



**TOWNSHIP OF MELANCTHON
HYBRID COUNCIL MEETING
THURSDAY, MAY 1ST, 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/83373505349?pwd=0iIuISJakhNBNAqUPUdNVJG7cz0kP6.1>

Meeting ID: 833 7350 5349

Passcode: 601611

One tap mobile

+17806660144,,83373505349#,,,,*601611# Canada

+12042727920,,83373505349#,,,,*601611# Canada

Dial by your location

- +1 780 666 0144 Canada
- +1 204 272 7920 Canada
- +1 438 809 7799 Canada
- +1 587 328 1099 Canada
- +1 647 374 4685 Canada
- +1 647 558 0588 Canada
- +1 778 907 2071 Canada

Meeting ID: 833 7350 5349

Passcode: 601611

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 – April 17th, 2025**
- 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. 2025 Gravel Tender Recommendation
 3. Memo from RJ Burnsides & Associates – 2025 OSIM Bridge Inspections
 4. Other
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Strategic Plan**
 1. Strategic Priorities – Environmental - Discussion
- 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. Shelburne & District Fire Board – March 4, 2025
2. Infrastructure & Emergency Management Committee – January 15, 2025
3. Heritage Advisory Committee – March 10, 2025
4. Shelburne & District Fire Board – February 4, 2025
5. Shelburne & District Fire Board – January 7, 2025

Items for Information Purposes

1. Town of Saugeen Shores – Letter of Opposition to Proposed Amendments to O.Reg. 503/22 to Expand Strong Mayor Powers
2. Township of Clearview Resolution Regarding the Proposal to Amalgamate the Nottawasaga Valley Conservation Authority and the Lake Simcoe Region Conservation Authority
3. Town of Tillsonburg Resolution Regarding Ministry of Municipal Affairs and Housing Letter Re: Strong Mayor Powers
4. Township of Amaranth Resolution Regarding Critical Ground: Why Soil is Essential to Canada's Economic Environment, Human and Social Health
5. Town of Grand Valley – Notice of Public Meeting for Proposed Official Plan Amendment & Zoning By-law Amendment
6. Town of Grand Valley Resolution Regarding the BetterHomes Dufferin Project
7. Shelburne & District Fire Department 2024 Annual Report

17. General Business

1. Accounts
2. Notice of Intent to Pass By-law
3. New/Other Business/Additions

1. Notice of Motion regarding Procedural By-law 4-2024 (Mayor White)
2. Shelburne Public Library Municipal Contract Amendment (Councillor Plowright)
3. Family Transition Place Request for Sexual Violence Prevention Month Proclamation
4. James Jackson, MS Ambassador and Facilitator Dufferin/Caledon Request for Proclamation for MS Awareness Month
4. Unfinished Business
5. Reports/Updates from Members of Council & Administrative Staff

18. Delegations

1. 5:45 p.m. - Kevin Powers, Project Advocacy Inc. - Update on the Strada Quarry Application, Peer Reviews and Next Steps
2. 6:00 p.m. – Sylvia Jones, MPP – Dufferin-Caledon (invited by Council to provide an update on priorities of the government and to hear concerns from Members of Council)

19. Closed Session

20. Third Reading of By-laws

21. Notice of Motion

22. Confirmation By-law

23. Adjournment and Date of Next Meeting – Thursday, May 15th, 2025 at 5:00 p.m.



April 23, 2025

Via: Email (dholmes@melancthontownship.ca)

Denise Holmes
AMCT – CAO/Clerk
Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Dear Ms. Holmes:

**Re: Melancthon 2025 OSIM Bridge Inspections
Request for Quotation
Project No.: 900052974.2025**

R.J. Burnside & Associates Limited (Burnside) is pleased to provide the following Quotation for Engineering Services as related to the completion of the 2025 Municipal Bridge and Culvert OSIM Inspections for the Township of Melancthon (Township). The Township has an inventory of 50 structures to be inspected in 2025 (this excludes inspecting the currently closed Structure No. 4). We are very familiar with the Township's structure inventory and needs having completed Melancthon's bridge inspections for the past number of years.

The following is a brief description of our proposed Scope of Work, Schedule, and Deliverables.

1.0 Project Description

Burnside is aware that the inspection assignment will involve the detailed inspection of the Township's structure inventory in accordance with the Ontario Structural Inspection Manual (OSIM) and the requirements of the Regulation 104/97 of the Public Transportation and Highway Improvement Act, the Highway Traffic Act, and the Bridges Act.

The work can be broken into the following Stages:

- Visual inspection of each of the Township's 50 qualifying structures and any additional structures over 3.0 m that are discovered during the field work;
- Identification of Performance Deficiencies and Material Defects;
- Identification of Routine Maintenance and Rehabilitation Requirements;
- Determination of estimated costs and timelines for recommended repair / replacement work;
- Preparation of a future ten-year Capital Works Plan; and
- Preparation and delivery of the 2025 OSIM Summary Report.

2.0 Scope of Work and Methodology

Burnside acknowledges that the scope of work identified represents the minimum level of service required to complete this assignment. With respect to the proposed work, we provide the following overview of the work to be carried out during each Stage of the OSIM Structure Inspection and Summary Report preparation process.

2.1 Site Inspections

Site Inspections will be undertaken by qualified Burnside staff with extensive experience in the inspection, assessment and evaluation of bridge structures. Our inspections will be carried out under the guidance of a Professional Engineer (P.Eng.) registered in Ontario. The inspections will be in accordance with the processes and procedures set out in the Ministry of Transportation (MTO) Ontario Structure Inspection Manual (OSIM).

Our staff will carry out a detailed visual inspection of each structure and its components in accordance with the established Ministry of Transportation procedures and in general conformance with the OSIM. The work will include confirming the measurements of all structures and elements, measuring all defects for each element and defining the physical condition. A detailed element by element visual assessment of each bridge/culvert will be conducted in order to identify any material defects, performance deficiencies and maintenance needs on a structure-by-structure basis.

Our work program will address all aspects of OSIM inspection routines, as well as provide a Bridge Condition Index (BCI) for each structure. The BCI was developed as a means of combining the inspection information into a single value. The BCI value gives an indication of the overall condition of the bridge.

Photographs will be taken to record general structure details and any specific defects. The photos taken will include deck cross section and approaches, an elevation view indicating the number of spans and structure type, as well as photographs of the soffit indicating the structure type and number of main superstructure elements. Individual photographs of all severe material defects will also be taken. The photographs and the information summarized in the inspection forms will be included in the OSIM Inspection Report.

2.2 Summary Report

A combination of Word documents and Excel spreadsheets will be used to capture the data.

Once the detailed visual inspections are completed, recommendations regarding required maintenance, repair works and any additional inspections or investigations and surveys will be developed, including all associated costs. This information will be organized in summary charts that identify the structure, structure location, type of structure, year constructed, structural elements, BCI, recommendations, associated costs, and the proposed time frame and urgency of the work. A replacement cost will also be identified for each individual structure and be included in the Inspection Report.

Burnside will draft a Preliminary Report for discussion with Township staff. Traffic volumes, potential growth and development impacts, and risk assessment for each site will help to prioritize and shape the Final Report.

A final ten-year capital budget program incorporating all structures and analyses will then be prepared and sent to the Township. This program will rank and consider all rehabilitation, replacement, and maintenance needs for all structures.

2.3 Deliverables

The Township will receive two bound copies of the OSIM Inspection Report that will contain all the data gathered during the site inspections, summaries with identification of routine maintenance needs, recommendations for the repair and/or rehabilitation of the structure, time frames, and additional investigations as required and cost estimates in 2025 dollars. One elevation view photo of the bridge will be contained in the bound Report, however photo pages for all structures will be provided in digital form.

The Township will also receive a Summary Report outlining the recommendations for the ten-year capital budget for various budget scenarios and a digital portable document format (.pdf) copy of the final Executive Summary. Burnside will also provide the Township with a digital copy of the Inspection Report that includes all the information above as well as all the digital photographs taken during Inspections.

3.0 Relevant Experience

For reference, Burnside currently completes recurring biennial OSIM Inspections for the following Municipalities (among others):

- Town of Grand Valley (17 Structures)
- County of Oxford (161 Structures)
- Township of Clearview (73 Structures)
- Township of Oro-Medonte (52 Structures)
- Township of Tiny (14 Structures)
- Township of Mulmur (56 Structures)
- Township of Tay (11 Structures)
- Town of Mono (35 Structures)
- Town of Innisfil (36 Structures)
- Town of Erin (47 Structures)
- Municipality of Grey Highlands (76 Structures)
- Town of Collingwood (24 Structures)
- Township of Adjala-Tosorontio (49 Structures)
- Township of Southgate (123 Structures)
- Township of Guelph/Eramosa (30 Structures)
- Municipality of Central Elgin (33 Structures)
- Municipality of South Bruce (43 Structures)
- Township of King (78 Structures)
- Township of East Garafraxa (24 Structures)

4.0 Schedule

- Project Start-Up Meeting with Township Staff (if required) – April/May 2025.
- Inspections and Field Work completed – May/June 2025.
- OSIM Forms and Draft Summary Report completed – by September 15, 2025.

The schedule for deliverables can be flexible based on the Townships requirements and timing of budget meetings.

5.0 Fee Estimate

We are willing to hold our previous 2021 pricing and estimate our total upset fees including disbursements for the completion of this project to be \$16,000.00 (excluding HST), as broken-down in the following table and in the detailed fee schedule provided. It is understood that this limit will not be exceeded without the authorization of the Township. Please note that the authorized limit will remain in effect for a 45-day period.

Project Task	Total
Project Management, Meetings	\$250.00
Bridge and Culvert Inspections – Field Work.	\$9,250.00
Report Preparation, Costing & Recommendations.	\$6,000.00
Disbursements – Mileage, Reproduction, etc.	\$500.00
Total (excluding HST)	\$16,000.00

6.0 Terms of Agreement

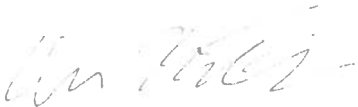
As per the attached Standard Conditions of Service, if successful, we plan to enter into a standard Engineering Services Agreement between the Township of Melancthon and R.J. Burnside & Associates Limited.

Burnside wishes to extend its appreciation for allowing us to submit a Quotation for this Project. We are confident that our overall experience with structure inspections, development of rehabilitation/replacement programs, and our strong working relationship with Township staff make our firm the ideal choice to undertake this Project for the Township of Melancthon.

If you have any questions, or require any clarification, please do not hesitate to contact us at your convenience.

Yours truly,

R.J. Burnside & Associates Limited



Chris Knechtel, P.Eng.
Senior Vice President, Municipal Services and Structures
CK:ao

This document contains proprietary and confidential information. As such, it is for the sole use of the addressee and R.J. Burnside & Associates Limited, and proprietary information shall not be disclosed, in any manner, to a third party except by the express written consent of R.J. Burnside & Associates Limited. This document is deemed to be the intellectual property of R.J. Burnside & Associates Limited in accordance with Canadian copyright law.

Authorization to Proceed

Date: April 23, 2025 **Project No.:** 900052974.2025
Client: Denise Holmes
Submitted By: Chris Knechtel, P.Eng.
Project: Melancthon 2025 OSIM Bridge Inspections

I, _____, a recognized signing authority for _____, hereby authorize the firm of R.J. Burnside & Associates Limited (the Consultant), to arrange for or perform the work described in the Proposal Letter dated April 23, 2025.

I understand that the payment is based on a Fixed Fee (\$16,000.00) and will not be exceeded without my authorization due to a change in the scope of work.

Tasks	Fees
Completion of 2025 OSIM Bridge Inspections	\$16,000
Total Costs (Excluding Taxes)	\$16,000

By affixing my signature, I understand that the scope of work contained in the Proposal Letter (noted above) is governed by the attached Standard Conditions of Service.

Signature

Date

Position/Title

I have authority to bind the Corporation.

To hold the rates/and or fee estimate provided in the attached proposal, this Authorization To Proceed must be signed and returned to R.J. Burnside & Associates Limited within thirty days from the date above.

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Standard Conditions of Service

Services

The services provided, if not specifically limited by the Client, will be at the Consultant's discretion for acting in the Client's best interest for the type of work requested.

Fees and Expenses

Billing will be in accordance with the fees as outlined in the proposal, plus expenses. Expenses including any sub-consultants properly incurred in connection with the project will be billed at cost plus an administrative charge of eight percent.

The Consultant may assist in coordinating other Consultants on Client's behalf. The Consultant does not accept any liability for other Consultants' work. Clients are encouraged to contract directly with other consultants.

Invoices

Invoices will be submitted on a monthly basis. Interest (1 percent per month of the unpaid amount) will be added to all unpaid balances after 30 days from date of invoicing. If the Client objects to all or any portion of an invoice, the Client shall so notify the Consultant in writing within 14 calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute.

If the Client fails to pay undisputed invoiced amounts within 30 calendar days of the date of the invoice, the Consultant may at any time, without waiving any other claim against the Client and without thereby incurring any liability, suspend or terminate this Agreement as provided elsewhere in these Standard Conditions of Service.

Changes in Scope

The scope of work identified is based on the Consultant's understanding of the work required to complete the project at the time of this proposal. In light of occurrences or discoveries that were not originally contemplated by or known by the Consultant, the Consultant may be required to discuss with the Client a change in the scope of the project, which may require a revision to this agreement. Should such a situation arise, the Consultant shall identify the changed conditions which make such discussions necessary, and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this agreement in order to continue to meet the Client's needs. If an agreement cannot be reached on the change in scope, the Client agrees that the Consultant has the absolute right to terminate this agreement.

Mediation

All claims, disputes and other matters in question between the parties to this agreement, arising out of or relating to this agreement or the breach thereof shall be decided by mediation, unless the parties mutually agree otherwise.

Limitation of Liability

For purposes of limitation of liability provisions contained herein, the Client expressly agrees that it has entered into this Agreement with the Consultant, both on its own behalf, and as agent on behalf of its employees and principals.

Except for claims or losses arising from the negligence or wilful misconduct of the Client for which the Client agrees the Consultant shall have no liability, the consultant's liability to the Client in Contract and Tort is limited to the total amount of the fee paid for professional services, save and except with respect to any damages for destruction of property, personal injury and/or death, arising directly as a result of the Consultant's negligent performance of the services.

The Client expressly agrees that the Consultant's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of the Consultant's employees or principals in their personal capacity.

No other party shall rely on the Consultant's work without the express written consent of the Consultant.

The Client will give prompt written notice to the Consultant whenever the Client or his representative becomes aware of any defects or deficiencies in Consultant's work.

Hold Harmless

Burnside's commitments as set forth in this Agreement are based on the expectation that all of the services described in this Agreement will be provided. In the event the Client later elects to reduce Burnside's scope of services, the Client hereby agrees to release, hold harmless, defend and indemnify Burnside from any and all claims, damages, losses or costs associated with or arising out of such reduction in services.

Field Review Services

Where engaged by the Client, the Consultant will provide field review services. It is understood that in engaging the Consultant, the Client recognizes that the role of the Consultant in completing field review is to witness construction for general conformity with the identified design. The Consultant does not provide direction to the Contractor on construction methods, nor does the Consultant warrant the Contractor's work - this is the sole responsibility of the Contractor for which the

Consultant will not take any liability. Prior to the initiation of construction, the Client and the Consultant will agree on a field review schedule. The Client acknowledges that where a reduced field review schedule is agreed, the Consultant will not be held liable for any work completed by the Contractor for which the Consultant has not been on site to witness conformity with the design.

In the event that the Consultant is not engaged for field review services, the Consultant shall not be held liable for any issues arising during the construction period nor will the Consultant be liable for any changes to the design which may be directed by others.

Governing Law

The laws of the Province of Ontario will govern the validity of this agreement, its interpretation and performance, and remedies for contract breach or any other claims related to this agreement.

Assignment

Neither party shall assign responsibilities without the written consent of the other.

Termination

The Client or Consultant may terminate this Agreement at any time and no further expense will be incurred beyond the time of notice to terminate. In the event such termination becomes necessary, the party effecting termination shall so notify the other party in writing, and termination will become effective 14 calendar days after receipt of such notice.

Irrespective of which party shall affect termination or the cause therefore, the Client shall, within 30 calendar days of termination, remunerate the Consultant for services rendered and costs incurred, in accordance with the Consultant's prevailing fee schedule and expense reimbursement policy. Services shall include those rendered up to the time of termination, as well as those associated with termination itself, such as demobilizing, modifying schedules, reassigning personnel, and so on. Costs shall include those incurred up to the time of termination, as well as those associated with termination and post-termination activities.

Suspension

Upon 14-calendar day's written notice to the Consultant, the Client may suspend the Consultant's work. If payment of undisputed Consultant's invoices is not maintained on a 30-calendar day current basis by the Client, the Consultant may by 14-calendar day's written notice to the Client suspend further work until payment is restored to a current basis. Suspension for any reason exceeding 45-calendar days shall, at the suspending party's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and the Consultant, and the Consultant shall be compensated for services performed and charges incurred prior to the suspension date, plus suspension charges.

Suspension charges may include, but shall not be limited to, services and costs associated with putting analyses and documents in order, rescheduling and reassigning personnel and/or equipment and issuing necessary or customary notices to appropriate government boards. Compensation to the Consultant shall be based upon the Consultant's prevailing fee schedule and expense reimbursement policy.

Ownership of Documents

All drawings, specifications and documents prepared by the Consultant hereunder, for which the Consultant has been fully paid under the terms of this agreement shall be and remain the property of the Client. The Client hereby agrees that all drawings, specifications and documents prepared by the Consultant shall only be used for their intended purpose and not be reproduced for use on other projects, sites or locations. The Client agrees to indemnify and hold harmless the Consultant for any claims arising from the unauthorized re-use of drawings, specifications, designs and documents.

Client's Responsibility

The Client will fully disclose all relevant information or data pertinent to the Project, which is required by the Consultant. The Consultant shall be entitled to rely upon the accuracy and completeness of such information and data furnished by or on behalf of the Client.

The Client will give prompt consideration to all requests or documents relating to the project submitted by the Consultant and whenever prompt action is necessary, inform the Consultant of his decisions in such reasonable time so as not to delay the Services of the Consultant. The Client shall arrange and make provision for the Consultant's entry and ready access to the project site as necessary to enable the Consultant to perform his services.

Standard of Care

The consultant will perform the services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same area under similar circumstances and conditions.

Tax

Any applicable taxes will be added to invoices.

APPLICATIONS TO PERMIT FOR APPROVAL
May 1, 2025 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Ion Bauman Agent: Paul Bowman	Pt Lot 244 & 245, Con 3 SW 118342 2nd Line SW	403.7m2 (4345.39sqft)	On-Farm Shop	Industrial	\$400,000	Yes	With planner for review



SHELburne & DISTRICT FIRE BOARD

March 4, 2025

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne and District Fire Department on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Shane Hall, called meeting to order at 7:00 pm.

1.2 **Land Acknowledgement**

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play 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.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by G. Little – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the dates of February 4, 2025 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **Fire Service Report – Car 21 Lighting Package**

Resolution # 3

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's "Chief's Vehicle (Car 21) Lighting Package" Fire Services report;

AND THAT Lightning Equipment Sales Inc. is awarded the contract to upfit Car 21's lighting package for \$11,339 plus HST.

Carried

8.2 **Fire Services Review Update**

The Board discussed. The Secretary-Treasurer will distribute to the Board a copy of Central Yorks Fire Service Agreement.

9. **New Business**

9.1 **Fire Service Report – Levels of Service – Prevention and Training**

The Chief reviewed the report with the Board.

Resolution # 4

Moved by G. Little – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Levels of Service – Fire Prevention and Public Safety Education and Training and Education Fire Services report;

AND THAT the Fire Board directs the Fire Chief to implement any desired service level changes prior to the Government of Ontario's compliance date of July 1, 2026;

AND FURTHER THAT the Fire Chief signifies these levels of service in the 2026 Operating Budget.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (February 2025)**

There was a total of 26 incidents for the month of February.

10.2 **Update from the Fire Chief**

The Chief advised the Board that we had a member retire in the month of February. The Chief also advised that we will have our first Cadet starting this week.

11. **Future Business:**

11.1 Annual Report

11.2 RLB Annual Audit Report

12. **Accounts & Payroll – February 2025**

12.1 **Resolution # 5**

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$37,685.60 for the period of February 1, 2025 to February 28, 2025 as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 6**

Moved by F. Nix – Seconded by A. Stirk

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

13.2 **Resolution # 7**

Moved by G. Little – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:21 pm to meet again on April 1, 2025 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Gail Little
Vice-Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of March 4, 2025

Municipality / Member	Present	Absent
Township of Amaranth		
Andrew Stirk	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X	
Fred Nix	X	
Township of Melancthon		
James McLean		X
Bill Neilson	X	
Town of Shelburne		
Wade Mills		X
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Dave Pratt – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Infrastructure and Emergency Management Committee held a meeting on January 15th, 2025, at 9:00 a.m. The following members were present: James McLean, Darren White and Ruth Plowright. Also present were: Denise Holmes, CAO/Clerk, Craig Micks, Public Works Superintendent, and Kaitlin Dinnick, Infrastructure and Emergency Management Committee Secretary.

Appointment of Chair and Vice-Chair (to be conducted by Secretary)

Moved by White Seconded by Plowright that James McLean be appointed as the Chair of the Infrastructure and Emergency Management Committee of the Township of Melancthon. Carried.

Moved by McLean Seconded by Plowright that Darren White be appointed as the Vice-Chair of the Infrastructure and Emergency Management Committee of the Township of Melancthon. Carried.

Call to Order

Chair McLean called the meeting to order at 9:02 a.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

Additions

Mennonite Guide for Roadways – Denise Holmes

Town of Shelburne ROMA Delegation – Shelburne Bypass – Chair McLean

Moved by White, Seconded by Plowright that the agenda be approved as amended. Carried.

Declaration of Pecuniary Interest or Conflict of Interest

None.

Approval of Draft Minutes

Moved by White, Seconded by McLean that the minutes of Roads Sub-Committee Meeting held on December 2nd, 2024, be accepted. Carried.

Business Arising from Minutes

None.

Correspondence Items

None.

General Business

1. Update from Public Works Superintendent

Craig Micks, Public Works Superintendent advised that they have been busy plowing snow and doing work around the shop. Member Plowright complimented the Public Works Department on the snow removal at the Horning's Mills Hall. Chair McLean asked Craig if all his equipment was working good and Craig advised that it was.

2. Terms of Reference

The current Terms of Reference was reviewed and Staff were directed to update the current Terms of Reference to include all Township owned buildings, parks and the responsibilities of capital projects, cemeteries and emergency management. This will be brought back at the next meeting.

3. Memorandum from Denise B. Holmes, CAO/Clerk regarding the Shelter Operations Manual

1. Shelter Operation Manual

The existing manual for all Dufferin County Emergency Shelters was reviewed by the Committee and it was discussed that they would like a manual that only pertains to the Horning's Mills Hall and gives step by step instructions. Staff were directed to create a manual that is specific to the Hall.

4. Barricading of the Unopened Road Allowance at 3rd Line OS (Map Attached)

Craig advised that trucks are still being parked on the unopened road allowance on the weekends. Craig was directed to barricade it off and put lots of signage up to indicate that it is barricaded and that the road bends. Reimplementing a Parking By-law was then discussed by the Committee and a draft is to be brought back at the next meeting.

5. Other/Additions

1. Mennonite Guide for Roadways – Denise Holmes

The Committee reviewed the draft Mennonite Guide for Roadways that Denise had sent out and Staff were directed to put it into a brochure format and to send to Eli Sherk once Council has had a chance to comment on it for his comments.

2. Town of Shelburne ROMA Delegation – Shelburne Bypass – Chair McLean

Chair McLean advised the Committee that the Mayors, Deputy Mayors and CAOs from the Town of Shelburne, Township of Amaranth and Township of Melancthon are meeting on January 16th, 2025 to discuss the Shelburne bypass prior to Shelburne's Delegation with the Minister of Transportation at ROMA next week. Discussion then took place on what the Township would be discussing next week at their ROMA Delegation. Melancthon would be discussing the County Road 17 and Highway 10 intersection, and Mennonite road safety.

Recommendations to Council

None.

Public Question Period

None.

Confirmation Motion

Moved by White Seconded by Plowright be it resolved that all actions of the Members and Officers of the Infrastructure and Emergency Management Committee with respect to every matter addressed and/or adopted by the Board on the above date be hereby adopted, ratified, and confirmed; and each motion, resolution and other actions taken by the Board members and Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

Adjournment

9:52 a.m. - Moved by White, Seconded by Plowright that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again at the call of the Chair. Carried.

CHAIR

SECRETARY

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Heritage Advisory Committee held an electronic meeting on March 10, 2025, at 6:30 p.m. The following members were present: Chair Kristine Pedicone, Vice-Chair Todd McIntosh, Members James McLean and David Thwaites, also present was Becky Cunningham, Heritage Advisory Committee Secretary. Member Dennis Scace was absent. Chair Pedicone called the meeting to order at 6:31 p.m. Chair Pedicone advised that the meeting was being recorded and would be posted to the Township website.

Land Acknowledgement

Chair Pedicone shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Amended Agenda

Additions

None

Deletions

None

Approval of Agenda

Moved by McIntosh, Seconded by Thwaites that the agenda be approved as circulated. Carried.

Approval of Draft Minutes

Moved by McLean, Seconded by Thwaites that the minutes of the Heritage Advisory Committee Meeting held on February 10, 2025, be approved as circulated. Carried.

Business Arising from Minutes

None

Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

General Business

1) New/Other/Addition

None

2) Unfinished Business

1) One Room Schoolhouse Project

Chair Pedicone reviewed the listing of outstanding submissions and reminded everyone the deadline to submit was March 15th, 2025. Township staff has begun formatting and compiling the submissions already received. It was discussed that Township staff may circulate a portion of the submitted submissions if they were unable to complete everything prior to the next meeting so the Committee can begin their own editing and formatting.

2) Photos from Centennial Hylands

Chair Pedicone dropped the photos to the Township Office and has given direction as to how to display them. Township staff will notify the Committee once the photos have been displayed.

3) Heritage Week 2025 (February 17th-23rd) Feedback

A discussion was had and the project seemed to be well received.

4) Remembrance Day Project/Student Bursary

Member McLean advised the bursary was on hold until the budget was passed, which was expected to happen at the next Council meeting. He also advised that he discussed displaying the submissions received from the Student Bursary/Remembrance Day project with the Chair of the Horning's Mills Hall Board.

5) Budget For 2025

The Committee has not yet obtained a quote on the Schoolhouse Project for production/publishing costing.

6) Vacancies on the Committee

The Committee discussed reaching out to members of the Public to join in an unofficial capacity if they didn't meet the criteria.

3) Brainstorming Roundtable

None

Recommendations to Council

None

Public Question Period

None.

Confirmation Motion

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

Adjournment

7:20 p.m. - Moved by McLean, Seconded by McIntosh be it resolved that we adjourn this Heritage Advisory Committee meeting to meet again on Monday, April 8, 2025 at 6:30 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY



SHELburne & DISTRICT FIRE BOARD

February 4, 2025

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne and District Fire Department on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. Opening of Meeting

1.1 Vice-Chair, Gail Little, called meeting to order at 7:00 pm.

1.2 Land Acknowledgement

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play 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.

2. Additions or Deletions

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by A. Stirk – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the dates of January 7, 2025 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **Radio Project Fire Services Report**

Chief advised that after discussion with Five9 and County Chief's the plan will move forward status quo.

Resolution # 3

Moved by E. Hawkins – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Radio Project Fire Services Report.

Carried

8.2 **Service Models Report**

The Board discussed the various models.

Resolution # 4

Moved by J. Horner – Seconded by M. Davie

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Service Models report.

Carried

8.3 **Fire Services Review Update**

Discussed under item 8.2

9. **New Business**

9.1 **Wage Differential Report**

Resolution # 5

Moved by M. Davie – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Wage Differential report;

Carried

10. **Chief's Report**

10.1 **Monthly Reports (January 2025)**

There was a total of 23 incidents for the month of January.

10.2 **Update from the Fire Chief**

The Chief advised that we were successful in receiving a provincial grant in the amount of approximately \$8200.00. We also received a grant from the Royal Canadian Legion for the purchase of two new defibrillators.

We've will have the Mobile Life Fire Training Unit for 4 days in July and our neighbours will be invited as well.

The contract with the Town of Tillsonburg for our dispatch services expires in July 2025.

11. **Future Business:**

11.1 None.

12. **Accounts & Payroll – January 2025**

12.1 **Resolution # 6**

Moved by M. Davie – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$23,928.09 for the period of January 1, 2025 to January 31, 2025 as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 7**

Moved by F. Nix – Seconded by J. McLean

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

13.2 **Resolution # 8**

Moved by F. Nix – Seconded by J. McLean

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:50 pm to meet again on March 4, 2025 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Gail Little
Vice-Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of February 4, 2025

Municipality / Member	Present	Absent
Township of Amaranth		
Andrew Stirk	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X	
Fred Nix	X	
Township of Melancthon		
James McLean	X	
Bill Neilson	X	
Town of Shelburne		
Wade Mills		X
Shane Hall		X
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Dave Pratt – Fire Chief	X	
Jeff Clayton – Deputy Chief	X	
Nicole Hill – Sec/Treas.	X	



SHELburne & DISTRICT FIRE BOARD

January 7, 2025

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne and District Fire Department on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Secretary-Treasurer, Nicole Hill, called meeting to order at 7:00 pm.

1.2 **Land Acknowledgement**

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play 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.

2. **Appointments of:**

2.1 **Resolution # 1**

Moved by W. Mills – Seconded by F. Nix

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2025:

Chairperson: Shane Hall

Carried

2.2 **Resolution # 2**

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

Although not required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2025:

Vice-Chairperson: Gail Little

Carried

2.3 **Resolution # 3**

Moved by G. Little – Seconded by A. Stirk

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2025:

Secretary-Treasurer: Nicole Hill

Carried

2.4 **Resolution # 4**

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2025:

Auditors: RLB, LLP

Carried

2.5 **Resolution # 5**

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board Joint Board of Management appoints the following members to the HR Sub-committee:

1. G. Little
2. M. Davie
3. J. Horner
4. S. Hall

Carried

3. **Additions or Deletions**

None.

4. **Approval of Agenda**

4.1 **Resolution # 6**

Moved by B. Neilson – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

5. **Approval of Minutes**

5.1 **Resolution # 7**

Moved by A. Stirk – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the dates of December 3, 2024 as amended.

Carried

6. **Pecuniary Interest**

6.1 No pecuniary interest declared.

7. **Public Question Period**

7.1 No questions.

8. **Delegations / Deputations**

8.1 No delegations present.

The Board welcomed James McLean to the Board.

9. **Unfinished Business**

9.1 **Fire Service Review Update**

The Board discussed the various options available. The Chief advised that he has had a discussion with the Minto Chief and will be having a conversation with the Niagara West Chief. The Chief will provide the Board a report at the next Board meeting detailing the Minto/Lincoln models.

10. **New Business**

10.1 **JHSC Policy Statements**

Resolution # 8

Moved by W. Mills – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Health & Safety Policy Statement and Workplace Violence and Harassment Policy report;

AND THAT the Shelburne and District Fire Board of Management directs the Chair of the Board and the Fire Chief to sign the Health & Safety Policy Statement and the Workplace Violence and Harassment Prevention Policy.

Carried

10.2 **SDFD Organizational Chart**

Resolution # 9

Moved by F. Nix – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Shelburne & District Fire Department Organization Chart report;

AND THAT the Shelburne and District Fire Board of Management approves the Organizational Chart for the Shelburne & District Fire Department.

Carried

10.3 **SDFD Attendance Policy**

RESOLUTION # 10

Moved by J. Horner – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Shelburne & District Fire Department Attendance Expectations Report;

AND THAT the Shelburne and District Fire Board of Management approves the updated Shelburne & District Fire Department attendance policies as they relate to training and emergency response.

Carried

10.4 **SDFD All Wheel Drive Vehicle Report**

Resolution # 11

Moved by B. Neilson – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Vehicle Replacement report;

AND THAT Orangeville Chrysler be awarded the contract to supply one All Wheel Drive SUV to meet RFP # 2024-01-SDFD;

AND THAT the Shelburne & District Fire Board of Management approve the Shelburne & District Fire Department to keep the 2017 Ford Explorer as a third support vehicle to be used as a Fire Prevention / Training vehicle.

Carried

10.5 **SDFD Fire Station Expansion Report**

Resolution # 12

Moved by J. Horner – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Chief's Shelburne & District Fire Department Station Expansion/Replacement Study report;

AND THAT the Shelburne & District Fire Board of Management directs the Fire Chief to engage in conversation with the CAO from the Town of Shelburne to facilitate discussion with the Shelburne Agricultural Society to investigate the possibility of acquiring land for a potential fire station expansion;

AND THAT the Shelburne & District Fire Board of Management directs the Fire Chief to develop an RFP for a new Design and Project Management Services – Shelburne Fire Hall Expansion / Replacement Project.

Carried

11. **Chief's Report**

11.1 **Monthly Reports (December 2024)**

There was a total of 30 incidents for the month of December.

11.2 Update from the Fire Chief

The Chief advised that we were successful in receiving a provincial grant in the amount of approximately \$8200.00. We also received a grant from the Royal Canadian Legion for the purchase of two new defibrillators.

We've will have the Mobile Life Fire Training Unit for 4 days in July and our neighbours will be invited as well.

The Secretary-Treasurer will distribute the Chief's wage comparison to the Board for information.

The Chief provided a brief Radio Project update to the Board and advised that he attended the DMOA meeting and was asked to get a quote on getting a third digital radio channel. The Chief will prepare a report and share it with the Board.

We ended the year (2024) with 358 calls for service.

The contract with the Town of Tillsonburg for our dispatch services expires in July 2025.

Resolution # 13

Moved by J. McLean – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Fire Chief be authorized to extend the dispatch services contract with the Town of Tillsonburg to December 31, 2025 to allow for an RFP process.

Carried

12. Future Business:

12.1 None.

13. Accounts & Payroll – December 2024

13.1 Resolution # 14

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$107,346.87 for the period of November 29, 2024 to December 31, 2024 as presented and attached be approved for payment.

Carried

14. **Confirming and Adjournment**

14.1 **Resolution # 15**

Moved by W. Mills – Seconded by E. Hawkins

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

14.2 **Resolution # 13**

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:12 pm to meet again on February 4, 2025 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Shane Hall
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of January 7, 2025

Municipality / Member	Present	Absent
Township of Amaranth		
Andrew Stirk	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X	
Fred Nix	X	
Township of Melancthon		
James McLean	X	
Bill Neilson	X	
Town of Shelburne		
Wade Mills	X	
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Dave Pratt – Fire Chief	X	
Jeff Clayton – Deputy Chief	X	
Nicole Hill – Sec/Treas.	X	



Town of Saugeen Shores
600 Tomlinson Drive, P.O. Box 820
Port Elgin, ON N0H 2C0

April 14, 2025

Honourable Rob Flack
Ministry of Municipal Affairs and Housing
17th Floor, 777 Bay St.
Toronto, ON M7A 2J3
rob.flack@pc.ola.org

Dear Minister,

RE: Opposition to Proposed Amendments to O.Reg. 530/22 to Expand Strong Mayor Powers

I am writing to express my opposition to the government's proposed expansion of Strong Mayor powers to include the Town of Saugeen Shores. As the Mayor of Saugeen Shores, I am concerned about the implications of this policy change on our local governance. Please consider this letter as the Town of Saugeen Shores submission on O.Reg. 530/22 which is available for comment until April 16th.

In my experience, the 'Council Manager' system of governance has always served our municipality well. Specifically, when it comes to advancing our shared priority of building more housing to serve our residents, Saugeen Shores Council has demonstrated flexible and determined leadership. Our Council has enabled housing by reducing red tape resulting in the construction of more than 600 multi-family residential units in the last two years alone. Given the strong and sustained commitment of our Council to these efforts, I do not see how the introduction of Strong Mayor powers will accelerate the construction of housing (or the pursuit of other priority areas) in any way. On the contrary, vesting these new powers in the Mayor threatens to disrupt long-established and effective processes, sidelining elected members of Council with effects that may be contrary to the interests of our residents.

Saugeen Shores has thrived for decades on the principle of shared leadership. We have an effective team of elected representatives working in partnership with a professional staff to achieve goals that are transparently set out in our Strategic Plan and annual Business Plans. This approach to governance is foundational to building trust between the municipality and the residents that it serves. I fear that the unilateral decision-making enabled by Strong Mayor powers would erode this trust and disrupt the collaborative environment that has long been at the heart of the democratic tradition of our Council and community.

INFO 1

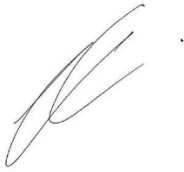
MAY 1 2025

I urge you to reconsider the expansion of Strong Mayor powers. If the government has a strong desire to advance these major changes to the governance of our municipality, I

request that you engage in a thorough consultation process with our Council and the residents of our community before moving forward. It is crucial that any changes to local governance structures be made in close partnership with the communities they impact.

Thank you for your attention to this matter. I look forward to your response and hope that we can work together in the interest of ensuring strong local governance in Saugeen Shores.

Sincerely,

A handwritten signature in black ink, appearing to be 'Luke Charbonneau', written in a cursive style.

Luke Charbonneau, Mayor
Town of Saugeen Shores

cc. Doug Ford, Premier of Ontario
Lisa Thompson, MPP, Minister of Rural Affairs
Council, Town of Saugeen Shores
All Ontario Municipalities



Clerk's Department
Township of Clearview
Box 200, 217 Gideon Street
Stayner, Ontario L0M 1S0
clerks@clearview.ca | www.clearview.ca
Phone: 705-428-6230

April 15, 2025

Township of Oro-Medonte
Attn: Yvonne Aubichon, Clerk

Sent by Email: yaubichon@oro-medonte.ca

RE: Proposal to Amalgamate the NVCA and LSRCA

Please be advised that at its meeting held on April 14, 2025, Council of the Township of Clearview passed the following resolution regarding the proposal to amalgamate the Nottawasaga Valley Conservation Authority and the Lake Simcoe Region Conservation Authority:

Moved by Deputy Mayor Van Staveren, Seconded by Councillor Dineen, Be It Resolved that Council of the Township of Clearview hereby receives the separate correspondence from the Township of Oro-Medonte and the Nottawasaga Valley Conservation Authority regarding the proposal to amalgamate the Nottawasaga Valley Conservation Authority (NVCA) with the Lake Simcoe Region Conservation Authority (LSRCA); and,

That Clearview Township Council recognizes that the NVCA and LSRCA serve distinct and separate watersheds, each with unique ecological, planning and regulatory considerations, including LSRCA's additional responsibilities under the Lake Simcoe Protection Act; and,

That Clearview Township Council opposes the proposal of amalgamation given that no expert analysis has been provided to move away from watershed-based Conservation Authorities; and,

That Council supports the NVCA Board's continued and enhanced collaboration between Conservation Ontario, and other Conservation Authorities to standardize processes and procedures where feasible, particularly to assist development and permit applicants whose activities fall within municipalities that straddle multiple watersheds; and,

That a copy of this resolution be sent to the NVCA, the Minister of Environment, Conservation and Parks and the municipalities located in the NVCA Watershed. Motion Carried.

If you have any questions regarding the above resolution, please do not hesitate to contact the undersigned.

Sincerely,



Sasha Helmkey-Playter, B.A., Dipl. M.A., AOMC
Clerk/Director of Legislative Services

cc: Nottawasaga Valley Conservation Authority
Minister of Environment, Conservation and Parks
NVCA Watershed Municipalities

From: Clerks <Clerks@tillsonburg.ca>
Sent: Tuesday, April 15, 2025 8:41 AM
To: premier@ontario.ca; rob.flack@pc.ola.org; Ernie.Hardemanco@pc.ola.org;
resolutions@amo.on.ca; roma@roma.on.ca
Subject: Tillsonburg Town Council Decision Letter - April 14, 2025 - Strong Mayor Powers

Hello,

At the April 14, 2025, meeting of Tillsonburg Town Council, the following resolution was passed:

Resolution # 2025-125

Moved By: Councillor Spencer

Seconded By: Deputy Mayor Beres

THAT Council receive item 12.8 Ministry of Municipal Affairs and Housing Letter Re: Strong Mayor Powers, as information;

WHEREAS the Ontario government has proposed expanding the "strong mayor" powers to 169 additional municipalities under the proposed legislation on May 1, 2025, which would grant mayors in these municipalities more authority, particularly concerning the control of municipal budgets, planning and operational decisions;

AND WHEREAS this proposal has raised significant concerns regarding the centralization of power, erosion of local democracy, reduced accountability, and the potential for the abuse of power;

AND WHEREAS the proposed expansion of strong mayor powers undermines the collaborative nature of municipal governance, and diminish the role of elected municipal councillors in representing the diverse interests of the community;

AND WHEREAS concerns have been raised about the negative impacts on public trust, democratic participation, and municipal decision-making processes, if mayors are given the ability to bypass council decisions without adequate consultation or oversight;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Tillsonburg;

1. Does not support the proposed strong mayor powers as currently outlined;
2. Supports specific powers to mayors as it pertains to identifiable decisions regarding housing, development, infrastructure and transit to provide tools that reduce obstacles that can stand in the way of new housing and infrastructure developments;
3. Strongly suggests that free reign of decision-making regarding hiring, firing, committees and so forth be removed from the proposed authority;
4. Strongly suggests that members of current Council were duly elected officials by citizens with the awareness of one vote per council member and majority votes are the democratic process;
5. Requests that the Provincial Strong Mayor Powers proposed to take effect on May 1, 2025, be deferred to allow for greater clarity and that the Province seek collaborative input from the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO);
6. Directs staff to forward this resolution immediately to Minister Flack, Premier Ford, MPP Hardeman, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and all Ontario Municipalities before April 16, 2025.

Regards,

Amelia Jaggard

Deputy Clerk

Town of Tillsonburg

10 Lisgar Ave

Tillsonburg, ON N4G 5A5

Phone: 519-688-3009 Ext. 4041

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374028 6TH LINE • AMARANTH ON • L9W 0M6

April 16, 2025

The Standing Senate Committee on Agriculture and Forestry
The Senate of Canada
Ottawa, Ontario K1A 0A4

**Re: Critical Ground: Why Soil is Essential to Canada's Economic,
Environmental, Human and Social Health**

Following a presentation and discussion from The Honourable Robert Black at the regular meeting of Council held on April 16, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 3

Moved by: G. Little **Seconded by:** A. Stirk

Whereas the Township of Amaranth 2023 Strategic Plan included a vision statement "To grow a strong, vibrant rural and agricultural community" and a goal to "Protect our agricultural land and promote the farming economy"

And Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" that contained twenty five (25) recommendations in total for the federal government, two of which also provided recommended actions for provincial and territorial governments.

And Whereas, Recommendation 7 of Critical Ground stated that "The Government of Canada encourage provinces, territories, and municipalities to develop measures—as a form of land use planning—that best preserve and protect agricultural land in their jurisdictions."

Therefore be it resolved that the Township of Amaranth fully support all of the Recommendations included within Critical Ground and will consider how to implement the Recommendations contained within Critical Ground when completing a review of the Township of Amaranth Official Plan.

And further that the Township of Amaranth urge the Government of Canada and the Province of Ontario to implement all the recommendations contained within Critical Ground and commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25.

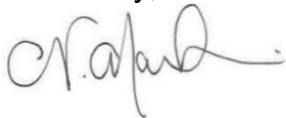
And further that this motion be circulated to the following parties:

- *All local municipalities within the County of Dufferin*
- *MPP Hon. Sylvia Jones*
- *Hon. Todd McCarthy, Ministry of Environment, Conservation and Parks*
- *Hon. Trevor Jones, Minister of Agriculture, Food and Agribusiness*
- *Hon. Lisa Thompson, Minister of Rural Affairs*
- *MP Hon. Kyle Seebach*
- *Federal Ministry of Environment and Climate Change*
- *Federal Minister of Agriculture and Agri-Food and Rural Economic Development*
- *Rural Ontario Municipal Association*
- *Association of Municipalities of Ontario*
- *Federation of Canadian Municipalities*
- *Dufferin Federation of Agriculture*
- *Ontario Federation of Agriculture*
- *Senate Standing Committee on Agriculture and Forestry*
- *Premier of Ontario*
- *Prime Minister of Canada*

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,



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



Notice of Public Meeting

Proposed Official Plan Amendment & Zoning By-law Amendment

Town of Grand Valley

In accordance with Sections 17, 26 and 34 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended:

Take Notice that the Council of the Town of Grand Valley will hold a public meeting on **Tuesday, May 13, 2025**, to consider an Official Plan Amendment and related Zoning By-law Amendment under Sections 17, 26 and 34 of the Planning Act.

The purpose of the public meeting is to provide the public with the opportunity to provide comments to Council on the proposed official plan amendment and zoning by-law amendment and for Council to discuss the revisions to the Official Plan and Zoning By-law that may be required. Council will consider public feedback prior to adopting an updated Official Plan and Zoning By-law.

All interested parties are invited to participate in the public meeting:

Date: Tuesday May 13, 2025
Time: 7:00 PM
Location: Council Chambers, Town of Grand Valley
5 Main St. N., GRAND VALLEY ON L9W 5S6

The meeting will be live streamed as part of the May 13, 2025, Council Meeting. Interested parties may watch the meeting on the Town's website at:

<https://www.townofgrandvalley.ca/municipal-government/council-live-stream/>

NOTE: Watching the live stream will not give parties the ability to provide comments. See below for information on providing comments at the public meeting.

PURPOSE AND EFFECT

The Official Plan is representative of Council's vision for the Town of Grand Valley and contains the goals, objectives, and policies intended to guide land use development and growth in the Town over a 25 to 30 year planning horizon, including to manage and direct physical development within the context of social, economic, built, and natural environmental matters in the Town.

The existing Town of Grand Valley Official Plan was adopted in 2006 and approved in 2009. Section 26 of the Planning Act requires that the Official Plan be reviewed no less frequently than 10 years after it comes into effect as a new Official Plan and every five years thereafter. The purpose of the Official Plan Review is to update the Official Plan to conform to Provincial policy and legislation and the County of Dufferin Official Plan. It is an opportunity to ensure that the Official Plan continues to reflect the Town's vision, goals and objectives for land use planning.

The related Zoning By-law Amendment will implement the policy changes proposed in the Official Plan and will result in a set of land use regulations that more effectively, efficiently, and fairly address the needs of the community.

A copy of the proposed Official Plan Amendment and Zoning By-law Amendment is available on the Town's website together with background studies, reports, and discussion papers:

<https://www.townofgrandvalley.ca/business-development/building-planning-and-development/official-plan-zoning-and-planning-documents/vision-grand-valley-official-plan-and-zoning-by-law-review/>

PROPERTY DESCRIPTION

The Official Plan Amendment and Zoning By-law Amendment will affect all lands within the municipal boundary of the Town of Grand Valley, and therefore no key map is provided.

COMMENTS

Oral Comments: Oral comments may be provided at the public meeting in-person or virtually. To provide oral comments virtually you **must** contact the Deputy Clerk by **Monday, May 12, 2025, at 10:00 AM** at dtremblay@townofgrandvalley.ca or (519) 928-5652 ext. 224 to request the virtual meeting link.

Written Comments: Written comments must be addressed to the Clerk and received by the Town on or before **Tuesday April 29, 2025, at 4:30 PM**. Written comments may be mailed to Town of Grand Valley, 5 Main Street North, Grand Valley, ON L9W 5S6 or emailed to mail@townofgrandvalley.ca. All written comments received prior to any approval will be considered.

Any person may attend the public meeting and make oral and/or written comments/submissions either in support of or in opposition to the proposed official plan or zoning by-law amendments. All comments/submissions will form part of the public record.

PUBLIC RECORD

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), all information provided for, or at a Public Meeting, Public Consultation, or other public process is considered part of the public record, including resident deputations. By

INFO 5

MAY 1 2025

requesting to participate in the meeting, you are consenting to have your likeness and comments recorded and posted online. This information may be posted on the Town's website and/or made available to the public upon request.

ADDITIONAL INFORMATION

For more information about this matter, including information about appeal rights, please contact **Mark Kluge, Manager of Planning** at mkluge@townofgrandvalley.ca or (519) 928-5652 Ext. 225.

APPEAL RIGHTS

Please note that only a specified person, registered property owner of land to which the Official Plan would apply, public body and the minister may appeal the decision of the County of Dufferin. If a person or public body would otherwise have an ability to appeal the decision of the County of Dufferin to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Grand Valley before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Town of Grand Valley before the proposed Official Plan Amendment or Zoning By-Law Amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

DATED AT the Town of Grand Valley this 14th day of April 2025.



Meghan Townsend
Municipal Clerk
Town of Grand Valley
(519) 928-5652

Denise Holmes

From: Meghan Townsend <mtownsend@townofgrandvalley.ca>
Sent: Wednesday, April 23, 2025 11:26 AM
To: Denise Holmes; Denyse Morrissey; jwilloughby@shelburne.ca; Tracey Atkinson; rknechtel@mulmur.ca; Michael Dunmore (mike.dunmore@townofmono.com); Fred Simpson; dsmith@orangeville.ca; rmartell@orangeville.ca; Peter Avgoustis; Jessica Kennedy; nmartin@amaranth.ca; hboardman@amaranth.ca; Sonya Pritchard; mdunne@dufferincounty.ca
Cc: Sara MacRae; Donna Tremblay; Steven Freitas
Subject: BetterHomes Dufferin - Grand Valley resolution

Hello all,

At their regular meeting on April 22, 2025, Council for the Town of Grand Valley passed the following resolution:

2025-04-26

Moved by Latam, Seconded by Jonker

BE IT RESOLVED THAT Council receives Report – BetterHomes Dufferin project,

AND FURTHER THAT Council agrees to participate in this project and directs staff to prepare and present the Local Improvements Authorization By-law for Passing,

AND FURTHER THAT Council requests the County to cover the administration costs of all lower tier municipalities,

AND FURTHER THAT this resolution be sent to Dufferin County and all lower tier municipalities in Dufferin County.

CARRIED

Thank you,



Meghan Townsend, MPS, BSc, Dipl.M.A. | CAO/Clerk

Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6

Tel: (519) 928-5652 x222 | Fax: (519) 928-2275 | mtownsend@townofgrandvalley.ca

My workday may look different from your workday. Please do not feel obligated to respond outside of your normal working hours.



**SHELBURNE & DISTRICT
FIRE DEPARTMENT**



2024
**ANNUAL
REPORT**

Statement from Ontario Fire Marshal Regarding Latest Fatal Fires



NEWS PROVIDED BY
Office of the Fire Marshal →
Mar 20, 2025, 12:52 ET

SHARE THIS ARTICLE



"This past March Break was a challenging week with several fatal fires that destroyed multiple families, devastated our communities, and indiscriminately took the lives of children and adults alike.

Our thoughts are with the families and loved ones of everyone impacted by these fires.

These fires also are extremely difficult for the broader community — from neighbours, first responders, and extended family members to workplaces, classrooms, sports teams, and newsrooms reporting these tragedies.

Fire investigators with the Office of the Fire Marshal continue to work to determine the origin, cause and circumstances of these fires. It's still unknown if there were working smoke alarms in the homes where any of these fires occurred.

What we do know is that working smoke alarms are the only way to receive early warning of a fire so everyone inside can immediately leave the home and get to safety when it sounds.

You must be prepared in the event of a fire when literal seconds matter. Working smoke alarms and a well-practiced home fire escape plan that considers the ages and abilities of everyone in the household, are the difference between life and death.

I can't state this strongly enough: test your smoke alarms every month and practice your home fire escape plan with everyone in your home.

Know without doubt your home has a working smoke alarm. Know for certain your family knows what to do when the alarm beeps. A prepared household is best positioned to survive a home fire.

More information is available at Ontario.ca/FireMarshal or follow us on [@ONFireMarshal](https://twitter.com/ONFireMarshal)."

GUELPH TODAY 

One dead, one seriously injured in morning house fire

quintenews
Quinte's best source for news



Two confirmed dead in tragic fire in Bayview Estates

Belleville, ON, Canada / Quinte News

[Zach McGibbon](#)

Mar 13, 2025 | 6:11 PM

[Home](#) · [News](#) · [Campus](#) · [Third family member dies after Oshawa house fire](#)

Third family member dies after Oshawa house fire

2024 Highlights



Responded to
386 emergencies



Responded to 57 Fire
Alarm incidents



Responded to 21
fire incidents



Responded to 84 motor
vehicle accidents



Purchased a
SCBA Compressor and Fill
Station

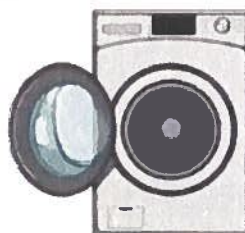
Received Firehouse
Subs Grant to purchase
portable gas detection



Received the Fire
Protection Grant \$
to purchase PPE



Purchased all
staff portable
radios



Received ROOTS Communi-
ty Fund grant to purchase a
bunker gear extractor and
gear dryer.



FIRE CHIEF'S MESSAGE

The Shelburne & District Fire Department (SDFD) proudly presents its 2024 Annual Report, highlighting the department's commitment to fire protection services across our growing communities.



Dave Pratt
Shelburne & District Fire Department
Fire Chief

Operating as a Paid-per-Call (volunteer) fire department presents unique challenges; the demanding nature of the work can take its toll. Each year brings increased training certifications and demands on our team, yet, the professionalism and dedication of our staff remain unparalleled. As we reflect on 2024, we express profound gratitude to every member of our service. Their daily efforts have been pivotal in maintaining the safety and well-being of our community. I am honored to work alongside such an exceptional team and anticipate an even brighter 2025.

I extend my heartfelt appreciation to our dedicated department members for their unwavering commitment and to our residents for their continued support to keep safe. Together, we'll continue to uphold excellence in emergency services and make Shelburne & District a safer place for all residents and visitors.

2024 SHELBURNE & DISTRICT JOINT BOARD OF MANAGEMENT



Andrew Stirk
Township of Amaranth



Bill Nielson
Township of Melancthon



Fred Nix
Town of Mono



Janet M. Horner
Township of Mulmur



Wade Mills
Town of Shelburne



Gail Little
Township of Amaranth



Darren White
Township of Melancthon



Melinda Davie
Town of Mono



Earl Hawkins
Township of Mulmur



Shane Hall
Town of Shelburne

OUR VALUED STAFF MEMBERS

DFC JEFF CLAYTON
ADMIN NICOLE HILL
CPT MIKE MORRELL
CPT OS FLEMING
CPT KEVIN RIDEOUT
CPT STEVE MONDS
FF ROB SELLAR
LT TONY QUESNELLE
LT OLUF JENSEN
FF DUANE FOULGER

FF MIKE GLASSFORD
FF IAN WALLACE
FF JASON DUCK
FF ARRON FERGUSON
FF MATT GILES
FF DEVON SUTTELL
FF EDDIE LANE
FF LUKE DOWNEY
FF MARK CROSS

FF OWEN BENNINGTON
FF JULIUS MENSAH
FF BRANDON BATCHELOR
FF ALEX FOULGER
FF CHRIS GARRETT
FF DUANE KETTEWELL
FF DARIN WATSON
FF TREVA COURTNEY
FF SCOTT HUGHES

FF TYLER MACLACHLAN
FF ZACKARY KRUGER
FF HUDSON DUCK
FF BRYAN KUBALA
FF AIDAN TANNAHILL
F JOEY DEMELO
FF MATT PAVLOFF
FF CODY FARROWS
FF TRENT WALLACE
FF DAWSON HANCOCK

YOUR FIRE SERVICE

Shelburne & District Fire Department (SDFD) is an all-hazards emergency response organization. SDFD provides residents, visitors, and businesses with protection against loss of life, property and the environment from the effects of fire, illness, accidents, and all other hazards.

VISION

We are a responsive and progressive part of the communities we serve. We commit to excellence and professional accountability through effective training and technology and by adapting to the changing needs of our communities. We seek to remain respected by our citizens for anticipating and responding to their ever-changing needs. We embrace new technologies and techniques, focusing on training and education to provide the highest level of customer service and satisfaction in a professional and caring manner.

MISSION

The Mission of the Shelburne & District Fire Department is to protect the lives and property of our citizens and visitors by providing prompt and professional services in the event of fire, accident, medical emergency, disaster, or any other event which may threaten the public welfare.

We will serve the community through fire and accident prevention, public education, and immediate response to emergencies.

VALUES

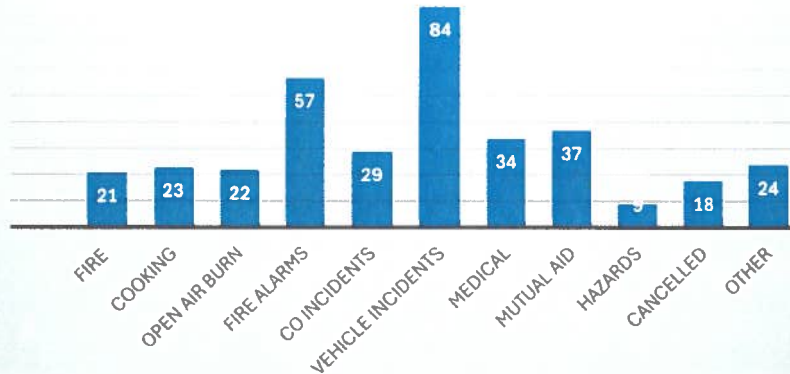
We value the lives and property that we are entrusted to protect throughout our community. We value character, integrity, and honesty and require both personal and organizational accountability. We value reliability, each member's commitment to excellence in training and performance, and a passion for community service. We value leadership, teamwork, communication, innovation, collaboration, and initiative. We value diversity and are respectful, courteous, and inclusive of all talents and needs while focusing on the social good we do as an organization and as individuals.

We value tradition and the founding principles of loyalty and pride as they reflect the progressive heritage of our department. We recognize and embrace the honour of carrying forward the legacy of those who served before us.

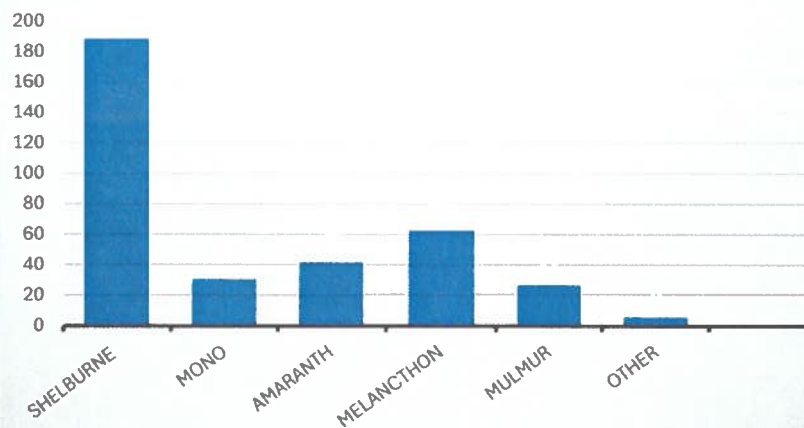
2024 INCIDENT SUMMARY

The Shelburne & District Fire Department (SDFD) experienced a 10% decrease in emergency responses in 2024, with the number of calls decreasing from 369 in 2023 to 358 in 2024.

INCIDENTS BY TYPE

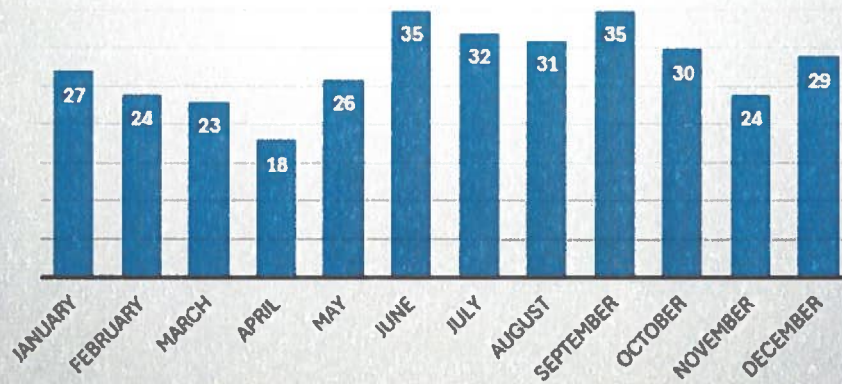


INCIDENTS BY MUNICIPALITY

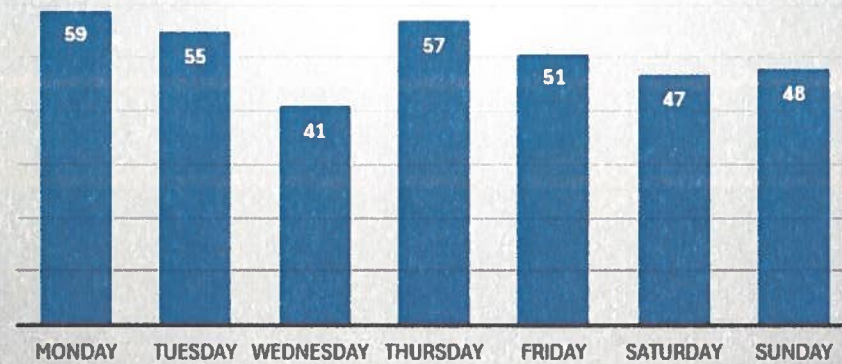


2024 INCIDENT SUMMARY

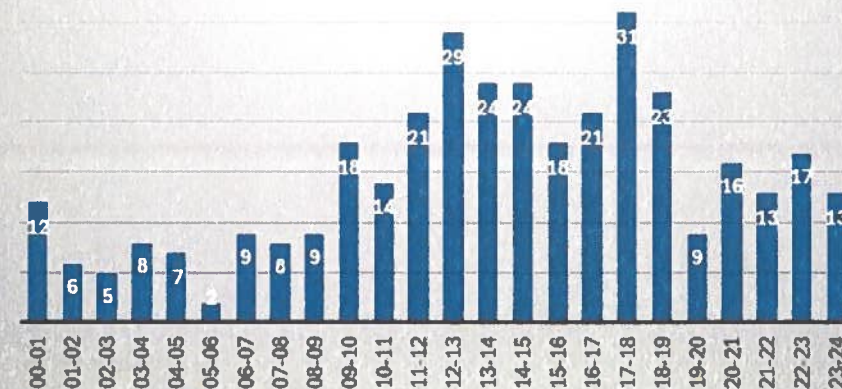
INCIDENTS BY MONTH



INCIDENTS BY DAY OF WEEK

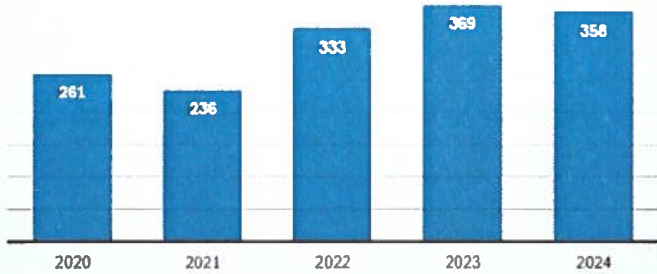


INCIDENTS BY TIME OF DAY

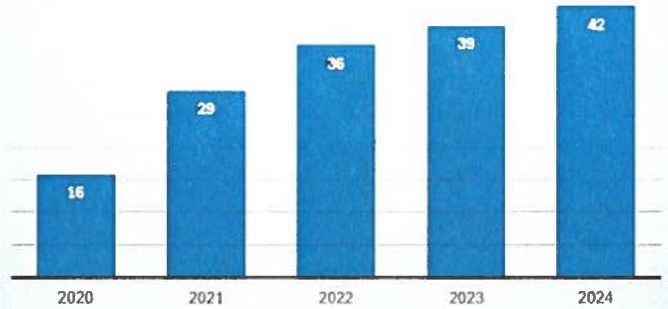


5-YEAR INCIDENTS BY MUNICIPALITY

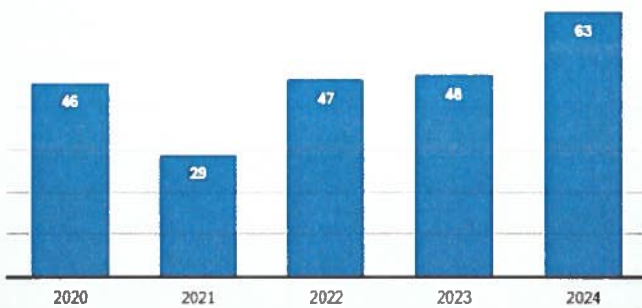
**SHELBURNE & DISTRICT FIRE
DEPARTMENT**



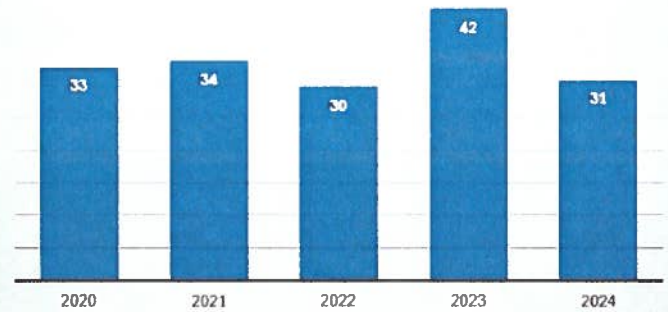
TOWN OF AMARANTH



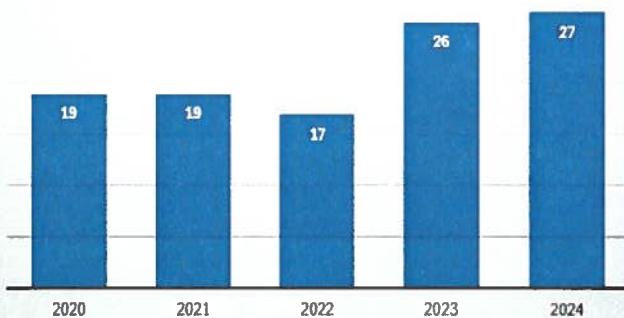
TOWNSHIP OF MELANCTHON



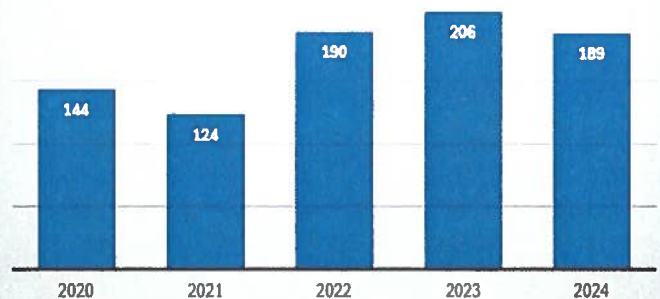
TOWN OF MONO



TOWNSHIP OF MULMUR

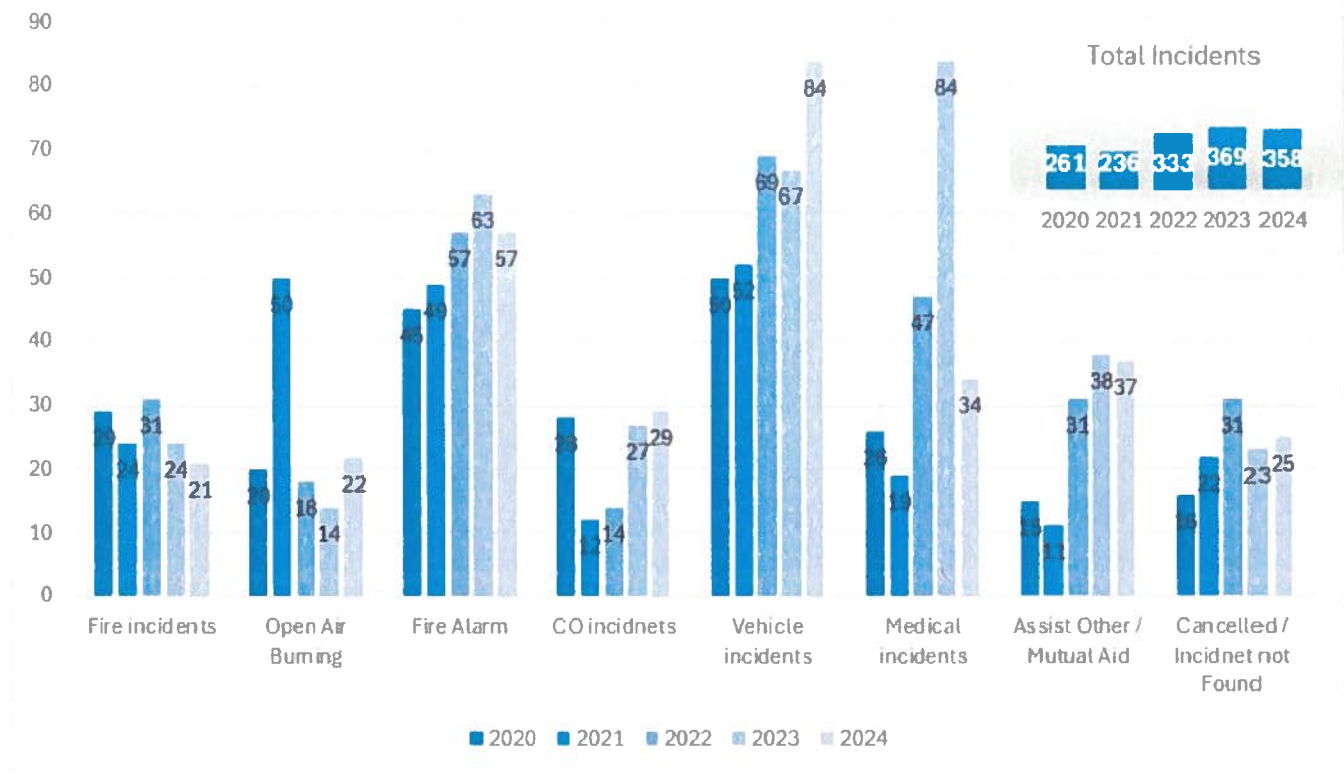


TOWN OF SHELBURNE



INCIDENT TYPE 5-YEAR SUMMARY

The chart below shows a five year comparisn of the Department's major responses



Property Fires: residential, commercial and industrial structures, vehicle, and wildland fires.

Open Air Burning: Open air burning; unauthorized controlled burning, authorized controlled burning complaint.

Fire Alarm Calls: fire alarm equipment malfunctions, accidental activations, malicious or perceived emergencies.

Carbon Monoxide (CO) Related: actual incidents with CO readings, and CO false alarms.

Vehicle (MVC): vehicle accidents, including those requiring extrication.

Medical: Asphyxia, respiratory condition, seizure, resuscitator, accident, illness, CPR, DOA.

Assist Other Agencies / Mutual Aid: assistance to other emergency response agencies to gain entry or welfare checks in residence where breathing apparatus may be required. Mutual Aid involves sending resources to assist neighbouring fire departments.

Cancelled / Incidents not found: Calls cancelled by other agencies or incidents not located.

PRIMARY RESPONSE AREA

Melancthon:

of Incidents: 63
Population: 816
Residential Buildings: 623
Properties: 1052
Km's of County Roads: 26.6
% of coverage: 40%

Mulmur:

of Incidents: 27
Population: 777
Residential Buildings: 345
Properties: 424
Km's of County Roads: 9.1
% of coverage: 23%

Shelburne:

of Incidents: 189
Population: 10610
Residential Buildings: 2327
Properties: 5946
Km's of County Roads: 5.1
% of coverage: 100%

MELANCTHON

MULMUR

SHELburne

AMARANTH

MONO

Amaranth:

of Incidents: 42
Population: 1562
Residential Buildings: 583
Properties: 804
Km's of County Roads: 20.3
% of coverage: 45%

Mono:

of Incidents: 31
Population: 1889
Residential Buildings: 311
Properties: 424
Km's of County Roads: 0
% of coverage: 19%

COST SHARE PER MUNICIPALITY

2024

Municipality	% Levy	\$ Levy
Shelburne	56.43	\$724,897.93
Mono	9.25	\$118,818.21
Amaranth	13.49	\$173,264.57
Melancthon	13.48	\$173,145.14
Mulmur	7.35	\$94,430.05
TOTAL	100%	\$1,284,556.00

2023

Municipality	% Levy	\$ Levy
Shelburne	55.14	\$639,888.71
Mono	14.40	\$167,098.38
Amaranth	13.78	\$159,941.83
Melancthon	9.31	\$108,101.64
Mulmur	7.37	\$85,526.44
TOTAL	100%	\$1,160,530.00

2022

Municipality	% Levy	\$ Levy
Shelburne	57.81	\$448,858.85
Mono	10.66	\$78,288.59
Amaranth	8.47	\$105,053.40
Melancthon	15.33	\$117,752.26
Mulmur	7.74	\$59,921.89
TOTAL	100%	\$809,945.00

2021

Municipality	% Levy	\$ Levy
Shelburne	54.69	\$442,975.33
Mono	9.75	\$78,972.56
Amaranth	13.05	\$105,701.74
Melancthon	15.03	\$121,739.24
Mulmur	7.48	\$60,586.13
TOTAL	100%	\$809,975.00

2020

Municipality	% Levy	\$ Levy
Shelburne	53%	\$394,874.49
Mono	10%	\$73,046.46
Amaranth	13%	\$97,515.51
Melancthon	15%	\$108,890.62
Mulmur	9%	\$65,877.91
TOTAL	100%	\$740,205.00

2024 STATION TRAINING

2024 Station Training Summary

- 50 Weekly Training Sessions
- Average 23 persons attending
- 2,514 hours annual training
- 4 recruits graduated from SWF Academy



Firefighting

Firefighter Safety / Survival (RIT Paks)
Firefighter Lift and Carry
Vent, Enter, Isolate & Search
Fire Hose (nozzle & streams)
Roof operations
Salvage and overhaul
Fire control
Ventilation (positive, negative, hydraulic)
Search & Rescue
Wildland Fire Equipment

Personal Protective Equipment

Bunker gear inspection and cleaning
SCBA donning and doffing
SCBA air consumption
Scott SCBA and Jordair Cascade Filling Station

Fire Apparatus

Operation and placement
Hose loads / advancement
Ladder operations
(raises, carries)
Driver Safety
Scene lighting
Ladder 27 – master streams

Incident Command



Medical

Standard First Aid / Red Cross BLS
Primary Assessment / First Aid Scenarios
Stokes basket and cart

Auto Extrication

Vehicle stabilization
Air Bags
Chains and strap equipment

Water Supply

Drafting, Water Transfer (Holley Tube)
Relay Pumping

Rope Team

- 12 members
- 508 hours annual training

Training subjects included

Size up a rope rescue incident
Maintain hazard specific PPE and rescue equipment
Demonstrate knots, bends, hitches
Construct single and multiple point anchor systems
Construct a fixed rope system
Construct a lowering system
Construct and operate a belay or two tensioned rope system

2024 SPECIALTY TRAINING

Additional fire certification courses that were completed in 2024 through the Ontario Fire College and Regional Training Centres include:



- NFPA 1002 Pump Operation
- NFPA 1021 Fire Officer Level 1
- NFPA 1021 Fire Officer Level 2
- NFPA 1021 Fire Officer Level 3
- NFPA 1031 Legislation
- NFPA 1031 Fire Code Division B Part 2 & 6
- NFPA 1035 Fire & Life Safety Educator Level 1

Mandatory Certification

As of July 1, 2022, the Office of the Ontario Fire Marshal has legislated mandatory certification for Ontario Fire Departments, with requirements that must be completed in 2026 and 2028.

For the level of service of the SDFD, by 2026, Firefighters are required to have NFPA Firefighter Level 1 and 2; and Officers are required to obtain NFPA Fire Officer Level 1 or 2 depending on rank. In addition some members must be certified in other areas such as NFPA 1521 Incident Safety Officer and NFPA 1002 Pump Operator, NFPA 1035 Fire & Life Safety Educator or NFPA 1031 Fire Inspector Level 1.

SDFD will continue to hire both certified and uncertified recruits who are trained to complete their NFPA 1001 Firefighter Level 1 and 2 by the end of their recruitment. This process takes approximately four to six months, to complete the combination of self study, practical training, and testing, and will include the NFPA 1035 Public Fire and Life Safety Educator Level 1 as part of their recruitment.



PUBLIC EDUCATION

Public Education initiatives continues to expand in 2024. The Department spread fire safety messaging through new and conventional methods, totaling 242 staff/volunteer hours (20 events). Staff further spent over 150 hours completing request, complaint and business license inspections. SDFD programming strives to educate as many diverse groups as possible, while also attempting to provide on rural and other identified at-risk properties or populations.



12 TIPS OF HOLIDAY FIRE & CO SAFETY

1. **Order fireplaces safely.** Always use the label on the back of the fireplace insert or hearth. Never use a fireplace insert that is not labeled for use in your area.
2. **Check all lights before decorating.** Before you put up lights, check for frayed wires, broken bulbs, and other damage. If you find any damage, replace the bulb or wire before using the lights.
3. **Make sure smoke alarms work.** Replace smoke alarms every 10 years. Test your smoke alarm every month. If you have a smoke alarm that is not working, replace it immediately.
4. **Protect your family with carbon monoxide alarms.** If you have a gas furnace, water heater, or other fuel-burning device, you must have a working CO alarm. Check the battery and test the alarm every month. If you have a CO alarm that is not working, replace it immediately.
5. **Make sure everyone knows how to get out safely.** Develop and practice a home fire escape plan with everyone in your family. Use all exits, including the back door, and make sure everyone knows how to get out safely. Practice your escape plan every month.
6. **Use extension cords safely.** Avoid overloading outlets with too many extension cords. Use the right cord for the job. Never use extension cords as a permanent wiring solution.
7. **Don't space heaters space heaters.** Keep them at least 3 feet away from anything flammable. Use them only in well-ventilated areas.
8. **So remember, it's not just the candles.** Candles are a leading cause of home fires. If you use candles, use them safely. Never leave a candle unattended. Use battery-operated candles instead of real candles.
9. **Keep ladders and ladders safe.** Use ladders safely. Make sure they are in good condition. Use them only for their intended purpose. Never use a ladder as a step ladder.
10. **Watch what you heat.** Never use a space heater or any other heating device near flammable materials. Use them only in well-ventilated areas. Never leave a space heater unattended.
11. **Encourage smokers to smoke outside.** Cigarettes and cigars are a leading cause of home fires. Encourage smokers to smoke outside. Use ashtrays to catch ash. Never throw a cigarette butt into a trash can.
12. **The only one to respond to drinking over taking a job.** Never drink and drive. If you have been drinking, don't drive. Call a taxi or a friend to take you home. Never get into a car with someone who has been drinking.



Some events staff participated in were the second annual Saved By The Beep Day, annual Fire Prevention Week activities and promoted the 12 Days of Holiday Fire & CO Safety

IT'S ALMOST FIRE PREVENTION WEEK!

SMOKE ALARMS

Make Them WORK For You!™

October 6th - 12, 2024



SHELburne FIREFIGHTERS ASSOCIATION



TOY & FOOD DRIVE

DATES & LOCATIONS

FOODLAND
Saturday November 22nd
10am to 7pm

GIANT TIGER
Saturday November 30th
10am to 7pm

NO FRILLS
Saturday December 14th
10am to 7pm

FOODLAND
Saturday December 21st
10am to 7pm



Again this year our Shelburne Firefighters Association were active in the community with their Annual Golf Tournament and collecting toys and food for the Christmas Food Drive.

3RD ANNUAL SHELburne AND DISTRICT FIREFIGHTERS ASSOCIATION Golf Tournament

JUNE 8, 2024

DEER AND GLEN GOLF CLUB

The Shelburne & District Firefighters Association is pleased to host the 3rd Annual Golf Tournament. This year's tournament will be held on June 8, 2024, at the Deer and Glen Golf Club. The tournament is open to all firefighters and their families. Proceeds from the tournament will be used to support the association's activities and programs. For more information, please contact the association at (510) 933-7711 or visit our website at www.shelburnefirefighters.com.

A portion of the proceeds will be donated to the Santa Claus Foundation, which provides toys and food for children in need. We hope you will join us for this special event and help us make a difference in the community.

Please contact us with any questions at sdfda@shelburne.ca or call (510) 933-7711 (ext. 400).

2024 FIRE INVESTIGATIONS



During the year 2024, the Shelburne and District Fire Department carried out a total of 22 fire investigations. These investigations included 12 incidents related to vehicles, 8 incidents related to structures, 1 incident involving debris, and 1 incident involving a dumpster. The cumulative cost for these investigations amounted to \$3,295,800, with a combined risk value of \$5,985,800.



Incident	Occurrence Date	Municipality	Type	Cause Determination	Dollar Loss	Value at Risk
24-0038	8/2/2024	Mono	Dumpster	Not investigated	\$ -	\$ -
24-0049	22/02/2024	Mono	Vehicle- Passenger	Possible Mechanical	\$ 10,500	\$ 10,500
24-0056	29/2/2024	Amaranth	Structure - Agricultural	Electrical- maintenance	\$ 75,000	\$ 250,000
24-0058	2/3/2024	Shelburne	Structure - Residential	Improper disposal of smoking material	\$ 700,000	\$ 1,500,000
24-0059	1/3/2024	Mono	Vehicle- Passenger	Undetermined	\$ 12,000	\$ 12,000
24-0071	25/03/2024	Melancthon	Structure- Residential	Unknown, Passed to OFM	\$ 750,000	\$ 1,000,000
24-0085	7/4/2024	Shelburne	Structure - Residential	Undetermined	\$ 100,000	\$ 700,000
24-0104	7/5/2024	Mono	Debris (Bylaw contravention)	Intentional piloted ignition	\$ -	\$ 100,000
24-0153	27/06/2024	Melancthon	Vehicle- Passenger	Possible mechanical	\$ 10,000	\$ 10,000
24-0161	29/06/2024	Mono	Vehicle - Passenger	Not investigated	\$ 13,000	\$ 13,000
24-0212	15/08/2024	Mulmur	Vehicle - Passenger	Not investigated	\$ 22,000	\$ 22,000
24-0234	1/9/2024	Shelburne	Structure - Residential	Not investigated	\$ 10,000	\$ 700,000
24-0238	3/9/2024	Shelburne	Vehicle - Passenger	Probable Electrical	\$ 16,000	\$ 16,000
24-0248	11/9/2024	Melancthon	Vehicle - Commercial landscape	Hot surface ignition- organic	\$ 10,000	\$ 10,000
24-0254	15/09/2024	Melancthon	Vehicle - Passenger	Probable intentional	\$ 15,000	\$ 15,000
24-0276	9/10/2024	Melancthon	Vehicle - Recreational	Not investigated	\$ 10,000	\$ 10,000
24-0282	14/10/2024	Melancthon	Vehicle - Passenger	Not investigated	\$ 7,000	\$ 7,000
24-0305	3/11/2024	Amaranth	Structure - Storage	Undetermined	\$ 750,000	\$ 750,000
24-0315	17/11/2024	Amaranth	Struture - Storage	Intentional piloted ignition	\$ 5,000	\$ 80,000
24-0334	4/12/2024	Melancthon	Structure - Agrictural	Probable electrical	\$ 750,000	\$ 750,000
24-0339	7/12/2024	Mono	Vehicle - Passenger	Probable intentional piloted ignition	\$ 30,000	\$ 30,000
24-0355	25/12/2024	Mono	Vehicle - Recreational	Not investigated	\$ 300	\$ 300
Total Loss vs at risk					\$ 3,295,800	\$ 5,985,800

LOOKING AHEAD TO 2025

The Shelburne & District Fire Department (SDFD) is committed to being a data-driven, outcome-based, strategic, customer-focused, properly resourced and modern fire service that supports an inclusive and diverse workplace. Each division has key priority areas moving forward through 2025 to ensure we meet the expectations of our growing community.

Administration

The SDFD administrative team consists of a Fire Chief, Deputy Chief (part-time) and a Secretary-Treasurer to Shelburne & District Fire Board of Management. Administrative support services and general office systems are in place to efficiently and effectively manage the department's administrative functions. Looking ahead to 2025 the teams goals are as follows:

- Develop and introduce a long-range strategic fire plan to support and guide SDFD from 2025-2030.
- Establish Levels of Service, including response standards, to help guide the revision of municipal Establishing and Regulating bylaws.
- Develop various programs (Cancer Prevention, Respiratory Protection, Peer Support & Wellness) for the safety of staff.

Fire Prevention and Public Education

Within the province of Ontario, the delivery of fire protection services is guided by the Fire Protection and Prevention Act (1997), including the strategic optimization of the three lines of defense which include:

- Public fire safety education
- Fire safety standards and enforcement
- Emergency response (suppression).

The role of the Fire Prevention & Public Education Committee is to enhance the first two lines of defense to lessen reliance on the third line of defense. Continuing this mandate is crucial to ensuring the safety of the citizens, business operations and visitors to our community. Annually, this division assesses fire risks in the community and develops education and enforcement strategies to mitigate the risks and improve the fire safety of residents and we will continue this by:

- Optimizing the first two lines of defense including public education and fire prevention, and the utilization of fire safety standards and fire code enforcement.
- Deliver risk-based public education programming to improve fire safety.
- Assessing the origin, cause, and circumstances of fires to ensure our public fire safety programs are suitable.

Training

Firefighters must be prepared to apply a diverse and demanding set of skills to meet the needs of a modern fire service. With a view to ensuring the best possible outcomes on fire scenes and keeping all SDFD personnel safe, in addition to meeting legislative requirements, the SDFD Training Committee is continuously developing the firefighter training program to ensure firefighters are highly trained and competent to respond to fire incidents.

- Build our team and skills as we work towards achieving the Academic Standards and Evaluation basic certification target of July 1, 2026.
- Based on the approved Levels of Service, enhance our technical rescue and specialized training programs to work towards achieving the Academic Standards and Evaluation certification target of July 1, 2028.
- Develop and implement an enhanced learning management system that improves access to training materials and employee training records.

Operations

The Fire Operations Division focuses on the delivery of Emergency Fire Protection, Emergency Medical Care and related emergencies to the residents of SDFD's response area. The Fire Operations Division's goal is to provide quick and efficient emergency services in a compassionate manner.

- Continue to develop multi-jurisdictional fire department response to automatic-aid / mutual-aid incidents.
- Continue to develop skills to effectively respond to the threat of urban interface fires.

EQUITY, DIVERSITY and INCLUSION

SDFD is dedicated to creating a respectful, inclusive, and psychologically safe environment. We value diverse identities and perspectives within our ranks and are committed to supporting all citizens who live in the communities we serve. All SDFD members, regardless of their roles, contribute to the success we have and our ability to deliver service to the citizens. As SDFD provides service on the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy Lands, it is vital we better understand Indigenous history and traditions and work collaboratively to address concerns and needs, ensuring a safer community in a manner that is guided by Anishinaabe history, culture, and practices.



**SHELBURNE & DISTRICT
FIRE DEPARTMENT**

114 O'Flynn Street

Shelburne ON L9V 2W9

519-925-5111

sdfd@sdfd.ca



Corporation of the Township of Melancthon

Moved by **Darren White**

Seconded by Date: **May 1, 2025**

Be it resolved that:

Council direct staff to amend the Township's Procedural By-law 4-2024, to clearly outline and clarify the circumstances under which in-person Delegations are required, as opposed to virtual Delegations.

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Mayor Darren White		
Deputy Mayor James McLean		
Councillor Ralph Moore		
Councillor Bill Neilson		
Councillor Ruth Plowright		

Carried/Lost: _____
MAYOR



SHELBURNE PUBLIC LIBRARY

201 Owen Sound Street
Shelburne, Ontario L9V 3L2
Rose Dotten, CEO
www.shelburnelibrary.ca

Telephone: 519- 925-2168
Fax: 519-925-6555

CAO, Mayor and Council. Township of Melancthon:

At the March 18, 2025, Shelburne Public Library Board meeting, the following request from Township of Amaranth was discussed under Business. Amaranth Township Council, requested that "pursuant to Board approval" be added to the following section in Appendix A appended to the Municipal contracts, "*Be it further resolved that in addition to the foregoing, any capital projects for the Library requiring additional municipal funding will be allocated based on the same formula;*"

Several points were discussed at the meeting and the Board directed the CEO to write a letter to the partnering municipalities outlining the following points:

1. All capital projects require Board approval in the first place so adding *pursuant to Board approval* would be redundant.
2. Since this Appendix was created and approved by all the Mayors and CAOs (the Council representative for each Municipality) at a meeting in June 2016, then it would require agreement by all the Municipalities to change any part of this agreement. At that point, it might also be necessary to review the funding formula which was also established at that meeting.
3. All capital projects are included in the Budget which is first approved by the Board, then sent to the Municipalities. As you may note, there are no capital projects included in the 2025 budget, which Council has in hand.
4. Finally, the intent of that particular section of Appendix A is related to Development charges so that the funds that each Municipality has set aside for library growth related capital projects would come from that accumulated monies.
5. As in previous instances where this section has come into effect, (Children's Library and Parking Lot (as examples), the Board has written a letter to the respective Municipalities outlining the nature of the proposed project, the budget required and the approximate amount that would be each Municipality's allocation.
6. The funding for recent Capital projects, the roof replacement, refurbishing lights, Book Kiosk and LED sign has come from Building reserves and private donations so they have in no way impacted the Municipal budgets.

We trust this clarification resolves the issue as outlined above. Any further discussion regarding changes would necessitate a meeting of the CAOs and Mayors of each Municipality to review Appendix A and also to review the funding formula adopted in 2016.

Your acknowledgement and response to this letter would be appreciated.

Yours truly,

A handwritten signature in black ink, appearing to read "Rose Dotten". The signature is fluid and cursive, with the first name "Rose" being more prominent than the last name "Dotten".

Rose Dotten, CEO
Shelburne Public Library
201 Owen Sound Street
Shelburne, ON, L9V 3L2

rdotten@shelburnelibrary.ca

APPENDIX A

Resolution extracted from Shelburne Public Library Board minutes dated June 21, 2016:

Funding Formula

Motion 29-16 L. Townsend, D. Besley

WHEREAS on June 8, 2016, a meeting was held with the Mayors, Municipal Clerks and Council Representatives of the Town of Shelburne and the four contracting Municipalities of Amaranth, Melancthon, Mono and Mulmur, together with Geoff Dunlop, Board Chair, Rose Dotten, CEO/Head Librarian, and Gord Gallagher, Treasurer;

AND WHEREAS it was determined that the funding formula for the Shelburne Public Library should be revised to reflect the change in the number of households with patrons in all five municipalities;

Therefore, be it resolved that beginning in January, 2017, the levy required to balance the Shelburne Public Library operating budget will be allocated based on a 3-year average library of active household cardholders, determined by the Library operating system, as of September 30 in the year preceding the budget year, for each municipality;

Be it further resolved that in addition to the foregoing, any capital projects for the Library requiring additional municipal funding will be allocated based on the same formula;

Be it further resolved that the Municipal partners may use the MPAC assessment totals as of September 30 each year as a verification tool for any substantial shifts in household user numbers.

Carried

Denise Holmes

From: Kelly Lee <kelly@familytransitionplace.ca>
Sent: Thursday, April 17, 2025 12:19 PM
To: Denise Holmes
Subject: May is Sexual Violence Prevention Month

Hi Denise,

I hope you're doing well.

I'm writing to you today regarding [Sexual Violence Prevention Month](#), which is recognized annually throughout Canada in the month of May. We're hoping the Township of Melancthon will consider proclaiming May as Sexual Violence Prevention Month in recognition of this important annual initiative. If it helps, you can [view the proclamations issued by the Town of Orangeville, Town of Caledon and the County of Dufferin on this Sexual Violence Prevention post from our website](#).

Thanks in advance for your consideration, Denise. I look forward to hearing back from you.

Sincerely,

Kelly



Kelly Lee (she/her)
Manager of Fund Development & Communication Strategies
519-942-4122 or 905-584-4357 ext.243
[**kelly@familytransitionplace.ca**](mailto:kelly@familytransitionplace.ca)

Family Transition Place
20 Bredin Parkway, Orangeville, ON L9W 4Z9
www.familytransitionplace.ca

24Hr. Crisis/Info Line:
519-941-HELP (4357) / 905-584-HELP (4357) / 1-800-265-9178



Like us on [Facebook](#), follow us on [Twitter](#) and [Instagram](#) or visit our [website](#) to learn more about Family Transition Place.

This e-mail is confidential and may be privileged; it is for use of the named recipient(s) only. If you have received it in error, please notify us immediately; please do not copy or disclose its contents to any person or body, and delete it from your computer systems.

Please consider the environment before printing this email.

Proclamation

May 2025

Sexual Violence Prevention Month

Whereas, Sexual Violence Prevention Month is intended to draw attention to the fact that sexual violence is widespread and impacts people of all ages, genders, and ethnicities; and

Whereas, approximately 1 in 3 women and 1 in 6 men will experience sexual assault in their lifetime, will know the person who attacked them and do not report the crime to the police; and

Whereas, victims of sexual assault are some of the most vulnerable and silent people in society and it is now time to ask questions to learn about the services for victims; and

Whereas, we must work together to educate our community about sexual violence prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

Whereas, with leadership, dedication, and encouragement, there is evidence that we can be successful in preventing sexual violence through increased education, awareness, and community involvement.

Now Therefore, I, Mayor Darren White, on behalf of the Council of the Township of Melancthon, do hereby proclaim May 2024 as “**Sexual Violence Prevention Month**” in the Township of Melancthon and urge all citizens to recognize the ongoing commitment of individuals and organizations in our community who actively engage in public and private efforts to prevent sexual violence and for all of us to start conversations, take appropriate action and support one another to create a safer environment for all.

Denise Holmes

From: Sarah Culshaw
Sent: Friday, April 4, 2025 1:07 PM
To: Denise Holmes
Subject: FW: Proclamation for May is MS Awareness Month
Attachments: 2025-05 MS Awareness Month_acc.pdf

From: james jackson [REDACTED]
Sent: Friday, April 4, 2025 1:07 PM
To: Sarah Culshaw <sculshaw@melancthontownship.ca>
Subject: Proclamation for May is MS Awareness Month

My name is James Jackson MS Ambassador and Facilitator Dufferin/Caledon. I am emailing you to ask for a proclamation read and introduced. This the year of 2025, is the year where the province of Ontario has mandated everything has to be accessible. I took on a huge challenge to get at least a proclamation read in all 10 towns and the county in this riding of Dufferin/Caledon.

I have attached a copy of the proclamation the town of Orangeville has provided as an example you can use. Please feel free to change your letterhead to match. I will try my best to be there for the reading. It would be my honour to do so. If you have any question, please do not hesitate to call me at [REDACTED].

Thank you very much

James Jackson

MS Ambassador and Facilitator Dufferin/Caledon



Proclamation May 2025 MS Awareness Month

Whereas, Multiple sclerosis is a chronic, often disabling neurological disease affecting an estimated 1 in 400 Canadians and approximately 90,000 across the country; and

Whereas, Multiple sclerosis symptoms vary widely and may lead to problems with numbness, coordination, vision and speech, as well as extreme fatigue and even paralysis; and

Whereas, there is no known cause of, prevention of, or cure for multiple sclerosis; and

Whereas, the Multiple Sclerosis Society of Canada is the only national organization in Canada that supports both MS research and services for people with MS and their families. Annual fundraising events such as the MS Walk, MS Bike, and A & W Canada's Burgers to Beat MS campaign support programs to enhance the lives of people affected by multiple sclerosis and their families and support MS research in Canada; and

Whereas, since 1948, the Multiple Sclerosis Society of Canada has contributed \$200 million towards MS research; and is grateful for the dedication and commitment of its supporters and volunteers that has made this possible; and

Whereas, together we will find ways to enhance the quality of lives for people affected by multiple sclerosis and to find a cure to end MS; and

Now Therefore, I, Mayor Darren White, and on behalf of Council, do hereby proclaim the month of May 2025, as "**MS Awareness Month**" in the Township of Melancthon.



TOWNSHIP OF MELANCTHON - DELEGATION REQUEST FORM

Request for Delegation, any written submissions and background information for consideration by Council must be submitted to the Clerk's Office by 12:00 noon on the Wednesday of the week **prior to the requested meeting.**

REQUEST DATE: _May 1

NAME:___Kevin Powers

PHONE:___647-673-8407_____

EMAIL ADDRESS: __kevin.powers@projectadvocacy.ca_____

SIGNATURE: _____


Purpose of Delegation Request (state position taken on issue, if applicable).

Update on Strada quarry application peer reviews and next steps

REMINDER - DELEGATIONS ARE ALLOWED 10 MINUTES TO SPEAK

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council Agenda. The Agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-5525.

TOWNSHIP OF MELANCTHON
157101 HIGHWAY 10
MELANCTHON, ONTARIO
L9V 2E6
519-925-5525

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