



**TOWNSHIP OF MELANCTHON
HYBRID COUNCIL MEETING
THURSDAY, JULY 17TH, 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/81307013228?pwd=JkcrKd2mRCGslyxayLq4DfoMTUhuMa.1>

Meeting ID: 813 0701 3228

Passcode: 151060

One tap mobile

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+14388097799,,81307013228#,,,,*151060# Canada

Dial by your location

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Meeting ID: 813 0701 3228

Passcode: 151060

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 – June 19th, 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. Other
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Strategic Plan**
- 13. Climate Change Initiatives**
- 14. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur**
 1. Ontario Provincial Police – 2026 Municipal Policing Billing Statement Property Count
 2. Ontario Provincial Police - Dufferin Detachment 2024 Detachment Board Annual Report
- 15. County Council Updates**
- 16. Committee/Board Reports & Recommendations**
- 17. Correspondence**

Board, Committee & Working Group Minutes

1. Shelburne Public Library Board Meeting – May 27th, 2025
2. Park & Recreation Board Meeting – June 9th, 2025

Items for Information Purposes

1. Email from Samir Adkar, Director, Energy Networks and Indigenous Policy regarding the Orangeville to Barrie Reconductoring Project
2. Resolution from the Town of Bradford West Gwillimbury Regarding the Advocacy for Increased Income Support Thresholds for Canadian Veterans
3. Nottawasaga Valley Conservation Authority Media Release – NVCA and the Building Industry and Land Development Associates (BILD) Establish Working Group to Support Ontario's Housing and Economic Development Goals
4. Town of Shelburne – Notice of Completion – Increased Capacity of the Town of Shelburne's Water Supply
5. Ministry of Municipal Affairs and Housing Letter to Provide Clarity Regarding the Authority of Municipalities in Setting Buildings Standards, Particularly in Light of the Recently Passed Legislative Changes under the Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)
6. Letter from Rose Dotten, CEO of the Shelburne Public Library advising of her Retirement
7. Watson & Associates Economists Ltd. – Regulatory Registry Proposal 25-MMAH011 Comments – Assessment of Proposed Regulatory Changes to Ontario Regulation 82/98 under the Development Charges Act, 1997

8. Grand River Conservation Authority – Summary of the General Membership Meeting – June 27, 2025
9. County of Dufferin Waste Management Letter Regarding Residential Recycling Change to Blue Carts in Dufferin County – Starting January 1st, 2025
10. County of Dufferin Email regarding Melancthon Township Resolution Regarding Day Light Savings Time
11. Nottawasaga Valley Conservation Authority June 2025 Board Meeting Highlights
12. Letter from Nottawasaga Valley Conservation Authority to the Minister of the Environment, Conservation and Parks Regarding the Need for a Provincial Response to Rising Chloride Pollution in Ontario Watersheds
13. Nottawasaga Valley Conservation Authority Media Release – NVCA calls on Province to Act with Pro-Business Reforms to Prevent Rising Salt Pollution Threatening Local Waterways
14. Township of Mulmur – Motion to Endorse the Town of Caledon's Resolution Regarding the Illegal Land Use
15. Township of Amaranth – Resolution Regarding the County Road 109 Corridor Study
16. Strada Aggregates – Update on Strada Aggregates Application Process
17. NDACT – Strada Aggregates Resolution

18. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. By-law to Amend By-law No. 3-2025 passed in Open Council on January 16th, 2025
3. New/Other Business/Additions
 1. Report from Sarah Culshaw, Treasurer – Budget Summary
 2. News Release – Strada Aggregates Submits Quarry Application
 3. Fire Permit By-law Review and Discussion (Mayor White)
 4. Report from Sarah Culshaw, Treasurer – Council Chambers Hybrid Council Meetings Equipment Upgrade
 5. Student Volunteer Award (Councillor Plowright)
 6. Six Nations of the Grand River Council Delegation (Mayor White, Denise Holmes, CAO)
4. Unfinished Business
 1. Township of Melancthon Parks and Recreation Board Terms of Reference
5. Reports/Updates from Members of Council & Administrative Staff

19. Delegations

20. Closed Session

1. Items for Discussion:
 1. Section 239(2)(f) – Advice that is subject to Solicitor/Client Privilege, including communications necessary for that purpose – Strada Aggregates Applications – Letter from David Germain, Township Solicitor
 2. Section 239(2)(e) – Litigation or potential litigation, including matters before administrative tribunal, affecting the local board – Tender 01-2025
2. Approval of Draft Minutes – June 19th, 2025
3. Business Arising from Minutes
4. Rise With or Without Report from Closed Session

21. Third Reading of By-laws

22. Notice of Motion

23. Confirmation By-law

24. Adjournment and Date of Next Meeting – Thursday, September 4th, 2025 at 5:00 p.m.

APPLICATIONS TO PERMIT FOR APPROVAL
July 17, 2025 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Helder & Wenddy DaSilva	Pt Lot 20, Con 5 SW RP 7R3902 Part 2 097550 4th Line SW	17.83m2 (191.952sqft)	Deck	Residential	\$3,000	No	Approved
Ezra & Salome Martin	Lot 23, Con 5 SW 098042 4th Line Sw	371.61m2 (4000sqft)	Farm Storage Shed	Agricultural	\$140,000	No	Approved
EHM Welding Inc - Ezra Martin Agent: Eli Sherk - EMS Construction Inc	Pt Lot 27, Con 9 NE 764221 240 Sideroad	238m2 (2561.81sqft)	Buggy Shed	Agricultural	\$120,000	No	With Planner for Review

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Crime Prevention and Community Support
Bureau**
**Bureau de la prévention du crime et du
soutien communautaire**

777 Memorial Ave.
Orillia ON L3V 7V3

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File Reference: 4000 - GOV

Date: June 6, 2025

The Township of Melancthon
157101 Highway 10
Melancthon, ON
L9V 2E6

Dear Chief Administrative Officer:

Re: 2026 Municipal Policing Billing Statement Property Count

Please find below your municipal property count that has been provided to the OPP by the Municipal Property Assessment Corporation (MPAC).

The property count data is based on the 2024 Assessment Roll data delivered by MPAC to municipalities for the 2025 tax year with adjustments based on the requirements defined in O. Reg. 413/23 of the Community Safety and Policing Act (CSPA). The property counts will be used by the OPP to help determine policing costs in the 2026 Annual Billing Statements.

Municipality	Household	Commercial & Industrial	Property Count
Melancthon Tp	1197	93	1290

The Household count is reflected in your 2024 Year-end Analysis Report 5 (Household count), which you receive annually from MPAC, with adjustments to exclude Canadian Force Base (CFB) counts and timeshare units. The Commercial and Industrial counts reflect properties having designated Realty Tax Class and Realty Tax Qualifiers (RTC/RTQ) while excluding properties with structures such as towers, billboards, wind turbines, solar panels, oil or gas wells, international bridges or international tunnels. Please find the specific details on <http://www.opp.ca/billingmodel> (search for Property Count Definition document).

Please review the count for your municipality, considering the requirements defined in O. Reg 413/23, and if you continue to have any questions or concerns about your count, please contact your local MPAC Account Manager Municipal and Stakeholder Relations within 60 days from the issue date on this letter.

Any error in the 2024 year-end municipal property count determined as a result of your review, will be confirmed through MPAC and your 2026 billing will be adjusted for the applicable changes.

Yours truly,

A handwritten signature in black ink, appearing to read "Kenneth Kee", is written over a light blue horizontal line.

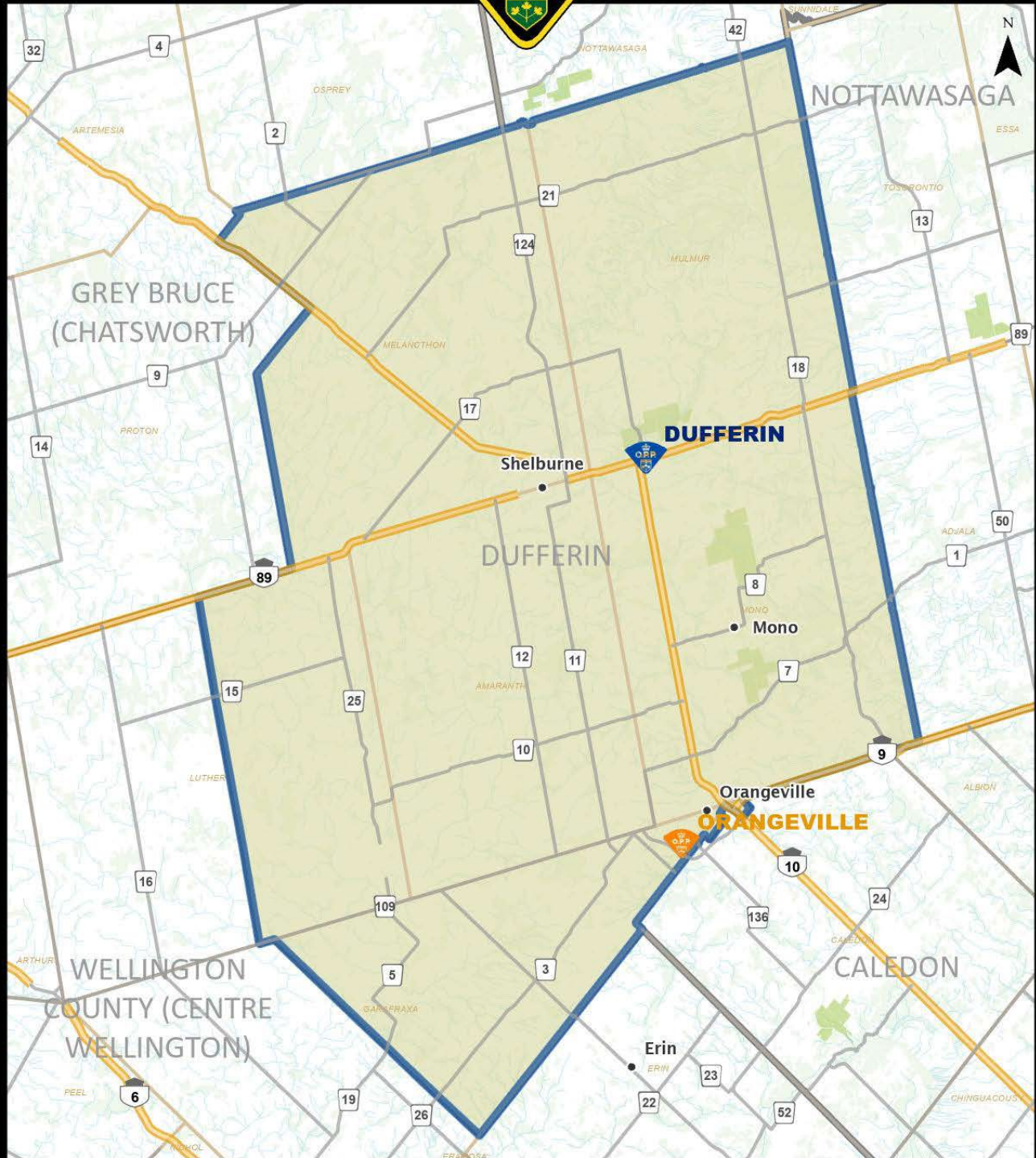
Kenneth Kee, Inspector
Municipal Policing Unit
Crime Prevention & Community Support Bureau

3M 14.1
JULY 17 2025



DUFFERIN DETACHMENT

2024 DETACHMENT BOARD ANNUAL REPORT



	GENERAL HEADQUARTERS		SATELLITE		400 Series Highway		Detachment Boundary		First Nation
	REGIONAL HEADQUARTERS		OPP ADMINISTERED FN		Provincial Highway		Township Boundary		Provincial Park
	HOST DETACHMENT		OPP FN		Major Road		Non-OPP Policed		

2023-2025 STRATEGIC PLAN

Priorities and Commitments



PEOPLE

A healthy and resilient OPP

We will strive to support all members in achieving their professional and personal best.

WORK

A responsive and evolving OPP

We will empower our members to ensure the best possible policing services are delivered to Ontarians.

COMMUNITIES

A collaborative and progressive OPP

We will partner and build relationships with a shared vision for safety and well-being.

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Message from the Detachment Commander

I am pleased to present the Dufferin Detachment – 2024 OPP Detachment Board Annual Report. This report includes crime, traffic enforcement and community well-being data and highlights initiatives and successes from the past year. This report provides updates on our progress in meeting our Action Plan commitments. I am proud of the work undertaken by our detachment.



We responded and collaborated with our communities by focusing on the reduction of harm and victimization. Our newly formed Domestic Abuse Issues Investigators (DAII) review all intimate partner (IPV) occurrences. We continue to fulfill our responsibility to respond competently to the immediate and long-term needs of victims while demonstrating to offenders that society does not tolerate violence. We saw decreases in drug and property crime occurrences through proactive investigative policing-excellence. We prioritized our Offender Management Apprehension Program (OMAP) and deterred criminal activities of high-risk, repeat offenders.

We continued our relentless efforts at modifying driving behaviours by focusing on engagement, education and enforcement of the “The Big Four” causal factors of collisions 24/7/365. We listened and responded to community concerns focusing on protecting vulnerable road users, commercial motor vehicle safety and security and illegally modified vehicles.

We continued to partner with Headwaters Health Care Centre to deliver an incredibly effective co-response model that enhanced our ability to respond to mental health-related calls.

We prioritized our member’s professional development along with physical and psychological health and safety. Our valued members are our strength and we will continue to prepare them to better meet the future needs of our communities.

In 2025, we will be working with our four OPP detachment boards – Dufferin OPP Detachment Board-Melancthon Township, Town of Mono, Mulmur Township; Orangeville OPP Detachment Board; Dufferin OPP Detachment 2 Board; and the Southwest Dufferin OPP Detachment Board to form the 2026-2029 Dufferin Detachment Action Plan. This work will include engaging with community members to ensure the needs of the communities we serve will be reflected in the commitments we make. Development of the 2026-2029 Dufferin Detachment Action Plan will coincide with the creation of the 2026-2029 OPP Strategic Plan to ensure organizational alignment and support.

The Dufferin Detachment – 2024 OPP Detachment Board Annual Report begins to bridge the gap between *Police Services Act* (PSA) and *Community Safety and Policing Act* (CSPA) reporting requirements.

From detachment administrative staff to frontline uniform members to specialty units to supervisors, our members continue to serve with pride, professionalism and honour. As we anticipate future challenges and opportunities for policing and community safety, we remain dedicated to our mission of serving our communities by protecting citizens, upholding the law and preserving public safety.

Inspector Michael Di Pasquale
Commander, Dufferin Detachment

Summary of Commitments

Through analysis and consultation, the following areas of focus were identified for the years 2023-2025.

Crime	Roadways, Waterways and Trails	Community Well-Being
<p>To address and prevent multijurisdictional violent crimes and crimes of opportunity including auto thefts and frauds.</p> <p>Address recidivism, repeat offenders with bail violations, and the number of wanted persons at large in our community.</p> <p>Address intimate partner violence.</p> <p>Reduce illicit drug activity.</p>	<p>To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.</p>	<p>Enhance the Mobile Crisis Response Team (MCRT) and strengthen partnership with Headwaters Health Care Centre.</p> <p>Engage and educate youth, in partnership with local school boards and other community organizations.</p> <p>Increased OPP attendance at community events and festivals through the Auxiliary unit.</p> <p>Protect vulnerable members of the community who may wander from cognitive impairments such as Alzheimer’s or Autism by implementing Project Lifesaver.</p>

2024 Crime Progress Updates

Commitment	Progress Update
<p>To address and prevent multijurisdictional violent crimes and crimes of opportunity including auto thefts and frauds.</p>	<p>Dufferin OPP utilized resources available through Project Clasp to address and prevent auto thefts. Project Clasp has proven itself successful as a collaborative approach to addressing auto thefts in Central Ontario through four key strategies: enforcement, training, intelligence and public awareness.</p> <p>Led by our Community Response Unit (CRU) and auxiliary officers, Dufferin OPP participated in regular crime prevention education activities, town halls and presentations to educate and engage with members of the public about public safety priorities, including our vulnerable communities, youth/children, local businesses and financial institutions.</p> <p>We provided our officers with internal and external developmental and training opportunities to become more effective criminal investigators. This allowed us to build capacity and promote succession planning to support our Major Crime Unit and Community Street Crime Unit (CSCU) and other growth and development opportunities.</p> <p>Officers continued to enhance our community's sense of safety through strategic patrols relying upon data analysis and information garnered from community concerns. A mixture of vehicle, foot and bicycle patrols were leveraged, including the deployment of e-bikes.</p>
<p>Address recidivism, repeat offenders with bail violations, and the number of wanted persons at large in our community.</p>	<p>Dufferin OPP prioritized our OMAP efforts by ensuring that persons on release orders or bail remained in compliance with their release conditions. Our officers began using the Provincial Bail Compliance Dashboard (PBCD) as a situational awareness and investigative tool to assist them with their responsibilities.</p> <p>Our detachment continued with ongoing efforts at holding wanted members accountable. Officers safely located and arrested these persons in a timely manner.</p>
<p>Address intimate partner violence.</p>	<p>In 2024, Dufferin County declared IPV an epidemic. We acquired two DAII positions to review all IPV occurrences to support victims of crime and ensure continued investigative excellence. DAII's ensured that referrals to local support agencies were made and there was ongoing communication with victims and witnesses throughout the court processes. DAII's continued to collaborate with community agencies (i.e., Caledon/Dufferin Victim Services, Family Transition Place, local shelters, etc.) to provide outreach and resources.</p>

Reduce illicit drug activity.	Dufferin OPP's CSCU continued to collaborate with specialized police units to effectively deter, detect and investigate property and drug crimes across the county. Approximately 148 criminal charges were laid, and multiple search and arrest warrants were executed. Through their efforts, Dufferin OPP's CSCU saw a reduction in property and drug crimes and increased feelings of safety in our communities.
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2024 Roadways, Waterways and Trails Progress Updates

Commitment	Progress Update
<p>To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions.</p>	<p>On an ongoing basis, Dufferin OPP continued to collaborate with road safety partners to prioritize this area of concern for our communities. On an ongoing basis, we relied upon data and complaint-driven areas to identify hot spot areas to focus our enforcement and visibility efforts. Officers utilized this information to ensure that they were strategically deployed to the right places and times to effectively prevent and respond to road safety issues while being flexible to changing demands and community expectations.</p> <p>Our officers prioritized “The Big Four” 24/7/365. They led the region in 12 provincial traffic safety campaigns throughout 2024.</p> <p>Our officers conducted regular commercial motor vehicle safety and security initiatives in partnership with local detachments and law enforcement agencies/MTO throughout the year.</p> <p>We effectively responded to community concerns by developing localized traffic safety campaigns that supported vulnerable road users (pedestrians, cyclists, etc.) and illegally modified vehicles.</p> <p>Our officers are provided with the right tools and training to effectively promote road safety across the county. We are proud of their hard work and we continue to rely upon our community members to drive responsibly and prioritize road safety.</p>

2024 Community Well-Being Progress Updates

Commitment	Progress Update
<p>Enhance the Mobile Crisis Response Team (MCRT) and strengthen partnership with Headwaters Health Care Centre.</p>	<p>Dufferin OPP's MCRT continued to proactively engage with vulnerable persons in our communities, including the unhoused, to ensure that they were kept safe and to connect them with resources for those who were willing to accept. We are very proud of our continued collaborative partnership with Headwaters Health Care Centre. We are finalizing a Transfer of Care Protocol that will aim at reducing police wait times at the hospital.</p> <p>We continued to provide officers with MCRT training to assist them in their daily responsibilities. This training has allowed our officers to more effectively and safely interact with the community, in particular, persons in crisis. Our officers helped promote improved outcomes by providing persons in crisis with referrals to community partners who are better positioned to support their individualized longer-term needs.</p> <p>Our collaborative partnerships continued to have a positive impact in diverting persons away from hospital unnecessarily; thus, improving outcomes for the entire community.</p>
<p>Engage and educate youth, in partnership with local school boards and other community organizations.</p> <p>Increased OPP attendance at community events and festivals through the Auxiliary unit.</p>	<p>Led by our CRU and auxiliary unit, Dufferin OPP conducted presentations to schools and community partners about issues that impacted their safety and well-being. We utilized traditional and social media to communicate targeted messaging focused on educating and engaging with youth, marginalized groups and parents/guardians who support them.</p> <p>Our auxiliary unit continued to proudly represent the Dufferin OPP at community events and festivals alongside our officers. These outstanding volunteers conducted presentations on topics impacting crime and traffic priorities in our community and supported community patrol initiatives.</p>
<p>Protect vulnerable members of the community who may wander from cognitive impairments such as Alzheimer's or Autism by implementing Project Lifesaver.</p>	<p>Led by our CRU and auxiliary unit, Dufferin OPP also participated in several in-person presentations, town halls and engaged the community through social media about the protection of vulnerable persons in our community. We continued to leverage Project Lifesaver as an effective tool to locate persons who may wander due to cognitive impairments and to safely reunite them with their families.</p>

Other Community Updates

- Dufferin OPP created a collision reporting centre (CRC) at the Primrose office which is centrally located to serve the county. The decision to place the CRC here was also made in reviewing historical collision data and will continue to be re-evaluated. The CRC has proven itself to be effective in providing our community with a safe and effective way to streamline collision reporting. It has also freed up our officer's time, so they are available to respond to higher priority calls for service and to enhance their daily proactive patrol and community engagement efforts.
- Dufferin OPP utilized data analytics to develop "focused patrols" to target community concerns, including collisions, LCBO thefts, auto thefts and mischiefs to parks. Our efforts reduced crime and traffic occurrences and future calls for service by placing officers at pre-determined locations, including dates/times and focus to curtail unlawful activity.
- Dufferin OPP continued to engage with diverse groups and organizations in our area to build relationships and promote community safety and well-being. In 2024, we celebrated events and flag raisings with multi-cultural events across the county including Black History Month with the Dufferin County Canadian Black Association.
- Dufferin OPP continues to promote the OPP as an employer of choice. Every member of our team is a recruiter.

Calls for Service

Table 1.1

All CAD Events*	Immediate Police Response Required**
34,967	9,412

* This represents all Computer Aided Dispatch (CAD) event types created for each detachment area. Not all CAD events are dispatched to a frontline OPP detachment officer. Some events may have been actioned by another OPP member, diverted to another unit, or deemed a non-OPP event. This does not include officer or detachment generated events that have not been reported through the PCC, or any online reporting events.

** This represents the total number of CAD events prioritized for an immediate police response, indicating the potential for extreme danger, catastrophic circumstances, injury, the threat of injury, death, and/or crime in progress.

Crime and Clearance

Violent Crimes

Table 2.1

Offences	2022	2023	2024	Clearance Rate
01 - Homicide	1	0	2	50.00%
02 - Other Offences Causing Death	0	0	0	-
03 - Attempted Murder	0	1	0	-
04 - Sexual Offences	54	52	58	75.86%
05 - Assaults/Firearm Related Offences	179	221	239	78.66%
06 - Offences Resulting in the Deprivation of Freedom	2	5	2	100.00%
07 - Robbery	11	8	8	87.50%
08 - Other Offences Involving Violence or the Threat of Violence	142	147	186	45.70%
09 - Offences in Relation to Sexual Services	0	0	0	-
10 - Total	389	434	495	66.06%

Property Crimes

Table 2.2

Offences	2022	2023	2024	Clearance Rate
01 - Arson	2	3	8	0.00%
02 - Break and Enter	86	108	68	22.06%
03 - Theft Over \$5,000	93	140	119	12.61%
04 - Theft Under \$5,000	519	505	500	15.60%
05 - Have Stolen Goods	12	9	17	82.35%
06 - Fraud	285	359	325	5.85%
07 - Mischief	266	237	217	12.90%
08 - Total	1,263	1,361	1,254	13.48%

Other Criminal Code

Table 2.3

Offences	2022	2023	2024	Clearance Rate
01 - Gaming and Betting	0	0	0	-
02 - Offensive Weapons	29	24	24	58.33%
03 - Other Criminal Code Offences	202	218	253	62.45%
04 - Total	231	242	277	62.09%

Drugs

Table 2.4

Offences	2022	2023	2024	Clearance Rate
01 - Possession	19	22	13	76.92%
02 - Trafficking	25	26	21	85.71%
03 - Importation and Production	0	0	0	-
04 - Cannabis Possession	0	0	2	100.00%
05 - Cannabis Distribution	1	1	0	-
06 - Cannabis Sale	3	0	0	-
07 - Cannabis Importation and Exportation	0	0	0	-
08 - Cannabis Production	0	0	0	-
09 - Other Cannabis Violations	0	1	0	-
10 - Total	48	50	36	83.33%

Federal Statutes**Table 2.5**

Offences	2022	2023	2024	Clearance Rate
Federal Statutes	4	3	16	100.00%

Traffic Violations**Table 2.6**

Offences	2022	2023	2024	Clearance Rate
01 - Dangerous Operation	5	7	6	100.00%
02 - Flight from Peace Officer	12	23	13	23.08%
03 - Operation while Impaired/Low Blood Drug Concentration Violations	94	89	116	100.00%
04 - Failure or Refusal to Comply with Demand	9	7	11	100.00%
05 - Failure to Stop after Accident	5	5	5	20.00%
06 - Operation while Prohibited	11	11	8	100.00%
07 - Total	136	142	159	91.19%

Youth Crime**Table 2.7**

Disposition Type	2022	2023	2024
Bail	0	0	0
Conviction	13	6	0
Diversion	3	4	1
Non-Conviction	38	67	21
NotAccepted	1	0	0
POA Ticket	3	7	9
NULL	4	8	96
Total	62	92	127

Victim Referrals**Table 2.8**

Offences	2022	2023	2024
Sum of Offered	1672	2035	2205
Sum of Accepted	614	725	761
Sum of Total	2286	2760	2966
Sum of % Accepted	26.86%	26.27%	25.66%

Traffic and Road Safety

Motor Vehicle Collisions (MVC) by Type

(Includes roadway, off-road and motorized snow vehicle collisions)

Table 3.1

Offences	2022	2023	2024
Fatal Injury Collisions	2	7	7
Non-Fatal Injury Collisions	127	146	156
Property Damage Only Collisions	1,091	1,126	1,142
Alcohol-Related Collisions	39	47	45
Animal-Related Collisions	176	162	147
Speed-Related Collisions	170	141	150
Inattentive-Related Collisions	227	199	159
Persons Killed	3	8	7
Persons Injured	177	268	273

Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2022	2023	2024
Fatal Roadway Collisions where Causal is Speed Related	0	1	2
Fatal Roadway Collisions where Causal is Alcohol/Drug Related	0	0	2
Persons Killed in Fatal Roadway Collisions where lack of Seatbelt/Helmet use is a Factor	0	0	3
Fatal Roadway Collisions where Causal is Inattentive Related	1	1	1
Fatal Roadway Collisions where Causal is Animal Related	0	0	1

Fatalities in Detachment Area

Table 3.3

Fatality Type	Category	2022	2023	2024
Roadway	Fatal Incidents	2	7	7
Roadway	Persons Killed	3	8	7
Roadway	Alcohol/Drug Related Incidents	0	0	2
Marine	Fatal Incidents	0	0	0
Marine	Persons Killed	0	0	0
Marine	Alcohol/Drug Related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	0	0	0
Off-Road Vehicle	Persons Killed	0	0	0
Off-Road Vehicle	Alcohol/Drug Related Incidents	0	0	0
Motorized Snow Vehicle	Fatal Incidents	0	0	0
Motorized Snow Vehicle	Persons Killed	0	0	0
Motorized Snow Vehicle	Alcohol/Drug Related Incidents	0	0	0

Big 4

Table 3.4

Offences	2022	2023	2024
Distracted (HTA 78.1)	339	154	69
Impaired (CCC 320.14 & 320.15)	174	188	221
Seatbelt (HTA 106)	335	322	307
Speeding (HTA 128)	6,494	4,626	4,995

Charges**Table 3.5**

Offences	2022	2023	2024
HTA	10,533	9,608	8,714
Criminal Code Traffic	206	253	276
Criminal Code Non-Traffic	1,175	1,439	1,512
LLCA	119	136	147
Controlled Drug and Substance Act	65	122	115
Federal Cannabis Act	30	7	7
Provincial Cannabis Act	84	85	124
Other	832	912	1,075

Policing Hours

The OPP has developed a Service Delivery Model (SDM) in response to several reviews and audit recommendations. The SDM is designed to:

- Promote officer wellness through balanced workloads
- Determine adequate staffing levels at each detachment
- Ensure the continued delivery of adequate and effective policing services in accordance with the Community Safety and Policing Act (CSPA).

To implement the SDM, the OPP has submitted a seven-year staffing strategy to address required increases in detachment personnel. This model supports the OPP’s ability to:

- Respond rapidly to increasing calls for service
- Maintain safe communities through proactive patrols and community engagement
- Address municipal concerns about reduced police visibility

To monitor progress and guide detachment-level planning, the OPP has established time allocation targets for provincial constables (figure 1). These targets reflect how time should ideally be distributed by the end of the seven-year strategy.

The targets are based on a provincial average and variations are expected between detachments due to differences in geography, operational structure, recruitment and other absences.

In the short term, detachments may face challenges in achieving these targets. Continued improvements in scheduling tools, data integrity, and strategic deployment will support progress toward these goals.



Figure 1: Service Delivery Model Provincial Target

Service Delivery Activity Allocations

Table 4.1

Calls for Service	Administrative Requirements	Proactive Patrol	Community Engagement
48.7%	30.3%	15.4%	5.6%

Hours (Field Personnel)

Table 4.2

	2022	2023	2024
TOTAL FRONTLINE HOURS	135,340	127,907	142,042

Tables 2.1, 2.2, 2.3, 2.4, 2.5, 2.6

Source: Niche Records Management System (RMS), (2025/04/23)

Note:

- Statistics Canada’s Uniform Crime Reporting Survey was designed to measure the incidence of crime in Canadian society and its characteristics.
- Actual counts (2022, 2023 and 2024) and Clearance Rate for 2024 included.
- The most serious violation methodology (MSV) is used, which is the same as Statistics Canada’s methodology. The MSV counts only the first of up to four offences per incident that occurred in the specific time range.
- First Nation population is not included.
- Statistics Canada Verified (green checkmark) only.

Table 2.1 Violent Crimes

Corresponding Violation Description

- 01 Murder 1st Degree, Murder 2nd Degree, Manslaughter, Infanticide
- 02 Criminal Negligence Causing Death, Other Related Offences Causing Death
- 03 Attempted Murder, Conspire to Commit Murder
- 04 Sexual offence which occurred prior to January 4, 1983, Sexual Assault, Level 3, Aggravated, Sexual Assault, Level 2, Weapon or Bodily Harm, Sexual Assault, Level 1, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Making Sexually Explicit Material Available to Children, Parent or Guardian Procuring Sexual Activity, Householder Permitting Sexual Activity, Luring a Child via Computer, Agreement or Arrangement - Sexual Offence Against a Child, Bestiality - Commits, Compels Another Person, Bestiality in, Presence of, or Incites, a Child, Voyeurism, Non-Consensual Distribution of Intimate Images
- 05 Assault Level 3, Aggravated, Assault Level 2, Weapon/Bodily Harm, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using firearm/Imitation of Firearm in the Commission of an Offence, Pointing a Firearm, Assault, Peace-Public Officer, Assault Against Peace Officer with a Weapon or Causing Bodily Harm, Criminal Negligence Causing Bodily Harm, Trap Likely to or Causing Bodily Harm, Other Assaults
- 06 Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Not Parent/Guardian, Abduction Under 16, Removal of Children from Canada, Abduction Under 14 Contravening a Custody Order, Abduction Under 15 by Parent/Guardian
- 07 Robbery, Robbery to Steal Firearm
- 08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-justice System Participant, Criminal Harassment, Indecent/Harassing Communications, Utter Threats to Person, Explosives Causing Death/Bodily Harm, Arson - Disregard for Human Life, Other Violations Against the Person, Failure to Comply with Safeguards (MAID), Forging/Destruction of Documents (MAID)
- 09 Obtaining Sexual Services for Consideration, Obtaining Sexual Services for Consideration from Person Under the Age of 18 Years, Material Benefit from Sexual Services, Material Benefit from Sexual Services Provided by Person Under the Age of 18 Years, Procuring, Procuring a Person Under the Age of 18 Years, Advertising Sexual Services

Table 2.2 Property Crimes

Corresponding Violation Description

- 01 Arson
- 02 Break & Enter, Break & Enter to Steal a Firearm, Break & Enter a Motor Vehicle (Firearm)
- 03 Theft over \$5000, Theft over \$5000 from a Motor Vehicle, Shoplifting over \$5000, Motor Vehicle Theft
- 04 Theft \$5000 or Under, Theft under \$5000 from a Motor Vehicle, Shoplifting \$5000 or Under
- 05 Trafficking in Stolen Goods over \$5000, Possession of Stolen Goods over \$5000, Trafficking in Stolen Goods \$5000 and Under, Possession of Stolen Goods \$5000 and Under
- 06 Fraud, Identity Theft, Identity Fraud
- 07 Mischief, Mischief to Cultural Property, Hate-motivated mischief relating to property used by identifiable group, Mischief Relating to War Memorials, Altering/Destroying/Removing a Vehicle Identification Number (VIN)

Table 2.3 Other Criminal Code

Corresponding Violation Description

01 Betting House, Gaming House, Other Violations Related to Gaming and Betting
 02 Offensive Weapons: Explosives, Weapons Trafficking, Possession and Distribution of Computer Data (Firearm), Altering Cartridge Magazine, Weapons Possession Contrary to Order, Possession of Weapons, Unauthorized Importing/Exporting of Weapons., Firearms Documentation/Administration, Unsafe Storage of Firearms
 03 Failure to Comply with Order, Escape and being at large without excuse - escape from custody, Escape and being at large without excuse - Unlawfully at Large, Failure to Appear, Breach of Probation, Disturb the Peace, Child Pornography (Possessing or Accessing), Child Pornography (Making or Distributing), Public Communications to Sell Sexual Services, Offences Related to Impeding Traffic to Buy or Sell Sexual Services, Counterfeiting, Indecent Acts, Voyeurism (Expired), Corrupting Morals, Lure child via Computer (Expired), Obstruct Public/Peace Officer. Trespass at Night, Threatening/Harassing Phone Calls (Expired), Utter Threats Against Property or Animals, Advocating Genocide, Public Incitement of Hatred, Promoting or Advertising Conversion Therapy, Unauthorized Recording of a Movie/Purpose of Sale, Rental, Commercial, Distribution, Offences Against Public Order (Part II CC), Property or Services for Terrorist Activities, Freezing of Property, Disclosure, Audit, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruction/Commission of Act of Terrorism, Hoax – Terrorism, Advocating/Promoting Terrorism, Firearms and Other Offensive Weapons (Part III CC), Leave Canada to Participate in Activity of a Terrorist Group, Leave Canada to Facilitate Terrorist Activity, Leave Canada to Commit Offence for Terrorist Group, Leave Canada to Commit Offence that is Terrorist Activity, Harbour/Conceal Terrorist (Max = Life), Harbour/Conceal Terrorist (Max Does Not = Life), Harbour/Conceal Person Likely to Carry Out Terrorist Activity, Offences Against the Administration of Law and Justice (Part IV CC). Sexual Offences, Public Morals and Disorderly Conduct (Part V CC), Invasion of Privacy (Part VI CC), Failure to Comply with Regulations / Obligations for Medical Assistance in Dying (MAID), Other Offences Against the Person and Reputation, Offences Against the Rights of Property (Part IX CC), Fraudulent Transactions, Relating to Contracts and Trade (Part X CC), Offences Related to Currency, Proceeds of Crime (Part XII.2 CC), Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commit Offence for Criminal Organization, Participate in Activities of Criminal Organization, Recruitment of Members by a Criminal Organization, All Other Criminal Code (includes Part XII.1 CC)

Table 2.4 Drugs

Corresponding Violation Description

01 Possession – Heroin, Possession – Cocaine, Possession - Other Controlled Drugs and Substances Act, Possession - Methamphetamine (Crystal Meth), Possession - Methylenedioxymphetamine (Ecstasy), Possession – Opioid (other than heroin)
 02 Trafficking – Heroin, Trafficking – Cocaine, Trafficking - Other Controlled Drugs and Substances Act, Trafficking - Methamphetamine (Crystal Meth), Trafficking - Methylenedioxymphetamine (Ecstasy), Trafficking – Opioid (other than heroin)
 03 Import / Export – Heroin, Import / Export – Cocaine, Import / Export - Other Controlled Drugs and Substances Act, Import / Export - Methamphetamines (Crystal Meth), Import / Export - Methylenedioxymphetamine (Ecstasy), Import/Export – Opioid (other than heroin), Production – Heroin, Production – Cocaine, Production - Other Controlled Drugs & Substances Act, Production - Methamphetamines (Crystal Meth), Production - Methylenedioxymphetamine (Ecstasy), Production – Opioid (other than heroin), Possession, sale, etc., for use in production of or trafficking in substance
 04 Possession of illicit or over 30g dried cannabis (or equivalent) by adult, Possession of over 5g dried cannabis (or equivalent) by youth, Possession of budding or flowering plants, or more than four cannabis plants, Possession of cannabis by organization
 05 Distribution of illicit, over 30g dried cannabis (or equivalent), or to an organization, by adult, Distribution of cannabis to youth, by adult, Distribution of over 5g dried cannabis (or equivalent), or to an organization, by youth, Distribution of budding or flowering plants, or more than four cannabis plants, Distribution of cannabis by organization, Possession of cannabis for purpose of distributing
 06 Sale of cannabis to adult, Sale of cannabis to youth, Sale of cannabis to an organization, Possession of cannabis for purpose of selling
 07 Importation and exportation of cannabis, Possession of cannabis for purpose of exportation
 08 Obtain, offer to obtain, alter or offer to alter cannabis, Cultivate, propagate or harvest cannabis by adult, Cultivate, propagate or harvest cannabis by youth or organization
 09 Possess, produce, sell, distribute or import anything for use in production or distribution of illicit cannabis, Use of young person in the commission of a cannabis offence, Other Cannabis Act

Table 2.5 Federal Statutes

Corresponding Violation Description

Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act , Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Emergencies Act, Quarantine Act, Other Federal Statutes

Table 2.6 Traffic Violations

Corresponding Violation Description

01 Dangerous Operation Causing Death, Dangerous Operation Causing Bodily Harm, Dangerous Operation
02 Flight from Peace Officer
03 Operation - low blood drug concentration, Operation while impaired causing death (alcohol), Operation while impaired causing death (alcohol and drugs), Operation while impaired causing death (drugs), Operation while impaired causing death (unspecified), Operation while impaired causing bodily harm (alcohol), Operation while impaired causing bodily harm (alcohol and drugs), Operation while impaired causing bodily harm (drugs), Operation while impaired causing bodily harm (unspecified), Operation while impaired (alcohol), Operation while impaired (alcohol and drugs), Operation while impaired (drugs), Operation while impaired (unspecified)
04 Failure or refusal to comply with demand (alcohol), Failure or refusal to comply with demand (alcohol and drugs), Failure or refusal to comply with demand (drugs), Failure or Refusal to Comply with Demand (unspecified), Failure or refusal to comply with demand, accident resulting in bodily harm (alcohol), Failure or refusal to comply with demand, accident resulting in bodily harm (alcohol and drugs), Failure or refusal to comply with demand, accident resulting in bodily harm (drugs), Failure or refusal to comply with demand, accident resulting in bodily harm (unspecified), Failure or refusal to comply with demand, accident resulting in death (alcohol), Failure or refusal to comply with demand, accident resulting in death (alcohol and drugs), Failure or refusal to comply with demand, accident resulting in death (drugs), Failure or refusal to comply with demand, accident resulting in death (unspecified)
05 Failure to stop after accident resulting in death, Failure to stop after accident resulting in bodily harm, Failure to stop after accident, Operation while prohibited

Table 2.7 Youth Crime

Source: Niche Records Management System (RMS), (2025/04/24)

Note:

- Youth Charges by Disposition Type
- Only charges that have had a disposition type recorded in the OPP Niche RMS application are included.
- Youth charges without a disposition type are not included which may result in under stating the actual youth charges.
- “NULL” represents blanks, or where officers did not indicate the Disposition Type, however charges were applied.

Table 2.8 Victim Referrals

Source: Niche Records Management System (RMS), (2025/04/24)

Note:

- Number of Referrals to Victim Service Agencies

Table 3.1 Motor Vehicle Collisions (MVC) by Type

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Total Motor Vehicle Collisions (Fatal Injury, Non-Fatal Injury and Property Damage Only): Reportable Fatal Injury, Non-Fatal Injury and Property Damage Only Collisions entered into the eCRS for All Motorized Vehicles (MVC-Roadway, MSV- Snowmobile and ORV-Off Road Report Type) regardless of completion/approval status.
- Alcohol/Drug Related Collisions: Reportable MVC collisions where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.
- Animal Related Collisions: Reportable MVC collisions where Contributing Factor scored as Animal OR Wildlife Involved was an Animal OR Sequence of Events was an Animal.
- Speed Related Collisions: Reportable MVC collisions where Contributing Factor scored as Excessive Speed or Speed Too Fast For Conditions OR Driver Action reported as Exceeding Speed Limit or Speed Too Fast For Conditions.
- Inattentive Related Collisions: Reportable MVC collisions where Contributing Factor scored as Inattentive OR Driver Condition reported as Inattentive.
- Persons Killed or Injured: Number of Persons Injured or Killed in Reportable MVC collisions.

Table 3.2 Primary Causal Factors in Fatal MVCs on Roadways

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Fatal Roadway Collisions where Causal is Speed Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Excessive Speed or Speed Too Fast For Conditions OR Driver Action reported as Exceeding Speed Limit or Speed Too Fast For Conditions.
- Fatal Roadway Collisions where Causal is Alcohol/Drug Related: Reportable Fatal Roadway Collisions where Contributing Factor where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.
- Persons Killed in Fatal Roadway Collisions where lack of Seatbelt/Helmet use is a Factor: Persons Killed in Reportable Fatal Roadway Collisions where Victim is fatally injured AND a vehicle occupant AND where safety equipment reported to be not used but available.
- Fatal Roadway Collisions where Causal is Inattentive Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Inattentive OR Driver Condition reported as Inattentive.
- Fatal Roadway Collisions where Causal is Animal Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Animal OR Wildlife Involved was an Animal OR Sequence of Events was an Animal.

Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Fatal Incidents: Reportable Fatal Collisions by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle).
- Persons Killed: Number of Involved Persons where Injury is fatal by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle).
- Alcohol/Drug Related Incidents: Reportable Fatal Collisions by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle) where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.

Table 3.4 Big 4

Source: Niche Records Management System (RMS) & eTicket, (2025/02/21)

Note:

- Speeding (HTA 128): Charges are based on date charged. Speeding = HTA s.128 charges.
- Seatbelt (HTA 106): Charges are based on date charged. Seatbelt = HTA s.106 charges.
- Distracted (HTA 78.1): Charges are based on date charged. Distracted = HTA s.78.1 charges.
- Impaired (CCC 320.14 & 320.15): Charges are based on date charged. Impaired = CCC s.320.14 & 320.15 charges.

Table 3.5 Charges

Source: Niche Records Management System (RMS) & eTicket, (2025/02/21)

Note:

- HTA: Charges are based on date charged. Highway Traffic Act Statute charges.
- Criminal Code Traffic: Charges are based on date charged. Criminal Code Traffic (CCC s320.13, 320.14, 320.15, 320.16, 320.17 & 320.18) charges.
- Criminal Code Non-Traffic: Charges are based on date charged. All CCC charges not included in the Criminal Code Traffic section above.
- LLCA: Charges are based on date charged. Liquor Licence and Control Act charges.
- Federal Cannabis Act: Charges are based on date charged. Cannabis Act charges.
- Provincial Cannabis Act: Charges are based on date charged. Cannabis Control Act charges.
- Controlled Drug and Substance Act: Charges are based on date charged. Controlled Drug and Substance Act charges.
- Other: Charges are based on date charged. "Other" charges is comprised of CAIA, Other Provincial & Federal Offences not already captured in sections above.

Table 4.1 Service Delivery Activity Allocations

Source: Daily Activity Reporting (DAR) System

Date: April 17, 2025

Note: Activity allocation percentages are based on the total reported hours of detachment provincial constables performing duties within their home detachment location.

Table 4.2 Hours (Field Personnel)

Source: Daily Activity Reporting (DAR) System

Date: January 20, 2025

Note:

- Total reported hours, excluding paid duties.
- Includes Provincial Constable to Sergeant ranks only.
- Excludes First Nations badge numbers.
- Excludes administrative accounts and joint services accounts.
- Excludes incomplete DAR entries and those with errors.
- Excludes General Headquarters location codes.

CONTACT THE OPP

REACH THE OPP BY PHONE

- Know your location: Be ready to describe your surroundings. Look for addresses, landmarks and buildings that may help identify your location.
- Call 9-1-1 if there is immediate risk to someone's life or property.
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-life-threatening incidents that require police attention
- TTY 1-888-310-1133, or Agent 511 for registered subscribers (for the Deaf, Hard of Hearing and Speech Impaired)

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

SPEAK WITH AN OFFICER FOR ALL OTHER MATTERS

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

REPORT AN INCIDENT ONLINE

You have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online without attending a detachment or waiting for an officer.

You can use this system to report:

- Theft Under \$5,000
- Mischief / Damage to Property Under \$5,000
- Mischief / Damage to Vehicle Under \$5,000
- Theft from Vehicle Under \$5,000
- Lost / Missing Property Under \$5,000 including a licence plate(s) or validation sticker(s)
- Theft of any type of gasoline from a gas station
- Driving Complaints
- Theft from Vehicle Under \$5,000
- Lost / Missing Property Under \$5,000 including a licence plate(s) or validation sticker(s)
- Theft of any type of gasoline from a gas station
- Driving Complaints

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire or medical emergencies only.

Accidental, hang-up or abuse of 9-1-1 calls tie up emergency lines, communicators and officers which could result in the slower response to a real emergency, risking the safety of people who need urgent help.

#KnowWhenToCall

If you've dialed 9-1-1 in error, stay on the line. Your call will be connected to police. Answer all questions asked by the communicator. This eliminates a lengthy follow up process that may lead to officers attending your location to ensure your safety.

**DETACHMENT BOARD
ANNUAL REPORT**

2024



DUFFERIN DETACHMENT

506312 Highway 89
Mono ,ON
L9V 1H9

Tel: 519-925-3838
Fax: 519-925-6462

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*Minutes for Shelburne Public Library Board Meeting
Tuesday, May 27, 2025*

Present: Geoff Dunlop-Shelburne, Lindsay Wegener-Shelburne
J. Hodder-Shelburne, Tricia Field-Shelburne
Patricia Clark-Mulmur Susan Graham-Amaranth
Ruth Plowright-Melancthon
M. Archer-Shelburne, via Zoom

Also Present: Rose Dotten, CEO/Head Librarian. Gord Gallagher, Treasurer

Regrets: Sharon Martin-Mono

The Chair, Geoff Dunlop, called the meeting to order at 7:00 pm, May 27, 2025.

Reading of 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.

Motion 16-25 S. Graham, L. Wegener

Be it resolved that we approve the Agenda, as amended, of the May 27, 2025, meeting.
Carried

Motion 17-25 L. Wegener, S. Graham

Be it resolved that we approve the minutes of the board meeting, dated April 25, 2025.
Carried

Motion 18-25 T. Field, S. Graham

Be it resolved that we approve the Accounts Payable Register for April 30, 2025, with invoices and payments in the amount of \$59,462.21;

Carried

CEO/ Head Librarian’s Report:

- **Statistics—Including Social Media and e-resources**

Attached is a summary of the Monthly Statistics for April, 2025.

- **Programming-**

- **Children’s Programming continues:** Please see attached program schedules for May, and June, 2025. The full program for the TD Summer Reading Program is not yet available but will be soon. This will also contain Tween Programming such as STEM programming, “Among Us”, “Booking It”, and Board games.

- **Adult Programming:**

- **Archivist on the Road**—Laura Camilleri, Archivist, from MOD, will continue to come in once a month during 2025. The next event is June 17/25, entitled “Real or Robot? How Archives and Libraries are using AI”. More programs will be

held in the coming months.

- **Coffee, Conversation & Books**—The next one will be held tomorrow night, Wednesday June 18/25, at Mochaberry in Orangeville at 7 pm. The book featured is *Descending into Darkness*, by Jessida Lee Sheppard.
- **Rose's Book Club**—normally held the 4th Tuesday of each month—The most recent meeting was today and the next scheduled meeting, at 2 pm on Tuesday, June 24/25.
- **An Afternoon with Claire Camerson**—The author of *How to Survive a Bear Attack: a memoir!* will be at the library on Sunday June 22/25 at 1 pm.
- **Authors in the Hills of Mulmur**—This program entitled “History, Mystery and Mayhem!” is back on Sunday Aug 10/25, at 1 p. Save the date!
- **Wellington-Dufferin-Guelph Health Unit** will be here on June 3/25 from 10:30 am to 1:30 pm to encourage community members to take their food insecurity survey.
- **“Get Crafty” sessions**: Crafters come to the library weekly to work on various crafts with other crafters every Tuesday from 1:30 – 3:30 pm. One of our volunteers, Anne Crowder, and Rose, coordinate this program, and the attendance has been high and continues to grow every week.
- **Tech Help**—The program “Seniors Helping Seniors”, involves volunteer seniors helping others. This program will be discontinued for the summer with a re-boot in the fall. Regular staff will be able to help seniors with tech issues throughout the summer.
- **Summer Student**—We have already hired a new Summer Student who will assist with the TD Summer Reading Program and other general library duties through the summer. We received the Canada Summer Jobs Grant that will help with the wages for the student.
- **Hiring new Treasurer**—We have had 4 applicants for the position. Rose, Patty Clark, Geoff Dunlop and Gord will be interviewing the candidates later this week.

○ **Business**

- **Financial Review of 2024 Financial Statements**
Our Treasurer, Gord Gallagher, was present to answer any questions of the Board.

Motion 19-25 P. Clark, J. Hodder

Be it resolved that the Shelburne Public Library Board accepts the draft financial statement for the year 2024, as prepared by RLB, Chartered Professional Accountants, as circulated and authorizes the Treasurer, Gordon Gallagher, to sign the letter of Representation.

Carried

- **Correspondence**
 - Emails were received which relate to a previous query from Amaranth Township to address a clause in the contract to add “subject to Board approval”.
 - **Letter from Mono Township re letter**
Les Halucha, Treasurer, of the Town of Mono, in a report dated April 16, 2025, relating to the letter, copy attached, sent by the CEO of the Library to all the contracting Towns and townships that their recommendation was “That the status quo of using the existing cost sharing formula continues.”

○ **Letter from Mulmur Township re letter**

Roseann Knechtel, Clerk of the Township of Mono sent a copy of resolution the Council passed on May 7, 2025, copy attached, stating as follows:

“Moved by Clark and Seconded by Cunningham

That Council requests the Shelburne Public Library to initiate tracking of individual users from each municipality. Carried”

It was pointed out that the library software is used to report Households as per the funding formula established in 2016. To change this to track and report individual cardholders would require consensus of the CAO's and Mayors of the contracting municipalities to review the established funding formula.

▪ **Email from CAO, Town of Shelburne acknowledging letter regarding Facilities responsibilities**

In response, the email from the CAO, Town of Shelburne, copy attached, relays information about an old agreement from 1991, which was used for the then property beside the library that was bought for the Town and library by the Rotary Club. It became the future parking lot when the library was expanded. This however, does not address the current facilities funding issues.

• **In camera discussion**

Motion 20-25 L. Wegener, J. Hodder

The Board moved into a closed meeting at 8:25 pm pursuant to Section 16.1 (4) OR 16.1 (5) of *The Public Libraries Act, R.S.O., 1990*, as amended, for the following reason: Personnel

Motion 21:25 J. Hodder, P. Clark

That we rise from in-camera at 8:51 pm with a report. Rose Dotten, CEO presented the Board with official notice of her intention to retire (attached). Rose presented a Transition plan for the Board to use in the process to hire a New CEO. Rose had also prepared a draft Job Description to assist with the process. The SPL Board authorized the CEO to contact Ward and Uptigrove to request a proposal to assist with hiring a new CEO.

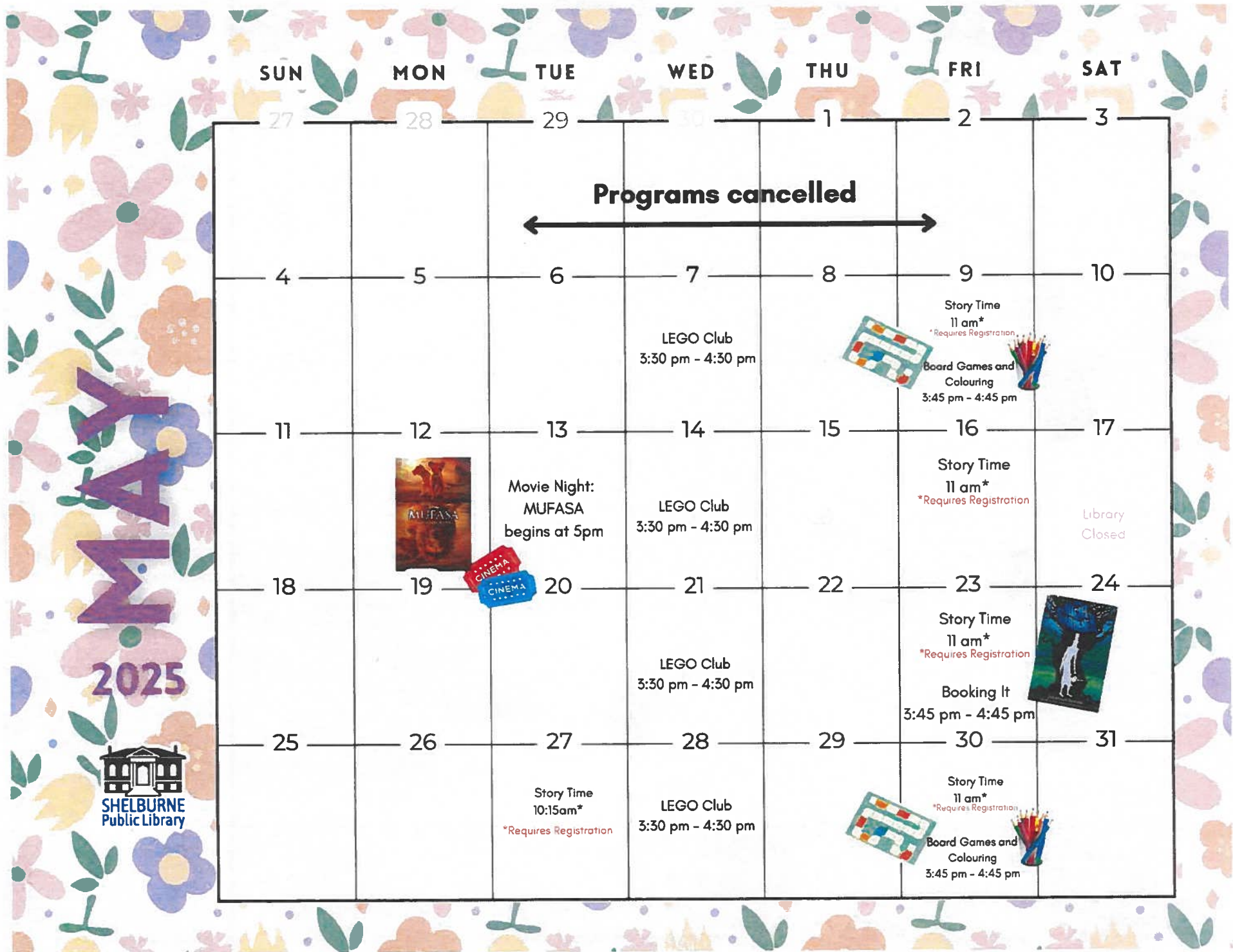
Motion 22-25 J. Hodder, P. Clark

That we now adjourn at 8:52 p.m., to meet again June 17, 2025, at 7 pm., or at call of the Chair.

Carried

Monthly Statistics 2025													
Current Month:		April 2025											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Physical Collection	Total Circulation	3330	3197	3959	3874								
	Monthly Traffic												
Monthly Traffic		2483	2707	3669	3094								
Facebook													
	Post Engagements	333	767	1415	451								
	Page Likes	1175	1180	1186	1187								
Instagram													
	Post Engagements	2516	200	252	148								
	Followers	1030	1035	1046	1053								
YouTube													
	Views	75	78	93	65								
	Subscribers	294	294	295	295								
eResources													
	OverDrive (Checkouts)	1932	1646	1710	1786								
	Hoopla (Total Circ)	437	445	487	418								
	PressReader (Issues Opened)	217	272	231	306								
	LinkedIn Learning (Course Views)	na	11	1	34								
	Ancestry (Searches)	0	36	72	0								
Library Newsletters													
	Library News	13292	11109	11205	11251								
	Teen News	0	0	0	0								
	Children's News	191	358	1069	714								
	Rose's Book Club	35	35	35	74								
	Get Crafty	154	205	205	165								

April 2024
4431
3088
509
1158
5577
979
38
296
1490
313
96
na
0
10698
0
852
33
43



SUN

MON

TUE

WED

THU

FRI

SAT

27

28

29

30

1

2

3

Programs cancelled

4

5

6

7

8

9

10

LEGO Club
3:30 pm - 4:30 pm

Story Time
11 am*
*Requires Registration

Board Games and
Colouring
3:45 pm - 4:45 pm

11

12

13

14

15

16

17



Movie Night:
MUFASA
begins at 5pm

LEGO Club
3:30 pm - 4:30 pm

Story Time
11 am*
*Requires Registration

Library
Closed

18

19



20

21

22

23

24

LEGO Club
3:30 pm - 4:30 pm

Story Time
11 am*
*Requires Registration

Booking It
3:45 pm - 4:45 pm



25

26

27

28

29

30

31

Story Time
10:15am*
*Requires Registration

LEGO Club
3:30 pm - 4:30 pm

Story Time
11 am*
*Requires Registration

Board Games and
Colouring
3:45 pm - 4:45 pm



YAY
2025



SUN

MON

TUE

WED

THU

FRI

SAT

1

2

3

4

5

6

7

Library provided games but BYO
Games also welcome! Ages 6-12

Working on quiet crafts while our novel
is read aloud. Ages 7-12

Bring a blanket & wear your cozy
clothes. Library will be popping popcorn
for the movie! All Ages

Story Time
10:15am*

*Requires Registration

Movie Night:
The Borrowers
begins at 5pm

Story Time
10:15am*

*Requires Registration

LEGO Club
3:30 pm - 4:30 pm

LEGO Club
3:30 pm - 4:30 pm

Story Time
11 am*

*Requires Registration

Booking It
3:45 pm - 4:45 pm

Story Time
11 am*

*Requires Registration

Board Games and
Colouring
3:45 pm - 4:45 pm

Story Time
11 am*

*Requires Registration

Booking It
3:45 pm - 4:45 pm

Story Time
With Carolyn J. Morris!
11 am*

*Requires Registration

Board Games and
Colouring
3:45 pm - 4:45 pm

15

16

17

18

19

20

21

Story Time
10:15am*

*Requires Registration

LEGO Club
3:30 pm - 4:30 pm

Story Time
11 am*

*Requires Registration

Booking It
3:45 pm - 4:45 pm

22

23

24

25

26

27

28

Story Time
10:15am*

*Requires Registration

LEGO Club
3:30 pm - 4:30 pm

Story Time
With Carolyn J. Morris!
11 am*

*Requires Registration

Board Games and
Colouring
3:45 pm - 4:45 pm

29

30

2025



SHELBURNE
Public Library



REPORT

To: Council
From: Les J. Halucha, Treasurer
Date: April 16, 2025
Subject: Shelburne Library Services

BACKGROUND

The attached letter was received from the CEO of the Shelburne Library regarding the cost sharing formula for capital costs. Amaranth Township has requested that *"any capital projects for the Library requiring additional municipal funding will be allocated on the same formula"*, being based on the 3- year average of active household cardholders.

DISCUSSION

The Library CEO outlines in her letter 6 points on how the above request is already being done for the library's cost sharing purposes. The Library Board approves all budgets first then each municipal Council is required to approve the budget. As pointed out in the letter, any funding for capital projects have been paid for by reserves and private donations with no budget impact. Any growth-related capital projects are funded by development charges which the Town continues to collect and maintains a balance and uses to contribute our share of the growth-related capital cost.

RECOMMENDATION

That the status quo of using the existing cost sharing formula continues.

Attachments:

- I. Shelburne Library Letter received April 16, 2025



7580 70 2nd Line E
Mulmur, Ontario
L9Y 0G8

Local **(705) 466-3341**
Toll Free from 519 only **(866) 472-0417**
Fax **(705) 466-2922**

May 13, 2025

Shelburne Public Library Funding Formulas

At the meeting held on May 7, 2025, Council of the Township of Mulmur received correspondence from the Shelburne Public Library regarding funding formulas and passed the following resolution:

Moved by Clark and Seconded by Cunningham

That Council requests the Shelburne Public Library to initiate tracking of individual users from each municipality.

Carried.

Sincerely,

Roseann Knechtel
Roseann Knechtel, Clerk

From: Denyse Morrissey <dmorrissey@shelburne.ca>
Sent: April 17, 2025 12:11 PM
To: rdotten@shelburnelibrary.ca
Cc: Lindsay Wegener; Will Thomson; Carey Holmes; Jennifer E. Willoughby
Subject: Shelburne Public Library - letters
Attachments: Library Letter undated hand delivered to the CAO April 16, 2025 regarding capital projects.pdf; Library Letter undated hand delivered to the CAO April 16, 2025 regarding need of an MOU.pdf; 1991MOU Town&Library.pdf; 20250416154907.pdf

Importance: High

Hi Rose,

As requested I am confirming receipt of two undated letters addressed to myself and Council from the Shelburne Public Library. They were hand delivered to Town Hall on April 16, 2025 . Both are attached.

1. As part the process to develop a MOU staff expanded engagement and also contacted other municipalities. We also needed to review our Town archives to ensure there was no past MOU or agreements regarding building and property management costs given the range of recent issues. The purpose of the MOU staff is drafting is to establish the terms and conditions under which the Town will provide facility management to the Shelburne Public Library, a building owned by the Town.
2. Archive review identified there is a MOU. The 1991 MOU with the Library is attached. In the absence of this being rescinded, which the Town is not aware of but can continue reviewing, this is the governing document. Please refer to #8 below regarding those responsibilities:

8. In connection with the property the Library shall be responsible for all operating, maintenance and repair expense. The Library shall be responsible for all utilities.

The Town has been all paying invoices from firms that have completed work given the library has indicated these costs are not their responsibility and has not paid.

3. The Town of Shelburne Council minutes, October 15, 1991 are attached. Under Business on page 9 the 1991 agreement for the library is approved.
4. Next steps:
 - i) A new draft MOU is currently being finalized by staff. It requires legal review.

Given the composition of the Library Board with voting representatives from other municipalities, can you let us know if this makes or implies Shelburne is a 'union library' under the Public Libraries Act?

- ii) A staff report with the recommended MOU is expected at the May 13 or May 26, 2025 Council meeting. Once/if approved by Council it will be sent to the Library for approval.

Regards,
Denyse

Denyse Morrissey, Chief Administrative Officer B.A; M.P.A. | Phone: 519-925-2600 ext 226 | Fax: 519-925-6134 | dmorrissey@shelburne.ca

Town of Shelburne | 203 Main Street East, Shelburne ON L9V 3K7 | www.shelburne.ca

 please consider the environment before printing this e-mail



Vacation Alert: I will be on vacation from April 18 to May 5, 2025 and will not have access to email during this time.

Town Hall will be open to the public Monday to Friday from 8:30 am to 12:00 pm and 1:00 pm and 4:30 pm. The office will be closed between 12:00 pm to 1:00 pm. There will be no public access to Town Hall each day from 12:00 pm to 1:00 pm.

We are encouraging everyone to continue to take advantage of digital processes. The best way to reach staff is by email. You can pay your bills online by visiting our webpage **Paying My Bills**. Appointments at Town Hall are available upon request. You can request an appointment by visiting **Save my Spot** on our website.

MEMORANDUM OF AGREEMENT

made in quadruplicate, as of October 20, 1991, ^{13* 2/7}

Between

The Corporation of the Town of Shelburne

hereinafter called the "Town"

and

The Shelburne Public Library Board

hereinafter called the "Library"

WHEREAS the Library wishes to expand its present facilities and services, and in particular to use the Property (as hereinafter defined) for the purposes of the Library;

AND WHEREAS the Town is able to finance the purchase of the Property from a temporary allocation of the Town's reserve funds;

AND WHEREAS the Library intends to engage in various fund-raising activities to raise the cost of the Property's acquisition, so that the Town can be repaid;

AND WHEREAS this agreement is intended to make provisions for the above purposes, and to provide for the eventuality that the Library is unable to raise sufficient funds;

IN CONSIDERATION of the mutual covenants and the sum of one dollar (\$1.00), paid by each party to the other, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

1. The Town shall complete the purchase of Part of Lot 1, Block 6, Plan 5A, Town of Shelburne, County of Dufferin as described in the attached schedule, hereinafter called the "Property".

2. Until the Property is fully paid for by the Library, the Town shall remain the owner of it, and shall carry public liability insurance on it, with the Library being a named insured. The Town shall also carry fire insurance on the Property. The Town shall have no other obligation to maintain the Property, or to repair it.

3. The Library shall pay the Town the cost of acquisition, hereby established at \$97,300.00, with interest at 10% in full on October 1, 1992, and until that time interest only shall be paid monthly, in the amount of \$775.88, commencing November 20, 1991. The ^{13* 2/7} indebtedness shall be evidenced by a promissory note in the form attached. The intent of the parties is that the promissory note shall be renewed on similar terms from year to year, provided the following conditions are met: all required interest payments shall have been made and the Library shall have paid a reasonable amount on account of principal in each year and the Library has given written notice to the Town of the Library's desire to renew.

Failing the above conditions the Town may, at its option, dispose of the Property, and retain all interest and insurance moneys paid under this agreement. In the event of a deficiency, the Library shall pay the deficiency to the Town. In the event of a surplus, the Town shall pay the surplus to the Library. If the Town chooses not to dispose of the Property, the Town may convert the use of the Property to some other non-Library use, and may retain all moneys paid under this agreement.

4. The Library shall also pay the Town the Town's costs of insuring the Property, upon being invoiced for the same.

5. Upon payment of all amounts owing to the Town, the Town shall, if so requested by the Library, convey the Property to the Library, or enter into a long-term lease at a nominal rental. The long-term lease shall only be for the purposes of the Library, and unlike the yearly lease, shall not be capable of assignment or subletting without the consent of the Town.

6. Commencing on October 1, 1991, the Town leases the Property, to the Library, for a period of one year.

7. The rental for the Property is One Dollar per year, payable in advance.

8. In connection with the Property the Library shall be responsible for all operating, maintenance and repair expenses. The Library shall be responsible for all utilities.

9. The Library may sublet, provided all subletting is subject to the terms of this agreement and the subtenant acknowledges in writing the terms of this agreement. The Library's obligations shall continue to remain in force, regardless of any subletting.

10. This agreement is made pursuant to the provisions of the Short Forms of Leases Act. This agreement shall enure to the benefit of and be binding upon the parties, their successors and permitted assigns. The Library shall have no right to assign this agreement without the leave of the Town, which may be unreasonably refused. All parts of this agreement shall be independent and default under any provision shall be default under all the other provisions. Waiver or condonation of any default shall be nullified by any subsequent default.

IN WITNESS WHEREOF the parties hereto have executed these presents

SIGNED, SEALED AND DELIVERED in the presence of

The Corporation of the Town of Shelburne

Per:

[Signature]

The Shelburne Public Library Board

Per: *Rose Huskell*

ROSE HUSKELL CHAIRPERSON

Donald Thompson
DONALD THOMPSON TREASURER



Sched

Form 5 — Land Registration Reform Act, 1984

S

Page _____

Additional Property Identifier(s) and/or Other Information

Part of Lot 1, Block 6, Plan 5A,
Town of Shelburne,
County of Dufferin,
Registry Division of Dufferin

more particularly described as follows:

COMMENCING at a point on the southerly limit of said Lot 1, distant
75 feet measured easterly therealong from the southwest angle of said
Lot 1;

THENCE northerly parallel to Owen Sound Street to a point on the northerly
boundary of said Lot 1;

THENCE easterly along the northerly boundary of said Lot a distance of
51.32 feet, more or less, to a point;

THENCE southerly parallel to Owen Sound Street to a point on the southerly
limit of said Lot;

THENCE westerly along the southerly limit of said Lot a distance of 51.32
feet, more or less, to the point of commencement.

Previously described in Instrument No MF 102258.

PROMISSORY NOTE

To: The Corporation of the Town of Shelburne

From: The Shelburne Public Library Board

\$97,300.00

Due: October 1, 1992

For value received, we promise to pay to the order of The Corporation of the Town of Shelburne, at Shelburne, Ontario, the sum of \$ 97,300.00, together with interest, calculated semi-annually in advance at 10.0 % per annum. Interest only shall be payable monthly, in the amount of \$ 225.88, commencing on November 1, 1991, to and including October 1, 1992, at which time the entire balance of the principal and accrued interest shall be payable. Upon default, the entire principal then outstanding together with accrued interest shall become due and payable at the option of the promisee. Interest shall accrue until payment on all outstanding amounts, including overdue interest.

The promisor shall have a right of renewal pursuant to the terms of a memorandum of agreement of even date.

Dated at Shelburne, this first day of October, 1991.

The Shelburne Public Library Board

Per: *A. H. Stone*
Vice President

L. J. Thompson
Deputy Treasurer

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Parks and Recreation Board held a meeting on June 9, 2025, at 7:00 p.m. The following members were present: Chair Ruth Plowright, Vice-Chair Doug Read, Members Jessica Plowright, David Thwaites, Lynn Hodgson and Bill Neilson, also present was Becky Cunnington, Parks and Recreation Board Secretary. Absent was Member Darren White with prior notice given. The meeting was called to order at 7:00 p.m.

Land Acknowledgement

Chair Plowright shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Amended Agenda

Additions

None

Deletions

None

Approval of Agenda

Moved by J. Plowright, Seconded by Hodgson that the agenda be approved as circulated. Carried.

Approval of Minutes

Moved by Neilson, Seconded by Thwaites that the minutes of the Parks and Recreation Board Meeting held on May 26, 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. Terms of Reference

The Board reviewed and discussed the revised draft Terms of Reference. Township Staff were directed to make some minor changes and once completed will be forwarded to Council for review and approval at their next meeting.

2. Melancthon Day

The following updates were discussed:

Corbetton BBQ Friday – Chair Plowright will bring the BBQ supplies and food. As well two canopies will be set up to provide shade. Member Hodgson will bring one of the kids crates that are being raffled off to display and Member Neilson will bring the raffle tickets. Chair Plowright advised that Make It Sweet food truck will be on site selling Ice Cream and Coffee. Volunteers should be there between 4:00 p.m. & 4:30 p.m. to set up.

We The Bounce – Bouncy Castle – Will be set up for 3:00 p.m.

Fireworks – Scheduled to begin at 10:00 p.m.

Music Entertainment – Three Musical Bands/Acts are scheduled to play throughout the day.

Baseball Game – James McLean is connecting with Mansfield Minor Ball to get an exhibition game scheduled.

Food Vendors – The following food vendors have been confirmed:
Blitzful Treats – Ice Cream
Butter Tart Vendor – Butter Tarts
Make It Sweet – Coffee & Cookies

Saturday BBQ – Mulmur Melancthon Fire Department have confirmed they will be running the BBQ again this year.

Bar –The bar will run from 5:00 p.m. – 10:00 p.m. Chair Plowright has confirmed the entire Horning's Mills Park has been licensed under the SOP. Volunteers will be needed to man both entrances the entire time to ensure no one leaves the park with alcohol.

Seating – Member White has made arrangements with the Shelburne Public Works Department to borrow up to 14 picnic tables for the weekend. Staff were directed to have Public Works make

arrangements to pick up 14 tables and deliver 10 to Horning's Mills Park and 4 to Corbetton Park on the Friday morning, June 20th, 2025.

Kid Gift Basket Draw – Member Hodgson has the baskets made and Member Neilson brought a draft of the tickets to the meeting to be reviewed. Some minor changes were suggested and once Member Neilson has made the changes he will send over the final copy to Township Staff to print.

Melancthon Swag – Chair Plowright advised she had found a vendor to make the Melancthon Shirts to be sold at Melancthon events. A discussion was had regarding the price to charge and all Members agreed on \$25/shirt. Chair Plowright also advised additional shirts would be ordered for the Volunteers to wear at the event. Chair Plowright will submit the order for the shirts.

Vendor/Information Booths – Several vendors/information tables will be set up around the perimeter of the park.

Signage – Member Hodgson will make donation signs as well as signage for alcohol age of majority and no alcohol beyond this point.

Advertising – Signs and Posters have been put up around the Township including Masonville Store, Hamlet Mailboxes, Bretton Estates, and Event Boards.

Volunteers and Schedule – Chair Plowright will work on a schedule for volunteers. A discussion was had regarding the recruitment of more Student Volunteers, suggestions were made to advertise on the various Melancthon Facebook Group Pages as well Township Staff suggested James McLean could reach out to his contact at the High School Guidance Department.

Riverview Sunday Breakfast – Set up at 8:00 a.m. and start time will be 9:00 a.m. Peameal on a bun will be offered along with coffee and drinking boxes. Chair Plowright will provide a tent/canopy to set up in case of rain. Vice-Chair Read offered to transport the BBQ from the Corbetton Park to Riverview and possibly a couple of the picnic tables.

In the event the weather forecast isn't favorable for Saturday the decision to move the event to the Horning's Mills Hall will be made by the Thursday.

Member Plowright also suggested setting up a suggestion box that could be set up at each of the events for people to give feedback on

the events or make suggestions for improvements, equipment or programs they would like to see the Board work on for the future.

3. Riverview Park

Deferred to the next meeting.

4. Netting/Plexiglass for Backstop at Horning's Mills Park

This item has been re-assigned to Member Thwaites and has been deferred until the next meeting.

5. Corbetton Park Slide & Basketball Nets

Member White was absent so there was no update available on the basketball nets. There was also no update on the slide as no new quotes have been received since the last meeting.

6. Letter for Funding

Chair Plowright presented the Board with a draft fundraising letter intended to support improvements and programs. The Board reviewed and discussed the draft and agreed that the letter should be forwarded to Council for their review at the next Council meeting.

3) Brainstorming

None

Recommendations to Council

As outlined above

Public Question Period

None.

Confirmation Motion

Moved by Neilson, Seconded by Read that all actions of the Members and Officers of the Parks and Recreation Board 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

7:57 p.m. - Moved by Thwaites, Seconded by J. Plowright that we adjourn this Parks and Recreation Board meeting to meet again on Monday, July 7, 2025, at 7:00 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY

Denise Holmes

From: Black, Julia (ENERGY) <Julia.Black@ontario.ca>
Sent: Monday, June 16, 2025 4:52 PM
Cc: Adkar, Samir (ENERGY); Calvert, Kirby (ENERGY); Gibson, Amy (ENERGY); McCabe, Shannon (She/Her) (ENERGY)
Subject: ERO Post: The Orangeville to Barrie Reconductoring Project

Email sent on behalf of Samir Adkar, Director, Energy Networks and Indigenous Policy

Good afternoon,

I am writing to inform you that the Ministry of Energy and Mines (“ministry”) is consulting on a proposal to facilitate the timely development of the proposed Orangeville to Barrie Reconductoring Project to enhance the transmission capacity between northern and southern Ontario (“the Project”).

The ministry is bringing forward a proposal that would, subject to fulfillment of all applicable consultation obligations, including the Crown’s Duty to Consult, and receiving all required approvals, involve the issuing of an Order in Council (OIC) to declare the Project as a priority project, pursuant to provisions of the *Ontario Energy Board Act, 1998*.

The proposed action is intended to facilitate the timely and cost-effective development of critical transmission infrastructure to enhance the electricity system’s north-south transfer capacity to supply load in northern Ontario, enabling economic development and electrification initiatives and meet increased electricity demand between the GTA and Barrie. This project would also advance a shared goal of reconciliation by providing economic opportunities for Indigenous communities.

This proposal can be found at the following link: [Enhancing Transmission Capacity Between Northern and Southern Ontario - The Orangeville to Barrie Reconductoring Project](#)

The ministry welcomes feedback on this proposal. Comments received will help inform the ministry’s decision regarding the proposal to bring forward an OIC. Please submit your comments through the Registry by August 15, 2025.

Samir Adkar

Director, Energy Networks and Indigenous Policy Branch
Strategic Network and Agency Policy
416-529-9137
samir.adkar@ontario.ca

June 17, 2025

VIA EMAIL

Re: Advocacy for Increased Income Support Thresholds for Canadian Veterans

At its Regular Meeting of Council held on Tuesday, June 3, 2025, the Town of Bradford West Gwillimbury Council ratified the following motion:

Resolution 2025-185

Moved by: Councillor Harper

Seconded by: Councillor Scott

WHEREAS the Town of Bradford West Gwillimbury recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values;

WHEREAS the 2021 Census, conducted by Statistics Canada, identified more than 460,000 veterans residing across Canada, a significant population segment deserving of comprehensive, accessible, and modernized federal support;

WHEREAS Veterans Affairs Canada (VAC) currently administers income support programs to assist veterans in need, including the Income Replacement Benefit (IRB) program;

WHEREAS the eligibility threshold for the Income Replacement Benefit (IRB) program which was created in 2019—set at \$20,000 annually for a single-person household—fails to reflect today's economic reality, particularly in light of inflation, soaring housing costs, and the general increase in cost of living;

WHEREAS such low eligibility thresholds may disincentivize employment and community participation by penalizing veterans for earning beyond an outdated benchmark, thereby discouraging reintegration and contribution to civic life;

WHEREAS it is the duty of all levels of government to stand in unified support of our veterans and to advocate for policy changes that enable them to live with dignity and financial stability;

THEREFORE, BE IT RESOLVED That the Council of the Town of Bradford West Gwillimbury formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit (IRB) program from \$20,000 to no less than \$40,000 annually for a single-person household; and

THAT Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada;

THAT this motion be formally endorsed and sent to:

- The Right Honourable Mark Carney, Prime Minister of Canada;
- The Honourable Jill McKnight, Minister of Veterans Affairs;
- The Honourable Andrew Scheer, Acting Leader of the Official Opposition
- Scot Davidson, Member of Parliament for New Tecumseth-Gwillimbury;
- All 444 municipalities across the Province of Ontario;
- The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) for broader distribution and endorsement; and

THAT a copy of this resolution be published on the Town's official website and communicated through the Town's official channels to raise awareness and gather public support.

Regards,



Tara Reynolds
Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Hon. Mark Carney, Prime Minister of Canada
Hon. Jill McKnight, Minister of Veterans Affairs
Hon. Andrew Scheer, Acting Leader of the Official Opposition
Scot Davidson, MP New Tecumseth-Gwillimbury
All Ontario Municipalities
The Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA and BILD Establish Working Group to Support Ontario's Housing and Economic Development Goals

UTOPIA, Ontario (June 17, 2025) – The Nottawasaga Valley Conservation Authority (NVCA) and the Building Industry and Land Development Association (BILD) have launched a new working group to strengthen collaboration between the conservation authority and the development industry, with a shared focus on supporting Ontario's home-building targets and local economic development in a safe, sustainable manner.

In the development review process, NVCA's focus is on ensuring that development moves forward in a safe manner and avoids the loss of life and damage to property due to flooding, erosion, and other natural hazards.

The initiative reflects NVCA's ongoing work to ensure modern, timely, and coordinated review processes. The new working group will focus on improving service timelines, clarifying technical expectations, and ensuring a consistent and efficient approach to development applications.

"BILD appreciates NVCA's leadership in establishing this new forum," said Paula Tenuta, Senior Vice President of Policy and Advocacy of BILD. "We are encouraged by the NVCA's commitment to work directly with our industry to help get more housing and employment lands built, faster and more predictably. We all have a role to play in reaching Ontario's housing goals while protecting our natural environment. This partnership is a strong step in that direction."

The NVCA-BILD Working Group will meet regularly, bringing together NVCA staff, BILD members, and municipal leaders to proactively identify and resolve issues, modernize internal systems, and ensure that review processes keep pace with the growth pressures facing communities across the watershed.

"This is about getting things done in a positive way," said Councillor Jonathan Scott, Chair of NVCA's Board. "We're focused on working constructively with the development industry to meet the challenges before us. That means improving timelines, reducing red tape, and being clear and consistent in our technical reviews, all while ensuring we protect people, property, and the planet."

The working group aligns with broader efforts to modernize NVCA operations and reflects a growing culture of outcome-focused service delivery.

"This partnership reinforces our commitment to working alongside industry, municipalities, and stakeholders to help communities grow responsibly," said Jennifer Vincent, Chief Administrative Officer of the NVCA. "We know that home building and economic development depend on timely approvals. Our goal is to help projects move forward efficiently and without compromising public safety."

The initiative supports the province's broader housing and economic priorities while demonstrating how conservation authorities and the development sector can work together in good faith to get things done.

"Ontarians want housing, jobs and livable communities — and they want systems that work," said Scott. "This is about coming together to deliver that in a safe, sustainable way."

- 30 -

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

Media contact: Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, mleung@nvca.on.ca



June 19, 2025

Re: Town of Shelburne
Increased Capacity of the Town of Shelburne's Water Supply
Notice of Completion

To Whom It May Concern,

The Town of Shelburne has completed an Environmental Assessment to determine the best means for the Town to meet increased water supply demand for the next 20 years. Several alternatives were examined to identify the most cost-effective, environmentally sound, and sustainable approach to increasing the capacity of the existing system. The Town completed its assessment of this project following Schedule 'B' requirements of the Municipal Class Environmental Assessment 2023.

A Project File Report documenting the planning process undertaken, details of the study recommendations, potential impacts, and mitigation measures, was completed and is now available for public review. Public, First Nations, and Métis input are an important part of the Municipal Class Environmental Assessment process, and this review period will provide an opportunity for feedback to be heard and reflected in the Project File Report.

Details on how to provide feedback are provided in the attached Notice of Completion. The Notice also explains the process for submitting a Section 16(6) Order if a member of the public believes that this project may result in an adverse impact on constitutionally protected Indigenous and treaty rights and that completing an Individual Environmental Assessment may prevent, mitigate, or remedy this impact.

If you have any questions about the planning process for the project, please contact me anytime during the public review period, which ends July 21, 2025.

Yours truly,

Ian Callum, Senior Environmental Project Manager
S. Burnett & Associates Limited
210 Broadway, Unit 203
Orangeville, ON L9W 5G4
T: 519-215-6893
Email: ian.callum@sbaengineering.com

Jim Moss, Director, Development and Operations
Town of Shelburne
203 Main Street East,
Shelburne, ON L9V 3K7
Tel: 519-925-2600 Ext. 227
Email: jmoss@shelburne.ca

INFO 4
JULY 17 2025



Increased Capacity of the Town of Shelburne's Water Supply Notice of Completion

The Town of Shelburne has completed an Environmental Assessment to determine the best means for the Town to meet increased water supply demand for the next 20 years. Several alternatives were examined to identify the most cost-effective, environmentally sound, and sustainable approach to increasing the capacity of the existing system. The Town completed its assessment of this project following Schedule 'B' requirements of the Municipal Class Environmental Assessment 2023.

A Project File Report documenting the planning process undertaken was completed and is now available for public review. Subject to comments received following this Notice, the Town intends to move forward with the Project File Report recommendations. The Project File Report is available electronically on the Municipality webpage "Plans, Studies and Reports" and in hardcopy at the following location during regular hours of operation:

**LOCATION: Shelburne Town Hall
203 Main Street, Shelburne ON**

Please forward any comments **by Monday, July 21, 2025**. Thereafter, the Project File Report will be reviewed and revised, taking into consideration comments received from the public.

Ian Callum, Senior Environmental Project Manager

S. Burnett & Associates Limited
210 Broadway, Unit 203
Orangeville, ON L9W 5G4
T: 519-215-6893
Email: ian.callum@sbaengineering.com

Jim Moss, Director, Development and Operations

Town of Shelburne
203 Main Street East,
Shelburne, ON L9V 3K7
Tel: 519-925-2600 Ext. 227
Email: jmoss@shelburne.ca

In addition, a request to the Minister of the Environment, Conservation and Parks for an order imposing additional conditions, or requiring an individual environmental assessment, may be made on grounds that the requested order may prevent, mitigate, or remedy adverse impacts on constitutionally protected Indigenous and treaty rights. These requests should include contact information, specify what kind of order is being requested, and explain how the order may prevent, mitigate, or remedy potential adverse impacts. Requests are to be sent in writing to the above-contacts and to:

Minister of the Environment, Conservation and Parks
777 Bay Street, 5th Floor
Toronto ON M7A 2J3
Minister.mecp@ontario.ca

Director, Environmental Assessment Branch
Minister of the Environment, Conservation and Parks
135 St. Clair Ave. W, 1st Floor
Toronto ON, M4V 1P5
EABDirector@ontario.ca

Please visit <https://www.ontario.ca/page/class-environmental-assessments-section-16-order> for information on request of orders under section 16 of the Environmental Assessment Act.

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100

**Ministère des Affaires
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7100



242-2025-4

June 19, 2025

Dear Sir/Madam,

I am writing to provide clarity regarding the authority of municipalities in setting building standards, particularly in light of the recently passed legislative changes under the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17).

As part of the government's commitment to accelerating housing development and ensuring consistency across Ontario, the amendment to the *Building Code Act, 1992*, in Schedule 1 of Bill 17 now provides greater clarification that municipalities do not have, and have never had, the authority to pass by-laws that establish construction or demolition standards. Municipalities cannot use provisions in the *Municipal Act*, *City of Toronto Act*, and *Planning Act*, including site plan control, to create and require construction or demolition standards for buildings. This includes, but is not limited to, local green building standards or green development standards as they pertain to the construction of a building, including any energy efficiency requirements for buildings.

The intent of this clarification is to:

- Ensure predictability and consistency for builders and developers across the province.
- Avoid duplication and any differences between municipal by-laws and provincial regulations.
- Support the timely delivery of housing and other buildings.
- Avoid the need for developers and designers to redesign their products for use in different municipal jurisdictions.

Municipalities play an important role in community planning and development, however, it is essential that all jurisdictions operate within the framework established by provincial legislation to ensure a streamlined and effective approach to building across Ontario.

As this clarification is reflected in municipal processes, the ministry has been directed to monitor outcomes to ensure actions are not taken to bypass this, which would erode efforts to ensure standardization of mandatory requirements across the province. If necessary, and considering economic conditions, the government is prepared to take additional legislative action to ensure municipalities are adhering to the provincial framework and reducing red tape in this space.

Should you have any questions or require further clarification, please contact David McLean, Assistant Deputy Minister, Housing Policy and Planning Division, MMAH.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martha', followed by a horizontal line with a small loop at the end.

Martha Greenberg
Deputy Minister, Ministry of Municipal Affairs and Housing

Cc: David McLean, Assistant Deputy Minister, Housing Policy and Planning Division,
MMAH

June 19, 2025

To: The Mayor, CAO, Council, and Staff of Melancthon Township

After 17 incredibly fulfilling years as the CEO of Shelburne Public Library, I have made the very difficult decision to retire. This decision comes with a deep sense of gratitude and with much reflection, as my time here has been one of immense joy and satisfaction—both professionally and personally.

I've had the pleasure of working alongside an incredible team of board members, staff, and volunteers and community members and patrons who have shared and supported my vision of a welcoming, inclusive, and forward-thinking library. Together, we've brought about innovation—from our first website, internet access throughout the library, to redesigning library spaces (our children's library and installing a Kiosk in our local Foodland), creating an accessible library, and expanding programming to all ages from toddlers to seniors, to better reflect the evolving needs of our community which encompasses the Town of Shelburne, and our partnering Municipalities, Amaranth, Melancthon, Mono and Mulmur. Over the years, the Township of Melancthon Board representatives, your Council and our Melancthon patrons have been an integral part of everything we do. Your support over the years has been especially strong and has made a difference.

I am especially proud of the initiatives that have deepened our connection with the people we serve—whether it was through literacy outreach with our TD Summer Reading Programs where we have been recognized nationally as having outstanding Library programs, with two first place awards and one third place award; our technical education programs focusing on seniors; our library literary events; or simply being a welcoming space for all. Every step of the journey, has been guided by a deep love for our town and neighbouring municipalities and a belief in the transformative power of libraries, both school and public.

Though I am retiring from my role, my heart remains with the library and the community that has given me so much. I look forward to seeing Shelburne Public Library continue to grow and thrive under new leadership, with fresh ideas and continued passion.

Thank you for the trust, the support, and the memories. It has been an extraordinary chapter of my life, and I will carry it with me always.

Sincerely,



Rose Dotten

June 26, 2025

To our Municipal Clients:

Re: Regulatory Registry Proposal 25-MMAH011 Comments – Assessment of Proposed Regulatory Changes to Ontario Regulation 82/98 under the Development Charges Act, 1997

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you of proposed regulatory changes to Ontario Regulation 82/98 under the *Development Charges Act, 1997* (D.C.A.). This letter provides a summary of the proposed changes and commentary on potential impacts to municipalities.

The Province is seeking comments via the Regulatory Registry at the following link: <https://www.regulatoryregistry.gov.on.ca/proposal/50953>. We will be submitting our comments prior to the deadline of July 23, 2025.

1. Overview

There are two proposed changes to Ontario Regulation 82/98:

1. Enable Use of the Statistics Canada Non-Residential Building Construction Price Index for London; and
2. Expand the Requirement for Municipalities to Spend or Allocate 60% of Development Charge Reserve Funds to all Eligible Services.

The proposal only provides a summary of the proposed changes and not the exact wording to be included in the regulation. As such, the following commentary is based on the summary provided by the Province and will be further reviewed upon release of the actual amendment to the regulation.

Furthermore, no implementation dates for the proposed regulatory changes have been provided.

2. Enable Use of the Statistics Canada Non-Residential Building Construction Price Index for London

Currently, municipalities with development charge (D.C.) by-laws may include provisions in the by-law to index the charge to reflect changes in construction costs. Section 7 of Ontario Regulation 82/98 provides the prescribed index to be used for indexing a D.C. The Ottawa-Gatineau or Toronto series of the Statistics Canada Non-



Residential Building Construction Price Index is to be used by municipalities as appropriate.

The proposed changes would allow for the London series (recently added by Statistics Canada) to be utilized as an index for municipalities in Southwestern Ontario who elect to index their D.C. by-laws. This series would also be available for use by municipalities whose D.C. by-law does not specify a series (i.e., Ottawa-Gatineau vs. Toronto series). A D.C. by-law amendment, however, would be required to facilitate the use of the London series for municipalities in Southwestern Ontario whose D.C. by-laws currently specify the use of the Ottawa-Gatineau or Toronto series. Alternatively, the municipality could continue to use the Ottawa-Gatineau or Toronto series until a new D.C. by-law is adopted.

This appears to be a reasonable addition to the legislation as it will better align the D.C. with the underlying changes in capital costs within the area.

3. Expand the Requirement for Municipalities to Spend or Allocate 60% of Development Charge Reserve Funds to all Eligible Services

Section 35 of the D.C.A. requires municipalities to annually spend or allocate at least 60% of the balance in the D.C. reserve fund for water services, wastewater services, and services related to a highway. The proposed regulatory change would impose the same requirements for all D.C.-eligible services. This change would increase reporting transparency, better aligning reserve fund balances with specific capital projects in the D.C. background study and capital budget. The additional reporting, however, will impose an administrative burden on municipal staff to ensure adherence to this requirement for all D.C. services.

Although this change appears to simply include all D.C. services in the current practice of spending or allocating 60% of the reserve fund balances, the exact wording of the regulations will need to be reviewed to ensure no variation in current processes will be required.

4. Concluding Remarks

The proposed changes to Ontario Regulation 82/98 appear to be minimal; however, they do provide for improved alignment of charges with underlying capital costs and increased transparency regarding the planned use of D.C. funds collected. There will be an additional administrative burden for municipalities, however, due to the increased reserve fund reporting. As noted, we will be submitting our comments on the proposed regulation to the Province via the Regulatory Registry.



We anticipate further regulatory changes to the D.C.A., as noted by the Province's release of Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*. We will continue to monitor any changes and inform you of the potential impacts to municipalities.

Should you have any questions, please contact the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO

Peter Simcisko, BA (Hons), MBE, Managing Partner

Sean-Michael Stephen, MBA, Managing Partner

Daryl Abbs, BA (Hons), MBE, PLE, Managing Partner

Jamie Cook, MCIP, RPP, PLE, Managing Partner

Jack Ammendolia, BES, PLE, Managing Partner



Grand River Conservation Authority

Summary of the General Membership Meeting – June 27, 2025

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

Action Items

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

- GM-06-25-60 - CAO Performance Review Policy
- GM-06-25-65 - Financial Summary
- GM-06-25-62 - Amendments to the Grand River Conservation Authority, Conservation Authorities Act Hearing Guidelines and Procedures
- GM-06-25-61 - Delegation of Powers
- GM-06-25-59 - Natural Heritage Annual Report
- GM-06-25-58 - Giant Hogweed on GRCA Properties
- GM-06-25-54 - Pride Staple Structural Repairs

Information Items

The Board received the following reports as information:

- GM-06-25-67 - Chair's Report
- GM-06-25-63 - Strategic Plan Implementation
- GM-06-25-64 - Cash & Investment Status
- GM-06-25-57 - Scoped Agricultural Policy Review for the Administration of Ontario Regulation 41/24
- GM-06-25-56 - Dam Management Program - Funding of Small Dams
- GM-06-25-55 - Wellesley Dam and Baden Dam Repairs
- GM-06-25-66 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- David Hughes - Complaint to Minister regarding land-use activities
- City of Guelph - 2026 Budget Increase
- Township of Puslinch Council Resolution No. 2025-167 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Town of Parry Sound Council Resolution No. 2025-067 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Don McKay, Friends of Mill Creek - Mill Creek Stewardship Ranger Program

Source Protection Authority Correspondence & Action Items

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

For full agendas and reports, and past minutes, please refer to our [Board meeting calendar](#). The minutes of this meeting will be posted on following approval at the next meeting of the General Membership.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.

Denise Holmes

From: Melissa Kovacs <mkovacs@dufferincounty.ca>
Sent: Thursday, June 26, 2025 4:57 PM
To: Meghan Townsend; Peter Avgoustis; Jessica Kennedy; Denise Holmes; Mike Dunmore; Matt Doner; dsmith@orangeville.ca; Tim Kocialek; Denyse Morrissey; Jim Moss; Tracey Atkinson; Chris Wolnik; Nicole Martin; Holly Boardman
Cc: Scott Burns
Subject: Residential recycling change to blue carts in Dufferin County - starting January 1st, 2026

Good afternoon everyone,

At County Council this morning (June 26th) a staff report was discussed regarding Circular Materials decision to change Dufferin County's residential recycling system from blue boxes to blue carts. Please find the **Residential Recycling Transition – Blue Cart Containers** report in Section 10.6 (page 112) here: [eScribe Agenda Package](#)

Circular Materials has included a FAQ document on their website to help answer preliminary questions that residents may have [Dufferin County | Circular Materials | Ontario](#)

For any residents that may call into your municipality, please remind them that residents are welcome to contact GFL at 1-888-941-3345 ext 1 or dufferin@gflenv.com for any residential recycling inquiries. As of January 1st, 2026 GFL's recycling phone number will be changed to 1-877-426-4351.

This is a decision by Circular Materials, and they are allowed to change the recycling container size/type if they choose to under the Blue Box Transition Regulation, as long as the container has enough capacity to store recyclables between collection days. These carts are 360L, and the collection frequency is weekly.

If you'd like to discuss further, please let me know.

Could you please pass along this information to your staff, so they are aware if any inquiries come in.

Thanks, and have a nice evening,
Melissa

Melissa Kovacs Reid | Manager of Waste Services | Public Works Department
County of Dufferin | Phone: 519-941-2816 Ext. 2622
mkovacs@dufferincounty.ca | 30 Centre Street, Orangeville, ON L9W 2X1

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A community that grows together

Report To: Warden Horner and Members of County Council

Meeting Date: June 26, 2025

Subject: Residential Recycling Transition – Blue Cart Containers

From: Scott Burns, Director of Public Works/County Engineer

Recommendation

THAT the report from the Director of Public Works/County Engineer, Report #PW-2025-002, Residential Recycling Transition - Blue Cart Containers, dated June 26, 2025, be received.

Executive Summary

- As of July 1, 2023, residential recycling in Dufferin County is managed by Circular Materials on behalf of producers under Ontario's Blue Box Transition Regulation.
- Circular Materials recently provided notice that the current residential blue box recycling container will transition to 95-gallon (360 litre) blue carts
- Blue cart collection will start January 1, 2026, with anticipated distribution of the new blue carts ahead of time likely in fall 2025
- Circular Materials is responsible for the residential recycling system, including the purchase, distribution and replacement/repair of the new blue carts

Background & Discussion

As of July 1, 2023, residential recycling in Dufferin County is managed by producers of printed paper and packaging under Ontario's Blue Box Transition Regulation. Circular Materials, the Producer Responsibility Organization, oversees all residential and eligible sources including schools, long-term care facilities, etc., during and beyond the transition period of July 2023 to December 2025. Industrial, Commercial, and Institutional sources are excluded from this regulation, and are dealt with separately by the County.

In email correspondence from Circular Materials on May 28, 2025, the County received notice that Dufferin's residential recyclables collection container will be changing from standard blue boxes to 95-gallon (360 litre) blue carts as of January 1st, 2026. In their notice, Circular Materials states "...collection contractors are working to optimize collection services within communities and across catchments". The notice also says, "Circular Materials and GFL Environmental Inc. will be communicating these changes to your residents". Dufferin staff have asked for a Frequently Asked Questions (FAQ) document to be available for residents in the interim. Once available, this information will be posted along with other program FAQs for Dufferin County that can be found at <https://www.circularmaterials.ca/resident-communities/dufferincounty/>

With regards to accessibility needs and carts, Circular Materials confirmed the following:

- GFL will only be offering 95-gallon carts. However, if a special needs accommodation stop has been approved and set up, the operator will service the cart by emptying it and returning it to the original location.
- GFL will be handling the special needs accommodation requests on a case-by-case basis.
- Residents must contact GFL's Customer Service line directly for assistance.

As Circular Materials and GFL roll out this transition to blue carts, more details will be provided. This will include timing and logistics for blue cart deliveries anticipated ahead of the January 1, 2026, collection start, likely sometime in the fall 2025.

Several eligible sources under the residential recycling program, including schools, long-term care facilities, and multi-residential buildings, currently use 95-gallon carts for recycling, as this was already in place pre-transition in Dufferin to handle larger amounts of recycling from these communal locations.

Financial, Staffing, Legal, or IT Considerations

Residents are currently instructed to contact GFL and Circular Materials directly for residential recycling inquiries, issues etc. Dufferin staff will continue to inform residents to do so if contacted. Dufferin staff can also support inquiries through transfer calls and forward emails if requested as well. Dufferin staff will ensure local municipal staff are informed of the residential change to blue carts, and they will be asked to continue directing any residential recycling inquiries to GFL.

Circular Materials is responsible for the purchase of the residential recycling carts, distribution and replacing/repairing blue carts.

Blue boxes currently in use by residents will be permitted for other purposes, including storage, yard waste collection etc. Residents already bring back broken green bins for container recycling through the County, and it is to be determined if broken blue boxes will also be dealt with this way as Circular Materials has indicated their position that it is not their responsibility post January 1, 2026.

In Support of Strategic Plan Priorities and Objectives

Climate & Environment – establish the County as a leader in Climate Action/enhance and conserve Dufferin’s natural environment

Governance - identify opportunities to improve governance and service delivery/
improve the County’s internal and external communication

Respectfully Submitted By:

Scott Burns, C.E.T., P.Eng.
Director of Public Works/County Engineer

Prepared by:

Melissa Kovacs Reid
Manager of Waste Services

Reviewed by: Sonya Pritchard, Chief Administrative Officer

Denise Holmes

From: Michelle Hargrave <mhargrave@dufferincounty.ca>
Sent: Monday, June 30, 2025 4:15 PM
To: Denise Holmes
Subject: Melancthon Resolution - Day Light Savings Time
Attachments: 2025-05-22 Resolution - Melancthon - End Daylight Savings Time in Ontario.pdf

Good Afternoon,

The attached Melancthon resolution regarding ending daylight savings time in Ontario was placed on the County Council agenda on June 26, 2025. Council considered a motion to endorse and support the resolution, which was defeated.

Thank you,
Michelle

Michelle Hargrave, Administrative Support Specialist, Clerk's Department | Office of the CAO
County of Dufferin Phone: 519-941-2816 Ext. 2506
mhargrave@dufferincounty.ca | 30 Centre Street, Orangeville ON L9W 2X1

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From: [Michelle Dunne](#)
To: [Michelle Hargrave](#)
Cc: [Rebecca Whelan](#)
Subject: FW: Proposal to End Daylight Savings Time in Ontario
Date: Wednesday, May 21, 2025 4:41:13 PM
Attachments: [Township of Otonabee-South-Monaghan.pdf](#)

For council pending

Michelle Dunne, Dipl.M.M.|Clerk| Office of the CAO
County of Dufferin|Phone: 519-941-2816 Ext. 2504
mdunne@dufferincounty.ca |30 Centre Street, Orangeville, ON L9W 2X1

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From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Wednesday, May 21, 2025 2:37 PM
To: deputyclerk@osmtownship.ca
Cc: Premier of Ontario Premier ministre de l'Ontario <premier@ontario.ca>; Michelle Dunne <mdunne@dufferincounty.ca>; Nicole Martin <nmartin@amaranth.ca>; Jessica Kennedy <jkennedy@eastgarafraxa.ca>; Roseann Knechtel <rknechtel@mulmur.ca>; Fred Simpson <fred.simpson@townofmono.com>; Meghan Townsend <mtownsend@townofgrandvalley.ca>; Jennifer Willoughby <jwilloughby@shelburne.ca>; Raylene Martell <rmartell@orangeville.ca>
Subject: Proposal to End Daylight Savings Time in Ontario

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

Good afternoon,

The Council of the Corporation of the Township of Melancthon considered the attached resolution at its May 15, 2025 Council meeting and the following motion was introduced and passed:

Moved by Plowright, Seconded by White

Be it resolved that: "Council support the motion from the Township of Otonabee-South-Monaghan regarding "Proposal to End Daylight Savings Time in Ontario" and we send this motion to the Municipalities in Dufferin County, and the Premier of Ontario." **Carried.**

Thank you.

Kind regards,
Denise Holmes



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

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

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The Corporation of the Township of Otonabee-South Monaghan

April 29, 2025

Via Email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Re: Proposal to End Daylight Savings Time in Ontario

Please be advised that the Council of the Township of Otonabee-South Monaghan at its meeting on April 28th, 2025 passed the following resolution:

R107-2025

Moved by Councillor Terry Holmes
Seconded by Councillor Mark Allen

Whereas Ontario already has the legislative framework to end the antiquated practice of Daylight Saving Time (DST), as per the Time Amendment Act of 2020: But New York has delayed us for over 4 long years.

And Whereas the Case for Ending DST immediately pertains to clear and present Health and Public Safety concerns: Clock shifts spike heart attacks, accidents, and stress, per the Canadian Society for Chronobiology. Kids lose focus, domestic violence rises, and vulnerable folks—mentally ill, homeless, addicts—face unnecessary strain and relapse risks. Indigenous health gaps deepen as DST clashes with traditions. Standard Time aligns with nature, easing healthcare burdens and healthcare costs.

And Whereas ending DST is a clear and permanent assertion of the economic independence of Ontario: Our new, post tariff economic reality exposes the reliance on New York for our internal policy as outdated. Ontario should look out for Ontarians, and

our sovereignty must be asserted. Quebec already considers the change; so 15 million Ontarians should not continue to wait on NY. Businesses will adapt; citizens will gain stability. Over 100,000 petition voices and 70% of Ontarians agree. Ontario must take the lead, and hopefully NY can eventually follow our lead for the good of their own people.

Therefore be it resolved that we request staff to distribute this communication to all the Municipalities, Chiefs & Councils of Ontario in addition to the Premier of the Govt. of Ontario and urge the Premier to:

1. Amend the Time Amendment Act 2020 to drop New York's contingency, effective immediately.
2. Set permanent Standard Time (EST) from November 2, 2025.

CARRIED.

Yours truly,
Township of Otonabee-South Monaghan



Liz Ross
Deputy Clerk

Sent via Email:
Honourable Doug Ford, Premier of Ontario, premier@ontario.ca
Municipalities of Ontario



NVCA June 2025 Board Meeting Highlights

Next Meeting: September 26, 2025, held in person at the Tiffin Centre for Conservation

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

Permits Approvals under the CA Act

NVCA reports permit application processing timelines against Conservation Ontario's Best Practices timelines, which recommend conservation authorities to follow these timelines:

- Major permits processed within 90 days
- Minor permits processed within 30 days
- Notify applicants of the status of their applications within 21 days.

Between January 1, 2025, and May 31, 2025, 211 permits were issued by NVCA

On average, NVCA issued minor and major permits within 18 days of a complete application.

Major permits were issued within 90 days 98% of the time, and Minor permits were issued 100% of the time. Applicants were notified about the status of their applications within 21 days, 91% of the time.

Process improvements

In the Spring of 2024, NVCA staff began to pre-screen applications. Since then, staff have noticed a decrease in review timelines, as most applications did not require further technical information and are contenders for direct issuance.

This change in the permitting process has allowed NVCA's technical staff to focus efforts on more complex files.

Regulations Mapping Update

As part of the update to the *Conservation Authorities Act* and Ontario Regulation 41/24, conservation authorities must review regulation

mapping and determine if updates to the maps are required at least once each year.

Staff have been actively updating and developing draft mapping since late 2024 by using the best available information and collection techniques.

With higher resolution data and modelling advancements, NVCA staff decreased regulated lands by more than 32,000 ha; a reduction of approximately 18% of the total regulated area within NVCA's jurisdiction.

Below is a summary of changes:

- Wetlands: 5,852 wetland boundaries were updated
- Slopes: Updated using newly acquired LiDAR elevation data.
- Flood: 2,121 hectares of floodplain mapping were updated in the Upper Mad River subwatershed and the Lower Nottawasaga River reach.
- Shoreline: Updated 42 km of shoreline hazard mapping

Through the stakeholder engagement process, NVCA received 32 comments from municipalities and property owners in the Nottawasaga Watershed.

Administrative Review of Programs and Services

As per the changes to the *Conservation Authorities Act* in 2023, NVCA's programs and services are categorized under Categories 1, 2, and 3. Programs and services related to hazard management or mitigation are generally considered Categories 1 or 2.

NVCA's stewardship and restoration services programs were identified exclusively as 'Category 3' based solely on whether activities occur on NVCA or private lands.

Upon review, this categorization may not reflect the broader watershed-scale benefits of many projects, particularly those related to natural hazard mitigation, regardless of property ownership.

The Board of Directors approved NVCA staff to review these services and recommend any classification changes to better align with regulatory definitions and the multi-functional benefits of these services, particularly as they relate to flood, erosion, and hazard management.

2024 Customer Satisfaction Report

In 2013, NVCA adopted a Customer Service Charter and Strategy that sets out the authority's commitment to providing excellence in customer service. Continuous improvement is a key element of the charter.

Each year, NVCA publishes a Customer Satisfaction Report that summarizes data collected through surveys and client reviews.

[Please visit NVCA's website to view the 2024 Customer Service Satisfaction Report.](#)

Regulations

Of 523 permits issued in 2024, 30 individuals and organizations completed a client survey on the NVCA permit application process.

In general, 90% of the responses ranked NVCA's permitting process as good or excellent in 2024, signalling that respondents were more satisfied with NVCA's permitting process than in 2022 (68% satisfied) and 2023 (73% satisfied).

Stewardship

NVCA's stewardship services include the Nottawasaga River Restoration Program, the Healthy Waters grant program, and other projects to protect and enhance our watershed.

Through working with funders, landowners, volunteers and local partners, over 16,000 trees and 7.6 km of rivers and streams were restored by the stewardship services team!

Comments received from funders and landowners generally applauded the expertise and results achieved by NVCA's stewardship staff.

Lands

NVCA's conservation areas received 85 reviews on Google's business listings in 2024. Eighty-eight percent (88%) of the reviews were 4-star or 5-star reviews.

The conservation areas that received the most reviews were Nottawasaga Bluffs Conservation Area, New Lowell Conservation Area and Historic Fort Willow Conservation Area.

Education

NVCA's environmental education program provides hands-on, curriculum-aligned programs for JK to grade 12 students. In 2024, NVCA's Environmental Education program saw over 14,000 participants, from toddlers to seniors.

Both students and teachers were highly engaged and enthusiastic throughout the environmental education programming. Multiple teachers remarked on the unprecedented level of student interest in the programs. Students enjoyed exploring natural areas around their schools and comparing them to their urban environments, often discovering animal tracks and signs of wildlife.

Events/Public Programming/Facility Rentals

NVCA hosted the Spring Tonic Maple Syrup Festival and the Festival at Fort Willow in 2024.

Approximately 2,500 visitors came to the Spring Tonic Maple Syrup Festival to learn past and present methods of maple syrup production. They also interacted with exotic animals, took a tractor wagon ride, watched a dog agility demonstration and more!

Reenactor groups at the Festival at Fort Willow were thrilled to share the history of the local area.

Organizations that rented facilities at NVCA commented that NVCA staff provided excellent customer service and that the properties were well maintained.

Weddings

In 2024, the Tiffin Centre for Conservation hosted 25 wedding celebrations. Eleven of these couples responded to a wedding feedback survey.

Of those responding, 100% rated NVCA's customer service as excellent, and 100% said they would recommend the Tiffin Centre as a wedding venue to others.

Chloride concentrations and road salt issues in the Nottawasaga watershed

Despite years of guidance and consultation efforts from conservation authorities, private road salt usage continues to rise, driven primarily by liability concerns faced by contractors and property owners.

Data published by the Ontario Ministry of Environment, Conservation, and Parks in 2022 implicates road salting activities for winter safety as a primary contributor to elevated chloride concentrations, particularly in southern Ontario.

NVCA data shows a similar increasing trend in chloride concentrations.

Although chloride concentrations in NVCA watercourses are below the long-term concentration Canadian Water Quality Guideline of 120 mg/L, forecasting based on current trends suggests exceedances could become regular in the next decade.

NVCA's Board of Directors passed a resolution urging the Province of Ontario to adopt legislation to limit liability for certified snow and ice contractors following provincially endorsed best practices; and to create a provincial advisory committee to guide salt reduction strategies and protect Ontario's freshwater resources.

Upcoming Events

River restoration and tree planting events

The stewardship team will be hosting volunteer river restoration and tree planting events this summer. Dates and locations will be posted on NVCA's website as soon as they are available.

Date: June, July, August

Location: Throughout the Nottawasaga Watershed



Nottawasaga Valley
Conservation Authority

July 4, 2025

BY EMAIL

Hon. Todd McCarthy MPP
Minister of the Environment, Conservation and Parks
5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

RE: Need for a Provincial Response to Rising Chloride Pollution in Ontario Watersheds

Dear Minister McCarthy,

I am writing to you in my capacity as Chair of the Nottawasaga Valley Conservation Authority (NVCA) to express our concern regarding the rising chloride levels in our watershed and to present you the enclosed resolution passed by the NVCA Board of Directors.

Chloride pollution in our region is increasing at an alarming rate. Recent data indicates that concentrations have tripled—up over 300%—in several watercourses since the 1970s. Without a change in winter road maintenance approaches to reduce road salt use, these elevated levels will exceed federal water quality guidelines and pose serious risks to aquatic ecosystems, drinking water sources, agricultural water sources, and long-term watershed health.

Municipalities across our jurisdiction are taking action to reduce their own salt use through investments in technology, alternative mixtures and products, and improved winter maintenance protocols. However, as NVCA staff and others have reported, the continued increase in chloride concentrations is being driven largely by private salt use and this fact, in turn, arises from legal liability pressures placed on winter maintenance contractors and property owners. As more of the sector adopts salt-heavy practices out of fear of litigation, the challenge intensifies, despite the availability of safer, more sustainable alternatives.

Our Board supports calls for a provincial approach that offers clarity and protection for those following best practices. To that end, I respectfully request your Ministry consider:

- Introducing a liability-limiting framework for certified snow and ice contractors who adhere to provincially recognised salt management best practices; and
- Convening a provincial advisory committee that includes municipal, environmental, industry and insurance stakeholders to guide long-term strategies for chloride reduction and freshwater protection.

We know from examples in other jurisdictions, such as New Hampshire, that this kind of approach to offer a limited liability framework for owners and contractors following best practices and acting in good faith can meaningfully reduce salt use without compromising public safety, by as much as 40% in some areas.

NVCA is committed to supporting your Ministry in developing and promoting practical, evidence-based policies to protect our watersheds. We would welcome the opportunity to participate in any working groups or consultation processes related to this important issue.

Sincerely yours,

Jonathan Scott LLB MBA

Chair, Board of Directors

Nottawasaga Valley Conservation Authority

cc

Honourable Sylvia Jones

Honourable Andrea Khanjin

Honourable Jill Dunlop

Honourable Doug Downey

Honourable Caroline Mulroney

MPP Brian Saunderson

Conservation Ontario

Ontario Salt Pollution Coalition

Township of Adjala-Tosorontio

Township of Amaranth

City of Barrie

Town of the Blue Mountains

Town of Bradford West Gwillimbury

Township of Clearview

Town of Collingwood

Township of Essa

Municipality of the Grey Highlands

Town of Innisfil

Township of Melancthon

Town of Mono

Township of Mulmur

Township of Oro-Medonte

Town of Shelburne

Township of Springwater

Town of New Tecumseth

Town of Wasaga Beach



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA Calls on Province to Act with Pro-Business Reforms to Prevent Rising Salt Pollution Threatening Local Waterways

UTOPIA, Ontario (July 4, 2025) – The Nottawasaga Valley Conservation Authority (NVCA) is calling on the Ontario government to take common-sense, pro-business action to address the rising threat of chloride pollution in local rivers and streams, which has increased by more than 300% in parts of the watershed since the 1970s.

In a formal letter (enclosed) sent this week to the Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks, NVCA Board Chair Jonathan Scott asked the province to introduce limited-liability protections for certified snow and ice contractors who follow best practices, and to strike a provincial advisory committee to guide long-term salt reduction strategies.

"Local municipalities and conservation authorities have made significant investments in salt reduction," said Chair Scott. "For instance, my own municipality of Bradford West Gwillimbury is investing over \$2 million in a snow filtration facility to help remove contaminants before they enter our watershed. Nonetheless, we continue to see rising chloride levels, especially from private properties, due to fears around liability and a lack of consistent standards, which leads to oversalting parking lots. We need the province to step in and provide pro-business reforms to help solve this problem."

Excessive road salt in winter maintenance has become one of the fastest-growing pollutants in Ontario's urban watersheds. When salt dissolves, it breaks down into chloride, which can accumulate in groundwater, harm aquatic ecosystems and increase corrosion in infrastructure. In the Nottawasaga Watershed, without a change to reduce road salt use, these elevated levels will exceed federal water quality guidelines, and pose serious risks to aquatic ecosystems, drinking and agricultural water sources, and long-term watershed health.

At its most recent meeting, the NVCA Board unanimously passed a resolution highlighting this growing concern and encouraging a provincial response with a limited-liability framework.

"Salt reduction isn't about compromising safety; it's about smarter, more affordable, pro-business practices," said Scott. "Other jurisdictions like New Hampshire have proven that you can protect both the public and the environment, with their limited-liability approach reducing salt pollution by as much as 40%. Ontario can lead the way too."

NVCA is committed to working collaboratively with the province, municipalities, industry, and environmental partners to develop effective, evidence-based solutions that protect watershed health.

- 30 -

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

Media contact: Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, mleung@nvca.on.ca

Denise Holmes

From: Roseann Knechtel <rknechtel@mulmur.ca>
Sent: Monday, July 7, 2025 9:11 AM
To: Annette.Groves@caledon.ca
Cc: Denise Holmes
Subject: Endorsement: Illegal Land Use Letter
Attachments: Illegal Land Use Letter to Premier Ford June 4 2025.pdf

Good Morning,

At their meeting on July 2, 2025 the Council of the Township of Mulmur passed the following motion to endorse the Town of Caledon's resolution regarding the Illegal Land Use.

Moved by Cunningham and Seconded by Lyon

That Council receives the information items;

And that the following item be endorsed: 11.11 Town of Caledon – Illegal Land Use.

Carried.

Roseann Knechtel, BA | Clerk / Planning Coordinator

Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8

Phone 705-466-3341 ext. 223 | Direct 705-980-1192 | rknechtel@mulmur.ca

[Receive our Newsletter](#) | [Survey: How are we doing?](#) | [Donate to the Honeywood Arena Renovation Fund](#)

From: Info <info@mulmur.ca>
Sent: June 4, 2025 3:11 PM
To: Roseann Knechtel <rknechtel@mulmur.ca>
Subject: FW: Illegal Land Use Letter

From: Annette Groves <Annette.Groves@caledon.ca>
Sent: June 4, 2025 3:03 PM
To: doug.fordco@pc.ola.org; premier@ontario.ca
Cc: Sahota, Ruby - M.P. <ruby.sahota@parl.gc.ca>; Seeback, Kyle - M.P. <kyle.seeback@parl.gc.ca>; chrystia.freeland@parl.gc.ca; sylvia.jones@pc.ola.org; Minister (MMAH) <minister.mah@ontario.ca>; rob.flack@pc.ola.org; Minister of Transportation Correspondence <minister.mto@ontario.ca>; Sarkaria, Prabmeet <prabmeet.sarkaria@pc.ola.org>; minister.mecp@ontario.ca; doug.downey@pc.ola.org; AMO Watchfile <amo@amo.on.ca>; roma@roma.on.ca; clerk@toronto.ca; regional.clerk@york.ca; clerks@vaughan.ca; clerks@richmondhill.ca; customerservice@markham.ca; info@aurora.ca; clerks@townofws.ca; clerks@king.ca; clerks@newmarket.ca; clerks@eastwillimbury.ca; info@georgina.ca; clerks@durham.ca; clerks@ajax.ca; Clerks@brock.ca; clerks@clarington.net; clerks@oshawa.ca; clerks@pickering.ca; mail@scugog.ca; info@uxbridge.ca; clerks@whitby.ca; info@brant.ca; clerks@brantford.ca; regional.clerk@peelregion.ca; cityclerksoffice@brampton.ca; Diana Rusnov <city.clerk@mississauga.ca>; info@dufferincounty.ca; info@amaranth.ca; clerks@eastgarafraxa.ca; mail@townofgrandvalley.ca; info@melancthontownship.ca; ClerksOffice@townofmono.com; ClerksOffice@townofmono.com; Info <info@mulmur.ca>; clerksdept@orangeville.ca; clerk@shelburne.ca; info@haldimandcounty.on.ca; accesshalton@halton.ca; cityclerks@burlington.ca; clerk@hamilton.ca; clerks@haltonhills.ca; townclerk@milton.ca; matherm@northumberland.ca; info@ahtwp.ca; general@brighton.ca;

general@brighton.ca; clerk@cobourg.ca; clerks@hamiltontownship.ca; admin@porthope.ca; info@trenthills.ca; info@ptbocounty.ca; info@antownship.ca; services@cavanmonaghan.net; havbelmet@hbmtp.ca; info@dourodummer.on.ca; havbelmet@hbmtp.ca; reception@northkawartha.on.ca; info@osmtownship.ca; clerkadmin@stjosephtownship.com; info@trentlakes.ca; clerk@peterborough.ca; kimc@wellington.ca; clerks@guelph.ca; clerk@mapleton.ca; admin@puslinch.ca; township@wellington-north.com; info@simcoe.ca; cityinfo@barrie.ca; inquiry@innisfil.ca; clerk@townofbwg.com; info@newtecumseth.ca; clerks@orillia.ca; townhall@collingwood.ca; llehr@essatownship.on.ca; info@oro-medonte.ca; clerk@wasagabeach.com; clerks@midland.ca; info@clearview.ca; info@townshipofsevern.com; jreid@tiny.ca; clerk@adjtos.ca; deputyclerk@tayvalleytwp.ca; ramara@ramara.ca; scooper@penetanguishene.ca; clerks@kawarthalakes.ca; clerk@niagararegion.ca; clerk@forterie.on.ca; Administration-Office-General@grimsby.ca; clerks@lincoln.ca; clerk@niagarafalls.ca; clerks@notl.com; clerks@pelham.ca; CustomerService@portcolborne.ca; clerks@stcatharines.ca; clerk@thorold.com; mkirkham@wainfleet.ca; clerk@welland.ca; clerk2@westlincoln.ca; regionalclerk@regionofwaterloo.ca; clerks@kitchener.ca; olga.smith@waterloo.ca; servicecambridge@cambridge.ca; info@wilmot.ca; gkosch@wellesley.ca; mail@northdumfries.ca

Subject: Illegal Land Use Letter

You don't often get email from annette.groves@caledon.ca. [Learn why this is important](#)

Dear Premier Ford,
Please see the attached letter regarding illegal land use.
Thank you,
Mayor Annette Groves

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374028 6TH LINE • AMARANTH ON • L9W 0M6

July 3, 2025

County of Dufferin
30 Centre Street
Orangeville, ON L9W 2X1

Sent By Email: Sonya Pritchard, spritchard@dufferincounty.ca
Dufferin County Planning Department, planner@dufferincounty.ca

Re: County Road 109 Corridor Study

At its regular meeting of Council held on June 18, 2025, the Township of Amaranth Council passed the following resolution:

Resolution #: 7

Moved by: A. Stirk

Seconded by: B. Metzger

BE IT RESOLVED THAT:

The Council of the Township of Amaranth

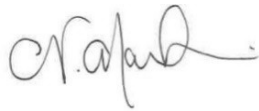
1. Formally petition the Province of Ontario to reclassify County Road 109 as a provincial highway, restoring its designation as Highway 9, under the jurisdiction and responsibility of the Ministry of Transportation of Ontario (MTO);
2. Request that MTO undertake a full corridor review of County Road 109 to assess its current and projected transportation capacity, infrastructure condition, and regional significance;
3. Urge the Province to commit to funding and undertaking necessary upgrades to bring the corridor to modern provincial highway standards, including safety enhancements, road widening, improved intersections, and support for multi-modal infrastructure as appropriate;
4. Request Dufferin County staff to initiate formal engagement with the MTO and relevant provincial ministries, and to coordinate with member municipalities in compiling data and advocacy materials in support of the reclassification;
5. Request Dufferin County Council provide regular updates and a proposed strategy for joint municipal and provincial collaboration.

Further That This resolution be circulated to all Dufferin County municipalities, Dufferin–Caledon MPP, County of Wellington and the Minister of Transportation of Ontario for their awareness and support.

CARRIED

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

Yours truly,

A handwritten signature in black ink, appearing to read 'Nicole Martin', with a stylized flourish at the end.

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



Subject: Update on Strada Aggregates Application Process

Dear Mayor White,

Over the past three years, Strada Aggregates has collaborated closely with the North Dufferin Agricultural and Community Taskforce (NDACT) on peer reviews of our hydrogeology, air, noise, and blasting studies. The air, noise, and blasting peer reviews were completed last year. In March, the hydrogeology peer review proceeded to mediation, as outlined in our community agreement.

We are pleased to announce that, following an extensive review overseen by two independent peer reviewers, the NDACT Board has approved the hydrogeology studies. The Board's letter of approval is attached for your reference.

Strada now plans to submit updated site plans and documents to the Ministry of Natural Resources (MNR) for final review. Once this is complete, in approximately three weeks, the public notice period begins and the application is broadly circulated, along with other notifications to nearby residents, signs are posted and a public meeting date set, among other things.

While the collaboration with NDACT has been challenging, we believe it has resulted in Ontario's most scientifically rigorous aggregate application, particularly in protecting water resources and local wells.

We look forward to continued collaboration with Township staff and peer reviewers during the MNR application process. Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "G.C. Horan", with a stylized flourish at the end.

Grant C. Horan

Controller, Strada Aggregates

INFO 16
JULY 17 2025



STRADA AGGREGATES RESOLUTION

JUNE 25, 2025

Wherefore Strada Aggregates (Strada) intends to expand its aggregate operations on the 4th Line in Melancthon (Melancthon Application).

And whereas the Hydrogeology, Air, Noise and Blasting studies and various subsequent peer reviews of the same have been completed and have concluded that there are no foreseeable adverse effects

And as detailed in the Community Engagement Agreement (CAE) between Strada and NDACT, signed June 16, 2023, Strada has agreed to:

1. Recreation Fund – Schedule D – Community Recreation Fund Protocol
2. Water Dispute Process – Schedule C – Wells and Natural Features Protocol
3. The Assumption Agreements --- Schedule 1 – Land Assumption Agreement and Schedule F – License Assumption Agreement

And Whereas Strada has further agreed to include the CEA in its Application Site Plan

The Board of NDACT hereby resolves to no object to the Melancthon Application once filed.

CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2025

**Being a By-law to amend By-law No. 3-2025
passed in open Council on January 16, 2025.**

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

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

AND WHEREAS the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 3-2025 – the Township of Melancthon Parks and Recreation Board By-law.

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

That Sections 9 & 11 of By-law 3-2025, be amended to read as follows:

- 9. The said Board shall encourage and assist in the development and enhancement of parks and recreational opportunities that reflect the needs and interests of Township residents.

- 11. The said Board shall develop long-term plans for recreation, programming, and services, for consideration and approval by Council.

This By-law shall take effect and come into force on the passing thereof.

By-law read a first and second time this 17th day of July, 2025.

By-law read a third time and passed this 17th day of July, 2025.

MAYOR

CLERK



**The Corporation of the
TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

STAFF REPORT

TO: Council

FROM: Sarah Culshaw, Treasurer

DATE: July 17, 2025

SUBJECT: Budget Summary

Purpose

The purpose of this report is to present the Mid-Year Budget Summary to Council for review.

Discussion

The Budget Summary included with this report outlines the 2025 Approved Budget alongside the 2025 Actuals as of July 1, 2024. It is important to note that most capital projects and purchases are not yet reflected in this summary. Based on the attached schedule, I currently have no major concerns.

Respectfully Submitted,

Sarah Culshaw, Treasurer

Reviewed By:

Denise Holmes, CAO/Clerk



2025 BUDGET AS AT JULY 1, 2025



BUDGET PAGE	DEPARTMENT EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
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GENERAL GOVERNMENT SERVICES

4	COUNCIL	\$ 150,764.00	\$ 77,595.71
5	ADMINISTRATION	\$ 798,080.00	\$ 348,163.14
5	TAXATION WRITE OFFS	\$ 30,000.00	\$ -
		\$ 978,844.00	\$ 425,758.85

PROTECTION TO PERSONAL & PROPERTY

6	FIRE SERVICES	\$ 450,985.00	\$ 202,638.19
6	POLICING	\$ 527,573.00	\$ 170,225.12
6	BYLAW ENFORCEMENT	\$ 40,000.00	\$ 30,689.52
6	CONSERVATION AUTHORITY	\$ 40,460.00	\$ 24,033.71
6	ANIMAL CONTROL	\$ 11,500.00	\$ 2,888.73
6	STREET LIGHTS	\$ 7,100.00	\$ 3,097.68
		\$ 1,077,618.00	\$ 433,572.95

TRANSPORTATION SERVICES

7	SALARIES & ADMINISTRATION	\$ 731,518.00	\$ 346,149.88
7	ROAD DEPARTMENT BUILDING & MISC.	\$ 277,280.00	\$ 38,095.40
8	ROAD EQUIPMENT	\$ 344,500.00	\$ 168,951.98
8	NEW EQUIPMENT	\$ 954,615.00	\$ 448,629.87
9	BRIDGES, CULVERTS, DRAINS	\$ 145,907.00	\$ 13,635.84
9	ROADSIDE	\$ 68,500.00	\$ 609.63
9	HARDTOP	\$ 49,500.00	\$ 19,911.87
9	LOOSETOP	\$ 642,000.00	\$ 22,209.73
10	WINTER CONTROL	\$ 71,000.00	\$ 17,098.38
10	ROAD IMPROVEMENTS	\$ 750,000.00	\$ -
10	RESERVES	\$ 50,000.00	\$ -
		\$ 4,084,820.00	\$ 1,075,292.58

BUDGET PAGE	DEPARTMENT EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
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11	ENVIRONMENTAL SERVICES	\$ 26,998.00	\$ 8,448.62
		\$ 26,998.00	\$ 8,448.62

11	RECREATION	\$ 333,200.00	\$ 40,898.30
		\$ 333,200.00	\$ 40,898.30

11	HEALTH & SOCIAL SERVICES (CEMETERY)	\$ 5,000.00	\$ -
		\$ 5,000.00	\$ -

11	LIBRARY	\$ 72,888.00	\$ 47,226.00
		\$ 72,888.00	\$ 47,226.00

12	PLANNING	\$ 125,000.00	\$ 5,017.95
		\$ 125,000.00	\$ 5,017.95

12	DRAINAGE	\$ 65,000.00	\$ 8,788.59
		\$ 65,000.00	\$ 8,788.59
12	RESERVES	\$ -	\$ -
		\$ -	\$ -
12	SUBTOTAL EXPENSES	\$ 6,769,368.00	\$ 2,045,003.84

BUDGET PAGE	DEPARTMENT REVENUE SUMMARY	2025 BUDGET	2025 BUDGET As at July 1, 2025
13	TAXATION		
	SUPPLEMENTALS	\$ 100,000.00	\$ -
	GRANT IN LIEU	\$ 2,050.00	\$ 2,119.59
		\$ 102,050.00	\$ 2,119.59
13	GRANTS	\$ 443,313.00	\$ 207,011.00
		\$ 443,313.00	\$ 207,011.00
13	ADMINISTRATION	\$ 24,720.00	\$ 7,733.15
		\$ 24,720.00	\$ 7,733.15
14	PROTECTIONS TO PERSONS & PROPERTY	\$ 5,500.00	\$ 13,466.50
		\$ 5,500.00	\$ 13,466.50
14	ROADS	\$ 1,605,409.00	\$ 12,000.00
		\$ 1,605,409.00	\$ 12,000.00
14	PLANNING	\$ 30,250.00	\$ 26,100.00
		\$ 30,250.00	\$ 26,100.00
15	OTHER	\$ 1,058,890.00	\$ 179,173.30
		\$ 1,058,890.00	\$ 179,173.30
15	SUBTOTAL REVENUE	\$ 3,270,132.00	\$ 447,603.54

GL ACCT # 5001	COUNCIL EXPENDITURES EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
1010	SALARIES, MEETINGS	\$ 102,520.00	\$ 51,062.60
1022	TRAINING		
1025	RECEIVER GENERAL	\$ 5,145.00	\$ 2,517.61
1030	EHT	\$ 1,999.00	\$ 995.70
1070	MILEAGE	\$ 1,000.00	\$ -
1080	CONFERENCES/CONVENTIONS/SEMINARS/TRAINING	\$ 9,500.00	\$ 22,630.81
1090	MEALS	\$ 600.00	\$ 84.73
2190	MISCELLANEOUS/HYBRID COUNCIL	\$ 30,000.00	\$ 304.26
	TOTAL COUNCIL EXPENDITURES	\$ 150,764.00	\$ 77,595.71

GL ACCT # 5002	ADMINISTRATION EXPENDITURES EXPENDITURES	2025 BUDGET	2025 BUDGET
1010	WAGES, VACATION PAY, UNUSED SICK PAY	\$ 425,148.00	\$ 213,984.09
1020	BENEFITS	\$ 36,000.00	\$ 19,127.09
1022	TRAINING	\$ 2,000.00	\$ 73.39
1025	RECEIVER GENERAL (CPP & EI)	\$ 21,984.00	\$ 16,185.07
1026	MEETINGS	\$ 1,000.00	\$ -
1030	EHT	\$ 9,196.00	\$ 4,197.99
1040	WSIB	\$ 12,862.00	\$ 7,011.05
1065	OMERS TOWNSHIP	\$ 46,408.00	\$ 23,512.17
1070	MILEAGE	\$ 1,500.00	\$ 356.60
1080	CONFERENCES	\$ 4,000.00	\$ -
2025	OFFICE FURNITURE	\$ 4,000.00	\$ -
2010	OFFICE SUPPLIES	\$ 8,500.00	\$ 4,438.99
2020	POSTAGE	\$ 7,000.00	\$ 4,120.78
2030	OFFICE EQUIPMENT	\$ 4,500.00	\$ 2,870.18
2035	COMPUTER PROGRAM UPDATES & IT SERVICES	\$ 40,000.00	\$ 4,261.25
2036	COMPUTERS & SERVER	\$ -	\$ -
2037	ESRI LICENSE AGREEMENT	\$ 3,100.00	\$ 2,808.58
2040	ADVERTISING	\$ 1,000.00	\$ -
2050	AUDIT	\$ 26,000.00	\$ 11,371.68
2060	MEMBERSHIPS	\$ 4,000.00	\$ 4,313.69
2070	HEATING	\$ 3,700.00	\$ 2,442.36
2080	HYDRO	\$ 5,500.00	\$ 2,219.10
2090	TELEPHONE	\$ 3,100.00	\$ 1,642.63
2094	INTERNET	\$ 2,500.00	\$ 675.23
2095	WEBSITE MAINTENANCE	\$ 500.00	\$ 127.19

GL ACCT # 5002	ADMINISTRATION EXPENDITURES EXPENDITURES (CONTINUED)	2025 BUDGET	2025 BUDGET As at July 1, 2025
2100	PROFESSIONAL FEES - LEGAL	\$ 15,000.00	\$ 6,568.41
2102	INTEGRITY COMMISSIONER SERVICES	\$ 1,500.00	\$ -
2103	HEALTH AND SAFETY SERVICES	\$ 6,100.00	\$ -
2111	ASSET MANAGEMENT PLAN & FINANCIAL REPORTING	\$ 6,000.00	\$ -
2110	INSURANCE	\$ 42,000.00	\$ -
2120	ELECTION (RESERVE)	\$ 5,000.00	\$ -
2162	BLDG MAINTENANCE	\$ 6,000.00	\$ 1,577.07
2163	OFFICE CLEANING	\$ 3,000.00	\$ 915.84
2164	LANDSCAPING & GRASS CUTTING	\$ 300.00	\$ -
2165	WATER SAMPLING	\$ 125.00	\$ -
2190	OTHER/MISCELLANEOUS	\$ 4,000.00	\$ 1,929.32
2200	PETTY CASH	\$ 500.00	\$ -
4030	BANK CHARGES	\$ 2,000.00	\$ 683.39
6135	GRANT TO OTHERS	\$ 5,000.00	\$ 750.00
6133	DONATION TO MARKDALE HOSPITAL (5YRS)	\$ 10,000.00	\$ 10,000.00
6136	ERSKINE CLINIC (2018-2027)	\$ 5,000.00	\$ -
7011	LOAN FOR MUNICIPAL EXPANSION	\$ 13,057.00	\$ -
	TOTAL	\$ 798,080.00	\$ 348,163.14

4010	TOTAL TAX WRITE OFF EXPENDITURES	\$ 30,000.00	\$ -
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TOTAL ADMINISTRATION EXPENDITURES	\$ 978,844.00	\$ 425,758.85
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GL ACCT #	PROTECTION TO PERSONS/PROPERTY EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
	FIRE SERVICES		
3 6010	MULMUR MELANCTHON FD	\$ 166,535.00	\$ 76,796.17
3 6020	SHELBURNE AND DISTRICT FD	\$ 204,450.00	\$ 105,442.02
3 6030	TOWNSHIP OF SOUTHGATE FD - OPER/CAP	\$ 80,000.00	\$ 20,400.00
	SUB TOTAL	\$ 450,985.00	\$ 202,638.19
	POLICING		
4 3050	POLICING	\$ 492,038.00	\$ 170,225.12
4 3055	POLICING - ESO	\$ 6,035.00	\$ -
4 3052	POLICING - RIDE	\$ 28,000.00	\$ -
4 3053	POLICE SERVICES BOARD	\$ 1,500.00	\$ -
	SUB TOTAL	\$ 527,573.00	\$ 170,225.12
	BY LAW ENFORCEMENT		
4 6155	BY LAW ENFORCEMENT	\$ 40,000.00	\$ 30,689.52
	CONSERVATION AREA		
4 6040	NOTTAWASAGA VALLEY CA	\$ 18,010.00	\$ 9,005.04
4 6050	GRAND RIVER CA	\$ 22,450.00	\$ 15,028.67
	SUB TOTAL	\$ 40,460.00	\$ 24,033.71
	ANIMAL CONTROL		
13 6140	LIVESTOCK CLAIMS	\$ 4,000.00	\$ -
4 6150	ANIMAL CONTROL	\$ 7,500.00	\$ 2,888.73
	SUB TOTAL	\$ 11,500.00	\$ 2,888.73
	STREET LIGHTS		
6 3025	STREET LIGHTS LED	\$ 5,600.00	\$ 2,319.04
6 3026	STREET LIGHT REPAIR	\$ 1,500.00	\$ 778.64
	SUB TOTAL	\$ 7,100.00	\$ 3,097.68
	TOTAL PROTECTION TO PERSONS/PROPERTY	\$ 1,077,618.00	\$ 433,572.95

GL ACCT # 5005	ROADWAYS EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
	SALARIES & ADMINISTRATION		
1010	SALARIES AND WAGES	\$ 549,295.00	\$ 275,405.63
1025	RECEIVER GENERAL, EHT & WSIB	\$ 65,115.00	\$ 17,860.94
1020	BENEFITS	\$ 36,000.00	\$ 14,046.29
1065	OMERS TOWNSHIP CONTRIBUTION	\$ 43,508.00	\$ 19,709.96
1070	MILEAGE	\$ 100.00	\$ 46.08
1022	STAFF TRAINING AND SEMINARS	\$ 7,500.00	\$ 8,630.25
2010	OFFICE SUPPLIES/COMPUTOR	\$ 2,000.00	\$ 115.00
2036	GPS MONTHLY TRACKING EXPENSE	\$ 5,000.00	\$ 2,194.93
2112	ASSET MANAGEMENT PLAN SUPPORT	\$ 5,000.00	\$ -
3105	BRIDGE STUDY/INSPECTIONS	\$ 18,000.00	\$ 8,140.80
	TOTAL	\$ 731,518.00	\$ 346,149.88

ROAD DEPARTMENT BUILDING MISC.			
2070	UTILITIES - HEAT	\$ 15,000.00	\$ 14,882.58
2080	UTILITIES - HYDRO	\$ 8,000.00	\$ 4,022.16
2090	TELEPHONE	\$ 1,300.00	\$ 949.20
2091	MOBILE PHONE	\$ 780.00	\$ 319.44
2040	ADVERTISING	\$ 750.00	\$ -
2041	SIGNS	\$ 15,000.00	\$ -
2110	INSURANCE	\$ 110,000.00	\$ -
2100	LEGAL FEES	\$ 10,000.00	\$ 1,602.29
2050	AUDIT	\$ 10,000.00	\$ -
2060	MEMBERSHIPS	\$ 150.00	\$ 170.00
2165	MATERIALS AND SUPPLIES/STOCK	\$ 9,000.00	\$ 2,574.68
2166	COVERALLS	\$ 1,000.00	\$ -
3000	SERVICES AND RENTS/MISC	\$ 12,500.00	\$ 4,235.76
2103	HEALTH & SAFETY SERVICES	\$ 6,500.00	\$ -
2104	HEALTH & SAFETY SERVICES/SUPPLIES	\$ 2,500.00	\$ -
2162	BUILDING MAINTENANCE	\$ 62,000.00	\$ 7,359.72
2185	OIL SEPARATER	\$ 2,800.00	\$ -
2192	SHOP TOOLS	\$ 5,000.00	\$ 621.06
2190	MISCELLANEOUS	\$ 4,000.00	\$ 1,358.51
3800	CONTRACT WORK	\$ 1,000.00	\$ -
TOTAL		\$ 277,280.00	\$ 38,095.40

GL ACCT # 5005	ROADWAYS EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
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ROAD EQUIPMENT			
2150	FUEL - CLEAR	\$ 72,000.00	\$ 51,283.89
2155	FUEL - DYED	\$ 65,000.00	\$ 28,052.95
3070/3072	FUEL - PATROL TRUCKS	\$ 20,000.00	\$ 3,757.41
2180	OIL - TRUCKS AND GRADER	\$ 6,000.00	\$ 1,958.95
3071	TR # 1 - REPAIRS	\$ 5,000.00	\$ 3,452.53
3073	TR # 2 - REPAIRS	\$ 15,000.00	\$ 4,308.16
3074	TR # 3 - REPAIRS	\$ 15,000.00	\$ 2,753.72
3075	TR # 4 - REPAIRS	\$ 15,000.00	\$ 9,748.84
3076	TR # 5 - REPAIRS	\$ 15,000.00	\$ 7,496.80
3077	TR # 6 - REPAIRS	\$ 15,000.00	\$ 11,171.85
3069	TR # 7 - REPAIRS	\$ 5,000.00	\$ 86.92
3068	TR # 8 - REPAIRS	\$ 5,000.00	\$ 2,456.69
3067	TR # 9 - REPAIRS	\$ 5,000.00	\$ 45.79
3079	GR#1 - CAT - REPAIRS	\$ 15,000.00	\$ 1,889.02
3080	GR#2 - REPAIRS	\$ 10,000.00	\$ 11,297.90
3065	GR#3 - REPAIRS	\$ 15,000.00	\$ 1,563.78
3081	BACKHOE REPAIRS	\$ 3,000.00	\$ 6,819.17
3082	LOADER	\$ 2,500.00	\$ 23.35
3083	JOHN DEERE MOWER	\$ 1,000.00	\$ 876.57
3084	POWER WASHER	\$ 3,000.00	\$ -
3085	CHAIN SAW	\$ 1,000.00	\$ -
3086	ROADSIDE MOWER	\$ 1,000.00	\$ -
3500	WINTER CONTROL-PLOW & WING PARTS	\$ 20,000.00	\$ 5,377.89
2191	RADIO AND TRUCK LICENSES	\$ 12,500.00	\$ 14,529.80
2195	RADIO MAINTENANCE & REPAIR	\$ 2,500.00	\$ -
TOTAL		\$ 344,500.00	\$ 168,951.98

GL ACCT # 5005	ROADWAYS EXPENDITURES		
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NEW EQUIPMENT (CAPITAL)

7005	VEHICLES - TRUCK	\$ 65,000.00	\$ 59,014.87
	TRACTOR WITH BLOWER BRUSHER (loan)	\$ 500,000.00	
	SNOW PLOW	\$ 389,615.00	\$ 389,615.00
	TOTAL	\$ 954,615.00	\$ 448,629.87

BRIDGES, CULVERTS, DRAINS

3100	BRIDGE & CULVERT MTCE	\$ 15,000.00	\$ -
3102	BRIDGE # 7 (ENG. 2025 - CONST. 2026)	\$ 35,000.00	\$ -
3851	ROAD CROSSINGS DUE TO DRAIN MTCE	\$ 55,000.00	\$ -
7021	CULVERT 2027 LOAN PAYMENT	\$ 40,907.00	\$ 13,635.84
	TOTAL	\$ 145,907.00	\$ 13,635.84

ROADSIDE

3215	GRASS MOWING & WEED SPRAYING	\$ 7,000.00	\$ 182.24
3212	PARK MAINTENANCE	\$ 4,000.00	\$ -
3205	BRUSHING - TREE TRIM AND REMOVAL	\$ -	\$ 427.39
3206	DITCHING	\$ 20,000.00	\$ -
3322	CATCH BASINS	\$ 2,500.00	\$ -
3610	GUIDE POSTS & HARDWARE	\$ 5,000.00	\$ -
3315	SHOULDER MAINTENANCE	\$ 5,000.00	\$ -
	SIDEWALK- HORNING'S MILLS ENGINEERING	\$ 25,000.00	\$ -
	TOTAL	\$ 68,500.00	\$ 609.63

HARDTOP

3304	PREVENTATIVE MAINTENANCE	\$ 20,000.00	\$ 3,800.57
3310	COLD MIX, PATCHING, ROUTINE MTCE	\$ 6,000.00	\$ 777.17
3320	SWEEPING, FLUSHING, CLEANING	\$ 5,500.00	\$ 5,088.00
3321	LINE PAINTING	\$ 18,000.00	\$ 10,246.13
	TOTAL	\$ 49,500.00	\$ 19,911.87

LOOSETOP

3750	TOWNLINES	\$ 1,000.00	\$ 470.13
3200	ROADSIDE MAINTENANCE	\$ 1,000.00	\$ 103.65
3210	GRAVEL RESURFACING	\$ 440,000.00	\$ -
3211	GRAVEL MAINTENANCE	\$ 30,000.00	\$ 21,587.42
3410	DUST LAYER (CALCIUM CHLORIDE)	\$ 170,000.00	\$ 48.53
	TOTAL	\$ 642,000.00	\$ 22,209.73

WINTER CONTROL

3510	SAND & SALT	\$ 65,000.00	\$ 2,569.60
3505	SNOW REMOVAL/BLOWING	\$ 6,000.00	\$ 14,528.78
	TOTAL	\$ 71,000.00	\$ 17,098.38

ROAD IMPROVEMENT

	260 SIDEROAD - 2ND LINE NE TO RIVERVIEW	\$ 750,000.00	
	TOTAL	\$ 750,000.00	\$ -

GL ACCT # 5005	ROADWAYS EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
	RESERVE		
5030	REPLACEMENT EQUIPMENT RESERVE	\$ -	\$ -
	TRANSFER TO RESERVES FOR INSURANCE SUPRLUS		
	ROAD CAPITAL RESERVES	\$ 50,000.00	
	TOTAL	\$ 50,000.00	\$ -

ACCT # 5007	ENVIRONMENTAL SERVICES EXPENDITURES	BUDGET	BUDGET As at July 1, 2025
2171	LEVELLING		
2105	LANDFILL STUDY/MONITORING	\$ 16,898.00	\$ 8,448.62
2190	MISCELLANEOUS	\$ 100.00	\$ -
7001	REHABILITATION RESERVE	\$ 10,000.00	\$ -
7010	ENVIRONMENTAL/SUSTAINABILITY		
	TOTAL	\$ 26,998.00	\$ 8,448.62

GL ACCT # 5010	RECREATION SERVICES EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
5055	CORBETTON PARK	\$ 6,500.00	\$ 495.64
5057	RIVERVIEW PARK	\$ 10,000.00	\$ -
6060	HORNING'S MILLS PARK	\$ 12,000.00	\$ 3,618.28
6061	HORNING'S MILLS PARK UPGRADES (TWP PORTION)	\$ 150,000.00	\$ -
6065	HORNING'S MILLS COMMUNITY HALL	\$ 22,500.00	\$ 11,460.91
6063	HORNING'S MILLS HALL PARKING LOT (capital)	\$ -	\$ -
6064	HORNING'S MILLS HALL BLDNG (Trilliam Grant)	\$ -	\$ -
6080	DUNDALK COMMUNITY CENTRE	\$ 16,700.00	\$ 3,977.07
6100	NORTH DUFFERIN COMMUNITY CENTRE	\$ 29,000.00	\$ -
	HORNING'S MILLS HALL BOARD		
6200	HERITAGE COMMITTEE	\$ 2,000.00	\$ -

GL ACCT # 5016	CEMETARY EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
8902	HORNING'S MILLS CEMETERY	\$ 5,000.00	\$ -
8904	ST. PAUL'S CEMETERY		
	TOTAL	\$ 5,000.00	\$ -

GL ACCT # 5011	LIBRARY EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
6110	SHELBURNE LIBRARY	\$ 62,968.00	\$ 47,226.00
6120	DUNDALK LIBRARY	\$ 9,920.00	\$ -
	TOTAL	\$ 72,888.00	\$ 47,226.00

GL ACCT # 5012	PLANNING SERVICES EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
2100	PROFESSIONAL/LEGAL FEES	\$ 25,000.00	\$ 5,017.95
2108	OFFICIAL PLAN	\$ 100,000.00	\$ -
2109	NEW ZONING BY-LAW		
2101	LPAT/OLT APPEALS		
		\$ 125,000.00	\$ 5,017.95

GL ACCT # 5009	DRAINAGE EXPENDITURES	2025 BUDGET	2025 BUDGET As at July 1, 2025
3060	DRAINAGE SUPERINTENDENT	\$ 60,000.00	\$ 7,342.85
5015 0100	TILE DRAINAGE PRINCIPAL & INT PYMTS		
3070	NUISANCE BEAVER & BEAVER DAM REMOVAL	\$ 5,000.00	\$ 1,445.74
	TOTAL	\$ 65,000.00	\$ 8,788.59

GL ACCT # 5002	RESERVES EXPENDITURES		
5041	TAX RATE STAB. - HM HALL OPERATING EXPENSES		
	COVID - SAFE RESTART		
5042	SPECIAL RESERVE FUND EMERGENCY RELIEF		
	TOTAL		

TOTAL EXPENITURER	\$ 2,684,548.00	\$ 969,711.26
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GL ACCT #	TAXATION REVENUE	2025 BUDGET	2025 BUDGET As at July 1, 2025
4001 0700	SUPPLEMENTAL TAXES	\$ 100,000.00	\$ -
4003 0100	PAYMENT IN LIEU	\$ 2,050.00	\$ 2,119.59
	TOTAL TAXATION REVENUE	\$ 102,050.00	\$ 2,119.59

GL ACCT # 4004	GRANT REVENUE	2025 BUDGET	2025 BUDGET As at July 1, 2025
150	OMPF	\$ 193,300.00	\$ 96,650.00
300	RIDE GRANT	\$ 6,600.00	
172	COURT SECURITY & PRISONER TRANSPORT	\$ 1,100.00	\$ -
500	LIBRARY GRANT	\$ 4,452.00	
156	OCIF FUNDING (FORMULA COMPONENT)	\$ 110,361.00	\$ 110,361.00
220	MUNICIPAL EMERGENCY REDINESS FUNDS	\$ 12,500.00	\$ -
700	ONTARIO AGGREGATE LIC. FEE	\$ 85,000.00	\$ -
100	DRAINAGE SUPERINTENDENT	\$ 30,000.00	\$ -
	TOTAL COUNCIL REVENUE	\$ 443,313.00	\$ 207,011.00

GL ACCT # 4010	ADMINISTRATION REVENUE	2025 BUDGET	2025 BUDGET As at July 1, 2025
100	TAX CERTIFICATES	\$ 2,800.00	\$ 1,040.00
110	TAX STATEMENT/DUPLICATE TAX BILLS	\$ 500.00	\$ 400.00
115	REMINDER/OVERDUE NOTICE FEE	\$ 3,000.00	\$ 1,500.00
200	BUILDING PERMIT APPROVAL	\$ 5,300.00	\$ 2,000.00
250	SITE ALTERATION PERMIT APPROVAL	\$ 500.00	\$ -
300	NSF CHEQUE CHARGE	\$ 100.00	\$ 30.00
400	PHOTOCOPIES		
4015 0100	DOG LICENCES	\$ 9,500.00	\$ 2,763.15
4040 0100	LIVESTOCK CLAIM GRANTS	\$ 3,000.00	\$ -
4064 0000	BUSINESS LICENSES	\$ -	\$ -
4050 0460	TRANSFER FROM MMAH-2019 (NEW PHONES)		
	TOTAL ADMINISTRATION REVENUE	\$ 24,720.00	\$ 7,733.15

GL ACCT # 4012	FIRE REVENUE	2025 BUDGET	2025 BUDGET As at July 1, 2025
100	FIRE REVENUE	\$ 2,000.00	\$ 9,966.50
300	FIRE PERMIT	\$ 3,500.00	\$ 3,500.00
	TOTAL FIRE REVENUE	\$ 5,500.00	\$ 13,466.50

GL ACCT # 4020	ROAD REVENUE	2025 BUDGET	2025 BUDGET As at July 1, 2025
110	ROADS MISC REVENUE	\$ 1,000.00	\$ 1,000.00
115	ROAD OCCUPANCY PERMITS	\$ 8,000.00	\$ 7,500.00
125	ENTRANCE PERMITS	\$ 3,000.00	\$ 3,300.00
130	WIDE LOAD PERMITS	\$ 200.00	\$ 200.00
200	CULVERTS		
500	SHELBURNE ROAD AGREEMENT	\$ 7,094.00	\$ -
4004 0703	TRFR FROM GAS TAX (260 SIDE ROAD)	\$ 100,000.00	\$ -
4004 0704	TRFR FROM ROAD CAPITAL RESERVE	\$ -	\$ -
4004 0702	TRFR FROM EQUIPMENT RESERVE - TRUCK	\$ 514,615.00	\$ -
	TRFR WORKING (HM PARK UPGRADES-GRANT)	\$ 150,000.00	\$ -
4020 0700	TRFR DEV CHG (SNOW BLOWER)	\$ 500,000.00	\$ -
	TRFR WORKING (ROAD PROJECTS)	\$ 200,000.00	\$ -
	TRFR WORKING (ZONING BY-LAW)	\$ 32,500.00	\$ -
	TOTAL ROADS REVENUE	\$ 1,605,409.00	\$ 12,000.00

GL ACCT # 4035	PLANNING REVENUE	2025 BUDGET	2025 BUDGET As at July 1, 2025
100	OFFICIAL PLAN APPLICATION	\$ 1,000.00	\$ -
310	SITE PLAN APPLICATION FEES	\$ 750.00	\$ 5,000.00
350	ZONING BY-LAW AMENDMENT	\$ 6,000.00	\$ 12,000.00
300	CONSENT APPLICATIONS	\$ 2,000.00	\$ 4,000.00
325	MINOR VARIANCE	\$ 2,000.00	\$ 4,000.00
200	ZONING REQUESTS	\$ 2,000.00	\$ 1,100.00
360	CHANGE OF USE CERTIFICATE APPLICATION	\$ 2,500.00	\$ -
370	TELECOMMUNICATION FACILITES APPLICATION		
375	PRE-APPLICATION CONSULTATION	\$ 4,000.00	\$ -
500	PROFESSIONAL SERVICES REIMBURSEMENT	\$ 10,000.00	\$ -
	TRFR FROM DEV CHG (OFFICIAL PLAN)	\$ -	\$ -
	TOTAL PLANNING REVENUE	\$ 30,250.00	\$ 26,100.00

GL ACCT # 4050	OTHER REVENUE	2025 BUDGET	2025 BUDGET
100	MISCELLANEOUS REVENUE	\$ 1,000.00	\$ 549.77
125	CHD COMMUNITY CONTRIBUTION	\$ 309,000.00	\$ 45,000.00
130	PLATEAU COMMUNITY CONTRIBUTION	\$ 38,000.00	\$ -
135	DWP COMMUNITY CONTRIBUTION	\$ 291,000.00	\$ -
4015 0400	BY-LAW INFRACTION TO TAXES	\$ 10,000.00	\$ 16,478.64
200	PENALTIES AND INTEREST ON TAXES	\$ 105,000.00	\$ 76,742.29
300	INTEREST ON DEPOSITS	\$ 130,000.00	\$ 37,235.96
400	POA	\$ 50,000.00	\$ 3,166.64
4077 0000	LAND RENTAL	\$ 5,775.00	\$ -
	TRFR FROM PARKS ACCOUNT	\$ 10,000.00	\$ -
	TOTAL OTHER REVENUE	\$ 1,058,890.00	\$ 179,173.30
	TOTAL REVENUE	\$ 3,270,132.00	\$ 447,603.54
	TOTAL EXPENDITURES	\$ 6,769,368.00	\$ 969,711.26
		\$ 3,499,236.00	\$ 522,107.72

From: Kevin Powers <kevin.powers@projectadvocacy.ca>
Sent: Thursday, July 10, 2025 11:14 AM
To: kevin powers
Subject: News Release: Strada Submits Quarry Application

Strada Aggregates Submits Quarry Application for ARA Approval

Local Community Group Signs Off on Application

MELANCTHON, Ontario – July 10, 2025 – Strada Aggregates has submitted an application to the Ministry of Natural Resources (MNR) for approval under the Aggregate Resources Act (ARA) for a quarry within its existing 360-acre sand and gravel pit in Melancthon Township, Dufferin County.

The quarry, planned to ship up to 2 million tonnes of aggregate annually, would use existing entrances, exits, and haul routes to minimize infrastructure impacts. The quarry would support Ontario's construction industry by supplying high-quality aggregates for infrastructure projects, while creating local jobs and economic opportunities in Melancthon Township and Dufferin County.

Since their initial meeting in September 2021 with Strada, The North Dufferin Agricultural and Community Taskforce (NDACT) has been involved with thoroughly reviewing the application to ensure it would not harm the environment. Following their extensive review, NDACT has signed off on the application after three independent peer reviewers, including a community-trusted reviewer embedded since 2023, validated the hydrogeologic studies, along with air, noise and blasting studies. This first-of-its-kind agreement commits Strada to ongoing community engagement throughout the project's lifecycle, ensuring transparency and local trust.

Rigorous Hydrogeologic and Technical Studies

Strada's hydrogeology, noise, air and blasting studies, overseen by the company and reviewed by NDACT-appointed peer reviewers, confirm no adverse impacts on the environment, water resources, or surrounding areas. All studies meet or exceed Ontario's stringent environmental standards, including protections for local water systems and surrounding residential and agricultural wells, ensuring alignment with the Provincial Planning Statement (PPS) and ARA requirements. Supporting technical studies include:

- Hydrogeological and Hydrological Assessment
- Natural Environment Study
- Archaeological Study
- Cultural Heritage Study
- Traffic Impact Assessment

- Noise Impact Assessment
- Agricultural Impact Assessment
- Air Quality Assessment
- Blasting Impact Assessment

These studies reflect Strada's commitment to science-based decision-making and environmental stewardship. The recommendations of these studies have been included on the Aggregate Resources Act Site Plans for the application, which is a legally binding document that contains all the monitoring and mitigation measures required to ensure the quarry does not negatively impact the water resources, environment, or surrounding community.

Next Steps in the ARA Process

With NDACT's sign-off Strada is confident in its application's robustness and anticipates MNR's review process to begin shortly.

The company is committed to ongoing engagement with NDACT, MNR, the Township of Melancthon, Indigenous communities, and local residents to ensure the project aligns with community and provincial standards.

A copy of the technical studies and site plans submitted with the application will be available shortly at stradaquarry.com.

For further information, please contact me at this address.

--

Kevin Powers, Managing Principal
Project Advocacy Inc.
199 Bay St., Suite 3210
Toronto, Ontario
www.projectadvocacy.ca

[647-673-8407](tel:647-673-8407)

SCHEDULE "A" TO BY-LAW NO. 10-2007
THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Permit No.

PROPERTY LOCATION (Including Emergency Locator Number):

ISSUED TO (Name):

MAILING ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

PLEASE SIGN HERE:

A permit is granted in accordance with and subject to the above conditions:

ISSUED BY:

DATE:

PAYMENT RECEIVED:

THIS PERMIT EXPIRES ON DECEMBER 31ST OF THE YEAR OF ISSUANCE AND COSTS \$15.00 PER YEAR.

BURNING BANS: Before you burn please check the Township of Melancthon website (www.melancthontownship.ca) to verify if there is a burning ban.

ADMINISTRATIVE NUMBERS: Please contact the indicated Fire Department prior to burning.

0	Shelburne Fire Department	(519) 925-5111
0	Mulmur - Melancthon Fire Department	(519) 925-6481
0	Dundalk Fire Department	(519) 923-2402

A person requiring a permit for an Open-Air Fire shall file an application in writing on this form.

An applicant shall provide all of the information required to complete the application form including, but not limited to the exact address that the Open-Air Fire is to be located;

Every application filed shall:

- a) be accompanied by the payment of the \$15.00 fee
- b) be made by the Owner of the land on which the proposed Open-Air Fire is to be burned or his or her authorized agent and be accompanied by a consent from the Owner or his or her authorized agent of the lands upon which the Open-Air Fire is to be burned. Permits issued under this By-law shall be valid for the duration of the calendar year of issue with an annual permit fee of \$15.00.

FIRE CONTROL

No Owner shall create or permit the creation, presence, maintenance or existence of any Open-Air Fire within the Township of Melancthon. The following exceptions apply:

- a) The above does not apply to any portable barbecue appliances;
- b) The above does not apply to small confined fires for the purpose of burning environmentally acceptable waste or fires used to cook food if they comply with the following conditions:
 - (i) Such fires shall be located no closer than 6 metres (20 feet) from any building, structure, hedge, fence, or overhead wire or obstruction of any kind;
 - (ii) Such fires shall not exceed 1 metre (3 feet) in diameter or 1 metre (3 feet) in height;
- c) The above does not apply to any Open-Air Fire for which a permit has been issued by the Township of Melancthon Municipal Office and the conditions contained in the By-law are complied with.

The above Permit shall be produced upon request by the Fire Chief or his/her designate or a Municipal By-law Enforcement Officer for the Township of Melancthon.

No Owner who has been issued a Permit shall create or permit the creation, maintenance or existence of a fire unless all of the following conditions are being followed:

- a) The fire is under constant supervision and control from the time of lighting until it is extinguished;
- b) The fire is located no closer than 15 metres (50 feet) from any building structure, hedge, fence, road or overhead wire or obstruction of any kind;
- c) There is a space free and clear of combustible material around the perimeter of such fire of at least 4.5 metres (15 feet);
- d) An Open-Air Fire is not burned when a prohibition has been declared by the Fire Chief;
- e) A fire is not burned when the wind velocity exceeds 16km/hr (10 mph);
- f) The dimension of a fire does not exceed 3 metres (10 feet) in diameter or 2 metres (6 feet) in height for Rural Properties;
- g) The dimension of a fire does not exceed 1 metre (3 feet) in diameter or 1 metre (3 feet) in height for Hamlet Residential Properties;
- h) Fires will not be burned between the hours of 11:00 p.m. and 6:00 a.m.;
- i) The fire does not contain a tire or tires;
- j) The fire does not contain materials such as paint, asphalt material, and/or chemical wastes;
- k) No Open-Air Fire will be burned when the conditions as such may cause any or all of the

following

- i) A decrease in visibility on any highway or other roadway;
 - ii) Fire spread through grass, brush, forested area or other property that was not intended to be burned;
 - iii) A contravention of other Municipal By-law, Provincial or Federal Legislation;
- l) The respective Fire Station will be advised of the date and time the fire is to be burned;

The Owner shall abide by the following:

- a) The Owner shall be completely responsible and liable for any damage resulting from said fire;
- b) The Owner shall be liable for the cost of any fire fighting equipment and personnel necessary and called in to extinguish the said fire;
- c) The Owner shall exercise due care and take the necessary precautions in connection therewith to avoid endangering persons and property in the vicinity thereof, and shall remain in constant attendance at such fire until the same is completely burned or extinguished.

ADMINISTRATION, ENFORCEMENT AND INSPECTION

This By-law shall be administered by the Fire Chief of the Township or such other person or persons as Council may, by By-law, appoint and all such persons shall be considered inspectors under the terms of the By-law.

The Fire Chief, Deputy Fire Chief, Assistant Deputy Fire Chief or Municipal Law Enforcement Officer(s) or such other person or persons as the Council of the Township of Melancthon may by appoint are hereby authorized to enforce the provisions of this By-law pursuant to the Provincial Offences Act, R.S.O. 1990, as amended and all such persons shall be considered inspectors under the terms of this By-law.

The Fire Chief or his/her designate may revoke any Permit where:

- a) The holder of the Permit contravenes any conditions of said Permit;
- b) In the opinion of the Fire Chief the smoke formed from a fire or fires authorized by the Permit presents a nuisance to neighbouring inhabitants, or;
- c) For any other good and sufficient reason at the Fire Chief or his/her designate's sole discretion.

Where a Permit has been revoked, the Fire Chief or his/her designate may refuse to issue another Permit until he/she is satisfied that corrective actions have been or will be taken to prevent recurrence of the problem.

The Fire Chief or his/her designate is authorized to order any person to extinguish any fire or to cause such fire to be extinguished when there is a breach of any of the provisions of this By-law or where, in his/her opinion there is danger of such fire spreading or otherwise endangering life or property and the person shall comply with any such order.

The Fire Chief or his/her designate may declare a total prohibition against outdoor burning when in his/her opinion atmospheric conditions or local circumstances make such fires hazardous and every person shall comply with such prohibition.

An Inspector under this By-law:

- a) Has the power to enter upon and examine any yards, vacant lots, or grounds at any reasonable time or times; and
- b) May be accompanied by such other person or persons, as they deem necessary to properly carry out their duties under this By-law.

In the event any Owner proposes to start or set a fire which is larger than the maximum size provided in the By-law, such person shall contact the Fire Chief, or his/her designate, to request a site inspection. If the Fire Chief

or his/her designate deems it necessary to conduct an onsite inspection a fee as required by the Fire Chief in his/her sole discretion shall apply. The Fire Chief may or may not authorize the fire to be ignited, subject to such conditions as the Fire Chief or his/her designate may impose, issued in writing. The Owner requesting permission for this authorization shall comply with all provisions of the permit.

OFFENSES

Every person who:

- a) hinders, disturbs or obstructs any Inspector in carrying out their duties under this By-law, or;
- b) contravenes the applicable provisions of this By-law is guilty of an offence and, upon conviction, is subject to a penalty as provided for in the Provincial Offences Act, R.S.O. 1990, as amended.

Each day that a situation as described above is allowed to continue, shall constitute a separate offence under this By-law and any Judge or Justice of the Peace adjudicating on such matter may assess a separate fine for each and every day that such situation has been allowed to continue.

Every person and an Officer Director, Employee or Agent of a Corporation charged with committing an offence under this By-law is a party to the offence who;

- a) actually commits it;
- b) does or omits to do anything for the purposes of aiding any person to commit it, or
- c) abets any person committing it. Where two or more persons form an intention in common to carry out an unlawful purpose, and to assist each other therein, each of those who knew or ought to have known that the commission of an offence under this By-law would be a probable consequence of carrying out the common purpose is a party to the offence.

ADDITIONAL REMEDY

Pursuant to the provisions of the Municipal Act, 2001, s. 446, as amended from time to time, the Township may cause any matter or thing be done upon the failure of the person being directed to do it, and the matter or thing shall be done at the person's expense.

For the purpose of the previous subsection, the Township may enter upon land at any reasonable time.

The Township may recover the costs of doing a matter or thing under this section from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes.

I/We have read all of the above and undertake to comply with the provisions of the By-law.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER 10-2007

BEING A BY-LAW TO REGULATE THE SETTING OF FIRES AND PREVENT
THE SPREADING OF FIRES, ESTABLISH A FIRE PERMIT SYSTEM

WHEREAS Section 210 (35) of the Municipal Act, R.S.O. 1990 c. M45, as amended, empowers the councils of the local municipalities to pass By-laws prescribing for the whole or any part of the municipality, the times during which fires may be set in open air and the precautions to be observed by persons setting such fires.

AND WHEREAS the Ontario Fire Code, O. Reg 67/87 Clause 2.6.3.4 states "Open air burning shall not be permitted unless approved or unless such burning consists of small, confined fire, supervised at all times and used to cook food on a grill or barbecue".

AND WHEREAS Section 7.1 of the Fire Protection and Prevention Act, S.O. 2002, c.4, as amended, provides the Council of a Municipality may pass By-laws for regulating the prevention of the spreading of fires and the setting of open air fires including times during which they may be set.

AND WHEREAS it is deemed necessary and expedient to pass such a By-law, for the protection of persons and property, within the Township of Melancthon.

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

1. INTRODUCTION

1.1. Title and Scope

- (a) This is a By-law to regulate the setting, prohibiting and controlling of open fires within the Township of Melancthon. This By-law shall be known as "Open Fires By-law" of the Township of Melancthon.

1.2. Repeal of Former By-laws

- (a) By-law No. 7-2003 of The Corporation of the Township of Melancthon is hereby repealed.

1.3. Validity and Severability

- (a) Should any section, sub-section, clause, paragraph, or provision of this By-law be declared by a court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability or any other provisions of this By-law or the By-law as a whole.

1.4. Interpretation

- (a) Words used in the singular form shall include the plural form, the masculine gender shall include the feminine or neuter gender, and vice versa, as the context requires.
- (b) "May" shall be construed as permissive.
- (c) "Shall" shall be construed as imperative.

1.5. Force and Effect

- (a) This By-law shall come into force and take effect on the day that it receives the approval of the Council of the Township of Melancthon.

2. DEFINITIONS

For the purposes of this By-law, the following words shall have the meaning ascribed herein:

- 2.1. "Council" means the Council of The Corporation of the Township of Melancthon.
- 2.2. "Environmentally Acceptable Waste" means clean wood and brush.
- 2.3. "Fire Ban Period" means a period of time during which the Fire Chief or his designate declares a total ban on open air burning.
- 2.4. "Fire Pit" means an area for an Open Air Fire, not exceeding one metre (3 feet) in diameter which is constructed of and created on non-combustible material containing combustible material not more than .5 metres (1.5 feet) in height, equipped with a grill and is being used for cooking of food.
- 2.5. "Hamlet Residential Property" means all property located within the boundaries of the hamlets of Riverview, Corbetton and Horning's Mills.
- 2.6. "Lot" shall mean a parcel of land to which title is capable of being legally conveyed, subject to the provisions of the Planning Act, as amended, and includes any of its parts, which are subject to a right-of-way or easement.
- 2.7. "Open Air Fire" means a fire that is not totally enclosed and controlled so as to prevent the spread of fire either directly or by sparks or embers originating from the fire.
- 2.8. "Owner" includes an assessed owner, tenant, or occupant or any person having an interest, whether equitable or legal, in the land.
- 2.9. "Permit" means a "Permit for Open Air Burning" issued by the Township.
- 2.10. "Person" means any human being, association, firm, partnership, private club, incorporated company, corporation, agent or trustee and the heirs, executors, or other legal representatives of a person to whom the context can apply according to the By-law.
- 2.11. "Rural Property" means all property located in the Township of Melancthon that is not included in "Hamlet Residential Property".
- 2.12. "Township" means The Corporation of the Township of Melancthon.

3. APPLICATION FOR PERMITS

- 3.1. A person requiring a permit for an open-air fire shall file an application in writing on the form as approved by the Township as found in Schedule "A" to this By-law;
- 3.2. An applicant shall provide all of the information required to complete the application form including, but not limited to the exact address that the Open-Air Fire is to be located;
- 3.3. Every application filed shall:
 - (a) be accompanied by the payment of the \$10.00 fee;
 - (b) be made by the Owner of the land on which the proposed Open-Air Fire is to be burned or his or her authorized agent and be accompanied by a consent from the Owner or his or her authorized agent of the lands upon which the Open-Air Fire is to be burned.
- 3.4. Permits issued under this By-law shall be valid for the duration of the calendar year of issue with an annual permit fee of \$10.00.

4. FIRE CONTROL

- 4.1. No Owner shall create or permit the creation, presence, maintenance or existence of any Open Air Fire within the Township of Melancthon.
- 4.2. Section 4.1 does not apply to any portable barbecue appliances.
- 4.3. Section 4.1 does not apply to small confined fires for the purpose of burning environmentally acceptable waste or fires used to cook food if they comply with the following conditions:
 - (a) Such fires shall be located no closer than 6 metres (20 feet) from any building, structure, hedge, fence, or overhead wire or obstruction of any kind;
 - (b) Such fires shall not exceed 1 metre (3 feet) in diameter or 1 metre (3 feet) in height;
 - (c) Sections 4.6.(b), 4.6.(f), 4.6.(g) shall not apply to fires burned pursuant to this section, all other subsections of Section 4.6 apply.
- 4.4. Section 4.1 does not apply to any Open-Air Fire for which a permit has been issued by the Township of Melancthon Municipal Office and the conditions as set out in Section 4.6 and Schedule "A" are being complied with.
- 4.5. The Permit described in Section 4.4 shall be produced upon request by the Fire Chief or his/her designate or a Municipal By-law Enforcement Officer for the Township of Melancthon.
- 4.6. No Owner who has been issued a Permit shall create or permit the creation, maintenance or existence of a fire unless all of the following conditions are being followed:
 - (a) The fire is under constant supervision and control from the time of lighting until it is totally extinguished;
 - (b) The fire is located no closer than 15 metres (50 feet) from any building, structure, hedge, fence, road or overhead wire or obstruction of any kind;
 - (c) There is a space free and clear of combustible material around the perimeter of such fire of at least 4.5 metres (15 feet);
 - (d) An Open Air Fire is not burned when a prohibition has been declared pursuant to Section 5.6 of this By-law;
 - (e) A fire is not burned when the wind velocity exceeds 16 km/hr (10 mph);
 - (f) The dimension of a fire does not exceed 3 metres (10 feet) in diameter or 2 metres (6 feet) in height for rural properties;
 - (g) The dimension of a fire does not exceed 1 metre (3 feet) in diameter or 1 metre (3 feet) in height for Hamlet Residential Properties;
 - (h) Fires will not be burned between the hours of 11:00 p.m. and 6:00 a.m.;
 - (i) The fire does not contain a tire or tires;
 - (j) The fire does not contain materials such as paint, asphalt material, and/or chemical wastes;
 - (k) No Open Air Fire will be burned when the conditions as such may cause any or all of the following:
 - (i) A decrease in visibility on any highway or other roadway;
 - (ii) Fire spread through grass, brush, forested area or other property that was not intended to be burned;

- (iii) A contravention of other municipal By-law, provincial or federal legislation;
 - (l) The respective fire station will be advised of the date and time the fire is to be burned;
- 4.7. The Owner shall abide by the following:
- (a) The Owner shall be completely responsible and liable for any damage resulting from said fire;
 - (b) The Owner shall be liable for the cost of any fire fighting equipment and personnel necessary and called in to extinguish the said fire;
 - (c) The Owner shall exercise due care and take the necessary precautions in connection therewith to avoid endangering persons and property in the vicinity thereof, and shall remain in constant attendance at such fire until the same is completely burned or extinguished.

5. ADMINISTRATION, ENFORCEMENT AND INSPECTION

- 5.1. This By-law shall be administered by the Fire Chief of the Township or such other person or persons as Council may, by By-law, appoint and all such persons shall be considered inspectors under the terms of the By-law.
- 5.2. The Fire Chief, Deputy Fire Chief, Assistant Deputy Fire Chief or Municipal Law Enforcement Officer(s) or such other person or persons as the Council of the Township of Melancthon may by appoint are hereby authorized to enforce the provisions of this By-law pursuant to the Provincial Offences Act, R.S.O. 1990, as amended and all such persons shall be considered inspectors under the terms of this By-law.
- 5.3. The Fire Chief or his/her designate may revoke any Permit where:
- (a) The holder of the Permit contravenes any conditions of said Permit;
 - (b) In the opinion of the Fire Chief the smoke formed from a fire or fires authorized by the Permit presents a nuisance to neighbouring inhabitants, or;
 - (c) For any other good and sufficient reason at the Fire Chief or his/her designate's sole discretion.
- 5.4. Where a Permit has been revoked under Section 5.3, the Fire Chief or his/her designate may refuse to issue another permit until he/she is satisfied that corrective actions have been or will be taken to prevent recurrence of the problem.
- 5.5. The Fire Chief or his/her designate is authorized to order any person to extinguish any fire or to cause such fire to be extinguished when there is a breach of any of the provisions of this By-law or where, in his/her opinion there is danger of such fire spreading or otherwise endangering life or property and the person shall comply with any such order.
- 5.6. The Fire Chief or his/her designate may declare a total prohibition against outdoor burning when in his/her opinion atmospheric conditions or local circumstances make such fires hazardous and every person shall comply with such prohibition.
- 5.7. An inspector under this By-law:
- (a) Has the power to enter upon and examine any yards, vacant lots, or grounds at any reasonable time or times; and
 - (b) May be accompanied by such other person or persons, as they deem necessary to properly carry out their duties under this By-law.
- 5.8. In the event any owner proposes to start or set a fire which is larger than the maximum size provided in Section 4.6, such person shall contact the Fire Chief, or

his/her designate, to request a site inspection. If the Fire Chief or his/her designate deems it necessary to conduct an onsite inspection a fee as required by the Fire Chief in his/her sole discretion shall apply. The Fire Chief may or may not authorize the fire to be ignited, subject to such conditions as the Fire Chief or his/her designate may impose, issued in writing. The owner requesting permission for this authorization shall comply with all provisions of the permit.

6. OFFENCES

6.1. Every person who:

- (a) hinders, disturbs or obstructs any Inspector in carrying out their duties under this By-law, or;
- (b) contravenes the following provisions of this By-law: Sections 4.1, 4.5, 4.6, 5.5 is guilty of an offence and, upon conviction, is subject to a penalty as provided for in the Provincial Offences Act, R.S.O. 1990, as amended.

6.2. Each day that a situation as described in Section 6.1.(b) of this By-law is allowed to continue shall constitute a separate offence under this By-law and any Judge or Justice of the Peace adjudicating on such matter may assess a separate fine for each and every day that such situation has been allowed to continue.

6.3. Every person and an officer director, employee or agent of a corporation charged with committing an offence under this By-law is a party to the offence who;

- (a) actually commits it;
- (b) does or omits to do anything for the purposes of aiding any person to commit it, or
- (c) abets any person committing it. Where two or more persons form an intention in common to carry out an unlawful purpose, and to assist each other therein, each of those who knew or ought to have known that the commission of an offence under this By-law would be a probable consequence of carrying out the common purpose is a party to the offence.

7. ADDITIONAL REMEDY

7.1. Pursuant to the provisions of the Municipal Act, 2001, s. 446, as amended from time to time, the Township may cause any matter or thing be done upon the failure of the person being directed to do it, and the matter or thing shall be done at the person's expense.

7.2. For the purposes of the previous subsection, the Township may enter upon land at any reasonable time.

7.3. The Township may recover the costs of doing a matter or thing under this section from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes.

7.4. The Township shall not be liable for any damage caused by its actions under this by-law.

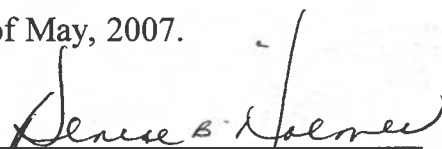
7.5. The Township shall not be liable to restore the property.

BY-LAW read a first and second time this 3rd day of May, 2007.

BY-LAW read a third time and passed this 3rd day of May, 2007.



Mayor



Clerk

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Fire Permit No: _____

EXACT LOCATION (Including Emergency Locator Number):

ISSUED TO (Name):

MAILING ADDRESS:

PHONE NUMBER:

APPLICATION FOR PERMITS

A person requiring a permit for an open-air fire shall file an application in writing on this form.

An applicant shall provide all of the information required to complete the application form including, but not limited to the exact address that the Open-Air Fire is to be located;

Every application filed shall:

- a) be accompanied by the payment of the \$10.00 fee;
- b) be made by the Owner of the land on which the proposed Open-Air Fire is to be burned or his or her authorized agent and be accompanied by a consent from the Owner or his or her authorized agent of the lands upon which the Open-Air Fire is to be burned. Permits issued under this By-law shall be valid for the duration of the calendar year of issue with an annual permit fee of \$10.00.

FIRE CONTROL

No Owner shall create or permit the creation, presence, maintenance or existence of any Open Air Fire within the Township of Melancthon. The following exceptions apply:

- a) The above does not apply to any portable barbecue appliances;
- b) The above does not apply to small confined fires for the purpose of burning environmentally acceptable waste or fires used to cook food if they comply with the following conditions:
 - (i) Such fires shall be located no closer than 6 metres (20 feet) from any building, structure, hedge, fence, or overhead wire or obstruction of any kind;

- (ii) Such fires shall not exceed 1 metre (3 feet) in diameter or 1 metre (3 feet) in height;
- c) The above does not apply to any Open-Air Fire for which a permit has been issued by the Township of Melancthon Municipal Office and the conditions contained in the By-law are complied with.

The above permit shall be produced upon request by the Fire Chief or his/her designate or a Municipal By-law Enforcement Officer for the Township of Melancthon.

No Owner who has been issued a Permit shall create or permit the creation, maintenance or existence of a fire unless all of the following conditions are being followed:

- a) The fire is under constant supervision and control from the time of lighting until it is totally extinguished;
- b) The fire is located no closer than 15 metres (50 feet) from any building, structure, hedge, fence, road or overhead wire or obstruction of any kind;
- c) There is a space free and clear of combustible material around the perimeter of such fire of at least 4.5 metres (15 feet);
- d) An Open Air Fire is not burned when a prohibition has been declared by the Fire Chief;
- e) A fire is not burned when the wind velocity exceeds 16 km/hr (10 mph);
- f) The dimension of a fire does not exceed 3 metres (10 feet) in diameter or 2 metres (6 feet) in height for rural properties;
- g) The dimension of a fire does not exceed 1 metre (3 feet) in diameter or 1 metre (3 feet) in height for Hamlet Residential Properties;
- h) Fires will not be burned between the hours of 11:00 p.m. and 6:00 a.m.;
- i) The fire does not contain a tire or tires;
- j) The fire does not contain materials such as paint, asphalt material, and/or chemical wastes;
- k) No Open Air Fire will be burned when the conditions as such may cause any or all of the following:
 - i) A decrease in visibility on any highway or other roadway;
 - ii) Fire spread through grass, brush, forested area or other property that was not intended to be burned;
 - iii) A contravention of other municipal By-law, provincial or federal legislation;
- l) The respective fire station will be advised of the date and time the fire is to be burned;

The Owner shall abide by the following:

- a) The Owner shall be completely responsible and liable for any damage resulting from said fire;
- b) The Owner shall be liable for the cost of any fire fighting equipment and personnel necessary and called in to extinguish the said fire;

- c) The Owner shall exercise due care and take the necessary precautions in connection therewith to avoid endangering persons and property in the vicinity thereof, and shall remain in constant attendance at such fire until the same is completely burned or extinguished.

ADMINISTRATION, ENFORCEMENT AND INSPECTION

This By-law shall be administered by the Fire Chief of the Township or such other person or persons as Council may, by By-law, appoint and all such persons shall be considered inspectors under the terms of the By-law.

The Fire Chief, Deputy Fire Chief, Assistant Deputy Fire Chief or Municipal Law Enforcement Officer(s) or such other person or persons as the Council of the Township of Melancthon may by appoint are hereby authorized to enforce the provisions of this By-law pursuant to the Provincial Offences Act, R.S.O. 1990, as amended and all such persons shall be considered inspectors under the terms of this By-law.

The Fire Chief or his/her designate may revoke any Permit where:

- a) The holder of the Permit contravenes any conditions of said Permit;
- b) In the opinion of the Fire Chief the smoke formed from a fire or fires authorized by the Permit presents a nuisance to neighbouring inhabitants, or;
- c) For any other good and sufficient reason at the Fire Chief or his/her designate's sole discretion.

Where a Permit has been revoked, the Fire Chief or his/her designate may refuse to issue another permit until he/she is satisfied that corrective actions have been or will be taken to prevent recurrence of the problem.

The Fire Chief or his/her designate is authorized to order any person to extinguish any fire or to cause such fire to be extinguished when there is a breach of any of the provisions of this By-law or where, in his/her opinion there is danger of such fire spreading or otherwise endangering life or property and the person shall comply with any such order.

The Fire Chief or his/her designate may declare a total prohibition against outdoor burning when in his/her opinion atmospheric conditions or local circumstances make such fires hazardous and every person shall comply with such prohibition.

An inspector under this By-law:

- a) Has the power to enter upon and examine any yards, vacant lots, or grounds at any reasonable time or times; and
- b) May be accompanied by such other person or persons, as they deem necessary to properly carry out their duties under this By-law.

In the event any owner proposes to start or set a fire which is larger than the maximum size provided in the by-law, such person shall contact the Fire Chief, or his/her designate, to request a site inspection. If the Fire Chief or his/her designate deems it necessary to conduct an onsite inspection a fee as required by the Fire Chief in his/her sole discretion shall apply. The Fire Chief may or may not authorize the fire to be ignited, subject to such conditions as the Fire Chief or his/her designate may impose, issued in writing. The owner requesting permission for this authorization shall comply with all provisions of the permit.

OFFENCES

Every person who:

- a) hinders, disturbs or obstructs any Inspector in carrying out their duties under this By-law, or;

- b) contravenes the applicable provisions of this by-law is guilty of an offence and, upon conviction, is subject to a penalty as provided for in the *Provincial Offences Act*, R.S.O. 1990, as amended.

Each day that a situation as described above is allowed to continue shall constitute a separate offence under this By-law and any Judge or Justice of the Peace adjudicating on such matter may assess a separate fine for each and every day that such situation has been allowed to continue.

Every person and an officer director, employee or agent of a corporation charged with committing an offence under this By-law is a party to the offence who;

- a) actually commits it;
- b) does or omits to do anything for the purposes of aiding any person to commit it, or
- c) abets any person committing it. Where two or more persons form an intention in common to carry out an unlawful purpose, and to assist each other therein, each of those who knew or ought to have known that the commission of an offence under this By-law would be a probable consequence of carrying out the common purpose is a party to the offence.

ADDITIONAL REMEDY

Pursuant to the provisions of the Municipal Act, 2001, s. 446, as amended from time to time, the Township may cause any matter or thing be done upon the failure of the person being directed to do it, and the matter or thing shall be done at the person's expense.

For the purposes of the previous subsection, the Township may enter upon land at any reasonable time.

The Township may recover the costs of doing a matter or thing under this section from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes.

I/We have read all of the above and undertake to comply with the provisions of the by-law

APPLICANT'S SIGNATURE:

A permit is granted in accordance with and subject to the above conditions:

ISSUED BY:

DATE:

PAYMENT RECEIVED:

CLERK'S STAMP:

THIS PERMIT EXPIRES ON DECEMBER 31st OF THE YEAR OF ISSUANCE AND COSTS \$10.00 PER YEAR.

BURNING BANS are published in the local newspapers. Before you burn please call the Township Office at (519) 925-5525, Monday to Friday between 8:30 a.m. and 4:30 p.m. except holidays to verify if there is a burning ban imposed by the Fire Chief.

Administrative Numbers:

Shelburne Fire Department: (519) 925-5111

Mulmur-Melancthon Fire Department; (519) 925-6481

Dundalk Fire Department: (519) 923-3113



**The Corporation of the
TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

STAFF REPORT

TO: Council

FROM: Sarah Culshaw, Treasurer

DATE: July 17, 2025

SUBJECT: Council Chambers Hybrid Council Meetings Equipment Upgrade

Recommendation:

We recommend that Council suspend the Procurement By-law and approve option # 2 of the proposal from ME Audio & Visual for the upgrade of the conference system in the Council Chambers.

Discussion:

In line with previous budget discussions and the successful grant application submitted through Emergency Management - Dufferin County, Council directed staff to proceed with upgrading the virtual meeting system in the Council Chambers.

ME Audio & Visual has successfully completed similar installations for several surrounding municipalities and the County of Dufferin. Their expertise in Council Chambers-specific setups—which differ from other types of meeting spaces—makes them a suitable vendor for this project. As such, we request that Council suspend the Procurement By-law and approve one of the quotes from ME Audio & Visual, as attached to this report.

This report outlines two options for the proposed upgrade:

1. **Option One** involves a complete system upgrade, similar in function to the current setup but featuring updated equipment—particularly upgraded microphones—which will significantly improve sound and video quality. This option also includes the ability to display the delegator on-screen during meetings.

2. **Option Two** builds upon the first option by adding individual microphones, personal speaker volume controls for each participant, and the capability to use headphones to support those with hearing impairments.

In addition to either options, the purchase of a new TV (to match the existing system) and a new laptop will be required.

Cost Breakdown:

- **Option One:** Approximately **\$14,508**, with 50% reimbursed through the County grant. This would utilize **\$7,254** of the available grant funds rather than the full **\$12,500**. This quote includes the new TV and laptop. The grant has a deadline for the end of 2025, therefore the project has to be completed this year.
- **Option Two:** Approximately **\$28,400**, also inclusive of a new TV and laptop.

The total budgeted amount for the upgrade is **\$25,000**, with **\$12,500** eligible for reimbursement through the County of Dufferin's grant.

Respectfully Submitted,

Sarah Culshaw, Treasurer

Reviewed By:

Denise Holmes, CAO/Clerk

June 20, 2025

Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Video Conference System Upgrade - Revised

The Yealink Meeting Bar features two 48 MP (megapixel) lenses for clear visibility of all virtual meeting participants. The IntelliFocus feature provides real-time close-ups of recent speakers, ensuring equal display for all as shown in the image.



The Meeting bar is equipped with stereo speakers and eight individual microphones. These microphones provide a voice pick-up radius of six meters. Additionally, the design incorporates two wireless extension microphones, which further enhance the pick-up range.

Each wireless microphone provides an additional 6-meter, 360-degree voice pickup range. We would allocate one microphone to the mayor and another to the delegate. Each wireless microphone includes an inductive charging mat and can operate for up to 12 hours on a single charge.

The design will incorporate a pair of Yealink soundbars to enhance speaker coverage. These soundbars will be mounted either with the displays or on the wall.

The audio will include both the presentation audio and the audio from remote video conference participants.

The design features a 10-inch touch screen for starting, joining, and managing hybrid meetings, along with camera and audio controls.

The touchscreen supports both wired and wireless content sharing. Wired sharing is available via the USB-C connection on the touch pad.

The wired connection method enables users to utilize the camera, speakers, and microphones with multiple video conference platforms, including Zoom. Connect your PC to the touch screen to host or participate in a virtual meeting.

The Wireless presentation pod (WPP30) allows easy content sharing. It supports video resolutions up to 4k/30fps UHD via USB-C.

One way to offer video representation of delegates is by using a tablet or iPad. The delegate's view will be shown as another participant in the meeting, and any audio will be recorded by the wireless microphone.

To ensure proper functioning of the system, the built-in speaker and microphone on the tablet must be muted.

We will hide as much of the wiring as we can, but some cables will run along the walls and ceilings within latching ducts. Floor-crossing cables will be covered with floor tracks.

Equipment with Installation

Yealink A40-031 Meeting Bar and Touch Console	1	\$ 3,621.07	\$3,621.07
Yealink Tabletop mount	1	\$ 43.49	\$ 43.49
Yealink VCM 36 Wireless Microphone with charging dock	2	\$ 434.73	\$ 869.46
Yealink MSpeaker 2 Soundbar	2	\$ 434.73	\$ 869.46
Yealink WPP30 Wireless presentation Pod	1	\$ 434.73	\$ 434.73
Vanco HX60 Display Extenders	2	\$ 275.00	\$ 550.00
Sound bar brackets for displays	2	\$ 50.00	\$ 100.00
Latching duct (approx. 80 ft)	1	\$ 350.00	\$ 350.00
Latching duct connectors	1	\$ 40.00	\$ 40.00
Cat 6 cable plenum	1	\$ 90.00	\$ 90.00
18/2 shielded cable plenum	1	\$ 124.00	\$ 124.00
1/8-inch stereo splitter	1	\$ 20.00	\$ 20.00
Panamax Surge Protector – 8 Outlets at clerks' position	1	\$ 125.00	\$ 125.00
Panamax Surge Protector – 4 Outlets behind displays	2	\$ 110.00	\$ 220.00
Wiring, Connectors and Misc. Install Hardware	1	\$ 300.00	\$ 300.00
Labour for the installation, configuration and training	1	\$ 4,500.00	\$4,500.00

Total Labour before H.S.T.

Total **\$12,257.21**

TOA WIRELESS DESKTOP UNITS - OPTION

The TOA IR Wireless Conference System, featuring portable desktop units, guarantees equal audibility for all attendees. It supports multiple speakers and connects wirelessly via Infrared Transmitter/Receivers installed on the ceiling.

The council table will consist of a chairperson's unit along with six delegate units. Furthermore, there will be one delegate unit at the presenter's table. Each unit is equipped with a "MIC IS LIVE" indicator to denote the active speaker. The desktop unit's own speaker will amplify local conversations, remote participants and audio from presentations.

Each unit is designed to operate for approximately 10 hours on a full charge, with a recharge time of approximately 5 hours. An 8-port battery charger will be positioned near an electrical outlet to facilitate recharging the batteries after each use.

Audio from each TOA desktop delegate or chairperson's microphone will be transmitted through the conference unit's built-in speakers.

Furthermore, these desktop units feature their own speaker volume control and are equipped with a headphone jack to accommodate individuals who may need headphones or earpieces due to hearing impairments.

Equipment with Installation

TOA TS-820 Controller	1	\$ 1,990.48	\$1,990.48
TOA TS-821 Chairpersons Unit	1	\$ 796.20	\$ 796.20
TOA TS-822 Delegate / Councilor Unit	7	\$ 727.32	\$5,091.24
TOA TS-923 Microphones	8	\$ 174.73	\$1,397.84
TOA BP-920 Battery	8	\$ 154.20	\$1,233.60
TOA BC-920 Battery Charger	1	\$ 1,145.00	\$1,145.00
TOA TS-905 Transceiver	2	\$ 762.00	\$1,524.00
TOA MB Mounting Kit	1	\$ 214.00	\$ 214.00
TOA YW-1022 Antenna Distributor	1	\$ 184.00	\$ 184.00
RG-59 Coax & Connectors	1	\$ 90.00	\$ 90.00
18/2 shielded cable plenum	1	\$ 75.00	\$ 75.00
Wiring, Connectors and Misc. Install Hardware	1	\$ 100.00	\$ 100.00
Installation at the time of above system	1	\$ 300.00	\$ 300.00
<u>Total Labour before H.S.T.</u>		<u>Total</u>	<u>\$14,141.36</u>

Notes:

The client is responsible for providing all necessary electrical, a wired network connection, and internet access to the equipment.

The client is responsible for providing the additional display and articulating mount. If a mount is required a quote can be provided.

The client is also responsible for providing the tablet/iPad for the delegate.

While a hardwired internet connection is preferred, a reliable Wi-Fi connection can also be utilized.

Warranty & Service

The installation includes a two-year on-site labor warranty and at least a one-year hardware warranty. Yealink products are covered by a two-year warranty.

Coverage excludes damages caused by Acts of God or Tampering by others; however, the surge protectors will assist in protecting the electronics.

As this is a permanent installation requiring high-quality, reliable electronics, we have selected equipment specifically designed for this type of application—featuring the most dependable internal components available.

Our team is readily accessible for support by phone, both during and outside of regular business hours.

Terms and Payments

This quote is valid for 30 days and the quoted prices do not include the H.S.T.

A 70% deposit is required at the time of ordering with the balance plus H.S.T. is due “net 20 days” of the system completion and training.

Please contact me at any time if you have any questions about this design.

Thank You,

Andy Whellam
Charles Oertel
Stephen D Michael

CORPORATION OF THE TOWNSHIP OF MELANCTHON

PARKS AND RECREATION BOARD

Terms of Reference

Purpose:

The Parks and Recreation Board was established for the development and promotion of parks and recreational activities in the Township of Melancthon.

Mandate:

The Parks and Recreation Board is established as an advisory board to the Township of Melancthon and reports to Council.

The Board's mandate is to:

- Provide advice and make recommendations to Council on matters related to parks, recreation programs, and initiatives within the Township of Melancthon.
- Encourage and assist in the development and enhancement of parks and recreational opportunities that reflect the needs and interests of Township residents.
- Organize and support community recreation events to foster engagement, inclusion, and community spirit across the Township.
- Develop long-term plans for recreation, programming, and services, for consideration and approval by Council.

Objectives/Goals:

The objective of the Board is to create and support recreational activities, fundraise for equipment and park improvements, and promote educational and recreational opportunities that foster inclusive community involvement and enhance the overall well-being of all Township residents.

Operations/Authority:

The Parks and Recreation Board shall operate according to the Council Procedural By-law, as amended from time to time, regulating the operation of meetings of Council and its Committees and Boards. Members are required to attend meetings to discuss issues related to the mandate of the Board.

Membership:

The Board will consist of a Chair and Vice-Chair along with seven additional members.

All members are subject to the Code of Conduct and Complaint Protocol for the Township of Melancthon.

Board Composition:

The Board shall be composed of a total of nine (9) members, three (3) of whom shall be members of Council and six (6) members who shall be residents of the Township of Melancthon and who are to be appointed by the Council of the Corporation of the Township of Melancthon.

All members of the Board have the right to vote.

Quorum:

Board quorum requires 50 percent + 1 of voting members to be present. If quorum is not attained in the first 20 minutes, the formal meeting cannot proceed, and the recording secretary (staff person) is not required to remain and/or provide notes.

Term of Office:

The Board will serve a term coinciding with the term of the appointing Council and until its successors are appointed.

Members are eligible for appointment for more than one term.

The Board shall elect a Chairperson and Vice-Chairperson annually from among its members and such other officers as may be required.

Elections for Chair and Vice-Chair shall take place at the first scheduled meeting of each calendar year

Staff Resources:

One dedicated Melancthon Township Administration Employee will be assigned to attend the Board Meetings to provide administrative and procedural support.

Meetings:

The Board will meet a minimum of six times per year, the schedule to be set at the first meeting of the year.

Meetings are open to the public.

Agendas for each meeting will be distributed to members in advance along with the minutes of the previous meeting. Any recommendations arising from the minutes must relate to the Board's mandate.

Decision-Making And Voting:

Where possible, decisions will be made by way of consensus. When a vote is necessary, a motion must be moved and seconded prior to voting. All recommendations are made to Council by way of motion.

Board Responsibilities:

The Parks and Recreation Board is responsible for the following:

Submitting to Council an annual report outlining its activities, accomplishments, and any other reports as may be required from time to time.

Making recommendations to Council on matters related to parks, recreation programs, and initiatives within the Township of Melancthon.

Making recommendations to Council regarding the appointment of recreation staff or employees as needed to support community programming or park operations.

Prescribing fees for participation or admittance to any aspect of the Township's community recreation programs, subject to Council approval.

Conducting an annual review and update of the Township of Melancthon Parks Rental Fee Guide and submitting proposed changes to Council for consideration and approval.

Budget, Expense and Financial Reporting:

The Parks and Recreation Board shall, on or before December 1st of each year, submit to Council a proposed annual budget for its activities and operations for the upcoming year. The Board shall also provide a complete financial report detailing its operations and expenditures from the previous year.

All expenditures of the Board shall be made in accordance with the Township's procurement Bylaw, as amended from time to time.

The Board shall not maintain its own bank account. All financial transactions, including deposits and payments, shall be processed through the Municipal Treasurer in accordance with the Municipal Act and applicable Township financial procedures.

The Board may solicit or receive gifts, donations, or bequests of money, services, or in-kind contributions on behalf of the Township. Such contributions shall be directed toward the temporary or permanent enhancement of parks, recreational facilities, equipment, or programming. All contributions shall be administered in accordance with applicable Township policies and procedures. A detailed record of all gifts, donations, or bequests must be maintained. The Board shall prepare and present a report to Council on an annual basis, or more frequently if requested, summarizing all contributions received and their application.