approved and carryover amounts are confirmed.

(c) The \$950,000 in special projects included in this draft budget are:

- \$800,000 Rural Water Quality Capital Grants
- \$45,000 Brant/Brantford Children's Water Festival
- \$35,000 Mill Creek Rangers Project
- \$70,000 Species at Risk



(d) New Guelph Lake Nature Centre Building

This project is anticipated to be completed by end of 2024. The final budget draft may incorporate costs if the project is not completed. Funding will be provided by donations and may potentially require the use of GRCA reserves.

**E. RESERVES**

For 2025, reserves are budgeted to decrease by \$826,500. Significant budgeted drawdowns to reserves include: \$750,000 for Water Control Major Maintenance projects, \$500,000 for Conservation Area capital projects, \$353,000 to fund the Environmental Education deficit, \$270,000 to fund two staff positions, \$429,000 for Information Systems, and \$324,000 for Motor Pool. See Appendix E 'Summary of Reserves' for details of reserve movements budgeted for 2025. Interest income of \$2,050,000 is expected to be transferred into reserves. The use of reserves is integral to GRCA operations. The GRCA sets aside certain funds to reserves (i.e. Land Sale Proceeds, Hydro Revenue, Interest Earned on Reserves) in order to be able to draw upon these reserves at a later date in accordance with either legislative mandates and/or board-approved use. The Programs & Services Inventory expenditures includes \$66,500 in transfer of Hydro revenue to the capital reserve (Appendix B).

Reserves can be viewed as:

- Planned savings set aside for future capital projects (facilitates smoothing of funding requests)
- Surpluses set aside for future operating or capital needs (i.e. Conservation Area revenue in excess of budget)
- Contingency funds for unplanned expenditures
- Legislated amounts to be used in accordance with regulations (i.e. land sale proceeds)

A detailed report on reserves will be presented at the November 22, 2024 meeting.

**F. CATEGORY 2 – WATERSHED SERVICES**

The programs and services included under watershed services are:

- Subwatershed Studies
- Conservation Services
- Water Quality
- Water Quality - Wastewater Optimization Program
- Water Quality - Groundwater Resources
- Watershed Sciences and Collaborative Planning

See Appendix F 'Budget 2025 Category 2 - Watershed Services Program Breakdown'

All participating municipalities entered into a Memorandum of Agreement with the GRCA to provide the above listed services.

**G. MUNICIPAL APPORTIONMENT**

Where municipal funding is applicable, namely, Category 1, 2, and General Operating Expenses, the methodology of apportionment used is Modified Current Value Assessment (MCVA) on the basis that there is a watershed benefit for all participating municipalities from the programs and services. See Appendix D 'Budget 2025 Summary of Municipal Apportionment' for details.

The methodology for calculating the MCVA and distributing apportionment is outlined *in O. Reg. 402/22 Section (7)*. Five-year agreements with participating municipalities for Category

2 programs and services outline that net costs be allocated same as Category 1, namely, the MCVA method.

### **OTHER MAJOR ASSUMPTIONS**

- (a) Cottage Lot Rental Program revenue increased by 2.0%.
- (b) Total Insurance expense increased by 5% or \$35,000 to reflect 2024 rate increases and projected 2025 rate increases.
- (c) Total Property Tax expense increased 3% or \$15,000.
- (d) Administrative expense related to computer charge-out rates increased 7% or \$100,000
- (e) Other Operating expenses increased between 0% and 3% as applicable.
- (f) Motor Pool charge-out rates held constant.

### **H. SIGNIFICANT OUTSTANDING BUDGET ITEMS**

- (a) Year 2024 Carry forward Adjustments  
2024 Surplus carry forward - this draft of the 2025 Budget assumes a \$100,000 surplus carryover from year 2024. The actual "2024 Net Surplus" will be incorporated into the 2025 budget.
- (b) 2024 Special Projects carry forward  
Any projects commenced in year 2024 and not completed by December 31, 2024 will be carried forward and added to Budget 2025 (i.e. both the funding and the expense will be added to Budget 2025 and therefore these adjustments will have no impact on the breakeven net result).
- (c) Water Control Structures Major Maintenance Expenditures  
A final determination of the amount of spending to be added to the Budget 2025 (i.e. unspent amounts from 2024, new projects) will be made, including use of reserves for 2025 projects. Any decisions to increase spending should not impact the general municipal apportionment request but would be funded with reserves, WECl funding, and/or new funding sources, as applicable.
- (d) Conservation Area Revenue and Expenses  
Final revenue, operating, and capital expense figures are to be determined following the year-end actuals review.
- (e) Outdoor Environmental Education  
Final revenue and operating expense figures are to be determined following further information on program delivery developments.

The following are attached:

- Appendix A: Budget 2025 Timetable
- Appendix B: Budget 2025 Program and Services Inventory
- Appendix C: Budget 2025 Municipal Funding Breakdown
- Appendix D: Budget 2025 Summary of Municipal Apportionment
- Appendix E: Budget 2025 Summary of Reserves
- Appendix F: Budget 2025 Category 2 - Watershed Services Program breakdown
- Appendix G: Statement of Operations & Detailed Programs and Services Statements

## **Financial Implications:**

Budgeted spending for 2025 is \$37,857,688 (2024: \$36,902,214) before transfer of \$66,500 to reserves. This first draft of the budget includes a municipal apportionment (levy) increase of \$465,000 (or 3.5%).

The main budgetary challenges faced by the GRCA are:

- Cost pressures created by the economic environment including inflation, supply chain issues, and labour force shortages.
- Conservation Area operating revenue is impacted by fluctuations in consumer demand and weather conditions which are difficult to predict.
- Aging infrastructure in the Conservation Areas and Nature Centre facilities.
- Increased demands on managing passive lands (i.e. land use decisions, hazard tree management, trespassing, infrastructure).
- Keeping pace with digital innovation and technological advancements.

## **Other Department Considerations:**

None

### **Prepared by:**

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### **Approved by:**

Samantha Lawson  
Chief Administrative Officer

# Budget 2025 Timetable

September 27, 2024:	Timelines and Preliminary Considerations
October 25, 2024:	Draft Budget #1 to General Meeting and Board approval of the draft budget for consultation purposes
November 2024:	Distribute Draft Budget #1 to Participating Municipalities and post it on the GRCA website in the Governance section
Nov & Dec 2024:	Consultation with Participating Municipalities as requested
December 13, 2024:	Board Motion to send 30 days' notice to Participating Municipalities of Municipal Apportionment Vote at January 26, 2024 General Meeting
December 20, 2024:	Send Notice to Participating Municipalities of Municipal Apportionment Vote and include apportionment amounts and most recent draft Budget
Jan 24, 2025:	Draft Budget #2 to General Meeting and Municipal Apportionment Vote – weighted majority and recorded. Once approved, distribute to Participating Municipalities.
Feb 28, 2025:	Final 2025 Budget Vote – weighted majority (as per by-law) and recorded. Once approved, distribute to Participating Municipalities, post on the GRCA website, and send to MNRF

Grand River Conservation Authority

**PROGRAMS AND SERVICES INVENTORY**  
**BUDGET 2025**

Programs & Services Inventory		TOTAL EXPENDITURES (includes transfers to reserves)	MUNICIPAL APPORTIONMENT/ Cat 2-MOA FUNDING	MUNICIPAL-OTHER	SELF-GENERATED REVENUE	PROVINCIAL & FEDERAL GRANTS	Funding from RESERVES	Programs & Services SURPLUS allocation	TOTAL REVENUE (after P&S surplus allocation)	NET RESULT
CATEGORY 1	Watershed Management	1,028,100	915,600			37,500	75,000		1,028,100	-
	FFW & Flood Plain Mapping	1,291,000	1,101,662			164,338	25,000		1,291,000	-
	Water Control Structures	5,490,700	2,785,350			1,735,350	970,000		5,490,700	-
	Resource Planning	2,747,600	1,823,600		924,000				2,747,600	0
	Conservation Lands Management	2,981,900	2,739,900		42,000		200,000		2,981,900	0
	Source Protection Planning	780,000	-			780,000			780,000	-
	<b>Total Category 1</b>	<b>14,319,300</b>	<b>9,366,112</b>		<b>966,000</b>	<b>2,717,188</b>	<b>1,270,000</b>	<b>-</b>	<b>14,319,300</b>	<b>0</b>
			65%	0%	7%	19%	9%	0%	100%	
General Operating	<b>General Operating Expenses (note 5)</b>	<b>4,668,688</b>	<b>3,338,888</b>		<b>350,000</b>		<b>818,000</b>	<b>161,800</b>	<b>4,668,688</b>	<b>-</b>
			72%	0%	7%	0%	18%	3%	100%	
CATEGORY 2	<b>CATEGORY 2 Watershed Services</b>	<b>1,973,000</b>	<b>1,052,000</b>	<b>850,000</b>	<b>-</b>	<b>70,000</b>	<b>1,000</b>		<b>1,973,000</b>	<b>-</b>
			53%	43%	0%	4%	0%	0%	100%	
CATEGORY 3	Burford Tree Nursery & Planting Services	1,012,400			680,000			332,400	1,012,400	-
	Conservation Services (Special Projects)	166,200		10,000	35,000	65,000		56,200	166,200	-
	Outdoor Environmental Education	953,000			600,000		353,000	-	953,000	-
	Property Rentals	1,109,700			3,130,000			(2,020,300)	1,109,700	-
	Hydro Production	162,000			530,000			(368,000)	162,000	-
	Conservation Areas	12,316,000			11,271,000		501,000	544,000	12,316,000	-
	Administrative Support (note 6)	1,293,900						1,293,900	1,293,900	-
<b>Total Category 3</b>	<b>17,013,200</b>	<b>-</b>	<b>10,000</b>	<b>16,246,000</b>	<b>65,000</b>	<b>854,000</b>	<b>(161,800)</b>	<b>17,013,200</b>	<b>-</b>	
			0%	0%	95%	0%	5%	-1%	100%	
<b>TOTAL Programs &amp; Services</b>		<b>37,974,188</b>	<b>13,757,000</b>	<b>860,000</b>	<b>17,562,000</b>	<b>2,852,188</b>	<b>2,943,000</b>	<b>-</b>	<b>37,974,188</b>	<b>0</b>
			36%	2%	46%	8%	8%	0%	100%	

NOTE 1, NOTE 4

NOTE 2

NOTE 3

**COMMENTARY:**

- NOTE 1 Total Programs & Services expenditures (includes transfers to reserves) is funded 36% by the combined total of mandatory municipal apportionment and Category 2 MOA municipal funding.
- NOTE 2 Almost 50% of total expenses is funded with self-generated revenue.
- NOTE 3 Category 3 'Property Rentals' and 'Hydro Production' generate a surplus which is allocated to Category 3 programs and General Operating expenses to achieve breakeven results for each P&S.
- NOTE 4 In 2024 Municipal funding totalled \$13,292,000. Therefore Municipal funding is increasing by \$465,000 (or 3.5%) to \$13,757,000 in 2025 compared to 2024.
- NOTE 5 **General Operating Expenses** include administrative expenses related to Office of the CAO, communications, capital support, finance, payroll, human resources, Health and Safety, head Office facility, and other administrative expenses that support the provision of programs and services.
- NOTE 6 **Administrative Support** includes administrative expenses related to finance, communications, capital support and other administrative expenses that support category 3 programs and services.

Grand River Conservation Authority

**MUNICIPAL FUNDING BREAKDOWN (note 1)**  
**BUDGET 2025**

	2024 Municipal Apportionment	2025 Municipal Apportionment
CATEGORY 1 - Mandatory General Operating Expenses	8,964,112	9,366,112
CATEGORY 2 - Municipally Requested MOU's	1,017,000	1,052,000
	<b>13,292,000</b>	<b>13,757,000</b>
	<i>dollar Increase</i>	465,000
	<i>percentage Increase</i>	3.5%

**Note 1**

**Funding under special agreements with Municipalities is not included in above municipal funding breakdown (i.e. RWQP, Subwatershed studies)**

**Grand River Conservation Authority  
Summary of Municipal Apportionment - 2025 Budget**

*DRAFT - October 25, 2024*

	% CVA in Watershed	2024 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2025 Budget General Operating Expenses*	2025 Budget Category 1 Operating Expenses*	2025 Budget Category 2 Operating Expenses*	2025 Budget Total Apportionment	2024 Actual Total Apportionment	% Change
Brant County	82.9%	7,956,819,370	6,596,203,258	3.03%	101,217	283,929	31,891	417,037	395,639	5.4%
Brantford C	100.0%	16,110,222,385	16,110,222,385	7.40%	247,206	693,453	77,888	1,018,547	987,407	3.2%
Amaranth Twp	82.0%	858,651,370	704,094,123	0.32%	10,804	30,307	3,404	44,515	42,773	4.1%
East Garafraxa Twp	80.0%	698,985,395	559,188,316	0.26%	8,581	24,070	2,704	35,355	32,895	7.5%
Town of Grand Valley	100.0%	637,941,807	637,941,807	0.29%	9,789	27,460	3,084	40,333	39,251	2.8%
Melancthon Twp	56.0%	636,708,237	356,556,612	0.16%	5,471	15,348	1,724	22,543	21,692	3.9%
Southgate Twp	6.0%	1,226,384,688	73,583,081	0.03%	1,129	3,167	356	4,652	4,386	6.1%
Haldimand County	41.0%	7,744,135,997	3,175,095,759	1.46%	48,721	136,670	15,351	200,742	192,819	4.1%
Norfolk County	5.0%	9,992,562,732	499,628,137	0.23%	7,667	21,506	2,416	31,589	30,988	1.9%
Halton Region	10.6%	50,597,805,213	5,374,240,578	2.47%	82,466	231,330	25,983	339,779	325,623	4.3%
Hamilton City	26.8%	99,914,929,873	26,727,243,741	12.28%	410,121	1,150,455	129,219	1,689,795	1,639,233	3.1%
Oxford County	35.9%	4,736,170,991	1,700,479,619	0.78%	26,093	73,196	8,221	107,510	105,841	1.6%
North Perth T	2.0%	2,555,744,512	51,114,890	0.02%	784	2,200	247	3,231	3,115	3.7%
Perth East Twp	40.0%	2,138,784,312	855,513,725	0.39%	13,128	36,825	4,136	54,089	52,608	2.8%
Region of Waterloo	100.0%	110,087,538,563	110,087,538,563	50.59%	1,689,258	4,738,637	532,243	6,960,138	6,710,728	3.7%
Centre Wellington Twp	100.0%	5,678,028,668	5,678,028,668	2.61%	87,128	244,407	27,452	358,987	344,247	4.3%
Erin T	49.0%	2,665,324,254	1,306,008,884	0.60%	20,040	56,216	6,314	82,570	80,462	2.6%
Guelph C	100.0%	29,061,812,848	29,061,812,848	13.36%	445,944	1,250,945	140,506	1,837,395	1,788,751	2.7%
Guelph Eramosa Twp	100.0%	3,023,807,383	3,023,807,383	1.39%	46,399	130,158	14,619	191,176	186,515	2.5%
Mapleton Twp	95.0%	1,950,508,544	1,852,983,117	0.85%	28,433	79,760	8,959	117,152	114,764	2.1%
Wellington North Twp	51.0%	1,881,548,776	959,589,876	0.44%	14,725	41,305	4,639	60,669	58,619	3.5%
Puslinch Twp	75.0%	2,935,530,680	2,201,648,010	1.01%	33,784	94,768	10,644	139,196	133,644	4.2%
<b>Total</b>		<b>363,089,946,596</b>	<b>217,592,523,382</b>	<b>100.00%</b>	<b>3,338,888</b>	<b>9,366,112</b>	<b>1,052,000</b>	<b>13,757,000</b>	<b>13,292,000</b>	<b>3.5%</b>

\*Operating Expenses include maintenance of capital infrastructure, studies, and/or equipment.

# Appendix E

## Grand River Conservation Authority

### BUDGET 2025 - SUMMARY of RESERVES

General Meeting - October 25, 2024

	BUDGET 2024	"NET CHANGE" INCREASE/(DECREASE) 2024 VS 2025	DETAILS OF "NET CHANGE" BUDGET 2025			BUDGET 2025
			Transfer In (Interest Income)	Transfer In	Transfer Out Description of Transfer	
<b>Type A: GRCA Controlled</b>						
<b>Operating Reserves (designated)</b>						
Property & Liability Insurance	291,417	10,000	10,000			301,417
Building & Mechanical Equipment	1,393,443	50,000	50,000			1,443,443
Small Office Equipment	0	0	0			0
Personnel	1,279,167	(20,000)	45,000		(65,000) OUT- Vacation Accrual, Wages	1,259,167
Transition	2,320,308	(353,000)	100,000		(453,000) OUT-\$100K Staff Position, \$353,000 Environmental Education	1,967,308
Forestry	1,586,205	50,000	50,000			1,636,205
Information Systems and Technology	976,899	(384,000)	45,000	1,532,000	(1,961,000) IN-Chargebacks; OUT-Operating/Capital costs	592,899
Cottage Operations	1,321,831	50,000	50,000			1,371,831
Grand River Watershed Management Plan	123,589	5,000	5,000			128,589
Planning Enforcement	567,652	20,000	20,000			587,652
Property Rental Expenses	820,090	35,000	35,000			855,090
Watershed Restoration	345,225	10,000	10,000			355,225
Master Planning	462,298	20,000	20,000			482,298
Water Management Operating NEW-2022	1,078,942	(130,000)	40,000		(170,000)	948,942
Motor Pool Equipment	1,315,460	(264,000)	60,000	1,400,000	(1,724,000) IN-Chargebacks;OUT-Operating/Capital costs	1,051,460
Motor Pool Insurance	99,821	4,000	4,000			103,821
<b>Capital Reserves (designated)</b>						
Water Control Structures	3,136,063	80,000	130,000		(50,000) OUT-Water Control Structures major repairs	3,216,063
Cambridge Desiltation Pond	3,967	(1,000)	0		(1,000) OUT-Cambridge Desiltation Pond costs	2,967
Completion of Capital Projects	162,000	0				162,000
Conservation Areas-Stabilization/Capital	8,291,029	(180,000)	320,000		(500,000) OUT-Cons Area Capital costs	8,111,029
Gauges	950,910	(60,000)	40,000		(100,000) OUT-Gauge costs	890,910
<b>Capital Reserves (undesignated)</b>						
General Capital Reserve	1,609,071	116,500	50,000	66,500	IN-Hydro Generation Revenue	1,725,571
<b>Total Type A: GRCA Controlled</b>	<b>28,135,387</b>	<b>(941,500)</b>	<b>1,084,000</b>	<b>2,998,500</b>	<b>(5,024,000)</b>	<b>27,193,887</b>
<b>Type B: Reserves with Outside Control/Interest</b>						
<b>With MNRF Interest (Capital Reserves)</b>						
Gravel	279,315	9,000	10,000		(1,000) OUT-Gravel Pit License	288,315
Land Sale Proceeds Reserve	23,618,711	90,000	940,000		(850,000) OUT-\$100K Demolition costs, \$750K Water Control Structure Projects	23,708,711
<b>With School Board Interest (Operating Reserves)</b>						
App's Nature Centre	79,501	3,000	3,000			82,501
Laurel Creek Nature Centre	121,762	5,000	5,000			126,762
Guelph Lake Nature Centre	149,181	4,000	4,000			153,181
Taquanyah Nature Centre	24,102	1,000	1,000			25,102
Shade's Mills Nature Centre	84,014	3,000	3,000			87,014
<b>Total Type B: Outside Control/Interest</b>	<b>24,356,586</b>	<b>115,000</b>	<b>966,000</b>	<b>0</b>	<b>(851,000)</b>	<b>24,471,586</b>
<b>TOTAL</b>	<b>\$52,491,973</b>	<b>(826,500)</b>	<b>\$2,050,000</b>	<b>\$2,998,500</b>	<b>(\$5,875,000)</b>	<b>\$51,665,473</b>



Grand River Conservation Authority

**CATEGORY 2 - WATERSHED SERVICES PROGRAM BREAKDOWN**  
**BUDGET 2025**

Programs & Services	Cost	Offsetting Funding	NET COST	Description of Offsetting Funding
Sub-watershed Services	\$ 291,000	\$ (50,000)	\$ 241,000	Municipal Funding
Conservation Services	\$ 1,435,000	\$ (870,000)	\$ 565,000	Municipal & Federal Funding
Water Quality	\$ 151,000	\$ (1,000)	\$ 150,000	Reserves
Water Quality - Waste Water Optimization Program	\$ 87,600	\$ -	\$ 87,600	
Water Quality - Groundwater Resources	\$ 8,400	\$ -	\$ 8,400	
Watershed Sciences & Collaborative Planning *				
<b>TOTAL</b>	<b>\$ 1,973,000</b>	<b>\$ (921,000)</b>	<b>\$ 1,052,000</b>	

\* Costs related to this activity integrated in the above listed programs and services.

**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
BUDGET 2025**

**Appendix G**

	<b>New Regulations Category</b>	<b>P&amp;S Ref #</b>	<b>NEW REGS Budget 2023 (draft Oct)</b>	<b>NEW REGS Budget 2024</b>	<b>NEW REGS Budget 2025</b>
<b><u>REVENUE</u></b>					
<b><u>Municipal</u></b>					
Municipal Apportionment	Category 1	various	11,976,000	12,275,000	12,705,000
Memorandums of Understanding Apportionment	Category 2	various	992,000	1,017,000	1,052,000
Other	Category 2 & 3	8	850,000	940,000	860,000
			<b>13,818,000</b>	<b>14,232,000</b>	<b>14,617,000</b>
<b><u>Government Grants</u></b>					
MNRF Transfer Payments	Category 1	various	449,688	449,688	449,688
Source Protection Program-Provincial	Category 1	various	640,000	834,000	780,000
Other Provincial	Category 1	various	737,500	737,500	1,487,500
Other Provincial	Category 2	8	0	130,000	0
Other Provincial	Category 3	10	30,000	100,000	65,000
Federal	Category 1 & 2	various	40,000	155,000	70,000
			<b>1,897,188</b>	<b>2,406,188</b>	<b>2,852,188</b>
<b><u>Self Generated</u></b>					
<b>User Fees and Sales</b>					
<i>Resource Planning</i>	Category 1	4	1,144,000	994,000	924,000
<i>Burford Operations &amp; Planting Services</i>	Category 3	9	580,000	680,000	680,000
<i>Conservation Lands Income</i>	Category 3	14	71,000	71,000	71,000
<i>Conservation Lands Income</i>	Category 1	5	15,000	15,000	15,000
<i>Conservation Areas User Fees</i>	Category 3	14	10,000,000	10,700,000	11,200,000
<i>Environmental Education</i>	Category 3	11	500,000	600,000	600,000
Property Rentals	Category 3	12	2,981,000	3,038,000	3,130,000
Hydro Generation	Category 3	13	580,000	580,000	530,000
Grand River Conservation Foundation	Category 1,2,3	various	27,000	662,000	62,000
Investment Income	General Operating	7	1,350,000	2,200,000	2,300,000
<b>Total Self-Generated Revenue</b>			<b>17,248,000</b>	<b>19,540,000</b>	<b>19,512,000</b>
<b>TOTAL REVENUE</b>			<b>32,963,188</b>	<b>36,178,188</b>	<b>36,981,188</b>

**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
BUDGET 2025**

**Appendix G**

	<b>New Regulations Category</b>	<b>P&amp;S Ref #</b>	<b>NEW REGS Budget 2023 (draft Oct)</b>	<b>NEW REGS Budget 2024</b>	<b>NEW REGS Budget 2025</b>
<b><u>EXPENSES</u></b>					
<b>OPERATING</b>					
Watershed Management	Category 1	1	1,276,000	1,146,100	918,100
Flood Forecasting and Warning	Category 1	2	895,000	911,000	1,101,000
Water Control Structures	Category 1	3	2,143,200	2,128,700	2,490,700
Resource Planning	Category 1	4	2,551,800	2,679,600	2,747,600
Conservation Lands Management	Category 1	5	2,954,600	2,871,900	2,981,900
Source Protection Program	Category 1	6	640,000	834,000	780,000
General Operating Expenses	General Operating	7	3,495,788	4,267,714	3,915,688
Watershed Services	Category 2	8	1,043,000	1,068,000	1,103,000
Burford Operations & Planting Services	Category 3	9	867,300	992,900	1,012,400
Conservation Services	Category 3	10	81,200	82,200	86,200
Environmental Education	Category 3	11	775,100	912,000	953,000
Property Rentals	Category 3	12	1,095,200	1,109,200	1,109,700
Hydro Production	Category 3	13	95,500	95,500	95,500
Conservation Areas	Category 3	14	9,037,000	9,782,000	10,316,000
Administrative Support	Category 3	15	1,198,000	1,217,400	1,293,900
<b>Total OPERATING Expenses</b>			<b>28,148,688</b>	<b>30,098,214</b>	<b>30,904,688</b>
<b>MAJOR MAINTENANCE &amp; EQUIPMENT Expenses</b>					
Watershed Management	Category 1	1	110,000	110,000	110,000
Flood Forecasting and Warning	Category 1	2	190,000	190,000	190,000
Water Control Structures	Category 1	3	1,500,000	1,500,000	3,000,000
Conservation Areas	Category 3	13	2,000,000	2,000,000	2,000,000
Information Systems	General Operating	16	290,000	459,000	429,000
Motor Pool	General Operating	16	14,000	415,000	324,000
<b>Total Capital Expenses</b>			<b>4,104,000</b>	<b>4,674,000</b>	<b>6,053,000</b>
<b>SPECIAL</b>					
Flood Forecasting and Warning	Category 1	2	0	250,000	0
Resource Planning	Category 1	4	0	0	0
Conservation Lands	Category 1	5	0	100,000	0
Watershed Services	Category 2	8	800,000	1,095,000	870,000
Conservation Services	Category 3	10	40,000	185,000	80,000
Environmental Education	Category 3	11	0	500,000	0
<b>Total SPECIAL PROJECTS Expenses</b>			<b>840,000</b>	<b>2,130,000</b>	<b>950,000</b>
<b>Total Expenses</b>			<b>33,092,688</b>	<b>36,902,214</b>	<b>37,907,688</b>
<b>Gross Surplus</b>			<b>(129,500)</b>	<b>(724,026)</b>	<b>(926,500)</b>
<b>Prior Year Surplus Carryforward</b>			<b>100,000</b>	<b>537,526</b>	<b>100,000</b>
<b>Net Funding FROM/(TO) Reserves</b>			<b>29,500</b>	<b>186,500</b>	<b>826,500</b>
<b>NET SURPLUS</b>			<b>0</b>	<b>0</b>	<b>0</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #1 - Watershed Management**  
 BUDGET 2025

**Appendix G**

	NEW REGS Budget 2023	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
(draft Oct version)				

INCR/(DECR)

**How much does it cost, and who pays for it?**

**Expenditures and Funding to Reserves**

Compensation and Benefits	1,013,900	884,000	688,000	(196,000)
Administration Expenses	197,000	197,000	165,000	(32,000)
Other Operating Expenses	65,100	65,100	65,100	-
<b>Total OPERATING Expenditures</b>	<b>1,276,000</b>	<b>1,146,100</b>	<b>918,100</b>	
Instrumentation	60,000	60,000	60,000	-
Water Quality Monitoring Equipment	50,000	50,000	50,000	-
<b>Total CAPITAL Expenditures</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,386,000</b>	<b>1,256,100</b>	<b>1,028,100</b>	<b>(228,000)</b>
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**Funding**

(INCR)/DECR

**Municipal**

Municipal Apportionment (levy)	1,273,500	1,143,600	915,600	228,000
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**Government Grants**

Other Provincial	37,500	37,500	37,500	-
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**Funding From Reserves**

Gauges	75,000	75,000	75,000	-
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<b>TOTAL FUNDING</b>	<b>1,386,000</b>	<b>1,256,100</b>	<b>1,028,100</b>	<b>228,000</b>
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<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #2 - Flood Forecasting and Warning**  
 BUDGET 2025

	NEW REGS Budget 2023	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
(draft Oct version)				
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b>Expenditures and Funding to Reserves</b>				
Compensation and Benefits	551,000	567,000	737,000	170,000
Administration Expenses	236,000	236,000	256,000	20,000
Other Operating Expenses	108,000	108,000	108,000	-
<b>Total OPERATING Expenditures</b>	<b>895,000</b>	<b>911,000</b>	<b>1,101,000</b>	
Hardware	88,000	88,000	88,000	-
Stream Gauges	102,000	102,000	102,000	-
<b>Total CAPITAL Expenditures</b>	<b>190,000</b>	<b>190,000</b>	<b>190,000</b>	
Floodplain Mapping Projects		250,000		(250,000)
<b>Total SPECIAL PROJECT Expenditures</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,085,000</b>	<b>1,351,000</b>	<b>1,291,000</b>	<b>(60,000)</b>
<b>Funding</b>				
				(INCR)DECR
<b>Municipal</b>				
Municipal Apportionment (levy)	835,662	911,662	1,101,662	(190,000)
<b>Government Grants</b>				
MNRF Transfer Payments	164,338	164,338	164,338	0
<b>Funding From Reserves</b>				
Floodplain Mapping Projects & Gauges	25,000	275,000	25,000	250,000
Water Management Operating	60,000	0	0	0
<b>TOTAL REVENUE</b>	<b>1,085,000</b>	<b>1,351,000</b>	<b>1,291,000</b>	<b>60,000</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #3 - Water Control Structures**  
 BUDGET 2025

	NEW REGS Budget 2023	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
(draft Oct version)				
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	1,399,500	1,441,000	1,770,000	329,000
Administration Expenses	29,200	29,200	49,200	20,000
Insurance	199,000	143,000	151,000	8,000
Property Taxes	170,700	170,700	175,700	5,000
Other Operating Expenses	344,800	344,800	344,800	-
<b>Total OPERATING Expenditures</b>	<b>2,143,200</b>	<b>2,128,700</b>	<b>2,490,700</b>	
<b>Total CAPITAL Expenditures</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>3,000,000</b>	1,500,000
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>3,643,200</b>	<b>3,628,700</b>	<b>5,490,700</b>	<b>1,862,000</b>
<b><u>Funding</u></b>				
				(INCR)/DECR
<b>Municipal</b>				
Municipal Apportionment (levy)	2,537,850	2,593,350	2,785,350	(192,000)
<b>Government Grants</b>				
MNRF Transfer Payments	285,350	285,350	285,350	0
Provincial	700,000	700,000	1,450,000	(750,000)
<b>Funding From Reserves</b>				
Water Control Structures/Water Mgmt Operating Reserve	120,000	50,000	970,000	(920,000)
<b>TOTAL REVENUE AND FUNDING FROM RESERVES</b>	<b>3,643,200</b>	<b>3,628,700</b>	<b>5,490,700</b>	<b>(1,862,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #4 - Resource Planning**  
 BUDGET 2025

	NEW REGS Budget 2023	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				
				(INCR)/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	2,275,200	2,403,000	2,435,000	32,000
Administration Expenses	221,900	221,900	257,900	36,000
Other Operating Expenses	54,700	54,700	54,700	-
<b>Total OPERATING Expenditures</b>	<b>2,551,800</b>	<b>2,679,600</b>	<b>2,747,600</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>2,551,800</b>	<b>2,679,600</b>	<b>2,747,600</b>	<b>68,000</b>
<b><u>Funding</u></b>				
				(INCR)/DECR
<b>Municipal</b>				
Municipal Apportionment (levy)	1,362,800	1,685,600	1,823,600	(138,000)
<b>Self Generated</b>				
Solicitor Enquiry Fees	90,000	80,000	70,000	10,000
Permit Fees	500,000	470,000	410,000	60,000
Plan Review Fees	554,000	444,000	444,000	0
<b>Funding from Reserves</b>				
Water Management Operating Reserve	45,000	-	-	0
<b>TOTAL REVENUE</b>	<b>2,551,800</b>	<b>2,679,600</b>	<b>2,747,600</b>	<b>(68,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #5 - Conservation Lands Management**  
 BUDGET 2025

	NEW REGS Budget 2023  (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	1,789,700	1,813,000	1,921,000	108,000
Administration Expenses	165,100	165,100	153,100	(12,000)
Insurance	201,000	60,000	65,000	5,000
Property Taxes	285,200	305,200	314,200	9,000
Other Operating Expenses	513,600	528,600	528,600	-
<b>Total OPERATING Expenditures</b>	<b>2,954,600</b>	<b>2,871,900</b>	<b>2,981,900</b>	
<b>Total CAPITAL Expenditures</b>				
Ecological Restoration		100,000		(100,000)
<b>Total SPECIAL PROJECT Expenditures</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	
Forestry/Master Plans/Transition	0	0	0	
Land Sale Proceeds	0	0	0	
<b>Total FUNDING to RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>2,954,600</b>	<b>2,971,900</b>	<b>2,981,900</b>	<b>10,000</b>
<b><u>Funding</u></b>				(INCR)/DECR
<b>Municipal</b>				
Municipal Apportionment (levy)	2,712,600	2,629,900	2,739,900	(110,000)
<b>Self Generated</b>				
Timber Sales	15,000	15,000	15,000	0
Donations - Foundation	27,000	127,000	27,000	100,000
<b>Funding From Reserves</b>				
Land (Demolitions)	100,000	100,000	100,000	0
Transition Reserve (Staffing)	100,000	100,000	100,000	0
<b>TOTAL REVENUE</b>	<b>2,954,600</b>	<b>2,971,900</b>	<b>2,981,900</b>	<b>(10,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #6 - Source Protection Program**  
 BUDGET 2025

	NEW REGS Budget 2023	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
(draft Oct version)				
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b>Expenditures</b>				
Compensation and Benefits	490,000	490,000	615,000	125,000
Administration Expenses	50,000	50,000	45,000	(5,000)
Other Operating Expenses	90,000	90,000	50,000	(40,000)
Water Budget - Technical Studies	10,000	204,000	70,000	(134,000)
<b>TOTAL EXPENDITURES</b>	<b>640,000</b>	<b>834,000</b>	<b>780,000</b>	<b>(54,000)</b>
<b>Funding</b>				(INCR)/DECR
<b>Government Grants</b>				
Provincial	640,000	834,000	780,000	54,000
<b>TOTAL FUNDING</b>	<b>640,000</b>	<b>834,000</b>	<b>780,000</b>	<b>54,000</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #7 General Operating Expense**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	2,327,500	2,441,000	2,490,000	49,000
Administration Expenses	370,000	460,000	393,000	(67,000)
Insurance	63,500	334,500	298,000	(36,500)
Other Operating Expenses	804,788	1,102,214	804,688	(297,526)
LESS: Recovery of Corporate Services Expenses	(70,000)	(70,000)	(70,000)	-
<b>Total OPERATING Expenditures</b>	<b>3,495,788</b>	<b>4,267,714</b>	<b>3,915,688</b>	
Interest Income	1,250,000	2,050,000	2,050,000	-
<b>Total FUNDING to RESERVES</b>	<b>1,250,000</b>	<b>2,050,000</b>	<b>2,050,000</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>4,745,788</b>	<b>6,317,714</b>	<b>5,965,688</b>	<b>(352,026)</b>
<b>Funding</b>			<b>4,165,688</b>	(INCR)/DECR
<b>Municipal</b>				
Municipal Apportionment (levy)	3,253,588	3,310,888	3,338,888	(28,000)
<b>Self Generated</b>				
Investment Income	1,350,000	2,200,000	2,300,000	(100,000)
Personnel	65,000	65,000	65,000	0
<b>TOTAL REVENUE</b>	<b>4,668,588</b>	<b>5,575,888</b>	<b>5,703,888</b>	<b>(128,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>(77,200)</b>	<b>(741,826)</b>	<b>(261,800)</b>	<b>(480,026)</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #8 - Watershed Services - CAT 2**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b>Expenditures and Funding to Reserves</b>				
Compensation and Benefits	825,100	850,000	885,000	35,000
Administration Expenses	117,900	118,000	118,000	-
Other Operating Expenses	100,000	100,000	100,000	-
<b>Total OPERATING Expenditures</b>	<b>1,043,000</b>	<b>1,068,000</b>	<b>1,103,000</b>	
RWQP Grants	800,000	800,000	800,000	-
Waste Water Optimization Project		130,000		(130,000)
Species at Risk			70,000	
Nature Smart Climate Solutions		85,000		(85,000)
Upper Blair Subwatershed Study		80,000		(80,000)
<b>Total SPECIAL PROJECT Expenditures</b>	<b>800,000</b>	<b>1,095,000</b>	<b>870,000</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,843,000</b>	<b>2,163,000</b>	<b>1,973,000</b>	<b>(260,000)</b>
<b>Funding</b>				
				(INCR)/DECR
<b>Municipal</b>				
Memorandums of Understanding Apportionment	992,000	1,017,000	1,052,000	(35,000)
Municipal Other	850,000	930,000	850,000	80,000
<b>Government Grants</b>				
Other Provincial	0	130,000	0	130,000
Federal	0	85,000	70,000	15,000
<b>Funding From Reserves</b>				
Cambridge Desiltation Pond	1,000	1,000	1,000	0
<b>TOTAL REVENUE</b>	<b>1,843,000</b>	<b>2,163,000</b>	<b>1,973,000</b>	<b>190,000</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(70,000)</b>

## Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #9 Burford Tree Nursery & Planting Services**  
 BUDGET 2025

	NEW REGS Budget 2023 <small>(draft Oct version)</small>	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
How much does it cost, and who pays for it?				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	278,000	287,000	296,000	9,000
Administration Expenses	30,900	30,900	20,400	(10,500)
Other Operating Expenses	558,400	675,000	696,000	21,000
<b>Total OPERATING Expenditures</b>	<b>867,300</b>	<b>992,900</b>	<b>1,012,400</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>867,300</b>	<b>992,900</b>	<b>1,012,400</b>	<b>19,500</b>
<b><u>Funding</u></b> <span style="float: right;">(INCR)/DECR</span>				
<b>Self Generated</b>				
Burford Nursery	400,000	450,000	450,000	-
Landowner Contributions (Tree Planting)	180,000	230,000	230,000	-
<b>TOTAL REVENUE</b>	<b>580,000</b>	<b>680,000</b>	<b>680,000</b>	<b>0</b>
<b>Net Surplus/(Deficit)</b>	<b>(287,300)</b>	<b>(312,900)</b>	<b>(332,400)</b>	<b>19,500</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #10 - Conservation Services**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	26,000	27,000	28,000	1,000
Administration Expenses	33,200	33,200	36,200	3,000
Other Operating Expenses	22,000	22,000	22,000	-
<b>Total OPERATING Expenditures</b>	<b>81,200</b>	<b>82,200</b>	<b>86,200</b>	
<b>Total CAPITAL Expenditures</b>				
Mill Creek Rangers Program		35,000	35,000	-
Species at Risk	40,000	70,000	-	(70,000)
Brant/Brantford Water Festival		45,000	45,000	-
Profit Mapping	-	35,000		(35,000)
<b>Total SPECIAL PROJECT Expenditures</b>	<b>40,000</b>	<b>185,000</b>	<b>80,000</b>	
Transition	-	-	-	
<b>Total FUNDING to RESERVES</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>121,200</b>	<b>267,200</b>	<b>166,200</b>	<b>(101,000)</b>
<b><u>Funding</u></b>				
				(INCR)/DECR
<b>Municipal</b>				
Municipal-Other		10,000	10,000	-
<b>Government Grants</b>				
Other Provincial	30,000	100,000	65,000	35,000
Federal	40,000	70,000	0	70,000
<b>Self Generated</b>				
Donations - Foundation		35,000	35,000	-
<b>TOTAL REVENUE</b>	<b>70,000</b>	<b>215,000</b>	<b>110,000</b>	<b>105,000</b>
<b>Net Surplus/(Deficit)</b>	<b>(51,200)</b>	<b>(52,200)</b>	<b>(56,200)</b>	<b>4,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #11 - Outdoor Environmental Education**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation & Benefits	574,500	642,000	672,000	30,000
Administration Expenses	57,000	57,000	68,000	11,000
Other Operating Expenses	143,600	213,000	213,000	-
<b>Total OPERATING Expenditures</b>	<b>775,100</b>	<b>912,000</b>	<b>953,000</b>	
Guelph Lake Nature Centre		500,000		(500,000)
<b>Total SPECIAL PROJECT Expenditures</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>775,100</b>	<b>1,412,000</b>	<b>953,000</b>	<b>(459,000)</b>
<b><u>Funding</u></b>				
				(INCR)/DECR
<b>Self Generated</b>				
Donations - Foundation		500,000	0	500,000
Nature Centre Revenue - Schools	500,000	600,000	600,000	0
<b>Funding from Reserves</b>				
Transition Reserve	275,100	312,000	353,000	(41,000)
<b>TOTAL REVENUE</b>	<b>775,100</b>	<b>1,412,000</b>	<b>953,000</b>	<b>459,000</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #12 - Property Rentals**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	456,000	470,000	473,000	3,000
Administration Expenses	37,500	37,500	35,000	(2,500)
Other Operating Expenses	601,700	601,700	601,700	-
<b>Total OPERATING Expenditures</b>	<b>1,095,200</b>	<b>1,109,200</b>	<b>1,109,700</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,095,200</b>	<b>1,109,200</b>	<b>1,109,700</b>	<b>500</b>
<b><u>Funding</u></b>				
				(INCR)/DECR
<b>Self Generated</b>				
Belwood	1,040,000	1,066,000	1,087,000	(21,000)
Conestogo	1,245,000	1,276,000	1,302,000	(26,000)
Agricultural	250,000	250,000	270,000	(20,000)
Residential	110,000	110,000	115,000	(5,000)
Miscellaneous	336,000	336,000	356,000	(20,000)
<b>TOTAL REVENUE</b>	<b>2,981,000</b>	<b>3,038,000</b>	<b>3,130,000</b>	<b>(92,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>1,885,800</b>	<b>1,928,800</b>	<b>2,020,300</b>	<b>(91,500)</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #13 - Hydro Production**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	70,000	70,000	70,000	
Other Operating Expenses	25,500	25,500	25,500	
<b>Total OPERATING Expenditures</b>	<b>95,500</b>	<b>95,500</b>	<b>95,500</b>	
General Capital/Land Sale Proceeds	116,500	116,500	66,500	
<b>Total FUNDING to RESERVES</b>	<b>116,500</b>	<b>116,500</b>	<b>66,500</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>212,000</b>	<b>212,000</b>	<b>162,000</b>	<b>0</b>
<b><u>Revenue</u></b>				
				(INCR)/DECR
<b>Government Grants</b>				
Provincial	0	0	0	
<b>Self Generated</b>				
Hydro Production-Belwood	265,000	265,000	315,000	
Hydro Production-Conestogo	260,000	260,000	160,000	
Hydro Production-Guelph	40,000	40,000	40,000	
Hydro Production-Elora	15,000	15,000	15,000	
Miscellaneous Income	0	0	0	
<b>Funding from Reserves</b>				
Land Sale Proceeds	0	0	0	
<b>TOTAL REVENUE</b>	<b>580,000</b>	<b>580,000</b>	<b>530,000</b>	<b>0</b>
<b>Net Surplus/(Deficit)</b>	<b>368,000</b>	<b>368,000</b>	<b>368,000</b>	<b>0</b>



GRAND RIVER CONSERVATION AUTHORITY  
**P&S #14 - Conservation Areas**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	5,033,000	5,774,000	6,017,000	243,000
Administration Expenses	215,000	220,000	253,000	33,000
Property Tax	65,000	65,000	65,000	-
Other Operating Expenses	3,724,000	3,723,000	3,981,000	258,000
<b>Total OPERATING Expenditures</b>	<b>9,037,000</b>	<b>9,782,000</b>	<b>10,316,000</b>	
<b>Total CAPITAL Expenditures</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>11,037,000</b>	<b>11,782,000</b>	<b>12,316,000</b>	<b>534,000</b>
<b><u>Funding</u></b>				
<b>Self Generated</b>		check		(INCR)/DECR
Brant	1,100,000	1,175,000	1,175,000	0
Byng Island	1,000,000	1,100,000	1,100,000	0
Belwood Lake	400,000	375,000	375,000	0
Conestogo Lake	550,000	600,000	600,000	0
Elora Gorge	2,000,000	2,300,000	2,800,000	(500,000)
Elora Quarry	450,000	450,000	450,000	0
Guelph Lake	1,300,000	1,400,000	1,400,000	0
Laurel Creek	650,000	650,000	650,000	0
Pinehurst Lake	850,000	900,000	900,000	0
Rockwood	1,250,000	1,300,000	1,300,000	0
Shade's Mills	450,000	450,000	450,000	0
Total Fee Revenue	10,000,000	10,700,000	11,200,000	(500,000)
Miscellaneous Income (Luther)	71,000	71,000	71,000	0
<b>Funding From Reserves</b>				
Gravel	1,000	1,000	1,000	0
Conservation Areas - Capital Projects	500,000	500,000	500,000	0
<b>TOTAL REVENUE</b>	<b>10,572,000</b>	<b>11,272,000</b>	<b>11,772,000</b>	<b>(500,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>(465,000)</b>	<b>(510,000)</b>	<b>(544,000)</b>	<b>34,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #15 - Administrative Support - CATEGORY 3**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
How much does it cost, and who pays for it?				INCR/(DECR)
<b><u>Expenditures and Funding to Reserves</u></b>				
Compensation and Benefits	648,600	668,000	706,000	38,000
Administration Expenses	100,900	100,900	139,400	38,500
Insurance	208,500	208,500	208,500	-
Other Operating Expenses	240,000	240,000	240,000	-
LESS: Recovery of Corporate Services Expenses				
<b>Total OPERATING Expenditures</b>	<b>1,198,000</b>	<b>1,217,400</b>	<b>1,293,900</b>	
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,198,000</b>	<b>1,217,400</b>	<b>1,293,900</b>	<b>76,500</b>
<b><u>Funding</u></b>				
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Surplus/(Deficit)</b>	<b>(1,198,000)</b>	<b>(1,217,400)</b>	<b>(1,293,900)</b>	<b>76,500</b>

# Appendix G

GRAND RIVER CONSERVATION AUTHORITY  
**Supplementary Information - Information Systems and Motor Pool**  
 BUDGET 2025

	NEW REGS Budget 2023 (draft Oct version)	NEW REGS Budget 2024	NEW REGS Budget 2025	Budget Change
<b>How much does it cost, and who pays for it?</b>				INCR/(DECR)
<b>Expenditures</b>				
<b>Information Systems</b>				
Compensation and Benefits	1,290,000	1,329,000	1,394,000	65,000
Administrative Expenses	25,500	25,500	25,500	-
Software and Hardware Maintenance	187,500	187,500	187,500	-
Supplies and Services	54,000	54,000	54,000	-
<b>Total OPERATING Expenditures</b>	<b>1,557,000</b>	<b>1,596,000</b>	<b>1,661,000</b>	
<b>Capital Expenses</b>	<b>170,000</b>	<b>300,000</b>	<b>300,000</b>	-
<b>LESS Internal Charges</b>	<b>(1,437,000)</b>	<b>(1,437,000)</b>	<b>(1,532,000)</b>	(95,000)
<b>NET Unallocated Expenses</b>	<b>290,000</b>	<b>459,000</b>	<b>429,000</b>	<b>(30,000)</b>
<b>Motor Pool</b>				
Compensation and Benefits	312,000	321,000	330,000	9,000
Administrative Expenses	26,000	26,000	26,000	-
Insurance	50,600	63,000	63,000	-
Motor Pool Building and Grounds Maintenance	10,400	10,000	10,000	-
Equipment, Repairs and Supplies	286,000	336,000	336,000	-
Fuel	254,000	284,000	284,000	-
<b>Total OPERATING Expenditures</b>	<b>939,000</b>	<b>1,040,000</b>	<b>1,049,000</b>	
<b>Capital Expenses</b>	<b>375,000</b>	<b>675,000</b>	<b>675,000</b>	-
<b>LESS Internal Charges</b>	<b>(1,300,000)</b>	<b>(1,300,000)</b>	<b>(1,400,000)</b>	(100,000)
<b>NET Unallocated Expenses</b>	<b>14,000</b>	<b>415,000</b>	<b>324,000</b>	<b>(91,000)</b>
<b>TOTAL EXPENDITURES</b>	<b>304,000</b>	<b>874,000</b>	<b>753,000</b>	<b>(121,000)</b>
<b>Funding</b>				
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Gross Surplus (Deficit)	(304,000)	(874,000)	(753,000)	
Funding From Reserves	3,041,000	3,611,000	3,685,000	
Funding to Reserves	(2,737,000)	(2,737,000)	(2,932,000)	
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## Denise Holmes

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**From:** Minister of Infrastructure <Minister.MOI@ontario.ca>  
**Sent:** Monday, December 23, 2024 2:23 PM  
**To:** Minister of Infrastructure  
**Cc:** Clayton, Angela (IO); Veshkini, Ali (MOI); Vienneau, Jill (MOI); Singh, Amar; brosborough@amo.on.ca  
**Subject:** Supporting Ontario's 2025 Connectivity Objectives: Municipal Guidance and Expectations | Soutenir les objectifs connectivité de 2025 de l'Ontario : Orientations et attentes municipales

Good afternoon,

The Government of Ontario has committed nearly \$4 billion to provide every community across Ontario with reliable, high-speed internet access by the end of 2025. Municipalities play a critical role in the success of designated broadband projects by coordinating access to rights-of-way required for broadband infrastructure deployment. As we work together for a more connected Ontario, we recognize that broadband expansion is a strategic initiative for all municipalities as it provides residents with access to essential online services, supports economic growth and creates opportunities for education, commercial and community development.

Ongoing sector engagement has effectively advanced the government's connectivity objectives by identifying barriers to project progress and prioritizing solutions through legislative, regulatory, operational, and administrative actions. Infrastructure Ontario (IO) and the Technical Assistance Team (TAT) have identified opportunities for delivery partners to enhance their effectiveness in supporting the deployment of broadband infrastructure. This letter aims to clarify the role of municipalities in the designated broadband projects program, and helps to identify areas to focus your efforts to build strong partnerships with ISPs, expedite broadband deployment, and better serve the residents and businesses in your region.

The province has put legislative provisions in place to support broadband deployment through the *Building Broadband Faster Act, 2021 (BBFA)*. Ontario municipalities whose boundaries include the geographic areas where there are designated broadband projects are required to provide right of way access for the construction or operation of a designated broadband project. The BBFA also requires local governments to adhere to specific timelines for permitting and approvals for broadband projects, and outlines data sharing requirements. TAT tracks municipal compliance with BBFA timelines. Additionally, the BBFA authorizes the Minister of Infrastructure to issue notices and orders that require certain broadband stakeholders to complete work if the minister believes they have failed to meet applicable requirements.

Given municipalities' role as a key delivery partner, it is important to understand your responsibilities, especially around negotiating deployment terms and managing right-of-way access with Internet Service Providers (ISPs). We expect that municipalities put their best efforts forward to collaborate with ISPs on:

- **Running Line and Installation Depth Requirements:** Municipalities should strive, when possible, to accommodate ISPs' running line and depth proposals. Any location requirements, whether implemented through municipal by-laws or through a Municipal Access Agreement (MAA), that vary from ISPs' proposed running lines are expected to be connected to a legitimate technical and/or geographic limitation or planned capital works project.

- **New Aerial Infrastructure Proposals:** In rural road segments that require aerial deployment, ISPs may propose adding new poles or additional pole lines. Municipalities should seek to accommodate new pole installations in the public right-of-way where possible and not place moratoriums on new pole lines. These proposals seek to take advantage of the accelerated deployment timelines and cost efficiencies by leveraging aerial infrastructure.
- **Alignment with Asset Management Plans:** Municipalities are expected to work collaboratively and negotiate reasonably with ISPs with respect to aligning long-term asset management plans to ISP proposals for deployment. Municipalities should not reject an ISP's proposal based on excessive caution of future capital works and should enter good-faith negotiations with ISPs to agree on reasonable cost-sharing proposals for maintenance and relocation based on industry standards.
- **Reasonable application of Causal Costs when developing Permit Fees:** Municipalities are expected to calculate Municipal Consent Permit Application fees in a reasonable manner adhering to the tenets of cost recovery and cost neutrality.

Once municipalities have agreed with ISPs on deployment proposals, they should avoid making mid-program changes to technical requirements. These changes cause significant network redesign, additional costs, and drive project delays. By following these guidelines and taking a collaborative approach when working with ISPs, municipalities can effectively support the acceleration of broadband deployment.

The Ministry of Infrastructure and Infrastructure Ontario in partnership with the Eastern Ontario Regional Network developed a Municipal Access Agreement (MAA) template to support municipalities in negotiations over municipal right-of-way. This resource was recently shared through the Association of Municipalities of Ontario and is a valuable tool to expedite negotiations and ensure construction proceeds without delay.

The Ministry also expects ISPs to remain a good partner to municipalities and act in good faith when negotiating municipal rights of way. The TAT team monitors ISPs for the level of engagement they undertake with municipalities and assesses whether sufficient information-sharing has taken place. MOI will also be holding ISPs to account to work constructively and collaboratively with municipalities. If you have any concerns or questions, feel free to email [broadband@ontario.ca](mailto:broadband@ontario.ca) or the TAT Team.

For additional information on municipalities role in broadband deployment and the legislative and regulatory requirements in place to help support the government's commitment to connect all households by the end of 2025, please see [Guideline 3.0: Building Broadband Faster in Ontario](#).

Your commitment and leadership in advancing the Government's broadband objectives is sincerely appreciated. Thank you, in advance, for your efforts to ensure timely, successful deployment in your community and for supporting our broader goal of providing every community across Ontario with access to reliable, high-speed internet, by the end of 2025.

We remain committed to supporting our municipal partners and are prepared to explore any options that can expedite the approval process and provide certainty for municipalities. The Ministry of Infrastructure will host a municipal roundtable and other webinars as necessary in the new year. If you have any questions about the roles and responsibilities of municipalities within Ontario designated broadband projects, or any feedback, please reach out to the Technical Assistance Team at [TAT@infrastructureontario.ca](mailto:TAT@infrastructureontario.ca).

Sincerely,

The Honourable Kinga Surma  
Minister of Infrastructure

cc. Angela Clayton, President and Chief Executive Officer, Infrastructure Ontario  
Brian Rosborough, Executive Director, Association of Municipalities of Ontario  
Ali Veshkini, Deputy Minister, Ministry of Infrastructure  
Jill Vienneau, Assistant Deputy Minister, Ministry of Infrastructure  
Amar Singh, Executive Vice President, Infrastructure Ontario

**Confidentiality Warning:** This e-mail contains information intended only for the use of the individual(s) named above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Minister's website at [www.ontario.ca/page/ministry-infrastructure](http://www.ontario.ca/page/ministry-infrastructure) and destroy all copies of this message. Thank you.

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Bonjour,

Le gouvernement de l'Ontario s'est engagé à verser près de 4 milliards de dollars dans le but de fournir à chaque communauté de l'Ontario un accès à un service Internet à haute vitesse fiable d'ici à la fin de 2025. Les municipalités jouent un rôle essentiel dans la réussite des projets désignés pour la large bande en coordonnant l'accès aux emprises nécessaires au déploiement de l'infrastructure à large bande. Alors que nous travaillons ensemble pour bâtir un Ontario plus connecté, nous reconnaissons que l'expansion de la large bande constitue une initiative stratégique pour toutes les municipalités, car elle permet aux résidents d'accéder à des services en ligne essentiels, soutient la croissance économique, en plus de créer des occasions pour l'éducation, le développement commercial et communautaire.

L'engagement continu du secteur a permis de faire progresser efficacement les objectifs de connectivité du gouvernement en définissant les obstacles à l'avancement des projets et en accordant la priorité aux solutions par des actions législatives, réglementaires, opérationnelles et administratives. Infrastructure Ontario (IO) et l'équipe de soutien technique ont relevé des possibilités pour les partenaires de livraison d'améliorer leur efficacité dans le soutien au déploiement de l'infrastructure à large bande. Cette lettre vise donc à clarifier le rôle des municipalités dans le programme des projets à large bande et à répertorier les domaines dans lesquels vous pouvez concentrer vos efforts afin d'établir des partenariats solides avec les fournisseurs de services Internet, accélérer le déploiement de la large bande et mieux servir les résidents et les entreprises de votre région.

La province a mis en place des dispositions législatives pour soutenir le déploiement de la large bande au moyen de la *Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit (LRAPIHD)*. Les municipalités de l'Ontario dont les limites incluent les secteurs géographiques où il existe des projets désignés de large bande sont tenues de fournir un accès à l'emprise pour la construction ou l'exploitation d'un projet désigné de large bande. La LRAPIHD exige également que les gouvernements locaux respectent des délais spécifiques pour l'obtention des permis et des approbations pour les projets à large bande, en plus de décrire les exigences en matière d'échange de données. L'équipe de soutien technique assure le suivi de la conformité des municipalités avec les échéances de la LRAPIHD. Par ailleurs, la LRAPIHD autorise le ministre de l'Infrastructure à émettre

des avis et des ordonnances exigeant que certains acteurs du secteur de la large bande achèvent des travaux si le ministre estime qu'ils n'ont pas respecté les exigences applicables.

Étant donné le rôle des municipalités en tant que principal partenaire, il est important de comprendre vos responsabilités, notamment en ce qui concerne la négociation des conditions de déploiement et la gestion de l'accès à l'emprise avec les fournisseurs de service Internet. Nous attendons donc des municipalités qu'elles mettent tout en œuvre pour collaborer avec les fournisseurs de service Internet :

- **Exigences relatives à la profondeur des lignes de service et des installations** : Dans la mesure du possible, les municipalités doivent s'efforcer d'accepter les propositions des fournisseurs de service Internet concernant la profondeur des lignes de service et des installations. Toutes les exigences relatives à l'emplacement, qu'elles soient mises en œuvre par des règlements municipaux ou par un accord d'accès aux corridors de services municipaux (AACSM), qui diffèrent des lignes de service proposées par les fournisseurs de service Internet devraient être liées à une limitation technique et/ou géographique légitime ou à un projet d'infrastructures prévu.
- **Nouvelles propositions d'installation pour les lignes aériennes** : Sur les tronçons de routes rurales qui nécessitent un déploiement de lignes aériennes, les fournisseurs de service Internet peuvent proposer d'ajouter de nouveaux poteaux ou des files de poteaux supplémentaires. Les municipalités doivent s'efforcer d'installer les nouveaux poteaux dans l'emprise publique lorsque cela est possible et ne pas imposer de moratoire sur les nouvelles files de poteaux. Ces propositions visent à tirer parti des délais de déploiement accélérés et des économies réalisées en exploitant l'infrastructure pour les lignes aériennes.
- **Harmonisation avec les plans de gestion des actifs** : Les municipalités sont censées collaborer et négocier raisonnablement avec les fournisseurs de service Internet afin d'harmoniser les plans de gestion des actifs à long terme sur les propositions de déploiement des fournisseurs de service Internet. Les municipalités ne doivent pas rejeter la proposition d'un fournisseur de service Internet en raison d'une prudence excessive à l'égard des futurs travaux d'investissement et doivent donc entamer des négociations de bonne foi avec les fournisseurs de service Internet afin de convenir de propositions raisonnables de partage des coûts pour la maintenance et la réinstallation, en fonction des normes du secteur.
- **Application raisonnable des coûts de causalité lors de l'élaboration des droits de permis** : On s'attend à ce que les municipalités calculent les frais de demande de permis de consentement municipal de manière raisonnable en respectant les principes de recouvrement des coûts et de neutralité des coûts.

Une fois que les municipalités se sont mises d'accord avec les fournisseurs de service Internet sur les propositions de déploiement, elles doivent éviter de modifier les exigences techniques en cours de programme. Ces changements entraînent une refonte importante du réseau, des coûts supplémentaires, sans compter les retards dans les projets. En suivant ces lignes directrices et en adoptant une approche collaborative lorsqu'elles travaillent avec les fournisseurs de service Internet, les municipalités peuvent soutenir efficacement l'accélération du déploiement de la large bande.

Le ministère de l'Infrastructure et Infrastructure Ontario, en partenariat avec le Réseau régional de l'Est de l'Ontario, a mis au point un modèle d'accord d'accès aux corridors de services municipaux (AACSM) dans le but d'aider les municipalités à négocier les emprises municipales. Cette ressource a récemment été partagée par l'Association of Municipalities of Ontario et constitue un outil précieux visant à accélérer les négociations et faire en sorte que la construction se déroule sans retard.

Le ministère attend également des fournisseurs de service Internet qu'ils demeurent un bon partenaire pour les municipalités et qu'ils agissent de bonne foi lorsqu'ils négocient les emprises municipales. L'équipe de soutien technique contrôle le niveau d'engagement des fournisseurs de services Internet avec les municipalités et évalue si un échange de renseignements suffisant a eu lieu. INF demandera également aux fournisseurs d'accès à Internet de travailler de manière constructive et en collaboration avec les municipalités. Si vous avez des préoccupations ou des questions, n'hésitez pas à envoyer un courriel à [broadband@ontario.ca](mailto:broadband@ontario.ca) ou à l'équipe de soutien technique.

Pour de plus amples renseignements sur le rôle des municipalités dans le déploiement de la large bande et sur les exigences législatives et réglementaires en place pour soutenir l'engagement du gouvernement de connecter tous les ménages d'ici à la fin de 2025, veuillez consulter le guide des [Lignes directrices 3.0 : Réalisation accélérée de projets d'Internet à haut débit en Ontario](#)

Nous apprécions sincèrement votre engagement et votre leadership dans la promotion des objectifs du gouvernement concernant la large bande. Nous vous remercions à l'avance pour les efforts que vous déployez afin d'assurer un déploiement rapide et réussi dans votre communauté et pour votre soutien à notre objectif plus large de fournir à chaque communauté de l'Ontario un accès à un service Internet à haute vitesse fiable d'ici à la fin de 2025.

Nous restons déterminés à soutenir nos partenaires municipaux et sommes prêts à explorer toutes les options susceptibles d'accélérer le processus d'approbation et d'apporter des certitudes aux municipalités. Le ministère de l'Infrastructure organisera une table ronde municipale et d'autres webinaires au besoin au cours de la nouvelle année. Si vous avez des questions sur les rôles et les responsabilités des municipalités au sein des projets à large bande désignés par l'Ontario, ou si vous avez des commentaires, veuillez communiquer avec l'équipe de soutien technique au [TAT@infrastructureontario.ca](mailto:TAT@infrastructureontario.ca).

Cordialement,

L'honorable Kinga Surma  
Ministre de l'Infrastructure

c. c. Angela Clayton, présidente-directrice générale, Infrastructure Ontario  
Brian Rosborough, directeur général, Association of Municipalities of Ontario  
Ali Veshkini, sous-ministre, ministère de l'Infrastructure  
Jill Vienneau, sous-ministre adjointe, ministère de l'Infrastructure  
Amar Singh, vice-président directeur, Infrastructure Ontario

**Avis de confidentialité:** Ce courriel contient des renseignements destinés uniquement aux personnes dont le nom figure ci-dessus. Si vous le recevez par erreur, nous vous serions très reconnaissants de nous en aviser en vous servant du lien suivant du site du ministre [www.ontario.ca/fr/page/ministere-de-linfrastructure](http://www.ontario.ca/fr/page/ministere-de-linfrastructure) et de détruire toute copie de ce message. Merci d'avance.



## Denise Holmes

---

**From:** Resources Development (MNR) <Resources.Development@ontario.ca>  
**Sent:** Monday, December 30, 2024 11:40 AM  
**To:** Resources Development (MNR)  
**Subject:** Reminder: Important updates on regulating geologic carbon storage in Ontario/ Mises à jour importantes sur la réglementation du stockage géologique du carbone en Ontario  
**Attachments:** Notification-Letter-STAKEHOLDER-FINAL 2024-11-25.pdf; Notification-Letter-STAKEHOLDER-FINAL 2024-11-25 FR.pdf

Greetings,

This message is in follow-up to our earlier message from November 25, 2024 (attached for reference). The Environmental Registry comment period for the proposed *Geologic Carbon Storage Act* will close on January 9, 2025. If you would like to provide feedback on this proposed legislation, please follow the instructions on the [Environmental Registry \(posting #019-9299\)](#).

If you would like more information or have any questions, please contact Andrew Ogilvie, Manager of Resources Development Section, at 705-761-5815 or through email: [Resources.Development@ontario.ca](mailto:Resources.Development@ontario.ca).

Thank you,

+++++

Bonjour

Ce message fait suite à notre message précédent du 25 novembre 2024 (ci-joint pour référence). La période de commentaires du Registre environnemental pour le projet de *Loi de 2024 sur le stockage géologique du carbone* se terminera le 9 janvier 2025. Si vous souhaitez formuler des commentaires sur ce projet de loi, veuillez suivre les instructions figurant sur le Registre environnemental ([Numéro 019-9299](#)).

Si vous souhaitez obtenir plus de renseignements ou si vous avez des questions, veuillez communiquer avec Andrew Ogilvie, gestionnaire de la Section de l'exploitation des richesses naturelles, au 705 761-5815 ou par courriel à : [Resources.Development@ontario.ca](mailto:Resources.Development@ontario.ca).

Merci

Resources Development Section  
Development and Hazard Policy Branch (DHPB)  
Policy Division | Ministry of Natural Resources  
Ontario Public Service  
[Resources.Development@ontario.ca](mailto:Resources.Development@ontario.ca)



*Taking pride in strengthening Ontario, its places and its people*

**Subject:** Important updates on regulating geologic carbon storage in Ontario/ Mises à jour importantes sur la réglementation du stockage géologique du carbone en Ontario

**Date:** Monday, November 25, 2024 5:22:00 PM

Hello

Please see the attached letter regarding a decision on the Discussion Paper: Regulating Commercial-Scale Geologic Carbon Storage Projects in Ontario, and proposal on Enabling the Development of Commercial-Scale Geologic Carbon Storage in Ontario: The Geologic Carbon Storage Act.

Thank you

+++++

Bonjour

Veuillez consulter la lettre ci-jointe concernant la décision prise au sujet du document de discussion : réglementation des projets de stockage géologique du carbone à des fins commerciales en Ontario, et la proposition Favoriser le développement du stockage géologique du carbone à des fins commerciales en Ontario: Loi de 2024 sur le stockage géologique du carbone.

Merci

Resources Development Section  
Development and Hazard Policy Branch (DHPB)  
Policy Division | Ministry of Natural Resources  
Ontario Public Service  
[Resources.Development@ontario.ca](mailto:Resources.Development@ontario.ca)



*Taking pride in strengthening Ontario, its places and its people*

**Ministry of Natural Resources**

Development and Hazard Policy Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 3C7

**Ministère des Richesses naturelles**

Direction de la politique d'exploitation des  
ressources et des risques naturels.  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 3C7

November 25, 2024

Subject: *Decision on Discussion Paper: Regulating Commercial-Scale Geologic Carbon Storage Projects in Ontario, and Proposal on Enabling the Development of Commercial-Scale Geologic Carbon Storage in Ontario: The Geologic Carbon Storage Act*

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Hello,

Over the past two years, the Ministry of Natural Resources has been taking a measured and phased approach to enabling and regulating geologic carbon storage in Ontario. Carbon storage is new to the province, and developing a comprehensive framework to regulate this activity would help ensure that it is done responsibly, with measures in place to safeguard people and the environment.

Geologic carbon storage (further referred to as carbon storage) involves injecting captured carbon dioxide (CO<sub>2</sub>) into deep geological formations for permanent storage. This technology could provide industries in Ontario with a critical tool for managing their emissions and contributing to the achievement of Ontario's emissions reduction targets.

Today, we are writing to notify you that 1) a decision has been made to proceed with the development of a framework for enabling commercial-scale geologic carbon storage (Environmental Registry of Ontario posting # 019-8767), and 2) that a new *Geologic Carbon Storage Act* is being proposed (Environmental Registry of Ontario posting # 019-9299).

These developments represent significant steps towards Phase 3 of Ontario's [approach to enabling and regulating geologic carbon storage](#). Ontario aims to have a framework in place by summer 2025. Initially, the ministry anticipates that commercial-scale projects would be proposed in Southwestern Ontario, where the geology is expected to be the most suitable.

- 1) In the summer of this year, we shared information about the development of a legislative and regulatory framework for commercial-scale geologic carbon storage. This information included a discussion paper that provided an overview of how various components of the framework could function. Based on feedback received, a decision was made to move forward with the development of the framework.

More details on the decision, the feedback received, and the original discussion paper can be viewed in the decision notice on the Environmental Registry of Ontario: <https://ero.ontario.ca/notice/019-8767>.

- 2) Based on comments received in response to the discussion paper, as well as feedback received in previous phases of framework development, a *Geologic Carbon Storage Act* (the “Act”) is being proposed. The proposed Act would enable the regulation of research and evaluation activities, and carbon storage activities associated with the permanent storage of carbon dioxide in underground geologic formations in Ontario.

We encourage you to review, and submit feedback on, the legislative proposal on the [Environmental Registry of Ontario posting # 019-9299](#).

If you would like more information or have any questions, please contact Andrew Ogilvie, Manager of Resources Development Section, at 705-761-5815 or through email: [Resources.Development@ontario.ca](mailto:Resources.Development@ontario.ca).

Sincerely,



Jennifer Keyes  
Director, Development and Hazard Policy Branch

## Denise Holmes

---

**From:** OPP MPB Financial Services Unit (OPP) <OPP.MPB.Financial.Services.Unit@opp.ca>  
**Sent:** Tuesday, January 7, 2025 12:13 PM  
**To:** Denise Holmes; Sarah Culshaw  
**Subject:** Melancthon Tp - July to September 2024 Detachment Revenues

Good afternoon,

Revenues collected for worked performed by detachment staff is credited to municipalities quarterly throughout the year.

We are pleased to advise July to September 2024 revenue credits were sent to Ontario Shared Services (OSS) for processing and were issued on December 20th. Your municipality will be receiving a credit memo in the amount of \$1460.08.

The breakdown of the July to September revenue credit is as follows:

Security Checks = \$1230  
Reports = \$0  
Fingerprints = \$230.08  
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

## Denise Holmes

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**From:** Kaitlin Dinnick  
**Sent:** Wednesday, January 8, 2025 11:28 AM  
**To:** Denise Holmes  
**Subject:** FW: Notice of Public Hearing - Southgate Consent Application B8-24 for Dundalk Village Two Inc. (BWDSB New School Site)

FYI



Kaitlin Dinnick | Deputy Clerk/Planning Coordinator | Township of Melancthon | [kdinnick@melancthontownship.ca](mailto:kdinnick@melancthontownship.ca) | PH: 519-925-5525 ext 103 | 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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**From:** Elisha Milne <[emilne@southgate.ca](mailto:emilne@southgate.ca)>  
**Sent:** Wednesday, January 8, 2025 11:14 AM  
**To:** Planner Dufferin County ([planner@dufferincounty.ca](mailto:planner@dufferincounty.ca)) <[planner@dufferincounty.ca](mailto:planner@dufferincounty.ca)>; Kaitlin Dinnick <[kdinnick@melancthontownship.ca](mailto:kdinnick@melancthontownship.ca)>  
**Subject:** Notice of Public Hearing - Southgate Consent Application B8-24 for Dundalk Village Two Inc. (BWDSB New School Site)

Good morning,

Please find the below link for the Notice of Public Hearing for Consent Application B8-24 for Dundalk Village Two Inc. (BWDSB New School Site)

<https://www.southgate.ca/media/n5jdxibm/b8-24-notice-of-hearing-final.pdf>

Additional application documents can be found under 2024 Public Planning Application, B8-24 for Dundalk Village Two Inc. (BWDSB New School Site):

<https://www.southgate.ca/municipal-services/planning-and-land-use/planning-applications-and-public-notices/>

The Public Meeting is scheduled for **January 22, 2025, at 9:00 AM** in the Council Chambers located at 123273 Southgate Road 12, Holstein Ontario N0G 2A0 **and** electronically via Zoom. Please supply all comments on the above notification by **January 15, 2025**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)  
Fax: 519-923-9262 Attn: Elisha Milne

Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

📍 185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

☎ 519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



## Denise Holmes

---

**From:** Kaitlin Dinnick  
**Sent:** Wednesday, January 8, 2025 1:30 PM  
**To:** Denise Holmes  
**Subject:** FW: Notice of Public Hearing - Southgate Minor Variance Application A13-24 for Dundalk Village Two Inc. (BWDSB New School Site - Road Access)

FYI



Kaitlin Dinnick | Deputy Clerk/Planning Coordinator | Township of Melancthon | [kdinnick@melancthontownship.ca](mailto:kdinnick@melancthontownship.ca) | PH: 519-925-5525 ext 103 | FX: 519-925-1110 | [www.melancthontownship.ca](http://www.melancthontownship.ca) |

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**From:** Elisha Milne <emilne@southgate.ca>  
**Sent:** Wednesday, January 8, 2025 11:58 AM  
**To:** Chris Foster-Pengelly <cfosterpengelly@grandriver.ca>; Grand River Conservation Authority <planning@grandriver.ca>; Six Nations of the Grand River <lonnybomberry@sixnations.ca>; manager.ri@saugeenojibwaynation.ca; Planner Dufferin County (planner@dufferincounty.ca) <planner@dufferincounty.ca>; Kaitlin Dinnick <kdinnick@melancthontownship.ca>; Bell Canada <planninganddevelopment@bell.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayme\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org; Enbridge <municipalplanning@enbridge.com>; Enbridge Gas <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmlrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; John Watson <jwatson@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; Union Gas <ontugllandsinq@uniongas.com>; Victoria Mance <vmance@southgate.ca>  
**Subject:** Notice of Public Hearing - Southgate Minor Variance Application A13-24 for Dundalk Village Two Inc. (BWDSB New School Site - Road Access)

Good morning,

Please find the below link for the Notice of Public Hearing for Minor Variance Application A13-24 for Dundalk Village Two Inc. (BWDSB New School Site - Road Access)



<https://www.southgate.ca/media/deaai4wn/a13-24-notice-of-hearing-final.pdf>

Additional application documents can be found under 2024 Public Planning Applications, A13-24 for Dundalk Village Two Inc. (BWDSB New School Site - Road Access):

<https://www.southgate.ca/municipal-services/planning-and-land-use/planning-applications-and-public-notices/>

The Public Meeting is scheduled for **January 22, 2025, at 9:00 AM** in the Council Chambers located at 123273 Southgate Road 12, Holstein Ontario N0G 2A0 **and** electronically via Zoom. Please supply all comments on the above notification by **January 15, 2025**, so they may be included in the public agenda.

Comments can be received by:

Email: [emilne@southgate.ca](mailto:emilne@southgate.ca)  
Fax: 519-923-9262 Attn: Elisha Milne  
Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

185667 Grey County Rd. 9, Dundalk, ON N0C 1B0

519-923-2110 ext. 232 | Fax 519-923-9262

[emilne@southgate.ca](mailto:emilne@southgate.ca) | [www.southgate.ca](http://www.southgate.ca)



## Denise Holmes

---

**From:** Kaitlin Dinnick  
**Sent:** Wednesday, January 8, 2025 1:30 PM  
**To:** Denise Holmes  
**Subject:** FW: Notice of Public Hearing - Southgate Minor Variance Application A14-24 for Dundalk Village Two Inc. (BWDSB New School Site - Height)

FYI



Kaitlin Dinnick | Deputy Clerk/Planning Coordinator | Township of Melancthon | [kdinnick@melancthontownship.ca](mailto:kdinnick@melancthontownship.ca) | PH: 519-925-5525 ext 103 | FX: 519-925-1110 | [www.melancthontownship.ca](http://www.melancthontownship.ca) |

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---

**From:** Elisha Milne <emilne@southgate.ca>  
**Sent:** Wednesday, January 8, 2025 12:21 PM  
**To:** Chris Foster-Pengelly <cfosterpengelly@grandriver.ca>; grca@grandriver.ca; Six Nations of the Grand River <lonnybomberry@sixnations.ca>; manager.ri@saugeenojibwaynation.ca; planner@dufferincounty.ca; Kaitlin Dinnick <kdinnick@melancthontownship.ca>; Bell Canada <planninganddevelopment@bell.ca>; Bell Canada ROWCC <rowcentre@bell.ca>; Bluewater District School Board <shelley\_crummer@bwdsb.on.ca>; Bluewater District School Board <jayme\_bastarache@bwdsb.on.ca>; Brenna Carroll <bcarroll@southgate.ca>; chad.aitken@bgcdsb.org; Enbridge <municipalplanning@enbridge.com>; Enbridge Gas <ONTLands@enbridge.com>; Fire Chief <firechief@southgate.ca>; Group\_PlanningDeptEmails <Group\_PlanningDeptEmails@grey.ca>; Haudenosaunee <info@hdi.land>; Historic Saugeen Metis <hsmrcc@bmts.com>; Hydro One <landuseplanning@hydroone.com>; Jim Ellis <jellis@southgate.ca>; John Watson <jwatson@southgate.ca>; Juanita Meekins <juanita.meekins@saugeenojibwaynation.ca>; Ken Melanson <kmelanson@southgate.ca>; Kevin Green <kgreen@southgate.ca>; Lacy Russell <lrussell@southgate.ca>; Lindsey Green <lgreen@southgate.ca>; Meagan Bruce <M.Bruce@publichealthgreybruce.on.ca>; Metis Nation of Ontario <consultations@metisnation.org>; MMAH <Tyler.Shantz@ontario.ca>; Newdevelopment@rci.rogers.com; Ontario Power Generation <Executivevp.lawanddevelopment@opg.com>; Phil Schram <pschram@southgate.ca>; Saugeen Ojibway Nation <associate.ri@saugeenojibwaynation.ca>; SVCA Planning <southgate@svca.on.ca>; Union Gas <ontugllandsinq@uniongas.com>; Victoria Mance <vmance@southgate.ca>  
**Cc:** Bill White <bwhite@tritoneng.on.ca>  
**Subject:** Notice of Public Hearing - Southgate Minor Variance Application A14-24 for Dundalk Village Two Inc. (BWDSB New School Site - Height)

Good afternoon,

Please find the below link for the Notice of Public Hearing for Minor Variance Application A14-24 for Dundalk Village Two Inc. (BWDSB New School Site - Height)

<https://www.southgate.ca/media/gsybzldf/a14-24-notice-of-hearing-final.pdf>

Additional application documents can be found under 2024 Public Planning Applications, A14-24 for Dundalk Village Two Inc. (BWDSB New School Site - Height):

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Mail: Elisha Milne, Legislative and Planning Coordinator  
185667 Grey County Road 9  
Dundalk, ON N0C 1B0

Thank you for your attention to this matter.

**Elisha Milne**

Legislative & Planning Coordinator

**Township of Southgate**

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## NVCA December 2024 Board Meeting Highlights

**Next Meeting: 2025 Annual General Meeting scheduled on January 25, 2025 held in person at the Tiffin Centre for Conservation**

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

### Permits Approvals under the CA Act

NVCA Regulations staff provided a summary of the permits issued from July 24, 2024, to November 15, 2024.

Due to the enactment of Ontario Regulation 41/24 and sections of the CA Act on April 1, 2024, this report highlighted two different timelines.

Applications received before April 1, 2024, were reported under the previous Provincial timelines. Applications received after April 1, 2024, will be reported in accordance with the new timelines.

A total of 175 permits and clearances were approved by staff from July 24, 2024 to November 15, 2024.

For applications received before April 1, 2024, NVCA staff met prescribed timelines 97% of the time.

Since April 1, 2024, NVCA staff met timelines 99% of the time when issuing permits, and 98.5% when providing written notification status within prescribed timelines with only one applicant receiving a late notice.

### 2025 Fees for Planning and Permit Applications

Staff submitted a report to seek the Board's approval to increase the 2025 planning and permitting fees based on the cost of living allowance (3.1%), pending the expiration or

lifting of the fee freeze by the Minister of Natural Resources (MNR).

On December 12, 2024, NVCA received direction from the Minister of MNR that conservation authority planning and permitting fees will remain frozen from January 1, 2025 to December 31, 2025. As a result, the staff report was withdrawn.

### Conservation Authorities Act Deliverables Completed

Under Ontario Regulation 686/21: Mandatory Programs and Services, Conservation Authorities are required to complete six legislated deliverables for mandatory programs and services by December 31, 2024.

These include:

1. Conservation Areas Strategy
2. Land Inventory
3. Ice Management Plan
4. Natural Hazard Infrastructure Asset Management Plan
5. Natural Hazard Infrastructure Operational Management Plan
6. Watershed-Based Resource Management Strategy

NVCA has completed all of the legislated deliverables.

### 2025 Budget Approved

The Board of Directors approved NVCA's 2025 budget at \$5,129,673 compared to the 2024 approved budget of \$4,638,115. This includes a \$400,000 increase to the municipal levy

(shared among all 18 member municipalities), with the remainder coming from grants, fees for services, and other sources. Funds from municipal levy represent approximately 50% of NVCA's revenues.

## Upcoming Events

### Winter Camp Tiffin

Our staff have been excited to plan some winter camp activities for Winter Camp Tiffin, which will be full of outdoor adventures.

Led by NVCA's environmental educators, Camp Tiffin is an outdoor camp designed to enhance your child's knowledge, understanding and appreciation of the natural world and our amazing planet.

**Dates:** December 30, 2024, January 2 & 3, 2025

**Location:** Tiffin Centre for Conservation

### Christmas Bird Count for Kids

Christmas Bird Count for Kids is a fun, family-friendly bird-watching event contributing to scientific bird count data.

Learn how to watch birds from our local nature enthusiasts, Nature Barrie. After their presentation inside, we will take to the trails on a guided hike to find and practice identifying the birds at Tiffin!

Hot chocolate is included. Please bring your own reusable mug.

**Date:** January 2, 2025

**Location:** Tiffin Centre for Conservation

### Tiffin Nature School

At Tiffin Nature School, children aged 2.5 to 10 are invited to explore and connect with the natural world. We nurture their innate curiosity, offering immersive outdoor experiences that inspire discovery and growth.

**Dates:** Tuesdays & Thursdays until May 29, 2025

**Location:** Tiffin Centre for Conservation

RECEIVED


DEC 20 2024

NOTIFICATION FOR MAINTENANCE AND REPAIR  
SECTION 79, THE DRAINAGE ACT, 1990

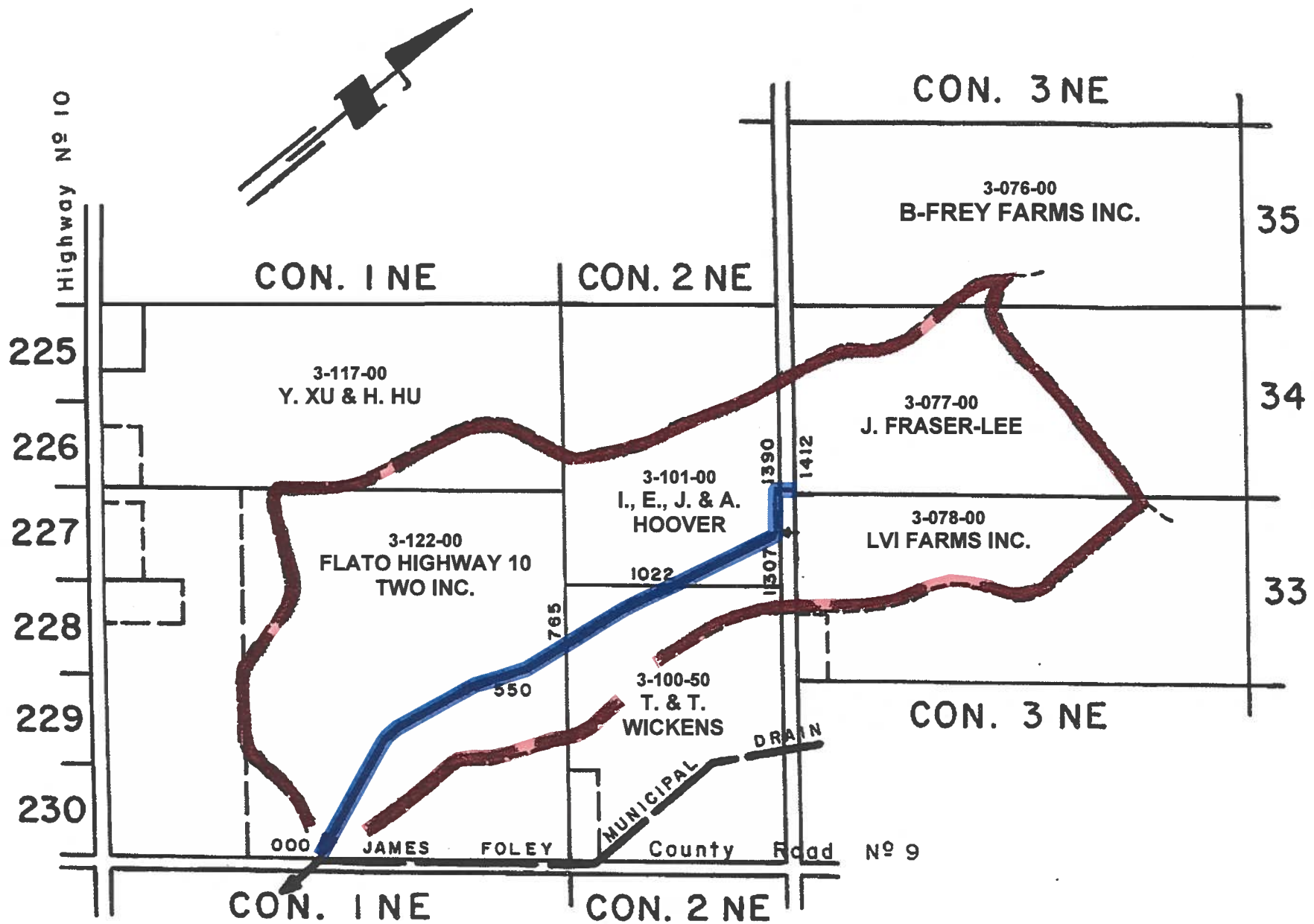
Date: DECEMBER 20, 2024

The Mayor and Council,  
Township of MELANCTHON

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

Lot	Con.	Signature of Owner
34	3 NORTHEAST	

D-GEN-2-95



**Fraser-Lee Drainage Works - Location Plan**

**Notice of Request for Drain Maintenance  
and/or Repair**

*Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)*

To: The Clerk of the Corporation of the Township of Melancthon

Re: Hicks Drainage Works  
(Name of Drain)

In accordance with section 74 and 79(1) of the *Drainage Act*, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:  
The drain has silted in and is not providing a sufficient outlet for private agricultural tile drainage.

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

Lot 8, Concession 5 S.W.

Ward or Geographic Township

Melancthon

Parcel Roll Number

2219 000 004 02400 0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Corporation**

**Corporate Ownership**

Name of Signing Officer (Last Name, First Name ) (Type/Print)

Bauman, Mahlon

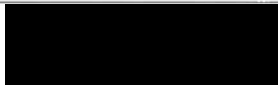
Name of Corporation

Mahlon Bauman Inc.

Position Title

President

Signature



I have the authority to bind the Corporation.

Date (yyyy/mm/dd)

09/06/2024

Enter the mailing address and primary contact information:

Last Name

Bauman

First Name

Mahlon

Middle Initial

**Mailing Address**

Unit Number

Street/Road Number

Street/Road Name

PO Box

City/Town

Province

Postal Code

Telephone Number

Cell Phone Number (Optional)

Email Address (Optional)



To be completed by recipient municipality:

Notice filed this 8<sup>th</sup> day of January 20 25

Name of Clerk (Last Name, First Name)

Holmes, Denise

Signature of Clerk







# Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Melancthon

Re: Brausam Drainage Works

(Name of Drain)

In accordance with section 74 and 79(1) of the *Drainage Act*, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

The drain has silted in and is further obstructed by trees and brush, not providing a sufficient outlet for private agricultural tile drainage.

### Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

### Property Description

Lot 16, Concession 5 S.W.

Ward or Geographic Township  
Melancthon

Parcel Roll Number  
2219 000 004 03200 0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

### Partnership

Partnership (Each partner in the partnership must complete this section).

Name (Last Name, First Name)	Signature	Date (yyyy/mm/dd)
Horst, Donald	[Redacted Signature]	Oct 15 2024
Horst, Mary	[Redacted Signature]	Oct 15 2024

Enter the mailing address and primary contact information:

Last Name  
Horst

First Name  
Donald

Middle Initial

### Mailing Address

Unit Number

Street/Road Number

Street/Road Name

PO Box

City/Town

Province

Postal Code

Telephone Number  
519 925-4317

Cell Phone Number (Optional)

Email Address (Optional)

To be completed by recipient municipality:

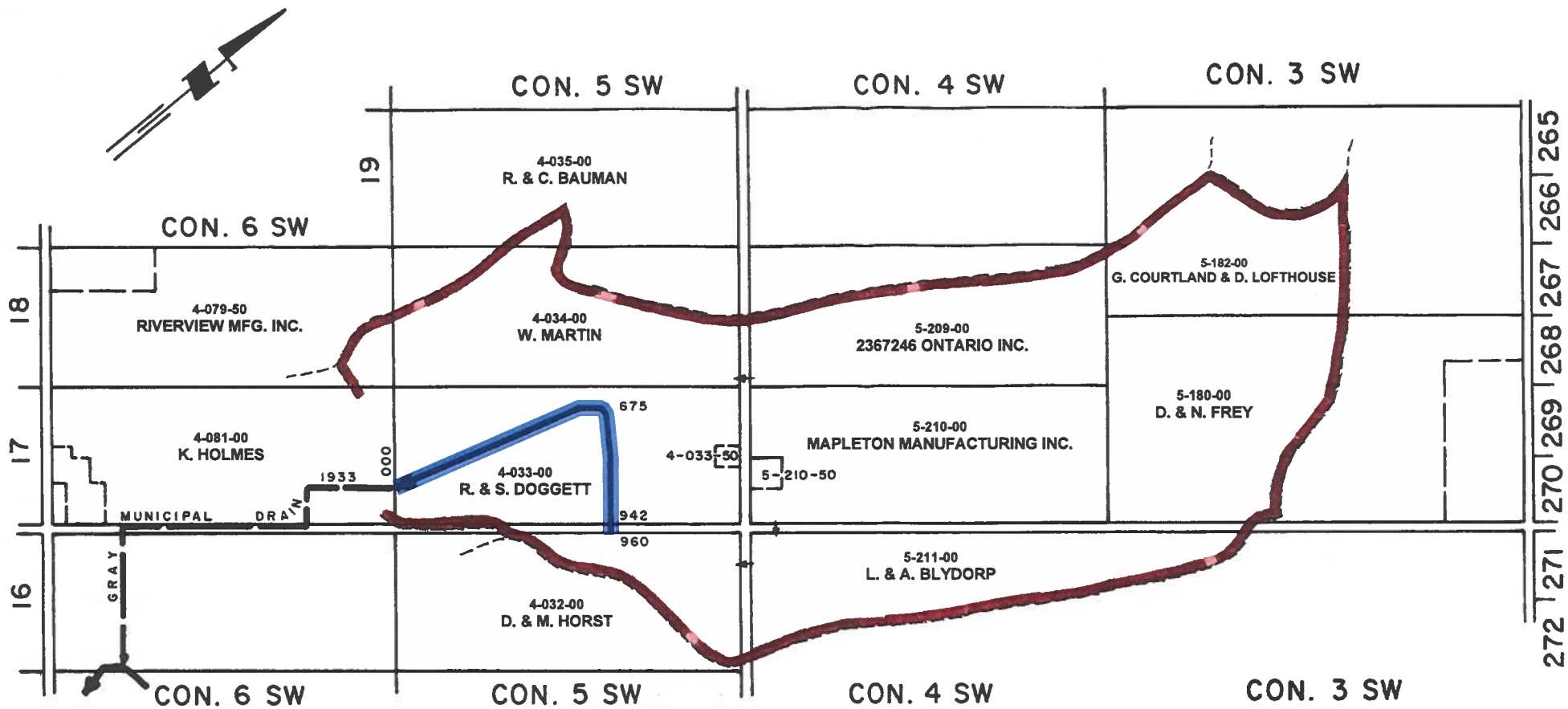
Notice filed this 8<sup>th</sup> day of January 20 25

Name of Clerk (Last Name, First Name)

Holmes, Denise

Signature of Clerk

Denise B. Holmes



**Brausam Drainage Works - Location Plan**

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. 1-2025

A By-Law to authorize the borrowing of \$3,525,766.45

WHEREAS the Council of the Corporation of the Township of Melancthon (herein called "the Corporation") deems it necessary to borrow the sum of \$3,525,766.45 to meet, until taxes are collected, the current expenditures of the Corporation for the year 2025.

AND WHEREAS the estimated revenues of the Corporation as set forth in the estimates adopted for the year 2024 and further defined by Subsection 4 of Section 407 of the Municipal Act S.O. 2001, Chapter 25 were \$7,051,532.91

AND WHEREAS the amount that may be borrowed at any one time for the purposes mentioned in Section 407 of the Municipal Act, S.O. 2001, Chapter 25, together with the total of any similar borrowing that have not been repaid, shall not exceed from January 1st to September 30th of the year, 50 per cent of the total, and from October 1st to December 31st, 25 per cent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the year, 2024.

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

1. The Head and Treasurer are hereby authorized on behalf of the Corporation to borrow from time to time by way of promissory note from the Chartered Banks (herein called "the bank"), a sum or sums to meet, until revenues are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in the said Section 407 and to give on behalf of the Corporation a promissory note or notes sealed with the Corporate Seal and signed by the Head and Treasurer for the monies so borrowed with interest at the prevailing rate from time to time of the Bank. The amount borrowed shall not exceed in aggregate for the period January 1st to September 30th and for the period October 1st to December 31st.
2. All Sums borrowed pursuant to the authority of this By-law as well as all other sums borrowed in this year and in any previous years from the Bank for any or all of the purposes mentioned in the said Section 407 shall, with interest, thereon, be a charge upon the whole or any part or parts of the revenues of the Corporation for the current year or for any preceding years, as and when such revenues are received.
3. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed as aforesaid, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
4. The Bank shall be entitled to rely as to the authority of any borrowing on a copy of this By-law certified by the Clerk and on financial statements furnished to the Bank from time to time by the Treasurer.
5. This By-law shall remain in full force and be binding on the Corporation as against the Bank until a copy, certified by the Clerk under the Corporate Seal, of a By-law repealing or replacing this By-law, shall have been received by the Bank duly acknowledged by it in writing.

By-Law read a first and second time this 16<sup>th</sup> day of January, 2025.

By-Law read a third time and passed this 16<sup>th</sup> day of January, 2025.

.....  
MAYOR

.....  
CLERK

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NUMBER**

**-2025**

**BEING A BY-LAW TO PROVIDE FOR THE LEVY AND  
COLLECTION OF RATES OR LEVIES REQUIRED FOR  
THE TOWNSHIP OF MELANCTHON FOR THE INTERIM  
LEVY FOR THE YEAR 2025 AND TO PROVIDE FOR THE  
MAILING OF NOTICES DEMANDING PAYMENT OF  
TAXES FOR THE INTERIM LEVY FOR THE YEAR 2025**

**WHEREAS** the Municipal Act, 2001, provides for Interim Tax levies;

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

1. THAT the Interim Tax Levy for 2025 on all Property Classes shall be set by levying 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year, including annualized supplementary taxes, and local charges and/or area rates.
2. THAT the taxes shall be payable in two instalments as follows:  
  
February 20, 2025 and May 22, 2025
3. THAT any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the Municipal Act.
4. THAT the Treasurer as the Collector of Taxes for the Township of Melancthon is hereby authorized to mail or cause to be mailed the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
5. THAT the said payment of taxes shall be payable at the office of the Tax Collector of the Township of Melancthon or any other place designated by the said collector.

BY-LAW READ A FIRST AND SECOND TIME THIS 16<sup>th</sup> DAY OF JANUARY, 2025

BY-LAW READ A THIRD TIME AND PASSED THIS 16<sup>th</sup> DAY OF JANUARY, 2025

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



*The Corporation of*

**THE TOWNSHIP OF MELANCTHON**

*157101 Highway 10, Melancthon, Ontario, L9V 2E6*

**REPORT TO COUNCIL**

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

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

**SUBJECT: PARKS AND RECREATION BOARD BY-LAW**

**MEETING DATE: JANUARY 16, 2025**

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**RECOMMENDATION**

That leave be given to introduce a By-law to establish a Municipal Service Board for the development and promotion of parks and recreational activities in the Township of Melancthon, to be cited as the Township of Melancthon Parks and Recreation Board and it be hereby read a first and second time and numbered 3-2025.

**BACKGROUND AND DISCUSSION**

On April 18, 2024, Deputy Mayor McLean put forth a Notice of Motion for the May 2, 2024 Council meeting to dissolve the Horning's Mills Community Park Board and the Corbetton Park Board to establish a new Melancthon Park Board that will oversee the activities and upgrades at the Horning's Mills Community Park, Corbetton Park and the Township properties in Riverview. The dissolution to be effective July 15, 2024.

The motion was seconded by Councillor Neilson at the meeting held on May 2, 2024, however after discussion amongst Council, the motion was tabled to a future Council meeting to give Mayor White a chance to discuss the motion with the Corbetton Park Board. At the July 18, 2024 Council meeting, the motion was further discussed, and it was decided that a joint meeting of the Horning's Mills Community Park Board and Corbetton Park Board would be scheduled to discuss the motion on the table. The joint meeting took place on November 6, 2024 and the tabled motion was back on the Agenda for discussion at the November 7, 2024 meeting and the following amended motion was carried:

*"That Council for the Melancthon Township dissolve the Horning's Mills Community Park Board and Corbetton Park Board effective January 1, 2025; And further that the Council for Melancthon Township establish a new Melancthon Park Board that will oversee the activities and upgrades at the Horning's Mills Community Park, Corbetton Park and the Township properties in Riverview; And further that a new Terms of Reference be created by the Board, to reflect the new Board."*



During the Committee of the Whole meeting held on December 12, 2024, the Committee discussed the new Board and its membership. It was suggested that the Board consist of three Members of Council and six Members of the public, who shall be residents of the Township of Melancthon. There were concerns raised about having three members of Council (a quorum of Council) on this Board, but after legal consultation, the three members of Council do not make up a quorum of the Board, so there would be no issue with appointing them to the Board. Staff were directed to put a call out for volunteers.

Under Section 196 of the *Municipal Act*, a municipality has the authorization to establish a Municipal Services Board. I drafted a By-law and had the Township's Solicitor review it before bringing it before Council. The vetted By-law is attached to my Report, and I am recommending that Council adopt it at this meeting. Once the By-law is adopted, I will place a notice on social media, the Township's website and through MailChimp for volunteers. The matter will be brought back to a meeting in February for appointments to the Board. The new Board will be responsible for the development of a Terms of Reference which will help guide the Board.

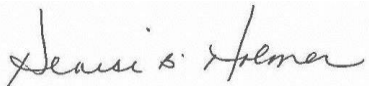
### **Financial Impact**

The financial implications will be the cost of Council members attending the meeting. Monies have been allocated in the 2025 Budget for Council member meetings.

### **Strategic Plan**

The adoption of the Parks and Recreation Board By-law will align with the Township's Strategic Priorities in the Strategic Plan under "Community Vitality & Recreation" by fostering community unity and enhancing recreational opportunities in Melancthon Township.

Respectfully submitted,

A handwritten signature in cursive script that reads "Denise B. Holmes". The signature is written in black ink on a white background.

Denise B. Holmes, AMCT  
CAO/Clerk

**CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**PARKS AND RECREATION BOARD**

**BY-LAW NO. -2025**

Being a By-law to establish a Municipal Service Board for the development and promotion of parks and recreational activities in the Township of Melancthon and to be cited as the Township of Melancthon Parks and Recreation Board.

WHEREAS Section 196 of the *Municipal Act, 2001*, authorizes a municipality to establish a Municipal Service Board;

AND WHEREAS Section 198 of the *Municipal Act, 2001*, provides that a municipality may give a Municipal Service Board the control and management of such services and activities of the municipality consider as appropriate and shall do so by delegating the powers and duties of the municipality to the Board.

NOW THEREFORE The Council of the Corporation of the Township of Melancthon ("Council") enacts as follows:

**Board Appointment**

1. The Board will serve a term coinciding with the term of the appointing Council and until its successors are appointed in accordance with Section 196(1) of the Act. Members are eligible for appointment for more than one term.
2. The Board shall be composed of a total of nine (9) members, three (3) of whom shall be members of Council and six (6) members who shall be residents of the Township of Melancthon and who are to be appointed by the Council of the Corporation of the Township of Melancthon.

**Administration**

3. The said Board shall meet on a regular basis.
4. The said Board shall elect a Chairperson and Vice-Chairperson annually from among its members and such other officers as may be required.
5. The said Board shall submit to Council, an annual report of its activities and such other reports as may be required from time to time.
6. A majority of the members of the Board constitutes a quorum.

**Staff**

7. The Board may recommend to Council, the appointment of recreation employees.
8. One dedicated Melancthon Township Administration Employee will be assigned to attend the Board Meetings to provide administrative and procedural support.

**Programs and Facilities & Functions (in accordance with Section 198(1) of the Act)**

9. The said Board shall conduct, encourage and assist with development of parks and recreation which will meet the needs and interest of the residents of the Township of Melancthon.

- 10. The said Board shall organize community recreation events in the Township of Melancthon.
- 11. The said Board shall develop long-term plans for parks and recreation to be approved by the Council of the Township of Melancthon.

**Finance**

- 12. Annually, by January 1<sup>st</sup>, the Board shall submit and interpret to Council, a budget for its approval and shall make to Council, a full and complete financial report of its previous year's operation.
- 13. The Board shall not have its own bank account. All deposits and payments will be made through the Treasurer as regulated by the Municipal Act.
- 14. The Board may solicit or receive on behalf of the Municipality any gifts or bequests of money or services or any donations to be applied, principal or income, for either the temporary or permanent use for facilities, equipment, program or other recreational purposes.
- 15. The said Board may incur expenditures, to the extent provided in the annual approved budget or as approved by Council.
- 16. The said Board may prescribe fees for participation in or admittance to any part of the community programme of recreation.

**Closure**

- 17. This By-law goes into effect forthwith on the passing hereof and other By-laws conflicting with this By-law are hereby repealed and rescinded.

This by-law may be amended by the Council as deemed necessary.

- 18. In carrying out the provisions of this By-law, the said Board shall at all times be the agent of the Municipal Corporation and while acting bona fide within the limits of the authority of this By-law, neither the Board nor any member thereof shall incur any liability by reason of anything done or left undone by the Board; provided however that nothing in this paragraph contained shall authorize or empower the Board to incur any debt, liability or obligation of which the Municipal Corporation shall become liable without having previously obtained the consent of the Council of the Corporation of the Township of Melancthon.

By-law read a first and second time this                      day of                      , 2025.

By-law read a third time and passed this                      day of                      , 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



## **CORPORATION OF THE TOWNSHIP OF MELANCTHON HEALTH AND SAFETY POLICY STATEMENT**

The Township of Melancthon is committed to the principle of conducting all operations safely in order to prevent injury, illness and incidents of violence, abuse and harassment in the workplace.

Accordingly, it is the policy of the corporation to promote and maintain standards of health and safety practices and procedures that comply with or exceed the requirements of the Ontario Occupational Health and Safety Act and its regulations and all other applicable legislation.

Both supervisors and employees share a number of specific responsibilities under the Act in contributing toward a healthy and safe workplace. Primary responsibilities of supervisors include, but are not limited to, ensuring that employees work in compliance with the law and with safe work practices and procedures as established by the corporation, ensuring that machinery and equipment is in safe operating condition, and ensuring that employees receive health and safety training appropriate to their specific job tasks.

Primary responsibilities of employees include, but are not limited to, protecting their own health and safety by working in compliance with the law and safe work practices and procedures as established by the corporation, and to report all unsafe or unhealthy conditions to his/her supervisor or person of authority.

The Township of Melancthon also expects all contractors, sub-contractors and their respective employees who work on behalf of the Township of Melancthon to meet or exceed the Corporation's health and safety work policies and procedures and to comply with applicable legislation.

A healthy and safe workplace is everyone's responsibility and the Township of Melancthon, as employer, will ensure that every reasonable precaution is taken to protect its employees.

\_\_\_\_\_  
Darren White, Mayor  
Township of Melancthon  
Date: \_\_\_\_\_

\_\_\_\_\_  
Denise Holmes, CAO/Clerk  
Township of Melancthon  
Date: \_\_\_\_\_

\_\_\_\_\_  
Kaitlin Dinnick, Health and Safety  
Administration  
Date: \_\_\_\_\_

\_\_\_\_\_  
Ian Wallace, Health and Safety  
Public Works  
Date: \_\_\_\_\_



The Corporation of the  
**TOWNSHIP OF MELANCTHON**  
157101 Highway 10, Melancthon, Ontario, L9V 2E6

## **STAFF REPORT**

**TO: Council**  
**FROM: Sarah Culshaw, Treasurer**  
**DATE: January 16, 2025**  
**SUBJECT: COLA Salary Report**

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### **Purpose**

That the Report of Sarah Culshaw, Treasurer be received, and that Council approve the employee and Council increase of 3.35% effective January 1, 2025.

### **Discussion**

This report is to provide information to Council regarding the 2025 COLA Salary increase based comparisons with the County of Dufferin and neighboring Municipalities.

Below please find the increases from the other Dufferin County Municipalities.

<b>Township</b>	<b>2025 Rate Increase</b>	
<b>Amaranth</b>	4.66%	Approved
<b>East Garafraxa</b>	3.00%	Waiting on approval
<b>Grand Valley</b>	2.70%	Last year was 6.9%
<b>Melancthon</b>	3.35%	Waiting on approval
<b>Mono</b>	4.00%	Approved
<b>Mulmur</b>	3.03%	Approved
<b>Shelburne</b>	3.00%	Approved
<b>Dufferin County</b>	3.06%	Approved

The 3.35 % suggested increase is to stay competitive with the other municipalities in Dufferin, and to be consistent with the CPI increase.

Respectfully submitted,

Sarah Culshaw  
Treasurer



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**Subject: Orangeville Fire Services Model**

**Department: Administration**

**Division: CAO**

**Report #: CAO-2024-012**

**Meeting Date: 2024-12-16**

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**Recommendations**

**That report CAO-2024-012, Orangeville Fire Services Model, be received; and**

**That Council affirm its support for the current Orangeville Fire Services model; and**

**That this report and motion be circulated to the County of Dufferin and member municipalities.**

**Overview**

There are a number of different models of Fire Service delivery in the county.

The County of Dufferin engaged a consultant who reviewed the topic and recommended consolidation of Fire Services potentially at a county wide level.

Most member municipalities do not support a countywide model but are reviewing smaller consolidation options.

Orangeville, and others, are well served by the current model of Fire Services in Orangeville.

**Background**

The Town of Orangeville's Fire Service currently serves residents of Orangeville, and has service contracts with the townships of Mono, Amaranth, and East Garafraxa to deliver fire services to portions of the geographies within those township boundaries. It is also noted that Orangeville's Fire Service members are a combination of paid and volunteer members.

In 2020 the County of Dufferin's Service Delivery Review suggested that alternative models of fire service delivery be reviewed particularly related to those governed by Fire Boards with a goal of potentially changing reporting structures and dissolving boards.

On September 12, 2024 Dufferin County Council passed the following resolution:

*That the report from the Chief Administrative Officer, dated September 12, 2024, regarding a Fire Protection and Prevention Review, be received ;*

*And that the Multi-Jurisdictional Fire Prevention and Protection Modernization Plan Report be forwarded to all Dufferin local municipalities and fire boards for their consideration;*

*And that comments from the local municipalities be brought back to Council by end of year to decide next steps.*

The 2024 Dufferin County study recommended a "single operational model" for fire service, either through Orangeville or Dufferin, and identified challenges with existing fire service boards causing inconsistencies.

The Report was shared with Orangeville Council on October 7, 2024.

To date some municipalities have passed resolutions supporting a degree of geographical consolidation, potentially dissolving their Fire Boards and some have taken a wait and see approach. Only one has expressed an interest in specifically continuing a discussion on county wide service.

### **Analysis/Current Situation**

Orangeville Fire Service (OFS) is the largest in the County and most advanced with full time coverage 24/7. Residents are well served. OFS provides service to portions of neighbouring municipalities on a contract basis and participates in Mutual Aid agreements with other fire services supporting each other during periods of high need.

In essence Orangeville is providing a geographical service to a portion of southern Dufferin County. Orangeville has always been receptive to requests from our neighbours and will continue to do so. If approached, staff will consider the request, work with the requester and bring a recommendation to Council. We are not anticipating any in the near future.

The cost of Fire Service is dramatically increasing and participating in a county wide service would have a negative impact on our local taxpayer while potentially also impacting our current service.

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### **Corporate Implications**

This report will not generate direct implications. If future actions related to this report will have a corporate impact, a report will be presented to Council for approval, as required.

### **Conclusion**

Orangeville residents and businesses are well served by the current fire services delivery model and staff remain open to requests from other municipalities.

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### **Strategic Alignment**

#### **Strategic Plan**

Strategic Goal: Corporate Capacity

Objective: Collaboration – Lead and support regional and subject-matter alliances

### **Notice Provisions**

Not applicable.

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Respectfully submitted,

David Smith  
Chief Administrative Officer

Reviewed by:

Prepared by:

David Smith,  
Chief Administrative Officer



**Corporate Services**

December 17, 2024

**Re: Resolution Regarding Orangeville Fire Services Model**

Please be advised that the Council of the Corporation of the Town of Orangeville, at its Regular Council Meeting held on December 16, 2024, approved the following resolution:

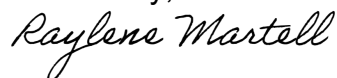
**That report CAO-2024-012, Orangeville Fire Services Model, be received; and**

**That Council affirm its support for the current Orangeville Fire Services model; and**

**That this report and motion be circulated to the County of Dufferin and member municipalities.**

**Carried**

Yours truly,



Raylene Martell  
Town Clerk



TOWNSHIP OF EAST GARAFRAXA  
065371 DUFFERIN COUNTY ROAD 3 • UNIT 2  
EAST GARAFRAXA • ON • L9W 7J8  
T: 226-259-9400 • TOLL FREE: 877-868-5967 • F: 1-226-212-9812  
[www.eastgarafraxa.ca](http://www.eastgarafraxa.ca)

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December 23, 2024

Michelle Dunne, Clerk  
County of Dufferin  
W. & M. Edelbrock Centre  
30 Centre Street  
Orangeville, ON L9W 2X1  
[mdunne@dufferincounty.ca](mailto:mdunne@dufferincounty.ca)

**Re: Dufferin County Multi-Jurisdiction Fire Prevention and Protection  
Modernization Plan**

At its Regular Meeting of Council held December 10, 2024, the Council of the Corporation of the Township of East Garafraxa passed the following resolution:

**Moved By: Councillor Halls**  
**Seconded By: Deputy Mayor Stirk**

BE IT RESOLVED THAT: Council support Option 3: Municipal Operations as described in the Dufferin County Multi-Jurisdiction Fire Prevention and Protection Modernization Plan, in dissolving the current Grand Valley District Fire Service Board; and,

THAT Council upon dissolution of the Grand Valley District Fire Service Board agrees to enter into a fire service agreement with the Town of Grand Valley for Fire Services; and,

THAT Council forward a copy of this resolution to the County of Dufferin, Town of Grand Valley and Township of Amaranth.

**CARRIED**

Sincerely,

Jessica Kennedy, Clerk  
Corporation of the Township of East Garafraxa



**The Corporation of the  
TOWNSHIP OF MELANCTHON  
157101 Highway 10, Melancthon, Ontario, L9V 2E6**

## **STAFF REPORT**

**TO: Council**

**FROM: Sarah Culshaw, Treasurer**

**DATE: January 16, 2025**

**SUBJECT: Budget Summary Draft**

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### **Purpose**

The purpose of this report is to present the Draft 2025 Budget Summary to Council for review.

### **Discussion**

Notable points:

- The Budget Summary provided with this report shows the 2023 and the 2024 approved Budget with the 2023 actuals and the 2024 proposed expenditures, as well as estimated Budget numbers for 2025.
- The 2024 proposed amounts will change as we pay more 2024 expenditures.
- The increase on this Draft budget is 15.40%
- OPP costing has been updated.
- Road Capital items are those that were recommended by the Road's Sub-committee and to be discussed further at budget deliberations. Approximate costing for roads and bridges is slightly over \$1,100,000.00 for 2025.
- We have allocated \$150,000.00 for Horning's Mills Park, but this is contingent on receiving a grant. The budget shows a loan (over 10 years) for the Township portion of the project with payments included in the budget of \$20,000.00. Another option to fund this project would be to use \$150,000 from working reserves.
- Wages have been analyzed with the increase recommended in the report.
- \$200,000.00 has come out of working reserves for road work and \$200,000 for bridge work.

At our next scheduled budget meeting, Council will be provided with: an updated 2025 draft budget, an updated 2024 projected end of year costs, a Reserve schedule, a Development Charge Schedule, a five year capital plan, growth implications, and impacts on assessment information.

Respectfully submitted.

Sarah Culshaw



### TOWNSHIP OF MELANCTHON 2025 DRAFT BUDGET

BUDGET PAGE	DEPARTMENT EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED YEAR END AMOUNT	2025 BUDGET
	<b>GENERAL GOVERNMENT SERVICES</b>					
4	COUNCIL	\$ 117,540.00	\$ 110,214.39	\$ 120,387.00	\$ 111,772.65	\$ 150,764.00
5	ADMINISTRATION	\$ 696,192.00	\$ 650,672.49	\$ 919,397.00	\$ 862,049.55	\$ 854,478.56
5	TAXATION WRITE OFFS	\$ 35,000.00	\$ 48,703.00	\$ 50,000.00	\$ 26,758.00	\$ 30,000.00
		<b>\$ 848,732.00</b>	<b>\$ 809,589.88</b>	<b>\$ 1,089,784.00</b>	<b>\$ 1,000,580.20</b>	<b>\$ 1,035,242.56</b>

	<b>PROTECTION TO PERSONAL &amp; PROPERTY</b>					
6	FIRE SERVICES	\$ 364,169.00	\$ 364,169.00	\$ 417,686.00	\$ 393,039.49	\$ 429,423.00
6	POLICING	\$ 447,718.00	\$ 442,670.00	\$ 488,370.00	\$ 486,660.31	\$ 527,573.00
6	BYLAW ENFORCEMENT	\$ 12,000.00	\$ 28,000.00	\$ 32,000.00	\$ 40,000.00	\$ 40,000.00
6	CONSERVATION AUTHORITY	\$ 34,800.00	\$ 34,800.00	\$ 36,016.00	\$ 36,016.00	\$ 40,460.00
6	ANIMAL CONTROL	\$ 11,200.00	\$ 8,934.00	\$ 11,500.00	\$ 9,500.00	\$ 11,500.00
6	STREET LIGHTS	\$ 6,000.00	\$ 4,653.00	\$ 6,500.00	\$ 6,408.00	\$ 7,100.00
		<b>\$ 875,887.00</b>	<b>\$ 883,226.00</b>	<b>\$ 992,072.00</b>	<b>\$ 971,623.80</b>	<b>\$ 1,056,056.00</b>

	<b>TRANSPORTATION SERVICES</b>					
7	SALARIES & ADMINISTRATION	\$ 566,820.00	\$ 599,378.83	\$ 715,300.00	\$ 637,217.00	\$ 731,518.00
7	ROAD DEPARTMENT BUILDING & MISC.	\$ 189,300.00	\$ 163,862.00	\$ 202,942.00	\$ 201,691.00	\$ 226,280.00
8	ROAD EQUIPMENT	\$ 320,000.00	\$ 303,720.00	\$ 416,444.20	\$ 344,850.00	\$ 346,500.00
8	NEW EQUIPMENT	\$ 822,000.00	\$ 443,027.00	\$ 150,000.00	\$ 17,300.00	\$ 514,615.00
9	BRIDGES, CULVERTS, DRAINS	\$ 173,907.00	\$ 110,013.00	\$ 310,907.00	\$ 281,829.50	\$ 343,407.00
9	ROADSIDE	\$ 45,175.00	\$ 29,617.00	\$ 21,700.00	\$ 24,710.00	\$ 103,500.00
9	HARDTOP	\$ 48,500.00	\$ 32,652.00	\$ 49,500.00	\$ 10,488.00	\$ 49,500.00
9	LOOSETOP	\$ 602,000.00	\$ 732,398.00	\$ 602,000.00	\$ 582,838.00	\$ 642,000.00
10	WINTER CONTROL	\$ 55,000.00	\$ 63,011.00	\$ 70,000.00	\$ 53,065.00	\$ 70,000.00
10	ROAD IMPROVEMENTS	\$ 900,000.00	\$ 796,608.00	\$ 375,000.00	\$ 293,894.00	\$ 875,000.00
10	RESERVES	\$ 150,000.00	\$ 150,000.00	\$ 270,000.00	\$ 285,918.10	\$ 50,000.00
		<b>\$ 3,872,702.00</b>	<b>\$ 3,424,286.83</b>	<b>\$ 3,183,793.20</b>	<b>\$ 2,733,800.60</b>	<b>\$ 3,952,320.00</b>

BUDGET PAGE	DEPARTMENT EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
11	<b>ENVIRONMENTAL SERVICES</b>	\$ 33,918.00	\$ 18,169.00	\$ 33,918.00	\$ 26,318.00	\$ 34,497.25
		<b>\$ 33,918.00</b>	<b>\$ 18,169.00</b>	<b>\$ 33,918.00</b>	<b>\$ 26,318.00</b>	<b>\$ 34,497.25</b>
11	<b>RECREATION</b>	\$ 158,273.00	\$ 213,994.00	\$ 129,700.00	\$ 166,183.20	\$ 337,200.00
		<b>\$ 158,273.00</b>	<b>\$ 213,994.00</b>	<b>\$ 129,700.00</b>	<b>\$ 166,183.20</b>	<b>\$ 337,200.00</b>
11	<b>HEALTH &amp; SOCIAL SERVICES (CEMETERY)</b>	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 341.00	\$ 5,000.00
		<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>	<b>\$ 341.00</b>	<b>\$ 5,000.00</b>
11	<b>LIBRARY</b>	\$ 70,915.00	\$ 70,996.00	\$ 69,490.00	\$ 69,490.00	\$ 72,888.00
		<b>\$ 70,915.00</b>	<b>\$ 70,996.00</b>	<b>\$ 69,490.00</b>	<b>\$ 69,490.00</b>	<b>\$ 72,888.00</b>
12	<b>PLANNING</b>	\$ 150,000.00	\$ 38,285.00	\$ 200,000.00	\$ 35,055.00	\$ 65,000.00
		<b>\$ 150,000.00</b>	<b>\$ 38,285.00</b>	<b>\$ 200,000.00</b>	<b>\$ 35,055.00</b>	<b>\$ 65,000.00</b>
12	<b>DRAINAGE</b>	\$ 55,000.00	\$ 28,365.00	\$ 55,000.00	\$ 28,103.00	\$ 45,000.00
		<b>\$ 55,000.00</b>	<b>\$ 28,365.00</b>	<b>\$ 55,000.00</b>	<b>\$ 28,103.00</b>	<b>\$ 45,000.00</b>
12	<b>RESERVES</b>	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
12	<b>SUBTOTAL EXPENSES</b>	<b>\$ 6,070,427.00</b>	<b>\$ 5,486,911.71</b>	<b>\$ 5,758,757.20</b>	<b>\$ 5,031,494.80</b>	<b>\$ 6,603,203.81</b>

BUDGET PAGE	DEPARTMENT REVENUE SUMMARY	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
13	<b>TAXATION</b>					
	SUPPLEMENTALS	\$ 85,000.00	\$ 87,652.00	\$ 90,000.00	\$ 108,912.00	\$ 100,000.00
	GRANT IN LIEU	\$ 1,950.00	\$ 2,015.00	\$ 2,050.00	\$ 2,015.00	\$ 2,050.00
		<b>\$ 86,950.00</b>	<b>\$ 89,667.00</b>	<b>\$ 92,050.00</b>	<b>\$ 110,927.00</b>	<b>\$ 102,050.00</b>
13	<b>GRANTS</b>	\$ 427,082.00	\$ 398,174.00	\$ 406,590.00	\$ 391,677.00	\$ 433,313.00
		<b>\$ 427,082.00</b>	<b>\$ 398,174.00</b>	<b>\$ 406,590.00</b>	<b>\$ 391,677.00</b>	<b>\$ 433,313.00</b>
13	<b>ADMINISTRATION</b>	\$ 25,870.00	\$ 25,172.00	\$ 93,664.20	\$ 90,580.00	\$ 24,720.00
		<b>\$ 25,870.00</b>	<b>\$ 25,172.00</b>	<b>\$ 93,664.20</b>	<b>\$ 90,580.00</b>	<b>\$ 24,720.00</b>
14	<b>PROTECTIONS TO PERSONS &amp; PROPERTY</b>	\$ 5,000.00	\$ 5,920.00	\$ 5,500.00	\$ 6,590.00	\$ 5,500.00
		<b>\$ 5,000.00</b>	<b>\$ 5,920.00</b>	<b>\$ 5,500.00</b>	<b>\$ 6,590.00</b>	<b>\$ 5,500.00</b>
14	<b>ROADS</b>	\$ 1,501,442.00	\$ 1,157,299.00	\$ 902,137.00	\$ 563,355.00	\$ 1,291,509.00
		<b>\$ 1,501,442.00</b>	<b>\$ 1,157,299.00</b>	<b>\$ 902,137.00</b>	<b>\$ 563,355.00</b>	<b>\$ 1,291,509.00</b>
14	<b>PLANNING</b>	\$ 53,500.00	\$ 34,983.00	\$ 57,450.00	\$ 33,645.68	\$ 30,250.00
		<b>\$ 53,500.00</b>	<b>\$ 34,983.00</b>	<b>\$ 57,450.00</b>	<b>\$ 33,645.68</b>	<b>\$ 30,250.00</b>
15	<b>OTHER</b>	\$ 876,150.00	\$ 927,611.42	\$ 897,150.00	\$ 970,835.30	\$ 902,775.00
		<b>\$ 876,150.00</b>	<b>\$ 927,611.42</b>	<b>\$ 897,150.00</b>	<b>\$ 970,835.30</b>	<b>\$ 902,775.00</b>
15	<b>SUBTOTAL REVENUE</b>	<b>\$ 2,975,994.00</b>	<b>\$ 2,638,826.42</b>	<b>\$ 2,454,541.20</b>	<b>\$ 2,167,609.98</b>	<b>\$ 2,790,117.00</b>

GL ACCT # 5001	COUNCIL EXPENDITURES EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
1010	SALARIES, MEETINGS	\$ 96,140.00	\$ 95,291.00	\$ 99,505.00	\$ 99,500.00	\$ 102,520.00
1025	RECEIVER GENERAL	\$ 4,450.00	\$ 4,630.00	\$ 4,840.00	\$ 4,850.00	\$ 5,145.00
1030	EHT	\$ 1,850.00	\$ 1,858.00	\$ 1,942.00	\$ 1,940.00	\$ 1,999.00
1070	MILEAGE	\$ 1,000.00	\$ 126.00	\$ 1,000.00	\$ 600.00	\$ 1,000.00
1080	CONFERENCES/CONVENTIONS/SEMINARS/TRAINING	\$ 7,500.00	\$ 5,310.39	\$ 9,500.00	\$ 4,000.00	\$ 9,500.00
1090	MEALS	\$ 600.00	\$ 232.00	\$ 600.00	\$ 300.00	\$ 600.00
2190	MISCELLANEOUS/HYBRID COUNCIL	\$ 6,000.00	\$ 2,767.00	\$ 3,000.00	\$ 582.65	\$ 30,000.00
	<b>TOTAL COUNCIL EXPENDITURES</b>	<b>\$ 117,540.00</b>	<b>\$ 110,214.39</b>	<b>\$ 120,387.00</b>	<b>\$ 111,772.65</b>	<b>\$ 150,764.00</b>

GL ACCT # 5002	ADMINISTRATION EXPENDITURES EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
1010	WAGES, VACATION PAY, UNUSED SICK PAY	\$ 320,360.00	\$ 317,712.95	\$ 379,180.00	\$ 384,749.00	\$ 425,148.00
1020	BENEFITS	\$ 32,000.00	\$ 29,101.99	\$ 32,000.00	\$ 30,717.71	\$ 36,000.00
1022	TRAINING	\$ 1,500.00	\$ 1,912.60	\$ 2,000.00	\$ 1,400.00	\$ 2,000.00
1025	RECEIVER GENERAL (CPP & EI)	\$ 18,720.00	\$ 18,518.13	\$ 21,100.00	\$ 18,777.47	\$ 21,984.00
1026	MEETINGS	\$ 1,000.00	\$ 81.66	\$ 1,000.00	\$ 100.00	\$ 1,000.00
1030	EHT	\$ 6,240.00	\$ 6,222.53	\$ 8,980.00	\$ 9,000.00	\$ 9,195.36
1040	WSIB	\$ 8,840.00	\$ 9,000.00	\$ 13,123.00	\$ 13,000.00	\$ 12,861.20
1065	OMERS TOWNSHIP	\$ 34,300.00	\$ 32,688.56	\$ 44,172.00	\$ 42,000.00	\$ 46,408.00
1070	MILEAGE	\$ 1,500.00	\$ 483.00	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00
1080	CONFERENCES	\$ 4,000.00	\$ 2,556.73	\$ 4,000.00	\$ 800.00	\$ 4,000.00
2025	OFFICE FURNITURE	\$ 1,200.00	\$ 376.71	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00
2010	OFFICE SUPPLIES	\$ 6,800.00	\$ 8,170.00	\$ 8,000.00	\$ 8,000.00	\$ 8,500.00
2020	POSTAGE	\$ 7,000.00	\$ 5,853.44	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00
2030	OFFICE EQUIPMENT	\$ 4,500.00	\$ 3,944.88	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
2035	COMPUTER PROGRAM UPDATES & IT SERVICES	\$ 23,500.00	\$ 23,500.00	\$ 32,500.00	\$ 38,280.00	\$ 39,000.00
2036	COMPUTERS & SERVER	\$ 500.00		\$ 30,500.00	\$ 28,072.00	\$ -
2037	ESRI LICENSE AGREEMENT	\$ 3,100.00	\$ 2,605.00	\$ 3,100.00	\$ 2,650.00	\$ 3,100.00
2040	ADVERTISING	\$ 1,500.00	\$ 358.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2050	AUDIT	\$ 24,000.00	\$ 22,436.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
2060	MEMBERSHIPS	\$ 4,000.00	\$ 3,878.00	\$ 4,000.00	\$ 3,400.00	\$ 4,000.00
2070	HEATING	\$ 3,400.00	\$ 3,400.00	\$ 3,700.00	\$ 3,200.00	\$ 3,700.00
2080	HYDRO	\$ 5,300.00	\$ 5,300.00	\$ 5,500.00	\$ 5,200.00	\$ 5,500.00
2090	TELEPHONE	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,100.00	\$ 2,500.00
2094	INTERNET	\$ 1,800.00	\$ 2,480.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2095	WEBSITE MAINTENANCE	\$ 500.00	\$ 264.00	\$ 500.00	\$ 500.00	\$ 500.00

GL ACCT # 5002	ADMINISTRATION EXPENDITURES EXPENDITURES (CONTINUED)	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
	STRATEGIC PLAN	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 26,270.00	\$ -
2100	PROFESSIONAL FEES - LEGAL	\$ 25,000.00	\$ 22,242.31	\$ 25,000.00	\$ 11,544.00	\$ 20,000.00
2102	INTEGRITY COMMISSIONER SERVICES	\$ 3,000.00	\$ 662.00	\$ 3,000.00	\$ 100.00	\$ 3,000.00
2103	HEALTH AND SAFETY SERVICES	\$ 4,700.00	\$ 6,064.00	\$ 6,022.00	\$ 6,044.00	\$ 6,100.00
2107	DEVELOPMENT CHARGE STUDY			\$ 27,000.00	\$ 28,020.32	\$ -
	RISK ASSESSMENT STUDY			\$ 17,000.00	\$ 16,923.00	\$ -
	ASSET RETIREMENT STUDY			\$ 10,000.00	\$ -	\$ -
	ASSET MANAGEMENT PLAN & FINANCIAL REPORTING			\$ 46,300.00	\$ 41,609.00	\$ 6,000.00
2109	EMPLOYEE TOWNSHIP COMPENSATION PLAN	\$ 15,000.00	\$ 15,264.00	\$ -	\$ -	\$ -
2110	INSURANCE	\$ 52,000.00	\$ 57,000.00	\$ 64,000.00	\$ 38,478.00	\$ 42,000.00
2120	ELECTION	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
2162	BLDG MAINTENANCE	\$ 8,000.00	\$ 5,050.00	\$ 6,000.00	\$ 14,060.00	\$ 6,000.00
2163	OFFICE CLEANING	\$ 2,400.00	\$ 2,239.00	\$ 3,664.00	\$ 2,500.00	\$ 3,000.00
2164	LANDSCAPING & GRASS CUTTING	\$ 300.00		\$ 300.00	\$ 223.87	\$ 300.00
2165	WATER SAMPLING	\$ 125.00	\$ 82.00	\$ 125.00	\$ 125.00	\$ 125.00
2190	OTHER/MISCELLANEOUS	\$ 4,000.00	\$ 3,845.00	\$ 4,000.00	\$ 2,775.18	\$ 4,000.00
2200	PETTY CASH	\$ 500.00	\$ 200.00	\$ 500.00	\$ 200.00	\$ 500.00
4030	BANK CHARGES	\$ 1,300.00	\$ 1,350.00	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00
6135	GRANT TO OTHERS	\$ 3,750.00	\$ 3,250.00	\$ 3,750.00	\$ 5,850.00	\$ 5,000.00
6133	DONATION TO MARKDALE HOSPITAL (5YRS)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
6136	ERSKINE CLINIC	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	MUNICIPAL PARKING LOT					\$ 50,000.00
7011	LOAN FOR MUNICIPAL EXPANSION	\$ 13,057.00	\$ 13,057.00	\$ 13,057.00	\$ 13,057.00	\$ 13,057.00
	<b>TOTAL</b>	<b>\$ 696,192.00</b>	<b>\$ 650,672.49</b>	<b>\$ 919,397.00</b>	<b>\$ 862,049.55</b>	<b>\$ 854,478.56</b>

4010	<b>TOTAL TAX WRITE OFF EXPENDITURES</b>	<b>\$ 35,000.00</b>	<b>\$ 48,703.00</b>	<b>\$ 50,000.00</b>	<b>\$ 26,758.00</b>	<b>\$ 30,000.00</b>
	<b>TOTAL ADMINISTRATION EXPENDITURES</b>	<b>\$ 848,732.00</b>	<b>\$ 809,589.88</b>	<b>\$ 1,089,784.00</b>	<b>\$ 1,000,580.20</b>	<b>\$ 1,035,242.56</b>

GL ACCT #	PROTECTION TO PERSONS/PROPERTY EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
	<b>FIRE SERVICES</b>					
3 6010	MULMUR MELANCTHON FD	\$ 127,070.00	\$ 127,070.00	\$ 152,494.00	\$ 142,311.49	\$ 154,423.00
3 6020	SHELBURNE AND DISTRICT FD	\$ 167,099.00	\$ 167,099.00	\$ 190,192.00	\$ 175,728.00	\$ 195,000.00
3 6030	TOWNSHIP OF SOUTHGATE FD - OPER/CAP	\$ 70,000.00	\$ 70,000.00	\$ 75,000.00	\$ 75,000.00	\$ 80,000.00
	<b>SUB TOTAL</b>	<b>\$ 364,169.00</b>	<b>\$ 364,169.00</b>	<b>\$ 417,686.00</b>	<b>\$ 393,039.49</b>	<b>\$ 429,423.00</b>
	<b>POLICING</b>					
4 3050	POLICING	\$ 435,468.00	\$ 435,468.00	\$ 452,154.00	\$ 452,154.00	\$ 492,038.00
4 3055	POLICING - ESO	\$ 350.00	\$ 360.00	\$ 3,408.00	\$ 3,408.00	\$ 6,035.00
4 3052	POLICING - RIDE	\$ 6,600.00	\$ 6,742.00	\$ 27,508.00	\$ 28,042.82	\$ 28,000.00
4 3053	POLICE SERVICES BOARD	\$ 300.00	\$ 100.00	\$ 300.00	\$ 1,350.00	\$ 1,500.00
4 2310	TASK FORCE	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 1,705.49	
	<b>SUB TOTAL</b>	<b>\$ 447,718.00</b>	<b>\$ 442,670.00</b>	<b>\$ 488,370.00</b>	<b>\$ 486,660.31</b>	<b>\$ 527,573.00</b>
	<b>BY LAW ENFORCEMENT</b>					
4 6155	<b>BY LAW ENFORCEMENT</b>	<b>\$ 12,000.00</b>	<b>\$ 28,000.00</b>	<b>\$ 32,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>
	<b>CONSERVATION AREA</b>					
4 6040	NOTTAWASAGA VALLEY CA	\$ 13,745.00	\$ 13,745.00	\$ 14,226.00	\$ 14,226.00	\$ 18,010.00
4 6050	GRAND RIVER CA	\$ 21,055.00	\$ 21,055.00	\$ 21,790.00	\$ 21,790.00	\$ 22,450.00
	<b>SUB TOTAL</b>	<b>\$ 34,800.00</b>	<b>\$ 34,800.00</b>	<b>\$ 36,016.00</b>	<b>\$ 36,016.00</b>	<b>\$ 40,460.00</b>
	<b>ANIMAL CONTROL</b>					
13 6140	LIVESTOCK CLAIMS	\$ 4,000.00	\$ 1,014.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00
4 6150	ANIMAL CONTROL	\$ 7,200.00	\$ 7,920.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
	<b>SUB TOTAL</b>	<b>\$ 11,200.00</b>	<b>\$ 8,934.00</b>	<b>\$ 11,500.00</b>	<b>\$ 9,500.00</b>	<b>\$ 11,500.00</b>
	<b>STREET LIGHTS</b>					
6 3025	STREET LIGHTS LED	\$ 5,000.00	\$ 4,653.00	\$ 5,500.00	\$ 5,230.00	\$ 5,600.00
6 3026	STREET LIGHT REPAIR	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,178.00	\$ 1,500.00
	<b>SUB TOTAL</b>	<b>\$ 6,000.00</b>	<b>\$ 4,653.00</b>	<b>\$ 6,500.00</b>	<b>\$ 6,408.00</b>	<b>\$ 7,100.00</b>
	<b>TOTAL PROTECTION TO PERSONS/PROPERTY</b>	<b>\$ 875,887.00</b>	<b>\$ 883,226.00</b>	<b>\$ 992,072.00</b>	<b>\$ 971,623.80</b>	<b>\$ 1,056,056.00</b>

GL ACCT # 5005	ROADWAYS EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
<b>SALARIES &amp; ADMINISTRATION</b>						
1010	SALARIES AND WAGES	\$ 421,200.00	\$ 452,681.90	\$ 542,420.00	\$ 486,500.00	\$ 549,295.00
1025	RECEIVER GENERAL, EHT & WSIB	\$ 45,760.00	\$ 52,690.00	\$ 70,610.00	\$ 62,840.00	\$ 65,115.00
1020	BENEFITS	\$ 28,000.00	\$ 28,195.00	\$ 34,000.00	\$ 32,000.00	\$ 36,000.00
1065	OMERS TOWNSHIP CONTRIBUTION	\$ 37,960.00	\$ 37,535.93	\$ 41,670.00	\$ 41,400.00	\$ 43,508.00
1070	MILEAGE	\$ 100.00	\$ 12.00	\$ 100.00	\$ 50.00	\$ 100.00
1022	STAFF TRAINING AND SEMINARS	\$ 4,000.00	\$ 2,954.00	\$ 7,500.00	\$ 2,000.00	\$ 7,500.00
2010	OFFICE SUPPLIES/COMPUTOR	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2036	GPS MONTHLY TRACKING EXPENSE	\$ 5,500.00	\$ 3,385.00	\$ 5,000.00	\$ 4,427.00	\$ 5,000.00
2112	ASSET MANAGEMENT PLAN SUPPORT	\$ 6,000.00	\$ 13,311.00	\$ 12,000.00	\$ 6,000.00	\$ 5,000.00
2112	ASSET MANAGEMENT PLAN UPDATE	\$ -				
3105	BRIDGE STUDY/INSPECTIONS	\$ 16,300.00	\$ 6,614.00	\$ -	\$ -	\$ 18,000.00
<b>TOTAL</b>		<b>\$ 566,820.00</b>	<b>\$ 599,378.83</b>	<b>\$ 715,300.00</b>	<b>\$ 637,217.00</b>	<b>\$ 731,518.00</b>
<b>ROAD DEPARTMENT BUILDING MISC.</b>						
2070	UTILITIES - HEAT	\$ 16,000.00	\$ 11,586.00	\$ 16,000.00	\$ 13,000.00	\$ 15,000.00
2080	UTILITIES - HYDRO	\$ 7,000.00	\$ 8,000.00	\$ 8,200.00	\$ 7,280.00	\$ 8,000.00
2090	TELEPHONE	\$ 1,200.00	\$ 1,142.00	\$ 1,200.00	\$ 1,200.00	\$ 1,300.00
2091	MOBILE PHONE	\$ 1,500.00	\$ 674.00	\$ 700.00	\$ 1,208.00	\$ 780.00
2040	ADVERTISING	\$ 750.00	\$ -	\$ 750.00	\$ -	\$ 750.00
2041	SIGNS	\$ 6,000.00	\$ 5,800.00	\$ 6,000.00	\$ 19,295.00	\$ 7,000.00
2110	INSURANCE	\$ 70,000.00	\$ 82,100.00	\$ 92,220.00	\$ 101,823.00	\$ 110,000.00
2100	LEGAL FEES	\$ 20,000.00	\$ 12,000.00	\$ 20,000.00	\$ 6,000.00	\$ 20,000.00
2050	AUDIT	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2060	MEMBERSHIPS	\$ 150.00	\$ 113.00	\$ 150.00	\$ 113.00	\$ 150.00
2165	MATERIALS AND SUPPLIES/STOCK	\$ 7,000.00	\$ 6,762.00	\$ 9,000.00	\$ 8,000.00	\$ 9,000.00
2166	COVERALLS	\$ 6,000.00	\$ 5,756.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00
3000	SERVICES AND RENTS/MISC	\$ 7,500.00	\$ 2,207.00	\$ 7,500.00	\$ 1,500.00	\$ 7,500.00
2103	HEALTH & SAFETY SERVICES	\$ 5,000.00	\$ 5,000.00	\$ 6,022.00	\$ 6,022.00	\$ 6,500.00
2104	HEALTH & SAFETY SERVICES/SUPPLIES	\$ 1,000.00	\$ 1,100.00	\$ 1,000.00	\$ 2,650.00	\$ 2,500.00
2162	BUILDING MAINTENANCE	\$ 20,000.00	\$ 5,600.00	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00
2185	OIL SEPARATER	\$ 2,200.00	\$ -	\$ 2,200.00	\$ 2,600.00	\$ 2,800.00
2192	SHOP TOOLS	\$ 5,000.00	\$ 4,022.00	\$ 5,000.00	\$ 2,000.00	\$ 5,000.00
2190	MISCELLANEOUS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00
3800	CONTRACT WORK	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
<b>TOTAL</b>		<b>\$ 189,300.00</b>	<b>\$ 163,862.00</b>	<b>\$ 202,942.00</b>	<b>\$ 201,691.00</b>	<b>\$ 226,280.00</b>



GL ACCT # 5005	ROADWAYS EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
<b>ROAD EQUIPMENT</b>						
2150	FUEL - CLEAR	\$ 70,000.00	\$ 76,000.00	\$ 74,000.00	\$ 55,000.00	\$ 72,000.00
2155	FUEL - DYED	\$ 65,000.00	\$ 60,000.00	\$ 65,000.00	\$ 55,000.00	\$ 65,000.00
3070/3072	FUEL - PATROL TRUCKS	\$ 18,000.00	\$ 17,780.00	\$ 20,000.00	\$ 18,000.00	\$ 20,000.00
2180	OIL - TRUCKS AND GRADER	\$ 5,000.00	\$ 2,300.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00
3071	TR # 1 - REPAIRS	\$ 5,000.00	\$ 3,100.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3073	TR # 2 - REPAIRS	\$ 15,000.00	\$ 20,737.00	\$ 15,000.00	\$ 1,000.00	\$ 15,000.00
3074	TR # 3 - REPAIRS	\$ 15,000.00	\$ 2,800.00	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00
3075	TR # 4 - REPAIRS	\$ 15,000.00	\$ 16,833.00	\$ 15,000.00	\$ 6,000.00	\$ 15,000.00
3076	TR # 5 - REPAIRS	\$ 15,000.00	\$ 15,404.00	\$ 15,000.00	\$ 19,000.00	\$ 15,000.00
3077	TR # 6 - REPAIRS	\$ 15,000.00	\$ 21,650.00	\$ 15,000.00	\$ 7,000.00	\$ 15,000.00
3069	TR # 7 - REPAIRS	\$ 5,000.00	\$ 867.00	\$ 5,000.00	\$ 500.00	\$ 5,000.00
3068	TR # 8 - REPAIRS		\$ 2,771.00	\$ 5,000.00	\$ 3,100.00	\$ 5,000.00
3067	TR # 9 - REPAIRS		\$ 2,840.00	\$ 5,000.00	\$ 1,500.00	\$ 5,000.00
3079	GR#1 - CAT - REPAIRS	\$ 15,000.00	\$ 6,721.00	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00
3080	GR#2 - REPAIRS	\$ 15,000.00	\$ 9,000.00	\$ 81,444.20	\$ 85,000.00	\$ 10,000.00
3065	GR#3 - REPAIRS		\$ 4,392.00	\$ 15,000.00	\$ 10,500.00	\$ 15,000.00
3081	BACKHOE REPAIRS	\$ 3,000.00	\$ 1,651.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00
3082	LOADER	\$ 2,500.00	\$ 2,390.00	\$ 2,500.00	\$ 20,000.00	\$ 2,500.00
3083	JOHN DEERE MOWER	\$ 1,000.00		\$ 1,000.00	\$ 150.00	\$ 1,000.00
3084	POWER WASHER	\$ 3,000.00	\$ 3,840.00	\$ 3,000.00	\$ 300.00	\$ 3,000.00
3085	CHAIN SAW	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3086	ROADSIDE MOWER	\$ 2,000.00	\$ 1,086.00	\$ 1,000.00	\$ -	\$ 1,000.00
3500	WINTER CONTROL-PLOW & WING PARTS	\$ 20,000.00	\$ 19,900.00	\$ 20,000.00	\$ 15,000.00	\$ 20,000.00
2191	RADIO AND TRUCK LICENSES	\$ 12,000.00	\$ 11,658.00	\$ 12,000.00	\$ 12,300.00	\$ 12,500.00
2195	RADIO MAINTENANCE & REPAIR	\$ 2,500.00		\$ 2,500.00	\$ -	\$ 2,500.00
<b>TOTAL</b>		<b>\$ 320,000.00</b>	<b>\$ 303,720.00</b>	<b>\$ 416,444.20</b>	<b>\$ 344,850.00</b>	<b>\$ 346,500.00</b>
<b>NEW EQUIPMENT (CAPITAL)</b>						
7010	VEHICLES - TRUCK	\$ -		\$ 70,000.00		\$ 65,000.00
7005	MOWER			\$ 20,000.00	\$ 17,300.00	
	GRADER	\$ 610,000.00	\$ 293,781.00	\$ -	\$ -	
	TRUCK - 2 TONNE DUALY PICK-UP	\$ 100,000.00	\$ 116,982.00	\$ -	\$ -	
	PICK-UP EQUIPMENT	\$ 60,000.00	\$ 32,264.00	\$ -	\$ -	
	TRACTOR WITH BLOWER BRUSHER (loan)	\$ 52,000.00		\$ 60,000.00	\$ -	\$ 60,000.00
	SNOW PLOW					\$ 389,615.00
<b>TOTAL</b>		<b>\$ 822,000.00</b>	<b>\$ 443,027.00</b>	<b>\$ 150,000.00</b>	<b>\$ 17,300.00</b>	<b>\$ 514,615.00</b>

GL ACCT # 5005	ROADWAYS EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET		
<b>BRIDGES, CULVERTS, DRAINS</b>						
3100	BRIDGE & CULVERT MTCE	\$ 15,000.00	\$ 7,212.00	\$ 15,000.00	\$ -	\$ 15,000.00
	BRIDGE # 7 (ENG. 2025 - CONST. 2026)	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 35,000.00
3111	BRIDGE # 11	\$ -				
3115	BRIDGE # 18 (ENGINEERING 2026)	\$ -				
	BRIDGE 2030 REHABILITATION	\$ -				\$ 60,000.00
3100	BRIDGE # 6 - CONSTRUCTION - WATERPROOF/PAVE	\$ 20,000.00				\$ 50,000.00
	BRIDGE # 2007 WATERPROOF & PAVE					\$ 40,000.00
3118	BRIDGE # 2033, 2007, 6 - ENGINEERING DESIGN	\$ 18,000.00	\$ 24,500.00	\$ 200,000.00	\$ 240,922.50	\$ 32,500.00
	BRIDGE # 16 - ROCK PROTECTION					\$ 15,000.00
3850	DRAIN ASSESSMENTS NEW REPORTS	\$ -				
3851	ROAD CROSSINGS DUE TO DRAIN MTCE	\$ 55,000.00	\$ 37,394.00	\$ 55,000.00		\$ 55,000.00
7021	CULVERT 2027 LOAN PAYMENT	\$ 40,907.00	\$ 40,907.00	\$ 40,907.00	\$ 40,907.00	\$ 40,907.00
3178	30 SIDEROAD CULVERT - EMERG. REPAIR	\$ -				
3156	CULVERT 2013	\$ -				
3165	CULVERT 2021	\$ -				
	<b>TOTAL</b>	<b>\$ 173,907.00</b>	<b>\$ 110,013.00</b>	<b>\$ 310,907.00</b>	<b>\$ 281,829.50</b>	<b>\$ 343,407.00</b>
<b>ROADSIDE</b>						
3215	GRASS MOWING & WEED SPRAYING	\$ 2,675.00	\$ 5,098.00	\$ 5,200.00	\$ 6,921.00	\$ 7,000.00
3212	PARK MAINTENANCE		\$ 3,155.00	\$ 4,000.00	\$ 3,371.00	\$ 4,000.00
3205	BRUSHING - TREE TRIM AND REMOVAL				\$ 5,785.00	\$ -
3206	DITCHING	\$ 30,000.00	\$ 16,062.00	\$ -	\$ 5,373.00	\$ 30,000.00
3322	CATCH BASINS	\$ 2,500.00		\$ 2,500.00	\$ -	\$ 2,500.00
3610	GUIDE POSTS & HARDWARE	\$ 5,000.00	\$ 202.00	\$ 5,000.00	\$ 235.00	\$ 5,000.00
3315	SHOULDER MAINTENANCE	\$ 5,000.00	\$ 5,100.00	\$ 5,000.00	\$ 3,025.00	\$ 5,000.00
	SIDEWALK- HORNING'S MILLS					\$ 50,000.00
	<b>TOTAL</b>	<b>\$ 45,175.00</b>	<b>\$ 29,617.00</b>	<b>\$ 21,700.00</b>	<b>\$ 24,710.00</b>	<b>\$ 103,500.00</b>
<b>HARDTOP</b>						
3304	PREVENTATIVE MAINTENANCE	\$ 20,000.00	\$ 8,366.00	\$ 20,000.00	\$ 3,000.00	\$ 20,000.00
3310	COLD MIX, PATCHING, ROUTINE MTCE	\$ 6,000.00	\$ 2,266.00	\$ 6,000.00	\$ 2,400.00	\$ 6,000.00
3320	SWEEPING, FLUSHING, CLEANING	\$ 5,500.00	\$ 5,164.00	\$ 5,500.00	\$ 5,088.00	\$ 5,500.00
3321	LINE PAINTING	\$ 17,000.00	\$ 16,856.00	\$ 18,000.00	\$ -	\$ 18,000.00
	<b>TOTAL</b>	<b>\$ 48,500.00</b>	<b>\$ 32,652.00</b>	<b>\$ 49,500.00</b>	<b>\$ 10,488.00</b>	<b>\$ 49,500.00</b>
<b>LOOSETOP</b>						
3125	POULTON PLACE - CORBETTON		\$ 132,194.00	\$ -	\$ -	\$ -
3750	TOWNLINES	\$ 1,000.00	\$ 224.00	\$ 1,000.00	\$ 112.00	\$ 1,000.00
3200	ROADSIDE MAINTENANCE	\$ 1,000.00		\$ 1,000.00	\$ 1,300.00	\$ 1,000.00
3210	GRAVEL RESURFACING	\$ 400,000.00	\$ 440,254.00	\$ 400,000.00	\$ 430,458.00	\$ 440,000.00
3211	GRAVEL MAINTENANCE	\$ 30,000.00	\$ 31,691.00	\$ 30,000.00	\$ 15,650.00	\$ 30,000.00
3410	DUST LAYER (CALCIUM CHLORIDE)	\$ 170,000.00	\$ 128,035.00	\$ 170,000.00	\$ 135,318.00	\$ 170,000.00
	<b>TOTAL</b>	<b>\$ 602,000.00</b>	<b>\$ 732,398.00</b>	<b>\$ 602,000.00</b>	<b>\$ 582,838.00</b>	<b>\$ 642,000.00</b>
<b>WINTER CONTROL</b>						
3510	SAND & SALT	\$ 55,000.00	\$ 63,011.00	\$ 65,000.00	\$ 53,065.00	\$ 65,000.00
3505	SNOW REMOVAL/BLOWING	\$ -		\$ 5,000.00	\$ -	\$ 5,000.00
	<b>TOTAL</b>	<b>\$ 55,000.00</b>	<b>\$ 63,011.00</b>	<b>\$ 70,000.00</b>	<b>\$ 53,065.00</b>	<b>\$ 70,000.00</b>
<b>ROAD IMPROVEMENT</b>						
3139	7TH LINE SW/ 4TH LINE OS	\$ 150,000.00	\$ 186,750.00	\$ -	\$ -	\$ -
3138	RIVERVIEW/HUNTER PKWY	\$ 250,000.00	\$ 153,635.00	\$ -	\$ -	\$ -
3124	15 SR 3RD L TO CTY RD 124/GEORGE, ADDESON LLOYD ST	\$ 250,000.00	\$ 171,745.00	\$ -	\$ -	\$ -
3144	3RD LINE 20 SR 1.2 KM SOUTH/MILL LANE	\$ 250,000.00	\$ 284,478.00	\$ -	\$ -	\$ -
	15 SR MAIN ST 1 KM EAST			\$ 250,000.00	\$ 141,250.00	
	GEORGE STREET ADDESON ST AND LLOYD ST			\$ 125,000.00	\$ 49,710.00	
	MILL LANE	\$ -			\$ 102,934.00	
	260 SIDEROAD - 2ND LINE NE TO RIVERVIEW					\$ 750,000.00
	4TH LINE OS - COUNTY7 ROAD 17 TO LOTS 9 & 10					\$ 125,000.00
	<b>TOTAL</b>	<b>\$ 900,000.00</b>	<b>\$ 796,608.00</b>	<b>\$ 375,000.00</b>	<b>\$ 293,894.00</b>	<b>\$ 875,000.00</b>
<b>RESERVE</b>						
5030	REPLACEMENT EQUIPMENT RESERVE	\$ 150,000.00	\$ 150,000.00	\$ 220,000.00	\$ 220,000.00	\$ -
	TRANSFER TO RESERVES FOR INSURANCE SUPRLUS				\$ 15,918.10	
	ROAD CAPITAL RESERVES			\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
	<b>TOTAL</b>	<b>\$ 150,000.00</b>	<b>\$ 150,000.00</b>	<b>\$ 270,000.00</b>	<b>\$ 285,918.10</b>	<b>\$ 50,000.00</b>
<b>TOTAL ROAD EXPENDITURES</b>		<b>\$ 3,872,702.00</b>	<b>\$ 3,424,286.83</b>	<b>\$ 3,183,793.20</b>	<b>\$ 2,733,800.60</b>	<b>\$ 3,952,320.00</b>

GL ACCT # 5007	ENVIRONMENTAL SERVICES EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
2171	LEVELLING	\$ 7,500.00	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00
2105	LANDFILL STUDY/MONITORING	\$ 16,318.00	\$ 8,159.00	\$ 16,318.00	\$ 16,318.00	\$ 16,897.25
2190	MISCELLANEOUS	\$ 100.00	\$ 10.00	\$ 100.00	\$ -	\$ 100.00
7001	REHABILITATION RESERVE	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
7010	ENVIRONMENTAL/SUSTAINABILITY	\$ -				
	<b>TOTAL</b>	<b>\$ 33,918.00</b>	<b>\$ 18,169.00</b>	<b>\$ 33,918.00</b>	<b>\$ 26,318.00</b>	<b>\$ 34,497.25</b>

GL ACCT # 5010	RECREATION SERVICES EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
5055	CORBETTON PARK	\$ 2,500.00	\$ 26,534.00	\$ 2,500.00	\$ 10,400.00	\$ 6,500.00
6060	HORNING'S MILLS PARK	\$ 5,500.00	\$ 8,942.00	\$ 12,000.00	\$ 11,000.00	\$ 12,000.00
	HORNING'S MILLS PARK (GRANT) LOAN					\$ 20,000.00
	HORNING'S MILLS PARK UPGRADES (TWP PORTION)					\$ 150,000.00
6065	HORNING'S MILLS COMMUNITY HALL	\$ 12,000.00	\$ 29,843.00	\$ 15,000.00	\$ 17,985.00	\$ 15,000.00
6063	HORNING'S MILLS HALL PARKING LOT (capital)				\$ 12,733.00	\$ -
6064	HORNING'S MILLS HALL BLDNG (Trilliam Grant)				\$ 16,282.00	\$ -
6066	HORNING'S MILLS HERITAGE PROJECT	\$ 500.00		\$ 500.00	\$ 252.20	\$ 500.00
6070	CENTRE DUFFERIN RECREATION COMPLEX	\$ 54,000.00	\$ 57,075.00	\$ 60,000.00	\$ 79,904.00	\$ 84,000.00
6080	DUNDALK COMMUNITY CENTRE	\$ 15,500.00	\$ 15,500.00	\$ 16,200.00	\$ 16,200.00	\$ 16,700.00
6100	NORTH DUFFERIN COMMUNITY CENTRE	\$ 62,773.00	\$ 76,100.00	\$ 20,000.00	\$ 1,427.00	\$ 29,000.00
	HORNING'S MILLS HALL BOARD	\$ 2,000.00				
	HERITAGE COMMITTEE	\$ 3,500.00		\$ 3,500.00	\$ -	\$ 3,500.00
	<b>TOTAL</b>	<b>\$ 158,273.00</b>	<b>\$ 213,994.00</b>	<b>\$ 129,700.00</b>	<b>\$ 166,183.20</b>	<b>\$ 337,200.00</b>

GL ACCT # 5016	CEMETARY EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
8902	HORNING'S MILLS CEMETERY	\$ 5,000.00		\$ 5,000.00	\$ 341.00	\$ 5,000.00
8904	ST. PAUL'S CEMETERY					
	<b>TOTAL</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>	<b>\$ 341.00</b>	<b>\$ 5,000.00</b>

GL ACCT # 5011	LIBRARY EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
6110	SHELBURNE LIBRARY	\$ 61,915.00	\$ 61,915.00	\$ 60,000.00	\$ 60,000.00	\$ 62,968.00
6120	DUNDALK LIBRARY	\$ 9,000.00	\$ 9,081.00	\$ 9,490.00	\$ 9,490.00	\$ 9,920.00
	<b>TOTAL</b>	<b>\$ 70,915.00</b>	<b>\$ 70,996.00</b>	<b>\$ 69,490.00</b>	<b>\$ 69,490.00</b>	<b>\$ 72,888.00</b>

GL ACCT # 5012	PLANNING SERVICES EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
2100	PROFESSIONAL/LEGAL FEES	\$ 60,000.00	\$ 23,285.00	\$ 60,000.00	\$ 20,000.00	\$ 50,000.00
2018	OFFICIAL PLAN	\$ 30,000.00		\$ 50,000.00	\$ -	
2109	NEW ZONING BY-LAW	\$ 45,000.00		\$ 75,000.00	\$ -	
2101	LPAT/OLT APPEALS	\$ -				
2102	LPAT/OLT APPEALS RESERVES	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
2304	STRADA OPA/ZBA				\$ 55.00	
	<b>TOTAL</b>	<b>\$ 150,000.00</b>	<b>\$ 38,285.00</b>	<b>\$ 200,000.00</b>	<b>\$ 35,055.00</b>	<b>\$ 65,000.00</b>

GL ACCT # 5009	DRAINAGE EXPENDITURES	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
3060	DRAINAGE SUPERINTENDENT	\$ 50,000.00	\$ 28,199.00	\$ 50,000.00	\$ 22,032.00	\$ 40,000.00
3070	NUISANCE BEAVER & BEAVER DAM REMOVAL	\$ 5,000.00	\$ 166.00	\$ 5,000.00	\$ 6,071.00	\$ 5,000.00
	<b>TOTAL</b>	<b>\$ 55,000.00</b>	<b>\$ 28,365.00</b>	<b>\$ 55,000.00</b>	<b>\$ 28,103.00</b>	<b>\$ 45,000.00</b>

	<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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<b>TOTAL EXPENITURER</b>		<b>\$ 6,070,427.00</b>	<b>\$ 5,486,911.71</b>	<b>\$ 5,758,757.20</b>	<b>\$ 5,031,494.80</b>	<b>\$ 6,603,203.81</b>
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GL ACCT #	TAXATION REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
4001 0700	SUPPLEMENTAL TAXES	\$ 85,000.00	\$ 87,652.00	\$ 90,000.00	\$ 108,912.00	\$ 100,000.00
4003 0100	PAYMENT IN LIEU	\$ 1,950.00	\$ 2,015.00	\$ 2,050.00	\$ 2,015.00	\$ 2,050.00
	<b>TOTAL TAXATION REVENUE</b>	<b>\$ 86,950.00</b>	<b>\$ 89,667.00</b>	<b>\$ 92,050.00</b>	<b>\$ 110,927.00</b>	<b>\$ 102,050.00</b>

GL ACCT #	GRANT REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
150	OMPF	\$ 175,300.00	\$ 175,300.00	\$ 168,900.00	\$ 168,900.00	\$ 193,300.00
300	RIDE GRANT	\$ 6,600.00	\$ 6,700.00	\$ 7,508.00	\$ 6,600.00	\$ 6,600.00
172	COURT SECURITY & PRISONER TRANSPORT	\$ 730.00		\$ 730.00	\$ 1,100.00	\$ 1,100.00
500	LIBRARY GRANT	\$ 4,452.00	\$ 4,452.00	\$ 4,452.00	\$ 4,452.00	\$ 4,452.00
156	OCIF FUNDING (FORMULA COMPONENT)	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 110,361.00
	MUNICIPAL EMERGENCY REDINESS FUNDS					\$ 12,500.00
700	ONTARIO AGGREGATE LIC. FEE	\$ 115,000.00	\$ 97,967.00	\$ 100,000.00	\$ 86,573.00	\$ 85,000.00
100	DRAINAGE SUPERINTENDENT	\$ 25,000.00	\$ 13,755.00	\$ 25,000.00	\$ 24,052.00	\$ 20,000.00
	<b>TOTAL COUNCIL REVENUE</b>	<b>\$ 427,082.00</b>	<b>\$ 398,174.00</b>	<b>\$ 406,590.00</b>	<b>\$ 391,677.00</b>	<b>\$ 433,313.00</b>

GL ACCT #	ADMINISTRATION REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
100	TAX CERTIFICATES	\$ 2,500.00	\$ 2,600.00	\$ 2,500.00	\$ 2,800.00	\$ 2,800.00
110	TAX STATEMENT/DUPLICATE TAX BILLS	\$ 500.00	\$ 600.00	\$ 500.00	\$ 500.00	\$ 500.00
115	REMINDER/OVERDUE NOTICE FEE	\$ 3,000.00	\$ 3,200.00	\$ 3,000.00	\$ 2,900.00	\$ 3,000.00
200	BUILDING PERMIT APPROVAL	\$ 5,500.00	\$ 5,300.00	\$ 5,500.00	\$ 5,000.00	\$ 5,300.00
250	SITE ALTERATION PERMIT APPROVAL	\$ -	\$ 500.00	\$ 500.00		\$ 500.00
400	PHOTOCOPIES	\$ -				
4015 0100	DOG LICENCES	\$ 10,000.00	\$ 9,950.00	\$ 10,000.00	\$ 9,560.00	\$ 9,500.00
4066 0000	LOTTERY LICENSES	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
4040 0100	LIVESTOCK CLAIM GRANTS	\$ 4,000.00	\$ 2,792.00	\$ 3,000.00	\$ 1,286.00	\$ 3,000.00
	TAX SALE PROCEEDS (2024)			\$ 68,444.20	\$ 68,444.00	\$ -
	<b>TOTAL ADMINISTRATION REVENUE</b>	<b>\$ 25,870.00</b>	<b>\$ 25,172.00</b>	<b>\$ 93,664.20</b>	<b>\$ 90,580.00</b>	<b>\$ 24,720.00</b>

GL ACCT #	FIRE REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
100	FIRE REVENUE	\$ 1,500.00	\$ 2,395.00	\$ 2,000.00	\$ 2,900.00	\$ 2,000.00
300	FIRE PERMIT	\$ 3,500.00	\$ 3,525.00	\$ 3,500.00	\$ 3,690.00	\$ 3,500.00
	<b>TOTAL FIRE REVENUE</b>	<b>\$ 5,000.00</b>	<b>\$ 5,920.00</b>	<b>\$ 5,500.00</b>	<b>\$ 6,590.00</b>	<b>\$ 5,500.00</b>

GL ACCT #	ROAD REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
110	ROADS MISC REVENUE	\$ 9,000.00	\$ 755.00	\$ 750.00	\$ 20,000.00	\$ 1,000.00
115	ROAD OCCUPANCY PERMITS		\$ 46,875.00	\$ 9,500.00	\$ 12,000.00	\$ 8,000.00
125	ENTRANCE PERMITS	\$ 4,000.00	\$ 3,400.00	\$ 4,000.00	\$ 4,900.00	\$ 3,000.00
130	WIDE LOAD PERMITS	\$ 2,000.00	\$ 800.00	\$ 1,000.00	\$ 200.00	\$ 200.00
200	CULVERTS					
	SPORTS AND RECREATION HM PARK LOAN					\$ 150,000.00
500	SHELBURNE ROAD AGREEMENT	\$ 6,442.00	\$ 6,442.00	\$ 6,887.00	\$ 6,887.00	\$ 7,094.00
	<b>TRANSFER FROM RESERVES</b>					
703	TRFR FROM GAS TAX	\$ 135,000.00	\$ 135,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
704	TRFR FROM ROAD CAPITAL RESERVE	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	\$ -
702	TRFR FROM EQUIPMENT RESERVE - TRUCK	\$ 595,000.00	\$ 268,027.00	\$ 120,000.00	\$ 17,300.00	\$ 514,615.00
700	TRFR FROM Working (Asset Management)				\$ 41,610.00	
	TRFR FROM PAVING RESERVE	\$ 74,000.00	\$ 74,000.00			
	TRFR DEV CHG (GRADER)	\$ 175,000.00	\$ 175,000.00			
	TRFR DEV CHG (DC STUDY)(BRIDGE STUDY)	\$ 52,000.00	\$ 52,000.00	\$ 27,000.00	\$ 28,020.00	\$ 9,000.00
	TRFR DEV CHG (4TH LN OS)					\$ 77,100.00
	TAX STABILIZATION (Risk Asses & Strat Plan)	\$ 150,000.00	\$ 150,000.00	\$ 217,000.00	\$ 43,193.00	
	TRFR PARK PAVILLION		\$ 26,237.00			
	TRFR FOR BRIDGE STUDY					\$ 9,000.00
	TRFR MMAH (HYBRID COUNCIL CHAMBERS)			\$ 16,000.00	\$ -	\$ 12,500.00
	TRFR WORKING (BRIDGE)			\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
	TRFR WORKING (ROADS)			\$ 200,000.00	\$ 89,245.00	\$ 200,000.00
	<b>TOTAL ROADS REVENUE</b>	<b>\$ 1,501,442.00</b>	<b>\$ 1,157,299.00</b>	<b>\$ 902,137.00</b>	<b>\$ 563,355.00</b>	<b>\$ 1,291,509.00</b>

GL ACCT # 4035	PLANNING REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
100	OFFICIAL PLAN APPLICATION	\$ -			\$ 3,000.00	\$ 1,000.00
310	SITE PLAN APPLICATION FEES	\$ -	\$ 750.00	\$ 750.00	\$ 500.00	\$ 750.00
350	ZONING BY-LAW AMENDMENT	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 10,000.00	\$ 6,000.00
300	CONSENT APPLICATIONS	\$ 6,000.00	\$ 9,000.00	\$ 8,000.00	\$ -	\$ 2,000.00
325	MINOR VARIANCE	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
200	ZONING REQUESTS	\$ 1,000.00	\$ 1,400.00	\$ 1,200.00	\$ 2,800.00	\$ 2,000.00
360	CHANGE OF USE CERTIFICATE APPLICATION	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,764.00	\$ 2,500.00
375	PRE-APPLICATION CONSULTATION	\$ 12,000.00	\$ 11,000.00	\$ 10,000.00	\$ 4,581.68	\$ 4,000.00
500	PROFESSIONAL SERVICES REIMBURSEMENT	\$ -	\$ 5,333.00	\$ 30,000.00		\$ 10,000.00
320	SUBDIVISION AGREEMENT				\$ 10,000.00	\$ -
	TRFR FROM DEV CHG (OFFICIAL PLAN)	\$ 21,000.00	\$ -		\$ -	\$ -
	<b>TOTAL PLANNING REVENUE</b>	<b>\$ 53,500.00</b>	<b>\$ 34,983.00</b>	<b>\$ 57,450.00</b>	<b>\$ 33,645.68</b>	<b>\$ 30,250.00</b>

GL ACCT # 4050	OTHER REVENUE	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 PROPOSED	2025 BUDGET
100	MISCELLANEOUS REVENUE	\$ 600.00	\$ 5,805.00	\$ 600.00	\$ 3,105.00	\$ 1,000.00
125	CHD COMMUNITY CONTRIBUTION	\$ 309,000.00	\$ 309,000.00	\$ 309,000.00	\$ 309,000.00	\$ 309,000.00
130	PLATEAU COMMUNITY CONTRIBUTION	\$ 35,000.00	\$ 36,763.00	\$ 35,000.00	\$ 37,998.30	\$ 38,000.00
135	DWP COMMUNITY CONTRIBUTION	\$ 264,000.00	\$ 264,000.00	\$ 264,000.00	\$ 264,000.00	\$ 264,000.00
4015 0400	BY-LAW INFRACTION TO TAXES		\$ 6,000.00	\$ 6,000.00	\$ 13,900.00	\$ 10,000.00
200	PENALTIES AND INTEREST ON TAXES	\$ 105,000.00	\$ 104,270.00	\$ 105,000.00	\$ 109,000.00	\$ 105,000.00
300	INTEREST ON DEPOSITS	\$ 45,000.00	\$ 118,115.00	\$ 100,000.00	\$ 150,082.00	\$ 120,000.00
	TRFR FROM EMERGENCY RELIEF FUND	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00	\$ -
4050 0460	TRFR FROM TAX STABILIZATION (LEGALS OVERAGE)	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
	TRFR FROM DC CHARGES OPP		\$ 3,828.42	\$ -	\$ -	
	HORNINGS MILLS OTF PROJECT		\$ 13,030.00	\$ -	\$ 6,200.00	
	<b>TOTAL OTHER REVENUE</b>	<b>\$ 876,150.00</b>	<b>\$ 927,611.42</b>	<b>\$ 897,150.00</b>	<b>\$ 970,835.30</b>	<b>\$ 902,775.00</b>

<b>TOTAL REVENUE</b>	<b>\$ 2,975,994.00</b>	<b>\$ 2,638,826.42</b>	<b>\$ 2,454,541.20</b>	<b>\$ 2,167,609.98</b>	<b>\$ 2,790,117.00</b>
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<b>TOTAL EXPENDITURES</b>	<b>\$ 6,070,427.00</b>	<b>\$ 5,486,911.71</b>	<b>\$ 5,758,757.20</b>	<b>\$ 5,031,494.80</b>	<b>\$ 6,603,203.81</b>
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	<b>\$ 3,094,433.00</b>	<b>\$ 2,848,085.29</b>	<b>\$ 3,304,216.00</b>	<b>\$ 2,863,884.82</b>	<b>\$ 3,813,086.81</b>
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		INCREASE	6.78%		15.40%
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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 Part of Lots 1 and 2, Plan 332, Township of Melancthon. The civic address of the subject property is 077572 7<sup>th</sup> Line.

**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, January 16, 2025 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 implement a permanent site-specific zoning provision on the subject lands that has been permitted through a Temporary Use By-law. The site-specific zoning provision aims to rezone the subject lands to permit a feral cat rescue under the *Hamlet Residential Exception (R1-11)* zone. In addition, the rezoning will also include site-specific zoning provisions that were utilized under the Temporary Use By-law.

**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.

DEL 18.1  
JAN 16 2025

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 may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal



The Corporation of  
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unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Please provide comments by **December 11<sup>th</sup>, 2024** to [lmorgan@melancthontownship.ca](mailto:lmorgan@melancthontownship.ca) and [dmarwaha@melancthontownship.ca](mailto:dmarwaha@melancthontownship.ca)

Date of this notice: November 27<sup>th</sup>, 2024.

A handwritten signature in black ink that reads '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**  
157101 Highway 10, Melancthon, Ontario, L9V 2E6

## MEMORANDUM

**To:** Mayor White and Members of Council  
**Copy:** Ms. Denise Holmes, CAO/Clerk  
**From:** Liam Morgan, Development Planner  
**Date:** January 16<sup>th</sup>, 2025  
**Re:** Planning Report – Zoning By-law Amendment – 077572 7<sup>th</sup> Line SW

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### 1.0 RECOMMENDATIONS

That Planning Report – Zoning By-law Amendment – 077572 7<sup>th</sup> Line SW be received;  
And that Zoning By-law Amendment Application – 077572 7<sup>th</sup> Line SW be **APPROVED**.

### 2.0 BACKGROUND

The Township received an application from Bessant Pelech Associates Inc. (herein referred to as the 'applicant') on behalf of Sharon Morden (herein referred to as the 'Owner') seeking an amendment to Township Zoning By-law 12-1979. The proposed amendment aims to implement a site-specific zoning provision that will permit a feral cat rescue as an accessory use in the *Hamlet Residential (R1)* zone. In addition, the amendment also seeks to provide exceptions to certain regulations under the *R1* zone.

On August 25<sup>th</sup>, 2021, the Township of Melancthon passed a Temporary Use By-law (*By-law 52-2021*) for the subject lands that permitted a feral cat rescue as an accessory use under Zoning By-law 12-1979. The Temporary Use By-law, however, was given an expiration date of no longer than three (3) years, which means that, as of August 25<sup>th</sup>, 2024, By-law 52-2021 is no longer valid. To address the expiration of By-law 52-2021, the owner initially submitted a Zoning By-law Amendment application on August 7<sup>th</sup>, 2024; however, Township Planning staff informed them that this application was incomplete due to missing technical reports. A second submission of the Zoning By-law Amendment was completed by the now retained applicant on October 11<sup>th</sup>, 2024. Upon reviewing the submitted materials, Township Planning staff still deemed the application incomplete, as a result of several outstanding items from the technical materials submitted. The technical materials were revised and resubmitted by the applicant on October 29<sup>th</sup>, 2024, and, subsequently, a complete application memorandum was issued by Township Planning staff on October 30<sup>th</sup>, 2024. Upon the issuance of the complete application memorandum, a circulation of the submitted materials for comments by internal and external agencies was conducted by Township Planning staff on November 27<sup>th</sup>, 2024. To date, comments have been received from three 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 077572 7<sup>th</sup> Line SW and legally described as Part of Lots 1 and 2, Plan 332 located in Part Lot 21 (Roll Number: 221900000411130).





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Presently on the subject lands, which are approximately 0.51 hectares (1.27 acres) in size and have a lot frontage of approximately 69 metres, is an existing structure that entails the feral cat rescue and mature vegetation. Surrounding land uses include a residential neighbourhood, agricultural lands, and rural residential homes.

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

**Figure 1: Aerial of Subject Lands**



#### **4.0 PROPONENT APPLICATION**

The intent of this application is to bring the existing use into conformity with the Township Zoning By-law. Currently a feral cat rescue is not a permitted use under the *Hamlet Residential (R1)* zone in Zoning By-law 12-1979 and, to this point, has only been permitted on the subject lands because of the in-effect Temporary Use By-law. Being that the Temporary Use By-law has now expired, the owner wants to permanently permit the existing use of a feral cat rescue, along with the site-specific exceptions outlined in By-law 52-2021, on the subject lands.

It must also be mentioned that the owner has indicated their desire to construct a residential dwelling on the subject lands in the next 2-5 years. This intention has been indicated through both correspondence with Township Planning staff and the site plan provided as part of the Zoning By-law Amendment application (see *Appendix 1*).



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## 5.0 POLICY OVERVIEW

### *Provincial Policy Statement (2024)*

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.

**Section 2.3.1.1** states that *"settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas"*.

**Section 2.5.1** states that *"healthy, integrated and viable rural areas should be supported by:*

- a. Building upon rural character and leveraging rural amenities and assets.*
- e. Promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources.*

**Section 2.5.2** states that *"in rural areas, rural settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted"*.

**Section 2.5.3** states that *"when directing development in rural settlement areas in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels"*.

### *County of Dufferin Official Plan*

The Zoning By-law Amendment application was submitted during a time when policies from both the 2017 and 2024 County Official Plans were still in effect. Though County Official Plan Amendments Two (2) and Three (3) have been approved by the Minister, County Official Plan Amendment Four (4) has yet to be approved by the Minister. As such, both versions of the County Official Plan will be referenced.

The County Official Plan (2017) designates the subject lands as *Community Settlement Area (Riverview)*. These areas, according to the County Official Plan, may continue to experience limited growth through appropriate infilling and development of vacant lands (sec. 3.3.3). It is also stated that community settlement areas will maintain a rural settlement character and evolve as service and residential centres for their surrounding Countryside Areas, where appropriate (sec. 3.3.3.d).

There are also no notable natural heritage features on the subject lands according to the County Official Plan (2017).

The County Official Plan (2024) similarly identifies the subject lands as *Community Settlement Area (Riverview)*. Under the updated County Official Plan there were no changes to the *Community Settlement Area* policies and, as such, the policies outlined previously under the County Official Plan (2017) section are still applicable.

While there are no notable natural heritage features on or adjacent to the subject lands, a small portion of the subject lands are a part of the County's larger Natural Heritage System (NHS). Upon further review, the NHS portion identified to be located on the subject lands is associated with the Grand River Conservation Authority (GRCA) floodplain. In fact, it was also determined that a larger portion of the



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subject lands fall under the regulation limit of the GRCA. Comments have been provided by the GRCA and provided later in the report.

*Township of Melancthon Official Plan*

The subject lands are designated as both *Environmental Protection* and *Community* under the Township Official Plan. It must be noted, however, that the area where the existing feral cat rescue building is located is solely designated as *Community* and, as such, the policies of the *Community* designation will be applied. This is further supported by the fact that the future proposed single family residential development also falls in an area strictly designated as *Community*. Permitted uses include detached dwellings, home occupations, commercial uses servicing the local area or the traveling public, small scale light industrial uses, institutional uses (i.e., schools, churches, government offices), parks and recreational uses, and bed and breakfast establishments.

The *Community* designation also includes specific policies relating to servicing and lands located in a floodplain boundary, which the subject lands fall under. Those policies include:

**Section 5.7.2(j)** states that *"all development in the areas designated Community shall be properly serviced with water supply and sewage disposal facilities in accordance with the policies of section 3.1.2 and 6.3 of this Plan"*.

**Section 5.7.2(m)** states that *"lands within a floodplain boundary, as shown on Schedules B, C, and C-2, are also subject to policies 3.5 and 5.5.3 of this Plan"*.

Further to the above, the referenced servicing and floodplain policies are highlighted below, with reference also being made to the applicable subsections under each policy.

**Section 3.1.2(a)** states that *"...Riverview and Corbetton shall accommodate small amounts of new residential development in accordance with the applicable land use designations and policies of this Plan"*.

**Section 3.1.2(e)** states that *"in accordance with the servicing policies of this Plan and in recognition of the lack of municipal water and sewage systems in the Township, development within the communities will be permitted on the basis of individual on-site water and sewage services"*.

**Section 3.5.1(a)** states that *"it is a policy of this Plan that development and site alteration will generally be directed to areas outside of hazardous lands and sites..."*

**Section 5.5.3(d)** states that *"where the extent of the floodplain has been confirmed by the Conservation Authority, development and site alteration shall not be permitted with the floodplain"*.

**Section 6.3.1(a)** states that *"...it is, therefore, a policy of this Plan that future development and construction on existing and new lots in conformity with the land use designations and the related policies of this Plan shall continue to be permitted on the basis of individual on-site water and sewage services..."*



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

The subject lands are zoned as *Hamlet Residential (R1)* under Zoning By-law 12-1979. Permitted uses include a single family detached dwelling, home occupation, and accessory uses to the single family detached dwelling.

Under the *R1* zone the following regulations apply to all construction.

Zoning Regulation	Requirement
Minimum Lot Area (without municipal water)	1,400 m <sup>2</sup>
Minimum Lot Frontage (without municipal water)	30 m
Minimum Front Yard	7.5 m
Minimum Exterior Side Yard	7.5 m
Minimum Interior Side Yard	1.5 m
Minimum Rear Yard	7.5 m
Minimum Ground Floor Area (1-storey dwelling)	93 m <sup>2</sup>
Minimum Ground Floor Area (2-storey dwelling)	65 m <sup>2</sup>
Maximum Lot Coverage	25%
Maximum Building Height	10 m
Minimum Yards for Accessory Buildings	
- Front Yard	N/A
- Exterior Side Yard	7.5 m
- Interior Side Yard	1.5 m
- Rear Yard	1.5 m

**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 related to rural settlement areas, set out under the PPS 2024
- The application conforms to both the in-effect (2017) and Council approved (2024) County Official Plans.
- The application is consistent with the *Community* designation policies under the Township Official Plan. In addition, the policies relating to servicing and floodplain management have been conformed to.
- The application will be consistent with the zoning of the subject lands upon approval of the application at hand.

**7.0 PROPOSED ZONING AMENDMENTS**

The following table provides an overview of the amendments currently being proposed under this application.

Zoning	In-Effect Zoning Regulation	Proposed Zoning Regulation
Hamlet Residential Exception (R1-11)	Max. Number of Buildings for a Feral Cat Rescue = <b>N/A</b>	Max. Number of Buildings for a Feral Cat Rescue = <b>2</b>
	Max. Total Floor Area of Each Building = <b>N/A</b>	Max. Total Floor Area of Each Building = <b>72 m<sup>2</sup></b>



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	Min. Front Yard (Accessory Buildings) = <b>N/A</b>	Min. Front Yard (Accessory Buildings) = <b>40 m</b>
	Min. Interior Side Yard (Accessory Buildings) = <b>1.5 m</b>	Min. Interior Side Yard (Accessory Buildings) = <b>12 m</b>
	Min. Rear Yard (Accessory Buildings) = <b>1.5 m</b>	Min. Rear Yard (Accessory Buildings) = <b>18 m</b>
	<p>Following exception(s) to be added:</p> <ul style="list-style-type: none"> <li>• Feral cat rescue shall be a permitted accessory use under the R1-11 zone.</li> <li>• Feral cat rescue to be defined as “a facility designed to accommodate feral cats and to provide for the care, rehabilitation and adoption of feral cats. A feral cat facility may include an office or administration area”.</li> <li>• Notwithstanding Section 3.4 of Zoning By-law 12-1979 as amended, a feral cat facility shall be considered to be an accessory use to a detached dwelling but may be established prior to the establishment of a dwelling, provided that the feral cat facility is connected to a Class 4 sewage disposal system and a safe potable drinking water supply. In addition, one detached accessory garage/storage building with a maximum total floor area of 60 m<sup>2</sup> shall also be permitted to be constructed prior to the establishment of a principle use but shall not be utilized for a feral cat facility or as a dwelling unit.</li> </ul>	

**8.0 SUMMARY OF TECHNICAL REPORTS SUBMITTED**

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

1. Application Form – ZBA (*Prepared and Submitted by Owner*)
2. Planning Justification Brief (*Consultant: Bessant Pelech Associates Inc.*)
3. Preliminary Site Plan (*Prepared and Submitted by Owner*)

**9.0 SUMMARY OF COMMENTS RECEIVED**

To date, comments have been provided by three (3) agencies. Those agencies, and a high-level summary of their respective comments, are further outlined below.

9.1. *County of Dufferin*

The County of Dufferin issued comments to the Township on December 11<sup>th</sup>, 2024. All three divisions – building services, engineering, and planning – circulated on the application had no comments pertaining to the Zoning By-law Amendment application.

9.2. *Grand River Conservation Authority (GRCA)*

The GRCA issued comments to the Township on December 11<sup>th</sup>, 2024. In their comments it was indicated that the GRCA had no issue with the Zoning By-law Amendment application. The GRCA did recommend that the applicant contact the GRCA should they seek to pursue the construction of the future detached dwelling. The GRCA’s reasoning behind this



The Corporation of

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recommendation was to determine whether a GRCA permit would be required, as per Ontario Regulation 41/24.

9.3. *Enbridge Gas*

Comments were provided by Enbridge Gas on December 5<sup>th</sup>, 2024. This external agency indicated that they did not object to the proposed application; however, they do reserve the right to amend or remove development conditions.

**10.0 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 Bessant Pelech Associates Inc. be received together with this report and **APPROVED** by Township of Melancthon Council.*

Prepared by:

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

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**Liam Morgan**

Development Planner

Township of Melancthon

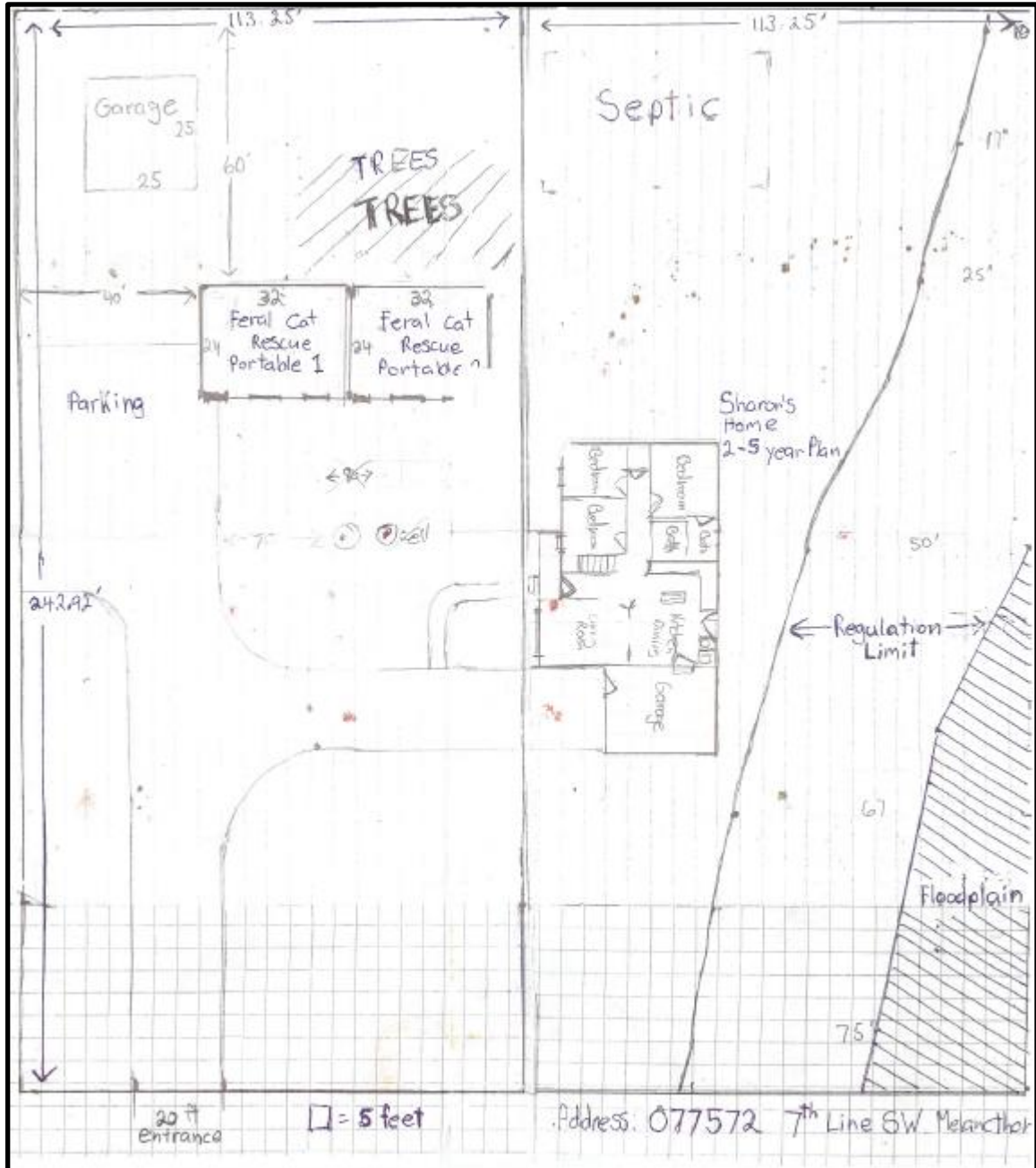
**Attachments:**

- Appendix 1 – Preliminary Site Plan



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

### Appendix 1 – Preliminary Site Plan



## 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 legally as Lots 1 and 2, Plan 332, located in Part of Lot 21, Concession 7 S.W.T.S.R., 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 *Hamlet Residential (R1)* zone to the *Hamlet Residential – Exception (R1-11)* zone as shown on Schedule 'A' attached hereto and forming part of this By-law.
2. And furthermore, Section 6.4 of By-law 12-79, as amended, is further amended by adding the following new subsection under section 6.4:
  - i. Notwithstanding Section 6.2 and 6.3 of the *Hamlet Residential (R1)* zone, on lands legally described as Lots 1 and 2, Plan 332, located in Part of Lot 21, Concession 7 S.W.T.S.R., and located in the R1-11 zone, a feral cat rescue shall be permitted as an accessory use from the effective date of this By-law. For the purpose of the R1-11 zone a feral cat rescue shall be defined as:

"A facility designed to accommodate feral cats and to provide for the care, rehabilitation, and adoption of feral cats. A feral cat rescue facility may include an office or administration area".

For the purpose of the R1-11 zone, the following additional regulations shall apply:

- a. Maximum number of buildings for a feral cat rescue shall be two (2).
- b. Maximum total floor area of each building shall be 72 m<sup>2</sup>.
- c. Minimum interior side yard (accessory building) shall be 12 m.
- d. Minimum rear yard (accessory building) shall be 18 m.
- e. Minimum front yard (accessory building) shall be 40 m.

Furthermore, notwithstanding Section 3.4 of By-law 12-79, as amended, a feral cat rescue facility shall be considered to be an accessory use to a detached dwelling but may be established prior to the establishment of a dwelling, provided that the feral cat rescue facility is connected to a Class 4 sewage waste disposal system and safe potable drinking water supply. In addition, one detached accessory garage/storage building with a maximum total floor area of 60 m<sup>2</sup> shall also be permitted to be constructed prior to the establishment of a principle use but shall not be utilized for a feral cat facility or as a dwelling unit.



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

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

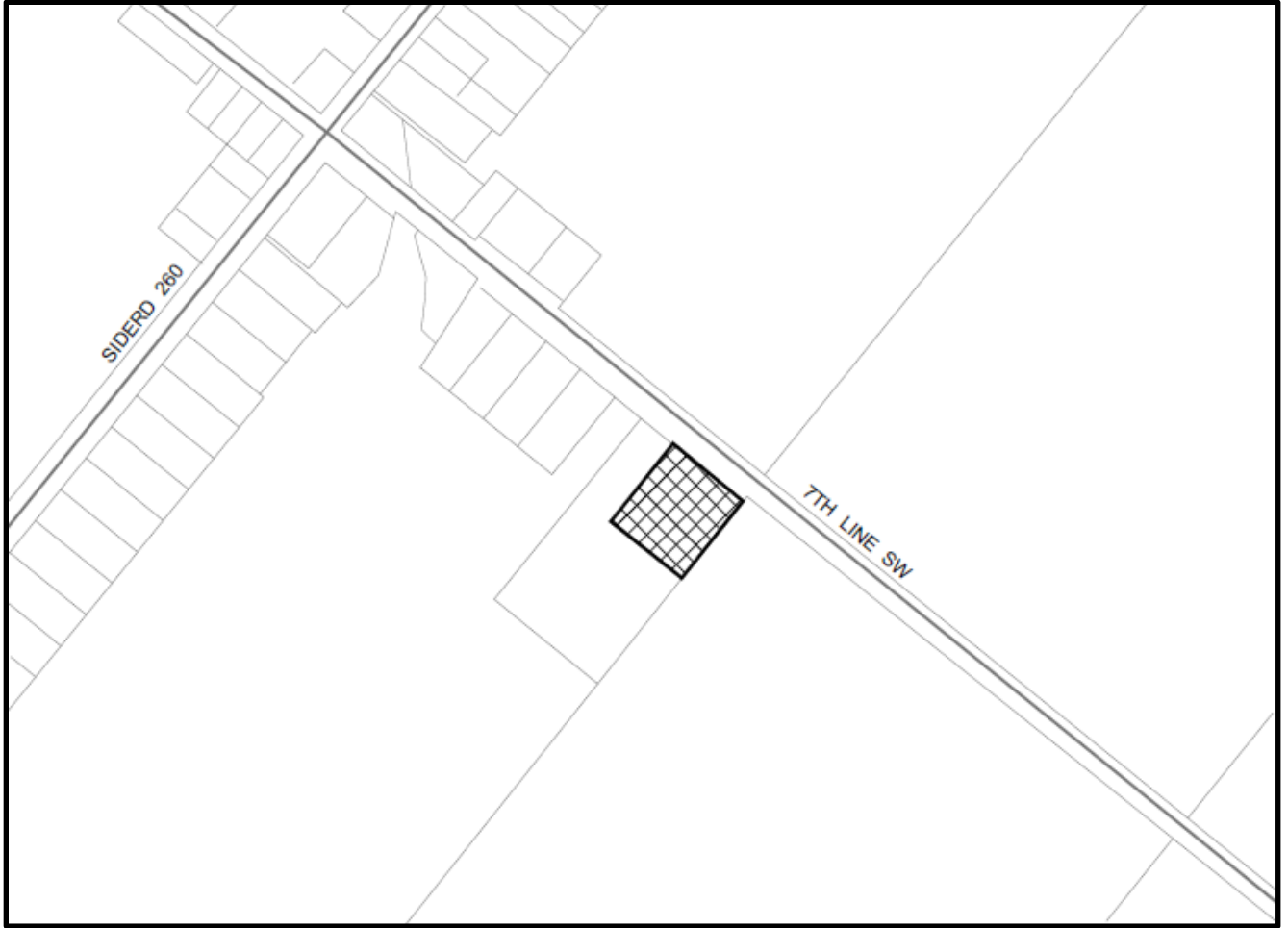
BY-LAW read a first and second time this \_\_\_\_ day of \_\_\_\_\_, 2025.

BY-LAW read a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**SCHEDULE A – LANDS TO BE REZONED**



Lands to be rezoned from *Hamlet Residential (R1)* zone to the *Hamlet Residential Exception (R1-11)* zone.