



**TOWNSHIP OF MELANCTHON
HYBRID COUNCIL MEETING
THURSDAY, NOVEMBER 20, 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/82336453147?pwd=wkUVhshfSFIEyzB3aK03wbxSWEIr9R.1>

Meeting ID: 823 3645 3147

Passcode: 509407

One tap mobile

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AGENDA

1. Call to Order

2. Land Acknowledgement Statement

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

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

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

3. Announcements

4. Additions/Deletions/Approval of Agenda

5. Declaration of Pecuniary Interest and the General Nature Thereof

6. Approval of Draft Minutes – November 6, 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)
 1. Email from Kathleen Burnell regarding the Strada Quarry
- 10. Public Works**
 1. Recommendations, if any, from the Infrastructure & Emergency Management meeting held on November 18, 2025
 2. Other
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Climate Change Initiatives**
- 13. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur**
- 14. County Council Update**
- 15. Correspondence**

Items for Information Purposes

1. Letter from the Minister of Municipal Affairs and Housing regarding amendments to the *Development Charges Act, 1997*
2. NVCA Media Release – NVCA showcases “A Culture of How” at Latornell Symposium
3. Email from the MOECC – Consultation on the Proposed Boundaries for the Regional Consolidation of Ontario’s Conservation Authorities
4. Township of Melancthon Objection Letter to the Strada Aggregates Inc. - ARA Application for a Proposed Pit and Quarry – Class A, Below Water Pit and Quarry
5. Town of Shelburne Objection Letter to the ARA Letter to the Strada Aggregates Inc. - ARA Application for a Proposed Pit and Quarry – Class A, Below Water Pit and Quarry
6. Township of Mulmur Objection Letter to the ARA Letter to the Strada Aggregates Inc. - ARA Application for a Proposed Pit and Quarry – Class A, Below Water Pit and Quarry
7. News Release from Strada Aggregates Inc. – Strada Aggregates Inc. Announces Closure of Formal Comment Period for Melancthon Pit and Quarry Licence Application
8. Email from the Dufferin Peel Catholic Separate School Board – Annual DPCDSB Community Planning and Partnership Meeting – November 24, 2025
9. Township of Amaranth Resolution supporting Melancthon Township’s motion regarding Harmonizing all Fire By-laws in Dufferin County

Items for Council Action

1. Centre Dufferin Recreation Complex 2026 Draft Budget
2. Shelburne and District Fire Department 2026 Draft Budget

16. General Business

1. Notice of Intent to Pass By-law
 1. A By-law to Authorize the Execution of an Agreement Between the Corporation of the Township of Southgate and the Corporation of the Township of Melancthon for Fire Protection Services.
 2. A By-law to Amend By-law No. 57-2023 (A By-law to Appoint a Municipal Services Board for the Horning’s Mills Community Hall) to Appoint Sue Shier to the Board
2. New/Other Business/Additions

1. Proclamation for Giving Tuesday – December 2, 2025
2. Request to increase the Township of Melancthon Heritage Advisory Committee Budget (Deputy Mayor McLean)
3. Unfinished Business
 1. Motion to Appoint Councillor Ruth Plowright to the Campaign Cabinet and Fundraising Committee, as Melancthon Township's Representative, until November 14, 2026
 2. New/Other/Addition(s)
4. Reports/Updates from Members of Council & Administrative Staff

17. Delegations

1. 6:00 p.m. – David Germain, Thomson Rogers and David Donnelly, Donnelly Law, Co-Counsel for the Strada Aggregates Inc. Applications - to provide Solicitor/Client Advice regarding the Strada Aggregates Inc. Applications & Donnelly Law Retainer Agreement (Closed Session)
2. 6:30 p.m. - Chris Johnston, Johnston By-law Consulting Services, By-law Enforcement Officer to provide updates to Council on current By-law Complaints (Closed Session)

18. Closed Session

1. Items for Discussion:
 1. Delegation of David Germain and David Donnelly at 6:00 p.m. – Section 239(2)(f) Advice that is subject to Solicitor/Client privilege, including communications necessary for that purpose
 2. Delegation of Chris Johnston at 6:30 p.m. Section 239(2)(b) Personal matters about identifiable individuals and (e) litigation or potential litigation
 3. Shelburne and District Fire Department Future of Fire Services – Section 239(2)(k) – a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board
2. Approval of Draft Minutes – November 6, 2025
3. Business Arising from Minutes
4. Rise With or Without Report from Closed Session

19. Third Reading of By-laws

20. Notice of Motion

21. Confirmation By-law

22. Adjournment and Date of Next Meeting – Thursday, December 11, 2025 – 9:00 a.m.

Denise Holmes

From: Kathleen Burnell [REDACTED]
Sent: Thursday, October 30, 2025 10:30 AM
To: Denise Holmes
Subject: Quarry Proposal

Hi there, i have some questions regarding the latest quarry proposal. My understanding is that i should be forwarding these questions to you.

1. If we are unable to make meeting can we still get questions answered? Are you the person to ask questions to?

2.

- What is the baseline groundwater quality (chemistry, contaminants, existing wells) in the area?
- What blasting chemicals and blasting-residue monitoring is proposed?
- How will the quarry ensure no pollutants from surface runoff, blasting, fuel/chemical storage, or imported fill will migrate into groundwater?
- What is the proposed monitoring regime (wells around the pit, downstream surface water/groundwater) — frequency, parameters, who pays, what happens if exceedances occur?
- What happens at closure: will the pit fill with water, remain water-filled, or be dewatered? How does that affect long-term water quality?

3.

- What blasting design and controls will be used (charge size, timing, bench design, buffers to surface features and residences)?
- How close are homes, wells, roads, other infrastructure to blasting boundaries?
- What monitoring (vibration, airblast, flyrock) will occur, and what is the trigger/response if limits are exceeded?
- What measures are in place to prevent flyrock reaching off-site?
- Will the operator do pre- and post-blast surveys of nearby wells and structures (yield, condition, water quality) to document baseline and potential impacts?

4.

- Are there nearby wetlands, springs, streams or cold-water habitats potentially fed by the groundwater system?
- Has a hydrological (surface and groundwater) assessment been done to map connections between the quarry pit and surface water or wetlands?
- How will changes in drainage, pit water level, and groundwater head affect local ecosystems?
- What mitigation is proposed (buffer zones, restoration, compensation for habitat loss)?

5.

- What is the projected lifespan of the quarry? What are the plans for after-use?

- Who bears responsibility (financially and legally) for long-term monitoring, maintenance, rehabilitation?
- Is there a financial assurance fund, or other guarantee to cover closure and long term risks?
- Are neighbouring communities advised about potential long-term water/land-use risks (property values, well yields, etc)?

6.

- How many trucks/trips are anticipated? What haul-routes will be used? What time of day? What mitigation (noise barriers, road improvements)?
 - What dust control measures are proposed (haul roads, speed limits, dust suppression, air-monitoring)?
 - What liaison with the community is proposed (complaint mechanism, monitoring results published)?
 - What is the expected setback between the quarry/blasting area and residences, wells, community infrastructure?
 - Has there been an assessment of impact on property values or community amenity?
- Can we have access to the full hydrogeological and environmental impact assessment for the quarry application.
 - Are we going to get a peer-review of the studies or are we supposed to just trust theirs?.
 - Can we see baseline well/water-table data: what is the current water table, well yields, water quality in neighbouring wells, springs?
 - As for monitoring : what, where, how often, who pays, what is the trigger for corrective action?
 - As for community protections: what are the protections going to be for buffer zones from blasting, haul road routing, dust/traffic/vibration mitigation.
 - As for long-term liability: what happens if wells are impacted in 5, 10, 20 yrs; what fund or guarantee is in place?Is there rehabilitation plan: will the pit be flooded? Will it be left as a lake? What safety/geotechnical monitoring will occur then?
 - Can we see modelling of groundwater drawdown, and impacts to local wells and ecosystems.
 - What are our rights if our well water is contaminated or well water levels lessen?

Thanks for your help.

Kathleen

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

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



Ontario

234-2025-4923

October 30, 2025

Dear Head of Council:

I am writing to update you on amendments to the *Development Charges Act, 1997* (DCA) that were made by Bill 17, the *Protect Ontario by Building Faster and Smarter Act, 2025*, and corresponding changes to Ontario's Building Code.

As you recall, our government introduced Bill 17 to help speed up the construction of new homes and infrastructure by streamlining development processes and reducing costs, in partnership with municipalities. Among the changes, the Bill:

- Amended the DCA to provide for payment of development charges (DCs) for non-rental residential developments to be made in full at the earlier of the date an occupancy permit is issued and the date a development is first occupied. This deferral would encourage residential construction activity by enhancing a developer's cashflow flexibility.
- Removed authority for municipalities to charge interest on any legislated DC deferral amounts, except to the extent such interest has accrued prior to these changes coming into force.

The amendments noted above require a commencement order to come into force. Following consultations with municipal and industry experts, the government has issued a commencement order to bring these changes into force on November 3, 2025.

To support the implementation of deferred development charges, I will be amending the Building Code to require that all non-rental residential buildings subject to a deferred development charge will now require an occupancy permit, which can only be issued once these deferred development charges have been paid. These targeted changes will establish a clear, enforceable payment trigger for municipalities while leaving all life-safety requirements for occupancy unchanged. These Building Code amendments will take effect alongside the DCA amendments on November 3, 2025. Municipalities without development charges, and requirements for other buildings, are unaffected.

... /2

I look forward to continuing to work together to get shovels in the ground to build more homes that Ontarians can afford. Please accept my best wishes.

Sincerely,



Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Municipal Chief Administrative Officer
 Robert Dodd, Chief of Staff
 Martha Greenberg, Deputy Minister
 Caspar Hall, Assistant Deputy Minister, Local Government Division
 David McLean, Assistant Deputy Minister, Housing Policy and Planning Division



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA showcases "A Culture of How" at Latornell Symposium

UTOPIA, Ontario (November 4, 2025) – The Nottawasaga Valley Conservation Authority (NVCA) was featured at this year's Latornell Conservation Symposium, a forum that fosters collaboration to shape a more sustainable and resilient Ontario.

Speaking in front of other conservation authorities, environmental leaders, practitioners, and advocates, NVCA Chair Jonathan Scott presented '*A Culture of How: Operational Improvements to Deliver Safe, Sustainable Economic and Residential Development in the Nottawasaga Watershed*'.

"We asked ourselves whether a conservation authority could protect what matters while becoming a better partner, a faster actor, and a more transparent and credible institution," said Scott. "The answer is yes. By focusing on purpose, performance and people, we've built a culture that delivers both environmental protection and timely results."

Through his presentation, Chair Scott outlined NVCA's progress in improving efficiency, transparency and collaboration with municipalities, developers and the public.

Over the past year, NVCA has introduced a e-permitting platform, a risk-based triage system, new professional and peer-review capacity, and stronger customer-service standards. These changes have eliminated backlogs, improved predictability and raised client satisfaction to 90 per cent from 68 per cent in 2022, with 95 per cent of applications processed within provincial timelines.

In its 2026 Budget and Business Plan, NVCA is also delivering a leaner organisation through an overall reduction in operating expenses without reducing services and a 31 per cent reduction in discretionary charges through a reclassification exercise, demonstrating the benefits of a rigorous budgetary."

"Chair Scott's presentation showcased how conservation authorities can lead by example," said Jennifer Vincent, NVCA Chief Administrative Officer. "This transformation is about proving that public institutions can evolve to deliver both stewardship and service excellence."

For more information about the Latornell Conservation Symposium, visit latornell.ca.

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.

About Chair Scott

Jonathan Scott is Chair of the Nottawasaga Valley Conservation Authority and a Councillor in the Town of Bradford West Gwillimbury. He also serves as Executive Director of the Rescue Lake Simcoe Coalition, Vice-President at Key Gordon Inc., and a member of the Board of Directors of VIA Rail Canada. Scott holds a Master of Law from the University of Toronto and an MBA from Queen's University.

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

Denise Holmes

From: ca.office (MECP) <ca.office@ontario.ca>
Sent: Friday, November 7, 2025 4:28 PM
To: ca.office (MECP)
Subject: Consultation on the proposed boundaries for the regional consolidation of Ontario's conservation authorities

** This message is being sent on behalf of Chloe Stuart, Assistant Deputy Minister, Land and Water Division, MECP and Hassaan Basit, Chief Conservation Executive, MECP **

Greetings,

We are writing to notify you of a policy proposal available for comment on the [Environmental Registry of Ontario](#) at posting #025-1257 which is part of the government's actions to improve conservation authorities.

We are seeking feedback on proposed boundaries for the consolidation Ontario's 36 conservation authorities into regional conservation authorities, and the criteria applied to inform the proposed boundaries. The policy proposal notice includes maps depicting the proposed boundaries for the regional conservation authorities and discussion questions relevant to the planning for the future state.

The province's decision on the number and configuration of regional conservation authorities will be finalized following further technical analysis and consideration of the feedback received during this consultation phase. The province is also planning to consult further, at a future date, on potential amendments to the *Conservation Authorities Act* and regulations under the Act, to enable the consolidation of conservation authorities.

No changes are proposed to the overall extent of conservation authority jurisdiction within the province, and under consolidation, the new regional conservation authorities would remain independent organizations operating with municipal governance and oversight, in accordance with requirements under the *Conservation Authorities Act*, as administered by the Ministry of the Environment, Conservation and Parks.

In addition, the important work that conservation authorities do to protect people and property from the risks of flooding and other natural hazards will not change. Regional conservation authorities would continue to deliver provincially mandated programs. These include drinking water source protection under the *Clean Water Act*, managing development and other activities in areas at risk of natural hazards—such as floodplains, shorelines, watercourses, and wetlands—and providing flood forecasting and warning services. Conservation authorities would continue to manage their lands and recreational trails, providing Ontarians access to local natural areas and outdoor activities. Regional conservation authorities would also continue to be able to provide additional municipal and other watershed programs and services set out under the *Conservation Authorities Act*. Existing conservation authority board members would continue to serve until the expiration of their terms next year, with changes to governance and structure to be initiated following municipal elections in October 2026.

This proposal is part of broader action that Ontario is proposing to take to improve the conservation authority system to reduce duplicative costs, free-up resources, and better align the work of

conservation authorities with provincial priorities on housing, infrastructure, the economy and climate resilience. These actions include the creation of the Ontario Provincial Conservation Agency to provide centralized leadership and oversight of conservation authorities, proposed by the Government on November 6, 2025, in [Bill 68, Plan to Protect Ontario Act \(Budget Measures\), 2025](#).

To learn more about this proposal, a virtual information session for municipalities will be held on **Tuesday, November 18, 2025, at 2pm**. To register for this session, please email ca.office@ontario.ca.

The Environmental Registry comment period for posting #025-1257 will close at 11:59pm on December 22, 2025. Comments may be submitted through the Registry or by email to the conservation authorities section team at the Ministry of the Environment, Conservation and Parks, via ca.office@ontario.ca.

Thank you,

Chloe Stuart
ADM, Land and Water Division
Ministry of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Executive
Office of the Chief Conservation Executive



Taking pride in strengthening Ontario, its places and its people

Please Note: As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525
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Website: www.melancthontownship.ca
Email: info@melancthontownship.ca

November 10, 2025

Mr. Greg Richards
Strada Aggregates Inc.
30 Floral Parkway
Concord, ON
L4K 4R1
ARAComments@stradaquarry.com

Integrated Aggregate Operations Section
Ministry of Natural Resources and Forestry
300 Water Street
Peterborough, ON
K9J 3C7
ARAapprovals@ontario.ca

Dear Mr. Richards,

**Re: Proposed Strada Pit and Quarry – Class A, Below Water Pit and Quarry
West Half of Lots 11 to 14, Concession 3 OS, Township of Melancthon, County of Dufferin
(Licence No. 626676)**

On behalf of the Township of Melancthon I am writing this letter to formally provide the Township's objection to the recent Aggregate Resources Act (ARA) application that was submitted by Strada Aggregates Inc.

The Township has received Strada's submission in support of a Class A licence under the Aggregate Resources Act to permit below water table extraction on the site of Strada's currently licenced pits in the Township.

On initial review of the application and supporting studies, the Township has identified a number of areas of concern with the application. Please note that these concerns represent the results of the Township's initial review, and that the Township reserves

the right to identify further concerns, to provide more detail and to provide additional recommendations for the resolution of any concerns identified as the review of this application continues.

The Township has retained peer reviewers in the areas of hydrogeology, surface water, noise and vibration, blasting, air quality, agricultural impact, natural heritage and land use planning. With respect to transportation impacts, the Township relies on review undertaken by the County of Dufferin.

The Township's peer review process is ongoing. The Township is committed to working through that process with Strada to continue to identify, scope, mitigate and potentially resolve concerns to the extent possible.

Areas of outstanding concern include:

The potential effects of the proposed pit and quarry on the natural environment have not been adequately addressed

1. Characterization of natural heritage features and functions on and in the vicinity of the subject lands is insufficient;
2. Field data in support of the natural heritage assessment is insufficient, incomplete and/or out of date;
3. No assessment of bat maternity habitat has been undertaken;
4. Proposed impacts to species at risk and other natural features are unclear and incomplete. The timing between impacts and their associated mitigation are absent from the report. For example, habitat removal is proposed for Eastern Meadowlark; however, when the removal is proposed to occur (e.g., part of site prep to initiate Phase 1?) and when and how this impact will be mitigated (e.g., decades later during progressive rehabilitation measures) are not provided.
5. The assessment of impacts to natural heritage features and functions is incomplete;
6. Little to no ecological rationale has been provided to support conclusions regarding ecological impacts;
7. Monitoring and mitigation measures recommended to address natural heritage impacts are insufficient;
8. Natural heritage policy discussions and concluding statements have not been included; there is no acknowledgement whether or how conformity with Township or County official plans and consistency with the Provincial Planning Statement have been met.

The potential effects of the proposed pit and quarry on ground and surface water resources, including headwaters streams and private wells, have not been adequately addressed

1. There is insufficient analysis to determine whether overburden and bedrock groundwater are hydraulically connected across the site;
2. Conclusions regarding the perched nature of surface water features do not appear to be supported by the stratigraphy of the site;

3. Only a limited amount of the available data has been used to support transient modeling scenarios for the site;
4. Insufficient detail and analysis has been provided regarding the proposed groundwater inflow control barriers and their design, construction and function;
5. Insufficient detail is provided to demonstrate the mechanism and/or feasibility of rerouting water throughout the site for mitigation purposes;
6. Insufficient detail is provided regarding the feasibility of other mitigation measures, including injection wells;
7. The potential for heaving of the unexcavated aquitard layer has not been addressed;
8. The application has the potential to impact groundwater quality, including bedrock aquifers utilized by private water supply wells, both during operations and post-rehabilitation;
9. There appears to be a lack of consistency between predicted reductions in stream inflow and monthly surface water budgets;
10. Insufficient assessment has been provided of the potential for groundwater mounding to impact private effluent leaching beds;
11. Proposed water resources monitoring and mitigation measures are not sufficient to identify or address potential impacts;

The potential effects of the proposed pit and quarry on nearby residents and communities have not been appropriately addressed

1. No safety analysis has been completed as part of the transportation study;
2. The noise and air quality studies have failed to consider potential contribution of recycling activities, storage piles and other factors.
3. The noise and air quality studies have failed to properly consider the cumulative impact of the proposed quarry alongside nearby licensed aggregate operations;
4. The potential impacts on nearby agricultural lands and operations, including specialty crop areas have not been adequately assessed;
5. The broader potential effects of the proposed quarry on human health have not been assessed;
6. Insufficient analysis and recommendations have been provided to address blasting impacts, including potential flyrock impacts;

The suitability of the progressive and final rehabilitation plans for the site have not been adequately addressed

1. Insufficient detail has been provided on long-term and/or post-rehabilitation mitigation and management measures that may be required;
2. Insufficient consideration has been provided of the long-term impacts of different rehabilitation scenarios;

Planning and land use considerations require further assessment

1. Amendments to the Township Official Plan and Zoning By-law are required prior to the Licence being issued. In this context, a variety of land use planning

considerations must be addressed, including consistency with the Provincial Planning Statement, the County Official Plan and the Township Official Plan;

Other matters that are appropriate to address

1. The financial impacts of the proposal for the Township have not been adequately addressed. The net financial impact to the Township cannot be estimated based on the information provided;
2. Insufficient information has been provided regarding the quality and quantity of the available aggregate resource on the subject lands;

Conclusion

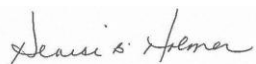
Given the volume and technical detail of the material provided in support of this application, the Township and its peer review team have not had sufficient time to fully analyze and assess the potential impacts of the quarry as proposed. The Township therefore reserves the right to raise further issues and make further recommendations as its review progresses.

The Township and its peer review team look forward to engaging with the proponent through the review process alongside the County and other agency and municipal partners.

The Township requests notification of any further meetings or updates on the review of this file.

For further questions and correspondence, please contact Denise B. Holmes, CAO/Clerk (dholmes@melancthontownship.ca, 519-925-5525 ext. 101).

Yours truly,



Denise B. Holmes, AMCT
CAO/Clerk



A People Place, A Change of Pace
SHELburne
ONTARIO, CANADA

November 6, 2025

Hon. Mike Harris
Minister of Natural Resources
99 Wellesley Street West
Toronto, ON M7A 1W3

Minister Harris

Re. Strada Aggregates Inc. Application to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon (ERO #: 025-1005).

On behalf of the Town of Shelburne, I am writing this letter to voice our objection to Strada Aggregates Inc.'s application for a licence to operate a pit and quarry below the water table in the Township of Melancthon, as it is presented today. While we understand the importance of aggregate resource extraction, Strada Aggregates Inc.'s proposal for aggregate extraction below the water table is concerning to both the short-and-long-term prosperity of Dufferin County.

General Comments

Our municipality is of the understanding that Strada Aggregates Inc. plans to undertake below the water table extractive measures from an area of approximately 100 hectares in size (the northern two-thirds of the site), with an annual tonnage condition of 2,000,000 tonnes. What must be clear is that the Town of Shelburne's concern does not centre around the mere action of operating a pit and quarry, but, rather, it is the practice of below the water table extraction where our municipality's concern arises. This practice can be detrimental to local water systems, natural environmental heritage systems, and create harmful environments for surrounding residents. Such outcomes, in our opinion, have a strong likelihood of having lasting impacts on the health and safety of both the surrounding area and also the broader County.

The Town of Shelburne understands that noise, vibration, and fumes are the unfortunate by-products of aggregate resource operations. While we can appreciate that no aggregate operation can eliminate any of the aforementioned by-products, it is our understanding that a below the water table operation greatly exacerbates those by-products. Local residents, therefore, will likely be subject to greater levels of noise, vibration, and noxious fumes, all factors that would



prove detrimental to their overall quality of life and general safety. In our opinion, the reduction in residents' health and safety should not be viewed as merely an unfortunate outcome of the quarry expansion, but, instead, current residents' health and safety should be a minimum standard required to be maintained.

Where the Town of Shelburne also has significant concern is with regards to the quality and quantity of water resources. It is our understanding that Strada Aggregates Inc. plans to take 5,000,000 litres of water per day for a period of 10-years to support the aggregate operations proposed. This proposed amount of water to be taken is of immense concern to the Town of Shelburne given that Dufferin County currently experiences significant issues with water supply. With Strada Aggregates Inc. proposing to use 5,000,000 litres of water per day this will likely reduce the number of drinking water sources currently utilized to support residents throughout Dufferin County. In addition to that, the strong likelihood in the reduction of water source supply will force larger numbers of residents to be reliant upon a certain water source in Dufferin County. In the case where one of those water sources is contaminated, this will lead to a scenario whereby a vast number of residents are forced to drink lesser quality water, or, in extreme cases, undrinkable water.

Of additional concern for the Town of Shelburne is in the potential long-term impacts to the County's natural heritage system. The County of Dufferin Official Plan, under section 5.1(a), explicitly states that *the County's objectives related to the protection and conservation of natural heritage and water resources include, protect, restore or where possible enhance natural resources, including surface and groundwater resources to provide safe drinking water, promote water conservation, and recognize the importance of the County as an important headwater area*. It is our belief that Strada Aggregates Inc.'s currently proposed licence will be in direct contradiction to this objective. In fact, the proposed quarry brings forth significant questions about whether the County's natural heritage features, specifically those related to water systems, will be protected and maintained at all.

Based on the above, the Town of Shelburne wants to once again emphasize our strong objection to Strada Aggregates Inc.'s submission to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon. It is our belief that the approval of this licence for a pit and quarry below the water table will have detrimental impacts to resident health and safety, the quality of local water systems, and the long-term future of the County's natural heritage system. We will also request to be included on all updates relating to ERO #: 025-1005.



Direct Impacts to Shelburne

The Town of Shelburne is concerned about the impacts of the trucking operations that are proposed to be increased in volume utilizing the existing haul route specifically along County Road 124 (CR124). Within Shelburne, existing issues with the speed and volume of traffic, and in particular truck traffic, along CR124 will be exacerbated. It appears that no assessment has been undertaken to review the appropriateness of the haul route through the established and growing urban area of Shelburne. The proposal will increase heavy-truck traffic volumes in a community that is already unduly burdened by the related adverse effects of noise, vibration, dust, through traffic and speeding, negatively impacting the safety and comfort of pedestrians and cyclists and overall quality of life, while also constraining complete community development supported by complete streets that can accommodate all users.

Additionally, the submissions do not assess the impacts of trucking beyond the primary haul route; for example, the intersection of CR124 and Highway 10/89 in Shelburne – which is the busiest intersection in the community, and a major existing and developing commercial node – has not been assessed. Heavy trucks occupy more space within turning lanes and to make turns and maneuver through intersections, impacting the width and design of the intersection which in turn limits the ability for the intersection design to safely accommodate pedestrian crossings including the student walking routes which utilize this intersection for local schools. This intersection should be fully assessed to review its appropriateness as a haul route for the existing and proposed expanded trucking operations while accommodating and improving the safety of the intersection for pedestrians. The traffic study should assess all impacted intersections within the Town of Shelburne, including the intersection of CR124 and Wansbrough Way, CR124 and Highway 10/89 (and County Road 11) and Ojibway Road and Highway 10/89.

Further, existing conditions along CR124 in Shelburne are not suitable to accommodate both the trucking activities associated with the haul route and the urban roadway / complete street needs of Shelburne. Most of the existing CR124 roadway within Shelburne has a rural profile with no sidewalks (there is a new sidewalk along the east side of CR124 between Highway 10/89 and Anishinaabe Drive, but no sidewalks on the west side of CR124). The traffic study should assess the need to urbanize this roadway including barrier curbs, boulevards and multi-use pathways to support the proposed increase in trucking volumes and to safely accommodate all road users including pedestrians. The study should also revisit the appropriateness of the haul route and review alternatives which would avoid the need for trucking through the urban area of Shelburne.



Regarding groundwater impacts, the Town of Shelburne is currently moving through the process of permitting Well 7 & 8 (located in Melancthon) to run concurrently and the addition of a new Municipal Well No. 9. The Town's completed Water Supply Class EA recommends maximizing the flows from Well 5 & 6 with Arsenic Treatment which will modify the Wellhead Protection Areas for both of these well supplies. Additionally, the Town's completed Water Supply Class EA requires the addition of a new Well No. 10 which, based on the studies completed to date, would most likely be to the northwest of the Town of Shelburne outside of the existing Wellhead protection zones. The Town of Shelburne is concerned that the proposed extraction below the water table may impact the Town's plans for expanding and adapting its water system to accommodate planned growth and development.

The Town of Shelburne reserves that it may have additional comments as the submissions are reviewed further and new information emerges.

Respectfully submitted,

Denyse Morrissey

Denyse Morrissey, CAO

Cc: Dufferin County
Township of Amaranth
Township of East Garafraxa
Town of Grand Valley
Township of Melancthon
Town of Mono
Township of Mulmur
Town of Orangeville

November 7, 2025

Hon. Mike Harris
Minister of Natural Resources
99 Wellesley Street west
Toronto, ON M7A 1W3

Minister Harris:

RE: Strada Aggregates Inc. Application to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon (ERO #: 025-1005).

The intent of this correspondence is to provide comments on the proposed aggregate development project by Strada Aggregates located in the area of 4th Line and County Rd. 17 in our neighboring municipality, the Township of Melancthon.

Strada Aggregates initially brought forward a presentation to Melancthon Council in October of 2021, which noted their intention to submit an application for a proposed quarry. The Strada Aggregates quarry was proposed to be constructed in an existing gravel pit and designed to extract 2 million tonnes of aggregate while extending below the water table.

Our comments are as follows:

- **Increased impact on traffic volumes.** Two of the major truck routes travelling east and then south, through the Township of Mulmur may experience increased truck traffic should the aggregate development proceed. These truck routes have rural profiles that don't have the infrastructure to support an increase in trucking volumes and safely accommodate all road users. Has the proponent completed any traffic impact studies? Are any of haul routes proposed to go through the road network in the Township of Mulmur.
- **Negative impact on groundwater and surface waters.** The proposed area for the aggregate development project is the headwaters of the Township of Mulmur's main rivers, the Pine River and Boyne River, and their corresponding creeks. Any surface run-off from the aggregate development project has the potential to increase the temperature of these water bodies negatively impacting cold water fish habitat. The Nottawasaga Conservation Authority (NVCA) does monitor temperature at 14 temperature monitoring locations throughout Mulmur.

Has the proponent undertaken any studies or proposed any future plans to monitor the impact of the surface run-off on area water bodies?

- **Concern with water quantity.** It is our understanding that Strada Aggregates Inc. plans to take 5,000,000 litres of water per day for a period of 10-years to support the aggregate operations proposed. This proposed amount of water to be taken is of immense concern to the Township of Mulmur given that Dufferin County currently experiences significant issues with water supply. With Strada Aggregates Inc. proposing to use 5,000,000 litres of water per day this will likely reduce the number of drinking water sources currently utilized to support residents throughout Dufferin County. In addition to that, the strong likelihood in the reduction of water source supply will force larger numbers of residents to be reliant upon a certain water source in Dufferin County. In the case where one of those water sources is contaminated, this will lead to a scenario whereby a vast number of residents are forced to drink lesser quality water, or, in extreme cases, undrinkable water. Has the proponent undertaken any studies related to water re-charge with the water shed?
- **Mitigation measures undertaken should quarry runoff contribute to deteriorating water quality in the Pine River sub watershed.** In the Pine River sub watershed, there are eight municipal wells providing drinking water to residents, including those in Mulmur. Results from existing Provincial Groundwater Monitoring, which are well monitored by the NVCA and the Ministry of Environment, Conservation and Parks, currently indicate that Ontario Drinking Quality Standards are being met¹. The municipal wells could be adversely impacted. Similarly, private wells for residential and agricultural use could be adversely impacted as well. Should it be determined that the proponent is contributing to poor water quality, what mitigation measures are they prepared to undertake?
- **Concern with long term impacts to natural heritage.** There are potential long-term impacts to the County's natural heritage system. The proposed quarry brings forth significant questions about whether the County's natural heritage features, specifically those related to water systems, will be protected and maintained at all. Will the proponent be required to contribute to restoration of natural heritage features as a condition of application approval.
- **Noise impacts.** With the aggregate development situated near the southwest corner of the Township of Mulmur, it would be expected that the volume of on-site equipment activity and truck traffic would increase significantly. Has the proponent conducted or is required to undertake any noise impact studies and will any noise mitigation measures be implemented.

¹ [Pine River Subwatershed- Health Check-2023](#), Nottawasaga Valley Conservation Authority. Accessed, August 5, 2025

- **Air quality impacts.** Increased traffic levels on unpaved roads near the proposed aggregate development project could result in additional road dust resulting in increased levels of particulate matter. Various studies² note the health effects of road dust. Will the proponent implement measures to monitor, control and mitigate road dust should the aggregate development move forward?
- **Third party review of Hydrogeological study.** One of the key comments that a community group technical expert made relates to the hydrogeologic study. It was brought forward that the data used to calibrate the simulation model has known biases, errors and gaps. These issues could potentially cause unreliable predictions of future flows, especially over the 40 plus year lifespan of a quarry. Will the proponent vet the hydrogeologic study with a third-party expert?

Based on the points noted above, the Township of Mulmur wants to emphasize our strong objection to Strada Aggregates Inc.'s submission to the Ministry of Natural Resources a licence to operate a pit and quarry below the water table in the Township of Melancthon. It is our belief that the approval of this licence for a pit and quarry below the water table will have detrimental impacts to resident health and safety, the quality of local water systems and air, noise levels, traffic as well as the long-term future of the county's natural heritage system. In light of these issues, we strongly urge the Ministry to reject the quarry licence application. To proceed would be to sacrifice the wellbeing of local residents for short-term economic gain. We expect the Ministry to act in the public interest and uphold its duty to protect air, land, natural heritage and water resources as well as collective quality of life.

Please provide documentation on how the development will address the concerns raised by the Township of Mulmur and provide evidence to confirm that the residents will not be adversely affected by the proposed operation.

We also request to be notified of all updates to ERO # 025-1005.

We look forward to your feedback on our submission.

Sincerely,

Tracey Atkinson

TOWNSHIP OF MULMUR
Tracey Atkinson
Chief Administrative Officer

² [Road dust and its effect on human health: a literature review](#), Khan. R and Strand M, Epidemiol Health, April 2018. Accessed August 19, 2025



Strada Aggregates Inc. Announces Closure of Formal Comment Period for Melancthon Pit and Quarry Licence Application

Melancthon, ON – November 10, 2025 – Strada Aggregates Inc., a leading supplier of high-quality aggregate materials across the Greater Toronto Area, today announced the closure of the formal public comment period for its Class A licence application under Ontario's Aggregate Resources Act (ARA). The 60-day consultation period, which began on September 11, 2025, and was posted on the Environmental Registry of Ontario (ERO), officially ended on November 10, 2025.

The application seeks approval to establish and operate a quarry within the footprint of an existing licensed pit in the Township of Melancthon, with an extraction area of 123.7 hectares and an annual capacity of up to 2,000,000 tonnes.

This project builds on decades of responsible aggregate production at the site while supporting sustainable infrastructure development in the region through the supply of essential materials, all while prioritizing environmental stewardship and community engagement.

"This application reflects three years of proactive consultation, technical peer reviews, and direct collaboration with community groups, local residents, and stakeholders," said Mario Pietrolungo, VP of Strada Aggregates. "We are grateful to everyone who contributed during the formal comment period and throughout the pre-submission process. Your insights have been instrumental in refining our plans to meet the highest standards of environmental protection, agricultural compatibility, water resource management, and progressive rehabilitation."

Strada Aggregates received a diverse range of submissions through the ERO, reflecting concerns and recommendations on land use, haul routes, rehabilitation, and environmental safeguards.

The company remains committed to addressing all feedback transparently and collaboratively as part of the ongoing ARA process.

Next Steps in the Aggregate Resources Act Application Process

As the formal comment period concludes, Strada Aggregates will proceed with the following key steps in the ARA application review, in accordance with Ontario Regulation 244/97 and guidance from the Ministry of Natural Resources and Forestry (MNRF):

1. **Review and Respond to Comments:** Strada will thoroughly analyze all submitted comments and prepare responses. Where possible, the company will engage directly with commenters to resolve concerns and incorporate feedback into the application. Written confirmations of resolution will be sought from objectors, as required under ARA Provincial Standards.
2. **Submit Final Application Materials to MNRF:** Any revisions based on consultation feedback will be compiled and resubmitted to the Ministry. This includes updates to the site plan, Summary Statement, and technical reports covering hydrogeology, traffic impacts, noise, dust, and rehabilitation plans.
3. **Ministry Review and Technical Assessment:** The MNRF will conduct a detailed evaluation of the complete application, including peer reviews from relevant agencies (e.g., conservation

authorities, local municipalities). This phase ensures compliance with ARA policies on resource conservation, environmental protection, and progressive rehabilitation.

4. Decision and Issuance: Upon completion of the review, the Ministry will issue a decision on the licence. If approved, conditions will be outlined for operations, monitoring, and site rehabilitation to a productive after-use compatible with the surrounding landscape.

Strada Aggregates remains dedicated to open communication throughout this process. Community members are encouraged to visit www.stradaquarry.com for project updates, or contact the project team with any questions.

For more information on the ARA application process, visit the Environmental Registry of Ontario at ero.ontario.ca/notice/025-1005.

Denise Holmes

From: Resource - Planning & Operations - Community Planning and Partnership - Info <CPPinfo@dpcdsb.org>
Sent: Tuesday, November 11, 2025 1:35 PM
Cc: Cox, Stephanie; Koops, Krystina; Del Bianco, Daniel; Moriah, Richard; Iaboni, Laura
Subject: Annual DPCDSB Community Planning and Partnership Meeting - November 24 2025

Dear Community Partner:

You are invited to attend the annual DPCDSB Community Planning and Partnership meeting to be held in person as follows:

Monday November 24, 2025
4:00 PM to 5:30 PM

DPCDSB Catholic Education Centre – Main Boardroom
40 Matheson Blvd West
Mississauga, ON
L5R 1C5

The purpose of this meeting is to provide information to interested community partners regarding the potential use of available space during daytime hours, primarily in open and operating schools, as well as the potential for future co-build opportunities. At this time, there are limited classroom spaces available for community partners.

Community partnership opportunities are also available throughout the calendar year and interested parties are able to apply at any time. Consideration of co-build opportunities for new schools are still available subject to approval by the Ministry of Education through the annual Capital Priorities Program. Community partnerships are evaluated on a case-by-case basis.

Please refer to the following link on the DPCDSB website for more information regarding [Community Planning and Partnerships](#).

Stephanie Cox, RPP, MCIP
Manager of Planning
Dufferin-Peel Catholic District School Board
40 Matheson Blvd. West, Mississauga ON L5R 1C5
Phone: (905) 890-0708 ext. 24163 Email: stephanie.cox@dpcdsb.org
Website: www.dpcdsb.org | Twitter: @DPCDSBSchools | YouTube: DPCDSBVideos

Extraordinary lives start with a great Catholic education

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INFO 8
NOV 20 2025

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Extraordinary lives start with a great Catholic education

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374028 6TH LINE • AMARANTH ON • L9W 0M6

November 13, 2025

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

Sent by email to: Denise Holmes, CAO/Clerk

Re: Motion regarding Harmonizing all Fire By-laws in Dufferin County

At its regular meeting of Council held on October 15, 2025, the Township of Amaranth Council wished to send a letter of support to The Township of Melancthon on the motion regarding Harmonizing all Fire By-laws in Dufferin County.

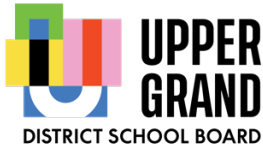
Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

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

Denise Holmes

From: Karen Farace <Karen.Farace@ugdsb.on.ca>
Sent: Thursday, November 6, 2025 9:49 AM
To: Denise Holmes
Subject: EDC Bill 17 Notification



PLANNING DEPARTMENT
Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2
Email: municipal.circulations@ugdsb.on.ca
Tel: 519-822-4420 ext.821 or **Toll Free:** 1-800-321-4025

6 November 2025

Denise Holmes, CAO/Clerk
157101 Highway 10
Melancton, ON, L9V 2E6

Dear Denise Holmes:

Re: Education Development Charges – No Changes from Bill 17

As you are likely aware, Bill 17^[1] recently came into force and applied several amendments to the *Development Charges Act, 1997*, the *Planning Act* and other legislation. One of these changes is to expand deferring Development Charges (DC) until occupancy (permit issuance or actual occupancy) for all residential development rather than just rental housing.

Bill 17 did not affect the legislation that governs Education Development Charges (EDC), nor are we aware of any changes currently being contemplated by the Provincial Government.

As a result, we ask that the municipality continue to collect EDCs upon the issuance of a building permit for residential development and remit such funds to the Board in accordance with our [2024 EDC By-law](#).

We appreciate your cooperation. Should you have any questions, please do not hesitate to contact us.

A handwritten signature in blue ink, appearing to read "R. Angrish".

Ruchika Angrish, MCIP, RPP
Manager of Planning

PLN: Letter063
File Code: F17

INFO 10
NOV 20 2025

^[1] *Protect Ontario by Building Stronger and Faster Act, 2025* (received Royal Assent June 5, 2025)

Denise Holmes

From: Kim Fraser <kfraser@shelburne.ca>
Sent: Wednesday, October 29, 2025 4:26 PM
To: Denise Holmes; Sarah Culshaw
Subject: CDRC 2026 Draft Budget for Comment
Attachments: 2026 Draft Budget_ mtng Oct 22 for comment.pdf

Good afternoon,

The CDRC Board met on Wednesday, October 22nd, to review the first draft of the 2026 CDRC Budget.

Key points from the discussion include:

- The Board recommends moving the entire 2025 estimated surplus of \$73,000 to reserve, to continue building funds for upcoming large capital purchases (e.g., a new Olympia).
- The attached budget draft is to be distributed to funding municipalities for review and comment.

For reference:

- An 8% increase to the total municipal contribution results in \$604,075.00.
- The Township of Melancthon's share at 15% is \$90,611.25.

Please review the attached document and share any comments or questions.

Kind regards,

Kim Fraser

Facility Administration Manager

Centre Dufferin Recreation Complex
200 Fiddle Park Lane, Shelburne ON
L9V 3C9
519.925.2400 Ext #22
kfraser@shelburne.ca

CDRC 2026 DRAFT BUDGET (Presented at Board Meeting Oct 22 2025) For Municipal Comment

Description	2026 BUDGET	2025 BUDGET	2025 EST ACT	2024 BUDGET	2024 ACT	26 VS 25 BGT	25 EST VS 24 ACT
Ice Rentals	\$262,000	\$261,928	\$239,337	\$257,390	\$251,713	0%	-5%
Floor Rental	\$17,500	\$17,139	\$17,897	\$15,628	\$18,371	2%	-3%
Advertising	\$15,000	\$15,000	\$13,700	\$13,600	\$13,229	0%	4%
Room Rental	\$25,000	\$21,040	\$25,467	\$15,285	\$24,863	19%	2%
Concession Sales	\$80,000	\$75,750	\$80,337	\$66,250	\$87,993	6%	-9%
Pool Fees	\$123,500	\$123,792	\$120,031	\$124,075	\$117,469	0%	2%
Recreation Programs	\$191,000	\$191,894	\$182,116	\$183,332	\$193,218	0%	-6%
Miscellaneous	\$0	\$60	\$151	\$180	\$105	-100%	43%
Grants	\$12,000	\$12,000	\$38,184	\$10,000	\$27,490	0%	39%
Total Operating Revenue	\$726,000	\$718,603	\$717,219	\$685,740	\$734,451	1%	-2%
Payroll	\$658,000	\$657,864	\$609,869	\$653,303	\$577,324	0%	6%
Benefits / Source Dedns	\$100,000	\$94,550	\$96,634	\$110,752	\$93,531	6%	3%
Maintenance	\$150,000	\$132,350	\$141,257	\$110,819	\$130,337	13%	8%
Utilities	\$145,000	\$151,400	\$138,239	\$154,789	\$144,714	-4%	-4%
Vending	\$40,000	\$36,650	\$40,047	\$33,500	\$42,804	9%	-6%
Rec Programs	\$22,000	\$20,985	\$21,059	\$18,985	\$16,802	5%	25%
Admin	\$73,000	\$63,648	\$72,644	\$63,264	\$56,512	15%	29%
Total Operating Expense	\$1,188,000	\$1,157,447	\$1,119,748	\$1,145,412	\$1,062,024	3%	5%
Operating (Gain)/Loss	\$462,000	\$438,844	\$402,530	\$459,672	\$327,572	5%	23%
Capital Expense	\$138,000	\$122,700	\$83,775	\$110,000	\$115,807	12%	-28%
Capital Grants	\$0	\$0	\$0	\$0	\$0	0%	0%
Total Capital Expense	\$138,000	\$122,700	\$83,775	\$110,000	\$115,807	12%	-28%
Total Opr & Captl (Gain)/Loss	\$600,000	\$561,544	\$486,305	\$569,672	\$443,379	7%	10%
Municipal Contribution	\$604,075	\$559,330	\$559,330	\$532,695	\$532,695	8%	5%
Total (Gain) / Loss	-\$4,075	\$2,214	-\$73,025	\$36,977	-\$89,316		

Opening Reserve Balance	\$324	\$241	\$251	\$96	\$161
Current Year (Gain) / Loss	-\$4	\$2	-\$73	\$37	-\$89
Closing Reserve Balance	\$328	\$239	\$324	\$59	\$251

2026 Assumptions:

2% rental rate increase on floor rentals and programs and on ice rentals starting in September

2% wage increase based upon Town of Shelburne increase (historical method of determining wage rate increases)

Denise Holmes

From: Nicole Hill <nhill@shelburne.ca>
Sent: Friday, November 7, 2025 4:17 PM
To: Alice Byl; Denise Holmes; fred.simpson@townofmono.com; Jennifer E. Willoughby; nmartin@amaranth.ca; Roseann Knechtel; Sarah Culshaw; tatkinson@mulmur.ca; Holly Boardman
Subject: SDFB 2026 Draft Budget
Attachments: 2026 DRAFT SDFB Budget.pdf

Hello,

The following resolutions we passed and the November 4th SDFB meeting:

Resolution # 4

Moved by F. Nix – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management circulate the 2026 draft Operating Budget to participating municipalities as amended to include a 1.9% COLA increase.

Carried

Resolution # 5

Moved by M. Davie – Seconded by J. McLean

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management adopt the 2026 Capital Budget with a Capital Levy of \$445,000.00, which includes \$345,000.00 for Fire Fleet replacement.

AND THAT this be circulated to the participating municipalities.

Carried

I've also attached the draft 2026 budgets as stated in the above resolutions.



Nicole Hill

Secretary/Treasurer
Tel: (519) 925-5111

Shelburne & District Fire Board
114 O'Flynn Street
Shelburne, ON L9V 2W9
nhill@shelburne.ca

ACT 2
NOV 20 2025

SHELBURNE & DISTRICT FIRE DEPARTMENT
2026 OPERATING BUDGET (Year over Year Comparison)

	2021	2022	2023	2024	2025	2026	2026	2026
	FINAL	FINAL	FINAL	FINAL	FINAL	REQUESTED	REQUESTED	REQUESTED
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET as presented Nov. 4th with 2.5% COLA	BUDGET #1 with 1.9% COLA & \$100K transfer	BUDGET #2 with 1.9% COLA, \$100K Transfer & EFR Training*
Operating	\$ 566,764	\$ 587,475	\$ 810,530	\$ 892,556	\$ 1,036,670	\$ 1,237,544	\$ 1,231,673	\$ 1,266,233
Capital	\$ 185,000	\$ 222,500	\$ 350,000	\$ 392,000	\$ 530,000	\$ 545,000	\$ 545,000	\$ 545,000
Total	\$ 751,764	\$ 809,975	\$ 1,160,530	\$ 1,284,556	\$ 1,566,670	\$ 1,782,544	\$ 1,776,673	\$ 1,811,233
\$ Increase OPERATING	\$ 11,789	\$ 20,711	\$ 223,055	\$ 82,026	\$ 144,114	\$ 200,874	\$ 195,003	\$ 229,563
% Increase OPERATING	2.08%	3.65%	37.97%	13.82%	16.15%	19.38%	18.81%	22.14%
\$ Increase CAPITAL	\$ -	\$ 37,500	\$ 127,500	\$ 42,000	\$ 138,000	\$ 15,000	\$ 15,000	\$ 15,000
% Increase CAPITAL	0.000%	1.203%	1.573%	1.120%	1.352%	2.83%	2.83%	2.83%
\$ Increase TOTAL	\$ 11,789	\$ 58,211	\$ 350,555	\$ 124,026	\$ 282,114	\$ 215,874	\$ 110,003	\$ 144,563
% Increase TOTAL	2.08%	4.85%	39.54%	14.94%	17.50%	13.78%	7.02%	9.23%

* Emergency First
Responder

Increased Cost (\$)								
MONO	\$ 1,149	\$ 5,629	\$ 32,637	\$ 11,472	\$ 23,895	\$ 18,285	\$ 9,317	\$ 12,244
AMARANTH	\$ 1,538	\$ 7,550	\$ 48,306	\$ 16,731	\$ 36,195	\$ 27,697	\$ 14,113	\$ 18,547
MULMUR	\$ 882	\$ 4,308	\$ 25,836	\$ 9,116	\$ 20,115	\$ 15,392	\$ 7,843	\$ 10,307
MELANCTHON	\$ 1,772	\$ 8,470	\$ 50,480	\$ 16,719	\$ 39,045	\$ 29,877	\$ 15,224	\$ 20,008
SHELBURNE	\$ 6,447	\$ 32,261	\$ 193,296	\$ 69,988	\$ 162,864	\$ 124,624	\$ 63,505	\$ 83,456

SHELBURNE & DISTRICT FIRE DEPARTMENT

2026 OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2026 vs	2026 vs
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	2025	2025
		BUDGET	BUDGET	YEAR END	BUDGET	\$	%

EXPENDATURES

ADMINISTRATION

4100-0400*	Legal & Audit & HR Services	\$25,000	\$11,000	\$8,497	\$14,500	\$3,500	31.8%
4100-0550*	Office Supplies & Equipment (photocopies, postage, general office supplies)	\$3,000	\$8,500	\$5,684	\$5,500	-\$3,000	-35.3%
4100-0700	Services & Rentals (FirePro, Photocopier Lease, Internet, etc.)	\$8,750	\$9,000	\$7,815	\$10,000	\$1,000	11.1%
4100-0800	Subscriptions & Memberships (OAF, CAF, NAF, CAFI, OMFOA, Red Cross, Blink)	\$700	\$1,350	\$1,279	\$1,400	\$50	3.7%
4100-0900	Conventions & Conferences	\$4,500	\$4,500	\$3,390	\$4,500	\$0	0.0%
4100-1000	Radio Licence Renewal	\$1,000	\$1,500	\$1,312	\$1,550	\$50	3.3%
4100-1100	MTO/ARIS Fees	\$850	\$850	\$532	\$850	\$0	0.0%
4100-1900*	Dispatch	\$50,400	\$53,000	\$45,253	\$55,650	\$2,650	5.0%
4200-0550	Uniforms (Station Wear, T-shirts, Class A's, Name Tags)	\$0	\$8,500	\$4,027	\$8,770	\$270	3.2%
4200-1200	Miscellaneous/Recognition Night (Retirement Gifts, X-mas Party, Awards night)	\$3,000	\$5,500	\$1,868	\$5,500	\$0	0.0%
4200-1600	Drivers License/Medicals	\$0	\$800	\$120	\$800	\$0	0.0%
4200-1650*	IT Support Dufferin County	\$1,500	\$1,500	\$1,170	\$20,000	\$18,500	1233.3%
4200-1700	Bank Service Charges	\$725	\$725	\$497	\$800	\$75	10.3%
4200-1750	Ceridian Payroll	\$3,000	\$2,500	\$1,847	\$3,000	\$500	20.0%
4200-1900	TSF Bell Tower Lease to Capital	\$0	\$0	\$9,500	\$9,500	\$9,500	
4200-1950	Purchase of Truck	\$0	\$0	\$0	\$0	\$0	
4200-2000	Interest on Temporary Loans	\$600	\$600	\$0	\$600	\$0	0.0%
ADMINISTRATION EXPENDITURES		\$103,025	\$109,825	\$92,790	\$142,920	\$33,095	30.1%

* Note:

- 4100-0400 Increased based on quote from RLB Audit
- 4100-0550 Decrease, no computer replacement in 2026
- 4100-1900 Current agreemnt expires 12/2025, estimated 5% annual increase
- 4200-1650 See Shelburne & District Fire Department IT Services Report (March 2025) & Operating Budget 5-Year Forecast Report (May 2025)

SHELBURNE & DISTRICT FIRE DEPARTMENT

2026 OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2026 vs	2026 vs
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	2025	2025
		BUDGET	BUDGET	YEAR END	BUDGET	\$	%
HUMAN RESOURCES							
4200-0100*	Fire Call Wages	\$165,000	\$177,305	\$123,667	\$195,303	\$17,998	10%
4200-0102*	Full-time Staff Wages	\$190,000	\$208,400	\$156,296	\$212,354	\$3,954	2%
4200-0103*	FF-Other Wages (Pub Ed, Meetings, Inspections, etc.)	\$49,500	\$62,800	\$42,092	\$107,006	\$44,206	70%
4200-0105*	Training Wages	\$72,000	\$117,500	\$82,831	\$193,700	\$76,200	65%
4200-0110	Employers Portion - EI	\$3,500	\$4,000	\$2,619	\$3,200	-\$800	-20%
4200-0120	Employers Portion - CPP	\$31,000	\$21,500	\$16,925	\$23,000	\$1,500	7%
4200-0150	Mileage & Meals	\$1,000	\$4,000	\$792	\$4,200	\$200	5%
4200-0200*	Benefits (Manulife & VFIS)	\$33,000	\$36,300	\$20,635	\$40,300	\$4,000	11%
4200-0210	WSIB	\$20,500	\$22,540	\$540	\$22,500	-\$40	0%
4200-0220	Employer Health Tax	\$9,360	\$9,950	\$8,953	\$10,800	\$850	9%
4200-0300	OMERS Pension Plan	\$23,360	\$23,850	\$17,982	\$24,500	\$650	3%
4200-0400*	Employee & Family Assistance Program	\$915	\$1,300	\$1,319	\$1,500	\$200	15%
4100-1300	Fire Prevention/Pub Ed	\$8,500	\$5,000	\$5,298	\$6,500	\$1,500	30%
4100-1500	Training - Courses/Expense	\$46,800	\$80,000	\$15,275	\$80,000	\$0	0%
	Emergency First Responder Training				\$34,560		
HUMAN RESOURCES EXPENDITURES		\$654,435	\$774,445	\$495,224	\$959,423	\$184,978	24%

*** Note:**

4200-0100* See Wage Differentials Report(April 2025) & Operating Budget 5-Year Forecast Report (May 2025)

4200-0102* See Operating Budget 5-Year Forecast Report (May 2025)

4200-0103* See Levels of Service - Fire Prevention and Public Education, and Training Report (March 2025) & Operating Budget 5-Year Forecast Report (May 2025)

4200-0105* See Wage Differentials Report(April 2025) & Operating Budget 5-Year Forecast Report (May 2025)

4200-0200* Addition of VFIS Off Duty Coverage, Additional staff, COLA

4200-0400* Premium Increase, Additional staff

SHELBURNE & DISTRICT FIRE DEPARTMENT

2026 OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2026 vs	2026 vs
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	2025	2025
FIRE EQUIPMENT							
4100-1800	Communication Equipment	\$3,500	\$3,250	\$666	\$3,000	-\$250	-8%
4200-0500	Protective Clothing (hoods, gloves, gear cleaning/rentals, safety glasses, safety boots)	\$10,000	\$12,500	\$9,209	\$13,540	\$1,040	8%
4100-0600	Material & Supplies (Def Fluid, car wash, tarps, detergent, absorbant, etc.)	\$3,500	\$4,000	\$1,713	\$4,000	\$0	0%
4200-0800	SCBA Maintenance & Fit Testing	\$5,000	\$5,000	\$0	\$5,200	\$200	4%
4100-1200	Heath & Safety Expenses (FF Rehab, Hero Wipes, Accountability)	\$2,500	\$2,500	\$1,409	\$2,500	\$0	0%
4100-1250	Medical Supplies (Gloves, AED Pads, Bandages, etc.)	\$0	\$1,500	\$493	\$1,500	\$0	0%
4200-1550	Bell Mobility	\$1,700	\$1,250	\$1,172	\$1,650	\$400	32%
4200-1800	Equipment Replacement/Acquisition	\$5,000	\$3,500	\$2,020	\$3,500	\$0	0%
4200-1810	Equipment Maintenance	\$4,000	\$8,000	\$1,999	\$8,000	\$0	0%
4200-2100*	Fire Hydrants	\$7,500	\$7,500	\$0	\$12,000	\$4,500	60%
FIRE EQUIPMENT EXPENDITURES		\$42,700	\$49,000	\$18,681	\$54,890	\$5,890	12%

*** Note:**

4200-2100* See Operating Budget 5-Year Forecast Report (May 2025)

FIRE FLEET

4200-1000	Truck Operations & Maintenance	\$18,000	\$23,000	\$19,213	\$25,000	\$2,000	9%
4200-1060	Fuel for Trucks	\$18,000	\$18,000	\$11,188	\$18,500	\$500	3%
4200-1100	Insurance Premium	\$64,900	\$84,000	\$70,634	\$84,000	\$0	0%
FIRE FLEET EXPENDITURES		\$100,900	\$125,000	\$101,035	\$127,500	\$2,500	2%

FIRE HALL

4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$30,000	\$22,500	\$13,934	\$25,000	\$2,500	11%
4200-1400	Bell Canada (Dispatch Line)	\$1,000	\$1,100	\$811	\$1,200	\$100	9%
4200-1500	Bell Canada (Admin Line)	\$1,600	\$1,700	\$1,044	\$1,700	\$0	0%
4200-1980	Building Maintenance	\$9,500	\$9,500	\$4,732	\$10,000	\$500	5%

FIRE HALL EXPENDITURES	\$42,100	\$34,800	\$20,520	\$37,900	\$3,100	9%
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SHELBURNE & DISTRICT FIRE DEPARTMENT

2026 OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2026 vs	2026 vs
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	2025	2025
		BUDGET	BUDGET	YEAR END	BUDGET	\$	%

REVENUES

3000-0500	Interrest on Current Account	\$5,000	\$5,000	\$3,689	\$5,000	\$0	0%
3000-0600	Inspection Revenue	\$4,000	\$4,400	\$2,600	\$4,400	\$0	0%
3000-0800	MTO / County / Insurance MVC Revenue	\$40,000	\$40,000	\$52,884	\$40,000	\$0	0%
3000-0850	Hydro / Endbridge Revenue	\$5,000	\$5,000	\$11,305	\$5,000	\$0	0%
3000-0900	False Alarm / Fire Report / Misc. Revenue	\$500	\$2,000	\$7,832	\$2,000	\$0	0%
3000-1000	HST Collected	\$0	\$0	\$0	\$0	\$0	0%
3000-2000	Grant Revenue	\$0	\$0	\$15,042	\$0	\$0	0%
3000-1100	Bell Tower Lease	\$9,500	\$9,500	\$9,500	\$9,500	\$0	0%

TOTAL GENERAL EXPENDITURES	\$943,160	\$1,093,070	\$728,250	\$1,322,633	\$229,563	21.00%
LESS TOTAL GENERAL REVENUES	\$54,500	\$56,400	\$104,658	\$56,400	\$0	0%
TOTAL OPERATING LEVY	\$892,556	\$1,036,670		\$1,266,233	\$229,563	22.14%

SHELBURNE & DISTRICT FIRE DEPARTMENT

2026 CAPITAL BUDGET

	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2026 vs	2026 vs
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	2025	2025
		BUDGET	BUDGET	YEAR END	BUDGET	\$	%
	Communications Equipment	\$ 35,000	\$ 20,000	\$ (6,167)	\$ 24,000	\$ 4,000	20%
	Protective Clothing	\$ 40,000	\$ 55,000	\$ (47,332)	\$ 76,750	\$ 21,750	40%
	New Equipment	\$ 19,679	\$ 17,000	\$ (8,514)	\$ 21,696	\$ 4,696	28%
	Tech Ops Equip (hazmat/Auto/Rope)		\$ 10,000	\$ -	\$ 28,860	\$ 18,860	189%
	Training Grounds	\$ 5,000	\$ 10,000	\$ -	\$ -	\$ -	0%
	Simucast Radio System	\$ 80,000	\$ 20,000	\$ (47,378)	\$ -	\$ -	0%
	Replace SCBA's	\$ 25,000	\$ -	\$ (4,206)	\$ 1,000	\$ 1,000	100%
	Truck Tires	\$ -	\$ 18,000	\$ (16,478)	\$ -	\$ -	0%
	SCBA Cylinders	\$ -	\$ 10,000	\$ -	\$ 12,500	\$ 2,500	25%
	Truck Exhaust Control System	\$ -	\$ -	\$ -	\$ -	\$ -	0%
	Fire Station Replacement (Engineering Services) ¹	\$ -	\$ 100,000	\$ -	\$ -	\$ -	0%
	Fire Fleet Capital Replacement ²	\$ -	\$ 120,000	\$ (83,698)	\$ 345,000	\$ -	0%
	Capital Reserve	\$ -	\$ -	\$ -	\$ 35,194	\$ -	0%
TOTAL CAPITAL LEVY		\$392,000	\$530,000		\$545,000	\$52,806	9.96%

Note*

¹ \$100K was allotted to study fire hall refurbishment / replacement

² See Fire Fleet Capital Replacement Budget Report (June 2025), \$120000 for replacement of Car 21

SHELBURNE & DISTRICT FIRE DEPARTMENT

OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2027	2028	2029	2030
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
		BUDGET	BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

EXPENDATURES

ADMINISTRATION

4100-0400	Legal & Audit & HR Services	\$25,000	\$11,000	\$8,497	\$14,500	\$14,935	\$15,383	\$15,845	\$16,320
4100-0550*	Office Supplies & Equipment (photocopies, postage, general office supplies)	\$3,000	\$8,500	\$5,684	\$5,500	\$7,640	\$5,835	\$6,010	\$6,190
4100-0700	Services & Rentals (FirePro, Photocopier Lease, Internet, etc.)	\$8,750	\$9,000	\$7,815	\$10,000	\$10,300	\$10,609	\$10,927	\$11,255
4100-0800	Subscriptions & Memberships (O AFC, CAFC, NAFI, CAFI, OMFPOA, Red Cross, Blink)	\$700	\$1,350	\$1,279	\$1,400	\$1,442	\$1,485	\$1,530	\$1,576
4100-0900	Conventions & Conferences	\$4,500	\$4,500	\$3,390	\$4,500	\$4,635	\$4,774	\$4,917	\$5,065
4100-1000	Radio Licence Renewal	\$1,000	\$1,500	\$1,312	\$1,550	\$1,597	\$1,644	\$1,694	\$1,745
4100-1100	MTO/ARIS Fees	\$850	\$850	\$532	\$850	\$876	\$902	\$929	\$957
4100-1900	Dispatch	\$50,400	\$53,000	\$45,253	\$55,650	\$58,433	\$61,354	\$64,422	\$67,643
4200-0550*	Uniforms (Station Wear, T-shirts, Class A's, Name Tags)	\$0	\$8,500	\$4,027	\$8,770	\$9,033	\$9,304	\$9,583	\$9,871
4200-1200	Miscellaneous/Recognition Night (Retirement Gifts, X-mas Party, Awards night)	\$3,000	\$5,500	\$1,868	\$5,500	\$5,665	\$5,835	\$6,010	\$6,190
4200-1600	Drivers License/Medicals	\$0	\$800	\$120	\$800	\$824	\$849	\$874	\$900
4200-1650*	IT Support Dufferin County	\$1,500	\$1,500	\$1,170	\$20,000	\$20,500	\$21,000	\$21,500	\$22,000
4200-1700	Bank Service Charges	\$725	\$725	\$497	\$800	\$824	\$849	\$874	\$900
4200-1750	Ceridian Payroll	\$3,000	\$2,500	\$1,847	\$3,000	\$3,090	\$3,183	\$3,278	\$3,377
4200-1900	TSF Bell Tower Lease to Capital	\$0	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$10,500	\$10,500
4200-1950	Purchase of Truck	\$0	\$0	\$0	\$0		\$0	\$0	\$0
4200-2000	Interest on Temporary Loans	\$600	\$600	\$0	\$600	\$618	\$637	\$656	\$675
4200-2500	Uncollectible Accounts	\$0	\$0	\$0	\$0		\$0	\$0	\$0
ADMINISTRATION EXPENDITURES		\$103,025	\$119,325	\$92,790	\$142,920	\$146,545	\$149,904	\$155,642	\$159,851

- Note:**
- 4100-0550* Add computer purchase in 2027
 - 4200-0550* 5% increase annually as per contract
 - 4200-1650* See Shelburne & District Fire Department IT Services

SHELBURNE & DISTRICT FIRE DEPARTMENT

OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2027	2028	2029	2030
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
		BUDGET	BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

HUMAN RESOURCES

4200-0100*	Fire Call Wages	\$165,000	\$177,305	\$123,667	\$195,303	\$218,652	\$242,564	\$276,239	\$243,447
4200-0102*	Full-time Staff Wages	\$190,000	\$208,400	\$156,296	\$212,354	\$222,789	\$229,472	\$236,356	\$243,447
4200-0103*	FF-Other Wages (Pub Ed, Meetings, Inspections, etc.)	\$49,500	\$62,800	\$42,092	\$107,006	\$117,773	\$133,829	\$150,788	\$168,672
4200-0105*	Training Wages	\$72,000	\$117,500	\$82,831	\$193,700	\$212,851	\$203,665	\$190,205	\$193,564
4200-0110	Employers Portion - EI	\$3,500	\$4,000	\$2,619	\$3,200	\$3,296	\$3,395	\$3,497	\$3,602
4200-0120	Employers Portion - CPP	\$31,000	\$21,500	\$16,925	\$23,000	\$23,690	\$24,401	\$25,133	\$25,887
4200-0150	Mileage & Meals	\$1,000	\$4,000	\$792	\$4,200	\$4,326	\$4,456	\$4,589	\$4,727
4200-0200	Benefits (Manulife & VFIS)	\$33,000	\$36,300	\$20,635	\$40,300	\$41,509	\$42,754	\$44,037	\$45,358
4200-0210	WSIB	\$20,500	\$22,540	\$540	\$22,500	\$23,175	\$23,870	\$24,586	\$25,324
4200-0220	Employer Health Tax	\$9,360	\$9,950	\$8,953	\$10,800	\$11,124	\$11,458	\$11,801	\$12,155
4200-0300	OMERS Pension Plan	\$23,360	\$23,850	\$17,982	\$24,500	\$25,235	\$25,992	\$26,772	\$27,575
4200-0400	Employee & Family Assistance Program	\$915	\$1,300	\$1,319	\$1,500	\$1,545	\$1,591	\$1,639	\$1,688
4100-1300	Fire Prevention/Pub Ed	\$8,500	\$5,000	\$5,298	\$6,500	\$6,695	\$6,896	\$7,103	\$7,316
4100-1500	Training - Courses/Expense	\$46,800	\$80,000	\$15,275	\$80,000	\$82,400	\$84,872	\$87,418	\$90,041
	Emergency Firest Responder Training				\$34,560	\$15,574	\$16,041	\$16,522	\$17,018
HUMAN RESOURCES EXPENDITURES		\$654,435	\$774,445	\$495,224	\$959,423	\$994,700	\$1,038,844	\$1,089,781	\$1,092,409

Note:

4200-0100* See Wage Differentials Report(April 2025) & Operating Budget 5-Year Forecast Report (May 2025)

4200-0102* See Operating Budget 5-Year Forecast Report (May 2025)

4200-0103* See Levels of Service - Fire Prevention and Public Safety Education, and Training and Education Report (March 2025) & Operating Budget 5-Year Forecast Report (May 2025)

4200-0105* See Wage Differentials Report(April 2025) & Operating Budget 5-Year Forecast Report (May 2025)

SHELBURNE & DISTRICT FIRE DEPARTMENT

OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2027	2028	2029	2030
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
		BUDGET	BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
FIRE EQUIPMENT									
4100-1800	Communication Equipment	\$3,500	\$3,250	\$666	\$3,000	\$3,090	\$3,183	\$3,278	\$3,377
4200-0500	Protective Clothing (hoods, gloves, gear cleaning/rentals, safety glasses, safety boots)	\$10,000	\$12,500	\$9,209	\$13,540	\$14,333	\$14,763	\$15,206	\$15,662
4100-0600	Material & Supplies (Def Fluid, car wash, tarps, detergent, absorbant, etc.)	\$3,500	\$4,000	\$1,713	\$4,000	\$4,120	\$4,244	\$4,371	\$4,502
4200-0800	SCBA Maintenance & Fit Testing	\$5,000	\$5,000	\$0	\$5,200	\$5,356	\$5,517	\$5,682	\$5,853
4100-1200	Heath & Safety Expenses (FF Rehab, Hero Wipes, Accountability)	\$2,500	\$2,500	\$1,409	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814
4100-1250	Medical Supplies (Gloves, AED Pads, Bandages, etc.)	\$0	\$1,500	\$493	\$1,500	\$1,545	\$1,591	\$1,639	\$1,688
4200-1550	Bell Mobility	\$1,700	\$1,250	\$1,172	\$1,650	\$1,700	\$1,750	\$1,803	\$1,857
4200-1800	Equipment Replacement/Acquisition	\$5,000	\$3,500	\$2,020	\$3,500	\$3,605	\$3,713	\$3,825	\$3,939
4200-1810	Equipment Maintenance	\$4,000	\$8,000	\$1,999	\$8,000	\$8,240	\$8,487	\$8,742	\$9,004
4200-2100*	Fire Hydrants	\$7,500	\$7,500	\$0	\$12,000	\$12,500	\$13,000	\$13,500	\$14,000
FIRE EQUIPMENT EXPENDITURES		\$42,700	\$49,000	\$18,681	\$54,890	\$56,945	\$58,778	\$60,651	\$62,566

Note:

4200-2100* See Operating Budget 5-Year Forecast Report (May

FIRE FLEET

4200-1000	Truck Operations & Maintenance	\$18,000	\$23,000	\$19,213	\$25,000	\$25,750	\$26,523	\$27,318	\$28,138
4200-1060	Fuel for Trucks	\$18,000	\$18,000	\$11,188	\$18,500	\$19,055	\$19,627	\$20,215	\$20,822
4200-1100	Insurance Premium	\$64,900	\$84,000	\$70,634	\$84,000	\$86,520	\$89,116	\$91,789	\$94,543
FIRE FLEET EXPENDITURES		\$100,900	\$125,000	\$101,035	\$127,500	\$135,960	\$140,039	\$144,240	\$148,567

FIRE HALL

4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$30,000	\$22,500	\$13,934	\$25,000	\$25,750	\$26,523	\$27,318	\$28,138
4200-1400	Bell Canada (Dispatch Line)	\$1,000	\$1,100	\$811	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351
4200-1500	Bell Canada (Admin Line)	\$1,600	\$1,700	\$1,044	\$1,700	\$1,751	\$1,804	\$1,858	\$1,913
4200-1980	Building Maintenance	\$9,500	\$9,500	\$4,732	\$10,000	\$10,300	\$10,609	\$10,927	\$11,255
4200-1990	Building Expansion - Engineer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

FIRE HALL EXPENDITURES	\$42,100	\$34,800	\$20,520	\$37,900	\$38,522	\$39,678	\$40,868	\$42,094
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SHELBURNE & DISTRICT FIRE DEPARTMENT

OPERATING BUDGET

GL ACCT	ACCOUNT DESCRIPTION	2024	2025	2025	2026	2027	2028	2029	2030
		FINAL	FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
		BUDGET	BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

REVENUES

3000-0500	Interest on Current Account	\$5,000	\$5,000	\$3,689	\$5,000	\$5,250	\$5,513	\$5,788	\$6,078
3000-0600	Inspection Revenue	\$4,000	\$4,400	\$2,600	\$4,400	\$4,620	\$4,851	\$5,094	\$5,348
3000-0800	MTO / County / Insurance MVC Revenue	\$40,000	\$40,000	\$52,884	\$40,000	\$42,000	\$44,100	\$46,305	\$48,620
3000-0850	Hydro / Endbridge Revenue	\$5,000	\$5,000	\$11,305	\$5,000	\$5,250	\$5,513	\$5,788	\$6,078
3000-0900	False Alarm / Fire Report / Misc. Revenue	\$500	\$2,000	\$7,832	\$2,000	\$2,100	\$2,205	\$2,315	\$2,431
3000-1000	HST Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3000-2000	Grant Revenue	\$0	\$0	\$15,042	\$0	\$0	\$0	\$0	\$0
3000-1100	Bell Tower Lease	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	\$10,500	\$10,500

TOTAL GENERAL EXPENDITURES	\$943,160	\$1,102,570	\$728,250	\$1,322,633	\$1,372,672	\$1,427,243	\$1,491,182	\$1,505,487
LESS TOTAL GENERAL REVENUES	\$54,500	\$56,400	\$104,658	\$56,400	\$68,720	\$71,681	\$75,790	\$79,055
TOTAL OPERATING LEVY	\$892,556	\$1,036,670		\$1,266,233	\$1,303,952	\$1,355,562	\$1,415,392	\$1,426,432
% Increase Total	13.82%	16.15%		22.14%	3.78%	3.98%	4.48%	0.96%

SHELBURNE & DISTRICT FIRE DEPARTMENT

CAPITAL BUDGET

GL ACCT	ACCOUNT DESCRIPTION		2025	2025	2026	2027	2028	2029	2030
			FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
			BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	OPENING BALANCE		\$ 29,349	\$ 29,349	\$ 190,451	\$ 225,645	\$ 271,904	\$ 264,444	\$ 330,780
	CAPITAL LEVY		\$ 285,000	\$ 285,000	\$ 200,000	\$ 215,000	\$ 230,000	\$ 245,000	\$ 260,000
	BANK INTEREST			\$ 6,480					
	Engineer Services		\$ (100,000)						
	Simucast Radio System		\$ (42,370)	\$ (47,378)					
	New Equipment		\$ (22,453)	\$ (8,514)	\$ (21,696)	\$ (22,791)	\$ (23,920)	\$ (25,116)	\$ (26,372)
	Tech Ops Equipment		\$ (10,000)		\$ (28,860)	\$ (10,000)			
	Extrication Equipment						\$ (80,000)		
	Communications Equipment		\$ (24,818)	\$ (6,167)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)
	Protective Clothing		\$ (58,034)	\$ (47,332)	\$ (76,750)	\$ (89,950)	\$ (95,040)	\$ (114,048)	\$ (136,857)
	SCBA Cylinders		\$ (10,000)		\$ (12,500)	\$ (13,500)	\$ (14,500)	\$ (15,500)	\$ (16,500)
	Replace SCBA's		\$ (12,997)	\$ (4,206)	\$ (1,000)	\$ (1,000)			
	Training Grounds		\$ (15,000)	\$ (305)					
	Truck Tires		\$ (18,000)	\$ (16,478)		\$ (7,500)			
TOTAL CAPITAL LEVY			\$ 677	\$ 190,451	\$ 225,645	\$ 271,904	\$ 264,444	\$ 330,780	\$ 387,051

SHELBURNE & DISTRICT FIRE DEPARTMENT									
FIRE FLEET BUDGET									
GL ACCT	ACCOUNT DESCRIPTION		2025	2025	2026	2027	2028	2029	2030
			FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
			BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	OPENING BALANCE		\$ 400,000	\$ 400,000	\$ 570,802	\$ 925,302	\$ 97,952	\$ 602,452	\$ 1,061,401
	CAPITAL FLEET LEVY		\$ 245,000	\$ 245,000	\$ 345,000	\$ 420,000	\$ 495,000	\$ 570,000	\$ 645,000
	BELL TOWER LEASE		\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 10,500	\$ 10,500
	Car 21		\$ (120,000)	\$ (83,698)					
	Car 22							\$ (121,551)	
	Car 23								
	Pumper 24								
	Tanker 25					\$ (1,256,850)			
	Rescue 26								
	Pumper 27								
	Ladder 28								
TOTAL FIRE FLEET LEVY			\$ 534,500	\$ 570,802	\$ 925,302	\$ 97,952	\$ 602,452	\$ 1,061,401	\$ 1,716,901

SHELBURNE & DISTRICT FIRE DEPARTMENT									
TOTAL BUDGET									
GL ACCT	ACCOUNT DESCRIPTION		2025	2025	2026	2027	2028	2029	2030
			FINAL	ESTIMATED (Q3)	REQUESTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
			BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	TOTAL OPERATING		\$ 1,036,670.00		\$ 1,266,233	\$1,303,952	\$1,355,562	\$1,415,392	\$1,426,432
	TOTAL CAPITAL		\$ 285,000.00		\$ 200,000	\$ 215,000	\$ 230,000	\$ 245,000	\$ 260,000
	TOTAL FIRE FLEET		\$ 245,000.00		\$ 345,000	\$ 420,000	\$ 495,000	\$ 570,000	\$ 645,000
	GRAND TOTAL		\$ 1,566,670.00		\$1,811,233	\$1,938,952	\$2,080,562	\$2,230,392	\$2,331,432
	\$ Increase TOTAL				\$244,563.09	\$127,719	\$141,610	\$149,830	\$101,040
	% Increase TOTAL				15.61%	7.05%	7.30%	7.20%	4.53%

SHELBURNE & DISTRICT FIRE DEPARTMENT														
2026 FLEET CAPITAL BUDGET														
	2025	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
	FINAL	ACTUAL	FINAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
	BUGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
OPENING BALANCE	\$ 400,000	\$ 400,000	\$ 570,802	\$ 925,302	\$ 97,952	\$ 602,452	\$ 1,061,401	\$ 1,716,901	\$ 2,447,401	\$ 297,990	\$ 1,178,490	\$ 2,133,990	\$ 1,454,151	\$ 2,559,651
CAPITAL FLEET LEVY	\$ 245,000	\$ 245,000	\$ 345,000	\$ 420,000	\$ 495,000	\$ 570,000	\$ 645,000	\$ 720,000	\$ 795,000	\$ 870,000	\$ 945,000	\$ 1,020,000	\$ 1,095,000	\$ 1,170,000
BELL TOWER LEASE	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500
Car 21	\$ (120,000)	\$ (83,698)										\$ (171,034)		
Car 22						\$ (121,551)								
Car 23														
Pumper 24														\$ (2,155,028)
Tanker 25				\$ (1,256,850)										
Rescue 26												\$ (1,539,305)		
Pumper 27														
Ladder 28									\$ (2,954,911)					
TOTAL	\$ 534,500	\$ 570,802	\$ 925,302	\$ 97,952	\$ 602,452	\$ 1,061,401	\$ 1,716,901	\$ 2,447,401	\$ 297,990	\$ 1,178,490	\$ 2,133,990	\$ 1,454,151	\$ 2,559,651	\$ 1,585,123

SHELBURNE & DISTRICT FIRE DEPARTMENT														
2026 CAPITAL BUDGET														
	2025	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
	FINAL	ACTUAL	FINAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
	BUGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
OPENING BALANCE	\$ 29,349	\$ 29,349	\$ 183,971	\$ 119,165	\$ 65,424	\$ (42,036)	\$ (75,700)	\$ (119,429)	\$ (180,348)	\$ (248,998)	\$ (339,515)	\$ (459,857)	\$ (619,559)	\$ (825,053)
CAPITAL LEVY	\$ 285,000	\$ 285,000	\$ 100,000	\$ 115,000	\$ 130,000	\$ 145,000	\$ 160,000	\$ 180,000	\$ 200,000	\$ 220,000	\$ 240,000	\$ 260,000	\$ 285,000	\$ 310,000
BANK INTEREST														
Engineer Services	\$ (100,000)													
Simucast Radio System	\$ (42,370)	\$ (47,378)												
New Equipment	\$ (22,453)	\$ (8,514)	\$ (21,696)	\$ (22,791)	\$ (23,920)	\$ (25,116)	\$ (26,372)	\$ (27,691)	\$ (29,075)	\$ (30,529)	\$ (32,055)	\$ (33,658)	\$ (35,341)	\$ (37,108)
Tech Ops Equipment	\$ (10,000)		\$ (28,860)	\$ (10,000)										
Extrication Equipment					\$ (80,000)									
Communications Equipment	\$ (24,818)	\$ (6,167)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)	\$ (24,000)
Protective Clothing	\$ (58,034)	\$ (47,332)	\$ (76,750)	\$ (89,950)	\$ (95,040)	\$ (114,048)	\$ (136,857)	\$ (164,228)	\$ (197,074)	\$ (236,489)	\$ (283,787)	\$ (340,544)	\$ (408,653)	\$ (490,383)
SCBA Cyllinders	\$ (10,000)		\$ (12,500)	\$ (13,500)	\$ (14,500)	\$ (15,500)	\$ (16,500)	\$ (17,500)	\$ (18,500)	\$ (19,500)	\$ (20,500)	\$ (21,500)	\$ (22,500)	\$ (23,500)
Replace SCBA's	\$ (12,997)	\$ (4,206)	\$ (1,000)	\$ (1,000)										
Training Grounds	\$ (15,000)	\$ (305)												
Truck Tires	\$ (18,000)	\$ (16,478)		\$ (7,500)				\$ (7,500)						
TOTAL	\$ 677	\$ 183,971	\$ 119,165	\$ 65,424	\$ (42,036)	\$ (75,700)	\$ (119,429)	\$ (180,348)	\$ (248,998)	\$ (339,515)	\$ (459,857)	\$ (619,559)	\$ (825,053)	\$ (1,090,045)

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER _____ - 2025

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN
AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF
SOUTHGATE AND THE CORPORATION OF THE TOWNSHIP OF
MELANCTHON**

WHEREAS it is deemed expedient that the Corporation of the Township of Southgate and the Corporation of the Township of Melancthon enter into an agreement for Fire Protection Services;

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

1. THAT the Head of Council and Clerk are hereby authorized to execute the agreement, in the same form or substantially the same form, as attached hereto as Schedule "A" to this By-law.

BY-LAW READ A FIRST AND SECOND TIME THIS 20TH DAY OF NOVEMBER, 2025.

BY-LAW READ A THIRD TIME AND PASSED THIS 20TH DAY OF NOVEMBER, 2025.

MAYOR

CLERK

AGREEMENT made this _____ day of _____ 2025.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

Hereinafter called "Southgate"

AND

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Hereinafter called "Melancthon"

WHEREAS By-laws have been duly enacted by the corporate parties pursuant to the provisions of the Fire Protection and Prevention Act, as amended, to authorize an agreement between the parties; and

Whereas Southgate operates fire protection services and has assets suitable to meet municipal responsibilities required by the Fire Protection and Prevention Act, through a Department situated within the Township of Southgate and the Township of Melancthon is desirous of utilizing these services,

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is mutually agreed between the parties hereto, as follows;

1. In this agreement,

"Designate" means the Deputy Chief of the Dundalk Fire Department or a person who in the absence of the Fire Chief has the same powers and authority as the Fire Chief;

"Fire Area" means the fire area(s) of Melancthon as described in schedule "A" attached to and forming part of this agreement;;

"Fire Chief" means the Fire Chief Official appointed for the Corporation of the Township of Southgate;

"Fire Department" means the Township of Southgate Fire Department (Dundalk);

"Fire Prevention and Protection Act" means the Fire Prevention and Protection Act, 1997, S.O 1997, c. 4, as amended.

"Fire Protection Services" means and includes activities defined in the Fire Protection and Prevention Act, more particularly described as: "includes fire suppression, fire prevention, fire safety education, inspections upon request of complaint, auto/farm/industrial accidents and extrications, hazardous material responses at operations level , contact and assist the Ontario Fire Marshalls Officer on fire investigations, medical assist responses, communications, training of persons involved in the provision of fire protection services and the delivery of all of those services".

2. Southgate will supply, except as hereinafter limited or excluded, fire protection services to Melancthon in the Fire Area as described in Schedule "A" attached to and forming part of this agreement.
3. Fire apparatus and personnel that will respond to occurrences in the Fire Area of the Township of Melancthon will constitute sufficient apparatus and firefighters to accomplish the specific services identified in the agreement, subject to Section (5) hereunder, and subject also to roads being impassable by reason of snow, water, mud, etc. which would prevent fire apparatus and personnel from reaching the incident.
4. Should the Fire Chief, or Designate, require assistance or believe assistance may

be required, by way of additional personnel, apparatus, or equipment, in addition to that provided by Section (3) above, at an occurrence in the Fire Area, such assistance shall be summoned under provisions of the fire protection agreement between Southgate and Melancthon. Should the Fire Chief, or Designate, require assistance, or believe assistance may be required, by way of personnel, apparatus or equipment, in addition to that provided by Southgate, the Fire Chief may invoke the applicable provisions of the Dufferin County or Grey County Mutual Aid Plans.

5. Notwithstanding Section (3) above, the Fire Chief, or Designate, may refuse to supply the described response to occurrences if such response personnel, apparatus or equipment are required in the Township of Southgate or elsewhere, under the provisions of the Dufferin County or Grey County Mutual Aid Plans. Similarly, the Fire Chief or designate may order the return of such apparatus, equipment or personnel that is responding to or is at the scene of an incident in the Fire Area to the Township of Southgate. In such cases, the Fire Chief, or Designate, may summon assistance in accordance with the provisions of the fire protection agreement or mutual aid plans referred to in Section (4) above.
6. The Fire Chief, or Designate shall use their best endeavors to prevent answering false alarms, but they shall not be required to unnecessarily delay the fire department when a call has been received to assure them that the call is not a false alarm.
7. The Fire Chief, or Designate, shall have full authority and control over any and all activities, in which the fire department may be engaged in the Fire Area of the Township of Melancthon.
8. The Fire Chief, or Designate, shall provide a written report to the Melancthon council or a committee of council annually, to report all incidents in the Fire Area to which the fire department has responded in the previous year. Any Melancthon by-law infractions will be reported to Melancthon within seven (7) days of the infraction.
9. A map of the Fire Area clearly indicating the civic address of each intersection has been provided. See Schedule "A" attached to and forming part of this agreement. Melancthon agrees to identify all streets and roads in the Fire Area by having them marked at all intersections. Melancthon agrees to identify all bridges in the Fire Area as to weight limits and advice of alternate routes for the apparatus to travel. Bridges identified as being unable to carry the weight of the fire apparatus shall be set out in Schedule "A" to and forming part of this agreement. Any such bridges, so identified, will either limit or exclude Fire Protection Services where the use of any of these bridges is required by a fire apparatus.
10. Melancthon is responsible for establishing and notifying in the manner and to the extent deemed necessary, residents and occupants of the Fire Area, of the procedures for reporting an emergency and of the services provided by the Fire Department.
11. Melancthon shall take whatever action is appropriate and necessary to have the Fire Chief appointed as "Chief Fire Official" for the Fire Area.
12. In consideration of the Fire Protection Services undertaken by Southgate in the Fire Area of the Township of Melancthon, Melancthon shall pay fees to Southgate as set out in Schedule "B" attached hereto and forming part of this agreement.
13. Notwithstanding anything herein, contained, no liability shall attach or accrue to Southgate for failing to supply Melancthon on any occasion, or occasions, any of the Fire Protection Services provided for in this agreement.
14. No liability shall attach or accrue to Melancthon by reason of any injury or damage sustained by personnel, apparatus, or equipment of the Fire Department while engaged in the provision of Fire Protection Services in the Fire Area.
15. The parties agree that this agreement may be amended at any time by mutual consent of the parties, after the party desiring the amendment(s) gives the other

party a minimum of thirty (30) days written notice of the proposed amendment(s).

- 16. So often as there may be any dispute between the parties to this agreement, including, but not limited to the interpretation of this agreement, the same shall be submitted to arbitration under the provisions of the Mutual Arbitrations Act, and the decision rendered in respect of such proceedings shall be final and binding upon the parties to this agreement. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the Municipal Arbitrations Act, the absence of agreement, such arbitrator shall be appointed by a judge of the Supreme Court of Ontario pursuant to the provisions of the Arbitrations Act or any successor legislation.
- 17. In the event that any covenant, provision or term of this agreement should at any time be held by any competent tribunal to be void or unenforceable, then the agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this agreement which shall remain in full force and effect mutatis mutandis.
- 18. The agreement shall be in force from January 1, 2026 for a term of five years ending December 31, 2030 and replaces the previous fire protection agreement and thereafter it shall be automatically renewed from year to year unless in any year either party gives notice to the other party as set out in Section (16).
- 19. Notwithstanding Section (18), either party giving written notice to the other party not less than twelve (12) months prior to the desired terminate date may terminate this agreement. In any case of termination prior to the twelve (12) month date, the fees specified in Section (13) will be applied on a pro rata basis using the same formula as applied previous to the termination date.
- 20. It is further agreed that these presents and everything herein shall respectively ensure to the benefit of and be binding upon the parties here to and their respective successors and assigns.

In Witness Whereof, this instrument has been executed by the duly authorized officers of the parties hereto, and their respective corporate seals affixed hereto, on the day and year first above written.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

PER: _____
Darren White, Mayor

PER: _____
Denise Holmes, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

PER: _____
Brian Milne, Mayor

PER: _____
Lindsey Green, Clerk

FIRE AREA SECTION OF MELANCTHON TOWNSHIP

This is a detailed plat map of Melancthon Township, showing a grid of sections numbered 1 through 36. The map includes labels for 'MELANCTHON TOWNSHIP', 'JESSOPVILLE', 'BRETTON ESTATES', and 'GREY HIGHLANDS'. It also shows various roads, including '240th SIDEROAD', '250th SIDEROAD', '260th SIDEROAD', '270th SIDEROAD', and '300th SIDEROAD'. The map is oriented with North at the top.

SCHEDULE "B"

SERVICE FEES SECTION

Fire protection services fees payable by Melancthon to Southgate are as follows:

1. It is agreed that Melancthon will pay the following base amount annually:

2026 Fee for service	\$100,000.00
2027 Fee for service	\$105,000.00
2028 Fee for service	\$110,000.00
2029 Fee for service	\$115,000.00
2030 Fee for service	\$120,000.00
2. It is agreed that the base annual amount may be adjusted for major unforeseen incidents or other services provided by Southgate to Melancthon, as described under Section 1 of this agreement, that may exceed the base annual amount. Notwithstanding Section 16 of this agreement, in the event of exceptional occurrences relating to fire services during the term of this Agreement that have a negative financial impact to the Fire Department, Melancthon will agree to meet with the Chief Fire Official annually and review the facts. If at the end of the agreement, there was a shortfall as a result of exceptional occurrence(s), Melancthon would agree to cover the shortfall and/or work those costs into a new or amended Agreement.
3. It is agreed that in the event contracted services are requested by the Chief Fire Official for fire suppression, specialized rescue or investigation (may include, but not limited to rental equipment, cost of materials, damage, excavator) Southgate will invoice Melancthon for the actual costs of these services.
4. The Fire Chief, or designate, shall report all incidents attended in the fire area on or before the final day of the following month. All burn by-law infractions will be reported to the Melancthon CAO within seven (7) days of the infraction. All motor vehicle accidents or vehicle fires on Melancthon roads will be reported to the CAO on or before the final day of the following month and will include the OPP incident report number.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY-LAW NO. -2025

Being a By-law to amend By-law No. 57-2023 passed in open Council on December 14th 2023.

WHEREAS the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 57-2023, a By-law to appoint a Municipal Services Board for the Horning’s Mills Community Hall from January 1, 2024 until November 14, 2026.

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

That Sue Shier is appointed to the Board, effective November 20, 2025.

By-law read a first and second time this 20th day of November, 2025.

By-law read a third time and passed this 20th day of November, 2025.

MAYOR

CLERK

Denise Holmes

From: Michele Fisher <michele@dufferincommunityfoundation.ca>
Sent: Thursday, November 6, 2025 4:25 PM
To: Denise Holmes
Subject: GivingTuesday Proclamation

Hello Denise,

Hope that all is well with you!

Dufferin Community Foundation will be doing a GivingTuesday campaign again this year to promote local giving on December 2nd. Would it be possible for Melancthon Township Council to do a GivingTuesday proclamation – and could you help share the message through the Township’s social media?

One aspect of the campaign that really worked last year was having messaging on digital signs across the county. I’m not sure if you have any digital signs in Melancthon, but if so, would you be amenable to putting a “Give Where You Live / Giving Tuesday” message up? We would be happy to supply the content.

The campaign in 2024 helped moved the needle for local charities. Thank you for being part of it! CanadaHelps.org reported that GivingTuesday donations to Dufferin County charities doubled over the previous year. We are hoping to give our local charities the same sort of boost for 2025.

Thanks very much for any help you can provide.

Michele

Michele Fisher, Executive Director
Phone: (519) 938-0780
Email: michele@dufferincommunityfoundation.ca



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GivingTuesday Proclamation Township of Melancthon

WHEREAS GivingTuesday is a national day of generosity taking place on Tuesday, December 2, 2025;

WHEREAS GivingTuesday encourages residents to give as much as they can, in whatever way that they can, to benefit our community;

WHEREAS giving can take many forms, including making a donation, volunteering your time, giving food or other necessities, and helping your neighbours;

WHEREAS local charities and non-profits across need our support to meet the increased needs and demand for services;

WHEREAS the people of Melancthon have always joined together to serve the community and make a positive impact;

NOW, THEREFORE, I, Mayor Darren White, on behalf of Council, do hereby proclaim December 2nd to be GivingTuesday in the Township of Melancthon and encourage all residents to “Give Where You Live” this holiday season.

Denise Holmes

From: Tracey Atkinson <tatkinson@mulmur.ca>
Sent: Wednesday, October 15, 2025 10:11 AM
To: Ruth
Cc: Denise Holmes; Janet Horner
Subject: NDCC
Attachments: MyHoneywood Organizational Structure 2025.pdf; 2025-08-x NDCC Fundraising (TA).doc

Hi Ruth,

It was a pleasure speaking with you and we look forward to an opportunity to work with you.

Ruth/Denise - Please find attached the report to Council and attached mandate and organizational structure for the fundraising at the NDCC. These were part of our open agenda package in October, so feel free to include them in your package if they are helpful to show the new direction of the committee.

Thank you both!

Sincerely,

Tracey Atkinson, BES RPP MCIP Dipl M.M. | CAO | Planner
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext 222 | Direct Line: 705-980-1191 | tatkinson@mulmur.ca

[Receive our Newsletter](#)

[Donate to the Honeywood Arena Renovation Fund](#)

[Survey: How are we doing?](#)

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UFB 16.3.1
NOV 20 2025



STAFF REPORT

TO: Council
FROM: Tracey Atkinson, CAO
MEETING DATE: October 1, 2025
SUBJECT: Campaign Cabinet

PURPOSE:

To seek Council's direction regarding the Campaign Cabinet (CC) and fundraising committee.

BACKGROUND:

The CC was created following the May 1, 2024 Council meeting, with the following mandate:

1. **Develop, approve and manage a Fundraising Strategy for the short term (\$400,000) and long-term (\$8.5 million) capital improvements to the NDCC facility;**
2. **Develop the Fundraising Task Force Terms of Reference;**
3. **Oversee and coordinate fundraising activities with Fundraising Task Force; and**
4. **Coordinate and collect donations.**

ANALYSIS:

1. The CC created a fundraising strategy, with branding, communication strategy, committee structure, and a plan. The Cabinet was successful in raising funds through the donations, sponsorship, events and events run by others.

The short-term and long-term needs were reassessed and further developed through the work of the committee, and it was decided to focus on long-term capital improvements.

The fundraising strategy included the following revenue streams, each with a CC lead and individual approach: signature events, events by others, merchandise, long-driveways, commercial donors, donors and sponsorship.

2. A fundraising task force terms of reference was discussed and implemented. A formal reference document was not developed, due to the various leaders,

volunteer structure and continued involvement by the CC (or members of the CC) in each event. This organic development resulted in a loosely defined task force and the creation of a very strong and effective subset of CC with consistent resident leads.

3. CC created targets for signature events and recognized the need for fundraising events to be spearheaded by the community but channeled through the task-force (subset of CC). A target for two large events per year was set and a calendar was created.

In June 2025, a Not-for-Profit (North of 89 Alliance) was created to establish an at-arms-length fundraising committee that would be able to apply for grants, issue tax receipts, lottery licenses and continue to implement the fundraising strategy.

The Board of Directors consists of 3 of the CC members and three community members who have been strong supporters of fundraising Cobstock and Kraft Hockeyville.

The Not-For Profit's (NFP) objective is: to raise and distribute funds in the support of the North Dufferin community, fostering sustainable fundraising, enhancing quality of life, and empowering local residents through targeted programs, partnerships, and community driven initiatives.

The mandate to create a term of reference for a fundraising task force (as identified as Mandate #2) has been documented and fulfilled through the Articles of Incorporation for the NFP corporation. The Articles of Incorporation include the purpose, officers, directors, voting rights, administration details, rules and regulations governing operations, borrowing and use of profits and administration information. The CC also provided start-up money for the NFP such that it can be a self-sufficient, self-funding, self-governed and arms-length corporation from the Township. The NFP will support the fundraising activities as defined by the CC, but will operate independent of the CC. By carving off the fundraising component, mandate #3 of the CC has been fulfilled.

4. The CC determined the needs for communication and collection of donations, and created the MyHoneywood website, email, social media channels, and an on-line store (merchandise, event tickets, donations). The fundraising elements of the approach have migrated over to the NFP.

While the NFP takes on a significant role in raising funds, it does not include a focus on long-driveways, pledges and commercial sponsorship and donations. It is important to continue efforts on these revenue streams and maintain the

framework and support/encouragement for CC members. The Township will need to maintain continued opportunities for the receipt of donations and anonymous donations. Additional discussion may be warranted to ensure that the CC and NFP have clear lines related to mandates and messaging.

During the past year, the Business Plan has also been created and refined. The Township's financing limits, capital reserves, taxation, rentals, user fees and agreements have been reviewed. The revised Business Plan incorporates various funding options, including recognizing pledges by the community for funds and services, making the dressing room project more viable. As a result, the project now includes a 5 year goal, and annual targets for fundraising.

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success.

ENVIRONMENTAL IMPACTS:

There are no environmental impacts anticipated with the development of an organizational structure for raising funds.

CONCLUSIONS/RECOMMENDATION:

It is recommended:

THAT Council update the mandate of CC as provided for in Schedule A to this report.

Submitted by: Tracey Atkinson, CAO, BES, MCIP, RPP, Dipl M.M.

MY HONEYWOOD CABINET
(Former NDCC Campaign Cabinet)
TERMS OF REFERENCE

1. PURPOSE

The MyHoneywood Cabinet (MyH”) is a group created by Council with a purpose to support the long-term financial needs for capital expenditures at the NDCC.

2. MANDATE

The Mandate of the MyH is to:

- **Manage a Fundraising Strategy for the dressing room addition (\$6 million) capital improvements to the NDCC facility with a target date of 2030;**
- **Coordinate and collect donations, with a focus on affluent individuals, family trusts and commercial businesses; and**
- **Liaison with and support the North of 89 Alliance Not-For-Profit (NFP).**

5. ACCOUNTABILITY

Report to CAO on progress and achievements. Council may request update reports at any time on specific projects or initiatives. CAO will provide support to MyH.

The NFP is a separate entity from MyH, and at its option may fundraise for other organizations. The Township reserves the right to withhold financial contributions, grants and the Loan should the NFP fundraise for an organization that is contrary to the interests of the Township of Mulmur and its residents.

6. REMUNERATION

No compensation shall be provided to members for their participation.

7. MEMBERS/VOTING

MyH structure to be comprised of approximately 5 to 7 members who are selected in consultation with Council and/or the CAO and have voting rights. Additional members may be added as identified by the MyH. The MyH will include:

- One Mulmur Council Representative;
- One Melancthon Council Representative;
- One representative from the Not-for-Profit
- Up to 4 members with expertise in corporate relations, sales and marketing, grants, donations, sponsorship or pledge collection or strong local connections
- Mulmur Chief Administrative Officer (non-voting) and

In addition to the members, the MyH may have an unlimited number of “Supporting Members” consisting of individuals and organizations who lead community initiatives, assist in fundraising and undertaken their own events outside of the NFP.

The general structure is illustrated on the attached drawing titled “MyHoneywood Campaign Structure”.

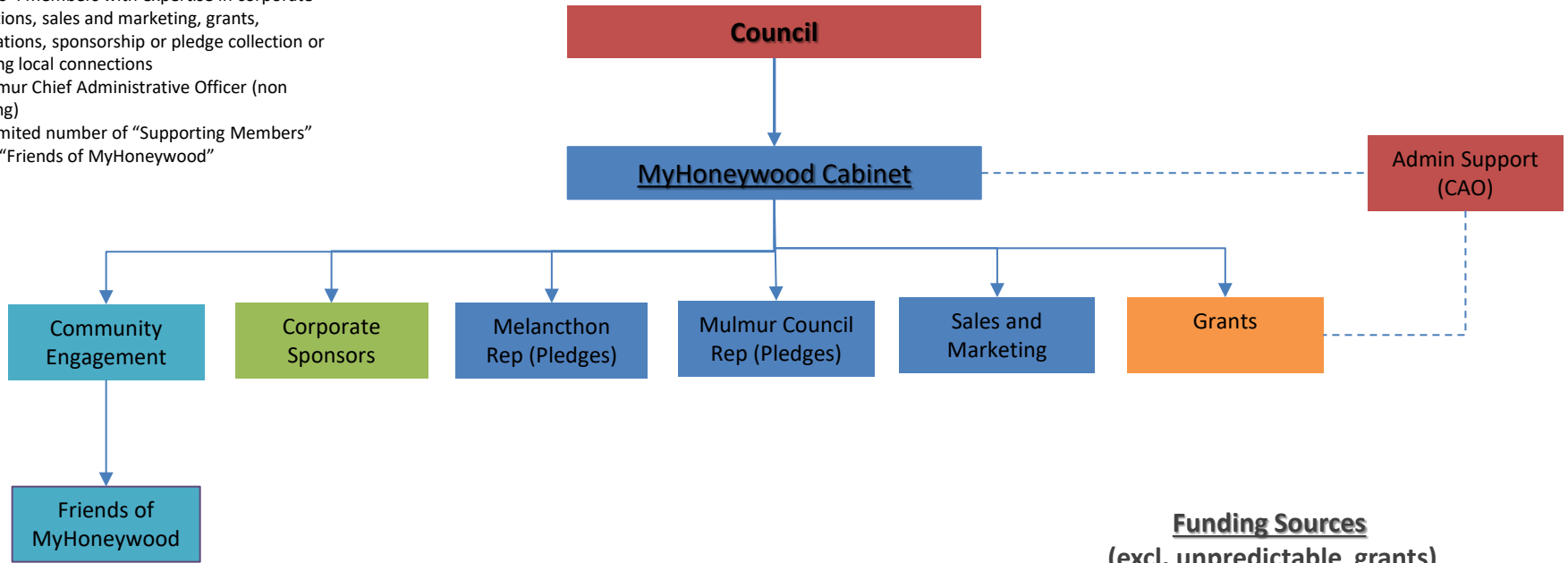
8. MEETING DETAILS, AGENDA, MINUTES & PROCEDURE

- a) This project is anticipated to have quarterly meetings for a term of approximately five years with members committing for two year terms.
- b) MtH meetings will not be open to the public.
- c) There will be no formal minutes but the CAO will make notes and track action items, as well as provide updates to Council in a written format.
- d) All spending shall be approved in advance by the CAO, and within the Township’s approved budget.
- e) The MyH, through the Township Treasurer, will administer a Loan (Float) having a maximum value of \$5000 for expenses related to the Not-For-Profit events, reducing after each event by an amount equivalent to 10% of previous event profits, after which the NFP will be self-sustaining. The Not-For-Profit may apply for the annual grant program until it has reached its \$5000 float value.
- f) Council shall have the authority to dissolve the cabinet at any time without reason or notice.

CABINET STRUCTURE (8 members max)

- One Mulmur Council Representative;
- One Melancthon Council Representative;
- One representative from the Not-for-Profit ;
- Up to 4 members with expertise in corporate relations, sales and marketing, grants, donations, sponsorship or pledge collection or strong local connections
- Mulmur Chief Administrative Officer (non voting)
- Unlimited number of “Supporting Members” and “Friends of MyHoneywood”

MY HONEYWOOD TEAM



Friends of MyHoneywood

- North of 89 Alliance
- Community Initiatives
- In-Kind Donations
- Hill'n Dale
- Women's Institute
- Minor Hockey
- Arena Users
- Fore Honeywood
- Garden Series
- EDC Events

Funding Sources (excl. unpredictable grants)

