



**TOWNSHIP OF MELANCTHON
HYBRID COUNCIL MEETING
THURSDAY, FEBRUARY 19TH, 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/86431654709?pwd=GuoaKY8YpHfIsbDYChyxAXvw1avM5y.1
Meeting ID: 864 3165 4709 Passcode: 161551
One tap mobile +17806660144,,86431654709#,,,,*161551# Canada +12042727920,,86431654709#,,,,*161551# 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 – February 5th, 2026**
- 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. 2026 Draft Capital and Operating Budget Discussion**
 1. Report from Sarah Culshaw, Treasurer – 2026 Draft Budget Summary
- 11. Public Works**
 1. Recommendation from Infrastructure & Emergency Management Meeting February 2nd, 2026 – Road Conversion Policy
 2. Other
- 12. Planning**
 1. Applications to Permit
 2. Other
- 13. Climate Change Initiatives**
- 14. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur**
 1. 2025 Traffic Paid Duty Summary – Melancthon Township
- 15. County Council Update**
- 16. Correspondence**

Board, Committee & Working Group Minutes
 1. Infrastructure & Emergency Management – January 12, 2026
 2. Shelburne & District Fire Department – December 2, 2025
Items for Information Purposes
 1. Township of Mulmur – Resolution regarding the Shelburne & District Fire Board
 2. Township of Melancthon 2025 Council & Committee Remuneration Report
 3. Town of Mono – Resolution Supporting the County of Dufferin’s Call for the Province to Sell its Stock of U.S. Alcohol
 4. Town of Mono – Resolution Regarding the Ontario Consumer Price Index (OCIF)
- 17. General Business**
 1. Notice of Intent to Pass By-law
 2. New/Other Business/Additions
 1. Proclamation for 2026 Anti-Human Trafficking Awareness Day
 2. County of Dufferin Building Department Services (carried over from the January 15, 2026 Council meeting)
 3. Notice of Motion, Moved by Mayor White regarding the Shelburne and District Fire Board
 4. Notice Motion, Moved by Councillor Plowright to invite Sylvia Jones, MPP to a future Council meeting.
 5. Other/Addition(s)
 3. Unfinished Business
 1. The Old Order Mennonite Church – Cemetery to be located on Part of Lot 241, Concession 1 NE – Municipal Approval for Care and Maintenance Fund – Staff to provide further information at the meeting
 4. Reports/Updates from Members of Council & Administrative Staff
- 18. Delegations**
- 19. Closed Session**
 1. Items for Discussion:

1. Section 239(2)(d) – Labour relations or employee negotiations – Report from Denise Holmes, CAO/Clerk – Four-day Workweek Pilot Project
 2. Section 239(2)(d) – Labour relations or employee negotiations – Draft Township of Melancthon Human Resources Policy and Procedures Manual and Report from Sarah Culshaw, Treasurer regarding changes to the policy (Unfinished Business)
 3. Section 239(2)(f) – Advice that is subject to Solicitor/Client privilege – Memo from Sarah Culshaw, Treasurer regarding Friday Office Closure and Lunch Hour Office Closure (Unfinished Business).
2. Approval of Draft Minutes – February 5, 2026
 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, March 5th, 2026 at 5:00 p.m.



**The Corporation of the
TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

STAFF REPORT

TO: Council

FROM: Sarah Culshaw, Treasurer

DATE: February 19, 2026

SUBJECT: Budget Summary Draft

Purpose

The purpose of this Report is to present the 2026 Draft Budget to Council for review.

Discussion

Notable Points:

- The Budget Summary accompanying this report outlines the 2024 approved budget, the 2025 approved budget, the 2025 proposed expenditures (updated to reflect actual spending to date), and the estimated budget figures for 2026.
- The 2025 proposed amounts have been adjusted to reflect additional expenditures incurred during the year.
- The overall budget increase is 8.04%, with 1.07% attributed to assessment growth, resulting in a net levy increase of 6.97%.
- Approximately 4% of the 6.97% net increase is attributable to increases in Recreation, OPP, and Fire Department costs.
- Bridge work has been removed from the 2026 budget.
- Road work funding has been reduced to \$275,000, allocated as follows:
 - 7th Line South West – \$150,000
 - Corbetton Laneway – \$125,000
- The Horning's Mills Sidewalk project (\$120,000) will be funded through a combination of debt financing (loan) and Development Charges.

The chart below outlines the Capital Expenses and their respective funding sources.

	Capital expenses	Funding	
Bridge	\$ -		
Sidewalk	\$ 120,000.00	\$ 90,000.00	Loan
Sidewalk		\$ 30,000.00	DC's
Corbetton Laneway	\$ 125,000.00	\$ 105,000.00	Gas Tax
7th Line SW	\$ 150,000.00	\$ 125,000.00	ocif

The tax increase proposed for the Township portion only, will have the below impact on assessment for rate payers.

TOWNSHIP TAX RATE IMPACT ON ASSESSMENT				
		Assessment	RT Tax Rate	Tax Amount
2025	Assessment	\$ 100,000.00	0.549202%	\$ 549.20
2026	Assessment	\$ 100,000.00	0.585332%	\$ 585.33
			Difference	\$ 36.13
			Monthly Amt	\$ 3.01
		Assessment	RT Tax Rate	Tax Amount
2025	Assessment	\$ 376,000.00	0.549202%	\$ 2,065.00
2026	Assessment	\$ 376,000.00	0.585332%	\$ 2,200.85
			Difference	\$ 135.85
			Monthly Amt	\$ 11.32

Our next scheduled Public Budget Meeting will take place on March 5, 2026.

Respectfully Submitted,

Sarah Culshaw
Treasurer

Reviewed By:

Denise Holmes
CAO/Clerk

**TOWNSHIP OF MELANCTHON 2026 DRAFT BUDGET AS AT FEBRUARY 19, 2026**

BUDGET PAGE	DEPARTMENT EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
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GENERAL GOVERNMENT SERVICES

4	COUNCIL	\$ 120,387.00	\$ 120,983.14	\$ 150,764.00	\$ 146,060.00	\$ 139,405.00
5	ADMINISTRATION	\$ 919,397.00	\$ 877,340.19	\$ 798,080.00	\$ 766,317.00	\$ 842,532.00
5	TAXATION WRITE OFFS	\$ 50,000.00	\$ 26,758.00	\$ 30,000.00	\$ 25,000.00	\$ 20,000.00
		\$ 1,089,784.00	\$ 1,025,081.33	\$ 978,844.00	\$ 937,377.00	\$ 1,001,937.00

PROTECTION TO PERSONAL & PROPERTY

6	FIRE SERVICES	\$ 417,686.00	\$ 390,873.49	\$ 450,985.00	\$ 452,220.00	\$ 471,265.00
6	POLICING	\$ 488,370.00	\$ 486,660.31	\$ 527,573.00	\$ 521,538.00	\$ 582,362.00
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	\$ 41,565.00
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	\$ 1,105,318.00	\$ 1,171,492.00

TRANSPORTATION SERVICES

7	SALARIES & ADMINISTRATION	\$ 715,300.00	\$ 657,119.00	\$ 731,518.00	\$ 758,655.00	\$ 768,274.00
7	ROAD DEPARTMENT BUILDING & MISC.	\$ 202,942.00	\$ 202,468.00	\$ 277,280.00	\$ 282,250.00	\$ 267,050.00
8	ROAD EQUIPMENT	\$ 416,444.20	\$ 381,029.00	\$ 344,500.00	\$ 362,500.00	\$ 392,500.00
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	\$ 79,907.00	\$ 110,907.00
9	ROADSIDE	\$ 21,700.00	\$ 27,255.00	\$ 68,500.00	\$ 34,510.00	\$ 197,500.00
9	HARDTOP	\$ 49,500.00	\$ 10,488.00	\$ 49,500.00	\$ 21,900.00	\$ 47,000.00
9	LOOSETOP	\$ 602,000.00	\$ 582,838.00	\$ 642,000.00	\$ 703,070.00	\$ 698,000.00
10	WINTER CONTROL	\$ 70,000.00	\$ 55,065.00	\$ 71,000.00	\$ 57,000.00	\$ 77,500.00
10	ROAD IMPROVEMENTS	\$ 375,000.00	\$ 293,894.00	\$ 750,000.00	\$ 670,000.00	\$ 275,000.00
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	\$ 3,474,407.00	\$ 3,383,731.00

BUDGET PAGE	DEPARTMENT EXPENDITURES	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
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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	\$ 224,662.00
		\$ 129,700.00	\$ 220,349.20	\$ 333,200.00	\$ 175,172.00	\$ 224,662.00

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	\$ 47,253.00	\$ 65,000.00
		\$ 55,000.00	\$ 28,103.00	\$ 65,000.00	\$ 47,253.00	\$ 65,000.00

12	RESERVES	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -

12	SUBTOTAL EXPENSES	\$ 5,758,757.20	\$ 5,185,744.54	\$ 6,769,368.00	\$ 5,898,893.00	\$ 6,310,442.00
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BUDGET PAGE	DEPARTMENT REVENUE SUMMARY	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
13	TAXATION					
	SUPPLEMENTALS	\$ 90,000.00	\$ 108,912.00	\$ 100,000.00	\$ 67,840.00	\$ 80,000.00
	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	\$ 82,150.00

13	GRANTS	\$ 406,590.00	\$ 391,677.00	\$ 443,313.00	\$ 413,852.00	\$ 443,952.00
		\$ 406,590.00	\$ 391,677.00	\$ 443,313.00	\$ 413,852.00	\$ 443,952.00

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	\$ 903,435.00
		\$ 902,137.00	\$ 565,380.00	\$ 1,605,409.00	\$ 868,834.00	\$ 903,435.00

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	\$ 1,053,040.00	\$ 1,043,455.00
		\$ 897,150.00	\$ 1,030,560.30	\$ 1,058,890.00	\$ 1,053,040.00	\$ 1,043,455.00

15	SUBTOTAL REVENUE	\$ 2,454,541.20	\$ 2,236,015.80	\$ 3,270,132.00	\$ 2,512,167.00	\$ 2,529,782.00
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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	\$ 115,500.00
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	\$ 2,300.00
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	\$ 6,500.00
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	\$ 8,000.00
	TOTAL COUNCIL EXPENDITURES	\$ 120,387.00	\$ 120,983.14	\$ 150,764.00	\$ 146,060.00	\$ 139,405.00

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	\$ -	\$ 2,000.00
2025	OFFICE FURNITURE	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,000.00
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	\$ 41,000.00	\$ 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	\$ 3,100.00	\$ 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	\$ 3,000.00
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	\$ 5,000.00	\$ 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	\$ 766,317.00	\$ 842,532.00

4010	TOTAL TAX WRITE OFF EXPENDITURES	\$ 50,000.00	\$ 26,758.00	\$ 30,000.00	\$ 19,000.00	\$ 20,000.00
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	TOTAL ADMINISTRATION EXPENDITURES	\$ 1,089,784.00	\$ 1,025,081.33	\$ 978,844.00	\$ 931,377.00	\$ 1,001,937.00
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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	\$ 160,000.00	\$ 161,370.00
3 6020	SHELBURNE 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	\$ 452,220.00	\$ 471,265.00
	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		\$ -
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	\$ 521,538.00	\$ 582,362.00
	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	\$ 18,355.00
4 6050	GRAND RIVER CA	\$ 21,790.00	\$ 21,692.00	\$ 22,450.00	\$ 22,450.00	\$ 23,210.00
	SUB TOTAL	\$ 36,016.00	\$ 37,561.11	\$ 40,460.00	\$ 40,460.00	\$ 41,565.00
	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	\$ 1,105,318.00	\$ 1,171,492.00

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	\$ 36,000.00	\$ 38,000.00
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	\$ 15,000.00
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	\$ 758,655.00	\$ 768,274.00
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	\$ 10,000.00
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	\$ 30,000.00	\$ 30,000.00
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	\$ 2,000.00
2105	EMERGENCY EXPENSES (ICE STORM)				\$ 36,600.00	
3800	CONTRACT WORK	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
TOTAL		\$ 202,942.00	\$ 202,468.00	\$ 277,280.00	\$ 282,250.00	\$ 267,050.00

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	\$ 20,000.00	\$ 17,000.00	\$ 20,000.00	\$ 18,000.00	\$ 20,000.00
	COLVEY RENT TO PAY				\$ 12,500.00	
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	\$ 8,000.00
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	\$ 25,000.00
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	\$ 20,000.00
3080	GR#2 - REPAIRS	\$ 81,444.20	\$ 85,687.00	\$ 10,000.00	\$ 18,500.00	\$ 30,000.00
3065	GR#3 - REPAIRS	\$ 15,000.00	\$ 10,500.00	\$ 15,000.00	\$ -	\$ 20,000.00
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	\$ 392,500.00
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	\$ 5,000.00	\$ 15,000.00
3102	BRIDGE # 7 (ENG. 2025 - CONST. 2026)	\$ -	\$ -	\$ 35,000.00	\$ 28,000.00	
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	\$ 79,907.00	\$ 110,907.00

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	\$ -		\$ 20,000.00
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 LOAN					\$ 14,000.00
	SIDEWALK- HORNING'S MILLS			\$ 25,000.00	\$ 28,000.00	\$ 120,000.00
TOTAL		\$ 21,700.00	\$ 27,255.00	\$ 68,500.00	\$ 34,510.00	\$ 197,500.00

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	\$ 15,000.00
TOTAL		\$ 49,500.00	\$ 10,488.00	\$ 49,500.00	\$ 21,900.00	\$ 47,000.00

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	\$ 480,000.00
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	\$ 698,000.00

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	\$ 70,000.00
3505	SNOW REMOVAL/BLOWING	\$ 5,000.00	\$ 2,000.00	\$ 6,000.00		\$ 7,500.00
TOTAL		\$ 70,000.00	\$ 55,065.00	\$ 71,000.00	\$ 57,000.00	\$ 77,500.00
ROAD IMPROVEMENT						
	CORBETTON LANEWAY	\$ -	\$ -	\$ -		\$ 125,000.00
	7TH LINE SW - 2KM SOUTH OF 077572 7TH LINE	\$ -	\$ -	\$ -		\$ 150,000.00
	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	\$ 275,000.00
RESERVE						
5030	REPLACEMENT EQUIPMENT RESERVE	\$ 220,000.00	\$ 220,000.00	\$ -	\$ -	\$ -
	TRANSFER TO RESERVES FOR INSURANCE SUPRLUS		\$ 15,918.10	\$ -	\$ -	\$ -
	ROAD CAPITAL RESERVES	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 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		\$ 3,183,793.20	\$ 2,814,948.10	\$ 4,084,820.00	\$ 3,474,407.00	\$ 3,383,731.00

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	\$ 37,500.00
5057	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	\$ 90,612.00
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	\$ 224,662.00

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	SHELBURNE 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	\$ 42,253.00	\$ 60,000.00
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	\$ 47,253.00	\$ 65,000.00

TOTAL EXPENDITURER		\$ 5,758,757.20	\$ 5,185,744.54	\$ 6,769,368.00	\$ 5,892,893.00	\$ 6,310,442.00
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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	\$ 80,000.00
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	\$ 82,150.00

GL ACCT #	GRANT REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
4004						
150	OMPF	\$ 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
	POTHOLE GRANT					\$ 5,000.00
100	DRAINAGE SUPERINTENDENT	\$ 25,000.00	\$ 24,052.00	\$ 30,000.00	\$ 21,127.00	\$ 30,000.00
	TOTAL COUNCIL REVENUE	\$ 406,590.00	\$ 391,677.00	\$ 443,313.00	\$ 413,852.00	\$ 443,952.00

GL ACCT #	ADMINISTRATION REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
4010						
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
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 #	FIRE REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
4012						
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 #	ROAD REVENUE	2024 BUDGET	2024 Actual	2025 BUDGET	2025 PROPOSED	2026 BUDGET
4020						
110	ROADS MISC REVENUE	\$ 750.00	\$ 24,150.00	\$ 1,000.00	\$ 1,400.00	\$ 1,000.00
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	SHELburne 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	\$ 105,000.00
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	\$ 903,435.00

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	\$ 120,000.00
300	INTEREST ON DEPOSITS	\$ 100,000.00	\$ 165,474.33	\$ 130,000.00	\$ 95,000.00	\$ 85,000.00
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 WORKING FOR ELECTION/ipads					\$ 19,000.00
	LOAN FOR SIDEWALK					\$ 90,000.00
	TRFR FROM DC SIDE WALK (25%)	\$ -	\$ -			\$ 30,000.00
	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	\$ 1,053,040.00	\$ 1,043,455.00
	TOTAL REVENUE	\$ 2,454,541.20	\$ 2,236,015.80	\$ 3,270,132.00	\$ 2,512,167.00	\$ 2,529,782.00
	TOTAL EXPENDITURES	\$ 5,758,757.20	\$ 5,185,744.54	\$ 6,769,368.00	\$ 5,892,893.00	\$ 6,310,442.00
		\$ 3,304,216.00	\$ 2,949,728.74	\$ 3,499,236.00	\$ 3,380,726.00	\$ 3,780,660.00
		0.00%		8.04%	INCREASE	8.04%
		1.07%			Including Growth	6.97%



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, Secretary Infrastructure & Emergency Management Committee

Subject: Recommendation from Infrastructure and Emergency Management Committee Meeting Held February 2nd, 2026

Date: February 19th, 2026

8.7 General Business; Draft Road Conversion Policy

The Committee discussed the report and policy regarding the Township of Melancthon Draft Road Conversion Policy. The Committee agreed that they would like the resident petition portion of the policy removed. Staff have amended the Draft Policy which is attached.

The Township of Melancthon maintains an extensive rural road network that is vital to the safety, mobility, and economic activity of the community. The Township's roads serve a wide range of users, including residents, agricultural operations, commercial traffic, emergency services, and school transportation. Road surface types within the Township currently include gravel, and asphalt roads, each requiring different maintenance approaches, service levels, and long-term funding commitments.

As a predominantly rural municipality, Melancthon has historically relied on gravel and asphalt roads due to their lower initial construction costs and suitability for lower traffic volumes. However, changes in traffic patterns, increased use of certain road segments, development pressures, and resident concerns related to dust, road condition, and maintenance frequency have resulted in periodic requests for road surface conversions, particularly from gravel to hard-surfaced roads.

To date, road surface conversion decisions within the Township of Melancthon have generally been considered on a case-by-case basis, often in response to resident requests or operational needs. In the absence of a formal policy, this approach can lead to inconsistent decision-making, uncertainty for residents, and challenges in prioritizing capital projects within the Township's limited financial resources.

The purpose of establishing a Road Surface Conversion Policy is to provide a clear, consistent, and transparent framework for evaluating road surface conversion requests. The policy will assist Council and staff in assessing technical feasibility, traffic volumes, safety considerations, lifecycle costs, funding impacts, and alignment with the Township's Asset Management Plan and long-term capital planning. Implementing a formal policy will support fair and equitable decision-making, ensure responsible stewardship of municipal infrastructure, and help balance service level expectations with the Township's fiscal sustainability.

Recommendation

The Infrastructure and Emergency Management Committee recommends that Council approve the Township of Melancthon Road Conversion Policy.



The Corporation of the
TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Township of Melancthon Road Surface Conversion Policy

Purpose

The purpose of this Policy is to provide Council, Municipal Staff and Residents with a consistent process in identifying gravel roads for consideration for upgrades to asphalt; and a consistent process in identifying asphalt roads for consideration to be returned to a gravel surface.

Scope

This policy applies to all roads owned and maintained by the Corporation of the Township of Melancthon unless otherwise specified.

Definitions

Average Annual Daily Traffic (AADT): The average twenty-four-hour, two-way traffic under normal conditions.

Council: The elected Council of the Township of Melancthon.

Gravel Road: A road surface that is not paved or surface treated.

Highway Classification: The class in accordance with the Minimum Maintenance Standards for Municipal Highways (239/02), as amended under the Municipal Act, 2001, as amended.

Local Improvement: The improvement of a roadway in accordance with the Local Improvement Act (R.S.O. 1990, C. L.26).

Municipality: Refers to the Corporation of the Township of Melancthon.

Paved Surface: A surface with a layer or layers of asphalt.

Platform Surface Width: The horizontal distance measured from top of ditch slope of one side of the road to the top of ditch slope on the opposite side.

Primary Route: A Municipal Road that has an AADT greater than 500 or more vehicles per day.

Right-of-Way (ROW): In a municipal context, a Right of Way (ROW) refers to a designated strip of land owned and maintained by the municipality for public use and infrastructure. This area typically includes the roadway used for vehicular traffic, and roadside ditches that serve drainage and stormwater management functions. The ROW may also contain underground or overhead utilities such as electricity, and telecommunications infrastructure. Municipalities hold legal authority over the ROW, allowing them to regulate its use, perform maintenance, and grant access for public services and development projects.

Road Section: A section of road between two other roads or as defined in the roads management plan.

Road Segment: A portion of a section of road.

Seasonal Roads: A road that does not receive winter maintenance, not applicable in this policy.

Unmaintained Road: A road that is not open by By-law nor receives any municipal maintenance.

Policy

4.1. Evaluation for Modifying the Road Surface Type

From time to time, the municipality may find it necessary to modify the surface of a road. This section of the policy outlines the Road Scoring Criteria, a Scoring Rubric, and Assessment Recommendations for both upgrading to hard surface, and returning a hard surface road to gravel.

Road Scoring Criteria: The Municipality will evaluate the following factors when assessing roads:

Traffic Volume: Primary consideration Roads with an AADT of 500 or more vehicles per day. Secondary consideration Roads with an AADT between 400-499 vehicles per day.

Truck Traffic Volume: Primary consideration on roads with greater than 15% of Truck Traffic. Secondary consideration on roads with greater than 10% of Truck Traffic.

Connectivity: Roads that connect to major Highways, or County Roads, or

serve as a primary route between communities.

Safety Considerations: Roads with a history of accidents or safety concerns related to their gravel surface. Roads where dust control is a significant safety issue.

Density: Roads that are a part of a plan of subdivision, hamlet or residential settlement area or will be given priority consideration to maintain hard surface. With the density of driveways per km given secondary consideration.

Maintenance Costs: Roads where the long-term maintenance costs of the existing or proposed gravel road is projected to be higher than the average gravel road section.

Additional Factors: The Municipality considers the following additional factors when scoring the roads in consideration for potential upgrades:

Financial: Where an analysis of the capital costs, operation costs and life cycle costs indicate savings to the Municipality or where there is significant savings to the Municipality by combining/splitting the upgrading of adjacent roads.

Condition, Structure and Drainage: Where the road has been determined to have sufficient structure and adequate drainage to support the increased traffic flow.

Risk Management: Where the non-standard condition of the road is correctable by upgrading to a surface treated road or paved surface and upgrading is determined to reduce liability issues.

Operational Benefits: Where there is a benefit by the reduction of operational and seasonal maintenance activities. Examples of operation benefits include but not limited to; gravel roads located in isolation requiring significant travel time, roads that experience consistent erosion or are washed out frequently.

Assessment Recommendations to Upgrade: The Municipality may upgrade a gravel road to asphalt based on following 3 Priority levels taking into consideration additional factors:

High Priority – Where the gravel road scores between 80-100 points on the Road Scoring Criteria and is recommended to be upgraded. Where the gravel road has been allotted as high priority, as determined in accordance with Section 4.1 of this Policy, that road segment will be included in the next annual budget discussion.

Low Priority – Where the gravel road scores between 60-79 points on the Road Scoring Criteria and is recommended to be upgraded in the future based on overall budget capacity. Where the gravel road has been allotted as low priority, as determined in accordance with Section 4.1 of this Policy, that road segment may be included in the next annual budget discussion, as budget capacity permits.

No Recommendation – Where the gravel road scores between 0-59 points on the Road Scoring Criteria and is not recommended for upgrades.

Through the annual budget process, Council may approve, defer, or reject requests based on strategic priorities and funding availability. If the annual budget request is deferred, the request will be added to the 5 year capital plan for future budget discussions.

Assessment Recommendations to Downgrade: The Municipality may downgrade hard surface roads based on following 3 Priority levels taking into consideration additional factors:

No Recommendation – Where the hard surface road scores between 70- 100 points on the Road Scoring Criteria and is recommended to remain hard surface.

Maintain Surface in Longterm – Where the hard surface road scores between 51-69 points on the Road Scoring Criteria and is recommended to be maintained as a hard surface road. However, if the current condition is severely deteriorated, it may be temporarily maintained as a gravel road and be placed in the 5 year capital plan for consideration.

Downgrade Recommendation – Where the hard surface road scores between 0-59 points on the Road Scoring Criteria and is recommended to be downgraded to a gravel road when the hard surface life cycle ends.

Scoring Rubrics: The Municipality will use the rubrics for evaluation purposes as per Schedule A for Road Surface upgrades and Schedule B for Road surface downgrades.

4.2. Process to Initiate Upgrade Consideration

Identification Method - Staff Review for Upgrading Gravel Roads to Asphalt

To ensure consistent, transparent, and data-driven decision-making in the upgrade of gravel roads to asphalt, this policy outlines the criteria and process by which the municipality may consider such upgrades. The goal is to prioritize upgrades that deliver measurable public benefit while maintaining fiscal and environmental responsibility.

This policy section applies to all municipally maintained gravel roads that are not currently designated for upgrade under capital plans or exempted by municipal criteria (e.g., seasonal roads, low-use access routes).

Gravel roads may be considered for upgrade to asphalt only when supported by documented issues such as traffic studies, safety reports, maintenance logs, community petitions and when they meet established criteria. This process is designed to limit discretionary decision-making and ensure upgrades are justified by objective data and community needs.

Review Process

The Public Works Department will compile and assess all relevant data using criteria found in Section 4 of this policy.

A standardized scoring matrix found in Schedule A and Schedule B of this policy will be used to evaluate each criterion and determine eligibility.

Staff Recommendations will be submitted to the Infrastructure & Emergency Management Committee for the Committee to put forth Recommendations to Council for Final Approval.

Limitations on Staff Discretion

Staff may not initiate upgrades based solely on observations or informal requests. All upgrade considerations must be based on documented evidence and evaluated through the standardized process outlined within the policy.

4.3. Returning Hard Surface Roads to Gravel

This policy section applies to all asphalt roads within the municipality that are scheduled for replacement due to age, deterioration, or structural failure. When roads have been identified as being in poor condition through inspections. This review will promote sustainable infrastructure management and ensure efficient allocation of municipal resources by evaluating each identified road section for potential downgrade.

All qualifying asphalt roads shall be reviewed for downgrade consideration to gravel.

Review Process:

The Public Works Department shall initiate the review upon identification of a qualifying road.

Staff will conduct the evaluation and prepare a recommendation report.

Staff Recommendations will be presented to the Infrastructure and Emergency Management Committee which will make recommendations to Council.

The Municipality will review the capital costs associated with improving the gravel roads to a desired minimum surface width with appropriate drainage and road geometry required to support the conversion to hard surface. The life cycle costs of each proposed upgrade will also be reviewed.

Capital and maintenance costs for asphalt surface compared to returning to gravel will be calculated by staff on a case-by-case basis for each individual road section.

With the conversion of hard surface road to gravel, it is important to note that there is the possibility of undesirable impacts arising from the conversion such as:

- Increase in the maintenance gravel program.
- Increase in dust.
- Increase in grader hours based on the level of service in the Minimum Maintenance Standards for gravel roads.
- Complaints from local residents and road users due to the change in surface type.

4.4. Council Approval for Road Surface Changes

To ensure consistent and accountable decision-making, this section confirms that all road surface change recommendations—whether upgrades or downgrades—require final approval by Council.

All recommendations to upgrade gravel roads to asphalt or downgrade asphalt roads to alternative surfaces must be presented to the Infrastructure and Emergency Management Committee for the Committee to put forth recommendations to Council for final approval.

Authority and Process:

- Municipal staff will evaluate roads and prepare recommendations based on the criteria outlined in this policy.
- All recommendations must be supported by documented evidence and submitted by staff to the Infrastructure and Emergency Management Committee for consideration.

- Council holds sole authority to approve, modify, or reject any road surface change.

Limitation of Staff Authority:

- No road surface change may be implemented without a formal resolution of Council.
- If Council defers a road surface upgrade, the road section will be added to the 5-year capital plan.
- If downgrade recommendations are not supported by council, replacement of the road section will be included in the 5-year capital plan.

5. References

Township of Melancthon Road Management Plan, 2019

O.Reg 239/2 Minimum Maintenance Standards for Municipal Highways

Local Improvement Act, R.S.O 1990, C L.26

6. Appendices

Schedule A - Scoring Rubric for Upgrading Gravel Roads to Hard Surface

Schedule B - Scoring Rubric for Downgrading Hard Surface Roads to Gravel

SCHEDULE A

Criteria	Score Range	Scoring Details
Traffic Volume	0–35 points	35 pts: AADT \geq 500 25 pts: AADT 400–499 15 pts: AADT 300–399 5 pts: AADT 200–299 0 pts: AADT < 200
Truck Traffic Volume	0–5 points	5 pts: > 15% 3 pts: > 10% 0 pts: < 10%
Connectivity	0–20 points	20 pts: Connects to major highway/county road AND is a primary route 10-15 pts: Connects to major highway/county road OR is a primary route 5 pts: Moderate connectivity 0 pts: Low connectivity
Safety Consideration	0–20 points	20 pts: High accident history related to gravel surface AND significant dust control issues 10-15 pts: Moderate accident history related to gravel surface OR significant dust control issues 5 pts: Minor concerns related to gravel surfaces 0 pts: No significant issues related to gravels surfaces
Maintenance Costs	0–20 points	20 pts: Projected maintenance costs significantly higher than average gravel maintenance 10-15 pts: Projected maintenance costs moderately higher than average gravel maintenance. 5 pts: Projected asphalt maintenance costs slightly higher than average gravel maintenance. 0 pts: Projected asphalt maintenance costs equal to lowerthan-average gravel maintenance.
<p>High Priority – Where the gravel road scores between 80-100 points on the Road Scoring Criteria and is recommended to be upgraded.</p> <p>Low Priority – Where the gravel road scores between 60-79 points on the Road Scoring Criteria and is recommended to be upgraded in the future based on overall budget capacity.</p> <p>No Recommendation – Where the gravel road scores between 0-59 points on the Road Scoring Criteria and is not recommended for upgrades.</p>		

SCHEDULE B

Criteria	Score Range	Scoring Details
Traffic Volume	0–30 points	30 pts: AADT \geq 500 20 pts: AADT 400–499 10 pts: AADT 300–399 5 pts: AADT 200–299 0 pts: AADT < 200
Truck Traffic Volume	0–10 points	10 pts: > 15% 5 pts: > 10% 3 pts: > 5% < 10% 0 pts: >5%
Connectivity	0–20 points	20 pts: Connects to major highway/county road AND is a primary route between communities 10-15 pts: Connects to major highway/county road OR is a primary route 5 pts: Secondary route with moderate connectivity importance 0 pts: Low connectivity
Density	0–20 points	20 pts: Part of a Plan of Subdivision, Hamlet or residential settlement area 15 pts: 10+ driveways per km 8 pts: Between 4-9 driveways per km 0 pts: less than 3 driveways per km
Maintenance Costs	0–20 points	20 pts: Projected maintenance costs significantly higher than average gravel maintenance 10 pts: Projected maintenance costs moderately higher than average gravel maintenance. 7 pts: Projected asphalt maintenance costs slightly higher than average gravel maintenance. 0 pts: Projected asphalt maintenance costs equal to lowerthan-average gravel maintenance.
<p>No Recommendation – Where the hard surface road scores between 70- 100 points on the Road Scoring Criteria and is recommended to be remain hard surface.</p> <p>Maintain Surface in Longterm – Where the hard surface road scores between 51-69 points on the Road Scoring Criteria and is recommended to be maintained as a hard surface road. However, if the current condition is severely deteriorated, it may be temporarily maintained as a gravel road and be placed in the 2-5 year capital budget for consideration.</p> <p>Downgrade Recommendation – Where the hard surface road scores between 0-59 points on the Road Scoring Criteria and is recommended to be downgraded to a gravel road when the hard surface life cycle ends.</p>		

**APPLICATIONS TO PERMIT FOR APPROVAL
February 19, 2026 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Ion & Matilda Bauman Agent: Aaron Bauman	Pt Lots 244 & 245, Con 3 SW 118342 2nd Line SW	1086.86m2 (11698.86sqft)	Horse Barn & Farm Shed	Agricultural	\$500,000	No	Approved

Denise Holmes

From: Sarah Culshaw
Sent: Friday, February 6, 2026 10:32 AM
To: Denise Holmes
Subject: FW: Melancthon 2025 traffic paid duties
Attachments: Melancthon Traffic Enforcement - Summary.xlsx

FYI

From: Buligan, John (OPP) <John.Buligan@opp.ca>
Sent: Friday, February 6, 2026 10:20 AM
To: Sarah Culshaw <sculshaw@melancthontownship.ca>
Cc: Di Pasquale, Michael (OPP) <Michael.DiPasquale@opp.ca>
Subject: Melancthon 2025 traffic paid duties

Hi Sarah,

Please see the attached 2025 traffic paid duty summary for Melancthon. The activities we primarily focused on the areas of concern addressed by the municipality. As noted, you will see that officers also laid charges while transitioning from one location to the next.

At times consultation was made to conduct enhanced/focused enforcement during peak periods (ie long weekends) at “hotspot” locations which were outside of the requested locations. If there are any questions or further assistance with this summary, I would be happy to provide further details.

John Buligan | Staff Sergeant | Operations Manager

Dufferin Detachment Ontario Provincial Police | office 519-925-3838 | cell 705-434-8176 | john.buligan@opp.ca

MELANCTHON TRAFFIC ENFORCEMENT - Summary Report 2025

<u>Area of Focus</u>	<u>Number of Charges Laid</u>	<u>Warnings or other engagement</u>
2 nd Line	100	Many warnings.
3 rd Line	17	RIDE @ 3rd Line / 5th Sdrd. Many warnings.
4 th Line	2	
County Road 21	46	Warning for driver having medical episode. Stationary Radar.
River Road	1	
Mainstreet (Hornings Mills)	31	RIDE, Traffic Enforcement
Other locations	20	see explanation below
TOTAL CHARGES:	217	
Total Paid Duty Hours:	179	

Additional Notes:

County Road 17 - 3 charges

County Road 124 - 7 charges

Highway 89 - 2 charges

Airport Road - 2 charges

Highway 10 - 6 charges

Warning for fail to surrender permit, x1 CMW inspection in Horning's Mills

Total of **20 additional charges** while changing locations of enforcement.

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Infrastructure and Emergency Management Committee held a meeting on January 12th, 2026, at 9:30 a.m. The following members were present: James McLean, Darren White and Ruth Plowright. Also present were: Craig Micks, Public Works Superintendent, Denise Holmes, CAO/Clerk, Sarah Culshaw, Treasurer and Kaitlin Dinnick, Infrastructure and Emergency Management Committee Secretary.

Call to Order

Chair McLean called the meeting to order at 9:38 a.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

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

Declaration of Pecuniary Interest or Conflict of Interest

None.

Approval of Draft Minutes

Moved by Plowright, Seconded by White, that the minutes of the Infrastructure and Emergency Management Committee Meeting held on December 8th, 2025, be approved as circulated. Carried.

Business Arising from Minutes

None.

Correspondence Items

None.

General Business

1. Update from Public Works Superintendent

Craig Micks, Public Works Superintendent advised that they have been busy plowing snow and working on keeping the equipment in working order.

2. 2026 Black Cat Schedule

The Committee discussed strategically placing the black cat in problem areas on the long weeks. Staff were directed to update the 2026 schedule for the long weekends. Staff were directed to follow up with residents that complain and provide them with the road counter data and advise that we have also provided that data to the OPP.

Staff were directed to reach out to Scott Burns, County of Dufferin Engineer to get clarification on whether we can place the black cat on County Roads as we would like to obtain up to date data on County Road 21, 124 and 17.

3. Update on Proposed Riverview Park

No further updates on Riverview Park. Staff was directed to change this item to beautification of the Villages.

4. Discussion on Park Structures and Infrastructure Needs

The Committee discussed the purchase of a slide for Corbetton Park.

5. Discussion on Horning's Mills Hall Infrastructure Needs

1. Quote from Simon Brothers for the Upstairs Window

Member Plowright advised that she found a grant for windows and doors on FCM's Website. Sarah is going to look into this further with the and the hope would be that if we could apply for the grant we could replace all of the windows and doors at the Hall. Sarah will bring back further information at the next meeting.

6. Recycling Pickup on Narrow Township Roads (Chair McLean)

Staff advised that two emails have been received from residents regarding the placement of the new recycling bins on the roadside. Staff advised that they have reached out to the County of Dufferin Waste Management regarding the concerns and are awaiting a response from Circular Materials. Their response will be provided to the Committee once received.

7. Discussion on Speed Humps in Corbetton (Chair McLean)

Member White advised that speed bumps would create a noise problem and before we do anything we should ask for public engagement. Staff were directed to adjust the black cat schedule to place it in Corbetton and Riverview during planting season.

8. Charging Businesses for Trucks that use No Heavy Truck Roads (Chair McLean)

Chair McLean spoke to this item, and it was suggested that we could add these routes to the Paid Duty Officers schedule for 2026 or can try and identify times for the OPP to patrol. Staff were directed to see if the old road counter works that identifies the classification of vehicles.

Other/Additions

Craig advised that the sand dome is half empty already due to the weather conditions and that he has looked into the availability of getting more sand however getting more salt may be a challenge as there appears to be a shortage.

9. Unfinished Business

None.

Recommendations to Council

None.

Public Question Period

None.

Confirmation Motion

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

Adjournment

10:31 a.m. - **Moved by McLean, Seconded by Plowright,** that we adjourn this Infrastructure and Emergency Management Committee meeting to meet again on February 2nd, 2026, at 9:30 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY



SHELburne & DISTRICT FIRE BOARD

December 2, 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 7:08 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 W. Mills – Seconded by M. Davie

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 F. Nix

BE IT RESOLVED THAT:

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

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **2026 Operating & Capital Budgets**

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

9. **New Business**

9.1 **Dufferin County Chiefs Meeting Minutes**

Resolution # 5

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

THE Shelburne & District Fire Board of Management receives the Dufferin County Chief's Meeting Minutes.

Carried

9.2 **Fire Hose Report**

Resolution # 6

Moved by J. Horner – Seconded by B. Neilson

BE IT RESOLVED THAT:

THE Shelburne & District Fire Board of Management receives the Chief's Fire Hose Report;

AND THAT The Shelburne and District Fire Department Joint Board of Management authorizes the Chief to use the budget surplus from the purchase of Car 21 to fund the purchase of fire hose.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (November 2025)**

There are a total of 28 incidents for the month of November 2025.

10.2 **Update from the Fire Chief**

The Chief advised the Board that the recruitment was complete and we will be sending 6 members to Southwest Fire Academy in January 2026.

As of November 30th 2025 we've had 401 calls for service versus 328 in 2024.

The Chief will bring back a report to the Board regarding firefighters completing Criminal Record Checks including vulnerable sector checks every 4 years which is the same policy Dufferin County uses.

11. **Future Business:**

11.1 Nothing at this time.

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

12.1 **Resolution # 7**

Moved by W. Mills – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$32,526.69 for the period of October 31, 2025 to November 28, 2025 as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 8**

Moved by E. Hawkins – Seconded by B. Neilson

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 # 9

Moved by E. Hawkins – Seconded by B. Metzger

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:59 pm to meet again on Tuesday, February 3, 2026 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Gail Little
Vice Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of December 2, 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	



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

February 4, 2026

Town of Shelburne
C/O Denise Morrissey, CAO
203 Main Street East
Shelburne ON L9V 3K7

RE: Shelburne & District Fire Board

To whom it may concern,

Please be advised that at the regular Council meeting on February 4, 2026 the Council of the Corporation of the Township of Mulmur passed the following resolution:

Moved by Cunningham and Seconded by Lyon

That Council do rise out of closed session into open session at 12:41 p.m. with the following motion:

Whereas the Township of Mulmur desires stability in its fire budgeting and to secure sustainable fire services with the Town of Shelburne;

And whereas the Town of Shelburne intends to re-establish the provision of fire protection services as a direct municipal service of the Town, and the Township of Melancthon and Town of Shelburne have given notice of their withdrawal under the 1991 and 2019 agreements;

And whereas the Town of Shelburne has indicated a willingness to enter into a negotiated arrangement on a fee-for-service basis, and Mulmur is equally willing to further negotiate an agreement for the long-term stability of fire services;

And whereas the Township of Mulmur maintains that the 1991 Fire Protection Agreement is the governing agreement, notwithstanding the 2019 execution of an agreement, and out of an abundance of caution, the Township of Mulmur wishes to provide notice under the 2019 Fire Protection Agreement in the event that it is later determined that the 2019 agreement is the governing agreement;

Now therefore be it resolved that:

1. Without prejudice to the Township's position that the 1991 Fire Protection Agreement governs and without admission, the Township of Mulmur hereby gives written notice, effective February 28, 2026, of its intention to terminate its participation in the joint Fire Board in accordance with the requirements under the 2019 Fire Protection Agreement, subject to entering into a Memorandum of Understanding with the Town of Shelburne to enter into a fire protection services agreement;
2. This resolution and the notice hereby provided shall not be interpreted or relied upon as acknowledgment, concession, or confirmation that the 2019 Fire Protection Agreement governs, nor shall it derogate from the Township's position that the 1991 Fire Protection Agreement is the binding governing agreement.

Carried.

Sincerely,

Tracey Atkinson, CAO
Township of Mulmur
705-466-3341 x222 | tatkinson@mulmur.ca



**The Corporation of the
TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

INFORMATION

2025 COUNCIL & COMMITTEE REMUNERATION REPORT

Pursuant to the provision of the *Municipal Act, 2001*, Section 284 the Treasurer of the municipality shall in each year on or before March 31 provide to the Council an itemized statement of remuneration and expenses paid in the previous year to each member of Council in respect to his or her services as a member of Council or as an officer of the municipal corporation. Remuneration and expenses paid to each person mentioned in Subsections 1(b) and 1(c) of Section 284 of the *Municipal Act, 2001* in respect of his or her services as a member of the board or anybody in the preceding year are also to be disclosed. The following remunerations and expenses were paid under authority of Section 284 of the *Municipal Act, 2001*, 2001 as provided under the Township of Melancthon 6-2025 and the By-laws of the applicable other jurisdictions.

		Salary Taxable	IT Allowance Taxable	Conferences Per Diem & Meetings Taxable	Mileage	Total Paid	Conference/ Education Costs
Council Members							
Darren White	Mayor	\$ 20,419.92	\$ 900.00	\$ 1,350.00		\$ 22,669.92	\$ -
James McLean	Deputy Mayor	\$ 17,628.00	\$ 900.00	\$ 2,700.00		\$ 21,228.00	\$ -
Bill Neilson	Councillor	\$ 16,325.76	\$ 900.00	\$ 1,725.00		\$ 18,950.76	\$ -
Ruth Plowright	Councillor	\$ 16,325.76	\$ 900.00	\$ 4,625.00	\$ 1,004.40	\$ 22,855.16	\$ 3,265.91
Ralph Moore	Councillor	\$ 16,325.76	\$ 900.00	\$ 900.00	\$ -	\$ 18,125.76	\$ -
Council Totals 2025		\$ 87,025.20	\$ 4,500.00	\$11,300.00	\$ 1,004.40	\$ 43,897.92	\$ 3,265.91
All Council Members receive an IT Allowance of \$75.00 per month							
Payments are made under the authority of By-law 6-2025							
Public Members							
Alan Blundell	Police Services Board			\$ 300.00	\$ -	\$ 300.00	
Total				\$ -	\$ -	\$ -	

Prepared by: Becky Cunningham, Administration and Finance Assistant
Approved by: Sarah Culshaw, Treasurer

Denise Holmes

From: Fred Simpson <fred.simpson@townofmono.com>
Sent: Friday, February 6, 2026 11:47 AM
To: Denise Holmes; jwilloughby@shelburne.ca; Jessica Kennedy; Meghan Townsend; Michelle Dunne; Nicole Martin; rmartell@orangeville.ca; Roseann Knechtel; sylvia.jones@pc.ola.org
Subject: Stockpiled American Alcohol

Mono Council passed the following resolution supporting the County's call for the province to sell its stock on U.S. alcohol.

Resolution #8-1-2026

Moved by Fred Nix, Seconded by Elaine Capes

THAT Council for the Town of Mono supports and endorses the resolution passed by Dufferin County calling on the province to 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.

"Carried"

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.



Sent via email: premier@ontario.ca

February 6, 2026

Hon. Doug Ford
Premier of Ontario

Premier Ford:

Council for the Town of Mono passed the following resolution, regarding the OCIF.

Resolution #9-1-2026

Moved by Elaine Capes, Seconded by Ralph Manktelow

THAT Council for the Town of Mono supports and endorses the resolution passed by the Town of Smith Falls calling on the province to extend the annual OCIF envelope at not less than \$400 million beyond its current five-year term ending in 2026, with no reductions in subsequent provincial budgets;

AND THAT the total annual OCIF envelope, and each individual municipal allocation, be indexed to the Ontario Consumer Price Index (CPI).

"Carried"

Respectfully,

Fred Simpson, Clerk

Copy: Honourable Kinga Surma, Minister of Infrastructure
Honourable Rob Flack, Minister of Municipal Affairs and Housing
Honourable Sylvia Jones, Dufferin-Caledon MPP
Association of Municipalities of Ontario
All Dufferin County Municipalities
Town of Smith Falls

Denise Holmes

From: Sarah Culshaw
Sent: Tuesday, December 2, 2025 2:57 PM
To: Denise Holmes
Subject: FW: 2026 Anti-Human Trafficking Proclamation
Attachments: 2026 Proclamation Support Document.docx

From: David Proctor <david.crynotdufferin@gmail.com>
Sent: Monday, December 1, 2025 1:58 PM
To: Sarah Culshaw <sculshaw@melancthontownship.ca>
Cc: David Proctor <david.crynotdufferin@gmail.com>
Subject: 2026 Anti-Human Trafficking Proclamation

Good afternoon Sarah

Earlier this year Mayor White on behalf of Council, signed a Proclamation proclaiming February 22, 2025 as National Anti-Human Trafficking Awareness Day.

Would it be possible for Mayor White to proclaim February 22, 2026 as National Anti-Human Trafficking Awareness Day.

I have attached a document that could follow the proclamation similar to that done for February 22, 2025.

I would appreciate hearing from you advising if anything else is required from me.

Respectfully,

David Proctor

CRYNot Dufferin/Caledon

Fight Sex Trafficking

National Anti-Human Trafficking Awareness Day, February 22, 2026

Humiliation; Abuse; Violence; Terrifying Threats; Separation from Family and Friends! It's not what a young person signs up for but it's what happens when young girls and boys are trafficked into the world's commercial sex trade. It's the human tragedy behind human trafficking and it's happening in our homes, our schools and our Dufferin-Caledon community.

Six years ago, the Rotary Club of Orangeville and Compass Community Church formed a volunteer-driven group called CRYNoT (Compass Rotary Youth – No Trafficking) to raise awareness and promote education about the threat of human trafficking in our area. Bob Burnside who initially spearheaded CRYNoT suggests that "The first thing in addressing human trafficking is to realize that it exists, its origins and symptoms and the devastating results."

We know that young people in Dufferin-Caledon are being lured into sex trafficking through manipulation by predators, promises of love, affection and gifts, provision of drugs and alcohol, threats and violence. Community and victim service groups and law enforcement professionals are here for us regarding the risks, signs and prevention of this sinister crime. Their support places a human face on what is a billion-dollar business based on the coercion of vulnerable youth.

Since the pandemic, exploitation has primarily moved online making it easier for predators to contact and lure at-risk youth, the average being 13 years of age. Police inform us that there are over 6,000 unique advertisements for sex services every day in the digital realm and many are related to sex trafficking. The whole scope of the tragedy is frankly shocking.

The prevention of sex trafficking requires a total community effort. If you suspect someone is being trafficked or you need help, contact the following:

Call 911 to report a crime

Caledon-Dufferin Victim Services 905-951-3838

Canadian Human Trafficking Hotline 1-833-900-1010

Go to [CRYNoT.ca](https://www.crynot.ca) for valuable resources or to request a Anti-Human Trafficking Awareness Presentation

The crime of sexual exploitation is likened to modern day slavery. As one of our CRYNoT members says, "Being trafficked has been described as "hell on earth". By creating awareness CRYNoT hopes to spare young people in our community from falling victim to predators."

[Website](#) | [Instagram](#) | [Facebook](#)

NOTICE OF MOTION – SHELburne & DISTRICT FIRE BOARD

Moved by Mayor White

WHEREAS the Township of Melancthon (the "Township") is a participating municipality in the Shelburne and District Fire Board, which provides fire protection services pursuant to joint arrangements among participating municipalities;

AND WHEREAS the Township maintains that the Fire Board and participating municipalities are governed by the Fire Protection Agreement executed in 2019 (the "2019 Fire Protection Agreement"), which was fully executed by all participating municipalities upon the Town of Shelburne's execution in 2025;

AND WHEREAS Section 18(a) of the 2019 Fire Protection Agreement permits a participating municipality to terminate its participation in the Fire Board by providing notice within the first sixty (60) days of a new fiscal year, such termination to be effective for the following fiscal year;

AND WHEREAS the Township intends to withdraw from participation in the Fire Board in accordance with Section 18 of the 2019 Fire Protection Agreement and to re-establish fire protection services as a direct municipal service of the Township;

AND WHEREAS the Township acknowledges that Sections 18(b) - (e) of the 2019 Fire Protection Agreement govern the financial, asset-related, and service-delivery consequences of withdrawal, including responsibility for debt, capital asset valuation and redistribution, and the option to receive fire services on a fee-for-service basis;

NOW THEREFORE BE IT RESOLVED THAT:

1. Pursuant to Section 18(a) of the 2019 Fire Protection Agreement, the Township hereby gives written notice, effective as of the date of this resolution, of its intention to terminate its participation in the Shelburne and District Fire Board.
2. The Township's termination of participation under the 2019 Fire Protection Agreement shall take effect at the start of the following fiscal year, in accordance with Section 18(a) of the Agreement.
3. The Township acknowledges that, upon termination, financial obligations, asset valuation, redistribution, and any applicable payment arrangements shall be addressed in accordance with Sections 18(b), (c), and (d) of the 2019 Fire Protection Agreement.
4. The Township confirms its willingness to negotiate arrangements for the continued provision of fire protection, fire prevention, and fire inspection services on a fee-for-service basis, in accordance with Section 18(e) of the 2019 Fire Protection Agreement.
5. This resolution is intended to implement and give effect to the Township's previously stated intent to withdraw from the Fire Board in reliance on the 2019

Fire Protection Agreement and shall be read consistently with the resolution adopted by Council on December 19, 2025.

6. Staff are authorized and directed to deliver this notice to all participating municipalities on the Shelburne and District Fire Board and to take all necessary administrative steps to give effect to this resolution.

NOTICE OF MOTION – SYLVIA JONES, MPP TO ATTEND A FUTURE COUNCIL MEETING

Moved by Councillor Plowright

That Council of the Township of Melancthon invite Sylvia Jones, MPP for Dufferin–Caledon, to attend a future Council meeting to continue discussions on the various issues and matters impacting the Township of Melancthon;

And that the CAO/Clerk be directed to extend the invitation.