



TOWNSHIP OF MELANCTHON HYBRID COUNCIL MEETING

THURSDAY, JANUARY 15TH, 2026 - 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/81780745194?pwd=tDLvIno59lZ4NPmaQP4Cb4JaC4YYV8.1>

Meeting ID: 817 8074 5194

Passcode: 558483

One tap mobile

+17806660144,,81780745194#,,,*558483# Canada

+12042727920,,81780745194#,,,*558483# Canada

AGENDA

1. Call to Order

2. Land Acknowledgement Statement

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

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

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

3. Announcements

4. Additions/Deletions/Approval of Agenda

5. Declaration of Pecuniary Interest and the General Nature Thereof

6. Approval of Draft Minutes – December 11th, 2025 & December 19th, 2025

7. Business Arising from Minutes

8. Point of Privilege or Personal Privilege

9. Public Question Period (Please visit our website under Agendas and Minutes for information on Public Question Period)

10. Public Works

1. Accounts

2. Other

11. Planning

1. Applications to Permit
2. Other

12. Strategic Plan

13. Climate Change Initiatives

14. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur

15. Committee/Board Reports & Recommendations

16. Correspondence

Board, Committee & Working Group Minutes

1. Mulmur Melancthon Fire Board – September 23rd, 2025
2. Shelburne & District Fire Board – November 4th, 2025

Items for Information Purposes

1. Shelburne & District Fire Board – Motions from December 2nd, 2025 Board Meeting
2. Letter from the Solicitor General Regarding the 2026 Ontario Provincial Police (OPP) Annual Billing Statements
3. Letter from the Director of the Environmental Assessment (EA) Modernization Branch Seeking Input on a Revised Proposal for a New Environmental Assessment Regulation for Municipal Infrastructure
4. 2026 OPP Annual Billing Statement – Melancthon Township
5. Ministry of Emergency Preparedness and Response – Passage of Bill 25, Emergency Management Modernization Act, 2025 amending the Emergency Management and Civil Protection Act
6. OPP Detachment Revenues July to September 2025
7. Upper Grand District School Board – Long Term Accommodation Plan & Community Planning & Facilities Partnership
8. Town of Mono – Comments Submitted Through the ERO regarding the Proposed Boundaries for the Regional Consolidation of Ontario’s Conservation Authorities
9. Town of Grand Valley – Letter to the County of Dufferin Building Department Notice of Termination of the Building Services Agreement
10. Dufferin County Council Resolution Regarding Stockpiled American Alcohol
11. Grand River Conservation Authority 2025 General Membership Attendance
12. RLB Chartered Professional Accountants – Re-appointing Auditors for 2026
13. Ministry of Municipal Affairs and Housing – Ice Storm Assistance Program Update
14. Nottawasaga Valley Conservation Authority Media Release – NVCA Marks a Year of Progress, Modernisation and Environmental Stewardship in 2025
15. Nottawasaga Valley Conservation Authority November 2025 Board Meeting Highlights
16. Grand River Conservation Authority – 2026 Grand River Conservation Authority Municipal Apportionment and Budget Vote Meetings

Items for Council Action

1. Association of Municipalities of Ontario – Request for Comments on the OMERS Governance Changes and Bill 68
2. Bluewater Geoscience Consultants Inc – Proposal to Provide 2026 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site

17. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. By-law to Authorize the Borrowing of \$3,751,778.44 (Borrowing By-law)

2. By-law to Provide for the Levy and Collection of Rates or Levies Required for the Township of Melancthon for the Interim Levy for the Year 2026
3. By-law to Provide Remuneration, Allowances and Expenses for Members of Council
3. New/Other Business/Additions
 1. Report from Kaitlin Dinnick, Deputy Clerk/Planning Coordinator – Multi-Year Accessibility Plan 2026-2030
 1. Draft Township of Melancthon Multi-Year Accessibility Plan 2026-2030
 2. Township of Melancthon 2026 Health and Safety Policy Statement
 3. Fire Related Issues (Request for Response Time Data, Boundary Adjustments - (CAO/Clerk)
4. Unfinished Business
 1. Draft 2026 Operating/Capital Budgets
 2. Six Nations of the Grand River Meeting Dates – January 26, February 9, February 23 (virtual)
 3. Amendments to the Township Salvage Yard By-law 56-2019 (Mayor White)
5. Reports/Updates from Members of Council & Administrative Staff

18. Delegations/Public Meetings

1. 5:30 p.m. – Statutory Public Meeting for a Zoning By-law Amendment on the land described as Lot 32, Concession 3 NE – 783101 County Road 9 – File No. Z25-05 – Dundalk Metals Inc – Agent: Solomon Martin
2. 5:45 p.m. – Statutory Public Meeting for a Official Plan Amendment and Zoning By-law Amendment on the land described as Part of the East Half Lots 13 and 14, Concession 4 OS – 437202 and 437138 4th Line OS – Duivenvoorden Haulage Limited – Agent: Innovative Planning Solutions
3. 6:15 p.m. – Sylvia Jones, MPP, Dufferin-Caledon – Invited by Council to discuss issues going on in Melancthon
4. 7:00 p.m. – Natalia Sidlar, Fogler, Rubinoff, LLP and Samiullah Khan, Northern Iron and Metal and Chris Johnston, Johnston By-law Enforcement Services, By-law Enforcement Officer regarding the Appeal of By-law 56-2019 and the Order to Discontinue Activity issued on November 21, 2025 and Revocation dated November 22, 2025 in relation to Northern Iron & Metal, Samiullah Khan and Hydrogen One Inc. (Closed Session)
5. 7:30 p.m. – David Germain, Thomson Rogers, David Donnelly, Donnelly Law – Updates on the Strada Aggregates Applications (Closed Session)

19. Closed Session

1. Items for Discussion:
 - Delegation #4 – Section 239(2)(b) – Personal matters about an identifiable individual
 - Delegation #5 – Section 239(2)(f) – Advice that is subject to Solicitor-Client Privilege
2. Approval of Draft Minutes – December 11th, 2025 & December 19th, 2025
3. Business Arising from Minutes
4. Rise With or Without Report from Closed Session

20. Third Reading of By-laws

21. Notice of Motion

22. Confirmation By-law

23. Adjournment and Date of Next Meeting – Thursday, February 5th, 2026 at 5:00 p.m.

APPLICATIONS TO PERMIT FOR APPROVAL
January 15, 2026 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Mary Ellen Chown Agent: Mahlon Bauman - Mayway Carpentry Inc	Pt Lot 28, Con 4 OS 398465 5th Line	49m2 (528sqft)	Garage	Residential	\$100,000	No	Approved
2535976 Ontario Inc - Rai Loveraj Agent: Faraz Pouyandeh	Pt Lots 248 & 249, Con 1 & 2 SW 118239 2nd Line SW	75m2 (807sqft)	Shed	Residential	\$60,000	No	With Planner for Review
Daniela & Lucia Tail Agent: Benjamin Tail	W Pt Lot 9, Con 2 OS 476499 3rd Line	130m2 (1399sqft)	Dwelling (Already Built)	Residential	\$50,000.00	No	With Planner for Review



MULMUR-MELANCTHON FIRE BOARD MINUTES

September 23, 2025

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

1. Call to Order

The Chair called the meeting to order at 6:12 p.m.

2. Land Acknowledgement

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

3. Approval of the Agenda

Moved by Moore Seconded by Lyon

That the agenda be approved.

Carried.

4. Minutes of the Previous Meeting

Moved by Moore Seconded by Hawkins

That the minutes of May 20, 2025 be approved.

Carried.

5. Declaration of Pecuniary Interest - None

6. Administration

6.1 2024 Annual Draft Fire Report

Chief Waterfield presented the 2024 Annual Report.

Moved by Lyon Seconded by Moore

That the Mulmur-Melancthon Fire Board approve the 2024 Annual Fire Report for the Mulmur-Melancthon Fire Department.

Carried.

6.2 Dufferin County Tiered Response Agreement

Chief Waterfield explained the new medical priority dispatch system and the impact it may have on fire calls based on Dufferin EMS priority dispatch.

Moved by Hawkins Seconded by Moore

That the Mulmur-Melancthon Fire Board authorize the Chief to enter into the Dufferin County Tiered Response Agreement.

Carried.

6.3 General Fire Chief Update

Chief Waterfield update members on current grant opportunities and the radio system upgrades. There have been a total of 86 calls so far in 2025, which is higher than the number of calls this time last year. Calls consist mainly of medical and MVC's.

7. Information Items

7.1 Accounts

7.2 Ontario Funding Announcement

7.3 2025 Budget to Actual

Moved by Lyon Seconded by Moore

That the Mulmur-Melancthon Fire Board receive the information items as presented.

Carried.

8. Closed Session

8.1 Staffing Updates

8.2 Chief Annual Performance Review

Moved by Moore Seconded by Hawkins

That the Mulmur-Melancthon Fire Board adjourn to closed session at 6:49 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for two (2) matters relating to personal matters about an identifiable individual, including municipal or local board employees
Carried.

Moved by Lyon Seconded by Moore

THAT the Mulmur-Melancthon Fire Board do rise out of closed session into open session at 7:10 p.m. with the following motion:

That Devan Doig and Kurtis Sparling, Jacob McDonald be appointed as Firefighters starting October 1st;

And that Kyle McGee be appointed as Acting Captain starting October 1st 2025.
Carried.

9. Items for Future Meetings

10. Adjournment

Moved by Lyon Seconded by Moore

That we do now adjourn at 7:12 p.m. to meet again on November 18, 2025 at 5:00 pm or at the call of the Chair.

Carried.



SHELBOURNE & DISTRICT FIRE BOARD

November 4, 2025

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

Present

As per attendance record.

1. Opening of Meeting

1.1 Vice Chair, Gail Little, called meeting to order at 7:03 pm.

1.2 Land Acknowledgement

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

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

2. Additions or Deletions

None.

3. Approval of Agenda

3.1 Resolution # 1

Moved by M. Davie – Seconded by F. Nix

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by B. Neilson – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the dates of September 2, 2025 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **SDFD Organizational Chart**

Resolution # 3

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

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

AND THAT The Shelburne & District Fire Department Joint Board of Management approves the 2026 Organizational Report which includes the addition of 2 firefighters.

Carried

8.2 **2026 Operating & Capital Budgets**

The Board directed staff to make amendments to the draft operating budget as discussed; such as reducing COLA to 1.9%.

The Board approves the \$545,000.00 capital levy, however, will be using \$100,000.00 that was supposed to be used in 2025 for engineering services to offset the levy.

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

9. **New Business**9.1 **Town of Mono Resolution****Resolution # 6**

Moved by E. Hawkins – Seconded by J. McLean

BE IT RESOLVED THAT:

THE Shelburne & District Fire Board of Management receives the Town of Mono's Resolution RE: The proposed dissolution of the Shelburne and District Fire Board.

Carried

9.2 **Township of Amaranth Resolution dated September 3rd**

9.3 **Township of Amaranth Resolution dated September 17th**

Resolution # 7

Moved by E. Hawkins – Seconded by J. McLean

BE IT RESOLVED THAT:

THE Shelburne & District Fire Board of Management receives the Township of Amaranth's Resolutions dated September 3, 2025 and September 17, 2025 RE: The proposed dissolution of the Shelburne and District Fire Board.

Carried

9.4 **New Board Agreement**

Presented for information.

9.5 **SDFD Level of Medical Response Training**

Staff directed to include this in the draft operating budget when circulating to the participating municipalities.

Resolution # 8

Moved by J. McLean – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board approves the addition of Option 2 for Emergency First Response training at an approximate cost of \$34,560.00 to the draft budget.

Carried

9.6 **SDFD Tiered Response Agreement**

Resolution # 9

Moved by B. Neilson – Seconded by J. Horner

BE IT RESOLVED THAT:

THE Shelburne & District Fire Department Joint Board of Management receives Dufferin County Tiered Response Agreement;

AND THAT The Shelburne and District Fire Department Joint Board of Management authorizes the Fire Chief to execute an agreement on behalf of the Shelburne and District Fire Department (SDFD) with Dufferin County Paramedics Service (DCPS) and the Municipal Fire Departments (Caledon, Erin, Grand Valley, Mulmur-Melancthon, Orangeville, Rosemont and Southgate) providing service within the County of Dufferin for the provision of emergency response to certain specific emergency calls for assistance.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (September - October 2025)**

There are a total of 35 incidents for the month of September 2025 and 42 incidents for the month of October.

10.2 **Update from the Fire Chief**

The Chief advised the Board that Orangeville Fire will be putting an RFP out in the New Year for dispatch services.

The County Fire Chiefs have been invited to a meeting with the County Clerks to discuss fire related by-laws.

11. **Future Business:**

11.1 Nothing at this time.

12. **Accounts & Payroll – September - October 2025**

12.1 **Resolution # 10**

Moved by E. Hawkins – Seconded by F. Nix

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$119,114.77 for the period of August 30, 2025 to October 30, 2025 as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 11**

Moved by J. McLean – Seconded by M. Davie

BE IT RESOLVED THAT:

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

Carried

13.2 Resolution # 12

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:54 pm to meet again on Tuesday, December 2, 2025 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Nicole Hill
Secretary-Treasurer

Approved:

Gail Little
Vice Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of November 4, 2025

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

Denise Holmes

From: Nicole Hill <nhill@shelburne.ca>
Sent: Friday, December 5, 2025 11:46 AM
To: Jennifer E. Willoughby; nmartin@amaranth.ca; Denise Holmes; Roseann Knechtel; fred.simpson@townofmono.com
Cc: Carey Holmes; svangerven@amaranth.ca; Sarah Culshaw; hboston@mulmur.ca; Les Halucha
Subject: SDFB Motions

Hello,

The following motions were passed at the December 2, 2025 Board meeting:

Resolution # 3

Moved by F. Nix – Seconded by W. Mills

BE IT RESOLVED THAT:

THE Shelburne & District Fire Department Joint Board of Management adopt the 2026 Operating Budget with a levy of \$1,266,233.00 which includes:

- 1.9% COLA for full-time staff and firefighters, including increase in stipend for Deputy Fire Chief
- Addition of separate wage rates for Captain and Deputy Fire Chief positions
- Increase to firefighter complement to 38
- Employer paid 24-hour VFIS coverage for firefighters
- Training members to Emergency First Responders (EFR) level

AND THAT this be circulated to the participating municipalities.

Carried

Resolution # 4

Moved by M. Davie – Seconded by B. Metzger

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management adopt the 2026 Capital Budget with a Capital Levy of \$545,000.00, which includes \$345,000.00 for Fire Fleet replacement.

AND THAT \$100,000.00 from 2025 budget years levy be used to off set the increase;

AND THAT this be circulated to the participating municipalities.

Carried



Nicole Hill

Secretary/Treasurer
Tel: (519) 925-5111

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

Solicitor General

Office of the Solicitor General
25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1 866 517-0571
Minister.SOLGEN@ontario.ca

Solliciteur général

Bureau du solliciteur général
25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 326-5000
Sans frais : 1 866 517-0571
Minister.SOLGEN@ontario.ca



132-2025-4811

By email

December 5, 2025

Dear Heads of Council and Chief Administrative Officers of OPP-Policed Municipalities:

Further to my letter on September 26, 2025, I am pleased to confirm the release of the 2026 Ontario Provincial Police (OPP) annual billing statements. These billing statements include confirmation of policing costs before and after the implementation of the 11 per cent cap on OPP policing costs for 2026.

The cap was introduced to provide municipalities with greater predictability and stability for the 2026 billing year, ensuring costs do not rise by more than 11 per cent between 2025 and 2026, excluding any service enhancements. This measure reflects the province's commitment to responsive and responsible cost management, particularly in the context of the cost pressures identified for the upcoming year. Without provincial intervention costs for OPP-policed municipalities would be significantly higher in 2026.

In determining the methodology for the cap on OPP policing costs for the 2026 billing year, a number of items were considered, including the Ontario Provincial Police Association salary increases and managing year-over-year cost variability. In addition, factors relevant to all municipalities across the province were considered, such as the rate of inflation, typical salary increase trends, and municipal fiscal capacity including grants.

Any questions related to specific OPP billing statements or operational estimates can be directed to the Crime Prevention and Community Support Bureau at opp.municipalpolicing@opp.ca.

In addition, any questions related to policy changes and the approach to OPP cost recovery can be directed to my team at the Strategic Policy Division, Ministry of the Solicitor General at solgeninput@ontario.ca.

Thank you for your ongoing partnership in protecting Ontario and keeping our communities safe.

Sincerely,

The Honourable Michael S. Kerzner
Solicitor General

c. Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety
Ministry of the Solicitor General

Thomas Carrique, C.O.M.
Commissioner, Ontario Provincial Police

**Ministry of the Environment,
Conservation and Parks**

Environmental Assessment
Modernization Branch

135 St. Clair Avenue West
4th Floor
Toronto ON M4V 1P5

**Ministère de l'Environnement, de
la Protection de la nature et des Parcs**

Direction de la modernisation des processus
d'évaluation environnementale

135, avenue St. Clair Ouest
4^e étage
Toronto ON M4V 1P5



December 5, 2025

**Subject: Update on the proposed environmental assessment regulation for
municipal infrastructure**

Good afternoon,

I am writing to share an update on the proposed Municipal Project Assessment Process (MPAP), a new environmental assessment (EA) regulation for certain municipal infrastructure projects. If implemented, this regulation would replace the current Municipal Class Environmental Assessment (MCEA).

The Ministry of the Environment, Conservation and Parks (ministry) continues to modernize Ontario's EA program. Our goal is to reduce delays for critical infrastructure projects, while maintaining strong environmental protections and opportunities for public consultation.

Background

In March 2023, we posted an initial proposal on the Environmental Registry to review EA requirements for municipal infrastructure projects.

In February 2024, we began consulting on a more detailed proposal for regulations under Part II.4 of the amended Environmental Assessment Act. These regulations would identify municipal projects subject to the streamlined EA process outlined in the proposed MPAP regulation.

Next steps

We appreciate the feedback received so far. In response to input received during earlier consultations, we are considering changes to the February 2024 proposal. These updates are outlined in the [updated proposal posting](#).

The ministry is seeking your input as we finalize the streamlined EA project list and process regulation.

Provide comments

For details on the updated proposal and to provide your input, visit:
<https://ero.ontario.ca/notice/019-7891>.

The comment period is open until **February 3, 2026 (60 days)**.

If you have questions, please contact the EA Modernization team at:
EAmodernization.mecp@ontario.ca.

Thank you for your continued engagement.

Sincerely,

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

Annamaria Cross
Director, Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



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

777 Memorial Ave. 777, av. Memorial
Orillia ON L3V 7V3 Orillia ON L3V 7V3

Tel: 705 329-7680 Tél. : 705 329-7680
Fax: 705 329-7593 Téléc. : 705 329-7593

File Reference: 612-20

November 27, 2025

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached your Ontario Provincial Police (OPP) Annual Billing Statement package including 2026 estimated costs and a statement for the 2024 year-end reconciliation. The final cost adjustment from the 2024 reconciliation process has been applied as an adjustment to the calculated billing amount for the 2026 calendar year.

As noted in the letter sent to you by the Solicitor General dated September 26, 2025, any increase in total policing costs for calendar year 2026—including the 2024 year-end adjustment—has been capped at 11% over the final amount billed in 2025 (after 2023 year-end adjustment and all applicable discounts).

To provide clarity and transparency, your statement includes:

- The actual calculated billing amount for 2026.
- A capped amount, based on the final 2025 payable amount plus 11%.

The municipality will be billed the lower of these two amounts during the 2026 calendar year.

The final reconciliation of your 2026 annual costs will appear in your 2028 Annual Billing Statement. The reconciled 2026 costs will reflect the 11% cap applied for that year.

For more detailed information on the 2026 Annual Billing Statement package, please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, OPP Municipal Policing will host webinar information sessions in the new year. An e-mail invitation will be forwarded to the municipality advising of the session dates.

If you have questions about the Annual Billing Statement, please e-mail
OPP.MunicipalPolicing@opp.ca.

Yours truly,


B. (Bradley) McCallum
Chief Superintendent
Commander
Crime Prevention and Community Support Bureau

OPP 2026 Annual Billing Statement

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2026

Please refer to www.opp.ca for 2026 Municipal Policing Billing General Information summary for further details.

Base Service	Property Counts	Cost per Property		Total Cost
		\$		
Base Service	Property Counts			
Household	1,197			
Commercial and Industrial	93			
Total Properties	<u>1,290</u>	203.05		261,931
Calls for Service	(see summaries)			
Total all municipalities	217,602,138			
Municipal portion	0.1236%	208.49		268,948
Overtime	(see notes)	27.28		35,186
Prisoner Transportation	(per property cost)	2.08		2,683
Accommodation/Cleaning Services	(per property cost)	6.32		8,153
Total 2026 Estimated Cost		447.21		576,901
2024 Year-End Adjustment	(see summary)			61,024
Calculated Billing for 2026				637,925
Capped Payable for 2026				552,862
Total Billing for 2026 (Lesser of Calculated Billing or Capped payable)				552,862

2026 Monthly Billing Amount

46,072

Notes

Cost increases for the Total 2026 Billing amount have been capped at 11% over the Total 2025 Billing amount.

2025 Grand Total Billing Amount	498,073
11% of 2025 Grand Total Billing	54,788
Capped Payable for 2026	552,862

The capped payable for 2026 is lower than the calculated billing amount by \$85,064

OPP 2026 Annual Billing Statement

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2026

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2026 billing purposes the allocation of the municipal workload in detachments has been calculated to be 51.9 % Base Services and 48.1 % Calls for Service. The total 2026 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$203.05 estimated for 2026. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2021, 2022, 2023 and 2024 has been analyzed and averaged to estimate the 2026 costs. The costs incorporate the 2026 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2026 hours and salary rates and included in the 2028 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2026 costs have been estimated based on the 2024 activity levels. These costs will be reconciled to the actual cost of service required in 2026.

There was no information available about the status of 2026 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.

- 6) Year-end Adjustment - The 2024 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2026 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1 to December 31, 2026

Salaries and Benefits	Positions	Base	Total Base Services and Calls for Service	Base Services	Calls for Service
	FTE	%	\$/FTE	\$	\$
Uniform Members	Note 1				
Inspector	27.66	100.0	192,976	5,337,714	5,337,714
Staff Sergeant-Detachment Commander.....	8.57	100.0	175,024	1,499,952	1,499,952
Staff Sergeant	41.04	100.0	160,995	6,607,217	6,607,217
Sergeant	237.81	51.9	147,894	35,170,721	18,256,061
Constable.....	1,663.92	51.9	123,513	205,515,029	106,674,098
Part-Time Constable	17.53	51.9	98,559	1,727,739	896,887
Total Uniform Salaries	1,996.53			255,858,373	139,271,930
Statutory Holiday Payout			6,387	12,640,216	6,798,379
Shift Premiums			1,129	2,165,924.16	1,124,243
Uniform Benefits - Inspector.....			28.64%	1,528,567	1,528,567
Uniform Benefits - Full-Time Salaries.....			36.39%	90,535,000	48,411,886
Uniform Benefits - Part-Time Salaries.....			20.76%	358,624	186,165
Total Uniform Salaries & Benefits				363,086,704	197,321,170
Detachment Civilian Members	Note 1				
Detachment Administrative Clerk	162.57	51.9	77,377	12,579,207	6,529,086
Detachment Operations Clerk	6.41	51.9	70,662	452,941	235,303
Detachment Clerk - Typist	2.61	51.9	64,030	167,117	86,440
Court Officer - Administration.....	38.91	51.9	94,216	3,665,926	1,903,154
Crimestoppers Co-ordinator	0.99	51.9	75,542	74,786	38,526
Cadet.....	6.72	51.9	52,627	353,653	183,668
Total Detachment Civilian Salaries	218.21			17,293,630	8,976,177
Civilian Benefits - Full-Time Salaries			35.46%	6,131,636	3,182,596
Total Detachment Civilian Salaries & Benefits				23,425,266	12,158,773
Support Costs - Salaries and Benefits	Note 2				
Communication Operators			7,294	14,562,690	7,829,963
Prisoner Guards			2,425	4,841,585	2,603,189
Operational Support			7,250	14,474,843	7,782,730
RHQ Municipal Support			3,103	6,195,233	3,331,008
Telephone Support			162	323,438	173,904
Office Automation Support			937	1,870,749	1,005,851
Mobile and Portable Radio Support			325	654,569.50	351,839
Total Support Staff Salaries and Benefits Costs				42,923,106	23,078,484
Total Salaries & Benefits				429,435,076	232,558,427
Other Direct Operating Expenses	Note 2				
Communication Centre			152	303,473	163,169
Operational Support			1,292	2,579,517	1,386,936
RHQ Municipal Support			340	678,820	364,983
Telephone			1,203	2,401,826	1,291,396
Mobile Radio Equipment Repairs & Maintenance			197	396,770	213,268
Office Automation - Uniform			4,688	9,359,733	5,032,474
Office Automation - Civilian			1,199	261,634	135,799
Vehicle Usage			10,641	21,245,076	11,422,901
Detachment Supplies & Equipment			824	1,645,141	884,548
Uniform & Equipment			2,930	5,901,196	3,171,959
Uniform & Equipment - Court Officer			1,055	41,050	21,311
Total Other Direct Operating Expenses				44,814,234	24,088,745
Total 2026 Municipal Base Services and Calls for Service Cost				\$ 474,249,309	\$ 256,647,172
Total OPP-Policed Municipal Properties					\$ 217,602,138
Base Services Cost per Property					\$ 1,263,977
					\$ 203.05

OPP 2026 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1 to December 31, 2026

Notes:

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

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2021 through 2024. Additional service, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 84.1 FTEs with a cost of \$17,823,159 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2026 salaries incorporate the 2026 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024, 2.75% in 2025 and 2.75% in 2026.) The 2026 salaries also incorporate a 3% Frontline Patrol Premium and a 3% Second-In-Command premium.

The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2025-26). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 51.9% Base Services : 48.1% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2025 Municipal Policing Cost-Recovery Formula.

OPP 2026 Calls for Service Billing Summary

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2026

Calls for Service Billing Workgroups	Calls for Service Count					2026 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2026 Estimated Calls for Service Cost
	2021	2022	2023	2024	Four Year Average				
						A	B	C = A * B	
Note 1									
Drug Possession	1	4	4	1	3	4.9	12	0.0007%	1,417
Drugs	1	3	2	0	2	103.7	156	0.0083%	17,989
Operational	218	205	217	203	211	4.0	843	0.0448%	97,490
Operational 2	57	49	45	47	50	1.8	89	0.0047%	10,304
Other Criminal Code Violations	7	5	11	9	8	6.7	54	0.0028%	6,199
Property Crime Violations	50	51	70	47	55	5.8	316	0.0168%	36,556
Statutes & Acts	60	67	47	45	55	3.6	197	0.0105%	22,794
Traffic	111	115	85	68	95	3.8	360	0.0191%	41,639
Violent Criminal Code	21	22	24	19	22	13.9	299	0.0159%	34,561
Municipal Totals	526	521	505	439	498		2,326	0.1236%	\$268,948

Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2026 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2026 Estimated Calls for Service Cost
	2021	2022	2023	2024	Four Year Average				
						A	B	C = A * B	
Note 1									
Drug Possession	3,017	2,530	2,404	2,570	2,630	4.9	12,888	0.6849%	1,490,434
Drugs	1,071	818	940	944	943	103.7	97,806	5.1980%	11,310,991
Operational	182,938	178,694	182,556	198,566	185,688	4.0	742,754	39.4744%	85,897,052
Operational 2	48,875	46,769	47,507	47,198	47,587	1.8	85,657	4.5523%	9,905,960
Other Criminal Code Violations	12,312	12,464	13,135	14,777	13,172	6.7	88,252	4.6902%	10,206,039
Property Crime Violations	47,768	49,230	49,802	48,800	48,900	5.8	283,620	15.0733%	32,799,789
Statutes & Acts	33,390	33,258	34,566	37,180	34,599	3.6	124,555	6.6196%	14,404,335
Traffic	34,936	38,989	32,888	34,394	35,302	3.8	134,146	7.1293%	15,513,588
Violent Criminal Code	20,343	21,807	22,925	24,690	22,441	13.9	311,932	16.5779%	36,073,949
Provincial Totals	384,648	384,559	386,723	409,119	391,262		1,881,610	100%	\$217,602,138

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2022 municipal police force amalgamations.

This page intentionally left blank

OPP 2026 Calls for Service Details

Melancthon Tp

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
Grand Total	526	521	505	439	497.75
Drug Possession	1	4	4	1	2.50
DRUG related occurrence	0	3	4	1	2.00
Possession - Cocaine	0	1	0	0	0.25
Possession-Opioid (other than heroin)	1	0	0	0	0.25
Drugs	1	3	2	0	1.50
Possession of cannabis for purpose of distributing	0	1	1	0	0.50
Trafficking - Cocaine	1	0	1	0	0.50
Trafficking - Other Controlled Drugs and Substances Act	0	2	0	0	0.50
Operational	218	205	217	203	210.75
ACCIDENT - NON-MVC - Master Code	1	0	0	0	0.25
ACCIDENT - NON-MVC - RESIDENTIAL	0	1	0	0	0.25
Animal - Dog Owners Liability Act	0	1	2	1	1.00
Animal - Master Code	0	1	0	2	0.75
Animal - Other	1	0	5	1	1.75
Animal Bite	1	1	1	1	1.00
Animal Injured	0	5	0	3	2.00
Animal Stray	5	11	9	9	8.50
Assist Fire Department	3	4	1	3	2.75
Assist Public	82	51	59	24	54.00
By-Law-Master code	0	1	1	0	0.50
Domestic Disturbance	24	33	26	17	25.00
FAMILY DISPUTE	9	13	13	20	13.75
Fire - Building	6	7	5	2	5.00
Fire - Other	1	1	2	0	1.00
Fire - Vehicle	0	1	1	5	1.75
Found - Others	2	0	0	3	1.25
Found - Vehicle Accessories	0	0	0	1	0.25
Found Property - Master Code	3	2	1	6	3.00
Hate or Bias Motivated Incident - Non Criminal	0	0	0	1	0.25
Insecure Condition - Master Code	0	0	1	0	0.25
Lost - Others	0	0	0	1	0.25
Lost - Personal Accessories	0	0	0	4	1.00
Lost Property - Master Code	3	3	3	5	3.50
Missing Person 12 & older	1	0	1	0	0.50
Missing Person Located 12 & older	1	3	1	2	1.75
Missing Person-Master code	0	0	0	1	0.25
Neighbour Dispute	19	9	12	18	14.50
Noise By-Law	0	1	1	1	0.75
Noise Complaint - Animal	1	0	1	0	0.50
Noise Complaint - Master Code	4	2	3	5	3.50
Noise Complaint - Others	1	0	2	1	1.00
Noise Complaint - Residence	1	0	2	1	1.00
Noise Complaint - Vehicle	0	0	2	0	0.50
Other Municipal By-Laws	3	3	1	6	3.25

OPP 2026 Calls for Service Details

Melancthon Tp

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
Overdose/Suspected Overdose - Opioid Related	0	0	1	0	0.25
Phone - Nuisance - No Charges Laid	2	1	1	3	1.75
Sudden Death - Apparent Overdose/Overdose	0	1	0	1	0.50
Sudden Death - master code	0	0	0	1	0.25
Sudden Death - Natural Causes	2	0	4	1	1.75
Sudden Death - Others	1	1	1	0	0.75
Sudden Death - Suicide	0	4	0	1	1.25
Suspicious Person	12	11	19	29	17.75
Suspicious vehicle	18	20	18	11	16.75
Trouble with Youth	0	4	3	1	2.00
Unwanted Persons	6	8	6	7	6.75
Vehicle Recovered - All Terrain Veh	0	0	1	0	0.25
Vehicle Recovered - Automobile	3	1	4	0	2.00
Vehicle Recovered - Constr. Vehicle	1	0	0	0	0.25
Vehicle Recovered - Farm Vehicles	0	0	0	1	0.25
Vehicle Recovered - Master Code	0	0	1	1	0.50
Vehicle Recovered - Motorcycles	0	0	1	0	0.25
Vehicle Recovered - Other	1	0	1	1	0.75
Vehicle Recovered - Trucks	0	0	0	1	0.25
Operational 2	57	49	45	47	49.50
911 call - Dropped Cell	12	4	11	12	9.75
911 call / 911 hang up	12	2	11	12	9.25
False Alarm - Others	16	13	7	9	11.25
False Holdup Alarm - Accidental Trip	0	1	0	0	0.25
Keep the Peace	17	29	16	14	19.00
Other Criminal Code Violations	7	5	11	9	8.00
Animals - Cruelty	1	0	0	0	0.25
Bail Violations - Fail To Comply	1	1	7	1	2.50
Breach of Probation	0	0	1	3	1.00
Causing unnecessary suffering to Animals	0	0	0	1	0.25
Disturb the Peace	3	1	0	2	1.50
Offensive Weapons - Careless use of firearms	0	1	0	0	0.25
Offensive Weapons - Possession of Weapons	1	1	0	0	0.50
Offensive Weapons-Other Offensive Weapons	0	1	1	2	1.00
Public Mischief - mislead peace officer	0	0	1	0	0.25
Trespass at Night	0	0	1	0	0.25
Utter Threats to Property / Animals	1	0	0	0	0.25
Property Crime Violations	50	51	70	47	54.50
Arson - Auto	0	0	1	1	0.50
Arson - Building	0	0	0	1	0.25
Arson - Others	1	0	0	0	0.25
Break & Enter	4	9	11	2	6.50
Fraud - Account closed	0	0	1	0	0.25
Fraud - False Pretence Under \$5,000	1	0	0	0	0.25
Fraud - Forgery & Uttering	0	0	1	0	0.25

OPP 2026 Calls for Service Details

Melancthon Tp

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
Fraud - Master Code	1	1	3	0	1.25
Fraud - Money/property/security Over \$5,000	2	2	1	3	2.00
Fraud - Money/property/security Under \$5,000	1	3	5	8	4.25
Fraud - Other	1	1	3	2	1.75
Fraud - Steal/Forge/Poss./Use Credit Card	3	1	0	0	1.00
Mischief	8	11	5	6	7.50
Mischief - Interfere with lawful use, enjoyment of property	0	1	2	1	1.00
Mischief Graffiti - Non-Gang Related	0	0	1	0	0.25
Possession of Stolen Goods over \$5,000	1	0	2	2	1.25
Possession of Stolen Goods under \$5,000	1	0	0	2	0.75
Property Damage	3	0	2	0	1.25
Theft Over - Master Code	1	1	0	0	0.50
Theft FROM Motor Vehicles Under \$5,000	0	3	4	2	2.25
Theft of - All Terrain Vehicles	0	1	0	0	0.25
Theft of - Automobile	1	1	3	0	1.25
Theft of - Construction Vehicles	1	0	2	0	0.75
Theft of - Mail	0	0	1	1	0.50
Theft of - Motorcycles	0	0	1	0	0.25
Theft of - Snow Vehicles	0	0	0	1	0.25
Theft of - Trucks	0	0	2	0	0.50
Theft of Motor Vehicle	3	5	3	1	3.00
Theft Over \$5,000 - Farm Equipment	1	1	0	2	1.00
Theft Over \$5,000 - Mine Equipment/Property	0	0	0	1	0.25
Theft Over \$5,000 - Other Theft	1	0	1	0	0.50
Theft Over \$5,000 - Trailers	2	0	2	1	1.25
Theft Under \$5,000 - Bicycles	1	0	0	0	0.25
Theft Under \$5,000 - Boat (Vessel)	1	0	0	0	0.25
Theft Under \$5,000 - Building	0	2	0	0	0.50
Theft Under \$5,000 - Construction Site	0	0	1	1	0.50
Theft Under \$5,000 - Farm Equipment	0	0	0	2	0.50
Theft Under \$5,000 - Gasoline Drive-off	0	0	1	0	0.25
Theft Under \$5,000 - Master Code	2	1	3	3	2.25
Theft Under \$5,000 - Other Theft	9	7	5	2	5.75
Theft Under \$5,000 - Trailers	0	0	2	1	0.75
Theft Under \$5,000 SHOPLIFTING	0	0	0	1	0.25
Trafficking in Stolen Goods over \$5,000	0	0	1	0	0.25
Statutes & Acts	60	67	47	45	54.75
Custody Dispute	1	0	0	0	0.25
Landlord / Tenant	27	18	7	18	17.50
Mental Health Act	8	14	18	7	11.75
Mental Health Act - Apprehension	8	6	1	3	4.50
Mental Health Act - Attempt Suicide	0	2	1	0	0.75
Mental Health Act - No Contact with Police	0	0	2	1	0.75
Mental Health Act - Placed on Form	2	1	2	2	1.75
Mental Health Act - Threat of Suicide	5	7	3	1	4.00

OPP 2026 Calls for Service Details

Melancthon Tp

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
Mental Health Act - Voluntary Transport	0	2	3	2	1.75
Trespass To Property Act	9	17	10	11	11.75
Traffic	111	115	85	68	94.75
MVC - FATAL (MOTOR VEHICLE COLLISION)	0	0	1	1	0.50
MVC - OTHERS (MOTOR VEHICLE COLLISION)	0	0	1	0	0.25
MVC - PERSONAL INJURY (MOTOR VEHICLE COLLISION]	7	8	3	8	6.50
MVC - PROP. DAM. FAILED TO REM (MOTOR VEHICLE COLLISION)	1	2	4	2	2.25
MVC - PROP. DAM. NON REPORTABLE (MOTOR VEHICLE COLLISION]	20	32	20	14	21.50
MVC - PROP. DAM. REPORTABLE (MOTOR VEHICLE COLLISION]	80	70	49	41	60.00
MVC (MOTOR VEHICLE COLLISION) - Master Code	3	3	7	2	3.75
Violent Criminal Code	21	22	24	19	21.50
Assault - Level 1	6	3	7	7	5.75
Assault With Weapon or Causing Bodily Harm - Level 2	5	2	6	0	3.25
Attempted Murder	0	1	0	0	0.25
Criminal Harassment	3	2	3	2	2.50
Extortion	0	0	2	0	0.50
Indecent/Harassing Communications	0	1	1	1	0.75
MISCHIEF - CAUSE DANGER TO LIFE	0	0	1	0	0.25
Murder 1st Degree	0	0	0	1	0.25
Non-Consensual Distribution of Intimate Images	0	0	1	1	0.50
Other Criminal Code * against public order"	0	0	0	1	0.25
Pointing a Firearm	1	0	0	0	0.25
Sexual Assault	2	5	1	1	2.25
Sexual Assault With a Weapon	0	0	0	1	0.25
Utter Threats to Person	4	8	2	4	4.50

OPP 2024 Reconciled Year-End Summary

Melancthon Tp

Reconciled cost for the period January 1 to December 31, 2024

Base Service	Property Counts		Cost per	Reconciled	Estimated	Reconciliation
			Property \$	Cost \$	Cost \$	Variance \$
Base Service	Property Counts					
	Household	1,189				
	Commercial and Industrial	82				
	Total Properties	<u>1,271</u>				
			179.78	228,494	210,460	18,034
Calls for Service						
	Total all municipalities	198,679,051				
	Municipal portion	0.1162%	181.68	230,914	212,695	18,219
Overtime			35.27	44,829	21,348	23,482
Prisoner Transportation	(per property cost)		1.87	2,377	1,424	953
Accommodation/Cleaning Services	(per property cost)		5.16	6,558	6,228	330
Total 2024 Costs			403.76	513,173	452,154	
2024 Billed Amount				<u>452,148</u>		
2024 Year-End-Adjustment					61,024	

Notes

The Year-End Adjustment above is included as an adjustment on the 2026 Billing Statement.

This amount is incorporated into the monthly invoice amount for 2026.

The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

OPP 2024 Reconciled Base Services and Calls for Service Cost Summary

For the period January 1 to December 31, 2024

Salaries and Benefits	Positions	Base	\$/FTE	Total Base Services	Base	Calls for
				\$	\$	\$
Uniform Members	Note 1					
Inspector	26.21	100.0	182,588	4,785,639	4,785,639	-
Staff Sergeant-Detachment Commander	9.14	100.0	163,618	1,495,473	1,495,473	-
Staff Sergeant	36.76	100.0	152,805	5,617,096	5,617,096	-
Sergeant	222.37	50.4	136,574	30,369,854	15,318,086	15,051,768
Constable	1,613.61	50.4	116,074	187,298,667	94,469,399	92,829,269
Part-Time Constable	15.08	50.4	93,354	1,407,778	710,424	697,354
Total Uniform Salaries	1,923.17			230,974,507	122,396,117	108,578,391
Statutory Holiday Payout			6,050	11,543,670	6,038,603	5,505,066
Shift Premiums			1,129	2,088,959.07	1,053,632	1,035,327
Uniform Benefits - Inspector			28.64%	1,370,468	1,370,468	-
Uniform Benefits - Full-Time Salaries			36.39%	81,797,167	42,539,580	39,257,587
Uniform Benefits - Part-Time Salaries			20.76%	292,210	147,462	144,749
Total Uniform Salaries & Benefits				328,066,981	173,545,862	154,521,120
Detachment Civilian Members	Note 1					
Detachment Administrative Clerk	168.12	50.4	73,426	12,344,361	6,226,515	6,117,845
Detachment Operations Clerk	2.08	50.4	69,128	143,787	72,585	71,202
Detachment Clerk - Typist	1.06	50.4	60,677	64,318	32,159	32,159
Court Officer - Administration	25.63	50.4	74,937	1,920,625	968,930	951,695
Crimestoppers Co-ordinator	0.83	50.4	70,809	58,771	29,740	29,032
Cadet	0.68	50.4	49,848	33,897	16,948	16,948
Total Detachment Civilian Salaries	198.40			14,565,758	7,346,877	7,218,881
Civilian Benefits - Full-Time Salaries			35.46%	5,164,440	2,604,911	2,559,529
Total Detachment Civilian Salaries & Benefits				19,730,198	9,951,788	9,778,410
Support Costs - Salaries and Benefits	Note 2					
Communication Operators			6,228	11,977,503	6,263,811	5,713,692
Prisoner Guards			1,996	3,838,647	2,007,477	1,831,170
Operational Support			6,080	11,692,874	6,114,960	5,577,914
RHQ Municipal Support			2,751	5,290,641	2,766,818	2,523,822
Telephone Support			141	271,167	141,811	129,356
Office Automation Support			875	1,682,774	880,031	802,743
Mobile and Portable Radio Support			282	546,586.50	285,768	260,819
Total Support Staff Salaries and Benefits Costs				35,300,192	18,460,676	16,839,516
Total Salaries & Benefits				383,097,371	201,958,326	181,139,045
Other Direct Operating Expenses	Note 2					
Communication Centre			155	298,091	155,891	142,200
Operational Support			1,018	1,957,787	1,023,854	933,934
RHQ Municipal Support			212	407,712	213,219	194,493
Telephone			1,582	3,042,455	1,591,097	1,451,358
Mobile Radio Equipment Repairs & Maintenance ...			147	284,923	148,964	135,959
Office Automation - Uniform			3,019	5,806,050	3,036,359	2,769,691
Office Automation - Civilian			1,154	228,954	115,088	113,865
Vehicle Usage			9,975	19,183,621	10,032,356	9,151,265
Detachment Supplies & Equipment			548	1,053,897	551,151	502,746
Uniform & Equipment			2,305	4,467,666	2,335,795	2,131,871
Uniform & Equipment - Court Officer			994	25,476	12,852	12,624
Total Other Direct Operating Expenses				36,756,632	19,216,626	17,540,006
Total 2024 Municipal Base Services and Calls for Service Cost				\$ 419,854,003	\$ 221,174,952	\$ 198,679,051
Total OPP-Policed Municipal Properties					1,230,286	
Base Services Cost per Property						\$ 179.78

OPP 2024 Reconciled Base Services and Calls for Service Cost Summary

For the period January 1 to December 31, 2024

Notes:

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

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2019 through 2022. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 88.28 FTEs with a cost of \$17,343,993 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2024 salaries incorporate the 2024 general salary rate increases set in the 2023 to 2026 OPPA Uniform and Civilian Collective Agreements, (uniform and civilian staff - 4.50%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2024-25). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.44% Base Services : 49.56% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2023 Municipal Policing Cost-Recovery Formula.

This page intentionally left blank

**Ministry of Emergency
Preparedness and Response**
25 Morton Shulman Ave, Toronto,
ON M3M 0B1

**Ministre de la Protection civile et de
l'Intervention en cas d'urgence**
25, av. Morton Shulman, Toronto,
Ontario M3M 0B1



DATE: December 9, 2025

MEMORANDUM TO: Community Emergency Management Coordinators

FROM: Matthew Pegg
Deputy Minister and Commissioner of Emergency
Management

SUBJECT: **Passage of Bill 25, Emergency Management
Modernization Act, 2025 amending the *Emergency
Management and Civil Protection Act***

I am pleased to share that Ontario has reached an important milestone in modernizing its emergency management framework through amendments to the [*Emergency Management and Civil Protection Act*](#) (EMCPA).

On December 3, 2025, the Government of Ontario passed [**Bill 25**](#), the *Emergency Management Modernization Act, 2025*. Schedule 1 of the *Emergency Management Modernization Act, 2025* amends the EMCPA to enable a more effective, coordinated and comprehensive approach to provincial and community emergency management.

These legislative amendments are informed by valuable feedback, best practices in emergency management, and lessons learned from past emergencies. I want to extend my sincere thanks for the feedback from emergency management partners, which has been essential in shaping this legislation and ensuring it reflects the needs and realities of communities.

The amendments to the EMCPA will be implemented through a phased approach, with initial amendments aimed at strengthening provincial coordination and capabilities and enhancing community capacity in emergency management.

Some amendments are now in effect, with no new requirements for partners. These include:

- **Establishing the purposes of the Act**, including to support coordination with municipalities, Indigenous communities, public and private sector organizations, and other governments.
- **Introducing a clear definition of “emergency management”** encompassing prevention, mitigation, preparedness, response, and recovery.
- **Clarifying the role of the Ministry of Emergency Preparedness and Response** as the provincial lead and one window for coordinating provincial emergency management activities under the oversight of the **Minister of Emergency**

**Ministry of Emergency
Preparedness and Response**
25 Morton Shulman Ave, Toronto,
ON M3M 0B1

**Ministre de la Protection civile et de
l'Intervention en cas d'urgence**
25, av. Morton Shulman, Toronto,
Ontario M3M 0B1



Preparedness and Response and the direction of the **Commissioner of Emergency Management**.

- **Strengthening executive oversight** of provincial emergency management.
- **Authorizing the Minister** of Emergency Preparedness and Response to oversee municipal, ministry, and provincially regulated critical infrastructure entities' emergency management programs, and enter into agreements and arrangements with public and private partners and individuals in emergency management.
- **Recognizing Ontario Corps** as a key provincial resource and capability that can be engaged to support communities across the province, who request assistance.

These changes aim to strengthen provincial emergency management coordination and lay the foundation for deeper collaboration with communities and emergency management partners.

Remaining amendments to the EMCPA are expected to come into force at a later date. Subject to future regulations, key changes affecting municipalities will include:

- Enabling flexibility regarding requirements for municipal emergency management programs and plans based on needs and capacity.
- Allowing two or more municipalities to voluntarily develop and implement joint emergency management programs and plans.
- Clarifying the process for and ensuring accountability of municipal emergency declarations under the EMCPA.

The Ministry of Emergency Preparedness and Response remains committed to working closely with emergency management partners throughout the implementation of these changes, including the development of supporting regulations. Your continued support and feedback will be vital in shaping the next phase of this work, and I look forward to ongoing collaboration.

If you have any questions on the amendments, please contact the Strategic Policy and Governance Branch in the Ministry of Emergency Preparedness and Response at EMOPolicy@ontario.ca.

Thank you again for your valued partnership.

Sincerely,

Original signed by

Matthew Pegg
Deputy Minister and Commissioner of Emergency Management

Denise Holmes

From: OPP GHQ Municipal Policing (OPP) <opp.municipalpolicing@opp.ca>
Sent: Wednesday, December 10, 2025 12:10 PM
To: Denise Holmes; Sarah Culshaw
Subject: Melancthon Tp - July to September 2025 Detachment Revenues

Good afternoon,

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

We are pleased to advise July to September 2025 revenue credits have been sent to Ontario Shared Services (OSS) for processing and have been issued. Your municipality will be receiving a credit memo in the amount of \$1162.83.

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

Security Checks = \$1230
Reports = \$0
Fingerprints = \$230.08
Other = \$0
OPRCU 25% Reduction = -\$297.25
Total = \$1162.83

Please note an adjustment has been made to remove 25% of the Security Checks revenues collected by the Online Police Record Check Unit as per the letter sent to all OPP-policed municipalities in September 2023.

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

Respectfully,

MPU Financial Services Unit

Denise Holmes

From: Karen Farace <Karen.Farace@ugdsb.on.ca>
Sent: Wednesday, December 10, 2025 4:11 PM
To: Denise Holmes
Subject: Annual LTAP & Facilities Partnerships Notice



10 December 2025

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

To: Denise Holmes, CAO/Clerk

Re: Long Term Accommodation Plan & Community Planning & Facilities Partnership

Staff have completed the Annual Long Term Accommodation Plan (LTAP) Review Report which was presented at the Finance and Facilities Committee Meeting on December 9, 2025. The purpose of the LTAP Annual Review Report is to provide updated information on enrolments, municipal development, provincial policies etc. and to ensure that the short-term work plan priorities and timing outlined in the LTAP remain appropriate.

In accordance with Ministry of Education guidelines and Board Policy 319, the Board is required to identify potential facility partnership space according to the following criteria:

- Facilities that have been 60% utilized or less for the past two (2) years and/or facilities that have had two hundred (200) or more unused pupil places for at least the past two (2) years.
- Facilities that are projected to be 60% utilized or less for the next five (5) years.

[The Annual LTAP Review Report](#) has identified one elementary school, Centre Peel PS, that meets the criteria for the 2026-27 school year based on either utilization or space parameters and can be considered for partnership.

The UGDSB has always valued and appreciated the benefits of community partnerships that have allowed us to share board facilities with its students and the community at large. If your organization is

interested in pursuing a partnership at Centre Peel PS, please reach out to Ruchika Angrish at ruchika.angrish@ugdsb.on.ca to discuss.

The LTAP Review Report will be considered for approval at the Board Meeting on December 16, 2025. We welcome individuals and organizations to attend and share their thoughts on the report contents or explore Facility Partnership opportunities. To register as a delegate, please visit our [website](#) for information. Board Meetings are live-streamed and accessible through our website for virtual attendees.

More information is available on the Board website at [Community Planning and Facility Partnership](#) and [Long Term Accommodation Plan](#) pages.

We look forward to the possibility of working together to improve access to services, programs and support for our students and the community.

Sincerely,



Ruchika Angrish
Manager of Planning

PLN: 068

| File Code: B01

Denise Holmes

From: Fred Simpson <fred.simpson@townofmono.com>
Sent: Thursday, December 11, 2025 3:01 PM
To: sylvia.jones@pc.ola.org
Cc: Denise Holmes; jwilloughby@shelburne.ca; Jessica Kennedy; Meghan Townsend; Nicole Martin; Roseann Knechtel; rmartell@orangeville.ca; Michelle Dunne; Chipperfield, Tamara; Maria Leung
Subject: Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities
Attachments: ERO Posting 025-1257 - Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities.pdf

Attached is a copy of the comments that Council for the Town of Mono submitted through the ERO regarding the Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities ([ERO 025-1257](#)).

Fred Simpson
Clerk
Town of Mono
519.941.3599, 234



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify fred.simpson@townofmono.com.



December 10, 2025

RE: ERO Posting 025-1257: Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities

1. The Town of Mono does not support consolidation as proposed. The reasons for not supporting it are in accord with the ERO submissions made by Credit Valley Conservation (CVC) and the Nottawasaga Valley Conservation Authority (NVCA). The key points (for Mono) of these two submissions are summarized in paragraphs #3 below.
2. In addition to the points raised in paragraph #3, Mono has a particular reason for being concerned with the proposed consolidation: the Town will be excluded from any meaningful role in the governance of the new regional conservation authorities. Notwithstanding the Provincial Government's claim that consolidation will reduce or eliminate duplication for municipalities, this is not true in the case of Mono. Mono currently deals with three conservation authorities (TRCA, NVCA, and CVC). Under the proposed amalgamation, Mono will have to deal with four very large regional conservation authorities (CA): the Western Lake Ontario Regional CA, the Central Lake Ontario CA, the Huron-Superior Regional CA, and the Lake Erie Regional CA. Mono will be so small within these organizations that it will not be given a seat at the governance table. The Town will continue to be taxed (pay a levy) to these organizations with no input as to the amount of this tax or the nature of the programs funded. A specific example of how it will be squeezed out of any meaningful role is given in paragraph #4 below.
3. Key Points in the CVC and NVCA submissions:
 - a. The administrative effort of transitioning to a regional conservation authority will be large and the cost will be born by the municipalities (property taxes).
 - b. The effort required to transfer land titles to the regional conservation authorities will be large and, again, the cost will be born by the municipalities (property taxes).
 - c. The new regional conservation authorities are large and contain diverse geographies, populations, development pressures, etc. Mono's northern two-thirds will be joined to the "Huron-Superior Regional Conservation Authority" which will stretch from Mono in the south to Thunder Bay in the north and will incorporate 78 municipalities. Mono's southern third will be joined to the "Western Lake Ontario Regional Conservation Authority" which will stretch approximately 170 kilometres from Mono in the north to Niagara in the south and will have 30 municipalities and close to three million residents. Neither of these enormous entities is workable.

4. Example of how the Town of Mono will lose any role in the governance of conservation authorities -- one example:

Mono currently has one (shared) seat on the Board of Credit Valley Conservation. (CVC) It shares this seat in the sense that the Board member represents three municipalities: Mono, East Garafraxa and Amaranth. These three have a combined weight (in 2026) of 0.1868% in a budget vote. This is so small that it is immaterial as to whether the Board member shows up to vote when the budget is presented. That said, this Board member has one vote out of 12 for non-budget issues. While the three-headwater municipality's budget vote is practically invisible, the fact that their representative sits on the Board means that there is a dialogue about the budget. This gives the three municipalities a channel to understand what is in the budget and the forces influencing it. They have an opportunity to express opinions about the budget or about the services. And they can communicate this information back to their residents.

Under the proposed regional conservation authorities, these three municipalities will be too small to be considered for a seat on the governing bodies. In fact, it is highly likely that all eight Dufferin municipalities, including Orangeville, will be too small to be included in any governing board. The result will be that Dufferin will simply be taxed (pay a levy) to fund organizations over which it has no control.

Council for the Town of Mono

Denise Holmes

From: Meghan Townsend <mtownsend@townofgrandvalley.ca>
Sent: Thursday, December 11, 2025 9:59 AM
To: Sonya Pritchard; Becky MacNaughtan
Cc: Mark Kluge; Steven Krepps; Steven Freitas; Donna Tremblay; Rajbir Sian; Michelle Dunne; Tracey Atkinson; Denise Holmes; Denyse Morrissey; nmartin@amaranth.ca; Michael Dunmore; David Smith; Peter Avgoustis; James Jonker; Lorne Dart; Paul Latam; Philip Rentsch; Steve Solomon
Subject: Building Services for Grand Valley
Attachments: County of Dufferin - building services.pdf

Hi Sonya and Becky,

Attached, please find a letter from the Town of Grand Valley.

Please accept this letter as notice of termination of the building services agreement, effective for January 1, 2027, so that Grand Valley can take these next 12 months to consider its options for building services for our community. Hoping we can work together to find the right solution for Grand Valley, and that the updated building services agreement draft could be shared as soon as it is ready for Council review. Happy to discuss this draft agreement with you if it is not ready for review by Grand Valley Council.

If you have any questions in the meantime, please let me know.

Thank you,



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

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

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

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



GRAND VALLEY

The Corporation of the Town of Grand Valley

5 Main Street North
Grand Valley, ON L9W 5S6
Tel: (519) 928-5652
Fax: (519) 928-2275

www.townofgrandvalley.ca

County of Dufferin
55 Zina Street
Orangeville ON L9W 1E5

By Email Only

December 11, 2025

Dear Warden and members of Dufferin County Council,

At their December 9, 2025 meeting, Council for the Town of Grand Valley received and passed the following motion:

2025-12-36

Moved by Latam, Seconded by Rentsch

BE IT RESOLVED THAT the Council of the Town of Grand Valley terminate the building services agreement with the County of Dufferin as of January 1, 2027.

CARRIED

This resolution was passed in December 2025 to comply with the terms of the 1989 Building Services Agreement, section 10, which states:

10. Upon either party giving notice of at least twelve months, this Agreement may be terminated on the first day of January of any year.

Staff have been directed to present a report to Council regarding the options for building services for the Town. This report will include consideration of the proposed building services agreement with the County of Dufferin, which we have been advised is under development. The report will also present options for establishing an independent building services department.

If possible, it would be appreciated if a draft of the new County Building Services Agreement could be provided to us for Council consideration. If this draft is not ready for Council review, please advise us of when this draft might be available.

We look forward to working with you and your team over the next year as we consider the best way to provide building services for our growing community.

Thank you,

Meghan Townsend, CAO/Clerk, Town of Grand Valley

cc. Sonya Pritchard, CAO, County of Dufferin
cc. Becky MacNaughtan, CBO, County of Dufferin



December 12, 2025

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

RE: Stockpiled American Alcohol

At its regular meeting on December 11, 2025, Dufferin County Council passed the following motion:

WHEREAS PEI, Nova Scotia, Newfoundland and Manitoba are selling off stockpiles of American alcohol with profits going to charities and in specific, food banks;

AND WHEREAS Ontario has about \$80 million worth of American alcohol in storage, \$2 million of which could expire in the next 6 months;

AND WHEREAS Ontario is only just now 'exploring options for the products';

BE IT RESOLVED THAT Dufferin County Council urge the LCBO and Province to follow the lead of other provinces and sell off the stockpile of American alcohol with profits going to Ontario food banks including the Orangeville and Grand Valley Food Banks as well as the Shepard's Cupboard Food Bank in Shelburne.

Thank you,

Michelle Dunne

Michelle Dunne
Clerk

Cc Sylvia Jones, Dufferin-Caledon MPP
 Dufferin Municipalities

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Tuesday, December 16, 2025 3:29 PM
To: admin@puslinch.ca; aknight@get.on.ca; acarter@pertheast.ca; Clerk, Haldimand; clerks@halton.ca; clerks@norfolkcounty.ca; County of Brant Clerk's Office; Denise Holmes; Dylan McMahon (clerks@guelph.ca); Kerri O'Kane; kwallace@wellington-north.com; Larry Wheeler; lgreen@southgate.ca; Lindsay Cline (lcline@northperth.ca); Matthew Trennum (clerk@hamilton.ca); Meghan Townsend; Nicole Martin; Office of the Clerk (clerks@brantford.ca); Oxford County Clerk's Office; Peter Avgoustis; Regional Clerk; Town Clerk, Town of Erin
Subject: Notification of GRCA General Membership Attendance
Attachments: December 31 2025_GRCA Members' Attendance.pdf

Hello Grand River Watershed Member Municipalities,
In accordance with Grand River Conservation Authority By-Law 3-2025 section c.11, attached is the semi-annual members' attendance record. This message should be received by Clerks of Grand River watershed participating municipalities; please forward if it has been sent to you in error and advise me of the updated contact information. Please feel free to contact me with any concerns.

Eowyn Spencer

Executive Assistant

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Office: 519-621-2763 ext. 2200

Toll-free: 1-866-900-4722

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

Grand River Conservation Authority
Members Attendance
January 1 - December 31, 2025

First Name Last Name		January 24	February 28	March 28	April 25	May 23	June 27	July - Break	August 22	September 26	October 24	November 5 - Special Mtg	November 28	December 12	Total Attendance
Bruce	Banbury	m	m	m	m	m	m								
Christine	Billings	v	v	v	v	v	v								A
Gino	Caputo	m	A	v	v	v	v								A
John	Challinor II	m	A	m	m	m	m								
Ken Yee	Chew	v	m	m	m	m	m								A
Brian	Coleman	m	m	m	m	m	m								
Doug	Craig	m	A	m	m	m	m								
Kevin	Davis	m	m	m	m	A	m								
Mike	Devine	m	m	A	m	A	A								
Jim	Erb	m	m	v	m	m	m								
Susan	Foxton	m	v	m	m	m	m								
Guy	Gardhouse	m	v	v	A	v	m								
Joe	Gowing														
Gord	Greavette	m	m	m	m	m	m								
Lisa	Hern	v	v	v	v	v	v								
Colleen	James	m	A	v	v	v	v								
Daniel	Lawrence	m	m	v	v	v	v								
David	Miller	m	m	v	m	m	m								
Matt	Rodrigues				A	v	m								
Natasha	Salonen	A	A	A											
James	Seeley														
Sandy	Shantz	m	v	m	m	v	m								
Rob	Shirton	m	v	v	v	v	v								
Jerry	Smith	m	m	v	m	m	A								
Shawn	Watters	m	m	m	m	v	m								
Chris	White	m	m	v	v	m	A								
Kari	Williams	A	A	v	A										
Alex	Wilson	v	v	A	A	A	A								
Pam	Wolf	m	m	m	v	m	m								
Total	In-person	20	13	11	14	12	14								
Total	Virtual	4	7	12	8	10	4								
Total	Attendance	24	20	23	22	22	18								

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

Meeting Dates:

Audit Committee		1	2	3
John	Challinor	x	x	
Brian	Coleman	x	x	
Kevin	Davis	x	x	
Susan	Foxton	x	x	
Shawn	Watters	x	x	
Chris	White	x	NA	
Pam	Wolf	x	x	

Meeting Date:
1 19-Feb-25
2 28-Nov-25

Board Composition		1	2	Meeting Date:
Chris	White			
Sue	Foxton			
Ken	Chew			
Doug	Craig			
Alex	Wilson			
Pam	Wolf			

Committee established by Board on November 5, 2025

Ad-hoc CA Act Committee		1	2	3	Meeting Date:
John	Challinor	x			
Shawn	Watters	x			
Sue	Foxton	x			
Daniel	Lawrence	x			
David	Miller	x			
James	Seeley	x			

1 13-Nov-25

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

= Not appointed



Chartered
Professional
Accountants

December 17, 2025

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

Dear Members of Council:

Thank you for re-appointing RLB LLP as auditors of The Corporation of the Township of Melancthon for the year ended December 31, 2025. The purpose of this letter is to communicate our 2025 audit plan for The Corporation of the Township of Melancthon and to ensure that management and Council are aware of the following:

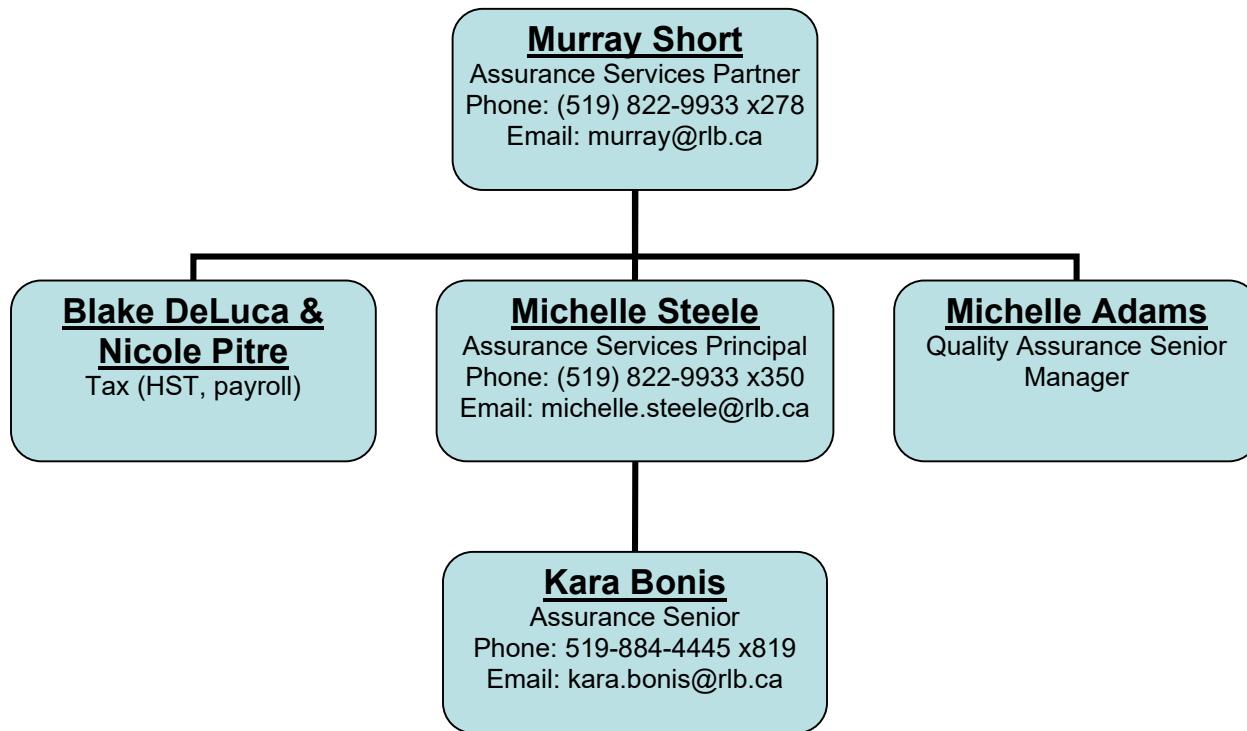
- Objectives and scope of our audit
- Planned approach for the 2025 financial statement audit
- Update on issues that may impact the audit in current and future years
- Areas of emphasis

RLB LLP's Objectives and Scope of our Audit

- Obtain reasonable assurance that the financial statements are free of material misstatement
- Evaluate the fairness of presentation of the financial statements in conformity with accounting standards established by the Chartered Professional Accountants of Canada
- Report to management and Council:
 - Significant internal control weaknesses
 - Matters required under Canadian Auditing Standards
 - Matters we believe should be brought to your attention

INFO 12
JAN 15 2026

RLB LLP's Assurance Service Team



Financial Reporting Responsibilities

Council

- Provide, as a part of financial process, effective corporate governance
- Regular oversight and review of financial information and management's financial processes
- Ensure accurate financial reporting and sound internal controls
- Review performance measures
- Approve the Audited Financial Statements

Management

- Maintain cost-effective internal control environment
- Provide timely and accurate disclosure of financial results
- Report results on a fair and consistent basis
- Exercise care in establishing accounting estimates
- Apply appropriate accounting principles
- Establish internal controls over fraud and error

RLB LLP

- Perform cost-effective risk based audits tailored for your organization's specific risks
- Review the effectiveness and reliability of key internal controls
- Assess accounting principles, estimates and financial disclosures in accordance with accounting standards
- Provide year end reporting to Council
- Provide our opinion in the audit report which we attach to management financial statements

Management Deliverables

- Prepare required information as agreed with RLB LLP to be able to perform the audit
- Provide documentation and support for accounting used by management for all significant or unusual transactions and estimates
- Identify related parties, if applicable
- Provide written representations

RLB LLP Deliverables

- Communicate with management and Council to review audit plan
- Review financial statements and management letter findings with management and Council
- Provide audit opinion on financial statements
- Prepare and file Financial Information Return
- Report to the Council as required under CAS 260, 265 and 580
- Seek pre-approval from management or Council for all additional services

Audit Approach

- Examine accounting systems and controls for all significant transaction cycles
- Adopt a control reliance strategy, where appropriate, to increase audit efficiency:
 - Taxation revenue, cash receipts, taxes receivable
 - Purchases, disbursements, payables
 - Payroll
- Gain an understanding of general computer controls and their impact on our audit
- Substantive testing of year end balances including grant revenue and receivables
- Search for unrecorded liabilities
- Independence reporting

Audit Timeline

Interim Audit Testing	November 17, 2025
Communication of Audit Plan to Management/Council	December 17, 2025
Year-end Testing	March 16 to 20, 2026
Reporting to Council	TBD
Issuance of Audit Report and Financial Statements	To follow Council approval

Annual Inquiry Related to the Risk of Fraud

Please consider the following questions to help determine the specific risks of fraud and error with the municipality. We will provide the annual representation letter for signature by a member of each Council and management with the audited Financial Statements, where representation will be made regarding the assessment of fraud at the municipality.

- Are you aware of any instances of fraud perpetrated against the municipality by any of its employees, management, or Council?
- Are you aware of any instances of fraud perpetrated by the municipality against creditors, suppliers, lenders, investors, funders, government agencies, or any other business associates?
- Do you believe there is a high level of risk of fraud being perpetrated against or by the municipality – specifically, which risks are classified as the highest risk, and what specifically is management or Council doing to mitigate these risks?
- Has Council made an assessment of the entity's susceptibility to fraud?
- Does management have a process for identifying and responding to fraud risk factors?

If you have any information to report to us on the above, please contact Murray Short or Michelle Steele at 519-822-9933.

New Public Sector Accounting Standards

There are no new standards which would impact the audit for the fiscal year ended December 31, 2025. The following new standards will impact future years.

These are effective for fiscal years beginning on or after April 1, 2026:

- The Conceptual Framework for Financial Reporting in the Public Sector – defines a conceptual framework and provides additional guidance on the role of financial statements and the objectives of financial reporting.
- PS 1202: Financial Statement Presentation – sets out general and specific requirements for the presentation of information in the financial statements including the identification of financial and non-financial liabilities, a new statement of net financial assets or net financial liabilities, and new budget requirements in order to present an amended budget.

These are effective for fiscal years beginning on or after April 1, 2030:

- PS 3150: Tangible capital assets – amendments add a new criterion to the definition of a tangible capital asset, new definition of a collection, new disclosure requirements for walks of art, historical treasures and/or collections, and other new guidance for purchased and constructed tangible capital assets.

2025 Audit Plan: Materiality

When establishing the overall audit strategy, materiality is determined for assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures.

- Planning Materiality - \$155,000
- Materiality
 - Professional judgment that is made in the context of our knowledge, assessment of risk and reporting requirements
 - The materiality amount impacts the extent of the scope of work we perform, as it is based on high- and low-risk scope levels, which are determined as a percentage of materiality (other testing is done on a random sampling basis and is not affected by materiality)
 - Materiality is based on 0.5-1% of total prior year assets
 - We will review all errors in excess of 2% of materiality

Areas of Emphasis

- Taxation revenue and receivables - collectability
- Grant revenue and receivables - completeness and existence
- Operating expenses - completeness and existence
- Tangible capital assets - completeness, existence and valuation
- Reserve, reserve funds and amounts set aside by Council - completeness and existence

If you have any questions about these or other matters relating to any of our professional services, we would be pleased to discuss them further with you.

Yours truly,

RLB LLP

Per:



Murray Short, MBA, CPA, CA, C. Dir.
Engagement Partner

**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 ON M7A 2J3
Tél. : 416 585-7000



234-2025-5450

December 18, 2025

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

Dear Mayor White:

Thank you for your application to the Municipal Ice Storm Assistance program.

This letter contains important details regarding financial support to help your municipality with costs related to the March 2025 Ice Storm.

The ministry has completed its initial review and I am pleased to inform you that Township of Melancthon is eligible for provincial assistance of up to \$29,000 for incremental costs related to the March 2025 ice storm and is eligible for an interim payment of 35%, or \$10,075. Once the ministry has completed its detailed review of your municipality's claim, payment of any remaining funding will be made based on the municipality's actual eligible costs.

Some items have been removed from your municipality's claim because they are not eligible under the program guidelines. Ministry officials will contact municipal staff directly to provide additional information.

To receive funding under the program, including an interim payment, your municipality will be required to enter into a transfer payment agreement with the province. The transfer payment agreement will be sent in January 2026 and the interim payment will be made following execution of the transfer payment agreement.

Timing of future payment for any remaining funding will depend on several factors. These include the complexity of the claim and the completeness of supporting documentation.

If you would like more information, municipal staff are welcome to contact the ministry at municipaldisasterassistance@ontario.ca at any time.

The province is committed to helping support your community. Please accept my best wishes.

Sincerely,

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

c. Denise Holmes, CAO/Clerk dholmes@melancthontownship.ca
Sarah Culshaw, Treasurer sculshaw@melancthontownship.ca



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA marks a year of progress, modernisation and environmental stewardship in 2025

UTOPIA, Ontario (December 27, 2025) – The Nottawasaga Valley Conservation Authority (NVCA) is marking a year of significant progress in service delivery, watershed protection and partnership-building. Throughout 2025, NVCA advanced ecological restoration projects, modernised permitting processes, strengthened relationships with industry and community partners, and supported municipalities across the Nottawasaga Watershed.

"This year has been one of transformation," said Councillor Jonathan Scott, Chair of the NVCA Board of Directors. "We set out to become faster, clearer and more transparent while staying true to our core mission to protect our natural environment. Thanks to dedicated staff and strong support from our member municipalities, NVCA is delivering better service and stronger environmental outcomes."

Improved permitting and customer service

NVCA's shift to digital permitting continued with the rollout of e-permitting, updated guidelines and new triage and pre-screening processes. These changes reduced backlogs, improved turnaround times and supported a strong rise in customer satisfaction across planning, permitting and public-facing programmes.

Responsible budgeting and financial stewardship

NVCA's 2026 Business Plan and Budget reflected careful financial management, with most expense categories held flat or reduced, the operating budget reduced by \$9,000 and the overall levy increase remaining under three per cent. The budget prioritised fair wages, responsible asset management and NVCA's core role in protecting communities from flooding and erosion.

Restoration and stewardship across the watershed

This year saw major investments in habitat restoration and community engagement including:

- River and stream restoration projects in Adjala-Tosorontio, Clearview, New Tecumseth, Oro-Medonte and Springwater

- Planting nearly 10,000 native trees and shrubs through community volunteer events
- A successful Spring Tonic Maple Syrup Festival, supporting both Rotary community projects and conservation area maintenance

These efforts improved local habitat, protected water quality and strengthened community connections to the watershed.

Assessing river and stream health

In addition to monitoring the health of our rivers, streams, groundwater, wetlands, and forests, NVCA reduced redundancies by providing cost-effective monitoring for municipalities, gathering local data and watershed-wide insights into human impacts.

Connecting watershed residents with nature

Watershed residents of all ages spent time in nature by exploring NVCA's conservation areas. Students experienced hands-on learning through Indigenous Programming, school visits and field trips. Camp Tiffin expanded and welcomed more children than ever before. These experiences connect residents with nature and inspire them to be future stewards of their local watershed.

Leadership on chloride pollution and environmental protection

NVCA continued to lead provincial discussions on addressing rising chloride pollution, encouraging limited-liability protections for certified winter maintenance contractors and consistent best-practice standards. NVCA also called on the Province to strengthen recycling and waste-diversion rules to prevent illegal dumping and protect water systems.

Looking ahead to 2026

"This has been a year of meaningful progress and strong partnerships," said Jennifer Vincent, NVCA Chief Administrative Officer. "As we move into 2026, NVCA will remain focused on modern, responsive service while restoring and protecting the watershed that thousands of residents, farmers, businesses and visitors rely on every day."

- 30 -

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

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



NVCA November 2025 Board Meeting Highlights

Next Meeting: January 23, 2026, held in person

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

Presentation on Utopia Conservation Area

NVCA's Director of Conservation Services, Kyra Howes, gave a presentation on Utopia Conservation Area.

Director Howes shared its history, including Bell's Gristmill – the only designated historic site in Essa – and thanked the Friends of Utopia Gristmill and Park for the vital support in managing the area and renovating the mill.

NVCA staff manage Utopia under its Master Plan and will review it in 2026 with exciting ideas to further expand the site as a vibrant event space. More on this to come in 2026.

2026 Budget Approved

The Board of Directors unanimously approved NVCA's 2026 Business Plan and Budget at \$7,841,981, reflecting a year-over-year increase of \$180,372.37, including a \$101,307.36 increase in municipal levy.

This budget reflects fiscal prudence—reducing discretionary charges by 31% and holding most lines flat while advancing efficiency and service modernization. This positions NVCA to deliver services that are responsive to the environmental, economic, and social sustainability of the Nottawasaga Watershed.

[Download the approved NVCA Business Plan and Budget here](#)

Changes to Conservation Services and Fees 2026

NVCA's Conservation Services program provides a variety of programs and services to watershed residents and visitors on a fee-for-

service basis. Services include environmental education, forestry, events and recreational opportunities.

The revenues generated through these fee programs are used to reduce the overall levy funds required by member municipalities to support staffing, lands, and infrastructure improvements.

Fee updates include:

- Daily conservation area parking fees increased from \$10/day to \$15/day, annual passes will remain at \$70.
- Hunting fees, resident and non-resident, will increase by \$31 and \$32, respectively.
- 2027 wedding rental fees will increase by 3% to reflect delivery cost increases between 2025 and 2027.

NVCA Board's position on Provincial Conservation Authority changes

NVCA's Board of Directors passed a resolution supporting the province's goals of improved efficiency, consistency, and fiscal prudence in conservation delivery; opposing the regional consolidation of Ontario's Conservation Authorities as a means of achieving these goals; and encouraging the province to meaningfully consult with those affected.

The Board's resolution and a letter were sent to the Minister of the Environment, Conservation and Parks. NVCA will also submit a response to Environmental Registry Notice No. 025-1257.

Download NVCA's [Board Resolution](#), [Letter to the Minister](#) and [Media Release](#).

Upcoming Events

Families in Nature

NVCA's Families in Nature & Wellness Retreats invite you and your loved ones to slow down, breathe deeply, and rediscover what it means to truly be present – together.

Take your Me Time with Nature-Infused Yoga, and your family can explore hands-on outdoor experiences designed to inspire curiosity, confidence, and connection.

- Sunday, January 11, 2026 – Yoga & Wilderness Survival Skills
- Sunday, January 25, 2026 – Yoga & Land-Based Learning Through Indigenous Teachings
- Sunday, February 1, 2026 – Yoga & Winter Tree Identification
- Sunday, February 15, 2026 – Yoga & Kick Sledding Adventure

All yoga sessions are offered at 10:00 – 11:30 am & 1:00 – 2:30 pm, at the same time as Family Nature Experiences.

Location: Tiffin Centre for Conservation

[Register here](#)

Winter Camp Tiffin

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

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

Dates: December 29, 30, 2025, January 2, 2026

Location: Tiffin Centre for Conservation

PA Day Camp Tiffin

This special edition of Camp Tiffin encourages outdoor exploration and guided excursions in the forest, fueled by student interest.

Date: January 30, 2026 from 9 am – 4 pm

Location: Tiffin Centre for Conservation

[Register here](#)



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca

December 19, 2025

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

Dear Township of Melancthon

Re: 2026 Grand River Conservation Authority Municipal Apportionment and Budget Vote Meetings

Please be advised that the General Membership Meeting of the Grand River Conservation Authority (GRCA) will be held on January 23, 2026, at 9:30 a.m., to consider approval of the 2026 Municipal Apportionment. In addition, the Annual General Meeting of the GRCA will be held on Friday, February 27, 2026, at 9:30 a.m., to consider approval of the 2026 Budget.

The [most recent draft of the 2026 Budget](#) was presented to the GRCA General Membership on October 24, 2025. Based on board direction to staff, this draft budget includes a Total Municipal Apportionment of \$14,238,000 which represents a 3.5% increase over 2025. The Municipal Apportionment, if approved, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 402/22: Budget and Apportionment.

The attached draft 2026 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2026. Also included is a calculation of the 2026 Municipal Apportionment for participating municipalities. Should you have any questions concerning the draft Budget or the Municipal Apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink that reads "Karen Armstrong". The signature is fluid and cursive, with "Karen" on the top line and "Armstrong" on the bottom line.

Karen Armstrong,
Deputy CAO and Secretary-Treasurer

INFO 16
JAN 15 2026

Grand River Conservation Authority

Report number: GM-10-25-90

Date: October 24, 2025

To: Members of the Grand River Conservation Authority

Subject: Budget 2026 – Draft #1

Recommendation:

THAT Report Number 10-25-90 – Budget 2026 - Draft #1 be approved for consultation purposes, circulated to all participating municipalities, and posted to the GRCA website.

Summary:

This report summarizes the first draft of the 2026 Budget. The final budget for 2026 will be presented for approval at the February 27, 2026 Annual General Meeting. See Budget 2026 Timetable (Appendix A) for additional details on budget timelines.

The 2026 draft budget corresponds with the GRCA's Programs and Services Inventory which was prepared in accordance with provincial regulations and maintains breakeven results. Total draft expenditures for 2026 are \$39,358,488 (2025: \$39,963,465). Preliminary budget figures are presented in Appendix G in the Statement of Operations and detailed Program and Services statements.

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

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

Overall, the municipal funding request has been increased by 3.5% (or \$481,000) to \$14,238,000 in 2026. For a breakdown of municipal funding by Category 1, 2, and general operating expenses, see Appendix C “Municipal Funding Breakdown – Budget 2026”.

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

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

TABLE A - BUDGET 2026 EXPENDITURES

EXPENDITURES	2026	2025	Increase/(decrease)
Operating Expenses	\$32,653,388	\$31,491,465	\$1,161,923
Major Maintenance Expenses	\$5,648,100	\$6,053,000	\$974,100
Special Projects	\$1,057,000	\$2,419,000	(\$1,362,000)
TOTAL	\$39,358,488	\$39,963,465	(\$604,977)

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

The Conservation Authorities Act (CA Act) outlines three categories of programs and services: (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable). *O. Reg. 402/22 - Budget and Apportionment* defines “general operating expense or capital cost” as an operating expense or capital cost that is not related to the provision of a program or service that an authority provides. The regulations require that these costs be identified separately, and municipal funding be apportioned using Modified Current Value Assessment (MCVA).

O. Reg. 402/22 requirements came into effect for the 2024 budget process. This regulation outlines four phases to the budget process. See Appendix A – Budget 2026 Timetable for timeline details.

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

B. OPERATING BUDGET

In general, the 2026 budget assumes the same level of program and service delivery as provided in 2025. Any exceptions to specific program areas are included in the commentary below as applicable.

(a) Resource Planning

- Resource Planning fee revenue increased in 2025 and therefore this draft of the budget increased revenue by \$125,000.

(b) Property Rental Program

- The Residential Property Rental Program is in the process of winding down. The budgeted 2026 revenue of \$86,000 accounts for a decrease of \$29,000 related to two residences no longer occupied.
- Cottage Lot Program revenue is projected to increase by 2% as compared to the 2025 budget.

(c) Outdoor Environmental Education

- Negotiations with school boards for 2025/26 contracts have been completed. The first draft of the budget assumes that 2025/26 school contracts will be extended for the 2026/27 school year. This draft does not include any community or day camp

program delivery. Decisions regarding the future format and scope of the Outdoor Environmental Education program will be incorporated into future budget drafts as applicable.

(d) Conservation Areas

- Conservation Area 2026 budgeted revenue of \$12,000,000, which is a \$600,000 increase from prior year budget as a result of increasing demand and expected fee increases.
- Operating expenses have been increased by approximately \$600,000.
- Starting in 2024, under the new regulations Conservation Area program and services expenses have been expanded to include 100% of the Director of Conservation Area Operations, Luther Marsh Wildlife Management Area related to visitor operations, and 100% of hazard tree management in the Conservation Areas. The funding for these three additional components is being funded with surplus from other Category 3 programs. These expenses have been increased by \$58,600 (from \$640,000 to \$698,600)
- The Conservation Areas budget excludes any allocation for corporate services overhead expenses.
- The revenue and cost assumptions will be revisited once actuals for the full 2025 season are available. Any adjustments to operating revenue or expenses will be impact the transfer to/from the Conservation Areas Reserve.

(e) Investment Income

- Investment income decreased \$250,000 due to interest rate decline on cash and investments with an offsetting decline in transfer to reserves of \$150,000 leaving an impact of a \$100,000 in net investment income to fund general operating expenditures.

(f) Section 39 Funding

- It is assumed that there will be no cutbacks in the provincial Section 39 grant for the period April 1, 2026 to March 31, 2027 and therefore the Section 39 grant amount is anticipated to remain at \$449,688.

(g) Municipal Apportionment Funding

- The 2026 Budget includes \$13,149,000 of funding for Category 1 Mandatory Programs and General Operating Expenses along with \$1,089,000 for Category 2 Programs for a total of \$14,238,000 which is a \$481,000 (or 3.5%) increase over the 2025 Apportionment of \$13,757,000.

(h) Surplus Assumption

- The draft budget assumes a \$100,000 surplus carry forward from 2025. If additional surplus is applicable, staff will recommend that it be incorporated in the final budget and primarily used for non-recurring expense demands (i.e. consulting, professional development, and other administrative costs).

(i) Transition Reserve (created in 2021)

- The purpose of the reserve is to fund expenditures related to the transitioning of the GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. As at December 31, 2024, the reserve balance is approximately \$2.4 million.

- The strategy for Budget 2026 draft #1 is to utilize the transition reserve to fund the Land Management Analyst position (\$100,000) and to fund the Outdoor Environmental Education program deficit (\$389,000).

(j) Compensation and Benefits and Staffing:

- The 2025 draft budget includes a 5% increase for compensation and benefits which allows for a general wage increase on January 1st, grid steps within wage scales, market adjustments, and benefit cost increases.
- The collective agreement expires December 31, 2025 and compensation is to be determined through the collective bargaining process.
- Two positions continue to be funded with reserves as outlined in the September 2025 report.

(k) Source Protection Program

- The province has identified that this program is considered a Category 1 mandatory program that is required to be delivered by Conservation Authorities. The GRCA has an agreement for the period April 1, 2024 to March 31, 2027 (3 years). The 2026 budget reflects spending requirements in accordance with the contract and is fully funded by the Ministry of the Environment, Conservation and Parks.

C. CAPITAL & MAJOR MAINTENANCE BUDGET

(a) Major Maintenance Spending Water Control Structures

- The budget is set at \$3,000,000. Any increases in spending required can be funded with the Water Control Structures reserve and/or the Land Sale Proceeds reserve. Government funding included in the 2026 budget relates to provincial Water and Erosion Control Infrastructure (WEI) funding which is subject to provincial approval of projects. Changes to this budget line will not impact the request for municipal funding. Any additional spending will be funded with WEI funding or reserves.

(b) Capital Spending Conservation Areas

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

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

- The category 1 budget is being reduced to \$250,000 compared to \$300,000 in prior year. The gauge reserve will be used to fund \$50,000 of total costs and the remaining costs will be funded with Category 1 Municipal Apportionment funding. The \$50,000 Water Quality and Monitoring Equipment budget has moved to Category 2 and will continue to be funded by the gauge reserve.

(d) Information Systems and Motor Pool

- Costs of \$255,000 for Information Systems and \$143,000 for Motor Pool represent the costs not funded through internal cost allocations to programs and services and are funded through the IS reserve and MP reserve respectively. See Appendix G 'P&S #16 - Supplemental Information – IS and MP' for detailed expense information.

D. SPECIAL PROJECTS

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

(b) This draft of the budget only includes items that are known or highly likely to be undertaken and a cost can be estimated. At present, the budget includes \$1,057,000 in special project spending. By the time the 2026 budget is finalized, special project spending, along with matching revenue, is expected to increase as projects are approved and carryover amounts are confirmed.

(c) The \$1,057,000 in special projects included in this draft budget are:

- \$800,000 Rural Water Quality Capital Grants
- \$45,000 Brant/Brantford Children's Water Festival
- \$7,000 Waterloo Wellington Children's Water Festival
- \$40,000 Mill Creek Rangers Project
- \$70,000 Species at Risk
- \$10,000 Upper Grand Restoration
- \$85,000 Blair Creek Subwatershed Monitoring

(d) New Guelph Lake Nature Centre Building
This project completed in 2025 and has been removed from the 2026 budget.

E. RESERVES

For 2026, reserves are budgeted to increase by \$154,400. Significant budgeted drawdowns to reserves include: \$850,000 for Water Control major maintenance projects, \$500,000 for Conservation Area capital projects, \$389,000 to fund the Environmental Education program deficit, \$270,000 to fund two staff positions, \$255,000 for Information Systems, and \$143,100 for Motor Pool. See Appendix E 'Summary of Reserves' for details of reserve movements budgeted for 2026. Interest income of \$1,919,000 is expected to be transferred into reserves. The use of reserves is integral to GRCA operations. The GRCA sets aside certain funds to reserves (i.e. Land Sale Proceeds, Hydro Revenue, Interest Earned on Reserves) in order to be able to draw upon these reserves at a later date in accordance with either legislative mandates and/or board-approved use. The Programs & Services Inventory expenditures includes \$66,500 in transfer of Hydro revenue to the capital reserve and \$50,000 to the Property Rental reserve to fund expected future infrastructure costs (Appendix B).

Reserves can be viewed as:

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

A detailed report on reserves will be presented at the November 28, 2025 meeting.

F. CATEGORY 2 – WATERSHED SERVICES

The programs and services included under watershed services are:

- Subwatershed Studies
- Conservation Services
- Water Quality
- Watershed Sciences and Collaborative Planning

See Appendix F 'Budget 2026 Category 2 - Watershed Services Program Breakdown'

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

G. MUNICIPAL APPORTIONMENT

Where municipal funding is applicable, namely, Category 1, 2, and General Operating Expenses, the methodology of apportionment used is Modified Current Value Assessment (MCVA) on the basis that there is a watershed benefit for all participating municipalities from the programs and services. See Appendix D 'Summary of Municipal Apportionment – Budget 2026' for details.

The methodology for calculating the MCVA and distributing apportionment is outlined in *O. Reg. 402/22 Section (7)*. Five-year agreements with participating municipalities for Category 2 programs and services outline that net costs be allocated same as Category 1, namely, the MCVA method.

H. OTHER MAJOR ASSUMPTIONS

- (a) Cottage Lot Rental Program revenue increased by 2.0%.
- (b) Total Insurance expense budgeted at 2025 actual cost plus 5%.
- (c) Administrative expense related to computer charge-out rates increased 10%
- (d) Other Operating expenses increased between 0% and 3% as applicable.
- (e) Motor Pool charge-out rates increased by \$200,000 corporately.

I. SIGNIFICANT OUTSTANDING BUDGET ITEMS

(a) Year 2025 Carry forward Adjustments

2025 Surplus carry forward - this draft of the 2026 Budget assumes a \$100,000 surplus carryover from year 2025. The actual "2025 Net Surplus" will be incorporated into the 2026 budget.

(b) 2025 Special Projects carry forward

Any active projects in year 2025 but not completed by December 31, 2025 will be carried forward and added to Budget 2026 based on funding eligibility and terms. Where projects are eligible for carry-forward, both the funding and the expense will be added to Budget 2026 and therefore these adjustments will have no impact on the breakeven net result.

(c) Water Control Structures Major Maintenance Expenditures

A final determination of the amount of spending to be added to the Budget 2026 (i.e. unspent amounts from 2025, new projects) will be made, including use of reserves for 2026 projects. Any decisions to increase spending will not impact the general municipal apportionment request but would be funded with reserves, WECI funding, and/or new funding sources, as applicable.

(d) Property Tax Expenses

Final property tax expense figures are to be incorporated into the final budget following completion of tax chargeback allocations. A preliminary analysis suggests that property taxes will be comparable to prior year. It is known that MPAC assessment figures are relying upon 2016 assessment valuations.

(e) Review of Actual 2025 Results

The final budget will incorporate any adjustments resulting from review of final actual 2025 results and carry forward of any capital projects not completed by year end. Any adjustments are expected to be funded through reserves and/or deferred revenue.

The following are attached:

- Appendix A: Budget 2026 Timetable
- Appendix B: Program and Services Inventory – Budget 2026
- Appendix C: Municipal Funding Breakdown – Budget 2026
- Appendix D: Summary of Municipal Apportionment – Budget 2026
- Appendix E: Budget 2026 Summary of Reserves
- Appendix F: Category 2 - Watershed Services Program breakdown – Budget 2026
- Appendix G: Statement of Operations & Detailed Programs and Services Statements

Financial Implications:

Budgeted spending for 2026 is \$39,358,488 (2025: \$39,963,465) before transfer of \$116,500 to reserves. This first draft of the budget includes a municipal apportionment increase of \$481,000 (or 3.5%).

The main budgetary challenges faced by the GRCA are:

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

Other Department Considerations:

None

Prepared by:

Kayleigh Keighan
Director of Finance

Approved by:

Samantha Lawson
Chief Administrative Officer

Karen Armstrong
Deputy CAO/Secretary-Treasurer

Budget 2026 Timetable

September 26, 2025:	Timelines and Preliminary Considerations
October 24, 2025:	Draft Budget #1 to General Meeting and Board approval of the draft budget for consultation purposes
November 2025:	Distribute Draft Budget #1 to Participating Municipalities and post it on the GRCA website in the Governance section
Nov & Dec 2025:	Consultation with Participating Municipalities as requested
December 12, 2025:	Board Motion to send 30 days' notice to Participating Municipalities of Municipal Apportionment Vote at January 23, 2026 General Meeting
December 19, 2025:	Send Notice to Participating Municipalities of Municipal Apportionment Vote and include apportionment amounts and most recent draft Budget
January 23, 2026:	Draft Budget #2 to General Meeting and Municipal Apportionment Vote – weighted majority and recorded. Once approved, distribute to Participating Municipalities.
February 27, 2026:	Final 2026 Budget Vote – weighted majority (as per by-law) and recorded. Once approved, distribute to Participating Municipalities, post on the GRCA website, and send to MNRF

PROGRAMS AND SERVICES INVENTORY

BUDGET 2026

		TOTAL EXPENDITURES (includes transfers to reserves)	MUNICIPAL APPORTIONMENT/ Cat 2-MOU FUNDING	MUNICIPAL- OTHER	SELF-GENERATED REVENUE	PROVINCIAL & FEDERAL GRANTS	Funding from RESERVES	Programs & Services SURPLUS allocation	TOTAL REVENUE (after P&S surplus allocation)	NET RESULT
Programs & Services Inventory										
CATEGORY 1	Watershed Management	975,700	913,200			37,500	25,000		975,700	-
	Flood Forecasting & Warning	1,373,600	1,184,262			164,338	25,000		1,373,600	-
	Water Control Structures	5,573,700	2,818,350			1,735,350	1,020,000		5,573,700	-
	Resource Planning	2,917,500	1,868,500		1,049,000				2,917,500	-
	Conservation Lands Management	3,110,200	2,835,200		75,000		200,000		3,110,200	-
	Source Protection Program	776,300	-			776,300			776,300	-
Total Category 1		14,727,000	9,619,512		1,124,000	2,713,488	1,270,000	-	14,727,000	-
				65%	0%	8%	18%	9%	0%	100%
General Operating	General Operating Expenses (note 5)		4,653,165	3,529,488		250,000		613,100	260,577	4,653,165
				76%	0%	5%	0%	13%	6%	100%
CATEGORY 2	CATEGORY 2 Watershed Services	2,167,200	1,089,000	945,000	-	83,200	50,000		2,167,200	-
				50%	44%	0%	4%	2%	0%	100%
CATEGORY 3	Burford Tree Nursery & Planting Services	1,013,600			741,200			272,400	1,013,600	-
	Conservation Services	133,400		15,000	70,000	-	9,000	39,400	133,400	-
	Outdoor Environmental Education	999,000			610,000		389,000	-	999,000	-
	Property Rentals	1,178,500			3,208,000	-	(2,029,500)	1,178,500	-	-
	Hydro Production	165,000			575,000		(410,000)	165,000	-	-
	Conservation Areas	13,198,600			12,071,000		500,000	627,600	13,198,600	-
Administrative Support (note 6)		1,239,523						1,239,523	1,239,523	-
Total Category 3		17,927,623	-	15,000	17,275,200	-	898,000	(260,577)	17,927,623	-
				0%	0%	96%	0%	5%	-1%	100%
TOTAL Programs & Services		39,474,988	14,238,000	960,000	18,649,200	2,796,688	2,831,100	-	39,474,988	-
				36%	2%	47%	7%	7%	0%	100%

NOTE 1, NOTE 4

NOTE 2

NOTE 3

COMMENTARY:

NOTE 1 Total Programs & Services expenditures (includes transfers to reserves) is funded 36% by the combined total of mandatory municipal apportionment and Category 2 MOA municipal funding.

NOTE 2 47% of total expenses is funded with self-generated revenue.

NOTE 3 Category 3 'Property Rentals' and 'Hydro Production' generate a surplus which is allocated to Category 3 programs and General Operating expenses to achieve breakeven results for each P&S.

NOTE 4 In 2025 Municipal funding totalled \$13,757,000. Therefore Municipal funding is increasing by \$465,000 (or 3.5%) to \$14,238,000 in 2026 compared to 2025.

NOTE 5 **General Operating Expenses** include administrative expenses related to Office of the CAO, communications, capital support, finance, payroll, human resources, health and safety, head office facility, and other administrative expenses that support the provision of programs and services.

NOTE 6 **Administrative Support** includes administrative expenses related to finance, communications, capital support and other administrative expenses that support category 3 programs and services.

Grand River Conservation Authority

MUNICIPAL FUNDING BREAKDOWN (note 1)

BUDGET 2026

	2025 Municipal Apportionment	2026 Municipal Apportionment
CATEGORY 1 - Mandatory	9,366,112	9,619,512
General Operating Expenses	3,338,888	3,529,488
CATEGORY 2 - Municipally Requested MOU's	1,052,000	1,089,000
	13,757,000	14,238,000
	<i>dollar Increase</i>	481,000
	<i>percentage Increase</i>	3.5%

Note 1

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

Grand River Conservation Authority
Summary of Municipal Apportionment - 2026 Budget

Draft - October 24 2025

	% CVA in Watershed	2025 CVA (Modified)	2025 CVA in Watershed	CVA-Based Apportionment	2026 Budget General Operating Expenses*	2026 Budget Category 1 Operating Expenses*	2026 Budget Category 2 Operating Expenses*	2026 Budget Total Apportionment	2025 Actual Total Apportionment	% Change
Brant County	82.9%	8,261,080,919	6,848,436,082	3.08%	108,854	296,679	33,586	439,119	417,037	5.3%
Brantford C	100.0%	16,496,208,031	16,496,208,031	7.43%	262,203	714,626	80,901	1,057,730	1,018,547	3.8%
Amaranth Twp	82.0%	891,570,825	731,088,077	0.33%	11,620	31,671	3,585	46,876	44,515	5.3%
East Garafraxa Twp	80.0%	693,656,670	554,925,336	0.25%	8,820	24,040	2,721	35,581	35,355	0.6%
Town of Grand Valley	100.0%	658,134,422	658,134,422	0.30%	10,461	28,511	3,228	42,200	40,333	4.6%
Melancthon Twp	56.0%	646,397,562	361,982,634	0.16%	5,754	15,681	1,775	23,210	22,543	3.0%
Southgate Twp	6.0%	1,317,227,449	79,033,647	0.04%	1,256	3,424	388	5,068	4,652	8.9%
Haldimand County	41.0%	7,920,129,193	3,247,252,969	1.46%	51,614	140,673	15,925	208,212	200,742	3.7%
Norfolk County	5.0%	10,103,660,718	505,183,036	0.23%	8,030	21,885	2,478	32,393	31,589	2.5%
Halton Region	10.7%	51,406,109,099	5,479,852,401	2.47%	87,101	237,391	26,874	351,366	339,779	3.4%
Hamilton City	26.8%	101,728,598,671	27,212,400,145	12.25%	432,534	1,178,859	133,456	1,744,849	1,689,795	3.3%
Oxford County	35.7%	4,804,815,775	1,716,115,455	0.77%	27,277	74,343	8,416	110,036	107,510	2.3%
North Perth T	2.0%	2,597,387,936	51,947,759	0.02%	826	2,250	255	3,331	3,231	3.1%
Perth East Twp	40.0%	2,177,655,169	871,062,068	0.39%	13,845	37,735	4,272	55,852	54,089	3.3%
Region of Waterloo	100.0%	112,135,908,861	112,135,908,861	50.50%	1,782,372	4,857,799	549,940	7,190,111	6,960,138	3.3%
Centre Wellington Twp	100.0%	6,061,622,649	6,061,622,649	2.73%	96,348	262,593	29,728	388,671	358,987	8.3%
Erin T	49.0%	2,764,894,614	1,354,798,361	0.61%	21,534	58,691	6,644	86,869	82,570	5.2%
Guelph C	100.0%	29,458,533,371	29,458,533,371	13.27%	468,236	1,276,163	144,471	1,888,870	1,837,395	2.8%
Guelph Eramosa Twp	100.0%	3,048,245,188	3,048,245,188	1.37%	48,451	132,052	14,949	195,452	191,176	2.2%
Mapleton Twp	95.0%	2,032,932,118	1,931,285,512	0.87%	30,697	83,665	9,471	123,833	117,152	5.7%
Wellington North Twp	51.0%	2,025,261,218	1,032,883,221	0.47%	16,417	44,745	5,065	66,227	60,669	9.2%
Puslinch Twp	75.0%	2,955,815,044	2,216,861,283	1.00%	35,236	96,036	10,872	142,144	139,196	2.1%
Total		370,185,845,501	222,053,760,508	100.00%	3,529,486	9,619,512	1,089,000	14,238,000	13,757,000	3.5%

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

Grand River Conservation Authority

BUDGET 2026 - SUMMARY of RESERVES

General Meeting - October 24, 2025

DETAILS OF "NET CHANGE" BUDGET 2026							
	BUDGET 2025	"NET CHANGE" INCREASE/(DECREASE) 2025 VS 2026	Transfer In (Interest)	Transfer In	Transfer Out	Description of Transfer	BUDGET 2026
Type A: GRCA Controlled							
Operating Reserves (designated)							
Property & Liability Insurance	301,417	11,000	11,000				312,417
Building & Mechanical Equipment	1,443,443	(96,000)	54,000			(150,000) OUT-Head Office Major Maintenance	1,347,443
Personnel	1,259,167	(18,000)	47,000			(65,000) OUT- Vacation Accrual, Wages	1,241,167
Transition	1,967,308	(423,000)	73,000			(496,000) OUT-\$100K Position, \$7K Water festival, \$389K Environmental Education	1,544,308
Forest Management	1,636,205	61,000	61,000				1,697,205
Information Systems and Technology	592,899	(233,000)	22,000	1,787,400		(2,042,400) IN-Chargebacks; OUT-Operating/Capital costs	359,899
Cottage Operations	1,371,831	51,000	51,000				1,422,831
Grand River Water Management Plan	128,589	5,000	5,000				133,589
Planning Enforcement	587,652	22,000	22,000				609,652
Property Rental	855,090	82,000	32,000	50,000		IN-Commercial Lease Revenue	937,090
Watershed Restoration	355,225	13,000	13,000				368,225
Master Plans	482,298	18,000	18,000				500,298
Water Management Operating	948,942	(135,000)	35,000			(170,000) OUT-Engineering Position	813,942
Motor Pool Equipment	1,051,460	(104,100)	39,000	1,600,000		(1,743,100) IN-Chargebacks;OUT-Operating/Capital costs	947,360
Motor Pool Insurance	103,821	4,000	4,000				107,821
Capital Reserves (designated)							
Water Control Structures	3,216,063	119,000	119,000				3,335,063
Cambridge Desilatation Pond	2,967	(2,000)	0			(2,000) OUT-Cambridge Desilatation Pond costs	967
Completion of Capital Projects	162,000	6,000	6,000				168,000
Conservation Areas Capital/Stabilization	8,111,029	(199,000)	301,000			(500,000) OUT-Cons Area Capital costs	7,912,029
Gauges	890,910	(67,000)	33,000			(100,000) OUT-Gauge costs	823,910
Capital Reserves (undesignated)							
General Capital	1,725,571	130,500	64,000	66,500		IN-Hydro Generation Revenue	1,856,071
Total Type A: GRCA Controlled	27,193,887	(754,600)	1,010,000	3,503,900	(5,268,500)		26,439,287
Type B: Reserves with Outside Control/Interest							
With MNRF Interest (Capital Reserves)							
Gravel	288,315	11,000	11,000				299,315
Land Sale Proceeds	23,708,711	(70,000)	880,000			-950,000 OUT-\$100K Demolition costs, \$850K Water Control Structure Projects	23,638,711
With School Board Interest (Operating Reserves)							
Apps' Mill Nature Centre	82,501	3,000	3,000				85,501
Laurel Creek Nature Centre	126,762	5,000	5,000				131,762
Guelph Lake Nature Centre	153,181	6,000	6,000				159,181
Taquanyah Nature Centre	25,102	1,000	1,000				26,102
Shade's Mills Nature Centre	87,014	3,000	3,000				90,014
Total Type B: Outside Control/Interest	24,471,586	909,000	909,000	0	0		25,380,586
TOTAL	\$51,665,473	154,400	\$1,919,000	\$3,503,900	(\$5,268,500)		\$51,819,873

Grand River Conservation Authority

CATEGORY 2 - WATERSHED SERVICES PROGRAM BREAKDOWN

BUDGET 2026

Programs & Services	Cost	Offsetting Funding	NET COST	Description of Offsetting Funding
Sub-watershed Services	\$ 318,000	\$ (135,000)	\$ 183,000	Municipal Funding
Conservation Services	\$ 1,561,200	\$ (893,200)	\$ 668,000	Municipal & Federal Funding
Water Quality	\$ 288,000	\$ (50,000)	\$ 238,000	Reserves
Watershed Sciences & Collaborative Planning *				
	TOTAL \$ 2,167,200	\$ (1,078,200)	\$ 1,089,000	

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

GRAND RIVER CONSERVATION AUTHORITY
STATEMENT OF OPERATIONS
BUDGET 2026

APPENDIX G

	New Regulations Category	P&S Ref #	Budget 2025	Budget 2026
REVENUE				
Municipal				
Municipal Apportionment	Category 1	various	12,705,000	13,149,000
Memorandums of Understanding Apportionment	Category 2	various	1,052,000	1,089,000
Other	Category 1	various	-	-
Other	Category 2 & 3	various	946,000	960,000
Total Municipal			14,703,000	15,198,000
Government Grants				
MNRF Transfer Payments	Category 1	various	449,688	449,688
Source Protection Program-Provincial	Category 1	various	780,000	776,300
Other Provincial	Category 1	various	1,487,500	1,487,500
Other Provincial	Category 2	8	220,000	-
Other Provincial	Category 3	10	40,000	-
Federal	Category 1 & 2	various	208,000	83,200
Total Government Grants			3,185,188	2,796,688
Self Generated				
User Fees and Sales				
<i>Resource Planning</i>	Category 1	4	924,000	1,049,000
<i>Burford Operations & Planting Services</i>	Category 3	9	705,000	741,200
<i>Conservation Lands Income</i>	Category 3	14	71,000	71,000
<i>Timber Revenue</i>	Category 1	5	15,000	65,000
<i>Conservation Areas User Fees</i>	Category 3	14	11,400,000	12,000,000
<i>Environmental Education</i>	Category 3	11	600,000	610,000
Property Rentals	Category 3	12	3,150,000	3,208,000
Hydro Generation	Category 3	13	475,000	575,000
Land Sales	Category 1	5	-	-
Grand River Conservation Foundation	Category 1,2,3	various	197,000	80,000
Donations	Category 1,2,3	various	15,000	0
Investment Income	General Operating	7	2,300,000	2,050,000
Miscellaneous Income	various		-	-
Total Self-Generated Revenue			19,852,000	20,449,200
TOTAL REVENUE			37,740,188	38,443,888

**GRAND RIVER CONSERVATION AUTHORITY
STATEMENT OF OPERATIONS
BUDGET 2026**

APPENDIX G

	New Regulations Category	P&S Ref #	Budget 2025	Budget 2026
EXPENSES				
OPERATING				
Watershed Management	Category 1	1	864,100	915,700
Flood Forecasting and Warning	Category 1	2	1,116,000	1,183,600
Water Control Structures	Category 1	3	2,490,700	2,573,700
Resource Planning	Category 1	4	2,747,600	2,917,500
Conservation Lands Management	Category 1	5	3,020,900	3,110,200
Source Protection Program	Category 1	6	780,000	776,300
General Operating Expenses	General Operating	7	4,314,465	4,255,065
Watershed Services	Category 2	8	1,102,000	1,202,200
Burford Operations & Planting Services	Category 3	9	977,400	1,013,600
Conservation Services	Category 3	10	86,200	41,400
Environmental Education	Category 3	11	953,000	999,000
Property Rentals	Category 3	12	1,109,700	1,128,500
Hydro Production	Category 3	13	95,500	98,500
Conservation Areas	Category 3	14	10,540,000	11,198,600
Administrative Support	Category 3	15	1,293,900	1,239,523
Total Operating Expenses			31,491,465	32,653,388
MAJOR MAINTEANCE & EQUIPMENT				
Watershed Management	Category 1	1	110,000	60,000
Flood Forecasting and Warning	Category 1	2	190,000	190,000
Water Control Structures	Category 1	3	3,000,000	3,000,000
Conservation Areas	Category 3	13	2,000,000	2,000,000
Information Systems	General Operating	16	429,000	255,000
Motor Pool	General Operating	16	324,000	143,100
Total Major Maintenance & Equipment Expenses			6,053,000	5,648,100
SPECIAL PROJECTS				
Flood Forecasting and Warning	Category 1	2	250,000	-
Conservation Lands	Category 1	5	100,000	-
Watershed Services	Category 2	8	1,324,000	965,000
Conservation Services	Category 3	10	95,000	92,000
Environmental Education	Category 3	11	650,000	-
Total Special Projects Expenses			2,419,000	1,057,000
Total EXPENSES			39,963,465	39,358,488
Gross Surplus/(Defecit)			(2,223,277)	(914,600)
Prior Year Surplus Carryforward			498,777	100,000
Total Funding FROM Reserves (Funding)			6,773,000	6,218,500
Total Funding TO Reserves			(5,048,500)	(5,403,900)
Net Funding FROM/(TO) Reserves			1,724,500	814,600
NET SURPLUS			-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #1 - Watershed Management
BUDGET 2026

Budget 2025	Budget 2026	Budget Change
----------------	----------------	------------------

INCR/(DECR)

Expenditures and Funding to Reserves

Compensation and Benefits	714,000	750,000	36,000
Administration Expenses	111,000	126,600	15,600
Other Operating Expenses	39,100	39,100	-
Total OPERATING Expenditures	864,100	915,700	51,600
Instrumentation	60,000	60,000	-
Water Quality Monitoring Equipment	50,000	-	(50,000)
Total CAPITAL Expenditures	110,000	60,000	(50,000)
TOTAL EXPENDITURES AND FUNDING TO RESERVES	974,100	975,700	1,600

Funding	(INCR)/DECR		
Municipal			
Municipal Apportionment (levy)	861,600	913,200	(51,600)
Government Grants			
Other Provincial	37,500	37,500	-
Funding From Reserves			
Gauges	75,000	25,000	50,000
TOTAL FUNDING	974,100	975,700	(1,600)
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #2 - Flood Forecasting and Warning
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	737,000	774,000	37,000
Administration Expenses	256,000	286,600	30,600
Other Operating Expenses	123,000	123,000	-
Total OPERATING Expenditures	1,116,000	1,183,600	67,600
Hardware	88,000	88,000	-
Stream Gauges	102,000	102,000	-
Total CAPITAL Expenditures	190,000	190,000	-
Floodplain Mapping Projects	250,000	-	(250,000)
Total SPECIAL PROJECT Expenditures	250,000	-	(250,000)
Total FUNDING to RESERVES			
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,556,000	1,373,600	(182,400)
(INCR)DECR			
<u>Funding</u>			
Municipal			
Municipal Apportionment (levy)	1,116,662	1,184,262	(67,600)
Government Grants			
MNRF Transfer Payments	164,338	164,338	-
Funding From Reserves			
Floodplain Mapping Projects & Gauges	275,000	25,000	250,000
TOTAL REVENUE	1,556,000	1,373,600	182,400
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #3 - Water Control Structures
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	1,770,000	1,859,000	89,000
Administration Expenses	49,200	49,200	-
Insurance	151,000	145,000	(6,000)
Property Taxes	175,700	175,700	-
Other Operating Expenses	344,800	344,800	-
Total OPERATING Expenditures	2,490,700	2,573,700	83,000
Total CAPITAL Expenditures	3,000,000	3,000,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	5,490,700	5,573,700	83,000
(INCR)/DECR			
<u>Funding</u>			
Municipal			
Municipal Apportionment (levy)	2,785,350	2,818,350	(33,000)
Government Grants			
MNRF Transfer Payments	285,350	285,350	-
Provincial	1,450,000	1,450,000	-
Federal	-	-	-
Funding From Reserves			
Water Control Structures/Water Mgmt Operating/Land Sale	970,000	1,020,000	(50,000)
TOTAL REVENUE AND FUNDING FROM RESERVES	5,490,700	5,573,700	(83,000)
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #4 - Resource Planning
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	2,435,000	2,457,000	22,000
Administration Expenses	257,900	305,800	47,900
Other Operating Expenses	54,700	154,700	100,000
Total OPERATING Expenditures	2,747,600	2,917,500	169,900
TOTAL EXPENDITURES AND FUNDING TO RESERVES	2,747,600	2,917,500	169,900
<u>Funding</u> (INCR)/DECR			
Municipal			
Municipal Apportionment (levy)	1,823,600	1,868,500	(44,900)
Self Generated			
Solicitor Enquiry Fees	70,000	70,000	-
Permit Fees	410,000	460,000	(50,000)
Plan Review Fees	444,000	519,000	(75,000)
TOTAL REVENUE	2,747,600	2,917,500	(169,900)
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #5 - Conservation Lands Management
BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	1,921,000	2,017,000	96,000
Administration Expenses	168,100	177,400	9,300
Insurance	65,000	66,000	1,000
Property Taxes	314,200	314,200	-
Other Operating Expenses	552,600	535,600	(17,000)
Total OPERATING Expenditures	3,020,900	3,110,200	89,300
Total CAPITAL Expenditures			
Land Purchases/Land Sale Expenses	-	-	-
Ecological Restoration	100,000	-	(100,000)
Total SPECIAL PROJECT Expenditures	100,000	0	(100,000)
Forestry	-	-	-
Land Sale Proceeds	-	-	-
Total FUNDING to RESERVES	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	3,120,900	3,110,200	(10,700)
(INCR)/DECR			
Funding			
Municipal			
Municipal Apportionment (levy)	2,778,900	2,835,200	(56,300)
Municipal Other	-	-	-
Government Grants			
Provincial	-	-	-
Federal	-	-	-
Self Generated			
Forest Management	15,000	65,000	(50,000)
Land Sale Proceeds	-	-	-
Donations - Foundation	127,000	10,000	117,000
Donations - Other	-	-	-
Funding From Reserves			
Land Reserve (Demolitions/Land Sale Expenses)	100,000	100,000	-
Transition Reserve (Staffing)	100,000	100,000	-
TOTAL REVENUE	3,120,900	3,110,200	10,700
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #6 - Source Protection Program
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures</u>			
Compensation and Benefits	625,000	613,000	(12,000)
Administration Expenses	45,000	53,300	8,300
Other Operating Expenses	50,000	50,000	-
Water Budget - Technical Studies	60,000	60,000	-
TOTAL EXPENDITURES	780,000	776,300	(3,700)
<u>Funding</u> (INCR)/DECR			
Government Grants			
Provincial	780,000	776,300	3,700
TOTAL FUNDING	780,000	776,300	3,700
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #7 General Operating Expense
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	2,490,000	2,615,000	125,000
Administration Expenses	478,000	483,300	5,300
Insurance	298,000	268,300	(29,700)
Other Operating Expenses	1,118,465	958,465	(160,000)
LESS: Recovery of Corporate Services Expenses	(70,000)	(70,000)	-
Total OPERATING Expenditures	4,314,465	4,255,065	(59,400)
Interest Income	2,050,000	1,900,000	(150,000)
Stabilization Reserve-Category 1	-	-	-
Personnel Reserve	-	-	-
Building Reserve	-	-	-
Total FUNDING to RESERVES	2,050,000	1,900,000	(150,000)
TOTAL EXPENDITURES AND FUNDING TO RESERVES	6,364,465	6,155,065	(209,400)
<u>Funding</u> (INCR)/DECR			
Municipal			
Municipal Apportionment (levy)	3,338,888	3,529,488	(190,600)
Self Generated			
Investment Income	2,300,000	2,050,000	250,000
Miscellaneous	-	-	-
Funding From Reserves			
Personnel	65,000	65,000	-
Building	-	150,000	(150,000)
TOTAL REVENUE	5,703,888	5,794,488	(90,600)
Net Surplus/(Deficit)	(660,577)	(360,577)	(300,000)

GRAND RIVER CONSERVATION AUTHORITY
P&S #8 - Watershed Services - CAT 2
BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	850,000	887,000	37,000
Administration Expenses	118,000	131,200	13,200
Other Operating Expenses	134,000	184,000	50,000
Total OPERATING Expenditures	1,102,000	1,202,200	100,200
RWQP Grants	800,000	800,000	-
Upper Grand Restoration	10,000	10,000	10,000
Waste Water Optimization Project	130,000	-	(130,000)
Species at Risk	70,000	70,000	-
Fresh Water Ecosystem Project	138,000	-	(138,000)
Water Management Plan (WQ)	90,000	-	(90,000)
Upper Blair Subwatershed Study	96,000	85,000	(11,000)
Total SPECIAL PROJECT Expenditures	1,324,000	965,000	(359,000)
Stabilization Reserve-Category 2	-	-	-
Total FUNDING to RESERVES	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	2,426,000	2,167,200	(258,800)
(INCR)/DECR			
<u>Funding</u>			
Municipal			
Memorandums of Understanding Apportionment	1,052,000	1,089,000	(37,000)
Municipal Other	946,000	945,000	1,000
Government Grants			
Other Provincial	220,000	-	220,000
Federal	208,000	83,200	124,800
Funding From Reserves			
Gauge Reserve	-	50,000	(50,000)
TOTAL REVENUE	2,426,000	2,167,200	258,800
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #9 Burford Tree Nursery & Planting Services
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	306,000	321,000	15,000
Administration Expenses	15,400	16,600	1,200
Other Operating Expenses	656,000	676,000	20,000
Total OPERATING Expenditures	977,400	1,013,600	36,200
TOTAL EXPENDITURES AND FUNDING TO RESERVES	977,400	1,013,600	36,200
<u>Funding</u> (INCR)/DECR			
Government Grants			
Federal	-	-	-
Self Generated			
Burford Nursery	475,000	475,000	-
Landowner Contributions (Tree Planting)	230,000	266,200	(36,200)
Donations - Foundation			-
TOTAL REVENUE	705,000	741,200	(36,200)
Net Surplus/(Deficit)	(272,400)	(272,400)	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #10 - Conservation Services
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	28,000	12,200	(15,800)
Administration Expenses	36,200	26,200	(10,000)
Other Operating Expenses	22,000	3,000	(19,000)
Total OPERATING Expenditures	86,200	41,400	(44,800)
Mill Creek Rangers Program	40,000	40,000	-
Species at Risk	-	-	-
Waterloo Wellington Children's Water Festival	-	7,000	7,000
Brant/Brantford Water Festival	45,000	45,000	-
Water Management Plan	10,000	-	(10,000)
Total SPECIAL PROJECT Expenditures	95,000	92,000	(3,000)
TOTAL EXPENDITURES AND FUNDING TO RESERVES	181,200	133,400	(47,800)
<u>Funding</u> (INCR)/DECR			
Municipal			
Municipal-Other	-	15,000	(15,000)
Government Grants			
Other Provincial	40,000	-	40,000
Self Generated			
Donations - Foundation	70,000	70,000	-
Donations - Other	15,000	-	15,000
Funding from Reserves			
Cambridge Desiltation	-	2,000	(2,000)
Transition Reserve	-	7,000	(7,000)
TOTAL REVENUE	125,000	94,000	31,000
Net Surplus/(Deficit)	(56,200)	(39,400)	(16,800)

GRAND RIVER CONSERVATION AUTHORITY
P&S #11 - Outdoor Environmental Education
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation & Benefits	672,000	706,000	34,000
Administration Expenses	68,000	74,000	6,000
Other Operating Expenses	213,000	219,000	6,000
Total OPERATING Expenditures	953,000	999,000	46,000
Guelph Lake Nature Centre	650,000	-	(650,000)
Total SPECIAL PROJECT Expenditures	650,000	-	(650,000)
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,603,000	999,000	(604,000)
<u>Funding</u> (INCR)/DECR			
Self Generated			
Donations - Foundation	-	-	-
Nature Centre Revenue - Schools	600,000	610,000	(10,000)
Nature Centre Revenue - Community	-	-	-
Funding from Reserves			
Transition Reserve	353,000	389,000	(36,000)
Land Sale Proceeds Reserve (GLNC)	650,000	-	650,000
TOTAL REVENUE	1,603,000	999,000	604,000
Net Surplus/(Deficit)	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
P&S #12 - Property Rentals
 BUDGET 2026

Budget 2025	Budget 2026	Budget Change
----------------	----------------	------------------

INCR/(DECR)

Expenditures and Funding to Reserves

Compensation and Benefits	473,000	497,000	24,000
Administration Expenses	35,000	36,800	1,800
Other Operating Expenses	601,700	594,700	(7,000)
Total OPERATING Expenditures	1,109,700	1,128,500	18,800
Property Rentals	-	50,000	50,000
Total FUNDING to RESERVES	-	50,000	50,000
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,109,700	1,178,500	68,800

Funding (INCR)/DECR

Self Generated

Belwood	1,087,000	1,110,000	(23,000)
Conestogo	1,302,000	1,329,000	(27,000)
Agricultural	270,000	280,000	(10,000)
Residential	115,000	86,000	29,000
Miscellaneous	376,000	403,000	(27,000)

Funding FROM Reserves

Cottage Lot Program	-	-	-
TOTAL REVENUE	3,150,000	3,208,000	(58,000)
Net Surplus/(Deficit)	2,040,300	2,029,500	10,800

GRAND RIVER CONSERVATION AUTHORITY
P&S #13 - Hydro Production
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	70,000	73,000	3,000
Other Operating Expenses	25,500	25,500	-
Total OPERATING Expenditures	95,500	98,500	3,000
General Capital	66,500	66,500	-
Total FUNDING to RESERVES	66,500	66,500	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	162,000	165,000	3,000
(INCR)/DECR			
<u>Revenue</u>			
Self Generated			
Hydro Production-Belwood	315,000	315,000	-
Hydro Production-Conestogo	105,000	205,000	(100,000)
Hydro Production-Guelph	40,000	40,000	-
Hydro Production-Elora	15,000	15,000	-
TOTAL REVENUE	475,000	575,000	(100,000)
Net Surplus/(Deficit)	313,000	410,000	(97,000)

GRAND RIVER CONSERVATION AUTHORITY
P&S #14 - Conservation Areas
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	6,117,000	6,423,000	306,000
Administration Expenses	253,000	303,800	50,800
Property Tax	65,000	65,000	-
Other Operating Expenses	4,105,000	4,406,800	301,800
Total OPERATING Expenditures	10,540,000	11,198,600	658,600
Total CAPITAL Expenditures	2,000,000	2,000,000	-
Conservation Area Reserve	-	-	-
Total FUNDING to RESERVES	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	12,540,000	13,198,600	658,600
<u>Funding</u> (INCR)/DECR			
Government Grants			
Federal	-	-	-
Self Generated			
Brant	1,300,000	1,370,000	(70,000)
Byng Island	1,050,000	1,110,000	(60,000)
Belwood Lake	375,000	375,000	-
Conestogo Lake	600,000	600,000	-
Elora Gorge	2,400,000	2,650,000	(250,000)
Elora Quarry	350,000	450,000	(100,000)
Guelph Lake	1,650,000	1,750,000	(100,000)
Laurel Creek	700,000	700,000	-
Pinehurst Lake	975,000	975,000	-
Rockwood	1,475,000	1,475,000	-
Shade's Mills	525,000	545,000	(20,000)
Total Fee Revenue	11,400,000	12,000,000	(600,000)
Donations-Foundation	-	-	-
Donations - Other	-	-	-
Miscellaneous Income (Luther)	71,000	71,000	-
<u>Funding From Reserves</u>			
Gravel	-	-	-
Conservation Areas - Capital Projects	500,000	500,000	-
TOTAL REVENUE	11,971,000	12,571,000	(600,000)
Net Surplus/(Deficit)	(569,000)	(627,600)	58,600

GRAND RIVER CONSERVATION AUTHORITY
P&S #15 - Administrative Support - CATEGORY 3
 BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
<u>Expenditures and Funding to Reserves</u>			
Compensation and Benefits	706,000	691,000	(15,000)
Administration Expenses	139,400	145,800	6,400
Insurance	208,500	190,000	(18,500)
Other Operating Expenses	240,000	212,723	(27,277)
LESS: Recovery of Corporate Services Expenses			-
Total OPERATING Expenditures	1,293,900	1,239,523	(54,377)
Stabilization Reserve-Category 3	-	-	-
Total FUNDING to RESERVES	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,293,900	1,239,523	(54,377)
<u>Funding</u>			
Self Generated			
Miscellaneous	-	-	-
TOTAL REVENUE	-	-	-
Net Surplus/(Deficit)	(1,293,900)	(1,239,523)	(54,377)

GRAND RIVER CONSERVATION AUTHORITY
Supplementary Information - Information Systems and Motor Pool
BUDGET 2026

	Budget 2025	Budget 2026	Budget Change
INCR/(DECR)			
Expenditures			
Information Management			
Compensation and Benefits	1,394,000	1,464,000	70,000
Administrative Expenses	25,500	36,900	11,400
Software and Hardware Maintenance	187,500	187,500	-
Supplies and Services	54,000	54,000	-
Total OPERATING Expenditures	1,661,000	1,742,400	81,400
Capital Expenses	300,000	300,000	-
LESS Internal Charges	(1,532,000)	(1,787,400)	(255,400)
NET Unallocated Expenses	429,000	255,000	(174,000)
Motor Pool			
Compensation and Benefits	330,000	346,000	16,000
Administrative Expenses	26,000	27,600	1,600
Insurance	63,000	64,500	1,500
Motor Pool Building and Grounds Maintenance	10,000	10,000	-
Equipment, Repairs and Supplies	336,000	336,000	-
Fuel	284,000	284,000	-
Total OPERATING Expenditures	1,049,000	1,068,100	19,100
Capital Expenses	675,000	675,000	-
LESS Internal Charges	(1,400,000)	(1,600,000)	(200,000)
NET Unallocated Expenses	324,000	143,100	(180,900)
TOTAL EXPENDITURES	753,000	398,100	(354,900)
Funding			
TOTAL REVENUE	-	-	-
Gross Surplus (Deficit)	(753,000)	(398,100)	354,900
Funding From Reserves	3,685,000	3,785,500	(100,500)
Funding to Reserves	(2,932,000)	(3,387,400)	(455,400)
Net Surplus/(Deficit)	-	-	-

From: AMO Communications <communicate@amo.on.ca>
Sent: Friday, December 5, 2025 2:34 PM
To: Denise Holmes
Subject: Help us advocate for strong OMERS governance



We Need Your Voice on OMERS Governance Changes & Bill 68

Tools to help you spread the word with a template letter to send to representatives.

Denise,

Following a successful webinar last week, here are some resources to make it easy for you to help AMO in advocating for a fair and transparent approach to the provincial government's proposed changes to OMERS governance under Bill 68.

How you can help:

- **Send a letter and Council resolution template** - [This toolkit](#) contains an overview of what's happening, Q&As, a draft motion and a **done-for-you template letter** to personalize and send to your local representatives.
- **Share the Fact Sheet** - this [Bill 68 Fact Sheet](#) offers a brief overview can be shared with colleagues to raise awareness about the proposed changes and their potential impact.
- **Stay informed** - [Slides](#) from last week's webinar recap what was covered in the information session.

[Get the Template Letter](#)

Together, we can help protect the integrity, independence, and long-term stability of OMERS.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

To unsubscribe, please [Opt Out](#)

155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA

OMERS Governance Changes & Bill 68 Municipal Resource Toolkit

Contents

Questions and Answers.....	2
Template Letter	3
Template Resolution	4

What Happened?

The province passed legislation through Bill 68 that would allow the Minister of Municipal Affairs & Housing to dissolve the OMERS Sponsors Corporation and replace it with a Sponsors Council that lacks corporate status, independent resources, and fiduciary protections.

The legislation is based on observations made in a Special Advisor's report ("Poirier Report") on OMERS governance that the Sponsors Corporation decision-making is ineffective and disconnected from the needs of members, employers, and sponsors. AMO did not express these views to the Special Advisor. In fact, AMO cautioned that major change isn't needed and risks eroding confidence in the plan.

Why This Matters

The current OMERS governance model of two corporate boards with distinct responsibilities works because it balances independence, accountability, and fairness across the many different employers and employees.

- The dissolution of the Sponsors Corporation would shift the governance model from long-term stewardship to an interest-based bargaining table.
- The changes weaken sponsor and municipal employer oversight by shifting power with respect to appointments and resources to the plan administrator.
- The changes provide significant authority to the Minister to prescribe rules and regulations related to Sponsors Council business, which risk interference in the plan design and potential new costs without the say of sponsors, employers, or employees.

This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts. Other recent examples include: banning municipal speed cameras and reducing local representation on Conservation Authority boards.

What AMO is Asking For

AMO believes that the current OMERS structure with two corporate boards is the model that would best deliver on the long-term sustainability of the plan. AMO is ready to work with the Minister of Municipal Affairs and Housing on a path forward that protects the independence and long-term stability of OMERS. We're sending the message: "Work with us, not in place of us."

If the government dissolves the Sponsors Corporation, AMO is asking the government to:

1. Restore sponsor control over appointments to the Sponsors Council and Administration Corporation, removing vetoes or restrictions to appointees and restoring responsibility for the appointment of the Independent Board Chair;
2. Guarantee independence and appropriate resources for the Sponsors Council to fulfill its responsibilities through full sponsor control over the Council's by-laws and budget;
3. Limit ministerial regulation-making powers over Sponsors Council affairs, recognizing that decisions on contributions, benefits or appointments belong to the employers and employees who pay into it.

Questions and Answers

What is the core issue with the province's proposed governance changes to OMERS?

Dissolving the Sponsors Corporation and giving the Minister authority in plan design violates the “pay for say” principle: municipal governments will pay the contributions bill and absorb plan risks without a full say on sustainability and affordability.

Why is removing the Sponsors Corporation a problem?

The current Sponsors Corporation reconciles employer and employee interests through a corporate body, with expert advice and a mandate to protect long-term sustainability. This model shields sponsors from lobbying, pressure campaigns, and short-term decisions.

How does the proposed Sponsors Council enable interest-based bargaining?

The Poirier Report expressly contemplates employer and employee sponsor caucusing, thus bargaining among factions. Further, without the corporate structure, the new Sponsors Council would be an entity of at least 14 organizations with different priorities, different advisors, and disparate resources. This creates the conditions for horse-trading between sponsors or short-term wins for one sponsor at the expense of others.

Will this really cost municipalities money? What's the worst-case?

It could, and that unpredictability is the concern. Sponsors own the risk of the pension plan; only employers and employees pay contributions to the plan and bear the risk if there is not enough money in the plan to pay out the benefits. The current governance model provides cost predictability; removing the Sponsors Corporation risks the opposite.

Will the new model affect workers' retirement security?

Only employers and employees bear the risk if there is not enough money in the plan to pay out the benefits. Without strong sponsor oversight, decisions could be made that undermine long-term stability. The goal is to ensure the new model protects pensions not put them at risk.

What is the concern about a veto over appointments?

A potential veto in the hands of the administrator (Administration Corporation) would give them the power to block sponsor appointments. Sponsors must have exclusive authority to determine who is appointed to invest the plan funds and pay pensions.

Are you saying the province is trying to interfere politically?

We're saying the structure must make interference impossible regardless of which government is in power. A good governance model protects pensions from political winds of any kind.

Template Letter

[Date]

The Honourable Rob Flack
Minister of Municipal Affairs and Housing
College Park, 17th Floor
777 Bay Street
Toronto, ON M7A 2J3

The Honourable Peter Bethlenfalvy
Minister of Finance
Frost Building South
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Ministers Flack and Bethlenfalvy,

As an employer within the Ontario Municipal Employees Retirement System (OMERS) pension plan, I am writing to express [Municipality]'s concern with the legislative changes contained in Bill 68.

We share the province's commitment to ensuring OMERS remains strong, sustainable, and responsive to the needs of employers and employees alike. However, Bill 68 risks weakening the very principles that have made the OMERS model stable and accountable for more than two decades.

The changes in Bill 68 would dissolve the independent Sponsors Corporation and replace it with a new "Sponsors Council" that lacks corporate status, independent resources, and fiduciary protections. In practice, this would allow pension decisions to be made without meaningful municipal oversight, increasing financial exposure for local governments and, ultimately, local taxpayers.

At a time when municipalities are already stretched thin by rising costs, downloaded responsibilities, and growing service demands, we cannot afford new, unfunded pension liabilities or diminished accountability. Ontarians expect their local governments to protect public dollars; we need pension governance structures to do the same.

We believe that current structure of OMERS, with two corporate Boards is the model that would best deliver on the long-term sustainability of the pension plan. This model works because it balances independence, accountability, and fairness between employers and employees.

We urge your ministries to work with the Association of Municipalities of Ontario (AMO) and all OMERS sponsors to chart a path forward on regulations, by-laws, and any further legislative changes. Municipalities stand ready to work collaboratively with the province to strengthen governance, enhance transparency, and protect the long-term interests of both workers and communities.

Sincerely,
[Head of Council's Name]
[Position], [Municipality Name]

Template Resolution

WHEREAS the Ontario Municipal Employees Retirement System (OMERS) Pension Fund serves over 1,000 employers and over half a million employees and retirees from diverse groups including: municipal governments, school boards, libraries, police and fire departments, children's aid societies, and electricity distribution companies; and

WHEREAS the long-standing jointly-sponsored governance model with two corporate boards has provided stability, accountability, and fairness for both plan members and employers for more than two decades; and

WHEREAS the Government of Ontario has passed legislative changes to OMERS' governance structure through Bill 68; and

WHEREAS these changes would replace the current OMERS Sponsors Corporation with a new Sponsors Council that would lose its corporate status and independent resources; and

WHEREAS the proposed model could allow pension decisions affecting municipal employers and employees to be made without meaningful municipal oversight, increasing financial risk for municipalities and local taxpayers; and

WHEREAS municipalities are already under significant fiscal strain and cannot absorb additional pension costs without consequences for property taxes or local services;

THEREFORE BE IT RESOLVED THAT [Municipality Name] does not support the legislative changes to the *OMERS Act* contained in Bill 68 and requests that the Government of Ontario reconsider the advisability of proceeding with these changes;

FURTHER BE IT RESOLVED THAT the [Municipality Name] Council supports the Association of Municipalities of Ontario (AMO) in calling on the Government of Ontario to:

1. Ensure Sponsors retain full control without restrictions over their appointments to the new Sponsors Council and Administration Corporation;
2. Guarantee the Sponsors Council's independence from the plan administrator and access to resources needed to perform its duties; and
3. Limit the Minister's regulation-making authority over plan design and the Sponsors Council's internal affairs.

BE IT FURTHER RESOLVED THAT this resolution be circulated to:

- The Honourable Rob Flack, Minister of Housing and Municipal Affairs;
- The Honourable Peter Bethlenfalvy, Minister of Finance;
- [Local MPPs Names]; and
- The Association of Municipalities of Ontario (AMO).

Major changes coming to OMERS Pension Plan governance

What municipal employers should know

The Ontario government has tabled legislation that, if passed, would significantly change how OMERS makes decisions about contribution rates, benefits and plan design. These changes would have real, long-term consequences for municipal employer budgets.

What's changing

The legislation proposes a number of changes to the way OMERS operates. Key for municipal employers is:

- Replacing the existing Sponsors Corporation with a Sponsors Council. The Council would take on responsibility for making decisions around plan design, benefits and contribution rates.
- Ending Sponsor access to shared resources through the Sponsors Corporation, and empowering the Administration Corporation to determine which resources the new Sponsors Council can access.
- Providing the Minister of Municipal Affairs and Housing with broad regulation-making authority, and putting some restrictions on who Sponsors can appoint to the Sponsors Council and Administration Corporation Board.

AMO is concerned about long-term municipal consequences

New Sponsors Council

Unlike the existing Sponsors Corporation, the new Council has no duty to act in the best interest of the OMERS plan. With no accountability to the plan, individual sponsor interests could make it difficult for Sponsors Council members to agree on decisions around plan design, contribution rates and benefits. This creates a model that more closely resembles a bargaining table.

Sponsors Council resources

The new Sponsors Council will need its own experts and funding in order to play its critical role in plan design and overseeing the Administration Corporation. Without independent resources, the Sponsors Council could be forced to rely solely on advice from the Administration Corporation (the same body it's meant to oversee).

Ministerial regulation-making authority and appointment restrictions for the Sponsors Council and Administration Corporation

Pension plans must be protected from politics and interference. Both of these proposed changes dilute the authority of the employer and employee sponsors who are responsible for the plan. The Ontario *Pension Benefits Act* outlines that it is a fundamental right of sponsors of a jointly sponsored plan to determine the plan design and appoint the board members of the plan's administrator. These changes weaken the plan's independence and risk giving too much influence to the administrator or future governments.

Employers, employees and taxpayers all have an interest in the long-term health of the OMERS plan. It must be fair and affordable for all who contribute. A strong governance structure that prioritizes the long-term health of the plan, coupled with strong expertise and advocacy from AMO and MEPCO has long delivered peace of mind for municipal employers. Proposed changes could erode that stability and create new costs for municipal governments as AMO and MEPCO work to ensure that the decisions made at the Sponsors Council reflect municipal realities.

What's next

The legislation was introduced just one day after the release of recommendations from a 2025 review of plan governance, conducted by a government-appointed special advisor.

AMO will communicate our concerns to the provincial government with a focus on retaining strong Sponsor oversight over plan design and mitigating financial risk to municipal governments.

More about OMERS governance

OMERS is a **jointly sponsored pension plan** with a **bicameral governance structure** where employee and employer sponsors are jointly responsible for funding the plan and making decisions around plan design. Right now, OMERS is governed by two corporate boards, each made up of members appointed by employee and employer sponsor groups:

- The **Sponsors Corporation** determines plan design and contribution rates. The Sponsors Corporation has a legal obligation to act in the best interest of the plan and its members. This obligation helps ensure that the OMERS plan is fair, balanced and affordable for all sponsors as they must consider plan sustainability over individual interests.
- The **Administration Corporation** is the plan administrator, and responsible for investing plan funds, collecting contributions from participating employers, and paying pension benefits.



OMERS Governance Changes & Bill 68

Municipal Resource Toolkit



Contents

- OMERS: Current Governance Model
- OMERS Sponsors Organizations
- What happened?
- Poirier Report Summary
- Bill 68 Summary
- What does this matter?
- What can we do?

OMERS: Current Governance Model

- OMERS is a defined benefit jointly sponsored pension plan where employee and employer sponsors are jointly responsible for funding the plan and making decisions around plan design.
- OMERS is governed by two corporate boards, each made up of members appointed by employee and employer sponsor groups:
 - The **Sponsors Corporation** determines plan design, contribution rates, and appointments to the Administration Corporation Board.
 - The **Administration Corporation** is responsible for the overall administration of the Plan, including making investment decisions and paying pension benefits to retirees.

The current OMERS governance model of two corporate boards with distinct responsibilities works because it balances independence, accountability, and fairness across the many different employers and employees.

OMERS: Sponsor Organizations

Employer Sponsors	Employee Sponsors
Association of Municipalities of Ontario	CUPE Ontario CUPE 416/79
City of Toronto	OPSEU
Ontario Public School Boards Association & Ontario Catholic School Trustees Association	Police Association of Ontario
Ontario Association of Police Services Boards	Ontario Professional Fire Fighters Association
Ontario Association of Children's Aid Societies	Ontario Secondary School Teachers' Federation
Electricity Distributors Association	Retirees Group

*Sponsor organizations currently appoint members to the Sponsors Corporation and *nominate* members to the Administration Corporation (Sponsors Corporation reviews nominations and appoints to AC).

What happened?

- As part of the Fall Economic Statement, the Province introduced and passed Bill 68 which contained significant changes to the *OMERS Act*
- Bill 68 is based on observations made in a Special Advisor's report ("Poirier Report") following a provincial review of OMERS governance
 - AMO/MEPCO participated in the review and cautioned that major change is not needed and risks eroding confidence in the plan.

Poirier Report Summary

	Recommendations
Sponsors Council	<ul style="list-style-type: none">• Wind down Sponsors Corporation and replace with a Sponsors Council• Maintain current composition with the addition of five (5) non-voting members• Re-establish employer/employee co-chair model and employer/employee sponsor caucuses
Appointments	<ul style="list-style-type: none">• Extend current Independent Board Chair term for three (3) years• Sponsors to directly appoint members to Administration Corporation Board• Give Administration Corporation Board veto (2/3 majority vote) over sponsor appointments
Resources	<ul style="list-style-type: none">• End corporate structure for Sponsors Corporation and access to independent resources• Administration Corporation to reimburse Sponsors Council for “reasonable costs”• Costs of arbitration be borne exclusively by sponsor organizations
Other	<ul style="list-style-type: none">• Legislate normal retirement age (NRA) 60/65 flexibility within plan text

Bill 68 Summary

- As part of Fall Economic Statement, Government introduced Bill 68 legislation to enact several (but not all recommendations)
- Provides authority to the Minister of Municipal Affairs & Housing to:
 - Dissolve Sponsors Corporation at a date determined by Ministerial order
 - Establish a Sponsors Council, subject to any rules Minister deems appropriate
 - Make regulations governing any elements of the Sponsors Council by-laws
 - Approve Sponsors Council by-laws, as established initially by the Administration Corporation
- Prohibits Sponsors from appointing:
 - to the Sponsors Council anyone who has been a member of the Administration Corporation Board or the Sponsors Corporation Board
 - to the AC anyone who has been a member of the Sponsors Corporation Board or the Sponsors Council

Why does this matter?

Report recommendations and legislation mean significant changes to overall OMERS governance that:

- Shifts from a stewardship model focused on long-term sustainability and affordability to one focused more on advocacy and interest-based bargaining
- Weakens sponsor and municipal employer oversight by shifting power to the administrator (Administration Corporation) with respect to appointments and resources
- Provides significant authority to the Minister to prescribe rules and regulations related to Sponsors Council business, which risk interference in the plan design and potential new costs without the say of sponsors, employers, or employees

This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts. Other recent examples include: banning municipal speed cameras and reducing local representation on Conservation Authority boards.

What can we do?

Key Message: AMO believes that the current OMERS structure with two corporate boards is the model that would best deliver on the long-term sustainability of the plan.

If the government dissolves the Sponsors Corporation, AMO is asking the government to:

- Restore sponsor control over appointments to Sponsors Council and Administration Corporation
- Guarantee independence and appropriate resources for the Sponsors Council to fulfill its responsibilities
- Limit Ministerial regulation-making power over internal affairs of the Sponsors Council and plan design

BLUEWATER GEOSCIENCE CONSULTANTS INC.

42 Shadyridge Place
Kitchener, Ontario
N2N 3J1

Tel: (519) 502-8947

E-mail: blemieux@rogers.com

January 6, 2026

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

Attn.: Ms. Denise Holmes, A.M.C.T., Clerk-Treasurer

**Re: Proposal to Provide 2026 Semi-Annual Groundwater Monitoring and Sampling for
Melancthon Landfill Site, Melancthon Township, ON.**

Denise:

Bluewater Geoscience Consultants Inc. (Bluewater) is pleased to provide this proposal to provide the 2026 semi-annual groundwater monitoring and sampling at the Township of Melancthon landfill site. The monitoring is required to ensure compliance with Ministry of Environment regulations and the terms of the Certificate of Authorization (C of A) issued for the landfill.

Groundwater monitoring has been conducted at the Township landfill site for the past several years. The semi-annual monitoring consists of conducting site inspections in April and October of each year. Groundwater levels will continue to be measured in all 35 monitoring wells installed at the landfill.

For 2026, groundwater samples will be obtained from 19 selected monitoring locations around the landfill. The groundwater samples will be submitted to an accredited laboratory for analysis of VOC's (once per year), heavy metals and general groundwater chemistry (twice per year) parameters. The results of the completed ground/surface water analyses are compared to the appropriate Ontario Drinking Water Standards and/or MECP Reasonable Use Policy objectives for the landfill to ensure compliance with those standards. The results of the semi-annual monitoring will be compiled in an annual report prepared by Bluewater on behalf of the Township.

During the Spring and Fall monitoring events, headspace methane concentrations will be measured at all sampled well locations. The results will be tabulated in the final report and comments offered regarding the methane monitoring findings.

The price for the 2026 groundwater monitoring, sampling and reporting will be \$16,605.00 (+ HST).

As with previous years, the project will be billed in 50% increments; upon completion of the April and October monitoring events. Any additional work requested by the Township beyond the scope of work detailed above will be billed at our standard unit rates.

BLUEWATER GEOSCIENCE

ACT 2
JAN 15 2026

If you have any questions regarding this proposal, please feel free to contact the undersigned at your convenience.

If you are in agreement with the terms of this proposal, please sign the authorization form below as our written agreement and return to our office by scan and email.

Sincerely,
BLUEWATER GEOSCIENCE CONSULTANTS INC.



Breton J. Lemire, M.Sc., P.Geo., Q.Geo.
President, Senior Geoscientist

Date: January 6, 2026

Having read the above document, I am in agreement with the terms and conditions as detailed. I have the authority to bind the Corporation.

Signed: _____ *Date:* _____

**RE: Denise Holmes, Township of Melancthon, 2026 Semi-Annual Landfill
Groundwater Monitoring & Sampling Proposal**

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. 1-2026

A By-Law to authorize the borrowing of \$3,751,778.44

WHEREAS the Council of the Corporation of the Township of Melancthon (herein called "the Corporation") deems it necessary to borrow the sum of \$3,751,778.44 to meet, until taxes are collected, the current expenditures of the Corporation for the year 2026.

AND WHEREAS the estimated revenues of the Corporation as set forth in the estimates adopted for the year 2025 and further defined by Subsection 4 of Section 407 of the Municipal Act S.O. 2001, Chapter 25 were \$7,503,556.89.

AND WHEREAS the amount that may be borrowed at any one time for the purposes mentioned in Section 407 of the Municipal Act, S.O. 2001, Chapter 25, together with the total of any similar borrowing that have not been repaid, shall not exceed from January 1st to September 30th of the year, 50 per cent of the total, and from October 1st to December 31st, 25 per cent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the year, 2025.

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

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

By-Law read a first and second time this 15th day of January, 2026.

By-Law read a third time and passed this 15th day of January, 2026.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER

-2026

**BEING A BY-LAW TO PROVIDE FOR THE LEVY AND
COLLECTION OF RATES OR LEVIES REQUIRED FOR
THE TOWNSHIP OF MELANCTHON FOR THE INTERIM
LEVY FOR THE YEAR 2026 AND TO PROVIDE FOR THE
MAILING OF NOTICES DEMANDING PAYMENT OF
TAXES FOR THE INTERIM LEVY FOR THE YEAR 2026**

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

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

1. THAT the Interim Tax Levy for 2026 on all Property Classes shall be set by levying 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year, including annualized supplementary taxes, and local charges and/or area rates.
2. THAT the taxes shall be payable in two instalments as follows:
February 19, 2026 and May 21, 2026
3. THAT any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the Municipal Act.
4. THAT the Treasurer as the Collector of Taxes for the Township of Melancthon is hereby authorized to mail or cause to be mailed the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
5. THAT the said payment of taxes shall be payable at the office of the Tax Collector of the Township of Melancthon or any other place designated by the said collector.

BY-LAW READ A FIRST AND SECOND TIME THIS 15th DAY OF JANUARY, 2026

BY-LAW READ A THIRD TIME AND PASSED THIS 15th DAY OF JANUARY, 2026

MAYOR

CLERK

CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY-LAW NO. -2026

A By-law to provide remuneration, allowances and expenses for Members of Council.

WHEREAS the Municipal Act, 2001, S.O. 2001, c. 25, Section 283, provides that a municipality may pay any part of the remuneration and expenses of the members of Council, any local board and officers and municipal employees of the municipality; provides that Council may pass by-laws for payment of its Members.

AND WHEREAS the Council of the Township of Melancthon deems it necessary to enact a by-law to establish the rate of remuneration for Members of Council;

NOW THEREFORE the Township of Melancthon enacts as follows:

1. The annual remuneration for Mayor shall be \$20,807.91 per annum effective the first day of January, 2025.
2. The annual remuneration for the Deputy Mayor shall be \$17,962.91 per annum effective the first day of January, 2025.
3. The annual remuneration of a Councillor shall be \$16,635.90 per annum effective the first day of January, 2025.
4. Members of Council attending Conferences, shall be paid at the rate of \$100.00 per day and the CRA Mileage Rate per km.
5. In addition to the annual remuneration, a member of Council attending meetings outside the Municipality shall receive \$75.00 per diem and the CRA Mileage Rate per km for functions authorized by Council. The remuneration does not apply to Joint Council meetings.
6. The Mayor as an Ex Officio member of other Boards and Committees and each member of Council appointed by Council to serve on the following Boards shall be paid for attendance at meeting at the following rates:

<u>Board</u>	<u>Rate</u>
Cemetery, Park, Hall Boards	\$75.00
Other Boards of Management	\$75.00
Police Services Board	\$75.00
Advisory Committees	\$75.00

For attendance on the above Boards/Committees, the members of Council shall receive the CRA Mileage Rate per km. for necessary travel in connection with their duties.

7. Each member of Council appointed by Council to a Sub-Committee of Council shall be paid \$75.00 per meeting and shall receive the CRA Mileage Rate per km.
8. Members of Council shall be reimbursed to attend Municipal Conferences, Seminars and/or register for Online/In Class courses in accordance with the Township's Council Conference and Continuing Education Policy and subject to any changes.
9. Members of Council shall receive a monthly allowance of \$75.00 for IT and supplies.
10. The members of Council shall be paid the CRA Mileage Rate per km. for necessary travel in connection with their duties.
11. All by-laws inconsistent with this by-law are hereby repealed.

By-law read a first and second time this 15th of January, 2026.

By-law read a third time and passed this 15th day of January, 2026.

MAYOR

CLERK



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

**Corporation of the Township of Melancthon
Memorandum**

TO: Mayor White and Members of Council
FROM: Kaitlin Dinnick – Deputy Clerk/Planning Coordinator
SUBJECT: Multi-Year Accessibility Plan 2026-2030
DATE: January 15th, 2026

Recommendation

THAT Council receive the Report of Kaitlin Dinnick, Deputy Clerk/ Planning Coordinator dated January 15th, 2026, entitled Multi-Year Accessibility Plan 2026-2030;

AND THAT Council approve the Multi-Year Accessibility Plan 2026-2030 as presented;

AND further that the plan be made available to the public on the Township website.

Purpose

The purpose of this report is to present the Multi-Year Accessibility Plan 2026-2030 for the Township of Melancthon.

Background/Executive Summary

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) requires designated public sector organizations to establish, implement, maintain, and document a multi-year accessibility plan outlining the organization's strategy to prevent and remove barriers for persons with disabilities. The plan must be posted on the organization's website, where applicable, and made available in an accessible format upon request. In accordance with the Act, the plan is to be reviewed and updated at least once every five years.

The current Joint Multi-Year Accessibility Plan (2022–2025) was developed collaboratively through the County of Dufferin. With the implementation of the next Multi-Year Accessibility Plan, each local municipality is now responsible for developing and maintaining its own individual plan. The County is preparing a separate updated

accessibility plan for County-provided services through an external consulting firm, while lower-tier municipalities will prepare their respective plans to address local programs, services, and facilities.

The Township remains committed to meeting and exceeding the requirements of the AODA and to fostering an inclusive community where residents, visitors, and employees of all abilities can participate fully in municipal life.

The Township welcomes and encourages public feedback on the Multi-Year Accessibility Plan throughout the duration of its implementation.

Financial Impact

There are no financial impacts associated with this report.

Respectfully Submitted:

Kaitlin Dinnick, Deputy Clerk/Planning Coordinator



Township of Melancthon

Multi-Year Accessibility Plan

2026-2030

Table of Contents

Statement of Commitment	3
Message from the CAO/Clerk	3
Introduction	4
Background of the Township of Melancthon	4
Mission, Vision and Values	5
Legislation	6
Definitions	7
Past Achievements to Remove and Prevent Barriers	8
Strategies and Actions	9
Public Engagement and Feedback	10
Communication of the Accessibility Plan	10
Contact Us	10



STATEMENT OF COMMITMENT

The Township of Melancthon is committed to ensuring that municipal programs, services, facilities, and information are accessible to all residents, visitors, and employees in a manner that respects dignity, independence, integration, and equal opportunity.

In accordance with the **Accessibility for Ontarians with Disabilities Act, 2005 (AODA)**, the Township is dedicated to identifying, preventing, and removing barriers for people with disabilities. This commitment extends to compliance with all applicable accessibility standards and to the continuous improvement of accessibility across all areas of municipal operations.

Through the implementation of this multi-year accessibility plan, the Township will proactively work to enhance accessibility in the built environment, customer service, information and communications, employment practices, and transportation (where applicable). Accessibility considerations will be integrated into municipal policies, planning processes, procurement practices, and service delivery.

The Township of Melancthon values the input of people with disabilities and the community at large and will continue to consult, monitor progress, and report on achievements in order to create an inclusive and welcoming community for everyone.

MESSAGE FROM THE CAO/CLERK

The Township of Melancthon is committed to fostering an inclusive and accessible community where all individuals are treated with dignity, respect, and fairness. Accessibility is a shared responsibility, and we recognize the importance of removing barriers that may prevent people with disabilities from fully participating in municipal programs, services, and activities.

In accordance with the **Accessibility for Ontarians with Disabilities Act, 2005 (AODA)**, the Township continues to work toward meeting and exceeding accessibility standards across all areas of municipal operations. This Multi-Year Accessibility Plan reflects our ongoing commitment to identifying, preventing, and removing barriers, while embedding accessibility considerations into our policies, planning processes, and service delivery.

We are committed to continuous improvement and value the feedback of residents, employees, and stakeholders as we work to create a more accessible and welcoming Township. By working together, we can ensure that Melancthon remains a community where everyone has the opportunity to participate fully and independently.

INTRODUCTION

Based on the Integrated Accessibility Standards Regulation (IASR) under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the Township of Melancthon is required to develop a Multi-Year Accessibility Plan and to review the plan every five years. Providing an accessibility plan helps the Township identify measures needed to recognize, prevent, and remove barriers for persons with accessibility needs. The Multi-Year Accessibility Plan outlines the Township's actions to improve accessibility across municipal services, programs, facilities, and information, and demonstrates the Township's ongoing commitment to meeting accessibility requirements and improving access for residents, employees, and visitors.

TOWNSHIP OF MELANCTHON

The Township of Melancthon was incorporated on January 1, 1853 and is a rural community located in the northwest corner of Dufferin County. The Township is located north and west of the Town of Shelburne. Arterial Roads are County Road 124, Highway 10 and Highway 89. The Township encompasses approximately 31,264 hectares and has a road network of approximately 400 kilometers. Within the Township there are three Hamlets – Horning's Mills, Corbetton and Riverview. A well-known characteristic of the Township is the unique manner in which it was originally surveyed.



Missions, Visions & Values

MISSION

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

VISIONS

A vibrant & sustainable rural community for today and tomorrow

VALUES



Service-Oriented

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



Integrity

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



Respect

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



Accountability

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



Teamwork

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

LEGISLATION

The **Accessibility for Ontarians with Disabilities Act, 2005 (AODA)** came into effect in 2005 and aims to create an accessible and inclusive Ontario where everyone can fully participate in everyday life within their community. The AODA establishes accessibility requirements in the following four areas:

1. **Customer Service:** Includes requirements such as establishing accessibility policies, accommodating service animals and support persons, providing notice of temporary disruptions, staff training, establishing a feedback process, and ensuring accessible formats of documents.
2. **Information and Communications:** Includes requirements related to accessible websites and web content, communicating the availability of alternative formats upon request, public safety information, and the provision of accessible formats and communication supports.
3. **Employment:** Includes requirements for policies that support employees with disabilities throughout the employment lifecycle, including recruitment, workplace emergency response plans, and individual accommodation plans.
4. **Design of Public Spaces:** Includes requirements for the design of exterior paths of travel, accessible parking, waiting areas, and service counters.

The **Integrated Accessibility Standards Regulation (IASR), O. Reg. 191/11**, outlines requirements related to accessibility plans and annual reports, training, and the procurement of accessible goods, services, and facilities.

The **Ontario Human Rights Code (OHRC)** outlines the legal obligation to prevent and address discrimination against persons with disabilities. Under the OHRC, individuals have the right to equal treatment, including access to workplaces, schools, public transit, health and social services, restaurants, shops, and housing.

The **Ontario Building Code (OBC)** includes accessibility requirements for the built environment that go beyond AODA standards. The OBC regulates most aspects of building construction in Ontario. These requirements generally apply to new construction and major renovations and do not apply to existing buildings where no work is planned. Most accessibility requirements do not affect houses.

DEFINITIONS

As per the AODA standards, the Township of Melancthon strives to ensure that the definitions are understood by all individuals and are as follows:

“Disability” means,

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness, and without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b) A condition of mental impairment or a developmental disability,
- c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- d) A mental disorder, or
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997

“Barrier” means, anything that prevents a person with a disability from fully participating in all aspects of society because of their disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, and/or a policy or practice.

Barrier Identification

Barriers can include:

Physical Barriers: A physical barrier is an obstacle that hinders one's access, including environmental, structural or geographical challenges.

Communications Barriers: Obstacles for processing, interpreting or transmitting information.

Attitudinal Barriers: An attitudinal barrier is an obstacle from pre-conceived judgements that directly or indirectly discriminate against a person or group.

Technological Barriers: A technological barrier is when technology cannot be modified to support a person's needs such as assistive devices and/or software.

Systemic Barriers: A systemic barrier occurs within organizations, policies, practices and procedures which do not consider or incorporate accessibility needs/requirements.

PAST ACHIEVEMENTS TO REMOVE AND PREVENT BARRIERS

PAST ACHIEVEMENTS TO REMOVE AND PREVENT BARRIERS

The Township of Melancthon has undertaken the following accessibility initiatives, including the development and implementation of accessibility policies:

- Council approved 2022-2025 Multi-Year Accessibility Plan
- Assessed requirements and drafted a plan for conducting an accessible municipal election and successfully conducted an accessible municipal election
- Reviewed IASR Accessibility Policies
- Conducted Accessibility and Ontario Human Rights refresher training for staff
- Live streaming of Council meetings without the requirement to be physically present
- Accessible document training provided to key staff
- Ensure access to goods, services, facilities and events are available to people with disabilities
- Video recordings of Council meetings are posted to the Township website after meetings
- Provide accommodations during the interview process and for employees if required



STRATEGIES AND ACTIONS

Customer Service

The Township is committed to providing accessible customer service to people with disabilities. This means that we will continue to provide goods, services and facilities to people with disabilities with the same high quality and timeliness as others.

Design of Public Spaces

The Township will continue to collaborate and engage with the County of Dufferin Accessibility Advisory Committee when developing new initiatives or projects.

Procurement

The Township is committed to fair and accessible procurement practices. Ensure accessibility criteria is incorporated into tender requests and accessibility criteria is used during evaluation.

Other

The Township is committed to ensuring that Municipal Elections are accessible to all residents and candidates. Accessibility is a key consideration throughout the election process to ensure that barriers are removed to provide equal opportunities for participation. The Township will implement various objectives to ensure equal opportunity for all electors and candidates.

These objectives include: that persons with disabilities are able to independently cast their vote and verify their selection, that persons with disabilities have full and equal access to all information on where and when to vote and on eligible candidates, that persons with disabilities can fully participate in the Municipal Election as an elector, candidate, or election official and that the Voter Help Centre is held at an accessible facility.

Information and Communications

The Township is committed to making our information and communications accessible to people with disabilities, and we will continue our duty in providing accessible formats to members of the community upon request. We will continue to review forms on our website to ensure they are accessible and fillable.

Training

The Township is committed to providing training on the requirements of Ontario's accessibility laws, Ontario Human Rights Code and Township Accessibility Policies as it applies to people with disabilities. Staff and volunteers will be required to receive accessibility training.

Employment

The Township will continue with its recruitment practices, ensuring the public is made aware that the Township will provide accommodation for applicants with disabilities in its recruitment, assessment, and selection process including:

- Ensure applicants are made aware that upon request, they will have access to accommodation and support.
- Provide support for employees with disabilities and procedures that provide job accommodation.

PUBLIC ENGAGEMENT AND FEEDBACK

Removing barriers and enhancing accessibility is an ongoing commitment. As we plan for improvements to our services, programs, and facilities through 2030 and beyond, we're inviting community members to share their ideas and feedback. Your input is valuable in helping us create a more inclusive and accessible Melancthon for everyone. Feedback can be submitted through by email, or contacting the Clerk's Department directly.

COMMUNICATION OF THE ACCESSIBILITY PLAN

The approved Multi-Year Accessibility Plan will be posted on the Township's website and will be provided in an alternative format if requested.



CONTACT US

For more information on this Accessibility Plan please contact the Township of Melancthon's Clerk's Department.

Telephone Number: 519-925-5525

Fax: 519-925-1110

Email: info@melancthontownship.ca

Website: www.melancthontownship.ca

Township Administration Office: 157101 Highway 10, Melancthon Ontario L9V 2E6



CORPORATION OF THE TOWNSHIP OF MELANCTHON HEALTH AND SAFETY POLICY STATEMENT - 2026

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

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

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

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

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

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

Darren White, Mayor
Township of Melancthon
Date: _____

Denise Holmes, CAO/Clerk
Township of Melancthon
Date: _____

Kaitlin Dinnick, Health and Safety
Administration
Date: _____

Ian Wallace, Health and Safety
Public Works
Date: _____



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

STAFF REPORT

TO: Council

FROM: Sarah Culshaw, Treasurer

DATE: January 15, 2026

SUBJECT: Budget Summary Draft

Purpose

The purpose of this report is to present the Draft 2026 Budget Summary to Council for review and discussion.

Discussion

Notable Points:

- The Draft Budget provided with this report includes the 2024 and 2025 approved budgets, the 2025 proposed expenditures, and the estimated budget figures for 2026.
- The 2025 proposed amounts will continue to change as additional 2025 expenditures are processed.
- The overall increase in the Draft 2026 Budget is **41.71%**.
- Road capital items included in the Draft Budget are those recommended by the Infrastructure and Emergency Management Committee and will be discussed further during budget deliberations. The approximate total cost for road, sidewalk, and bridge projects in 2026 is **\$1,530,000**, as outlined below:
 - Bridge #7: **\$405,000**
 - Horning's Mills Sidewalk: **\$400,000** (To be determined)
 - 260 Sideroad: **\$325,000**

- The Horning's Mills sidewalk project may be funded at **25% from Development Charge reserves**. The final amount is yet to be determined based on the options provided in the Engineer's Report included in the Budget Package.
- Wage calculations include the addition of one summer student for both the Roads Department and the Administration Department, contingent upon receipt of a **50% grant**.
- Capital project revenues include **\$125,000** from OCIF funding and **\$100,000** from the Canadian Community-Building Fund.
- The tractor that was proposed for purchase in 2025 and fully funded through Development Charges was not purchased and has therefore been included again in the 2026 Draft Budget.
- An allocation of **\$150,000** has been included for LPAT matters, fully funded through Working Reserves.
- An allocation of **\$100,000** has been included for the New Official Plan and Zoning By-law update, funded through Development Charges and Working Reserves.

At the next scheduled budget meeting, Council will be provided with information outlining the budgetary implications related to assessment.

Respectfully Submitted,

Sarah Culshaw
Treasurer

Reviewed By:

Denise Holmes
CAO/Clerk


TOWNSHIP OF MELANCTHON 2026 DRAFT BUDGET AS AT JANUARY 15, 2026

BUDGET PAGE	DEPARTMENT EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
GENERAL GOVERNMENT SERVICES						
4	COUNCIL	\$ 120,387.00	\$ 120,983.14	\$ 150,764.00	\$ 146,060.00	\$ 147,405.00
5	ADMINISTRATION	\$ 919,397.00	\$ 877,340.19	\$ 798,080.00	\$ 764,217.00	\$ 850,532.00
5	TAXATION WRITE OFFS	\$ 50,000.00	\$ 26,758.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00
		\$ 1,089,784.00	\$ 1,025,081.33	\$ 978,844.00	\$ 935,277.00	\$ 1,022,937.00
PROTECTION TO PERSONAL & PROPERTY						
6	FIRE SERVICES	\$ 417,686.00	\$ 390,873.49	\$ 450,985.00	\$ 458,755.00	\$ 493,083.00
6	POLICING	\$ 488,370.00	\$ 486,660.31	\$ 527,573.00	\$ 527,573.00	\$ 588,397.00
6	BYLAW ENFORCEMENT	\$ 32,000.00	\$ 34,971.00	\$ 40,000.00	\$ 78,000.00	\$ 60,000.00
6	CONSERVATION AUTHORITY	\$ 36,016.00	\$ 37,561.11	\$ 40,460.00	\$ 40,460.00	\$ 41,625.00
6	ANIMAL CONTROL	\$ 11,500.00	\$ 9,315.00	\$ 11,500.00	\$ 6,500.00	\$ 9,500.00
6	STREET LIGHTS	\$ 6,500.00	\$ 6,678.00	\$ 7,100.00	\$ 6,600.00	\$ 6,800.00
		\$ 992,072.00	\$ 966,058.91	\$ 1,077,618.00	\$ 1,117,888.00	\$ 1,199,405.00
TRANSPORTATION SERVICES						
7	SALARIES & ADMINISTRATION	\$ 715,300.00	\$ 657,119.00	\$ 731,518.00	\$ 757,655.00	\$ 760,274.00
7	ROAD DEPARTMENT BUILDING & MISC.	\$ 202,942.00	\$ 202,468.00	\$ 277,280.00	\$ 274,230.06	\$ 298,550.00
8	ROAD EQUIPMENT	\$ 416,444.20	\$ 381,029.00	\$ 344,500.00	\$ 362,500.00	\$ 354,500.00
8	NEW EQUIPMENT	\$ 150,000.00	\$ 17,300.00	\$ 954,615.00	\$ 454,615.00	\$ 500,000.00
9	BRIDGES, CULVERTS, DRAINS	\$ 310,907.00	\$ 301,574.00	\$ 145,907.00	\$ 74,907.00	\$ 515,907.00
9	ROADSIDE	\$ 21,700.00	\$ 27,255.00	\$ 68,500.00	\$ 34,510.00	\$ 443,500.00
9	HARDTOP	\$ 49,500.00	\$ 10,488.00	\$ 49,500.00	\$ 21,900.00	\$ 50,000.00
9	LOOSETOP	\$ 602,000.00	\$ 582,838.00	\$ 642,000.00	\$ 703,070.00	\$ 694,000.00
10	WINTER CONTROL	\$ 70,000.00	\$ 55,065.00	\$ 71,000.00	\$ 57,000.00	\$ 65,000.00
10	ROAD IMPROVEMENTS	\$ 375,000.00	\$ 293,894.00	\$ 750,000.00	\$ 670,000.00	\$ 725,000.00
10	RESERVES	\$ 270,000.00	\$ 285,918.10	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
		\$ 3,183,793.20	\$ 2,814,948.10	\$ 4,084,820.00	\$ 3,460,387.06	\$ 4,456,731.00
BUDGET PAGE	DEPARTMENT EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
11	ENVIRONMENTAL SERVICES	\$ 33,918.00	\$ 26,318.00	\$ 26,998.00	\$ 26,898.00	\$ 27,100.00
		\$ 33,918.00	\$ 26,318.00	\$ 26,998.00	\$ 26,898.00	\$ 27,100.00
11	RECREATION	\$ 129,700.00	\$ 220,349.20	\$ 333,200.00	\$ 175,172.00	\$ 211,250.00
		\$ 129,700.00	\$ 220,349.20	\$ 333,200.00	\$ 175,172.00	\$ 211,250.00
11	HEALTH & SOCIAL SERVICES (CEMETERY)	\$ 5,000.00	\$ 341.00	\$ 5,000.00	\$ -	\$ -
		\$ 5,000.00	\$ 341.00	\$ 5,000.00	\$ -	\$ -
11	LIBRARY	\$ 69,490.00	\$ 69,490.00	\$ 72,888.00	\$ 72,468.00	\$ 76,520.00
		\$ 69,490.00	\$ 69,490.00	\$ 72,888.00	\$ 72,468.00	\$ 76,520.00
12	PLANNING	\$ 200,000.00	\$ 35,055.00	\$ 125,000.00	\$ 60,000.00	\$ 360,000.00
		\$ 200,000.00	\$ 35,055.00	\$ 125,000.00	\$ 60,000.00	\$ 360,000.00
12	DRAINAGE	\$ 55,000.00	\$ 28,103.00	\$ 65,000.00	\$ 65,000.00	\$ 55,000.00
		\$ 55,000.00	\$ 28,103.00	\$ 65,000.00	\$ 65,000.00	\$ 55,000.00
12	RESERVES	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -				
12	SUBTOTAL EXPENSES	\$ 5,758,757.20	\$ 5,185,744.54	\$ 6,769,368.00	\$ 5,913,090.06	\$ 7,408,943.00

BUDGET PAGE	DEPARTMENT REVENUE SUMMARY	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
13	TAXATION					
	SUPPLEMENTS	\$ 90,000.00	\$ 108,912.00	\$ 100,000.00	\$ 67,840.00	\$ 65,000.00
	GRANT IN LIEU	\$ 2,050.00	\$ 2,015.00	\$ 2,050.00	\$ 2,120.00	\$ 2,150.00
		\$ 92,050.00	\$ 110,927.00	\$ 102,050.00	\$ 69,960.00	\$ 67,150.00
13	GRANTS	\$ 406,590.00	\$ 391,677.00	\$ 443,313.00	\$ 422,725.00	\$ 433,952.00
		\$ 406,590.00	\$ 391,677.00	\$ 443,313.00	\$ 422,725.00	\$ 433,952.00
13	ADMINISTRATION	\$ 93,664.20	\$ 90,875.50	\$ 24,720.00	\$ 23,390.00	\$ 22,790.00
		\$ 93,664.20	\$ 90,875.50	\$ 24,720.00	\$ 23,390.00	\$ 22,790.00
14	PROTECTIONS TO PERSONS & PROPERTY	\$ 5,500.00	\$ 6,590.00	\$ 5,500.00	\$ 18,591.00	\$ 7,500.00
		\$ 5,500.00	\$ 6,590.00	\$ 5,500.00	\$ 18,591.00	\$ 7,500.00
14	ROADS	\$ 902,137.00	\$ 565,380.00	\$ 1,605,409.00	\$ 868,834.00	\$ 897,935.00
		\$ 902,137.00	\$ 565,380.00	\$ 1,605,409.00	\$ 868,834.00	\$ 897,935.00
14	PLANNING	\$ 57,450.00	\$ 40,006.00	\$ 30,250.00	\$ 64,500.00	\$ 26,500.00
		\$ 57,450.00	\$ 40,006.00	\$ 30,250.00	\$ 64,500.00	\$ 26,500.00
15	OTHER	\$ 897,150.00	\$ 1,030,560.30	\$ 1,058,890.00	\$ 1,043,040.00	\$ 994,455.00
		\$ 897,150.00	\$ 1,030,560.30	\$ 1,058,890.00	\$ 1,043,040.00	\$ 994,455.00
15	SUBTOTAL REVENUE	\$ 2,454,541.20	\$ 2,236,015.80	\$ 3,270,132.00	\$ 2,511,040.00	\$ 2,450,282.00

GL ACCT # 5001	COUNCIL EXPENDITURES EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
1010	SALARIES, MEETINGS	\$ 99,505.00	\$ 99,500.00	\$ 102,520.00	\$ 103,000.00	\$ 105,500.00
1025	RECEIVER GENERAL	\$ 4,840.00	\$ 4,850.00	\$ 5,145.00	\$ 5,100.00	\$ 5,305.00
1030	EHT	\$ 1,942.00	\$ 10,748.14	\$ 1,999.00	\$ 2,010.00	\$ 22,300.00
1070	MILEAGE	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 1,100.00	\$ 1,200.00
1080	CONFERENCES/CONVENTIONS/SEMINARS/TRAINING	\$ 9,500.00	\$ 4,000.00	\$ 9,500.00	\$ 6,500.00	\$ 9,500.00
1090	MEALS	\$ 600.00	\$ 300.00	\$ 600.00	\$ 350.00	\$ 600.00
2190	MISCELLANEOUS/HYBRID COUNCIL	\$ 3,000.00	\$ 1,085.00	\$ 30,000.00	\$ 28,000.00	\$ 3,000.00
	TOTAL COUNCIL EXPENDITURES	\$ 120,387.00	\$ 120,983.14	\$ 150,764.00	\$ 146,060.00	\$ 147,405.00

GL ACCT # 5002	ADMINISTRATION EXPENDITURES EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
1010	WAGES, VACATION PAY, UNUSED SICK PAY	\$ 379,180.00	\$ 384,564.00	\$ 425,148.00	\$ 410,000.00	\$ 445,950.00
1020	BENEFITS	\$ 32,000.00	\$ 30,717.71	\$ 36,000.00	\$ 35,500.00	\$ 40,000.00
1022	TRAINING	\$ 2,000.00	\$ 1,400.00	\$ 2,000.00	\$ 1,400.00	\$ 4,000.00
1025	RECEIVER GENERAL (CPP & EI)	\$ 21,100.00	\$ 18,777.47	\$ 21,984.00	\$ 22,000.00	\$ 24,000.00
1026	MEETINGS	\$ 1,000.00	\$ 37.00	\$ 1,000.00	\$ -	
1030	EHT	\$ 8,980.00	\$ 13,806.00	\$ 9,196.00	\$ 9,200.00	\$ 10,100.00
1040	WSIB	\$ 13,123.00	\$ 11,835.09	\$ 12,862.00	\$ 13,000.00	\$ 14,000.00
1065	OMERS TOWNSHIP	\$ 44,172.00	\$ 41,849.00	\$ 46,408.00	\$ 46,000.00	\$ 49,000.00
1070	MILEAGE	\$ 1,500.00	\$ 1,083.60	\$ 1,500.00	\$ 1,200.00	\$ 1,500.00
1080	CONFERENCES	\$ 4,000.00	\$ 1,230.00	\$ 4,000.00	\$ -	\$ 5,000.00
2025	OFFICE FURNITURE	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 2,500.00	\$ 4,000.00
2010	OFFICE SUPPLIES	\$ 8,000.00	\$ 8,300.00	\$ 8,500.00	\$ 8,500.00	\$ 9,000.00
2020	POSTAGE	\$ 6,000.00	\$ 6,000.00	\$ 7,000.00	\$ 6,000.00	\$ 7,000.00
2030	OFFICE EQUIPMENT	\$ 4,500.00	\$ 4,022.00	\$ 4,500.00	\$ 4,000.00	\$ 4,500.00
2035	COMPUTER PROGRAM UPDATES & IT SERVICES	\$ 32,500.00	\$ 41,124.00	\$ 40,000.00	\$ 40,000.00	\$ 42,000.00
2036	COMPUTERS & SERVER	\$ 30,500.00	\$ 28,616.00	\$ -		
2037	ESRI LICENSE AGREEMENT	\$ 3,100.00	\$ 2,650.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00
2040	ADVERTISING	\$ 1,500.00	\$ 1,486.00	\$ 1,000.00	\$ 300.00	\$ 1,000.00
2050	AUDIT	\$ 24,000.00	\$ 25,973.00	\$ 26,000.00	\$ 28,210.00	\$ 30,000.00
2060	MEMBERSHIPS	\$ 4,000.00	\$ 4,364.00	\$ 4,000.00	\$ 4,315.00	\$ 4,500.00
2070	HEATING	\$ 3,700.00	\$ 3,500.00	\$ 3,700.00	\$ 4,000.00	\$ 4,000.00
2080	HYDRO	\$ 5,500.00	\$ 5,300.00	\$ 5,500.00	\$ 5,500.00	\$ 5,800.00
2090	TELEPHONE	\$ 2,500.00	\$ 2,250.00	\$ 3,100.00	\$ 2,500.00	\$ 3,000.00
2094	INTERNET	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,700.00
2095	WEBSITE MAINTENANCE	\$ 500.00	\$ 500.00	\$ 500.00	\$ 200.00	\$ 500.00

GL ACCT # 5002	ADMINISTRATION EXPENDITURES EXPENDITURES (CONTINUED)	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
	STRATEGIC PLAN	\$ 30,000.00	\$ 26,270.00	\$ -	\$ -	\$ -
2100	PROFESSIONAL FEES - LEGAL	\$ 25,000.00	\$ 11,544.00	\$ 15,000.00	\$ 14,000.00	\$ 15,000.00
2102	INTEGRITY COMMISSIONER SERVICES	\$ 3,000.00	\$ 100.00	\$ 1,500.00	\$ 500.00	\$ 1,500.00
2103	HEALTH AND SAFETY SERVICES	\$ 6,022.00	\$ 6,044.00	\$ 6,100.00	\$ 6,100.00	\$ 6,100.00
2107	DEVELOPMENT CHARGE STUDY	\$ 27,000.00	\$ 28,020.32	\$ -	\$ -	\$ -
	RISK ASSESSMENT STUDY	\$ 17,000.00	\$ 16,923.00	\$ -	\$ -	\$ -
	ASSET RETIREMENT STUDY	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
	ASSET MANAGEMENT PLAN & FINANCIAL REPORTING	\$ 46,300.00	\$ 41,609.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
2109	EMPLOYEE TOWNSHIP COMPENSATION PLAN	\$ -	\$ -	\$ -	\$ -	\$ 500.00
2110	INSURANCE	\$ 64,000.00	\$ 38,478.00	\$ 42,000.00	\$ 42,010.00	\$ 45,000.00
2120	ELECTION	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00
2162	BLDG MAINTENANCE	\$ 6,000.00	\$ 14,100.00	\$ 6,000.00	\$ 2,000.00	\$ 6,000.00
2163	OFFICE CLEANING	\$ 3,664.00	\$ 2,595.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2164	LANDSCAPING & GRASS CUTTING	\$ 300.00	\$ 225.00	\$ 300.00	\$ -	\$ 300.00
2165	WATER SAMPLING	\$ 125.00	\$ 116.00	\$ 125.00	\$ 125.00	\$ 125.00
2190	OTHER/MISCELLANEOUS	\$ 4,000.00	\$ 6,500.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00
2200	PETTY CASH	\$ 500.00	\$ 200.00	\$ 500.00	\$ 200.00	\$ 500.00
4030	BANK CHARGES	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 1,800.00	\$ 2,000.00
6135	GRANT TO OTHERS	\$ 3,750.00	\$ 5,850.00	\$ 5,000.00	\$ 1,000.00	\$ 2,000.00
	REMEMBRANCE DAY EXPENSIS					\$ 300.00
6133	DONATION TO MARKDALE HOSPITAL (5YRS)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
6136	ERSKINE CLINIC (2018-2027)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	MUNICIPAL PARKING LOT					
7011	LOAN FOR MUNICIPAL EXPANSION	\$ 13,057.00	\$ 13,057.00	\$ 13,057.00	\$ 13,057.00	\$ 13,057.00
	TOTAL	\$ 919,397.00	\$ 877,340.19	\$ 798,080.00	\$ 764,217.00	\$ 850,532.00

4010	TOTAL TAX WRITE OFF EXPENDITURES	\$ 50,000.00	\$ 26,758.00	\$ 30,000.00	\$ 19,000.00	\$ 25,000.00
	TOTAL ADMINISTRATION EXPENDITURES	\$ 1,089,784.00	\$ 1,025,081.33	\$ 978,844.00	\$ 929,277.00	\$ 1,022,937.00

GL ACCT #	PROTECTION TO PERSONS/PROPERTY EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
	FIRE SERVICES					
3 6010	MULMUR MELANCTHON FD	\$ 152,494.00	\$ 142,311.49	\$ 166,535.00	\$ 166,535.00	\$ 183,188.00
3 6020	SHELBOURNE AND DISTRICT FD	\$ 190,192.00	\$ 176,252.00	\$ 204,450.00	\$ 212,220.00	\$ 224,895.00
3 6030	TOWNSHIP OF SOUTHGATE FD - OPER/CAP	\$ 75,000.00	\$ 72,310.00	\$ 80,000.00	\$ 80,000.00	\$ 85,000.00
	SUB TOTAL	\$ 417,686.00	\$ 390,873.49	\$ 450,985.00	\$ 458,755.00	\$ 493,083.00
	POLICING					
4 3050	POLICING	\$ 452,154.00	\$ 452,154.00	\$ 492,038.00	\$ 492,038.00	\$ 552,862.00
4 3055	POLICING - ESO	\$ 3,408.00	\$ 3,408.00	\$ 6,035.00	\$ 6,035.00	\$ 6,035.00
4 3052	POLICING - RIDE	\$ 27,508.00	\$ 28,042.82	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00
4 3053	POLICE SERVICES BOARD	\$ 300.00	\$ 1,350.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
4 2310	TASK FORCE	\$ 5,000.00	\$ 1,705.49			
	SUB TOTAL	\$ 488,370.00	\$ 486,660.31	\$ 527,573.00	\$ 527,573.00	\$ 588,397.00
	BY LAW ENFORCEMENT					
4 6155	BY LAW ENFORCEMENT	\$ 32,000.00	\$ 34,971.00	\$ 40,000.00	\$ 78,000.00	\$ 60,000.00
	CONSERVATION AREA					
4 6040	NOTTAWASAGA VALLEY CA	\$ 14,226.00	\$ 15,869.11	\$ 18,010.00	\$ 18,010.00	\$ 18,500.00
4 6050	GRAND RIVER CA	\$ 21,790.00	\$ 21,692.00	\$ 22,450.00	\$ 22,450.00	\$ 23,125.00
	SUB TOTAL	\$ 36,016.00	\$ 37,561.11	\$ 40,460.00	\$ 40,460.00	\$ 41,625.00
	ANIMAL CONTROL					
13 6140	LIVESTOCK CLAIMS	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 500.00	\$ 2,000.00
4 6150	ANIMAL CONTROL	\$ 7,500.00	\$ 7,315.00	\$ 7,500.00	\$ 6,000.00	\$ 7,500.00
	SUB TOTAL	\$ 11,500.00	\$ 9,315.00	\$ 11,500.00	\$ 6,500.00	\$ 9,500.00
	STREET LIGHTS					
6 3025	STREET LIGHTS LED	\$ 5,500.00	\$ 5,500.00	\$ 5,600.00	\$ 5,600.00	\$ 5,800.00
6 3026	STREET LIGHT REPAIR	\$ 1,000.00	\$ 1,178.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
	SUB TOTAL	\$ 6,500.00	\$ 6,678.00	\$ 7,100.00	\$ 6,600.00	\$ 6,800.00
	TOTAL PROTECTION TO PERSONS/PROPERTY	\$ 992,072.00	\$ 966,058.91	\$ 1,077,618.00	\$ 1,117,888.00	\$ 1,199,405.00

GL ACCT # 5005	ROADWAYS EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
SALARIES & ADMINISTRATION						
1010	SALARIES AND WAGES	\$ 542,420.00	\$ 504,545.00	\$ 549,295.00	\$ 567,885.00	\$ 578,674.00
1025	RECEIVER GENERAL, EHT & WSIB	\$ 70,610.00	\$ 64,285.00	\$ 65,115.00	\$ 65,200.00	\$ 71,000.00
1020	BENEFITS	\$ 34,000.00	\$ 32,784.00	\$ 36,000.00	\$ 35,000.00	\$ 36,000.00
1065	OMERS TOWNSHIP CONTRIBUTION	\$ 41,670.00	\$ 41,824.00	\$ 43,508.00	\$ 42,300.00	\$ 45,000.00
1070	MILEAGE	\$ 100.00	\$ 28.00	\$ 100.00	\$ 100.00	\$ 100.00
1022	STAFF TRAINING AND SEMINARS	\$ 7,500.00	\$ 1,690.00	\$ 7,500.00	\$ 8,800.00	\$ 9,000.00
2010	OFFICE SUPPLIES/COMPUTOR	\$ 2,000.00	\$ 1,114.00	\$ 2,000.00	\$ 1,900.00	\$ 2,000.00
2036	GPS MONTHLY TRACKING EXPENSE	\$ 5,000.00	\$ 4,849.00	\$ 5,000.00	\$ 6,470.00	\$ 6,500.00
2112	ASSET MANAGEMENT PLAN SUPPORT	\$ 12,000.00	\$ 6,000.00	\$ 5,000.00	\$ 12,000.00	\$ 12,000.00
3105	BRIDGE STUDY/INSPECTIONS	\$ -	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -
TOTAL		\$ 715,300.00	\$ 657,119.00	\$ 731,518.00	\$ 757,655.00	\$ 760,274.00
ROAD DEPARTMENT BUILDING MISC.						
2070	UTILITIES - HEAT	\$ 16,000.00	\$ 13,000.00	\$ 15,000.00	\$ 22,000.00	\$ 22,000.00
2080	UTILITIES - HYDRO	\$ 8,200.00	\$ 7,280.00	\$ 8,000.00	\$ 8,000.00	\$ 8,500.00
2090	TELEPHONE	\$ 1,200.00	\$ 1,200.00	\$ 1,300.00	\$ 1,200.00	\$ 1,000.00
2091	MOBILE PHONE	\$ 700.00	\$ 1,208.00	\$ 780.00	\$ 780.00	\$ 800.00
2040	ADVERTISING	\$ 750.00	\$ -	\$ 750.00	\$ -	\$ 750.00
2041	SIGNS	\$ 6,000.00	\$ 19,371.00	\$ 15,000.00	\$ 15,000.00	\$ 14,000.00
2110	INSURANCE	\$ 92,220.00	\$ 101,823.00	\$ 110,000.00	\$ 122,000.00	\$ 128,000.00
2100	LEGAL FEES	\$ 20,000.00	\$ 6,701.00	\$ 10,000.00	\$ 7,000.00	\$ 10,000.00
2050	AUDIT	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2060	MEMBERSHIPS	\$ 150.00	\$ 113.00	\$ 150.00	\$ 170.00	\$ 200.00
2165	MATERIALS AND SUPPLIES/STOCK	\$ 9,000.00	\$ 8,000.00	\$ 9,000.00	\$ 8,000.00	\$ 9,000.00
2166	COVERALLS	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,200.00	\$ 3,000.00
3000	SERVICES AND RENTS/MISC	\$ 7,500.00	\$ 1,500.00	\$ 12,500.00	\$ 7,500.00	\$ 7,500.00
2103	HEALTH & SAFETY SERVICES	\$ 6,022.00	\$ 6,022.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
2104	HEALTH & SAFETY SERVICES/SUPPLIES	\$ 1,000.00	\$ 2,650.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00
2162	BUILDING MAINTENANCE	\$ 10,000.00	\$ 12,000.00	\$ 62,000.00	\$ 12,000.00	\$ 62,000.00
2185	Oil SEPARATER	\$ 2,200.00	\$ 2,600.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00
2192	SHOP TOOLS	\$ 5,000.00	\$ 2,000.00	\$ 5,000.00	\$ 2,000.00	\$ 5,000.00
2190	MISCELLANEOUS	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 4,000.00
2105	EMERGENCY EXPENSES (ICE STORM)				\$ 46,580.06	
3800	CONTRACT WORK	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
TOTAL		\$ 202,942.00	\$ 202,468.00	\$ 277,280.00	\$ 274,230.06	\$ 298,550.00

GL ACCT # 5005	ROADWAYS EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
ROAD EQUIPMENT						
2150	FUEL - CLEAR	\$ 74,000.00	\$ 55,000.00	\$ 72,000.00	\$ 72,000.00	\$ 74,000.00
2155	FUEL - DYED	\$ 65,000.00	\$ 55,000.00	\$ 65,000.00	\$ 57,000.00	\$ 65,000.00
3070/3072	FUEL - PATROL TRUCKS COLVEY RENT TO PAY	\$ 20,000.00	\$ 17,000.00	\$ 20,000.00	\$ 18,000.00	\$ 20,000.00
2180	OIL - TRUCKS AND GRADER	\$ 5,000.00	\$ 4,875.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
3071	TR # 1 - REPAIRS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3073	TR # 2 - REPAIRS	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00	\$ 12,000.00	\$ 15,000.00
3074	TR # 3 - REPAIRS	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00	\$ 8,000.00	\$ 15,000.00
3075	TR # 4 - REPAIRS	\$ 15,000.00	\$ 12,000.00	\$ 15,000.00	\$ 20,000.00	\$ 15,000.00
3076	TR # 5 - REPAIRS	\$ 15,000.00	\$ 25,630.00	\$ 15,000.00	\$ 29,000.00	\$ 15,000.00
3077	TR # 6 - REPAIRS	\$ 15,000.00	\$ 25,000.00	\$ 15,000.00	\$ 36,000.00	\$ 15,000.00
3069	TR # 7 - REPAIRS	\$ 5,000.00	\$ 202.00	\$ 5,000.00	\$ 3,000.00	\$ 5,000.00
3068	TR # 8 - REPAIRS	\$ 5,000.00	\$ 3,600.00	\$ 5,000.00	\$ 9,000.00	\$ 5,000.00
3067	TR # 9 - REPAIRS	\$ 5,000.00	\$ 1,500.00	\$ 5,000.00	\$ 3,000.00	\$ 5,000.00
3079	GR#1 - CAT - REPAIRS	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00	\$ 7,000.00	\$ 15,000.00
3080	GR#2 - REPAIRS	\$ 81,444.20	\$ 85,687.00	\$ 10,000.00	\$ 18,500.00	\$ 15,000.00
3065	GR#3 - REPAIRS	\$ 15,000.00	\$ 10,500.00	\$ 15,000.00	\$ -	\$ 15,000.00
3081	BACKHOE REPAIRS	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00	\$ 7,500.00	\$ 3,000.00
3082	LOADER	\$ 2,500.00	\$ 20,000.00	\$ 2,500.00	\$ 9,000.00	\$ 2,500.00
3083	JOHN DEERE MOWER	\$ 1,000.00	\$ 150.00	\$ 1,000.00	\$ 3,400.00	\$ 1,500.00
3084	POWER WASHER	\$ 3,000.00	\$ 300.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00
3085	CHAIN SAW	\$ 1,000.00	\$ 785.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00
3086	ROADSIDE MOWER	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
3500	WINTER CONTROL-PLOW & WING PARTS	\$ 20,000.00	\$ 15,000.00	\$ 20,000.00	\$ 10,000.00	\$ 20,000.00
2191	RADIO AND TRUCK LICENSES	\$ 12,000.00	\$ 12,300.00	\$ 12,500.00	\$ 14,600.00	\$ 15,000.00
2195	RADIO MAINTENANCE & REPAIR	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
TOTAL		\$ 416,444.20	\$ 381,029.00	\$ 344,500.00	\$ 362,500.00	\$ 354,500.00
NEW EQUIPMENT (CAPITAL)						
7010	VEHICLES - TRUCK	\$ 70,000.00		\$ 65,000.00	\$ 65,000.00	
7005	MOWER	\$ 20,000.00	\$ 17,300.00			
	TRACTOR WITH BLOWER BRUSHER	\$ 60,000.00	\$ -	\$ 500,000.00	\$ -	\$ 500,000.00
	SNOW PLOW			\$ 389,615.00	\$ 389,615.00	
TOTAL		\$ 150,000.00	\$ 17,300.00	\$ 954,615.00	\$ 454,615.00	\$ 500,000.00

GL ACCT # 5005	ROADWAYS EXPENDITURES	2024 BUDGET			2025 PROPOSED	2026 BUDGET
BRIDGES, CULVERTS, DRAINS						
3100	BRIDGE & CULVERT MTCE	\$ 15,000.00	\$ 667.00	\$ 15,000.00	\$ -	\$ 15,000.00
3102	BRIDGE # 7 (ENG. 2025 - CONST. 2026)	\$ -	\$ -	\$ 35,000.00	\$ 28,000.00	\$ 405,000.00
3118	BRIDGE # 2033, 2007, 6 - ENGINEERING DESIGN	\$ 200,000.00	\$ 260,000.00		\$ 6,000.00	
3851	ROAD CROSSINGS DUE TO DRAIN MTCE	\$ 55,000.00		\$ 55,000.00	\$ -	\$ 55,000.00
7021	CULVERT 2027 LOAN PAYMENT	\$ 40,907.00	\$ 40,907.00	\$ 40,907.00	\$ 40,907.00	\$ 40,907.00
	TOTAL	\$ 310,907.00	\$ 301,574.00	\$ 145,907.00	\$ 74,907.00	\$ 515,907.00
ROADSIDE						
3215	GRASS MOWING & WEED SPRAYING	\$ 5,200.00	\$ 6,921.00	\$ 7,000.00	\$ 6,510.00	\$ 7,000.00
3212	PARK MAINTENANCE	\$ 4,000.00	\$ 3,371.00	\$ 4,000.00	\$ -	\$ 4,000.00
3205	BRUSHING - TREE TRIM AND REMOVAL		\$ 5,785.00	\$ -		
3206	DITCHING	\$ -	\$ 5,373.00	\$ 20,000.00	\$ -	\$ 20,000.00
3322	CATCH BASINS	\$ 2,500.00	\$ 1,870.00	\$ 2,500.00	\$ -	\$ 2,500.00
3610	GUIDE POSTS & HARDWARE	\$ 5,000.00	\$ 235.00	\$ 5,000.00	\$ -	\$ 5,000.00
3315	SHOULDER MAINTENANCE	\$ 5,000.00	\$ 3,700.00	\$ 5,000.00	\$ -	\$ 5,000.00
	SIDEWALK- HORNING'S MILLS ENGINEERING			\$ 25,000.00	\$ 28,000.00	\$ 400,000.00
	TOTAL	\$ 21,700.00	\$ 27,255.00	\$ 68,500.00	\$ 34,510.00	\$ 443,500.00
HARDTOP						
3304	PREVENTATIVE MAINTENANCE	\$ 20,000.00	\$ 3,000.00	\$ 20,000.00	\$ 5,000.00	\$ 20,000.00
3310	COLD MIX, PATCHING, ROUTINE MTCE	\$ 6,000.00	\$ 2,400.00	\$ 6,000.00	\$ 1,550.00	\$ 6,000.00
3320	SWEEPING, FLUSHING, CLEANING	\$ 5,500.00	\$ 5,088.00	\$ 5,500.00	\$ 5,100.00	\$ 6,000.00
3321	LINE PAINTING	\$ 18,000.00	\$ -	\$ 18,000.00	\$ 10,250.00	\$ 18,000.00
	TOTAL	\$ 49,500.00	\$ 10,488.00	\$ 49,500.00	\$ 21,900.00	\$ 50,000.00
LOOSETOP						
3750	TOWNLINES	\$ 1,000.00	\$ 112.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00
3200	ROADSIDE MAINTENANCE	\$ 1,000.00	\$ 1,300.00	\$ 1,000.00	\$ 250.00	\$ 1,000.00
3210	GRAVEL RESURFACING	\$ 400,000.00	\$ 430,458.00	\$ 440,000.00	\$ 475,700.00	\$ 476,000.00
3211	GRAVEL MAINTENANCE	\$ 30,000.00	\$ 15,650.00	\$ 30,000.00	\$ 46,000.00	\$ 36,000.00
3410	DUST LAYER (CALCIUM CHLORIDE)	\$ 170,000.00	\$ 135,318.00	\$ 170,000.00	\$ 180,620.00	\$ 180,000.00
	TOTAL	\$ 602,000.00	\$ 582,838.00	\$ 642,000.00	\$ 703,070.00	\$ 694,000.00

GL ACCT # 5005	ROADWAYS EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
WINTER CONTROL						
3510	SAND & SALT	\$ 65,000.00	\$ 53,065.00	\$ 65,000.00	\$ 57,000.00	\$ 65,000.00
3505	SNOW REMOVAL/BLOWING	\$ 5,000.00	\$ 2,000.00	\$ 6,000.00		
	TOTAL	\$ 70,000.00	\$ 55,065.00	\$ 71,000.00	\$ 57,000.00	\$ 65,000.00
ROAD IMPROVEMENT						
260	SIDEROAD - 2ND LINE SW TO HIGHWAY 10	\$ -	\$ -	\$ -		\$ 325,000.00
7TH	LINE SW - 2KM SOUTH OF 077572 7TH LINE	\$ -	\$ -	\$ -		\$ 400,000.00
15 SR	MAIN ST 1 KM EAST	\$ 250,000.00	\$ 141,250.00			
GEORGE	STREET ADDESON ST AND LLOYD ST	\$ 125,000.00	\$ 49,710.00			
MILL	LANE		\$ 102,934.00			
260	SIDEROAD - 2ND LINE NE TO RIVERVIEW			\$ 750,000.00	\$ 670,000.00	
	TOTAL	\$ 375,000.00	\$ 293,894.00	\$ 750,000.00	\$ 670,000.00	\$ 725,000.00
RESERVE						
5030	REPLACEMENT EQUIPMENT RESERVE	\$ 220,000.00	\$ 220,000.00	\$ -	\$ -	\$ -
	TRANSFER TO RESERVES FOR INSURANCE SUPRSLUS		\$ 15,918.10	\$ -	\$ -	\$ -
	ROAD CAPITAL RESERVES	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
	TOTAL	\$ 270,000.00	\$ 285,918.10	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
TOTAL ROAD EXPENDITURES						
	TOTAL ROAD EXPENDITURES	\$ 3,183,793.20	\$ 2,814,948.10	\$ 4,084,820.00	\$ 3,460,387.06	\$ 4,456,731.00

GL ACCT # 5007	ENVIRONMENTAL SERVICES EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
2171	LEVELLING	\$ 7,500.00	\$ -			
2105	LANDFILL STUDY/MONITORING	\$ 16,318.00	\$ 16,318.00	\$ 16,898.00	\$ 16,898.00	\$ 17,000.00
2190	MISCELLANEOUS	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 100.00
7001	REHABILITATION RESERVE	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	TOTAL	\$ 33,918.00	\$ 26,318.00	\$ 26,998.00	\$ 26,898.00	\$ 27,100.00

GL ACCT # 5010	RECREATION SERVICES EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
5055	CORBETTON PARK	\$ 2,500.00	\$ 10,500.00	\$ 6,500.00	\$ 3,600.00	\$ 26,500.00
	RIVERVIEW PARK (Beautification)			\$ 10,000.00	\$ -	\$ 5,000.00
6060	HORNING'S MILLS PARK	\$ 12,000.00	\$ 11,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
	HORNING'S MILLS PARK UPGRADES (TWP PORTION)			\$ 150,000.00	\$ -	\$ -
6065	HORNING'S MILLS COMMUNITY HALL	\$ 15,000.00	\$ 47,497.00	\$ 22,500.00	\$ 26,000.00	\$ 26,000.00
6063	HORNING'S MILLS HALL PARKING LOT (capital)		\$ 12,733.00	\$ -	\$ -	\$ -
6064	HORNING'S MILLS HALL BLDNG (Trillium Grant)		\$ 41,183.00	\$ -		
6066	HORNING'S MILLS HERITAGE PROJECT	\$ 500.00	\$ 252.20	\$ 500.00	\$ 372.00	\$ 500.00
6070	CENTRE DUFFERIN RECREATION COMPLEX	\$ 60,000.00	\$ 79,904.00	\$ 84,000.00	\$ 84,000.00	\$ 88,200.00
6080	DUNDALK COMMUNITY CENTRE	\$ 16,200.00	\$ 15,600.00	\$ 16,700.00	\$ 16,700.00	\$ 18,000.00
6100	NORTH DUFFERIN COMMUNITY CENTRE	\$ 20,000.00	\$ 1,427.00	\$ 29,000.00	\$ 31,000.00	\$ 32,550.00
6200	HERITAGE COMMITTEE	\$ 3,500.00	\$ 253.00	\$ 2,000.00	\$ 1,500.00	\$ 2,500.00
	TOTAL	\$ 129,700.00	\$ 220,349.20	\$ 333,200.00	\$ 175,172.00	\$ 211,250.00

GL ACCT # 5016	CEMETARY EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
8902	HORNING'S MILLS CEMETERY	\$ 5,000.00	\$ 341.00	\$ 5,000.00		
8904	ST. PAUL'S CEMETERY					
	TOTAL	\$ 5,000.00	\$ 341.00	\$ 5,000.00	\$ -	\$ -

GL ACCT # 5011	LIBRARY EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
6110	SHELBOURNE LIBRARY	\$ 60,000.00	\$ 60,000.00	\$ 62,968.00	\$ 62,968.00	\$ 66,120.00
6120	DUNDALK LIBRARY	\$ 9,490.00	\$ 9,490.00	\$ 9,920.00	\$ 9,500.00	\$ 10,400.00
	TOTAL	\$ 69,490.00	\$ 69,490.00	\$ 72,888.00	\$ 72,468.00	\$ 76,520.00

GL ACCT # 5012	PLANNING SERVICES EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
2100	PROFESSIONAL/LEGAL FEES	\$ 60,000.00	\$ 20,000.00	\$ 25,000.00	\$ 15,000.00	\$ 10,000.00
2111	BUILDING PERMIT REVIEW					
2307	LEGALS/PROFESSIONAL FEES STRADA				\$ 25,000.00	\$ 100,000.00
2108	OFFICIAL PLAN	\$ 50,000.00	\$ -	\$ 100,000.00	\$ 20,000.00	\$ 100,000.00
2109	NEW ZONING BY-LAW	\$ 75,000.00	\$ -		\$ -	\$ -
2101	LPAT/OLT APPEALS				\$ -	\$ -
2102	LPAT/OLT APPEALS RESERVES	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 150,000.00
2304	STRADA OPA/ZBA		\$ 55.00		\$ -	\$ -
	TOTAL	\$ 200,000.00	\$ 35,055.00	\$ 125,000.00	\$ 60,000.00	\$ 360,000.00

GL ACCT # 5009	DRAINAGE EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
3060	DRAINAGE SUPERINTENDENT	\$ 50,000.00	\$ 22,032.00	\$ 60,000.00	\$ 60,000.00	\$ 50,000.00
3070	NUISANCE BEAVER & BEAVER DAM REMOVAL	\$ 5,000.00	\$ 6,071.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	TOTAL	\$ 55,000.00	\$ 28,103.00	\$ 65,000.00	\$ 65,000.00	\$ 55,000.00

TOTAL	EXPENITURER	\$ 5,758,757.20	\$ 5,185,744.54	\$ 6,769,368.00	\$ 5,907,090.06	\$ 7,408,943.00
--------------	--------------------	------------------------	------------------------	------------------------	------------------------	------------------------

GL ACCT #	TAXATION REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
4001 0700	SUPPLEMENTAL TAXES	\$ 90,000.00	\$ 108,912.00	\$ 100,000.00	\$ 67,840.00	\$ 65,000.00
4003 0100	PAYMENT IN LIEU	\$ 2,050.00	\$ 2,015.00	\$ 2,050.00	\$ 2,120.00	\$ 2,150.00
	TOTAL TAXATION REVENUE	\$ 92,050.00	\$ 110,927.00	\$ 102,050.00	\$ 69,960.00	\$ 67,150.00

GL ACCT # 4004	GRANT REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
150	OMP	\$ 168,900.00	\$ 168,900.00	\$ 193,300.00	\$ 193,300.00	\$ 206,700.00
300	RIDE GRANT	\$ 7,508.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
172	COURT SECURITY & PRISONER TRANSPORT	\$ 730.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
500	LIBRARY GRANT	\$ 4,452.00	\$ 4,452.00	\$ 4,452.00	\$ 4,452.00	\$ 4,552.00
156	OCIF FUNDING (FORMULA COMPONENT)	\$ 100,000.00	\$ 100,000.00	\$ 110,361.00	\$ 110,361.00	\$ 125,000.00
	MUNICIPAL EMERGENCY REDINESS FUNDS			\$ 12,500.00	\$ 12,500.00	\$ -
700	ONTARIO AGGREGATE LIC. FEE	\$ 100,000.00	\$ 86,573.00	\$ 85,000.00	\$ 64,412.00	\$ 65,000.00
100	DRAINAGE SUPERINTENDENT	\$ 25,000.00	\$ 24,052.00	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00
	TOTAL COUNCIL REVENUE	\$ 406,590.00	\$ 391,677.00	\$ 443,313.00	\$ 422,725.00	\$ 433,952.00

GL ACCT # 4010	ADMINISTRATION REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
100	TAX CERTIFICATES	\$ 2,500.00	\$ 3,000.00	\$ 2,800.00	\$ 3,000.00	\$ 2,500.00
110	TAX STATEMENT/DUPLICATE TAX BILLS	\$ 500.00	\$ 560.00	\$ 500.00	\$ 600.00	\$ 500.00
115	REMINDER/OVERDUE NOTICE FEE	\$ 3,000.00	\$ 2,234.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
200	BUILDING PERMIT APPROVAL	\$ 5,500.00	\$ 4,950.00	\$ 5,300.00	\$ 4,500.00	\$ 4,500.00
250	SITE ALTERATION PERMIT APPROVAL	\$ 500.00		\$ 500.00	\$ 1,500.00	\$ 500.00
300	NSF CHEQUE CHARGE	\$ 200.00	\$ 70.00	\$ 100.00	\$ 70.00	\$ 70.00
400	PHOTOCOPIES					
4015 0100	DOG LICENCES	\$ 10,000.00	\$ 9,580.00	\$ 9,500.00	\$ 9,700.00	\$ 9,700.00
4066 0000	LOTTERY LICENSES	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
4040 0100	LIVESTOCK CLAIM GRANTS	\$ 3,000.00	\$ 2,017.50	\$ 3,000.00	\$ 1,000.00	\$ 2,000.00
	TAX SALE PROCEEDS (2024)	\$ 68,444.20	\$ 68,444.00	\$ -		
	TOTAL ADMINISTRATION REVENUE	\$ 93,664.20	\$ 90,875.50	\$ 24,720.00	\$ 23,390.00	\$ 22,790.00

GL ACCT # 4012	FIRE REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
100	FIRE REVENUE	\$ 2,000.00	\$ 2,900.00	\$ 2,000.00	\$ 13,566.00	\$ 4,000.00
300	FIRE PERMIT	\$ 3,500.00	\$ 3,690.00	\$ 3,500.00	\$ 5,025.00	\$ 3,500.00
	TOTAL FIRE REVENUE	\$ 5,500.00	\$ 6,590.00	\$ 5,500.00	\$ 18,591.00	\$ 7,500.00

GL ACCT # 4020	ROAD REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
110	ROADS MISC REVENUE	\$ 750.00	\$ 24,150.00	\$ 1,000.00	\$ 1,400.00	\$ 500.00
115	ROAD OCCUPANCY PERMITS	\$ 9,500.00	\$ 12,000.00	\$ 8,000.00	\$ 9,125.00	\$ 8,000.00
125	ENTRANCE PERMITS	\$ 4,000.00	\$ 5,400.00	\$ 3,000.00	\$ 5,400.00	\$ 3,000.00
130	WIDE LOAD PERMITS	\$ 1,000.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
200	CULVERTS					
	ICE STORM RECOVER GRANTS				\$ 10,000.00	\$ 29,000.00
500	SHELBYNE ROAD AGREEMENT	\$ 6,887.00	\$ 6,887.00	\$ 7,094.00	\$ 7,094.00	\$ 7,235.00
	TRANSFER FROM RESERVES					
703	TRFR FROM GAS TAX	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
704	TRFR FROM ROAD CAPITAL RESERVE	\$ -	\$ -	\$ -		
702	TRFR FROM EQUIPMENT RESERVE - TRUCK	\$ 120,000.00	\$ 17,300.00	\$ 514,615.00	\$ 514,615.00	\$ -
	TRFR FROM WORKING TO FUND LPAT (NOT USED IN 2025 FOR PARKS)					\$ 150,000.00
700	TRFR FROM Working (Asset Management)		\$ 41,610.00			
	TRFR DEV CHG (DC STUDY)(BRIDGE STUDY)	\$ 27,000.00	\$ 28,020.00	\$ 9,000.00	\$ 8,500.00	
	TRFR DEV CHG (ZONING BY-LAW)			\$ 67,500.00	\$ -	\$ 67,500.00
	TRFR TAX STABILIZATION (Risk Asses & Strat Plan)	\$ 217,000.00	\$ 43,193.00			
	TRFR WORKING (HM PARK UPGRADES-GRANT)			\$ 150,000.00	\$ -	\$ -
	TRFR DEV CHG (SNOW BLOWER)			\$ 500,000.00	\$ -	\$ 500,000.00
	TRFR MMAH (HYBRID COUNCIL CHAMBERS)	\$ 16,000.00	\$ -	\$ 12,500.00	\$ 12,500.00	
	TRFR WORKING (ROAD PROJECTS)			\$ 200,000.00	\$ 200,000.00	
	TRFR WORKING (BRIDGE)	\$ 200,000.00	\$ 200,000.00			
	TRFR WORKING (ZONING BY-LAW)			\$ 32,500.00	\$ -	\$ 32,500.00
	TRFR WORKING (ROADS)	\$ 200,000.00	\$ 86,620.00	\$ -		
	TOTAL ROADS REVENUE	\$ 902,137.00	\$ 565,380.00	\$ 1,605,409.00	\$ 868,834.00	\$ 897,935.00

GL ACCT # 4035	PLANNING REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
100	OFFICIAL PLAN APPLICATION		\$ 5,000.00	\$ 1,000.00	\$ 13,000.00	\$ 1,000.00
310	SITE PLAN APPLICATION FEES	\$ 750.00	\$ 500.00	\$ 750.00	\$ 5,000.00	\$ 500.00
350	ZONING BY-LAW AMENDMENT	\$ 3,000.00	\$ 10,000.00	\$ 6,000.00	\$ 21,000.00	\$ 6,000.00
300	CONSENT APPLICATIONS	\$ 8,000.00	\$ -	\$ 2,000.00	\$ 6,000.00	\$ 2,000.00
325	MINOR VARIANCE	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00
200	ZONING REQUESTS	\$ 1,200.00	\$ 3,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,000.00
360	CHANGE OF USE CERTIFICATE APPLICATION	\$ 2,500.00	\$ 3,764.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00
375	PRE-APPLICATION CONSULTATION	\$ 10,000.00	\$ 7,582.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
	TRAILER LICENSES		\$ 160.00			
500	PROFESSIONAL SERVICES REIMBURSEMENT	\$ 30,000.00		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
320	SUBDIVISION AGREEMENT		\$ 10,000.00	\$ -		
TOTAL PLANNING REVENUE		\$ 57,450.00	\$ 40,006.00	\$ 30,250.00	\$ 64,500.00	\$ 26,500.00

GL ACCT # 4050	OTHER REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
100	MISCELLANEOUS REVENUE	\$ 600.00	\$ 9,633.00	\$ 1,000.00	\$ 1,100.00	\$ 1,000.00
125	CHD COMMUNITY CONTRIBUTION	\$ 309,000.00	\$ 309,000.00	\$ 309,000.00	\$ 309,000.00	\$ 309,000.00
130	PLATEAU COMMUNITY CONTRIBUTION	\$ 35,000.00	\$ 37,998.30	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00
135	DWP COMMUNITY CONTRIBUTION	\$ 264,000.00	\$ 291,169.66	\$ 291,000.00	\$ 291,000.00	\$ 291,000.00
4015 0400	BY-LAW INFRACTION TO TAXES	\$ 6,000.00	\$ 17,905.00	\$ 10,000.00	\$ 26,478.00	\$ 20,000.00
200	PENALTIES AND INTEREST ON TAXES	\$ 105,000.00	\$ 116,662.00	\$ 105,000.00	\$ 132,000.00	\$ 110,000.00
300	INTEREST ON DEPOSITS	\$ 100,000.00	\$ 165,474.33	\$ 130,000.00	\$ 85,000.00	\$ 75,000.00
400	POA	\$ 50,000.00	\$ 48,968.01	\$ 50,000.00	\$ 36,000.00	\$ 35,000.00
4077 0000	LAND RENTAL	\$ 2,550.00	\$ 2,550.00	\$ 5,775.00	\$ 5,347.00	\$ 5,455.00
	TRFR FROM EMERGENCY RELIEF FUND	\$ 25,000.00	\$ 25,000.00	\$ 9,115.00	\$ 9,115.00	
	TRFR FROM PARKS ACCOUNT			\$ 10,000.00	\$ 10,000.00	\$ -
	TRFR FROM DC's FOR PARKS					\$ 10,000.00
	TRFR FROM DC SIDE WALK (25%)	\$ -	\$ -			\$ 100,000.00
	HORNINGS MILLS OTF PROJECT	\$ -	\$ 6,200.00			
	2024 SURPLUS TO ASSIST IN ROADS CAPITAL PROJECT			\$ 100,000.00	\$ 100,000.00	
TOTAL OTHER REVENUE		\$ 897,150.00	\$ 1,030,560.30	\$ 1,058,890.00	\$ 1,043,040.00	\$ 994,455.00
TOTAL REVENUE		\$ 2,454,541.20	\$ 2,236,015.80	\$ 3,270,132.00	\$ 2,511,040.00	\$ 2,450,282.00
TOTAL EXPENDITURES		\$ 5,758,757.20	\$ 5,185,744.54	\$ 6,769,368.00	\$ 5,907,090.06	\$ 7,408,943.00
		\$ 3,304,216.00	\$ 2,949,728.74	\$ 3,499,236.00	\$ 3,396,050.06	\$ 4,958,661.00

Obligatory Reserve Funds

Unaudited

	2023 Closing	Transfer to Reserve Funds	Transfers from Reserve Funds	Interest Income	2024 Closing	Transfer to Reserve Funds	Transfers from Reserve Funds	2025 Closing
Subdivider Cont - Park Levies	\$ 21,000.00				\$ 21,000.00			\$ 21,000.00
Parkland Reserve Fund	\$ 2,844.99			906.97	\$ 3,751.96			3,751.96 \$ (0.00)
Development Charges Reserve Fund	\$ 1,029,189.52	132,468.00	28,020.00	55,790.99	\$ 1,189,428.51			8,500.00 \$ 1,180,928.51
Cdn Community Building Reserve Fund (CCBF)	\$ 3,145.77	99,956.00	100,000.00	809.92	\$ 3,911.69	102,573.00	100,000.00	\$ 6,484.69
	\$ 3,145.77							
Total	\$ 1,059,326.05	232,424.00	128,020.00		\$ 1,218,092.16	102,573.00	112,251.96	\$ 1,208,413.20

Discretionary Reserves/ Reserve Funds

Unaudited

	2023 Closing	Transfer to Reserve Funds	Transfers from Reserve Funds	Interest Income	2024 Closing	Transfer to Reserve Funds	Transfers from Reserve Funds	2025 Closing
Building Maintenance	\$ 31,769.57			\$ 1,572.83	\$ 33,342.40			\$ 33,342.40
Bridge Reserve Fund	\$ -				\$ -	\$ -		\$ -
Insurance Reserve Fund	\$ 23,199.67	\$ 15,918.00		\$ 1,148.54	\$ 40,266.21	\$ -		\$ 40,266.21
Equipment Replacement Reserve Fund	\$ 595,601.90	\$ 220,000.00	\$ 17,300.00	\$ 31,664.54	\$ 829,966.44	\$ -	\$ 448,626.00	\$ 381,340.44
Roads Capital Reserve Fund	\$ 15,135.29	\$ 50,000.00		\$ 4,439.78	\$ 69,575.07	\$ 50,000.00		\$ 119,575.07
Tax Rate Stabilization Reserve Fund	\$ 182,145.47		\$ -	\$ 9,017.54	\$ 191,163.01		\$ -	\$ 191,163.01
Landfill Rehabilitation Reserve Fund	\$ 168,430.54			\$ 8,154.03	\$ 176,584.57			\$ 176,584.57
Recreation Capital Reserve Fund	\$ 11,350.59		\$ 5,894.30	\$ 531.96	\$ 5,988.25			\$ 5,988.25
Quarry Reserve Fund	\$ 124,572.61			\$ 6,167.25	\$ 130,739.86		\$ -	\$ 130,739.86
Special Reserve Fund Emergency Relief	\$ 32,407.60		\$ 25,000.00	\$ 1,604.41	\$ 9,012.01		\$ 9,012.01	\$ 0.00
Paving Capital Reserve	\$ 5,155.09			n/a	\$ 5,155.09			\$ 5,155.09
Road Construction Capital	\$ 11,942.36			n/a	\$ 11,942.36			\$ 11,942.36
Park Reserve	\$ 13,537.40				\$ 13,537.40	\$ 12,187.08	\$ 10,000.00	\$ 15,724.48
Working Capital Reserve	\$ 1,255,044.14	\$ 298,830.00	\$ 371,423.00	n/a	\$ 1,182,451.14		\$ 312,500.00	\$ 869,951.14
PSAB	\$ 1,537.40			n/a	\$ 1,537.40			\$ 1,537.40
LPAT (new 2022)	\$ 30,000.00	\$ 15,000.00		n/a	\$ 45,000.00			\$ 45,000.00
Total	\$ 2,501,829.63	\$ 599,748.00	\$ 419,617.30		\$ 2,746,261.21	\$ 62,187.08	\$ 780,138.01	\$ 2,028,310.28



2025 STATEMENT OF DEVELOPMENT CHARGE RESERVES FUND

Category	%	Balance	Transfer (budget)	DC Fees Collected	Interest	Balance
Growth Related Studies	5.97%	\$ 71,008.90	\$ (8,500.00)	\$ 6,209.63	\$ 2,113.64	\$ 70,832.17
Services Related to a Highway	38.17%	\$ 454,005.00		\$ 39,702.09	\$ 13,513.86	\$ 507,220.94
Fire Protection Services	17.37%	\$ 206,603.79		\$ 18,067.21	\$ 6,149.74	\$ 230,820.74
Parks & Recreation Services	36.77%	\$ 437,352.99		\$ 38,245.89	\$ 13,018.19	\$ 488,617.08
Library	1.72%	\$ 20,458.18		\$ 1,789.04	\$ 608.96	\$ 22,856.17
Total		\$ 1,189,428.86	\$ (8,500.00)	\$ 104,013.85	\$ 35,404.39	\$ 1,320,347.10

Township Tax Rate Comparatives 2025

Mono	0.407949%
Mulmur	0.526266%
Melancthon	0.532752%
East Garafraxa	0.587907%
Amaranth	0.631648%
Grand Valley	0.788331%
Shelburne	0.825909%
Orangeville	0.892550%

Broad Tax Class	2022	2023	2024	2025	2026
Commercial	10,719,000	11,333,700	11,446,000	\$ 12,076,600.00	\$ 12,171,600.00
Farmland	251,367,400	249,747,300	257,446,226	\$ 258,894,126.00	\$ 259,263,426.00
Industrial	39,079,500	41,051,100	45,744,800	\$ 44,634,200.00	\$ 45,067,500.00
Manage Forests	3,252,500	2,770,000	2,672,000	\$ 2,779,000.00	\$ 2,931,300.00
Pipeline	1,939,000	1,942,000	1,941,000	\$ 1,948,000.00	\$ 1,951,000.00
Residential	431,872,000	444,598,100	446,488,800	\$ 457,031,200.00	\$ 464,333,900.00
Aggregate				\$ 4,455,000.00	\$ 4,455,000.00
Taxable	738,229,400	751,442,200	765,738,826	\$ 781,818,126.00	\$ 790,173,726.00
Grand Total CVA	738,229,400	751,442,200	765,738,826	\$ 781,818,126.00	\$ 790,173,726.00
change		13,212,800	14,296,626	16,079,300	8,355,600
% change		1.79%	1.90%	2.10%	1.07%

**Year 2020 reflects 2016 Assessed Values;
changes since 2022 are from new builds & renovations**

Kaitlin Dinnick

From: Chris Knechtel <Chris.Knechtel@rjburnside.com>
Sent: Wednesday, December 3, 2025 11:37 AM
To: Denise Holmes
Cc: Roads Department; Kaitlin Dinnick; Sarah Culshaw; Matt Vinski; 060983 Horning's Mills
Proposed Walkway Extension
Subject: Horning's Mills Proposed Walkway Extension Alternatives Review - Technical Memo
Attachments: 060983_Horning's Mills Sidewalk Tech Memo_251203.pdf

Hi Denise,

As discussed, attached is a technical memo that reviews four options for the proposed walkway extension in Horning's Mills. It provides cost estimates for each option with a preferred recommendation for the Township's consideration.

This memo is considered very 'high-level' at this point in time, for context please consider the following when the Township completes your review.

- The recommendation in the memo was primarily based on safety and providing users with a formal pedestrian walkway. However, the memo does not consider the Township's budget or ability to maintain this new portion of sidewalk.
- The options and costs presented are preliminary in nature. Once the Township selects a preferred option, Burnside will then complete the detailed design. As part of the detailed design, we will need to confirm with the Geotech and NVCA if filling on the east side of the road by the wetland is even a viable option.
- We have showed new steel beam guiderail for a few of the options to protect vehicles from the roadside slope, however depending on the option selected by the Township, we can discuss the possibility of eliminating the need for guiderail (if barrier curb is present), but this would require a further discussion on liability.
- In addition, we can explore moving the guiderail to allow the new walkway to be installed behind the guiderail. We just didn't want to spend too much time as part of this exercise, until we had a better understanding of the Township's budget and preferred option.
- If the preferred option involves installing new curb, we will need to confirm the outlet as part of the detailed design, and if any new storm sewer is required.
- If there is another option the Township would like us to consider (that is not in the current memo), just let us know and we can make a revision.

Once the Township has had a chance to review, we would be happy to meet and discuss further (virtual or on site). In the meantime, if any further clarification is required, just let us know.

Thank you

Chris



Chris Knechtel, P.Eng.

Senior Vice President, Municipal Services and
Structures

R.J. Burnside & Associates Limited
15 Townline, Orangeville, Ontario, L9W 3R4
Direct: +1 519-938-3012 **Mobile:** +1 519-939-1397
Office: +1 800-265-9662
www.rjburnside.com

 **100% Canadian Employee-Owned, Led and Operated**

***** CONFIDENTIALITY NOTICE *****

This electronic transmission and any accompanying attachments may contain privileged or confidential information intended only for the use of the individual or organization named above. Any distribution, copying or action taken in reliance on the contents of this communication by anyone other than the intended recipient(s) is STRICTLY PROHIBITED.

If you have received this communication in error please notify the sender at the above email address and delete this email immediately.

Thank you.



Technical Memorandum – Horning's Mills Proposed Walkway Extension Alternatives Review

Date: December 3, 2025 **Project No.:** 300060983.0000

Project Name: Horning's Mills Proposed Walkway Extension

Client Name: Township of Melancthon

Submitted To: Denise B. Holmes, AMCT, CAO/Clerk

Prepared By: Matt Vinski, C.E.T.

Reviewed By: Chris Knechtel, P.Eng.

1.0 Introduction

This technical memorandum has been prepared by R.J. Burnside & Associates Limited (Burnside) to evaluate various proposed alternatives for extending the existing walkway on the western side of the Main Street right-of-way from its current terminus at 108 Main Street to Oldfield Court, a length of approximately 550 metres (m), in the village of Horning's Mills, Township of Melancthon (Township).

The scope of work for this assignment includes:

- Background document and site review
- Topographic survey
- Geotechnical investigation, if required, pending the recommended design alternative (by others)
- Detailed design including preparation of all required tender documents
- Tendering
- Contract administration and part-time site representation (construction 2026, pending budget approval)

The following subsections will provide an overview of the existing site conditions, evaluation of the proposed design alternatives to be considered including high-level costing, as well as identifying the recommended design alternative.

2.0 Existing Conditions

The subject portion of Main Street features a rural cross-section complete with 3.5-metre-wide north and southbound travel lanes and narrow gravel shoulders. The posted speed limit is 40 km/h. The right-of-way is bounded by dense mature tree coverage on both sides of the road for most of its length. The subject section of the road features two tee intersections, one at Oldfield Court, and another at Fieldway Court, both of which are stop-controlled on the minor street only. A horizontal curve with a radius of approximately 200 metres is located 100 metres north of Fieldway Court and features three-cable guiderail on wooden posts on both sides of the roadway. The majority of the project limits are within the Nottawasaga Valley Conservation Authority's (NVCA) regulated limit; an undocumented wetland and private pond are both located to the east of the road between Oldfield Court and Fieldway Court.



Image 1 – Existing steel cable guiderail



Image 2 – Undocumented wetland and private pond

3.0 Proposed Design Alternatives

Representatives from the Township and Burnside convened for a project kickoff call on Tuesday, October 7. During this call, several potential alternatives for the proposed walkway extension on Main Street were identified. These alternatives, including potential constraints and high-level costing, are detailed in the following subsections. Plans for each of the proposed alternatives are presented in Attachment A, and high-level opinions of probable cost are provided in Attachment B.

We note that all alternatives explored as part of this assessment share the following commonalities:

- An extension of the walkway on the western side of the road from its existing terminus to north of Fieldway Court, where an unsignalized crossing is provided to the eastern side of the road, continuing to Oldfield Court

- The need to either relocate a portion of the existing steel cable guiderail (Alternatives 1 and 3) or replace it entirely with a new steel beam guiderail (Alternatives 2 and 4)
- A requirement to place imported fill on the east side of the road, adjacent to the undocumented wetland
- Consultation with the NVCA to determine permitting and approvals requirements, specifically regarding whether imported fill material can be placed within the undocumented wetland area

3.1 Alternative 1 – Paved Shoulder

Alternative 1 involves widening the existing paved shoulder to 1.5 metres. This alternative is the least disruptive to implement, though it also provides the least amount of horizontal and physical separation from the traveled roadway with only line painting as delineation, and would not be considered a formal pedestrian walkway. As a result, it is the most cost-effective of the four alternatives reviewed.

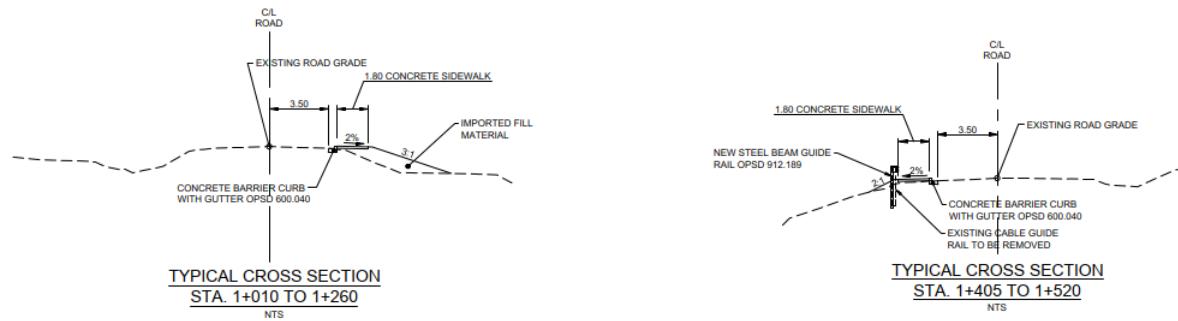
High-level opinion of probable cost: \$110,110.00 (+HST).



3.2 Alternative 2 – Concrete Sidewalk

Alternative 2 proposes construction of a new 1.8-metre-wide concrete sidewalk including new standard barrier curb and gutter (OPSD 600.040), which adds an additional 0.5 metres to the footprint. With the inclusion of curb and gutter, this is the only alternative that provides vertical separation from the traveled roadway as well as more horizontal clearance than Alternative 1. We do note that, given the vertical separation, this alternative is not as well suited to cyclist traffic as the other alternatives.

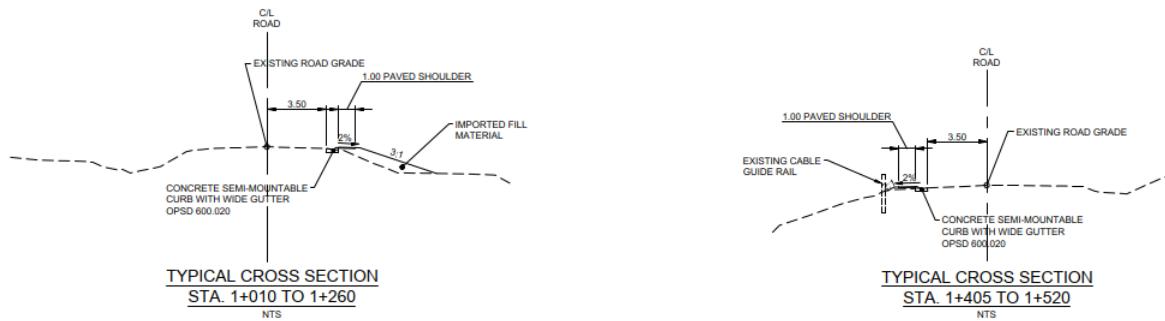
High-level opinion of probable cost: \$310,800.00 (+HST)



3.3 Alternative 3 – Rollover Curb with Paved Shoulder

Alternative 3 includes construction of a new 0.7-metre-wide rollover curb (OPSD 600.020) in addition to a one-metre-wide paved shoulder. While it provides more horizontal separation than Alternatives 1 and 2, the semi-mountable curb only provides 50 to 75 millimetres of vertical separation. This provides very minimal advantage over a painted/hatched delineation of the same width, while increasing cost significantly.

High-level opinion of probable cost: \$171,500.00 (+HST).



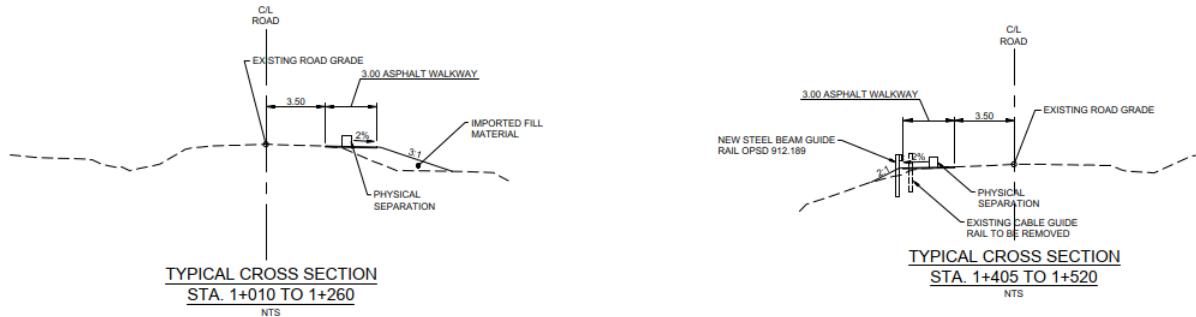
3.4 Alternative 4 – Paved Shoulder with Physical Separation

Alternative 4 features a wider paved shoulder of three metres and includes physical separation to delineate the pedestrian/cyclist portion of the shoulder. Various types of physical separation could be considered for this alternative, providing varying levels of protection from vehicles, ease of implementation, and capital and maintenance costs. In addition to the curbs specified above, these could include, but are not necessarily limited to:

- Flex bollards
- Planters
- Precast concrete curb
- Rubber curb
- Guiderail

For the purposes of this analysis, the implementation of concrete planters has been assumed.

High-level opinion of probable cost: \$437,010.00 (+HST).



4.0 Recommended Design Alternative

Taking into consideration safety and perceived user comfort, ease of implementation and impacts to existing conditions, and anticipated capital/maintenance costs, our evaluation of the presented design alternatives is as follows:

Table 1 - Evaluation of Proposed Design Alternatives				
Proposed Design Alternative	Safety* / User Comfort	Implementation / Impacts	Cost	Overall Score (Out of 20)
Alt. 1 - Paved Shoulder	-	✓✓✓✓✓	✓✓✓✓✓	10
Alt. 2 - Concrete Sidewalk	✓✓✓✓	✓✓	✓✓✓	13
Alt. 3 - Rollover Curb w/ Paved Shoulder	✓	✓✓✓	✓✓✓✓	9
Alt. 4 - Paved Shoulder w/ Physical Separation	✓✓✓✓✓	✓	✓	12

* Note: The weight of safety is double the other criteria

Based on this, we have ranked the alternatives as follows, in order of most to least desirable for the subject corridor:

- Alternative 2 – Concrete Sidewalk
- Alternative 4 – Paved Shoulder with Physical Separation
- Alternative 1 – Paved Shoulder
- Alternative 3 – Rollover Curb with Paved Shoulder

While anticipated to be the second most costly option, Alternative 2 provides a formal walkway in addition to providing vertical separation from the traveled roadway from the traveled roadway. Although not ideally suited for cyclists, given the relatively low volume of these users in this area, we do not see this as a significant issue.

5.0 Closing

The above recommendation did not take Township budget into consideration, as it was unknown at the time of preparing this memorandum. Once the Township decides on a preferred option, Burnside will then proceed to detailed design and will provide the Township with an updated construction cost estimate for budget purposes.

If the Township has any questions or requires clarification of any of the information provided in this memorandum, contact the undersigned.

R.J. Burnside & Associates Limited



Matt Vinski, C.E.T.
Regional Vice President, Public Sector
MV:ao



Chris Knechtel, P.Eng.
Senior Vice President, Municipal Services &
Structures

Enclosure(s) Attachment A – Proposed Design Alternatives
 Attachment B – High-Level Opinions of Probable Cost

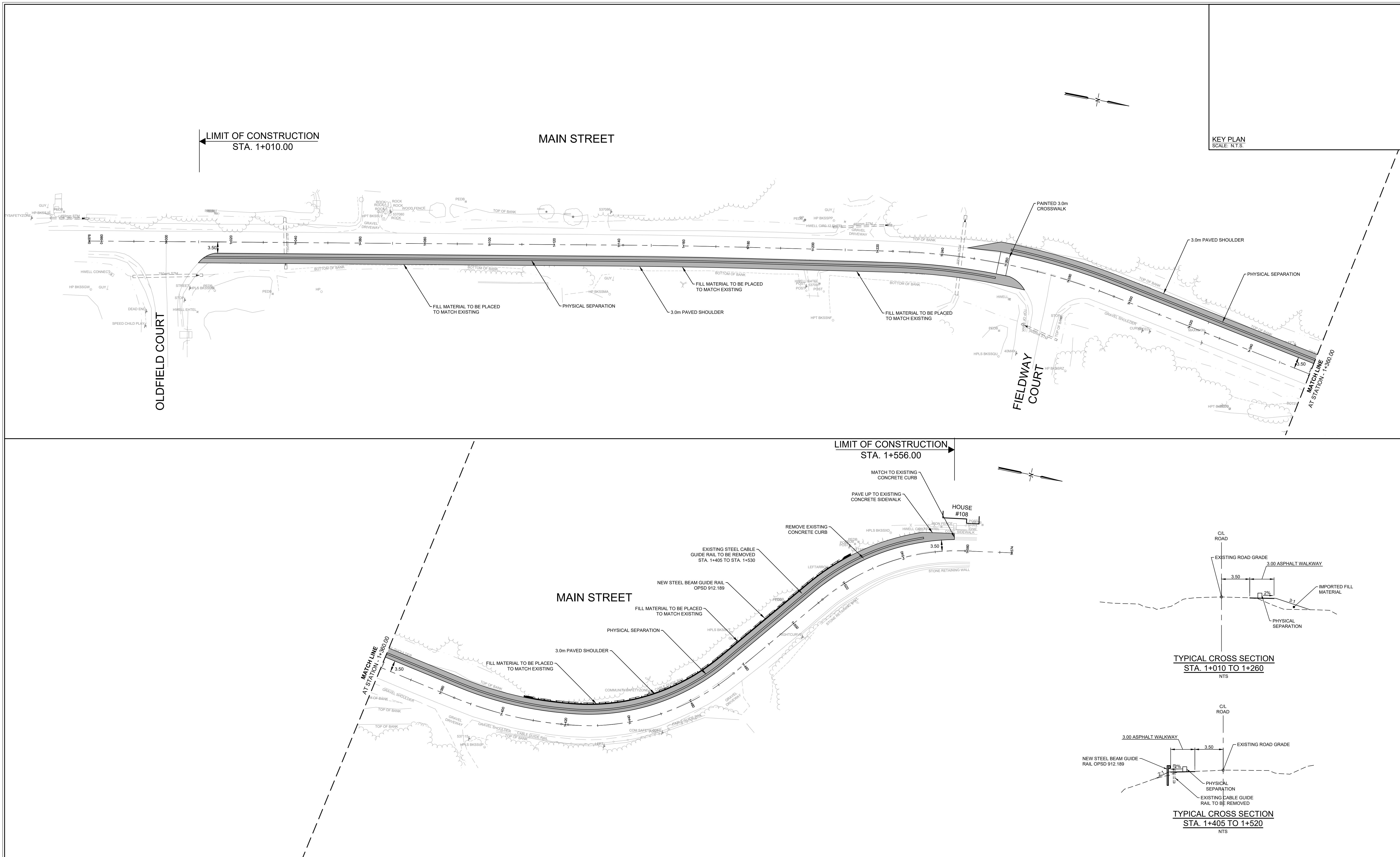
Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of R.J. Burnside & Associates Limited.

060983_Horning's Mills Sidewalk Tech Memo_251203
12/3/2025 11:11 AM



Attachment A

Proposed Design Alternatives



Notes
1. This drawing is the exclusive property of R. J. Burnside & Associates Limited. The reproduction of any part without prior written consent of this office is strictly prohibited.

© 2010 Pearson Education, Inc.

R.J. Burnside & Associates Limited
15 Townline
Orangeville, Ontario, L9W 3R4
telephone 1-800-265-9662
web www.rjburnside.com

title

NING MILLS SIDEWALK DESIGN CEPT

ERNATIVE 4 PAVED SHOULDER WITH SEPARATION N STREET

Checked C.K.	Designed K.G.	Checked C.K.	Date 25/11/27	Drawing No.
0.	Contract No. CONTRACT NO.		Revision No. 1	
0	5.0	10.0	20.0	30.0m



[THE DIFFERENCE IS OUR PEOPLE]

Attachment B

High-Level Opinions of Probable Cost

Attachment B

Horning's Mills Proposed Walkway Extension - Alternative 1 (Paved Shoulder)
Opinion of Probable Cost

Item	Unit	Unit Price	Estimated Quantity	Total Cost
Roadworks				
Supply and place 50mm HL4	t	\$ 100.00	120	\$ 12,000.00
Supply and place 50mm HL3	t	\$ 120.00	120	\$ 14,400.00
Supply and place 450mm Granular A for widened shoulder	t	\$ 35.00	750	\$ 26,250.00
Supply and place imported fill for embankments	L.S.	\$ 10,000.00	1	\$ 10,000.00
Relocate existing steel cable guide rail	m	\$ 300.00	20	\$ 6,000.00
Site restoration	L.S.	\$ 10,000.00	1	\$ 10,000.00
Sub-Total - Roadworks:				\$ 78,650.00
Other Items and Contingency Allowance				
Other Items (25% of total cost)				\$ 19,662.50
Contingency Allowance (15% of total cost)				\$ 11,797.50
Sub-Total - Other Items and Contingency Allowance:				\$ 31,460.00
Total:				\$ 110,110.00

Notes and Assumptions:

1. This high-level opinion of probable cost has been prepared for comparison purposes only and will require further refinement once the Township has identified a preferred alternative.
2. Other Items includes any items not explicitly listed such as mobilization/demobilization, traffic control, etc.
3. Depths of new asphalt and granular have been assumed.

Horning's Mills Proposed Walkway Extension - Alternative 2 (Concrete Sidewalk with Curb)
Opinion of Probable Cost

Item	Unit	Unit Price	Estimated Quantity	Total Cost
Roadworks				
Supply and install new concrete sidewalk including Granular A	m ²	\$ 90.00	1000	\$ 90,000.00
Supply and install new concrete curb (OPSD 600.040) including Granular A	m	\$ 75.00	550	\$ 41,250.00
Supply and place 50mm asphalt for boulevard including Granular A	m ²	\$ 75.00	30	\$ 2,250.00
Supply and place imported fill for embankments	L.S.	\$ 25,000.00	1	\$ 25,000.00
Remove and replace existing guide rail with steel beam guide rail	m	\$ 300.00	115	\$ 34,500.00
Steel beam guide rail end treatments	ea.	\$ 9,500.00	2	\$ 19,000.00
Site restoration	L.S.	\$ 10,000.00	1	\$ 10,000.00
Sub-Total - Roadworks:				\$ 222,000.00
Other Items and Contingency Allowance				
Other Items (25% of total cost)				\$ 55,500.00
Contingency Allowance (15% of total cost)				\$ 33,300.00
Sub-Total - Other Items and Contingency Allowance:				\$ 88,800.00
Total:				\$ 310,800.00

Notes and Assumptions:

1. This high-level opinion of probable cost has been prepared for comparison purposes only and will require further refinement once the Township has identified a preferred alternative.
2. Other Items includes any items not explicitly listed such as mobilization/demobilization, traffic control, etc.
3. Depths of new asphalt and granular have been assumed.

Horning's Mills Proposed Walkway Extension - Alternative 3 (Rollover Curb with Paved Shoulder)

Opinion of Probable Cost

Item	Unit	Unit Price	Estimated Quantity	Total Cost
Roadworks				
Supply and place 50mm HL4	t	\$ 100.00	75	\$ 7,500.00
Supply and place 50mm HL3	t	\$ 120.00	75	\$ 9,000.00
Supply and place 450mm Granular A for widened shoulder	t	\$ 35.00	600	\$ 21,000.00
Supply and install new concrete curb (OPSD 600.020)	m	\$ 100.00	550	\$ 55,000.00
Supply and place imported fill for embankments	L.S.	\$ 12,500.00	1	\$ 12,500.00
Relocate existing steel cable guide rail	m	\$ 300.00	25	\$ 7,500.00
Site restoration	L.S.	\$ 10,000.00	1	\$ 10,000.00
Sub-Total - Roadworks:				\$ 122,500.00
Other Items and Contingency Allowance				
Other Items (25% of total cost)				\$ 30,625.00
Contingency Allowance (15% of total cost)				\$ 18,375.00
Sub-Total - Other Items and Contingency Allowance:				\$ 49,000.00
Total:				\$ 171,500.00

Notes and Assumptions:

1. This high-level opinion of probable cost has been prepared for comparison purposes only and will require further refinement once the Township has identified a preferred alternative.
2. Other Items includes any items not explicitly listed such as mobilization/demobilization, traffic control, etc.
3. Depths of new asphalt and granular have been assumed.

Horning's Mills Proposed Walkway Extension - Alternative 4 (Paved Shoulder with Physical Separation) Opinion of Probable Cost					
Item	Unit	Unit Price	Estimated Quantity	Total Cost	
Roadworks					
Supply and place 50mm HL4	t	\$ 100.00	220	\$ 22,000.00	
Supply and place 50mm HL3	t	\$ 120.00	220	\$ 26,400.00	
Supply and place 450mm Granular A for widened shoulder	t	\$ 35.00	1550	\$ 54,250.00	
Supply and place imported fill for embankments	L.S.	\$ 35,000.00	1	\$ 35,000.00	
Remove and replace existing guide rail with steel beam guide rail	m	\$ 300.00	115	\$ 34,500.00	
Steel beam guide rail end treatments	ea.	\$ 9,500.00	2	\$ 19,000.00	
Supply and install concrete physical separation (e.g., planters)	m	\$ 200.00	530	\$ 106,000.00	
Site restoration	L.S.	\$ 15,000.00	1	\$ 15,000.00	
Sub-Total - Roadworks:				\$ 312,150.00	
Other Items and Contingency Allowance					
Other Items (25% of total cost)				\$ 78,037.50	
Contingency Allowance (15% of total cost)				\$ 46,822.50	
Sub-Total - Other Items and Contingency Allowance:				\$ 124,860.00	
Total:				\$ 437,010.00	

Notes and Assumptions:

1. This high-level opinion of probable cost has been prepared for comparison purposes only and will require further refinement once the Township has identified a preferred alternative.
2. Other Items includes any items not explicitly listed such as mobilization/demobilization, traffic control, etc.
3. Depths of new asphalt and granular have been assumed.



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

MEMORANDUM

Date: January 15, 2026

To: Mayor White and Members of Council

From: Liam Morgan, Acting Planning Manager

Report: P2026-02

Re: Z25-06 – 783101 County Road 9 – Application to Amend the Township Zoning By-law 12-1979

Recommendation(s)

Be it resolved that Township of Melancthon Council receive Report P2026-02 as information;

And be it resolved that Township of Melancthon Council **approve** zoning by-law amendment application (Z25-06) for the property municipally known as 783101 County Road 9, Melancthon and legally described as Part Lot 32, Concession 3 NETSR.

Background

On October 2nd, 2025, the Township of Melancthon received an application from Solomon Martin ('Applicant') on behalf of Dundalk Metals Inc. ('Owner') seeking an amendment to zoning by-law 12-1979, as amended. The proposed amendment aims to implement site-specific zoning regulations for the lands municipally known as 783101 County Road 9. Specifically, the site-specific zoning regulations relate to the maximum floor area of the secondary dwelling unit and the sharing of a common driveway between the principal and secondary dwelling units, which are outlined under section 3.25(a) of zoning by-law 12-1979.

Intent of Current Report

The purpose of the following report is to provide Council with a recommendation on whether the proposed Zoning By-law Amendment should be approved, denied, or deferred. It is the aim of this report to provide Council with a detailed overview of the application, an extensive policy analysis, and whether planning staff can recommend supporting the application as it is being presented currently. Using this report Council will be required to conclude whether a decision on the application, as it is currently presented, can be made.

Description of Subject Lands

The lands subject to the planning application are municipally known as 783101 County Road 9 and legally described as Part Lot 32, Concession 3 NETSR.

The subject lands are approximately 37 hectares (90 acres) in total size, with a lot frontage of around 909 m (2,984 ft) onto County Road 9. Currently the subject lands contain two (2) residential dwellings, a barn, a farm shed, and home industry operation.

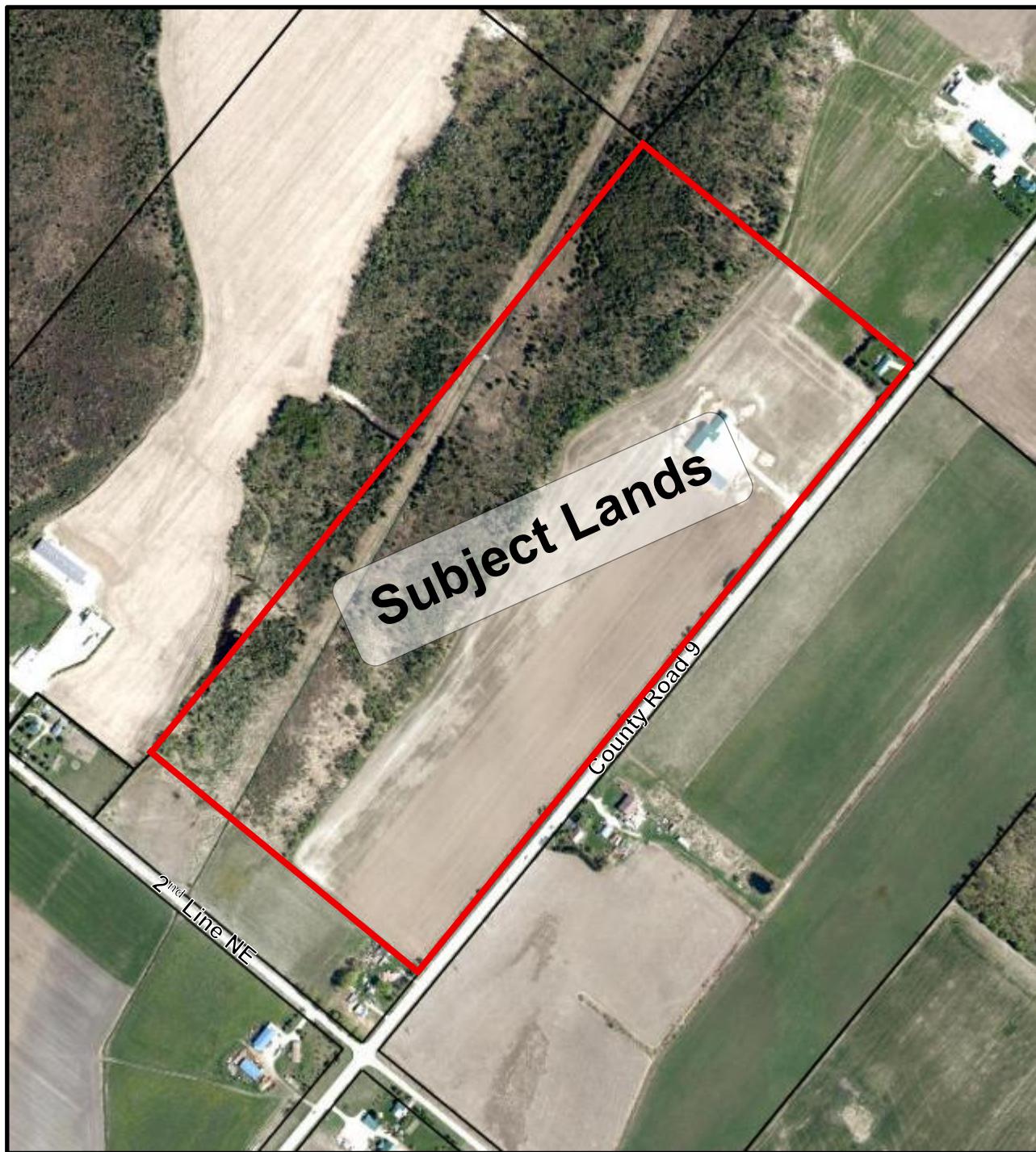
Surrounding land uses include existing prime agricultural lands, agricultural operations, rural residential properties, and mature vegetative areas.

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



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

Figure 1: Aerial of Subject Lands



Application Details

The subject lands, as noted in the 'Description of Subject Lands' section, currently contain two (2) residential dwellings, which is not permitted under the existing zoning for the property. Under the Township Zoning By-law, however, lands are able to contain more than one (1) dwelling if the additional dwelling aligns with section 3.25 (Accessory Dwelling Units) of zoning by-law 12-1979, as amended. Given the presence of two (2) residential dwelling units on the property the owner was required to conform with all requirements under section 3.25 of zoning by-law 12-1979 to which it was determined that the additional dwelling unit did not. As such, the application seeks to introduce site-specific zoning regulations to section 3.25(a) to permit an existing additional residential unit. The regulations to be implemented include increasing the maximum floor area of the secondary dwelling unit from 75 m² to 220 m², removing the requirement for a shared common driveway, and revising of the introductory sentence to reference a separate, standalone residential building.



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

Policy Overview

Provincial Planning Statement, 2024

The *Provincial Planning Statement, 2024* ('PPS, 2024') is the Province's guiding land use planning and development in Ontario. A revised version of the PPS, 2024, was implemented in October of 2024, and replaced both the *Provincial Policy Statement, 2020* ('PPS, 2020') and *A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019* ('Growth Plan'). All decisions relating to land use planning and development, therefore, must be consistent with the policies provided in the PPS, 2024. Provided below are policies of the PPS, 2024 that are applicable to the current application, and were relied upon by planning staff in their review of the proposed zoning by-law amendment.

Housing

Section 2.2.1 (b.1) – Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by permitting and facilitating all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities.

Sewage, Water and Stormwater

Section 3.6.4 – Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Natural Heritage

Section 4.1.1 – Natural features and areas shall be protected for the long term.

Section 4.1.4 (a) – Development and site alteration shall not be permitted in *significant wetlands* in Ecoregions 5E, 6E, 7E.

Section 4.1.5 (a) – Development and site alteration shall not be permitted in *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E, 7E unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

Section 4.1.5 (b) – Development and site alteration shall not be permitted in *significant woodlands* in Ecoregion 6E and 7E unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

Section 4.1.8 – Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Agriculture

Section 4.3.2.5 – Where a residential dwelling is permitted on a lot in a *prime agricultural area*, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:



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

- a. Comply with the minimum distance separation formulae;
- b. Are compatible with, and would not hinder, surrounding agricultural operations;
- c. Have appropriate sewage and water services;
- d. Address any public health and safety concerns;
- e. Are of limited scale and are located within, attached, or in close proximity to the principal dwelling or farm building cluster; and
- f. Minimize land taken out of agricultural production.

Natural Hazards

Section 5.2.2 (b) – Development shall generally be directed to areas outside of hazardous lands adjacent to river, stream, and small inland lake systems which are impacted by flooding hazards and/or erosion hazards.

Section 5.2.7 – Where the two zone concept for *floodplains* is applied, development and site alteration may be permitted in the flood fringe, subject to appropriate floodproofing to the flooding hazard elevation or another flooding hazard standard approved by the Minister of Natural Resources and Forestry.

Dufferin County Official Plan, 2025

The *Dufferin County Official Plan, 2025* ('DCOP, 2025'), which recently underwent a significant update through a Municipal Comprehensive Review (MCR), offers overarching policy directive for land use and development matters in the County of Dufferin. Notable policies of relevance to the current application are provided below.

Housing and Affordability

Section 3.7.4 (a) – It is the policy of the County that up to two *Additional Residential Units* shall be permitted within a single-detached house, semi-detached house, and Townhouse.

Section 3.7.4 (b) – It is the policy of the County that up to one *Additional Residential Unit* shall be permitted within an accessory structure secondary to a single-detached house, semi-detached house or townhouse provided there is no more than one Additional Residential Unit within the primary house.

Section 3.7.4 (c) – Local municipal official plans and implementing zoning by-laws may contain detailed policies and requirements relating to *Additional Residential Units*, but must permit them in conformity with this Plan.

Section 3.7.4 (d) – *Additional Residential Units* shall be subject to all Building Code, Fire Code, and sewer and water servicing requirements.

Section 3.7.4 (f) – *Additional Residential Units* shall generally be permitted wherever single-detached dwellings, semi-detached dwellings, and/or townhouse dwellings are permitted.

Agricultural Areas

Section 4.2.2 (b) – The primary use of land is for *agricultural uses* including the growing of crops, raising of livestock, raising of other animals for food, fur or fibre, aquaculture, apiaries, agro-forestry, maple syrup production, and associated on-farm buildings and structures.

Section 4.2.2 (c) – One single residential dwelling is permitted per lot, subject to the policies of the local municipal official plan and zoning by-law. A secondary farm residence may be permitted when the size and nature of the operation requires additional employment, and



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

provided the secondary farm residence is on the same lot, is accessory to the main farm operation, is used for full time farm help, and servicing is adequate. A consent for land division for such a dwelling will not be permitted.

Section 4.2.3 (d) – Proposed development in *Prime Agricultural Areas* will be serviced with adequate sewage and water services. Development proposals for non-agricultural uses will demonstrate the suitability of the site for the proposed method of sewage and water services and stormwater management to the satisfaction of the local municipality, and any other required approval agencies.

Natural Heritage Features and Functions

Section 5.3 – The County encourages the protection, restoration, or where possible, enhancement of natural heritage features and associated functions.

Section 5.3 (a) – Development and site alteration will not be permitted in *Significant Wetlands*.

Section 5.3 (b) – Development and site alteration will not be permitted in *Significant Woodlands* unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

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

Section 5.3.1 (c) – The contiguous land adjacent to *Provincially Significant Wetlands* represents an area where it is likely that development or site alteration would have a negative impact on the feature or area. Development and site alteration will not be permitted on land adjacent to a *Provincially Significant Wetland*, unless the ecological function of the adjacent land has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions. For the purposes of this policy, the extent of adjacent land will be defined as 120 metres. An Environmental Impact Study (EIS) will be required for all development proposals within 120 metres of a *Provincially Significant Wetland*. Prior to considering development and/or site alteration, the County and/or local municipality, in consultation with the applicable Conservation Authority, will be satisfied that the EIS demonstrates that there will be no negative impacts on the *Provincially Significant Wetland* and the sustaining ecological and/or hydrologic functions.

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

Section 5.3.8 – It is the intent of this Plan to protect natural watercourses from incompatible development to minimize the impacts of such development on their function.

Section 5.3.9 – Adjacent lands, as referenced in Sections 5.3.1 through 5.3.7, are the lands contiguous to a natural heritage feature or area where development or site alteration may have a negative impact on the natural heritage feature or area. The extent of adjacent lands for *Provincially Significant Wetlands* and *Significant Woodlands* are **120 metres**. No development or site alteration will be permitted on adjacent lands unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated, through an EIS, that there will be no negative impact on the natural features or their ecological functions.



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

Natural Hazards

Section 6.2.1 (a) – Development will be directed to areas outside of flooding hazards, erosions hazards, and hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards.

Section 6.2.1 (g) – Where the two zone concept for flood plains is applied, development and site alteration may be permitted in the flood fringe, subject to appropriate floodproofing to the flooding hazard elevation or another flooding hazard standard approved by the Minister of Natural Resources.

Sewage and Water Systems

Section 7.3.1.2 (c) – Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Township of Melancthon Official Plan

The Township Official Plan was approved by the Ministry of Municipal Affairs and Housing in March of 2015. The purpose of the Official Plan is to guide land use and infrastructure development in Melancthon to ensure the long-term vision of the Plan is maintained.

Natural Environment

Section 3.4.1 (b) – In accordance with the policies of section 5.4 and the Provincial Planning Statement, there shall be no development or site alteration in *Provincially Significant Wetlands*.

Section 3.4.1 (d) – Where more than one of these natural features and areas are found on a site, the more restrictive policies shall apply.

Section 3.4.1 (e) – The extent of adjacent lands to the above referenced natural features and areas is specified in subsections 5.4.2 (g) and 5.5.2 (g). The use of such adjacent lands shall comply with the applicable policies of sections 5.4 and 5.5.

Hazardous Lands and Sites

Section 3.5.1 – It is a policy of this Plan that development and site alteration will generally be directed to areas outside of hazardous lands and sites. The creation of new lots by consent or by plan of subdivision will be prohibited within the flooding hazard limit or erosion hazard limit. The policies of this section and section 5.5 apply more specifically to these areas, particularly areas in floodplains or near watercourses.

Second Dwelling Units

Section 3.12 (a.ii) – A second dwelling unit is permitted in specific types of residential uses through the use of a dwelling unit in a building or structure ancillary to a detached dwelling or semi-detached dwelling if the detached dwelling or semi-detached dwelling contains a single dwelling unit.

Section 3.12 (c) – All second dwelling units shall meet the following criteria:

- i. There is compliance with all applicable Zoning By-law provisions;
- ii. There is compliance with all Building Code and Fire Code provisions;



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

- iii. There is sufficient room on the subject property for any required services including individual on-site water and sewage services and all associated approvals have been obtained;
- iv. The site is not within any area subject to natural hazards such as floodplains or erosion hazards and any permits required from a conservation authority have been obtained;
- v. Sufficient on-site parking and amenity areas are provided; no new vehicular access facility is required from the abutting public road; and,
- vi. There is no substantial alteration to the exterior appearance of the building as a detached or semi-detached dwelling.

Water Resources

Section 4.8 (a) – Development will be set back from watercourses to protect the natural features and functions of the watercourse and related lands, protect fish habitat, provide riparian habitat, and minimize the risk to property and public safety. The areas within the vicinity of watercourses are primarily designated Environmental Protection or are included in the Environmental Conservation overlay designation and the policies relating to those designations will apply together with other applicable policies of this Plan such as those in section 3.5 relating to hazardous lands and sites.

Agricultural

Section 5.2.1 (b) – A single detached dwelling is permitted as a component of an agricultural use. A second dwelling unit is also permitted in accordance with the provisions of section 3.12. Farm help accommodation, including temporary buildings or structures provided through the enactment of a temporary use by-law, is permitted as part of an agricultural use, and may include one mobile home or trailer under the provisions of section 3.11. The policies of subsections 5.2.2(i) and (j) apply to farm help accommodation.

Section 5.2.2 (b.i.) – Agricultural uses shall be given priority over all other uses with the exception of existing and new dwellings permitted on existing lots of record in accordance with the applicable policies of this Plan.

Section 5.2.2 (c.i.) New and expanding agricultural uses and non-agricultural uses, shall comply with the applicable provisions of the Minimum Distance Separation formulae, except for when new dwellings on lots of record shall be sited so as to comply with the applicable formula wherever possible and, where compliance cannot be achieved, shall be sited on the subject lot as far from the nearest livestock facilities as possible in the context of the lot's specific physical features and boundary configuration.

Environmental Protection

Section 5.4.1 (a) – Uses permitted within the Environmental Protection designation include, legally existing uses, low-impact and passive recreation uses, forest, wildlife, and fisheries management and archaeological works and activities, essential public watershed management and flood or erosion control works, and essential transportation and utility facilities.

Section 5.4.2 (a) – Development and site alteration shall not be permitted in areas designated Environmental Protection except in connection with the permitted uses.

Section 5.4.2 (g) – Adjacent lands to a *Provincially Significant Wetland* include the area within **120 metres** of the wetland.



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

Natural Heritage Planning Policies

Section 5.5.2 (g) – The width of the adjacent lands associated with the *significant woodlands* natural heritage feature is **120 metres**. Development, including the creation of new lots, may be permitted on adjacent lands only if it will not have any negative impacts on the nearby natural heritage features and areas recognized by the application of the Environmental Conservation overlay designation, or their ecological function.

Section 5.5.2 (o) – The policies of section 3.4.2 with regard to assessing environmental impact shall apply to any development or site alteration within significant woodlands. Environmental impact documentation may also be required for any development on adjacent lands to significant woodlands. The construction of a dwelling or accessory buildings to a dwelling on such adjacent lands may not require an assessment of environmental impact.

Floodplains, Watercourse, and Drains Policies

Section 5.5.3 (b) – Development, and site alteration, other than that specifically permitted by the policies of this section, section 3.5.1 and section 5.5.1, will be set back from watercourses in order to protect the natural features and functions of the watercourse and related lands, protect fish habitat, provide riparian habitat and minimize the risk to public safety and property.

Section 5.5.3 (e) – In general, development should be set back a minimum of 30 metres from a watercourse regardless of whether or not that watercourse is shown on the schedules to this Plan...

Servicing Policies

Section 6.3.1 (a) – At the time of preparation of this Plan the only method of servicing land uses in the Township was by private individual on-site water and sewage services. Municipal water and sewage services are not viable with the relatively low levels of population and growth in the Township. It is, therefore, a policy of this Plan that future development and construction on existing and new lots in conformity with the land use designations and the related policies of this Plan shall continue to be permitted on the basis of individual on-site water and sewage services, provided lot sizes and site conditions are suitable for the long term provision of such services.

Township of Melancthon Zoning By-law

The subject lands are currently zoned as both *General Agricultural (A1)* and *Open Space Conservation (OS2)*; however, the area in which the existing development has taken place is solely designated as A1. Given that, planning staff did not make any reference to the OS2 zone policies in the zoning review provided below.

Under the *A1* zone, permitted uses include a farm, kennel, riding stable, nursery or commercial greenhouse, animal hospital, forestry or conservation uses, wayside pit, and a home occupation. It must be noted, however, that the proposed zoning by-law amendment does not aim to rezone or amend regulations under the overarching *A1* zone. Instead, what the amendment does seek to implement is changes to section 3.25 (a) of the zoning by-law, which was introduced through By-law 40-2021 (Accessory Dwelling Units). An overview of the existing regulations under section 3.25 (a), the *A1* zone regulations, and the proposed amendments are outlined in the table below. Highlighted in yellow are the policies that are seeking to be amended as part of the zoning by-law amendment.

Table 1: Zoning Comparison Chart

<i>Regulation</i>	<i>By-law</i>	<i>Required</i>	<i>Proposed</i>	<i>Conformity?</i>
Min. Lot Area	40-2021	8,000 m ²	365,997 m ²	✓
Min. Lot Frontage	12-1979	30 m	909 m	✓



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

Min. distance from any building to the nearest lot line	12-1979	8 m	17 m	✓
Max. Lot Coverage	12-1979	15%	0.48%	✓
Max. Building Height	12-1979	10 m	5 m	✓
Min. GFA of Principal Detached Dwelling	40-2021	75 m ²	230 m ²	✓
Max. GFA of Secondary Dwelling Unit	40-2021	75 m ²	240 m ²	✗

The proposed zoning by-law amendment also seeks to amend certain regulations of section 3.25 (a) that are not quantitative in nature. For one, the amendment seeks to remove subsection h) that speaks to sharing of a common driveway. In addition, the amendment also aims to revise the introductory verbiage of section 3.25 (a) to state the following:

Notwithstanding any other provisions of this By-law, one accessory dwelling unit is permitted as a separate, standalone dwelling on a lot with an existing principal dwelling for the lands zoned as A1 – 153 and municipally known as 783101 County Road 9 provided:

Summary of Reports Received

The applicant has submitted the following technical reports and information to the Township of Melancthon in support of the proposed zoning by-law amendment.

- Explanatory Zoning Letter, prepared by *Solomon Martin*.
- Site Plan, prepared by *Solomon Martin*.
- Zoning By-law Amendment Application Form, prepared by *Solomon Martin*.

Summary of Comments Received

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

County of Dufferin

Dufferin County circulated comments to the Township of Melancthon on January 7th, 2026. The comment package received by staff include comments from five (5) internal divisions – Building Services, Planning, Information Technology – Corporate Services, Public Works – Engineering, and Public Works – Waste Services. All five (5) divisions indicated no concerns with the proposed development.

Dufferin-Peel Catholic District School Board (DPCDSB)

Comments were received from DPCDSB on December 11th, 2025. The comments provided indicated no concerns with the proposed development.

Enbridge Gas

Enbridge Gas issued comments on December 17th, 2025. This agency did not object to the proposed development; however, it did indicate that they reserve the right to amend or remove development conditions.

Grand River Conservation Authority (GRCA)

The GRCA provided comments to the Township of Melancthon on January 2nd, 2026. Through their comments it was highlighted that the GRCA had no objection to the proposed zoning by-



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

law amendment. Further it was outlined that all proposed development activities are outside of the GRCA's regulated area, and, as such, no permit from the GRCA will be required.

Comprehensive Analysis of All Findings

Township planning staff undertook an extensive review of all overarching planning policies and agency comments provided to determine if the proposed development represented 'good planning'. Through our review it was determined that in fact the proposed development conformed with all critical land use policies and, in instances where that was not achieved, the proposed amendments addressed those discrepancies. Provided in the paragraphs below is a detailed overview of each overarching planning policy and how the proposed development conformed to each policies regulatory requirements.

In reviewing the PPS, 2024, there are several notable policies pertaining to natural heritage features and natural hazards, which are of relevance to the current application because of the presence of a *Provincially Significant Wetland, Woodland, and Watercourse*. Though the PPS, 2024, does restrict development and site alteration from occurring in and adjacent to those features, especially that of *Provincially Significant Wetlands*, the existing residential dwelling is not located in any of those features. In addition to that, the existing residential dwelling is located approximately 180 metres away from those features meaning that there would likely be no negative impact to those critical natural heritage features. As also noted previously, the residential dwelling subject to this application is already existing and, as such, there is no development and/or site alteration being further proposed. The PPS, 2024, also permits up to two (2) additional residential units in prime agricultural areas provided that in cases whereby two (2) units are proposed at least one of those is located within or attached to the principal dwelling unit. Given that the current proposal suggests only one (1) additional residential unit this means that the proposed structure can be a separate, standalone unit. The PPS, 2024, further requires that all additional residential units address six (6) key requirements (refer to page 4) to which Township planning staff have determined that the proposed development does conform with. Based on the above, Township planning staff believe that the application aligns with all policies of the PPS, 2024.

Similar to that of the PPS, 2024, the DCOP, 2025 provides general directive on development in and/or adjacent to natural heritage features and natural hazards. In large part, the DCOP, 2025 echoes the policies of the PPS, 2024 that relate to natural heritage features and natural hazards; however, does offer greater specificity for the extent of adjacent lands. In the DCOP, 2025, adjacent lands to natural heritage features are identified as being within a **120 metre** radius to which it has been determined that the existing residential dwelling exceeds at a distance of approximately 180 metres. Given that, Township planning staff have no conformity concerns as it relates to those areas of the DCOP, 2025. Further to that, the DCOP, 2025 also offers more detailed directive on additional residential units. The DCOP, 2025 permits up to one (1) additional residential unit as an accessory structure to an existing single-detached, semi-detached, and/or townhouse dwelling. The application does propose this type of development and, as such, conforms to the additional residential unit policies of the DCOP, 2025. Based on the above, Township planning staff believe that the application aligns with all policies of the DCOP, 2025.

Township planning staff's review of the Township Official Plan also brought forth no significant concerns with the proposed developments conformity with that land use policy. The natural heritage and environmental protection policies of the Township Official Plan largely align with those of the PPS, 2024 and DCOP, 2025, which means that the proposed development is in conformity with those policies of the Township Official Plan. As an example, the extent of adjacent lands to a natural heritage feature is **120 metres** in the Township Official Plan, a distance the proposed development has already been determined to exceed. While the Township Official Plan also provides more detailed requirements on secondary dwellings, Township planning staff have determined that the proposed development still addresses all criteria either through the existing residential dwelling or the currently proposed zoning by-law amendment application. Based on the above, Township planning staff believe that the application aligns with all policies of the Township Official Plan.



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

Though the existing residential dwelling does not conform with the current zoning provisions, the zoning amendment will address all of those conformity issues. It must be noted, however, that the application does conform with all zoning regulations of the overarching A1 zone for the subject lands and, in fact, it is the regulations under the accessory dwelling unit section of the zoning by-law that are being addressed through the application. In reviewing the changes proposed as part of this amendment, Township planning staff are not concerned with any of the amendments and, ultimately, believe that the application represents 'good planning'. For one, the proposed development is currently an existing residential dwelling and, as such, the zoning by-law amendment is merely being undertaken to ensure all land use policies and regulations are being conformed with. The application does not propose any additional development and/or site alteration, is not anticipated to produce any negative impact to the adjacent natural heritage features, and, most importantly, allows for the agricultural intent of the property and surrounding area to be maintained. In addition, the most significant change being proposed of increasing the maximum allowable gross floor area of the secondary dwelling unit to 240 m² from 75 m² will not impact any surrounding properties, especially as it relates to visual site lines. The existing residential dwelling has vegetative landscaping at both the rear and interior side yards and, further to that, the dwelling itself is approximately 240 metres from the nearest neighbouring residential unit. In considering all factors, it is Township planning staff's belief that the proposed development maintains the general intent of the zoning for the subject lands and, ultimately, is representative of 'good planning'.

Conclusion

Township planning staff have undertaken a comprehensive review of the proposed development and associated zoning by-law amendment. In reviewing all applicable planning policies, in combination with the comments received from the respective external agencies, Township planning staff have no concerns with the proposed zoning by-law amendment. Given that, Township planning staff will be recommending that the zoning by-law amendment application be approved by Council to permit the existing additional residential unit.

Prepared by:

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

Liam Morgan, MCIP, RPP
Acting Planning Manager
Phone: 519-941-2816 Ext. 2511
lmorgan@melancthontownship.ca

List of Appendices:

- Appendix #1 – Draft Zoning By-law Amendment



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

Appendix #1 – Draft Zoning By-law Amendment

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon as it affects property known municipally as 783101 County Road 9 and legally described as Part Lot 32, Concession 3 NETSR, as shown on attached Schedule "A".

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

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

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

1. Schedule 'A' to Zoning By-law No. 12-79, as amended, is further amended by zoning lands in Part Lot 32, Concession 3 NETSR, from the *General Agriculture (A1)* zone to the *General Agriculture – Exception 153 (A1-153)* zone.
2. Notwithstanding any other provision of Zoning By-law No. 12-79, as amended, the following special provisions shall apply to the lands denoted on Schedule 'A':
 - i. The introductory verbiage of section 3.25 (a) of By-law No. 12-79 is revised to state the following:

Notwithstanding any other provisions of this By-law, one accessory dwelling unit is permitted as a separate, standalone dwelling on a lot with an existing principal dwelling for the lands zoned as A1 – 153 and municipally known as 783101 County Road 109 provided:
 - ii. Section 3.25 (a), subsection d), of By-law No. 12-79, as amended, is hereby revised to read as follows:

The maximum floor area of the secondary dwelling is no greater than 240 m² and the minimum floor area is no smaller than 40 m².
 - iii. Section 3.25 (a), subsection h), of By-law No. 12-79, as amended, which states that "*the resultant two-unit dwelling shall share a common driveway*", is hereby removed.
3. In all other respects, the provision of By-law 12-79, as amended, shall apply.

This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the *Planning Act, 1990*, as amended.

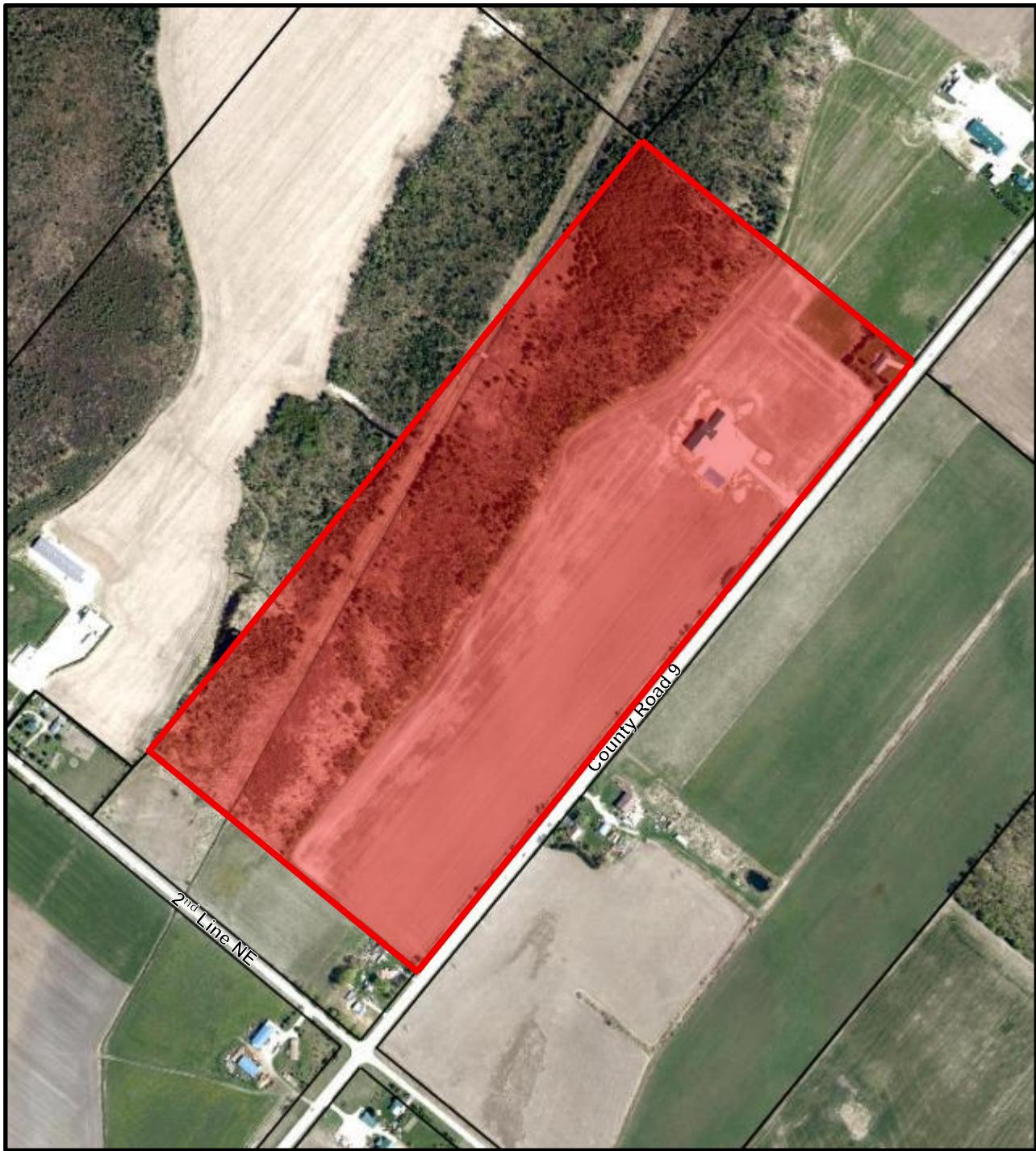
BY-LAW READ A FIRST AND SECOND TIME THIS 15TH DAY OF JANUARY, 2026.

BY-LAW READ A THIRD TIME AND PASSED THIS 15TH DAY OF JANUARY, 2026.

MAYOR

CLERK

SCHEDULE A – LANDS AFFECTED



 Lands subject to revisions of Section 3.25 (a) of By-law 12-79, as amended



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

**NOTICE OF STATUTORY PUBLIC MEETING
ZONING BY-LAW AMENDMENT
File No. Z25-05**

RECEIPT OF COMPLETE APPLICATION

TAKE NOTICE that the Township of Melancthon has received a complete application for a Zoning By-law Amendment for the lands legally described as Lot 32, Concession 3 NE, and municipally referred to as 783101 County Road 9.

AND PURSUANT to Section 34 of the *Planning Act*, R.S.O. 1990, C.P.13 as amended, the application file is available for review at the Municipal Office. Please contact the Clerk to arrange to review this file.

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

DATE AND LOCATION OF PUBLIC MEETING

Date and Time Thursday, January 15, 2026, at 5:30 p.m.

Location Council Chambers – 157101 Highway 10 or Virtual via Zoom

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

THE PURPOSE of the application is to seek a site-specific amendment to Zoning By-law 12-1979, as amended, to permit an existing additional residential unit on the subject lands.

FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION

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

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

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

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



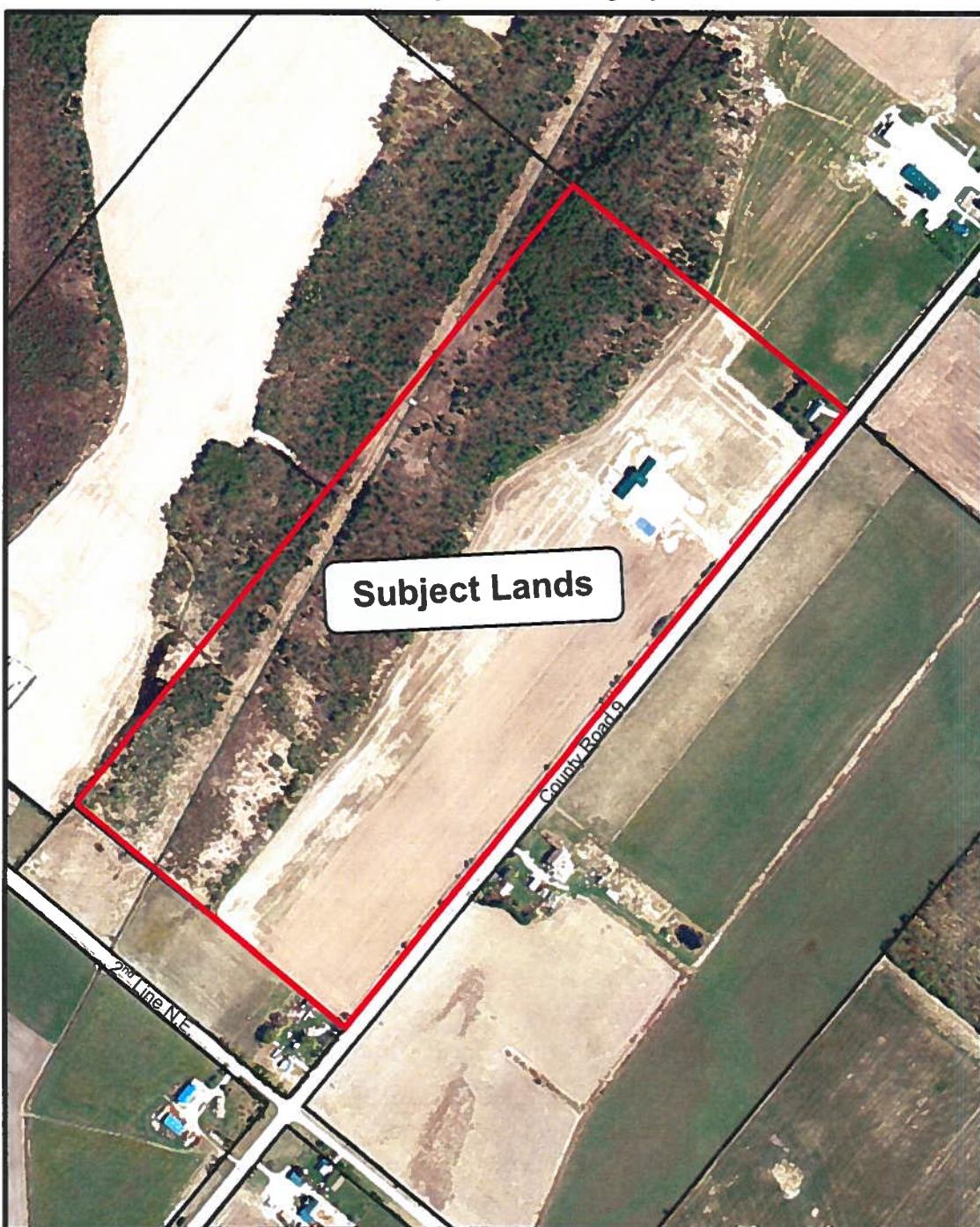
The Corporation of
THE TOWNSHIP OF MELANCTHON
157101 Highway 10, Melancthon, Ontario, L9V 2E6

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

Mailing Date of this Notice: December 8th, 2025

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

Appendix A – Lands Subject to Zoning By-law Amendment





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

MEMORANDUM

Date: January 15, 2026

To: Mayor White and Members of Council

From: Liam Morgan, Acting Planning Manager

Report: P2026-01

Re: Duivenvoorden Haulage Ltd. – 437138 and 437202 4th Line – Applications to Amend the Township Official Plan and Zoning By-law

Recommendation(s)

Be it resolved that Township of Melancthon Council receive Report P2026-01 as information;

And be it resolved that Township of Melancthon Council **defer** a decision on the jointly submitted Official Plan and Zoning By-law amendment applications for the properties municipally known as 437138 and 437202 4th Line, Melancthon and legally described as Part of the East Half of Lots 13 and 14, Concession 4 OS.

Background

On August 4th, 2021, Innovative Planning Solutions ('Applicant') submitted Official Plan and Zoning By-law Amendment applications on behalf of Duivenvoorden Haulage Limited ('Owner') for the lands municipally known as 437138 and 437202 4th Line in the Township of Melancthon. The purpose of these applications is to permit the expansion of an existing aggregate pit that currently operates on the adjacent parcel municipally known as 437138 4th Line as a Class 'A' Pit (Licence No. 3726) under the *Aggregate Resources Act*. In total, the proposed expansion would result in an additional 45 hectares (111 acres) of land to be licensed as an aggregate pit, with 34.5 hectares (85.2 acres) of that being utilized as the extraction area.

The joint application was initially presented to Council by the Township's previous planning consultant, Chris Jones of Municipal Planning Services Limited, on January 22nd, 2022. Through this report Council was provided with a preliminary synopsis of the technical materials submitted by the applicant and a general directive for how to proceed forward with the application. It was not the intent of that initial report to provide Council with a recommendation on whether the joint application should be approved or denied. Instead, Council was to decide whether the application could be deemed complete and, if so, provide directive to staff to begin the process of peer reviewing the technical materials.

Since the initial submission in August of 2021, the joint application and associated technical materials have been resubmitted by the applicant to the Township three (3) separate times. Each resubmission has been a result of additional comments and concerns brought forth by the Township, external agencies, and retained peer reviewers, which needed to be addressed by the applicant and their team. Further to that, the applicant also undertook a Public Open House on September 4th, 2024, as a means to provide the public the opportunity to gain a greater understanding on the proposal and voice any questions and/or concerns.

At this time, planning staff believe that all appropriate steps in the planning process have been taken by staff and the applicant and, as such, a recommendation report is to be presented to Council.

Intent of Current Report

The purpose of the following report is to provide Council with a recommendation on whether the jointly proposed Official Plan and Zoning By-law Amendments should be approved, denied, or deferred. It is the aim of this report to provide Council with a detailed historical overview of the application, an



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

extensive policy analysis, and whether planning staff can recommend supporting the application as it is being presented currently. Using this report Council will be required to conclude whether a decision on the application can be made.

Description of Subject Lands

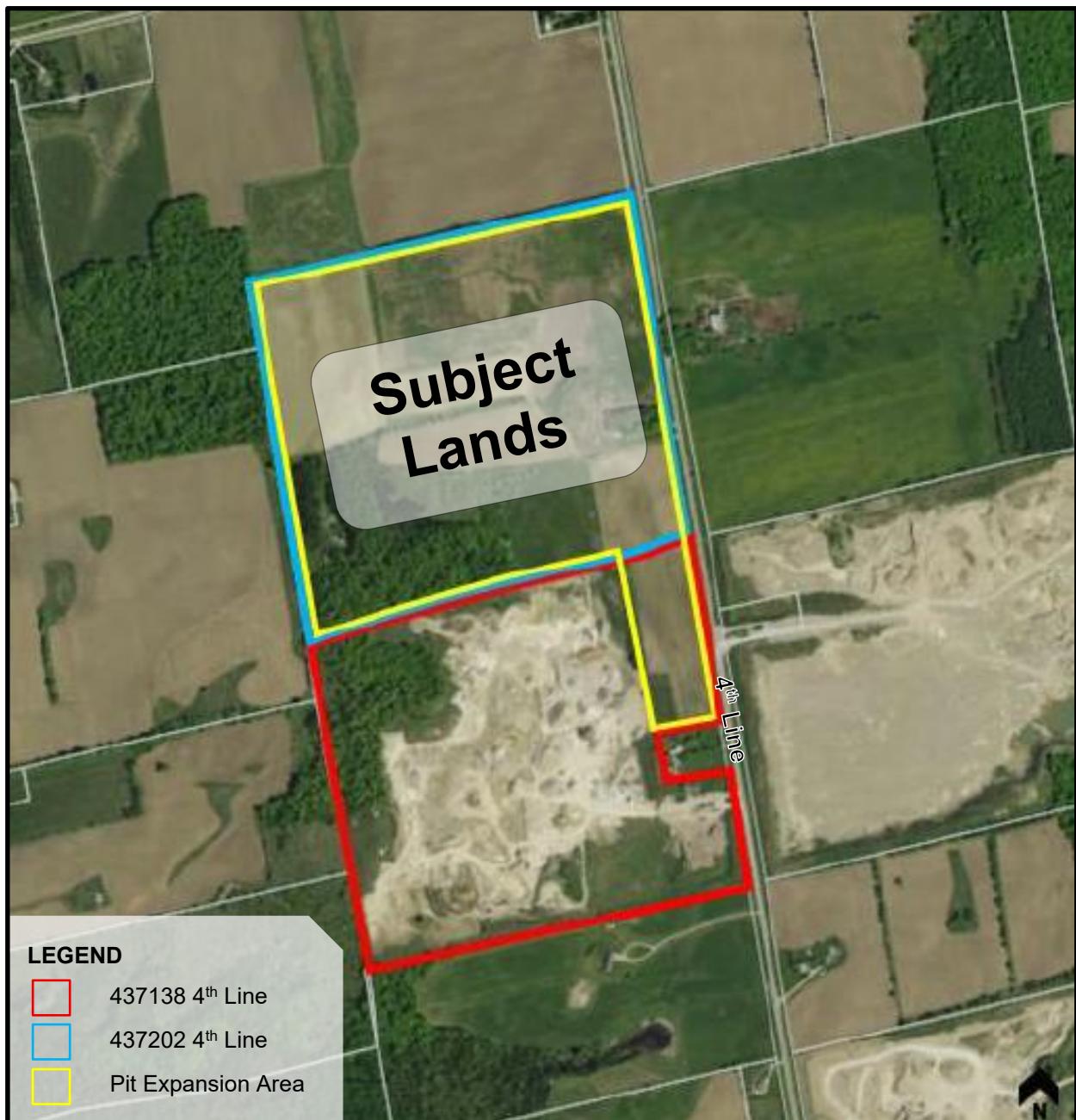
The lands subject to the planning applications are municipally known as 437138 and 437202 4th Line and legally described as East Part of Lot 13, Concession 4 O.S. and East Part of Lot 14, Concession 4 O.S., respectively.

The subject lands are approximately 45 hectares (111 acres) in total size, with a lot frontage of around 920 m (3,000 ft) onto 4th Line. Of that total size, it is proposed that the extraction area would be approximately 34.5 hectares (85.2 acres). The application does not currently propose any new road access points to the subject lands.

Surrounding land uses include existing mineral aggregate operations, prime agricultural lands, rural residential properties, and mature vegetative areas.

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

Figure 1: Aerial of Subject Lands





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

Application Details

The owner currently operates an aggregate pit on the lands municipally known as 437138 4th Line. This operation has an authorized extractive area of 28.35 hectares (70 acres) and a maximum annual tonnage of 199,550. At this time, the applicant has indicated that approximately 500,000 tones of material remains or around 3-5 years of operations for the existing licenced site.

Given that the extractive potential of the existing aggregate site is likely close to being maximized, the owner seeks to expand aggregate operations into other areas of land. Those areas of land include a 4.45-hectare (11 acre) parcel at the front of the lands subject to the existing operations and 40.1-hectare (99 acre) parcel that is directly adjacent to the existing operations (437202 4th Line). It is understood that the entire 45 hectares (111 acres) will be licenced as an aggregate pit, with an annual extractive tonnage of 500,000 being established for both the existing and proposed operations.

To facilitate the proposed expansion, the owner was required to proceed forward with applications under two (2) distinct Acts – the *Planning Act* and *Aggregate Resources Act*. Details of the applications submitted under those two Acts are provided below.

Aggregate Resources Act Application(s)

The application under the *Aggregate Resources Act* allows the owner to receive a Class 'A' Licence for a Category 3 Pit (above the water table pit). Through email correspondence with the applicant on December 4th, 2025, it was indicated that the applicant still needs to satisfy several items prior to the application moving forward with the Ministry of Natural Resources.

Planning Act Application(s)

There are two (2) applications being submitted under the *Planning Act* – Official Plan Amendment and Zoning By-law Amendment. Details on those applications are outlined below.

Official Plan Amendment – Redesignate the subject lands from *Agricultural* and *Environmental Conservation* to *Extractive Industrial*.

Zoning By-law Amendment – Rezone the subject lands from *General Agricultural (A1)* to *Extractive Industrial – Exception (M2-XX)* and *Open Space Conservation (OS2)*.

Policy Overview

In reviewing the application's conformity with land use policy at the provincial, upper-tier, and lower-tier levels, it is important to take note of when the application was deemed complete. For context, once an application is deemed complete, the land use policies in-effect at the time of the complete application being issued are to be used throughout the entirety of the application review process. That said, any new or updated land use policies that come into effect after the application has been deemed complete are not applicable to the application. Given that the current application was declared complete in January of 2022, the land use policies in-effect at that time have been utilized in planning staff's review of the proposed development.

Provincial Policy Statement, 2020

The *Provincial Policy Statement, 2020* ('PPS, 2020') was the Province's guiding land use policy prior to the implementation of the new *Provincial Planning Statement, 2024* ('PPS, 2024'), which replaced both the PPS, 2020 and the *A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019* ('Growth Plan'). The PPS, 2020 gave general directive on how land use and development should occur in Ontario both in the short-and-long-term. Provided below are policies of the PPS, 2020 that are applicable to the current application, and were relied upon by planning staff in their review of the proposed development and associated Official Plan and Zoning By-law amendments.



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

Rural Areas in Municipalities

Section 1.1.4.1 (i) – Healthy, integrated and viable rural areas should be supported by providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 2.3.

Natural Heritage

Section 2.1.1 – Natural heritage features and areas shall be protected for the long term.

Section 2.1.5 (b) – Development and site alteration shall not be permitted in *significant woodlands* unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

Section 2.1.7 – Development and site alteration shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with provincial and federal requirements.

Agriculture

Section 2.3.1 – Prime agricultural areas shall be protected for long-term use for agriculture.

Section 2.3.6.1 (a) – Planning authorities may only permit non-agricultural uses in prime agricultural areas for extraction of minerals, petroleum resources, and mineral aggregate resources.

Section 2.3.6.2 – Impacts from any new or expanding non-agricultural uses on surrounding agricultural operations and lands are to be mitigated to the extent feasible.

Mineral Aggregates Resources

Section 2.5.2.2 – Extraction shall be undertaken in a manner which minimizes social, economic, and environmental impacts.

Section 2.5.3.1 - Progressive and final rehabilitation shall be required to accommodate subsequent land uses, to promote land use compatibility, to recognize the interim nature of extraction, and to mitigate negative impacts to the extent possible. Final rehabilitation shall take surrounding land use and approved land use designations into consideration.

Section 2.5.4.1 - In prime agricultural areas, on prime agricultural land, extraction of mineral aggregate resources is permitted as an interim use provided that the site will be rehabilitated back to an agricultural condition.

Cultural Heritage and Archaeology

Section 2.6.1 – Significant built heritage resources and significant cultural heritage landscapes shall be conserved.

Section 2.6.2 - Development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved.

County of Dufferin Official Plan, 2015

The *Dufferin County Official Plan, 2015* ('DCOP, 2015') previously offered overarching policy direction for land use and development matters for the entirety of Dufferin County. Since DCOP, 2015 was adopted, the County of Dufferin undertook a Municipal Comprehensive Review (MCR) process that was finalized in August of 2025, and, in turn, meant the replacement of DCOP, 2015. Similar to that of the PPS, 2020, however, the current application was submitted during the time when the DCOP, 2015



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

was in-effect and, as a result, the policies of the DCOP, 2015 are to be utilized. Notable policies of relevance to the current application are provided below.

Cultural Heritage

Section 3.10.1 (a) – Significant built heritage resources and significant cultural heritage landscapes will be conserved.

Section 3.10.2 (b) – Development and site alteration will not be permitted on lands containing archaeological resources or areas or archaeological potential unless significant archaeological resources have been conserved.

Section 3.10.2 (c) – Archeological assessments carried out by consultant archaeologists licensed under the Ontario Heritage Act, will be required as a condition of any development proposal affecting areas containing a known archaeological site or considered an area of archaeological potential.

Section 3.10.3 (d) - Archaeological assessment reports prepared by licensed consultant archaeologists are to be in compliance with the 2011 Standards and Guidelines for Consultant Archaeologists as set out by the Ministry of Tourism, Culture and Sport, as well as the terms and conditions of an archaeological licence under the Ontario Heritage Act.

Agricultural Areas

Section 4.2.1 (f) – The objectives of the Agricultural Area designation are to preserve and promote the agricultural and rural character of the County.

Section 4.2.3.1 – ...Non-agricultural uses may only be permitted in agricultural areas for the extraction of minerals, petroleum resources, and mineral aggregate resources. Limited non-residential, including new or expanding recreational uses, may only be permitted in agricultural areas subject to the submission of appropriate studies, including an Agricultural Impact Assessment, provided that all of the following are demonstrated:

- i. there is a need within the planning horizon of this Plan for the proposed use;
- ii. the lands do not comprise a specialty crop area;
- iii. alternative locations have been evaluated and,
 - a. there are clearly no other reasonable alternatives that are outside of prime agricultural areas; and
 - b. there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands;
- iv. the proposed use will not be located in an area that may have an impact on the efficient and logical expansion of nearby urban areas;
- v. the proposed use complies with the required MDS I setback distances; and,
- vi. impacts from any new or expanding non-agricultural uses on surrounding agricultural operations and lands will be minimized to the extent feasible.

The extraction of minerals, petroleum resources, and mineral aggregate resources in prime agricultural areas, are permitted in accordance with the policies of Section 4.4.



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

Section 4.4.2 – The extraction of mineral aggregate resources will be undertaken in a manner which minimizes social, economic, and environmental impacts and the appropriate use and management of mineral aggregate resources.

Section 4.4.2 (a) – ...Mineral aggregate resources will be protected for long-term use. Significant mineral aggregate resources are identified on Schedule D, which include significant sand and gravel resources and bedrock mineral aggregate resource areas.

Section 4.4.2.1 (a) – New mineral aggregate resource operations or any expansion to an existing mineral aggregate resource operation that extends beyond the lands identified in the local municipal official plan will require an amendment to the local municipal official plan, and will conform to the policies of this Plan and the local municipal official plan. An amendment to this Plan will not be required for new or expanding mineral resource operations.

Section 4.4.2.1 (d) – In considering new mineral aggregate resource operations or any expansion to an existing mineral aggregate resource operation, the County and local municipality will be satisfied that prior to approval of a local municipal official plan amendment that impacts are minimized with respect to the following:

- i. Surrounding land uses and siting of extraction operations, including demonstrating compatibility with the rural character and landscape, including visual impacts;
- ii. Surrounding sensitive uses through adequate buffering, screening, and other mitigation measures;
- iii. Transportation *infrastructure*, particularly as it relates to County Roads and Provincial Highways;
- iv. Surface water and groundwater quality and quantity, provincially significant natural features, natural heritage features and areas, and the environment;
- v. Social and community considerations;
- vi. Cultural heritage and archaeological resources;
- vii. Noise, dust and vibration, in accordance with Provincial Standards;
- viii. The removal and placement of fill, topsoil or overburden;
- ix. Demonstration that the final rehabilitation plan is consistent with the policies of this Plan and the local municipal official plan;
- x. Other matters identified by the Province, County, or local municipality, or identified in the local municipal official plan; and
- xi. Requirements under the *Aggregate Resources Act*.

Section 4.4.2.2 (c) - In prime agricultural areas, on prime agricultural land the extraction of mineral aggregate resources is permitted as an interim use provided the site will be rehabilitated back to an agricultural condition. Complete rehabilitation back to an agricultural condition is not required if:

- i. There is a substantial quantity of mineral aggregate resources below the water table warranting extraction, or the depth of planned extraction in a quarry makes restoration of pre-extraction agricultural capability unfeasible;



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

- ii. Other mineral aggregate resource extraction alternatives have been considered by the proponent and found unsuitable. The consideration of other mineral aggregate resource extraction alternatives will include mineral aggregate resources in areas of Canada Land Inventory Class 4 through 7 lands, resources on lands identified as settlement areas, and, resources on prime agricultural lands where rehabilitation is feasible. Where no other alternatives are found, prime agricultural lands will be protected in this order of priority: Canada Land Inventory Class 1, 2 and 3 lands; and
- iii. Agricultural rehabilitation in remaining areas is maximized.

Natural Heritage Features and Functions

Section 5.3 – The County encourages the protection, restoration, or where possible, enhancement of natural heritage features and associated functions.

Section 5.3.2 – Development and site alteration will not be permitted in or adjacent to habitat of endangered species and threatened species, except in accordance with Provincial and Federal requirements.

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

Section 5.3.8 – It is the intent of this Plan to protect natural watercourses from incompatible development to minimize the impacts of such development on their function.

Water Resources and Source Water Protection

Section 5.4.1 (d) – The County and local municipalities will encourage the protection and restoration of natural heritage features and areas to improve the quality and quantity of water.

Section 5.4.2 (c) – Prior to the approval of development applications within designated vulnerable areas, the proponents shall demonstrate to the satisfaction of the County, local municipality, Conservation Authority, and Province, where necessary, that the quality and quantity of municipal drinking water sources will not be negatively impacted.

Human-Made Hazards

Section 6.3.5 (c) – Only those new commercial or employment uses that can meet the Ministry of the Environment's sound level criteria will be permitted.

Section 6.3.5 (d) – The development of new employment uses, and sensitive land uses will have regard for the Ministry of the Environment guidelines respecting separation distances between industrial uses and sensitive land uses.

Township of Melancthon Official Plan

The Township Official Plan was approved by the Ministry of Municipal Affairs and Housing in March of 2015, and was the in-effect policy during the time when this application was initially submitted. As such, this guiding land use document, and all applicable land use policies, were utilized when reviewing the current application for an aggregate pit expansion.



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

Mineral Aggregate Resources Objectives

Section 2.2.5 (a) – To protect as much as is realistically possible of the Township's primary mineral aggregate resources in the context of all applicable planning policies.

Section 2.2.5 (b) - To protect existing mineral aggregate operations from uses that would hinder or preclude their continued use or expansion or would be incompatible with such operations.

Section 2.2.5 (c) - To minimize any negative impacts of new or expanded mineral aggregate operations on the environment, on existing, approved or permitted land uses, and on the area's rural character.

Section 2.2.5 (d) - To encourage mineral aggregate resources conservation, whenever feasible, including through the use of accessory recycling facilities within operations.

Cultural Heritage Resources Objectives

Section 2.2.6 (a) – To conserve significant cultural and built heritage features such as historically or architecturally important buildings or structures.

Section 2.2.6 (d) – To control development in areas having archaeological resources or archaeological potential to ensure that those resources are documented and respected in the development process.

Section 2.2.6 (e) – To ensure that all significant cultural heritage resources in the municipality are managed in a manner which perpetuates their use while maintaining their heritage value, integrity and benefit to the community.

Natural Environment

Section 3.4.1 (c) – In the following natural heritage features and areas development or site alteration within the Environmental Conservation overlay designation may be permitted in compliance with the underlying land use designation provided there is also compliance with the environment related policies of section 5.5:

- i. Locally significant and unevaluated wetlands;
- ii. Significant woodlands
- iii. Significant wildlife habitat
- iv. Areas of natural and scientific interest (ANSI);
- v. Habitat of endangered species and threatened species;
- vi. Fish habitat.

Section 3.4.1 (d) – Where more than one of these natural features and areas are found on a site, the more restrictive policies shall apply.

Section 3.4.2 (f) – Any approval of the proposed development or site alteration shall be subject to the findings and recommendations of the EIS in addition to compliance with any other related policies of this Plan.

Section 3.4.3 (g) – Should the review of an EIS determine that natural heritage features and areas or other important features of the natural environment such as groundwater resources cannot be suitably protected, the development or site alteration will not be approved.



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

Cultural Heritage Resources

Section 3.8 (f) - Development and site alteration on lands containing archeological resources or areas of archaeological potential shall only be permitted if the significant archeological resources have been conserved by removal or documentation, or by preservation on site. Where significant archaeological resources must be preserved on site, only development and site alteration which maintain the heritage integrity of the site will be permitted.

Section 3.8 (j) - Development on lands containing significant archaeological or other cultural heritage resources shall avoid or appropriately address these resources. Where an area is identified as having archaeological potential, an assessment by a qualified professional shall be carried out prior to any development occurring. Any development approval shall reflect the findings and recommendations of the archeological assessment.

Mineral Aggregate Resources

Section 3.17.1 (i) - In the context of this background and general policy framework, the policy structure found in section 3.17.2 below applies to the development of new or significantly expanded mineral aggregate operations and other land uses in the primary mineral aggregate resource areas. It consists of three principal components:

- i. new or expanded mineral aggregate operations will be permitted only by an amendment to this Plan in compliance with all applicable policies;
- ii. within areas either designated "Agricultural" or used for agriculture in the "Rural" designation, agriculture and the associated uses shall continue to be permitted and shall have the highest priority in such areas, although mineral aggregate operations may be permitted as interim uses on a site specific basis where there is documented compliance with the applicable policies and criteria of this Plan, including the provisions of clause ii above and subsections 5.6.2(k) and (m) in the Extractive Industrial section of this Plan; and,
- iii. within primary mineral aggregate resource areas as shown on Schedule H or on the adjacent lands, except for uses that are permitted in the applicable Agricultural designation and are therefore also permitted in the Rural designation, all proposed uses that could adversely affect the potential for future mineral aggregate operations will have to be fully justified in terms of specific policy criteria.

Section 3.17.2 (b) - New mineral resource operations or any expansion of an existing mineral aggregate operation will be permitted only through an amendment to this Plan and only in compliance with the following policies and all other applicable policies of this Plan.

Section 3.17.2 (c) - Any such amendment to this Plan for a new mineral aggregate operation or any expansion of an existing mineral aggregate operation that extends beyond its designated area shall comply with the policies of section 5.6, Extractive Industrial, all water resource related policies of this Plan and all other applicable policies.

Section 3.17.2 (d) - New mineral aggregate operations, and the associated amendments to this Plan, may be permitted only within those parts of the primary mineral aggregate resource areas that are designated Agricultural or Rural. The following policies shall apply in such areas in addition to the applicable land use policies for those designations and any other related policies of this Plan.

Section 3.17.2 (e) - Agriculture and its associated uses remain the primary land use within those parts of the primary mineral aggregate resource areas designated Agricultural. Agriculture and



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

its associated uses remain the highest priority in such areas. If a new or expanded mineral aggregate operation is proposed in such areas, it may be permitted in conformity with the policies of subsections 5.6.2(k) and (m) in the Extractive Industrial section of this Plan, all other policies of section 5.6.2, subsection 5.2.2(b) and the other applicable policies of this Plan.

Water Resources Planning Objectives

Section 4.2 (a) - The following are the Plan's water resources related planning objectives.

- i. To protect, improve or restore the quality and quantity of ground water and surface water and the function of sensitive ground water recharge/discharge areas, aquifers and headwaters.
- iv. To regulate and limit land uses in the vicinity of natural watercourses to protect their ecological functions.
- xii. To protect surface and groundwater quality through the use of regulatory and voluntary means of prohibiting, restricting or influencing land uses and, where possible under applicable legislation, activities within wellhead protection areas and in areas overlying vulnerable aquifers.
- xiii. To ensure that development does not alter groundwater levels to the detriment of surrounding users and resources.
- xv. To protect the hydrogeological functions of the groundwater and surface water systems in the Township.

Groundwater Protection and Management

Section 4.4 (b) - ... Specifically it is the Township's intent that land use development and the development of groundwater resources will not:

- i. Significantly alter groundwater recharge or discharge;
- ii. Impair groundwater or surface water quality, or
- iii. Negatively impact groundwater supplies.

Section 4.4.1 (c) - The following policies are intended to apply an appropriate level of protection for such aquifers and thereby implement this Plan's many related and fundamental planning policies and objectives. These policies shall apply with regard to the aquifer vulnerability mapping as shown on Schedule G.

- i. Within the areas classified as "High Vulnerability" on Schedule G, any development proposal having the potential to adversely affect groundwater resources shall be required to provide an assessment of groundwater impacts in compliance with all related policies of this Plan.
- ii. Approval for such development shall be given only if comprehensive, substantiated documentation confirms that there will be no negative effects on the quantity or quality of groundwater.

Agricultural

Section 5.2.2 (b) – Agricultural uses shall be given priority over all other uses with the exception of:



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

- ii. New or expanded *mineral aggregate operations*, on the basis of a site specific interim use related amendment to this Plan, and wayside pits and quarries where either of these types of uses can be justified in terms of their compliance with the applicable policies of sections 3.17, 3.18, and 5.6 including the policies of subsections 5.6.2(k) and (m) in the Extractive Industrial section of this Plan, and all other policies of this Plan.

Environmental Conservation

Section 5.5 (b) - The Environmental Conservation overlay designation on the Land Use and Road Plan schedules to this Plan, being the A, B and C Schedules, includes or is intended to include the following natural heritage features and areas:

- i. Locally significant and unevaluated wetlands;
- ii. Significant woodlands;
- iii. Significant wildlife habitat;
- iv. Significant areas of natural or scientific interest (ANSIs);
- v. Habitat of endangered species and threatened species; and,
- vi. Fish habitat.

Section 5.5.2 (g) – The width of the adjacent lands associated with the *significant woodland* area included in the Environmental Conservation overlay designation is 120 metres. The following policies shall apply to these adjacent lands.

- i. Development, including the creation of new lots, may be permitted on adjacent lands only if it will not have any negative impacts on the nearby natural heritage features and areas recognized by the application of the Environmental Conservation overlay designation, or their ecological function.
- iv. Development on adjacent lands may be subject to site plan control.

Section 5.5.2 (o) - The policies of section 3.4.2 with regard to assessing environmental impact shall apply to any development or site alteration within significant woodlands. Environmental impact documentation may also be required for any development on adjacent lands to significant woodlands. The construction of a dwelling or accessory buildings to a dwelling on such adjacent lands may not require an assessment of environmental impact.

Section 5.5.2 (p) - Proposed development or site alteration in significant woodlands may be subject to site plan control and have a site plan agreement containing specific management details regarding the protection of existing trees.

Section 5.5.3 (b) - Development, and site alteration, other than that specifically permitted by the policies of this section, section 3.5.1 and section 5.5.1, will be set back from watercourses in order to protect the natural features and functions of the watercourse and related lands, protect fish habitat, provide riparian habitat and minimize the risk to public safety and property.

Section 5.5.3 (e) - In general, development should be set back a minimum of 30 metres from a watercourse regardless of whether or not that watercourse is shown on the schedules to this Plan...



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

Extractive Industrial

Section 5.6.1 (a) - The following uses shall be permitted within areas designated Extractive Industrial: mineral aggregate operations, mineral aggregate resource conservation, agriculture, forestry and non-intensive outdoor recreational uses.

Section 5.6.2 (c) - New mineral aggregate operations or the expansion of existing mineral aggregate operations beyond the area designated on the schedules to this Plan will require amendments to both this Plan and the Zoning By-law. Notwithstanding the applicable provisions of the Planning Act, as a minimum requirement, notification concerning such amendments shall be provided to all owners of properties within 400 metres of the subject land and to all owners of properties fronting on that portion of the proposed aggregate haul route that follows local Township roads. In view of the significance of most proposed mineral aggregate operations, newspaper notices also will be used for any quarry proposal and for most sand and/or gravel pit proposals.

Section 5.6.2 (g) - Applications for Official Plan or Zoning By-law amendments to permit new or expanded mineral aggregate operations will be evaluated on a case by case basis to determine the best haul route.

Section 5.6.2 (h) - As referenced in section 6.2, the function of Provincial Highways and County Roads is to carry large volumes of traffic. Since part of that traffic includes trucks transporting mineral aggregate these roads function, in part, as mineral aggregate haul routes. Conversely, this is not a normal function of a local Township road. Where such roads have been used as such haul routes they have, therefore, been so designated on the attached schedules. The designation of additional Township road sections as Mineral Aggregate Haul Routes beyond those referenced in subsection (g) above shall occur only through inclusion in an amendment to this Plan for the associated new or expanded mineral aggregate operation as required under subsection 5.6.2(c) above.

Section 5.6.2 (k) - Where a new or expanded mineral aggregate operation is proposed for a site either within the Agricultural designation, such use may be permitted only if documentation has been provided demonstrating to Council's satisfaction that there is conformity with the following criteria and policies, in addition to all other applicable policies of this Plan.

- i. The use shall be interim in nature;
- ii. The site will be progressively rehabilitated to an agricultural condition;
- iii. Complete rehabilitation to an agricultural condition is not required if:
 - outside of a specialty crop area, there is a substantial quantity of mineral aggregate resources below the water table warranting extraction or the depth of planned extraction in a quarry makes restoration of pre-extraction agricultural capability unfeasible;
 - in a specialty crop area, there is a substantial quantity of high quality mineral aggregate resources below the water table warranting extraction, and the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible;
 - other alternatives have been considered by the applicant and found unsuitable. The consideration of other alternatives shall include resources in areas of Canada Land Inventory Class 4 through 7 lands, resources on lands identified as settlement areas, and resources on prime agricultural lands where rehabilitation is feasible. Where no other



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

alternatives are found, prime agricultural lands shall be protected in this order of priority: specialty crop areas, Canada Land Inventory Class 1, 2 and 3 land; and,

- Agricultural rehabilitation in remaining areas is maximized.

iv. Impacts on surrounding agricultural operations and lands are to be mitigated to the extent possible.

Section 5.6.2 (m) - Council will thoroughly review and evaluate any complete application for an Official Plan amendment to permit a new or expanded mineral aggregate operation. As deemed appropriate by Council, any or all materials provided in support of any such amendment will be peer reviewed, at the applicant's expense, by suitably qualified experts to determine, among other things, their technical validity and compliance with applicable standards and requirements.

Section 5.6.2 (n) – Council will proceed with the required amendment to this Plan only when the applicant has satisfactorily demonstrated that the proposal will not have any negative impacts. The applicant also shall have entered into an agreement with the Township to protect all nearby private wells and, if there is any loss of quantity or quality of water, to be responsible for either restoring those wells to their original working conditions or replacing them.

Section 5.6.2 (p) - In addition to any other policies of this Plan and the requirements of other agencies, the following policies shall apply with regard to designated Mineral Aggregate Haul Routes and the traffic impacts resulting from mineral aggregate operations.

- i. All extractive industrial related traffic shall utilize Provincial Highways, Arterial Roads and, where necessary, the designated Mineral Aggregate Haul Routes on Township roads as shown on the schedules to this Plan. New Mineral Aggregate Haul Routes may be designated through the policies of subsection 5.6.2(h) above.
- ii. Whenever possible, the use of internal traffic connections between abutting or adjacent mineral aggregate operations will be encouraged to minimize the number of accesses and the length of travel on the identified haul routes.
- iii. Any new or expanded mineral aggregate operation proposed on a designated or proposed Mineral Aggregate Haul Route shall provide a Traffic Impact Study, prepared in accordance with the applicable policies of sections 6.2.5 and 6.2.6 of this Plan, documenting the potential impacts on the designated or proposed haul routes and identifying the road improvements, if any, required to accommodate the additional projected traffic.
- iv. An applicant for an extractive industrial Official Plan amendment shall enter into an agreement with the municipality, in accordance with the policies of section 6.2.6 of this Plan, addressing such aspects as:
 - Routes to be used by trucks carrying aggregate;
 - Cost sharing agreements regarding capital improvements to, and maintenance of roads and other facilities as required by reason of the proposed extractive industrial development;
 - Phasing of such improvements, if appropriate;
 - A requirement to amend the agreement, if necessary, when there is a



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

change in the mineral aggregate operation's licence that increases the tonnage limit; and,

- The provision of any required securities.
- v. Any expansion of an existing pit or quarry will require the execution of a new agreement with the municipality under the policies of this subsection and section 6.2.6.

Section 5.6.2 (q) - In order to preserve the area's rural and scenic character, mineral aggregate operations shall mitigate any visual impact with measures such as berms and vegetation that reflect the character of the Township's natural landscape. The following policies shall apply in this regard.

- i. A visual impact study may be required to assess sensitive views, determine what landscape changes may result from the proposed extractive operation and identify required mitigation measures such as berms and landscaping.
- ii. The Township will ask the Ministry of Natural Resources to include provisions or features such as the following in the site, operational and rehabilitation plans for new pit licenses:
 - The use of small operational phases and progressive rehabilitation to limit the extent of the disturbed area;
 - Orienting the direction of extraction to minimize adverse impacts on views from *adjacent lands* and roads and from more distant view points;
 - The *development* of variable berms and mature vegetative screens prior to the commencement of the extractive operation in order to replicate the area's natural topography and soften or eliminate views of the excavation;
 - Utilization of offset entrances to screen the extractive operation from the abutting public road; and,
 - At the completion of the extractive industrial operation, full rehabilitation of the site to return it to a condition which complements its rural setting.³
- iii. The Township may require the applicant to enter into an agreement concerning the implementation of any Township required visual impact mitigation measures or site rehabilitation and monitoring requirements. Such agreements may include provisions requiring the applicant to provide financial securities to be used to rectify any failures with regard to these requirements.

Section 5.6.2 (r) - The Township may require an applicant for a mineral aggregate resources operation related planning amendment or may request the owner of an existing mineral aggregate resources operation to enter into or amend an agreement relating to such matters as are required to meet the policies of this Plan. Such an agreement may address items such as haul routes and the related improvements and maintenance, groundwater or other environmental monitoring, the rectification of any significant adverse impacts such as loss of quality or quantity of water in local wells, and the provision of financial securities to be used to address any failures in mitigation measures such as road improvements and maintenance, well replacement or site rehabilitation.

Section 5.6.2 (t) – Where an application is made to the Ministry of Natural Resources to amend



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

the conditions of an existing license or site plan under the Aggregate Resources Act and the Minister has served notice of same on the Township:

- i. The applicant must demonstrate to the Township's satisfaction that the applicable requirements and policies of this Plan have been met; and,
- ii. The Township will, except for minor amendments to the license or site plan, hold a public information meeting before providing comments to the Ministry.

Section 5.6.2 (v) - Notwithstanding the provisions of subsection (u), any site consisting of prime agricultural land prior to the commencement of a mineral aggregate operation and originally within the Agricultural designation shall be restored to agricultural use in compliance with the policy of subsection 5.6.2(k)iii. The use of rehabilitated extractive industrial lands for any purpose other than those permitted by subsection (v) and this subsection will require amendments to this Plan and the zoning by-law.

Mineral Aggregate Haul Routes

Section 6.2.5 (b) – Consistent with the policies of subsection 5.6.2(q), all traffic associated with existing or future mineral aggregate operations will be generally directed to Arterial Roads, Provincial highways, and those Township road sections designated as Mineral Aggregate Haul Routes on the schedules to this Plan. The policies of this section of the Plan apply primarily to those portions of local Township roads that are so designated.

Section 6.2.5 (c) – Provincial highways and Arterial Roads are the most appropriate roads to accommodate potentially large volumes of truck traffic. Where a haul route utilizes a Provincial highway or Arterial Road, the requirements of the agency having jurisdiction over the road shall be met prior to Township approval of any related amendments to this Plan or the zoning by-law.

Section 6.2.5 (e) – As permitted by the policies of section 5.6.2 and notwithstanding the intent to utilize the system of haul routes designated by this Plan, the use of internal traffic connections between abutting or adjacent extractive industrial operations will be encouraged to minimize the number of accesses to, and the length of travel on the local Township road sections that are designated as Mineral Aggregate Haul Routes.

Township of Melancthon Zoning By-law

The subject lands are currently zoned as *General Agricultural (A1)*. Permitted uses in the A1 zone include a farm, kennel, riding stable, nursery or commercial greenhouse, animal hospital, forestry or conservation uses, wayside pit, and a home occupation.

Given that the proposed development does not align with any of the permitted uses under the A1 zone, the applicant is proposing to rezone the lands to *Extractive Industrial – Exception (M2-XX)* and *Open Space Conservation (OS2)*.

The permitted uses under the over-arching *M2* zone include a sand, gravel, or rock quarry extraction operation, a sand, gravel or rock processing, washing, sorting, screening or crushing operation, and uses accessory to the aforementioned permitted uses. The proposed use would align with those permitted uses. Specific zoning regulations of the *M2* zone include the following:

- a) No sand or gravel excavation shall proceed closer than 120 metres to any Residential, Commercial, Institutional, or Industrial M1 or M3 Zone, nor closer than 15 metres to a property line, nor closer than 30 metres to a public road allowance.
- b) No quarry excavation or processing, crushing or blasting of sand, gravel, or stone shall proceed closer than 200 metres to any Residential, Commercial, Institutional, or



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

Industrial M1 or M3 Zone, nor closer than 15 metres to a property line, nor closer than 30 metres to a public road allowance.

- c) A strip of land not less than 15 metres in width shall be reserved for landscaping purposes between any *M2* zone and any adjacent Commercial or Industrial M1 or M3 zone, along any adjacent public road allowance, or adjoining property line. Where an *M2* zone abuts a Residential zone, or a roadway is the only separation between two such areas, then no industrial use shall be made of any kind within 30 metres of the abutting lot line and no parking use shall be made of any land within 7.5 metres of the abutting lot line. The intervening land shall be kept in an open space condition with grass, trees, and shrubs.
- d) No building or structure shall be permitted within 300 metres of any Residential, Commercial, or Industrial M1 or M3 zone boundary, nor closer than 150 metres to any existing dwelling, nor closer than 90 metres to a property line, nor closer than 90 metres to a public road allowance.
- e) Notwithstanding (d) above, a weigh scale, an accessory recording office or a guardhouse shall be permitted no closer than 50 metres to a public road allowance.

As part of the zoning by-law amendment application, the applicant is seeking an exception to regulation (a), specifically relating to the 15 metre setback required for property lines. The applicant is seeking to reduce that setback requirement to 0 metres.

Summary of Reports Received

Across four (4) submissions, the Township of Melancthon received numerous technical reports and information from the applicant in support of the joint Official Plan and Zoning By-law amendments. Those technical reports and information are provided below and are organized by submission.

Submission #1

- Agricultural Impact Assessment, prepared by *Orion Environmental Solutions*
- Combined Level 1 and Level 2 Hydrological Assessment, prepared by *Azimuth Environmental Consulting Inc.*
- Cross Sections Drawing, prepared by *Innovative Planning Solutions*
- Existing Features Drawing, prepared by *Innovative Planning Solutions*
- Letter regarding Entry of Stage 1 and 2 Archaeological Assessment in Ontario Public Register of Archaeological Reports, prepared by *Ministry of Heritage, Sport, Tourism, and Culture Industries*
- Letter regarding Entry of Stage 3 Archaeological Assessment in Ontario Public Register of Archaeological Reports, prepared by *Ministry of Heritage, Sport, Tourism, and Culture Industries*
- Natural Environment Level 1 Technical Report, prepared by *Birks Natural Heritage Consultants*
- Natural Environment Level 2 Technical Report, prepared by *Birks Natural Heritage Consultants*
- Noise Impact Study, prepared by *Trinity Consultants*
- Operational Plan Drawing, prepared by *Innovative Planning Solutions*
- Planning Justification Report, prepared by *Innovative Planning Solutions*



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

- Rehabilitation Plan Drawing, prepared by *Innovative Planning Solutions*
- Stage 1 and 2 Archaeological Assessment, prepared by *ASI Heritage*
- Stage 3 Archaeological Assessment, prepared by *ASI Heritage*
- Stormwater Management Brief, prepared by *WMI & Associates Ltd.*
- Traffic Review, prepared by *Tatham Engineering*

Submission #2

- Comment Matrix (1st submission), prepared by *Innovative Planning Solutions*
- Cost Sharing Agreement between Strada Aggregates and DHL for Road Haul Improvements
- Erosion and Sediment Control Plan, prepared by *WMI & Associates Ltd.*
- Excess Soil Importation Approval Letter, prepared by *Ministry of Northern Development, Mines, Natural Resources, and Forestry*
- Existing Aggregate Licence, prepared by *Ministry of Natural Resources*
- Fuel Handling and Management Plan, prepared by *Duivenvoorden Haulage Ltd.*
- Legal Survey, prepared by *Rodney Geyer*
- Letter regarding Entry of Stage 4 Archaeological Excavation Report in Ontario Public Register of Archaeological Reports, prepared by *Ministry of Citizenship and Multiculturalism*
- Response Letter to Nottawasaga Valley Conservation Authority (NVCA) regarding Natural Environment Reports, prepared by *Birks Natural Heritage Consultants*
- Stage 4 Archaeological Excavation Report, prepared by *Irvin Heritage Inc.*
- Updated Combined Level 1 and Level 2 Hydrogeological Assessment, prepared by *Azimuth Environmental Consulting Inc.*
- Updated Noise Impact Study, prepared by *Trinity Consultants*
- Updated Stormwater Management Brief, prepared by *WMI & Associates Ltd.*

Submission #3

- Comment Matrix (2nd submission), prepared by *Innovative Planning Solutions*
- Drainage Plan, prepared by *WMI & Associates Ltd.*
- Response Letter regarding Noise Impact Study, prepared by *Valcoustics Canada Ltd.*
- Updated Cross Sections Drawing, prepared by *Innovative Planning Solutions*
- Updated Erosion and Sediment Control Plan, prepared by *WMI & Associates Ltd.*
- Updated Existing Features Drawing, prepared by *Innovative Planning Solutions*
- Updated Operational Plan Drawing, prepared by *Innovative Planning Solutions*
- Updated Rehabilitation Plan Drawing, prepared by *Innovative Planning Solutions*
- Updated Stormwater Management Brief, prepared by *WMI & Associates Ltd.*

Submission #4

- Addendum to Noise Impact Study, prepared by *Valcoustics Canada Ltd.*
- Comment Matrix (3rd submission), prepared by *Innovative Planning Solutions*



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

- Report regarding Review of Overburden Ground Water Levels, prepared by *Azimuth Environmental Consulting Inc.*
- Updated Civil Drawing Set (i.e., Erosion and Sediment Control Plan, Drainage Plan), prepared by *WMI & Associates Ltd.*
- Updated Cross Sections Drawing, prepared by *Innovative Planning Solutions*
- Updated Existing Features Drawing, prepared by *Innovative Planning Solutions*
- Updated Operational Plan Drawing, prepared by *Innovative Planning Solutions*
- Updated Rehabilitation Plan Drawing, prepared by *Innovative Planning Solutions*
- Updated Stormwater Management Brief, prepared by *WMI & Associates Ltd.*

Summary of Comments Received

To date, comments have been provided by eight (8) agencies and internal consultants. A high-level overview of all comments received has been provided below.

Bluewater Geoscience (Groundwater Peer Review Consultant)

Comments were received from Bluewater Geoscience on August 14th, 2025. In their comments they note that as part of their analysis they reviewed the several documents including the 3rd submission comment matrix and letter from Azimuth Environmental Consulting regarding groundwater levels. Further to that, they also reviewed the revised Operational Plan (OP), Existing Features (EF), and Rehabilitation Plan (RP) drawings. Based on their review they assert that the monitoring network and proposed groundwater monitoring and sampling program is adequate to provide tracking of groundwater quality and the potential for any groundwater impairment or off-site migration. Additionally, they find that previously incorrect pit floor elevations in the OP, EF, and RP drawings have since been corrected. They do further note that should on-going monitoring determine that higher water levels are present, particularly if they are sustained, revisiting of pit floor elevations may be required.

County of Dufferin

Dufferin County provided comments to the Township on August 13th, 2025. The comment package received included comments from the internal divisions of Building Services Division, Public Works – Engineering Division, and Planning Division. There were no concerns indicated by any of the three (3) divisions.

Dufferin-Peel Catholic District School Board (DPCDSB)

Comments were received from DPCDSB on July 31st, 2025. The comments provided indicated no concerns with the proposed development.

Enbridge Gas

Enbridge Gas issued comments on December 15th, 2025. This agency did not object to the proposed development; however, it did indicate that they reserve the right to amend or remove development conditions.

Mississaugas of the Credit First Nation (MCFN)

Comments were received from this agency on December 11th, 2025. MCFN indicated that they are not a rights holder of the land on which the project is situated and, as such, is not required for further consultation on the project.



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

Nottawasaga Valley Conservation Authority (NVCA)

The NVCA provided comments to the Township on August 13th, 2025. Through their comments it was highlighted that the NVCA has no outstanding comments and that all previous concerns were addressed as part of the 3rd submission.

Shelburne & District Fire Department (SDFD)

SDFD comments were issued to the Township on August 8th, 2025. No concerns were identified as part of their comment package.

Township Engineering Consultant (R.J. Burnside)

Comments were received from R.J. Burnside on August 14th, 2025. The Township Engineering consultant indicated that they had no further concerns with the application.

Comprehensive Analysis of All Findings

Township planning staff's review of the jointly submitted applications was multifaceted in nature. At a fundamental level, Township planning staff first needed to determine whether the proposed use was permitted across all overarching planning policies and, if not, would the proposed official plan and zoning by-law amendments address any conformity issues. Across all four (4) critical land use policies – PPS, 2020, DCOP, 2015, Township Official Plan, and Township Zoning By-law – the subject lands are largely designated as *agricultural*. Under the PPS, 2020 and DCOP, 2015, the policies relating to permitted uses in *agricultural* lands are more general in nature. In essence, for both land use policies the use of *agricultural* lands for mineral aggregate resource extraction is permitted, subject to the lands being rehabilitated back to an agricultural condition. The Township Official Plan, on the other hand, offers more comprehensive and descriptive policies for lands designated as *agricultural*. Though new or expanded *mineral aggregate operations* are permitted in lands designated as *agricultural*, those uses are further subject to land use policies k) and m) of the *extractive industrial* designation, as well as all other policies in the plan pertaining to mineral aggregate operations. In reviewing land use policies k) and m), Township planning staff have determined that those items have been satisfied by the applicant through their application materials. However, in reviewing additional land use policies related to mineral aggregate operations, Township planning staff have identified some areas that still lack clarity, specifically those related to necessary agreements with the Township. Section 5.6.2.p (iv.), for instance, requires that the applicant enter into an agreement with the municipality to address all items related to roads and infrastructure. Similar to that, section 5.6.2 (r) provides the Township the opportunity to enter into an agreement with the applicant to address items relating to haul routes, groundwater or other environmental monitoring, rectification of adverse impacts to local wells, and financial securities. To our knowledge, the Township has not entered into any such agreement(s) with the applicant, even though it is our belief that these agreements would be of significant importance to the Township and the upholding of environmental, social, and infrastructure standards in the area. Though the proposed use itself is not of significant concern to Township planning staff, there are still certain policies in the Township Official Plan, which specifically relate to mineral aggregate resources, that must be addressed prior to a recommendation of approval being brought forth by staff.

Of other notable review for Township planning staff was the cultural heritage features previously present on the subject lands. Through the Stage 1 and 2 Archaeological Assessment, which was prepared by ASI Heritage as part of the first submission, a 19th century historical occupation referred to as the 'James Taggart Site' was found to be present on the subject lands. In the PPS, 2020, DCOP, 2015, and Township Official Plan, cultural heritage land use policies exist that centre around the protection of significant archaeological and cultural heritage resources. Specifically, the policies in those three (3) overarching land use documents assert that no development and/or site alteration shall occur until any archaeological resources have been properly conserved. To ensure conformity with all overarching cultural heritage policies undertook two (2) additional archaeological reports, with the final Stage Four (4) Archaeological Mitigation via Excavation report being submitted as part of the 2nd



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

submission materials. In this final report it was concluded that the 'James Taggart Site' has been appropriately excavated in accordance with the 2011 Standards and Guidelines for Consultant Archaeologists and contains no further cultural heritage value or interest. Through a letter provided on April 16th, 2024, the Ministry of Citizenship and Multiculturalism was satisfied that the fieldwork and reporting was in conformity with the 2011 Standards and Guidelines. In addition, the Saugeen Ojibway Nation indicated through email on November 1st, 2023, that no concerns remain. Through our review, Township planning staff are satisfied that all archaeological and cultural heritage features have been conserved in accordance with the policies outlined in the PPS, 2020, DCOP, 2015, and Township Official Plan.

Township planning staff also undertook an extensive review of overarching natural heritage policies due to the presence of existing natural heritage features on the subject lands. Those features present included *woodlands*, *watercourses*, and *habitats of endangered species and threatened species*. The most restrictive feature present is that of the *habitats of endangered species and threatened species*, with the specific species being identified in the Natural Environment Level 2 Technical Report as the Eastern Meadowlark, Bobolink, Barn Swallow, and certain Bat Species. Both the PPS, 2020 and DCOP, 2015 state that "*development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements*". While Township Planning staff can appreciate the proposed mitigative measures outlined in the Level 2 Technical Report, it is our belief that proceeding forward prior to receiving feedback from the respective Ministries' would be inappropriate. This feedback, for example, would be highly beneficial for the mitigation plan section whereby the best management practices defined by the Ministry of Natural Resources are mentioned and utilized. In our opinion, this feedback would likely be received through the *Aggregate Resources Act* application approval process, which, as indicated by the applicant, has yet to be completed and is still ongoing.

Though also provided in the DCOP, 2015, the more extensive policies on the protection of groundwater and surface water is provided in the Township Official Plan. In Township planning staff's review of all overarching policies pertaining to the protection of groundwater and surface water resources, in combination with the comments provided by the Township Engineering consultant and Groundwater consultant, it is our belief that the proposed development does not impact any groundwater or surface water features.

Conclusion

Township planning staff appreciate the applicant's desire to progress the jointly submitted official plan and zoning by-law amendment applications. In our review, however, Township planning staff have identified several areas of concern, specifically relating to the absence of agreements, Ministerial feedback on critical natural heritage features, and the currently ongoing *Aggregate Resources Act* application. It is our belief that addressing those three (3) items is pertinent prior to proceeding forward with a recommendation of approval or denial on the application, especially that item related to the completion of the *Aggregate Resources Act* application. Given that, Township planning staff will be recommending that this application be deferred until such time that those three (3) items have been addressed by the applicant and/or been concluded by the appropriate Ministries.

Prepared by:

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

Liam Morgan, MCIP, RPP
Acting Planning Manager

List of Appendices:

- Appendix #1 – Draft Official Plan Amendment
- Appendix #2 – Draft Zoning By-law Amendment



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

Appendix #1 – Draft Official Plan Amendment

AMENDMENT NUMBER FIVE (5)

TO THE OFFICIAL PLAN FOR THE TOWNSHIP OF MELANCTHON

INDEX

PART A – THE PREAMBLE

- 1.0 LOCATION
- 2.0 PURPOSE OF THE AMENDMENT
- 3.0 BASIS OF THE AMENDMENT

PART B – THE AMENDMENT

- 4.0 INTRODUCTION TO THE AMENDMENT
- 5.0 DETAILS OF THE AMENDMENT
- 6.0 IMPLEMENTATION
- 7.0 INTERPRETATION

PART C – THE APPENDICIES

- 8.0 APPENDICIES

THE CONSTITUTIONAL STATEMENT

PART A – THE PREAMBLE: The Preamble provides an explanation of Amendment No. 5 to the Official Plan for the Township of Melancthon, including purpose, location and background information, but does not form part of this amendment.

PART B – THE AMENDMENT: The Amendment, consisting of text, designates the proposed changes to the Official Plan for the Township of Melancthon and constitutes Amendment No. 5.

PART C – THE APPENDICES: The appendices, if included herein, provide related information to the amendment but do not constitute part of this amendment.

AMENDMENT NUMBER FIVE (5)

TO THE OFFICIAL PLAN FOR THE TOWNSHIP OF MELANCTHON

PART A – THE PREAMBLE

1.0 LOCATION

This Amendment applies to a portion of the lands municipally known as 437138 and 437202 4th Line, in the Township of Melancthon. The lands are legally known as Part of the East Half of Lots 13 and 14, Concession 4 OS. The land is located on the west side of 4th Line and north of Dufferin County Road 17.

2.0 PURPOSE OF THE AMENDMENT

The purpose of this Amendment is to redesignate the lands municipally known as 437138 and 437202 4th Line to allow for the expansion of an existing aggregate pit to permit the extraction of mineral aggregate resources.

3.0 BASIS OF THE AMENDMENT

The basis for the application is that although the current *Agricultural* designation of the subject lands permits the expansion of mineral aggregate operations as an interim use, the establishment of this interim use must be completed through an amendment to the Official Plan. The amendment will seek to redesignate the lands from *Agricultural* and *Environmental Conservation* to *Extractive Industrial* to permit the expansion of an existing mineral aggregate operation that is currently present on the adjacent lot.

AMENDMENT NUMBER FIVE (5)

TO THE OFFICIAL PLAN FOR THE TOWNSHIP OF MELANCTHON

PART B – THE AMENDMENT

4.0 INTRODUCTION TO THE AMENDMENT

The Amendment is to permit the expansion of an existing mineral aggregate operation on lands currently designated as *Agricultural* and *Environmental Conservation*. The lands will be redesignated to *Extractive Industrial* to allow for the mineral aggregate operation.

5.0 DETAILS OF THE AMENDMENT

The Official Plan for the Township of Melancthon is hereby amended as follows:

1. Schedules ‘A-1’ and ‘A-5’ to the Official Plan of the Township of Melancthon are amended to redesignate the lands municipally known as 437138 and 437202 4th Line and legally known as Part of the East Half of Lots 13 and 14, Concession 4 OS, from *Agricultural* and *Environment Conservation* to *Extractive Industrial*, as shown in Part C – The Appendices.

6.0 IMPLEMENTATION

Section 7.0 “Implementation” of the Official Plan shall apply to the implementation of this Amendment.

7.0 INTERPRETATION

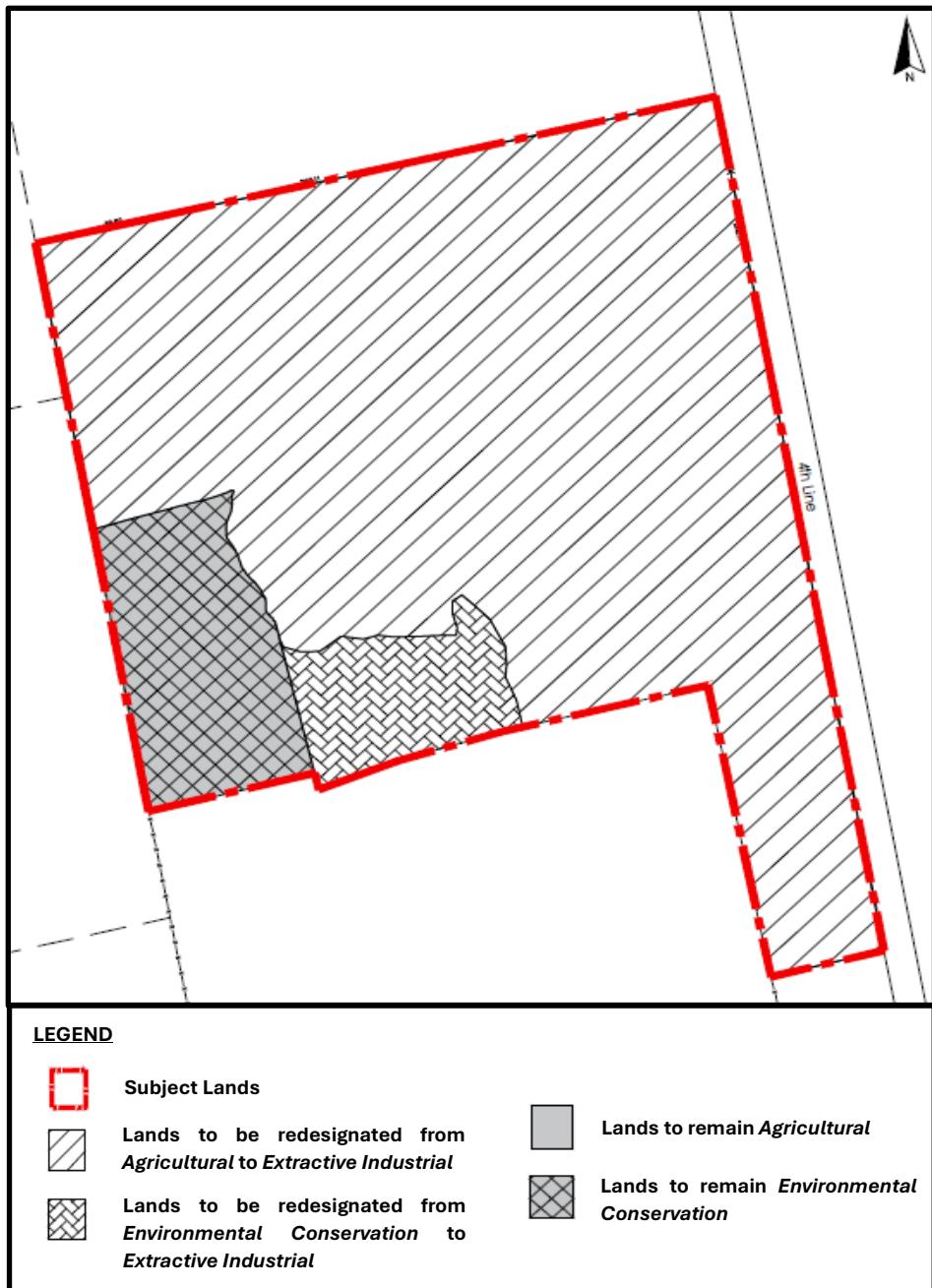
The provisions of the Official Plan, as amended from time to time, regarding the interpretation of the Official Plan, shall apply with respect to this Amendment.

AMENDMENT NUMBER FIVE (5)

TO THE OFFICIAL PLAN FOR THE TOWNSHIP OF MELANCTHON

PART C – THE APPENDICES

8.0 APPENDICES





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

Appendix #2 – Draft Zoning By-law Amendment

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

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon as it affects property municipally known as 4371238 and 437202 4th Line and legally described as Part of the East Half of Lots 13 and 14, Concession 4 OS, as shown on attached Schedule "A".

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

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

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

1. Schedule 'A' to Zoning By-law No. 12-79, as amended, is further amended by zoning lands in Part of the East Half of Lots 13 and 14, Concession 4 OS, from the *General Agriculture (A1)* zone to the *Extractive Industrial – Exception (M2-5)* zone and the *Open Space Conservation (OS2)* zone, as shown on Schedule 'B' attached hereto.
2. Furthermore, Zoning By-law No. 12-79 is further amended by adding the following exception as permitted by the *M2-5* zone:
 - i. Notwithstanding the zoning regulations of subsection 13.3 (a) of By-law No. 12-79, a 0.0 metre setback shall be permitted only for the property line shared with the existing extractive industrial parcel to the south known as 437138 4th Line.
 - ii. Notwithstanding the zoning regulations of subsection 13.3 (c) of By-law No. 12-79, a 15-metre strip of land to be used for landscaping purposes will not be required for the property line shared with the existing extractive industrial parcel to the south known as 437138 4th Line.
3. In all other respects, the provision of By-law 12-79, as amended, shall apply.

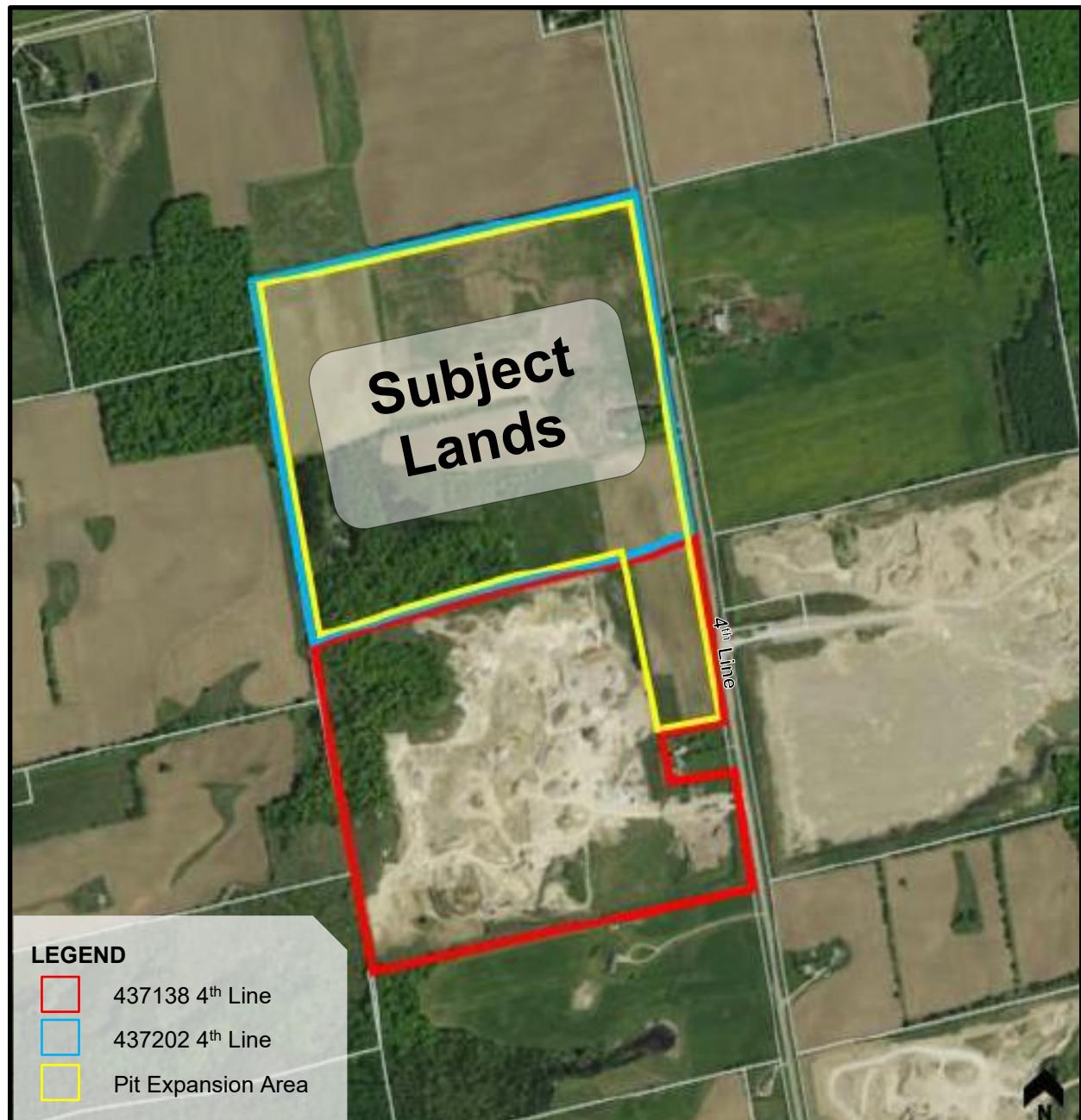
This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the *Planning Act, 1990*, as amended.

PASSED this _____ day of _____, 2026.

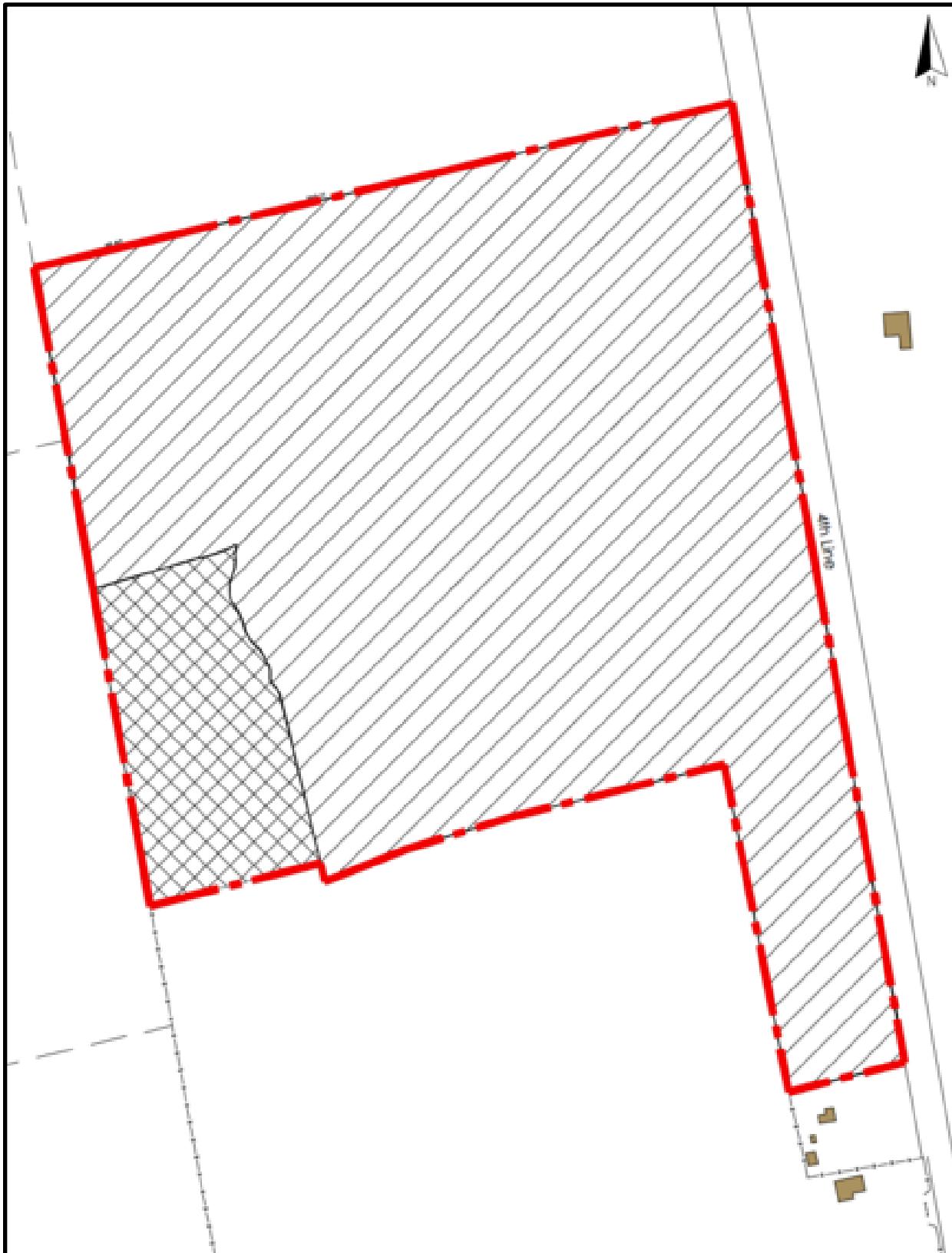
MAYOR

CLERK

SCHEDULE A – LANDS AFFECTED



SCHEDULE B – ZONING AMENDMENT



LEGEND

- Subject Lands
- Lands to be rezoned from the General Agriculture (A1) zone to the Extractive Industrial – Exception (M2-2) zone.
- Lands to be rezoned from the General Agriculture (A1) zone to the Open Space Conservation (OS2) zone.



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

NOTICE OF STATUTORY PUBLIC MEETING OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS

RECEIPT OF COMPLETE APPLICATION

TAKE NOTICE that the Township of Melancthon has received a complete application for a joint Official Plan and Zoning By-law Amendment for the lands legally described as Part of the East Half of Lots 13 and 14, Concession 4 OS, and municipally referred to as 437202 and 437138 4th Line.

AND PURSUANT to Sections 22 and 34 of the *Planning Act*, R.S.O. 1990, C.P.13 as amended, the application file is available for review at the Municipal Office. Please visit the Township's website or contact the Clerk to arrange to review this file.

PUBLIC MEETING: The Council for the Corporation of the Township of Melancthon will be holding a public meeting described below under Sections 22 and 34 of the *Planning Act*, R.S.O. 1990, C.P.13 as amended, to allow the public to comment on a jointly proposed Official Plan and Zoning By-law Amendment.

DATE AND LOCATION OF PUBLIC MEETING

Date and Time Thursday, January 15, 2026, at 5:45 p.m.

Location Council Chambers – 157101 Highway 10 or Virtual via Zoom

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

THE PURPOSE of the application is to twofold in nature. The first portion seeks to amend the Township Official Plan to redesignate the subject lands from *Agricultural* and *Environmental Conservation* to *Extractive Industrial*. The second component aims to amend the Township Zoning By-law 12-1979 to rezone the subject lands from *General Agricultural (A1)* to *Extractive Industrial – Exception (M2-XX)* and *Open Space Conservation (OS2)*.

FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION

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

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

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

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

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



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

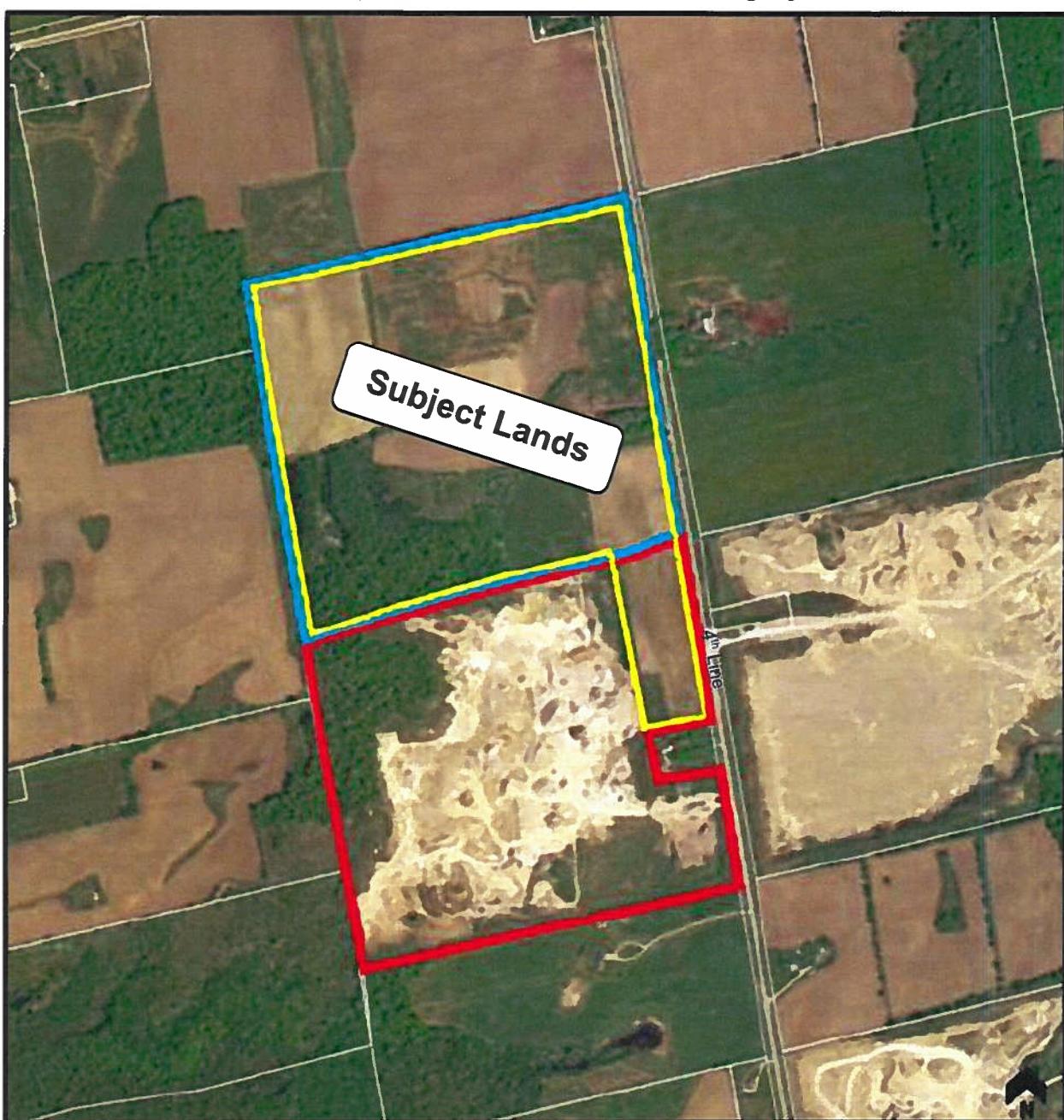
submissions to Council before the proposed amendments are approved, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Mailing Date of this Notice: Thursday, December 4th, 2025

Denise B. Holmes

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

Appendix A – Lands Subject to Official Plan and Zoning By-law Amendments



LEGEND

- 437138 4th Line
- 437202 4th Line
- Pit Expansion Area