



# TOWNSHIP OF MELANCTHON

## A G E N D A

Thursday, July 5, 2018 - 5:00 p.m.

1. **Call to Order**
  2. **Announcements**
  3. **Additions/Deletions/Approval of Agenda**
  4. **Declaration of Pecuniary Interest and the General Nature Thereof**
  5. **Approval of Draft Minutes - June 21, 2018**
  6. **Business Arising from Minutes**
  7. **Point of Privilege or Personal Privilege**
  8. **Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
  9. **Public Works**
    1. Accounts
    2. Request from Town of Shelburne to use Melancthon Roads as detour Aug. 11, 2018 for the Heritage Festival Parade
    3. Letters from residents with concerns regarding 4<sup>th</sup> Line NE
    4. Other
  10. **Planning**
    1. Applications to Permit
    2. Notice of Intent to Pass By-laws
      1. Strada Aggregates Inc. - Official Plan Amendment and Zoning By-law Amendment - Part of the West Half of Lots 12 & 14, Concession 3 OS
    3. Draft Agreement between the Corporation of the Township of Melancthon and Strada Aggregates Inc./Strada Financial Inc.
    4. Unfinished Business
      1. Source Water Protection ZBA
    5. Other
  11. **Police Services Board**
  12. **Committee Reports**
  13. **Correspondence**
- \*Board & Committee Minutes**
1. Shelburne & District Fire Board - May 1, 2018
  2. Shelburne Public Library - May 15, 2018
- \* Items for Information Purposes**
1. Town of Amherstburg Resolution - Cannabis Grace Period Request
  2. NVCA Board Meeting Highlights June 22, 2018
  3. Email from Tracey Dupuis regarding Waste Services for Melancthon Residents
  4. RJ Burnside Letter regarding Curphy Municipal Drain Maintenance and Repair
- \*Items for Council Action**
1. Agreement between Township of Melancthon and Atkinson Farms - to locate pumping and piping equipment on Township property in order to draw water from the Middle Branch of the Noisy River

**14. General Business**

1. Notice of Intent to Pass By-laws:
  1. Keating Drainage Works, Maintenance Levying By-law
  2. Atkinson Drainage Works, Maintenance Levying By-law
  3. Broster Drainage Works, Maintenance Levying By-law
2. Accounts
3. New/Other Business/Additions
  1. Draft 2018 Fall/Winter Newsletter
  2. Report of Denise Holmes, CAO/Clerk - Updates for Council
  3. Other
4. Unfinished Business
  1. By-law to Authorize a Fire Agreement - Shelburne and District Fire Department

**15. Delegations**

1. 5:45 p.m. - Shirley Boxem - Update on Headwaters Communities in Action activities and a request to support raising the profile of Volunteer Dufferin

**16. Closed Session**

1. Adoption of Draft Minutes - May 3, 2018
2. Business Arising from the Minutes
3. Personal matters about an identifiable individual, including municipal or local board employees - Report from Denise Holmes - update on Property Standards By-law Complaints in Horning's Mills and direction from Council regarding a Property Tax Arrears Registration
4. Labour relations or employee negotiations and a proposed or pending acquisition or disposition of land by the municipality or local board - Report of Denise Holmes - Update on Closed Session Matters
5. Adjourn Closed Session with or without Report

**17. Third Reading of By-laws**

**18. Notice of Motion**

**19. Confirmation By-law**

**20. Adjournment and Date of Next Meeting - Thursday, July 19, 2018 - 5:00 p.m.**

**21. On Sites**

**22. Correspondence on File at the Clerk's Office**



*A People Place, A Change of Pace*  
**SHELBURNE**  
ONTARIO, CANADA

June 19, 2018

Township of Melancthon  
157101 Highway 10  
Melancthon ON  
L9V 2E6

To Whom it May Concern:

Re: Fiddle Contest Parade – August 11th, 2018

The Town of Shelburne is hereby requesting the Township of Melancthon's permission to detour traffic along Township roads for this year's annual Fiddle Parade on August 11th, 2018.

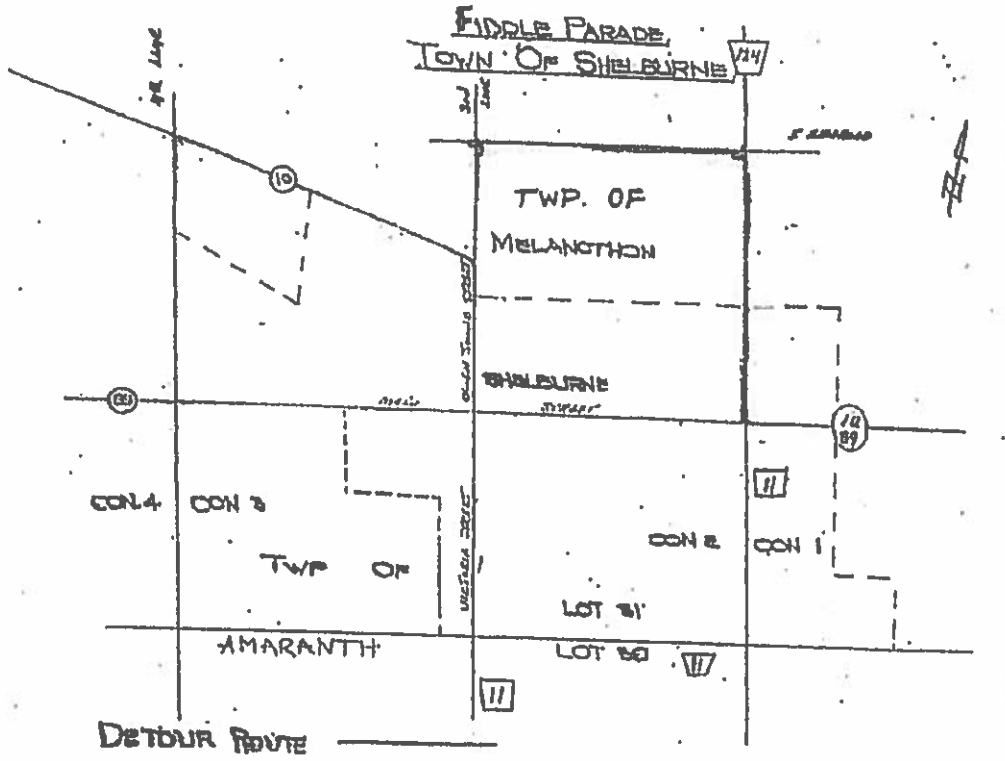
The detour route (as show in the attached sketch) will be in effect for approximately three hours. The Town of Shelburne will be responsible for the signing of the above stated detour.

Your assistance in this matter is greatly appreciated.

Yours truly,

Jennifer Willoughby  
Clerk  
Town of Shelburne

AUG. 11, 2018





June 24,2018

Doreen Lyon  
238273 4th Line N.E.  
Melancthon Ontario L9V 2J3

To: Melancthon Township Council  
Re: Possible decision by council to revert 4th Line N.E to gravel rather than repair or resurface the road

It is with concern that I write this letter on behalf of the residents who live on the 4th Line N.E of Melancthon township. We are hearing “rumors” that it is the intent of the roads department to grind and revert this road to gravel.

If indeed this is the intent and decision of the council members, we wish to express a strong objection to this proposed action, based on the following.

The disrepair of this road at present is indeed a concern, however, reverting it to a gravel road rather than proper repair and repaving is to us an absolute ludicrous decision. Not only would this create a safety issue but an environmental concern as well.

This road is extremely busy all hours of the day, not only many cars and motorbikes as individuals go about their business, but also a great deal of that traffic is large trucks, as well as large farm machinery. At present, the road is virtually a “two lane” road, --to revert to gravel narrows it to only a lane and a half, and increases the risk of vehicles getting caught in loose gravel on the shoulders of the road. Why would you deliberately create a situation that could potentially increase the risk of accidents, injury and possible fatalities? This road is a link between Grey county road #2, and county road 21—both these roads are paved, and traffic is going to continue to travel this road and should not have to be subjected to several miles of loose gravel to get from one road to the other.

The ongoing dust and flying stones also create potential risk and hazard. Stones can damage vehicles, create excess wear and tear on vehicle tires,as well prolonged exposure to gravel dust can cause respiratory illnesses. Those living in dwellings along this road would be exposed to this possibility.

One would have to question how reverting to gravel would prove a cost saving and effective measure. To haul gravel, keep the road satisfactorily graded, applying calcium in spring and summer, ice blading it in winter requires a great deal more man power, maintenance (and fuel) than this road has had in the past several years. If the 240 sideroad and 8<sup>th</sup> line are any indication of how well gravel roads are maintained, it is a disgrace. This past April until near the end of May, it was like driving in “slush”. It was a challenge to keep one’s car on the road. And neither of these roads have anywhere near the traffic that this road has. One can only ascertain how hazardous it would be driving, and meeting one of the many large trucks that they would encounter if the similar conditions existed.

This road has been paved now for 25 plus years and until the past few years has been virtually maintenance free. However, with the allowance of large trucks going to and from the businesses now located on this road and the equipment and trucks involved in the turbine installations, the road has

been literally pounded until there is little substance left. IT NEEDS FIXING---properly. Reverting it to gravel is certainly not an appropriate response to the situation.

In todays society, we expect progress within the infrastructures such as our health care centres, educational programs and community resources. Regression is never an option, and, so it should be with our road maintenance and repair.

The council members, who years ago, made the decision to pave this road, had the foresight to realize the value of improving the condition of this road, and it has proved a wise and productive decision. Now in the year 2018, the present members should be expected to maintain or exceed that original standard. We assume the present council will spend our tax dollars wisely and make appropriate decisions that will benefit the constituents and improve the township, not take us back to where "things were 50 years ago", and if this road is reverted to gravel—that is exactly what we will be experiencing.

We fully understand the probable necessity of grinding this road to prepare it for re-paving, however want the assurance that the resurfacing or repaving will occur in a timely manner, not several years down the road.

We trust, that the council will give reasonable consideration and re-evaluation of the decision to revert this road to gravel. If not, it will prove a great disappointment to the residents living on the 4<sup>th</sup> Line N.E and prove very detrimental to this township.

We will await your response, it can be forwarded to [REDACTED]

Yours truly,

[REDACTED]

## Denise Holmes

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**From:** [REDACTED]  
**Sent:** Wednesday, June 27, 2018 8:22 AM  
**To:** Denise Holmes, AMCT  
**Subject:** 4th Line NE, Melancthon

To Melancthon Council, and all involved in decision making for the residents of our township.

I am writing to you in response to a rumor I heard about 10 days ago. Apparently it is your intention to grind our road, 4th Line NE, from pavement back to gravel. You will have received letters by now from Mrs. Doreen Lyon and Dennis & Debra Jamieson expressing the extreme disappointment of the residents/tax payers in regards to decisions being made. I am in total agreement with all of them and many others who will be affected by your choices. This township has more industry and taxable businesses than ever before and prides itself in having minimal debt? To operate a business or life in general you have to have occasional debt to progress over time. The cost to keep our road has been minimal since it was paved. Our concerns about the excessive truck traffic fell on deaf ears and now we all see it was destructive. Unfortunately when the council had opportunity to have it resurfaced by the Wind company they settled for far less repair than they should have and now we as residents are supposed to be fine with it being reverted to gravel. Totally unacceptable. The particulate that will pollute the air my children and myself breathe is a huge issue to me, as it poses health risks. We already have paint fumes from the Industrial Mennonite shop south of us, this just adds insult to injury. The wear and tear on our vehicles and tires will be at our expense because of councils decisions? No longer will my clothes line be used, therefore my electricity bill will increase? The dust just having my windows open will constantly remind me of what my grandmother hated about living on this road as gravel 65 years ago. I'm baffled as to how council can perceive this as forward thinking? I'm writing this letter and agreeing with my neighbors in hopes of getting a commitment back from council that the gravel is temporary, and is only the first step in repairing the road properly for pavement. Waiting patiently for your response.

Jennifer Jamieson Luxton  
238508 4th Line NE  
Melancthon

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Total Control Panel

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## Denise Holmes

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**From:** [REDACTED]  
**Sent:** Wednesday, June 27, 2018 2:07 AM  
**To:** dholmes@melancthontownship.ca  
**Subject:** Intention to change 4th line (or part thereof) to gravel

June 26, 2018

Dennis and Debra Jamieson  
238506 4th line NE  
Con 4 NE plot Lot 29  
Melancthon, ON

Dear Members of Melancthon Township Council,

It is with extreme disappointment that I discover via the grapevine that the Fourth Line paved road that passes by my property is to be transitioned back to a gravelled byway. About twenty five years ago a progressive thinking council saw fit to have this road paved and the people of communities for many miles around have enjoyed the benefits of traveling this route to get to work, to conduct business, and for all the other reasons necessary in our busy family lives. Before the original paving I remember the large clouds of dust that would waft across the laundry on the clothesline as each vehicle passed by. Rusted vehicles would fill with dust simply by driving on the road. Windshields and headlights were constantly being destroyed as vehicles passed by each other, unwillingly spraying their neighbours with stones.

I am imagining that Township Officials will plead the need to avoid repairing and repaving as an economic necessity. However, 25 years ago three out of every four farms were not operating a commercial business in addition to farming so, if these businesses are being taxed appropriately, how can the Township have insufficient funds to maintain this road in a paved manner? Residents cautioned Council when they were rubber stamping every commercial business application on these farms that heavy truck traffic, injurious to the roads would follow. It has and the quality of the road has suffered accordingly.

As elected officials you owe the people of Melancthon a proper accounting of this decision. When one compares the cost of installation and upkeep over the next 20 years of the two options (paving vs graveling, grading, scraping and applying dust abatement) it seems you would be spending a dollar to save a dime. I respectfully ask you to reconsider the efficacy of proceeding with an economic graveling decision.

Thank you for taking the time to consider this letter.

Sincerely,

D. Dennis Jamieson.

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Neilson/Deeder Household  
238135 4<sup>th</sup> Line, NE  
Melancthon, ON  
L9V 2J2



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June 26, 2018

To: Melancthon Township Council  
Re: Possible decision by council to revert 4<sup>th</sup> Line, NE to gravel

It is with concern and disappointment that we write this letter. We are residents of 4<sup>th</sup> Line, NE and are hearing rumours that our road is under strong consideration for grind and gravel.

We are surprised also that we have not been notified of this consideration. We would have hoped for a public notice of this possible change.

We strongly oppose of this decision for several reasons. As noted on the letter from Doreen Lyon, health and safety would be greatly impacted should this crazy notion take place. There is a high volume of traffic throughout the entire day and safety is a big concern.

The 4<sup>th</sup> Line, NE being a paved road for more than twenty-five years, weighed heavily on our decision to build our new home just over three years ago. Had this road been gravel, we most likely would not have made our home on the 4<sup>th</sup> Line NE, in Melancthon.

Having the Township of Melancthon deem our new home an improvement to the property, we were rewarded with a 300% property tax increase. Out of curiosity, if this road is indeed reverted back to gravel, will we receive the same consideration?

There are trucks that service six turbines on the 4<sup>th</sup> Line, NE on a regular basis. Our understanding is that the turbine company donated money to the township to help maintain the roads. Please correct us if we are wrong. Why would we not use this money to repair and keep this road in asphalt?

We feel that reverting back to gravel is stepping backward. In this day and age, a high traffic road should not be a one and a half lane wide gravel road. This is a disaster waiting to happen.

We hope that council will advise us if reverting the 4<sup>th</sup> Line to gravel is a fact or a rumour. A response can be sent to [REDACTED]

Yours sincerely;

[REDACTED]

Bill Neilson

Linda Neilson

Birdie Neilson

Andre Deeder

APPLICATIONS TO PERMIT FOR APPROVAL  
February 1, 2018 COUNCIL MEETING

<b>PROPERTY OWNER</b>	<b>PROPERTY DESCRIPTION</b>	<b>TYPE OF STRUCTURE</b>	<b>DOLLAR VALUE</b>	<b>D.C.'s</b>	<b>COMMENTS</b>
Ken Copeland	Part Lot 276, Concession 1 NE 156259 Highway 10	228.9 Square meter auto repair shop	\$50,000		
Alvin Bauman Applicant: Eli Sherk	Lot 214-216, Concession 2 NE 199320 2nd Line NE	14'X26' Power Room	\$7,000		
Alvin Bauman Applicant: Eli Sherk	Lot 214-216, Concession 2 NE 199320 2nd Line NE	48'X86' Dry Workshop	\$175,000		

PLAN# 1  
JUL - 5 2018

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON  
BY-LAW NO.           -2018**

**A By-law to adopt an Official Plan Amendment Two (OPA 2) for the Township of  
Melancthon**

WHEREAS Section 17 and 22 of the Planning Act, R.S.O., 1990, c.P.13 authorizes Council to adopt an Official Plan that applies to the Township and to adopt amendments to the Official Plan;

AND WHEREAS, the Council of the Corporation of the Township of Melancthon deems it to be in the public interest to pass a by-law to adopt an Official Plan Amendment to its current Official Plan to establish new lands for mineral aggregate extraction;

NOW THEREFORE the Council of the Corporation of the Township of Melancthon, in accordance with the provisions of the Planning Act, R.S.O., 1990, c.P.13, as amended, hereby enacts as follows:

1. THAT Official Plan Amendment Two (OPA 2) to the Township of Melancthon Official Plan, being the attached text and Schedule 'A' is hereby adopted.
2. AND FURTHER THAT the Clerk is hereby authorized and directed to make application to the County of Dufferin for approval of the aforementioned Official Plan Amendment for the Township of Melancthon to provide such information as required by Section 17 (23) of The Planning Act, R.S.O., 1990, c.P.13, as amended.

This By-law shall come into force and take effect on the day of passing thereof, subject to the approval of the County of Dufferin.

READ a first and second time this 5<sup>th</sup> of July, 2018.

READ a third time and finally passed this 5<sup>th</sup> day of July, 2018.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK (SEAL)

PLAN # 2.1  
JUL - 5 2018

**CERTIFICATE FOR OFFICIAL PLAN AMENDMENT**

**OFFICIAL PLAN AMENDMENT TWO (OPA 2) FOR THE TOWNSHIP OF  
MELANCTHON**

The attached Official Plan Amendment and Schedule, constituting Official Plan Amendment 2 for the Township of Melancthon, was prepared by Council for the Township of Melancthon and was adopted by By-law No. -2018 in accordance with the provisions of Section 17 and 22 of the Planning Act, R.S.O., 1990, c.P.13 on the 5<sup>th</sup> day of July 2018.

\_\_\_\_\_  
Clerk

**Corporate Seal Of Township**

Official Plan Amendment Two (OPA 2) for the Township of Melancthon which has been prepared and adopted by Council for the Township of Melancthon is hereby approved in accordance with the provisions of Section 17 and 22 of the Planning Act, R.S.O., 1990, c.P.13 as **"OPA 2 for the Township of Melancthon."**

\_\_\_\_\_  
County of Dufferin

\_\_\_\_\_  
Date

**OFFICIAL PLAN AMENDMENT TWO (OPA 2) FOR THE TOWNSHIP OF  
MELANCTHON**

Certified that this is a true copy of By-law No. \_\_\_\_\_ -2018 as enacted and passed by the Council for the Corporation of the Township of Melancthon on the 5<sup>th</sup> day of July 2018.

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CLERK

**AMENDMENT NO. 2  
TO THE TOWNSHIP OF MELANCTHON  
OFFICIAL PLAN**

**This Amendment applies to:**

**Lands located in Part of the West Half of Lots 12 and 14, Concession 3 O.S. in the  
Township of Melancthon**

**(Adopted July 5, 2018)**

## **CONSTITUTIONAL STATEMENT**

The following Amendment to the Official Plan of the Township of Melancthon consists of three parts.

**Part A** - The Preamble, consisting of the purpose, location and basis of the Amendment, does not constitute part of this Amendment.

**Part B** - The Amendment consisting of the noted text constitutes Amendment No. 2 to the Official Plan for the Township of Melancthon.

**Part C** - The Appendices.



## **PART A - THE PREAMBLE**

### **PURPOSE**

The purpose of this Amendment is to redesignate lands located in Part of the West Half of Lots 12 and 14, Concession 3 O.S. in the Township of Melancthon to permit the extraction of mineral aggregate.

### **LOCATION**

The Amendment affects the following specific areas in the Township of Melancthon:

1. Lands located in the North-West Half of Lot 12, Concession 3 O.S; and,
2. Lands located in the West of Lot 14, Concession 3, O.S.

### **BASIS**

The basis and authority for the amendment is fundamentally derived from the following policy documents:

1. Section 17 and 22 of The *Planning Act*, which authorizes a Municipality to amend its Official Plan.
2. Section 2.5.4 of The Provincial Policy Statement (2014), which permits mineral aggregate extraction in prime agricultural areas.
3. Section 4.2.8.7 of the Growth Plan for the Greater Golden Horseshoe which exempts new applications for mineral aggregate operations from the requirements of the Plan, provided the application was deemed complete by the Province prior to July 1, 2017.
4. Section 4.2.3.1 of the County of Dufferin Official Plan, which permits mineral aggregate extraction in prime agricultural areas, subject to the policies of Section 4.4.
5. Section 5.6.2 of the Township of Melancthon Official Plan, which permits mineral aggregate extraction in prime agricultural areas subject to a number of policies to address and assess impacts of the operation.

In consideration of the above-mentioned policy documents, the Township of Melancthon finds the proposed amendment to be appropriate for the following reasons:

1. The identification, impact assessment, and mitigation of the proposed pit on natural heritage features and functions has been suitably addressed as demonstrated by clearance letters provided by the Ministry of Natural Resources and Forestry and the Nottawasaga Valley Conservation Authority. Key natural areas have been identified and protected by this amendment.

2. The assessment of surface and groundwater features and functions has been suitably addressed as demonstrated by clearance letters provided by the Township's consultant hydrogeologist and the Nottawasaga Valley Conservation Authority.
3. Noise impacts have been assessed and have been demonstrated to be consistent with Provincial guidelines.
4. The assessment of impacts on agricultural operations and the agricultural resource base has been considered and it has been concluded that mineral aggregate extraction is not anticipated to have a significant negative impact on the long term agricultural uses and operations on the subject lands and within the primary/secondary study areas.
5. An assessment of cultural and heritage resources has been undertaken and the Ministry of Tourism, Culture and Sport has issued clearance letters to address Phase 1, 2 and 3 assessments. A Stage 4 assessment is still to be undertaken and extraction is not authorized in the affected area until this assessment has been completed and cleared by the Ministry of Tourism, Culture and Sport.
6. The proposed pits will utilize a Township road already designated as a haul route by the Township of Melancthon Official Plan.
7. The proponent has entered into a Development Agreement with the Township to address matters including but not limited to haul route reconstruction, haul route maintenance, operations, liability, rehabilitation, security, and monitoring of natural features, species and groundwater.
8. On balance, this amendment is considered to be consistent with Provincial Policy and has addressed applicable development policies of the County and Township Official Plans.

## **PART B – THE AMENDMENT**

Schedule A-5 to the Township of Melancthon Official Plan is hereby amended by redesignating:





1. Lands located in Part Lot 12, Concession 3 O.S. from the Agricultural designation to the Extractive Industrial designation as shown on Schedule A attached hereto and forming part of this Amendment; and to,
2. Lands located in the West Part of Lot 14, Concession 3 O.S. from the Agricultural designation and Environmental Conservation Overlay designation to the Extractive Industrial designation as shown on Schedule A, attached hereto and forming part of this Amendment.

## **PART C - THE APPENDICES**

1. Natural Environment Level 1 & 2 Technical Reports (*Natural Resource Solutions*)
2. Hydrogeological Assessment Level 1 & 2 (Whitewater Hydrogeology)
3. Noise Impact Analysis (*Aerocoustics*)
4. Stage 1 and 2 Archaeological Assessment (*ASI*)
5. Cultural Heritage Impact Assessment (*MHBC*)
6. Agricultural Impact Assessment (*MHBC*)
7. Planning Report and ARA Summary Statement (*MHBC*)
8. Traffic Review (*HDR*)
9. ARA Site Plans (Existing Features, Operations, Rehabilitation, Cross-Sections) prepared by MHBC, March 2018
10. Planning Report – Complete Application (*MPS Ltd*)
11. Planning Report – Status (*MPS Ltd*)
12. C.C. Tatham and Associates 4<sup>th</sup> Line Road Review, dated December 22, 2018
13. MTCS Clearance Letters P046-0261-2016, P449-0008-2016, P125-0240-2017
14. NVCA Clearance Letter dated April 30, 2018
15. MNRF Clearance Letter dated May 9, 2018
16. Engtec Consulting Inc. Geotechnical Investigation 4<sup>th</sup> Line North dated May 20, 2018

**Schedule 'A-1'**  
**Official Plan Amendment Two (OPA 2)**  
**Part of the West Part of Lots 12 & 14, Concession 3 OS**  
**Township of Melancthon**



-  Lands to be redesignated from the Agricultural designation to the Extractive Industrial designation
-  Environmental Conservation Overlay to be Removed
-  Lands to remain in the Environmental Conservation Overlay
-  Lands to remain in the Agricultural designation

**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 for lands located in Part of Lots 12 and 14, Concession 3 O.S. in the Township of Melancthon, County of Dufferin.

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;

AND WHEREAS Strada Aggregates Inc. has submitted an application to amend the Township's Zoning By-law to permit mineral aggregate extraction;

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 located in the West Part of Part of Lots 12 and 14, Concession 3, O.S. from the General Agricultural (A1) Zone to the Extractive Industrial (M2) Zone, the Extractive Industrial Exception (M2-4) Zone, and the Open Space Conservation (OS2) Zone, all of which is shown on Schedule A-1 attached hereto, which forms part of this By-law.
2. Furthermore, Zoning By-law No. 12-79 as amendment, is further amended by adding the following new sub-section after sub-section 13.5 c):
  - d) On lands located in Part Lot 14, Concession 3 O.S. and located in the M2-4 Zone, one existing detached dwelling unit shall be permitted as an accessory use to a licensed mineral aggregate operation.*
3. In all other respects, the provisions 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 (Ontario).

READ A FIRST AND SECOND TIME on the 5th day of July 2018.




READ A THIRD TIME and finally passed this 5th day of July 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Schedule 'A-1'**  
**By-law 2018-\_\_\_\_\_**  
**Part of the West Part of Lots 12 & 14, Concession 3 OS**  
**Township of Melancthon**



-  Lands to be rezoned from the General Agriculture (A1) Zone to the Extractive Industrial (M2) Zone
-  Lands to be rezoned from the General Agriculture (A1) Zone to the Extractive Industrial Exception (M2-4) Zone
-  Lands to be rezoned from the General Agriculture (A1) Zone to the Open Space Conservation (OS2) Zone

This is Schedule 'A-1' to By-law \_\_\_\_\_

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

## **SHELBURNE & DISTRICT FIRE BOARD**

May 1, 2018

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

### **Present**

As per attendance record.

#### 1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called the meeting to order at 7:02 pm.

#### 2. **Additions or Deletions**

##### 2.1 **Resolution # 1**

Moved by W. Mills – Seconded by P. Mills

**BE IT RESOLVED THAT:**

The following item(s) be added to the agenda:

9.3 Captain/Volunteer Firefighter Recruitment

**Carried**

#### 3. **Approval of Agenda**

##### 3.1 **Resolution # 2**

Moved by P. Mills – Seconded by W. Mills

**BE IT RESOLVED THAT:**

The Board of Management approves the agenda as amended.

**Carried**

BD comm#1

JUL - 5 2018



4. **Approval of Minutes**

4.1 **Resolution # 3**

Moved by W. Mills – Seconded by P. Mills

**BE IT RESOLVED THAT:**

The Board of Management adopt the minutes under the date of March 6, 2018 as circulated.

**Carried**

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 Michelle Adams, Senior Accountant, RLB LLP

9. **New Business**

9.1 **2017 Draft Financial Statements**

Michelle Adams, Senior Accountant, at RLB LLP presented the 2017 Draft Financial Statements to the Board. The Chief explained the \$44,964.39 2017 Operating Budget surplus to the Board.

**Resolution # 4**

Moved by W. Mills – Seconded by P. Mills

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board accept and approve the Draft Consolidated Financial Statements for the year end of December 31, 2017 prepared and presented by RLB.

AND THAT the Secretary-Treasurer be authorized to sign the representation letter.

**Carried**

8. **Unfinished Business**

8.1 **2018 Truck Purchase**

The Chief advised the Board that the service with Dependable has been good.

8.2 **Board Agreement**

**Resolution # 5**

Moved by F. Nix – Seconded by H. Foster

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board Agreement be approved for circulation to the five municipalities for approval and signature as amended.

**Carried**

9. **New Business**

9.1 **2017 Draft Financial Statements**

The Board discussed what should be done with the 2017 Operating Budget surplus.

**Resolution # 6**

Moved by W. Mills – Seconded by P. Mills

**BE IT RESOLVED THAT:**

The 2018 surplus of \$44,964.39, be transferred to the Capital reserve account.

**Carried**

9.2 **Quarterly Financial Statements**

**Resolution # 7**

Moved by W. Hannon – Seconded by J. Horner

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board accept the General Ledger: Budget vs. Actual Comparison Report as presented by the Secretary-Treasurer.

**Carried**

### 9.3 Captain/Volunteer Firefighter Recruitment

#### Resolution # 8

Moved by W. Hannon – Seconded by J. Elliott

#### BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management promote the following firefighter to the role of Captain effective May 1, 2018:

- 1) Mark Elderfield

The Shelburne & District Fire Board of Management promote the following firefighters to the role of Acting Captain effective May 1, 2018:

- 1) Oluf Jensen
- 2) Steve Monds

The Shelburne & District Fire Board of Management promote the following reserve firefighter to the role of firefighter effective May 15, 2018:

- 1) O'Brian Campbell

**Carried**

#### Resolution # 9

Moved by P. Mills – Seconded by W. Hannon

#### BE IT RESOLVED THAT:

The Fire Board congratulates Captain Mark Elderfield and Acting Captains Oluf Jensen and Steve Monds on their promotions and O'Brian Campbell on joining the Shelburne & District Fire Department as a firefighter.

**Carried**

### 10. Chief's Report

#### 10.1 Monthly Reports (March & April 2018)

There were a total of 21 calls for the month of March.

There were a total of 24 calls for the month of April.

#### 10.2 Update from Fire Chief

The Chief conducted 5 inspections and accepted delivery of Pump 24 and has begun the outfitting and training. The Chief also participated in the Dufferin County

Hazard Identification Risk Assessment.

The Chief advised that each municipality should review their fireworks by-laws and in the absence of one, one should be implemented. The Chief will distribute sample by-laws.

**Resolution # 10**

Moved by P. Mills – Seconded by W. Mills

**BE IT RESOLVED THAT:**

The Shelburne & District Fire Board authorizes Walter & Nicole to investigate obtaining a line of credit at the bank up to \$50,000.

**Carried**

11. **Future Business:**

11.1 None at this time.

12. **Accounts & Payroll – March and April 2018**

12.1 **Resolution # 11**

Moved by J. Elliott – Seconded by W. Hannon

**BE IT RESOLVED THAT:**

The bills and accounts in the amount of \$545,079.58 for the period of March 1<sup>st</sup>, 2018 to April 25<sup>th</sup>, 2018 as presented and attached be approved for payment.

**Carried**

12.2 **Resolution # 12**

Moved by K. McGhee – Seconded by H. Foster

**BE IT RESOLVED THAT:**

Payroll for the following month(s) be approved for payment:

March 2018 - \$23,389.61

April 2018 - \$26,279.87

**Carried**

13. **Confirming and Adjournment**

13.1 **Resolution # 13**

Moved by G. Little – Seconded by K. McGhee

**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 # 14**

Moved by J. Horner – Seconded by G. Little

**BE IT RESOLVED THAT:**

The Board of Management do now adjourn at 8:25 pm to meet again on June 5, 2018 at 7:00 pm or at the call of the Chair.

**Carried**

Respectfully submitted by:

Approved:

---

Nicole Hill  
Secretary-Treasurer

---

Walter Benotto  
Chairperson

## SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of May 1<sup>st</sup>, 2018

Municipality / Member	Present	Absent
<b>Township of Amaranth</b>		
Heather Foster	X	
Gail Little	X	
<b>Town of Mono</b>		
Ken McGhee	X	
Fred Nix	X	
<b>Township of Melancthon</b>		
Janice Elliott	X	
Wayne Hannon	X	
<b>Town of Shelburne</b>		
Walter Benotto	X	
Wade Mills	X	
<b>Township of Mulmur</b>		
Paul Mills	X	
Janet Horner	X	
<b>Staff</b>		
Brad Lemaich – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	

*Minutes for Shelburne Public Library Board Meeting  
Tuesday, May 15, 2018*

**Present:** Geoff Dunlop            Larry Haskell            Erika Ulch  
              Dave Besley            Sharon Martin           Gail Little

**Also Present:**        Rose Dotten, CEO/ Head Librarian

---

The chair, Geoff Dunlop, called the meeting to order at 7:00 P.M.

**Motion 23-18        D. Besley, P. Barclay**

Be it resolved that we approve the agenda of the board meeting dated May 15, 2018, as amended.  
**Carried**

**Motion 24-18        E. Ulch, D. Besley**

Be it resolved that we approve the minutes of the board meeting dated April 24, 2018.  
**Carried**

**Financial Reports:**

**Motion 25-18        S. Martin, E. Ulch**

Be it resolved that we approve the Accounts Payable Register for April, 2018 with invoices and payments in the amount of \$29,205.48.

**Carried**

**CEO/ Head Librarian's Report:**

- **Statistics**  
Our statistics this month were a little bit higher than the previous month, but significantly higher than April, 2017.
- **Enviro-Bags** – We have accumulated a substantial amount of fabric already; the LOGO Appliques are awaiting approval and we have several community members working to start sewing. The CEO has had a meeting with the Farmer's Market manager, Jennifer Crewson and her committee to ensure that they are on board with this community initiative.
- **Poppies-**  
CEO, Rose Dotten had received approval from the Royal Canadian Legion in Ottawa to proceed with using the Poppy trademark to move forward with our Garden of Remembrance, Poppy initiative. She also met with the local Legion branch to ensure we had their support and interest. We certainly have some of their members looking to work with us on this community initiative.

- **Coffee, Conversation & Books**  
The next Coffee, Conversation & Books will be tomorrow night, May 16, 2018, at Euphoria in Orangeville. The guest speaker will be Dana McCauley.
- **One Book One County**  
The book for this program was announced at Booklore on Saturday, April 28, 2018. The book is *Hum If You Don't know the Words*, by Bianca Marais.
- **Authors in the Hills of Mulmur**  
The date has been set for Sunday, August 19, 2018. We are still working on the authors and other details. Stay tuned as work progresses.

**Correspondence:**

- **Township of Amaranth**  
Amaranth Township has requested a sentence in the contract to the effect that the funding formula will be reviewed every four years. Some discussion ensued about the issue but it was decided that an appropriate phrase be inserted.

**Business:**

- **Community Projects**  
The two community projects to be initiated by the library are the Green thinking recyclable bags made with donated fabrics and sewn by volunteers. They will be distributed at the market.

The Garden of Remembrance-Poppies is an initiative patterned after the 5000 Poppies in Australia. Volunteers will knit and crochet the poppies and they will be displayed at various community locations for Remembrance Day.

Both initiatives were patterned after ones seen in Australia and greeted with much enthusiasm by staff and volunteers.

- **Mulmur Contract**  
We are waiting to hear from Mulmur Township re the invitation we extended to them to return to our library with the same full participation as the other municipalities.
- **Farewell event for Jim and Diane Worobec**  
We are planning a farewell dinner (potluck) for Jim and Diane Worobec to precede our next Board meeting. They have been so very supportive that we do want to recognize their dedication and hard work.
- **In Camera session—if necessary**  
Not necessary.



**Motion 26 - 18      L. Haskell, S. Martin**

That we now adjourn at 8:03 p.m., to meet again June 19, 2018, at 7 pm., or at call of the Chair. There will be a dinner for board members and staff at 6 pm as a Farewell event for Diane and Jim Worobec.

**Carried**



# The Corporation of The Town of Amherstburg

June 18, 2018

VIA EMAIL

Ms. Lynn Dollin, President  
Association of Municipalities of Ontario  
200 University Ave., Suite 801  
Toronto, ON M5H-3C6  
Email: [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)

**RE: Resolution – Cannabis Grace Period Request**

Dear: Ms. Lynn Dollin,

At its meeting of June 11<sup>th</sup>, 2018, Amherstburg Town Council passed the following resolution:

***“That a letter BE SENT in support of the City of Quinte West’s resolution regarding their request that a 6 month grace period be enacted once the cannabis legislation passes to ensure that municipal law enforcement officers and the OPP are adequately trained to enforce the legislation.”***

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Fowkes'.

Tammy Fowkes - Deputy Clerk, Town of Amherstburg

cc: Taras Natyshak – MPP, Essex  
Tracey Ramsey – MP, Essex  
Ontario Municipalities

encl: City of Quinte West Resolution re: Cannabis Grace Period Request

Website: [www.amherstburg.ca](http://www.amherstburg.ca)  
271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5  
Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519)736-9860

INFO#1  
JUL - 5 2018

**CITY OF QUINTE WEST**

*Office of the Mayor  
Jim Harrison*



**P.O. Box 490  
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841  
FAX: (613) 392-5608**

May 28, 2018

Ms. Lynn Dollin, President  
Association of Municipalities of Ontario  
200 University Ave, Suite 801  
Toronto, ON M5H 3C6

**RE: Resolution – Cannabis Grace Period Request**

Dear: Ms. Lynn Dollin,

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 22, 2018 Council passed the following resolution:

"That the Council of the City of Quinte West requests that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the Ontario Provincial Police are adequately trained to enforce the said legislation;

And further that this resolution be circulated to the local MP, MPP, AMO, and other municipalities. **Carried**"

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink that reads "Jim Harrison".

Jim Harrison  
Mayor

cc: MP Neil Ellis, Bay of Quinte  
cc: MPP Lou Rinaldi, Northumberland-Quinte West



## **NVCA Board Meeting Highlights June 22, 2018**

Next Board Meeting: August 24, 2018  
at Tiffin Centre for Conservation, Utopia

*For the full meeting agenda including documents and reports, visit [nvca.on.ca/about/boardofdirectors](http://nvca.on.ca/about/boardofdirectors)*

### **Assessing flood risk for watershed communities - study**

Peter Alm, Water Resource Engineer, and Kristopher Robinson, GIS Technologist, presented the results of NVCA's recently completed Watershed Flood Risk Assessment.

The study looked at the extent of flood damage/risk possible under a variety of storm events for the communities of Alliston, Angus, Collingwood, Creemore, Elmvale, Shelburne, and Stayner. These communities were selected based on the estimated number of structures at risk in the floodplain.

Using 2-dimensional flood models and looking at factors such as warning time, affected population, road access and total damages, the study ranked the communities in terms of risk. The details from the assessment will be of interest to municipalities and other agencies as they work to refine floodplain mapping and improve emergency response to flooding events.

This project was funded by the National Disaster Mitigation Program (NDMP) of Public Safety Canada. NVCA has secured additional funding from this program to study the communities affected by the June 23, 2017, storm. Further, NVCA is undertaking a floodplain mapping exercise for Wasaga Beach and the lower part of the Nottawasaga River.

The report is available on the NVCA website at <https://www.nvca.on.ca/planning-permits/engineering-review-guidelines>

### **Increased support for engineering plan review**

The board supported a staff recommendation to develop a roster of engineering consultants to assist in technical review, with the intent of reducing the current number of active permit/planning applications.

Since 2014, NVCA has seen an increase in the number of applications from 1,065 in 2014 to 1,900 in 2017. Coupled with recent staffing changes (retirement/turnover) a review backlog has ensued. While staffing levels are back to a full complement, additional support is needed to reduce the number of active applications to a more manageable amount.

It is expected that user fees will cover a portion of this cost. The board approved the use of up to \$50,000 from reserves to cover any outstanding costs.

### **New foundation to be established**

The board approved that staff move forward with the establishment of a registered foundation to assist NVCA in raising funds for capital projects and other initiatives. Currently 75% of Ontario's conservation authorities have associated foundations that support special programs and capital projects.

### **Options for managing donated lands**

NVCA receives donated lands for conservation purposes. These lands may come from private residents, developers and others. Depending on the nature of the property, ongoing care of

these lands may come at a considerable cost (taxes, maintenance, etc.).

Recognizing that each donated property has unique challenges and opportunities, the board approved a report from staff outlining a series of options to recoup the cost of managing these lands over time.

### **In brief**

During the meeting the board also:

- Received an update from the Oak Ridges Moraine Groundwater Program, including a work plan for 2018.
- Approved the use of up to \$4,000 from the NVCA's land acquisition reserve as matching funds for an arts, culture and heritage grant received from Simcoe County. The grant is in support of a NVCA project to increase the use of conservation areas by groups from the recreation, environment, arts, culture and heritage, and health (mental and physical wellbeing) sectors in order to expand outdoor public programming for local residents and visiting tourists.
- Approved the use of up to \$20,000 of deferred project levy in support of the Healthy Waters Program.
- Received a report outlining the number of permits and approvals issued by NVCA staff between December 6, 2017, and June 7, 2018: a total of 101 permits were issued and 96 clearances were approved.

### **Future Meetings and Events**

#### **Nature Days for Homeschoolers**

Thursday, June 28, 10:00 am - 3:00 pm  
Tiffin Centre for Conservation

#### **Camp Tiffin Summer Day Camp**

Weekly throughout July and August  
Tiffin Centre for Conservation

#### **Fight the Phrag! Volunteer Phragmites Removal Work Day**

Saturday, Aug 18  
Collingwood shoreline

#### **Festival at Fort Willow**

Saturday, Sept. 29, 10:00 am - 3:00 pm  
Fort Willow Conservation Area

For more information on these events, please visit the [NVCA website](#).


## Denise Holmes

---

**From:** Wendy Atkinson <watkinson@melancthontownship.ca>  
**Sent:** Wednesday, June 27, 2018 8:13 AM  
**To:** 'Dupuis,Tracey'  
**Cc:** dholmes@melancthontownship.ca  
**Subject:** RE: Waste Services

Thank you Tracey

Wendy Atkinson, Treasurer/ Deputy-Clerk | Township of Melancthon | [watkinson@melancthontownship.ca](mailto:watkinson@melancthontownship.ca) | PH: 519-925-5525  
ext 102 | FX: 519-925-1110 | [www.melancthontownship.ca](http://www.melancthontownship.ca) |

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**From:** Dupuis,Tracey [<mailto:tdupuis@southgate.ca>]  
**Sent:** June-26-18 1:46 PM  
**To:** [watkinson@melancthontownship.ca](mailto:watkinson@melancthontownship.ca)  
**Cc:** Ellis,Jim; Milliner,Dave  
**Subject:** Waste Services

Good Afternoon Wendy,

Please note we have received your letter regarding the Waste Services for your residents and are currently looking into some details with the Ministry of Environment and Climate Change. Once we have additional information we will get back to you.

Thank you,

**Tracey Dupuis**

Public Works Administrative Assistant  
PLC, H&S, TAPS and Energy Committee Secretary  
Grey County Public Works Treasurer  
[tdupuis@southgate.ca](mailto:tdupuis@southgate.ca)



**Township of Southgate**  
185667 Grey Road 9  
RR #1  
Dundalk, ON N0C 1B0  
519-923-2110 x 233  
1-888-560-6607 x 233  
Fax 519-923-9262



June 19, 2018

**Via: Delivered**

Ms. Denise Holmes, A.M.C.T.  
CAO/Clerk  
Township of Melancthon  
157101 Highway No. 10  
Melancthon ON L9V 2E6

Dear Denise:

**Re: Curphy Municipal Drain  
Maintenance and Repair, 2018  
File No.: D-ME-SUP  
Project No.: MSO019743.2018**

On May 19, 2016, Council accepted a notification for the maintenance and repair of the Curphy Municipal Drain under Section 79 of the Drainage Act signed by Walter Petrozzi owner of Pt. Lot 291, Concession 1 SW. Council further directed that we investigate and report back with our findings and recommendations. The investigation was set aside in the fall of 2016 at Mr. Petrozzi's request. In early 2018 he again expressed an interest in pursuing the maintenance and repair of the drain.

The Curphy Municipal Drain was last improved in accordance with a 1925 report. The drain originates in Lot 6, Concession 3 OS and continues upstream to terminate in Lot 285, Concession 1 NE as shown on the enclosed plan. The lower and upper portion of the drain traverses bush and unused lands. There is a short section of workable lands downstream of Dufferin County Road No. 17 including the Petrozzi property. In 1993, maintenance work was done on the section from the County Road downstream to the former Canadian Pacific Railway tracks. No other work was requested at that time.

We have met with Mr. Petrozzi and examined the site. The work currently required to address the drainage of his property is basically the same as the 1993 work. Some minor work is however needed this time downstream of the former railway tracks in Lot 293, Concession 1 SW as a result of the new pole line and an unused undersized farm crossing installed in the drain that needs removed. The recommended clean-out described has also been shown on the enclosed plan.

The four directly affected owners upstream of the County Road on the east side of Highway No. 10 were notified and invited to attend a June 2<sup>nd</sup>, 2018 site meeting. The purpose of the meeting was to see if there was any interest in continuing the clean-out further upstream. Only John and Steve Wattam attended and they expressed some interest in seeing the drain cleaned out.

INFO#4  
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We recommend the section downstream of the County Road be completed as soon as possible. The drain is almost full of sediment and flows are spilling into the pasture field causing significant concern to Mr. Petrozzi. The estimated cost of the work is \$3,500.00 plus H.S.T. The cost is assessible to the watershed in accordance with Section 74 of the Drainage Act. We further recommend that Demmans Excavating Ltd. be retained on an hourly basis to complete the work. Mr. Demmans is very familiar with the site as his shop is adjacent to the work area. This close proximity will also eliminate any moving charges.

The section upstream of the County Road requires some further investigation and discussion with the affected owners. We will report to Council separately regarding our findings and recommendations for this portion of the drain. The cost for any additional work that may be undertaken can be included with the costs for the section below the County Road and levied accordingly.

Should you have any questions, please call.

Yours truly,

**R.J. Burnside & Associates Limited**  
Drainage Superintendent



T.M. Pridham, P.Eng.  
Drainage Engineer  
TMP:kl

Enclosure      Plan showing Location of Drain and Proposed Clean-out

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.



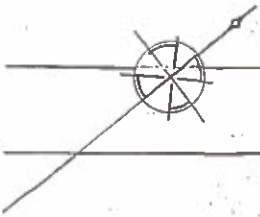
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RANGE I.W.

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RANGE I.E.



NOTE: Plan Copied from Report of 1925

Canadian Pacific Railway

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G. SHERRITT

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M. & D. FERRIER

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P. & R. PRINCE

DUFFERIN ROAD NO 17

Melanchton Station

6-139-00  
6-140-00  
6-138-70  
R. M'CARTHY

6-141-00  
W. RETROZZI

5-053-00  
6-156-00  
A. & R. PRINCE

6-143-00  
M. & D. FISHER

6-155-00  
B. & L. SAUNDEN

6-143-01  
L. PURDIE

6-154-50  
S. & J. ELLIS

6-144-00  
PALM ONE CORP.

CURPHY DRAIN

RECOMMENDED CLEAN OUT

JUNE 2018

R.J. BURNSIDE & ASSOC.

PROVINCIAL HIGHWAY  
6-142-01 CANTY

WANDANAN DRAIN

298 J. OLIVER

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**AGREEMENT MADE AS OF JULY 5, 2018**

**BETWEEN:** **THE CORPORATION OF THE TOWNSHIP OF MELANCTHON (“Melancthon”)**  
of the First Part

and

**ATKINSON FARMS LTD. and MARC ATKINSON (“Atkinson”)**  
of the Second Part

**WHEREAS** Atkinson Farms Ltd. is the holder of a permit from the Ministry of the Environment to draw water from the Middle Branch of the Noisy River;

**AND WHEREAS** Atkinson desires to locate pumping and piping equipment on Township property in order to draw water from the Middle Branch of the Noisy River;

**IN CONSIDERATION** of the mutual covenants contained in this Agreement and the sum of One Dollar, paid by Atkinson to the Township, the parties agree as follows:

1. The Township grants permission to Atkinson to locate a pump, motor, associated equipment and piping (“Water Equipment”) on the road allowance between Concessions 2 and 3, Old Survey, Township of Melancthon, from and including Lot 31 southbound to and including Lot 28. Notwithstanding the installation of the Water Equipment, the Water Equipment shall remain the property of Atkinson.
2. The Water Equipment shall be placed off the travelled surface of the road. In order to place the Water Equipment, Atkinson shall construct such culverts and install such erosion protection as may be required by the Township Works Superintendent.
3. The Township grants permission to Atkinson to operate the Water Equipment.
4. Atkinson shall operate the Water Equipment in accordance with the Ministry of Environment Permit to Take Water No. 3462-6LEQT4
5. Atkinson releases the Township from any liability in connection with any damage caused to the Water Equipment by Township employees. Atkinson shall indemnify the Township in respect of any claims arising from the operation of the Water Equipment.
6. Atkinson shall maintain liability insurance in respect of the Water Equipment, in an amount of not less than [REDACTED] and the Township shall be an additional insured on the policy. Atkinson shall provide a copy of the policy to the Township.
7. Atkinson shall so operate the Water Equipment as not to commit nuisance.
8. Atkinson shall pay the Township’s reasonable construction administrative and legal expenses in connection with the Agreement and the work carried out pursuant to this Agreement.
9. The permissions granted under this Agreement shall lapse on July 5, 2019.
10. Upon the Township being satisfied that Atkinson is in breach of the terms of this Agreement, the Township shall give written notice to Atkinson of the breaches. In the event Atkinson fails to remedy the breaches within 14 days, the Township shall be at liberty to declare this Agreement terminated, and the Agreement shall then be automatically terminated.
11. The parties covenant that they are entering into this agreement in good faith and will carry out its provisions in good faith.

ACT # |  
JUL - 5 2018

12. This agreement shall enure to the benefit of, and be binding upon, the parties, their heirs, executors, successors and assigns.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED  
in the presence of :

ATKINSON FARMS LTD.

per.....  
Marc Atkinson, Vice-President

The Corporation of the Township  
of Melancthon

.....  
Denise Holmes, Clerk

**The Corporation of the Township of Melancthon**

**By-Law Number \_\_\_\_\_ - 2018**

**"KEATING DRAINAGE WORKS, MAINTENANCE LEVYING BY-LAW"**

A by-law to provide for maintenance and repair to the  
Keating Drainage Works  
and for the borrowing on the credit of  
the municipality the amount required for such work

**WHEREAS** a number of owners, under Section 79 of the Drainage Act, R.S.O. 1990, c. D.17, have notified the Clerk of the Township of Melancthon of the deteriorating conditions of the said drainage works;

**AND WHEREAS** under the Drainage Act, R.S.O. 1990, c. D. 17 it is the duty of the Township of Melancthon to maintain and repair that part of the drainage works lying within its limits;

**AND WHEREAS** the Keating Drainage Works has been constructed under By-law No. 15 - 1997;

**AND WHEREAS** the Council of the Township of Melancthon, pursuant to the recommendations made by the Township Drainage Superintendent, has ordered certain maintenance and repair work to be performed under the supervision and to the satisfaction of the Township Drainage Superintendent.

**AND WHEREAS** the work has now been completed

**AND WHEREAS** the construction cost of the work is \$ 3,403.88

**AND WHEREAS** the granted expected is \$ 783.72

**AND WHEREAS** the amount to be raised is \$ 2,620.16

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

1. The assessment shall be imposed in accordance to Section 74 of the Drainage Act, R.S.O. 1990 c. D.17 and in proportion to the governing By-law No. 15 – 1997.
2. The amount of \$2,620.16, necessary to be raised for such work, shall be made a cash assessment upon the upstream lands and roads affected, with interest at the rate set for collecting taxes in arrears being added after the date payment is called on the same.
3. This By-law shall be cited as the "Keating Drainage Works, Maintenance Levying By-law".
4. That this By-law shall come into force and take effect upon passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

G:\By-law Keating Dr.

GB# 1.1  
JUL - 5 2018

**The Corporation of the Township of Melancthon**

**By-Law Number \_\_\_\_\_ - 2018**

**"ATKINSON DRAINAGE WORKS, MAINTENANCE LEVYING BY-LAW"**

A by-law to provide for maintenance and repair to the  
Atkinson Drainage Works  
and for the borrowing on the credit of  
the municipality the amount required for such work

**WHEREAS** a number of owners, under Section 79 of the Drainage Act, R.S.O. 1990, c. D.17, have notified the Clerk of the Township of Melancthon of the deteriorating conditions of the said drainage works;

**AND WHEREAS** under the Drainage Act, R.S.O. 1990, c. D. 17 it is the duty of the Township of Melancthon to maintain and repair that part of the drainage works lying within its limits;

**AND WHEREAS** the Atkinson Drainage Works has been constructed under By-law No. 6 – 1987;

**AND WHEREAS** the Council of the Township of Melancthon, pursuant to the recommendations made by the Township Drainage Superintendent, has ordered certain maintenance and repair work to be performed under the supervision and to the satisfaction of the Township Drainage Superintendent.

**AND WHEREAS** the work has now been completed

**AND WHEREAS** the construction cost of the work is \$ 1,259.28

**AND WHEREAS** the granted expected is \$ 185.81

**AND WHEREAS** the amount to be raised is \$ 1,073.47

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

1. The assessment shall be imposed in accordance to Section 74 of the Drainage Act, R.S.O. 1990 c. D.17 and in proportion to the governing By-law No. 6 – 1987.
2. The amount of \$1,073.47, necessary to be raised for such work, shall be made a cash assessment upon the upstream lands and roads affected, with interest at the rate set for collecting taxes in arrears being added after the date payment is called on the same.
3. This By-law shall be cited as the "Atkinson Drainage Works, Maintenance Levying By-law".
4. That this By-law shall come into force and take effect upon passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**The Corporation of the Township of Melancthon**

**By-Law Number \_\_\_\_\_ - 2018**

**"BROSTER DRAINAGE WORKS, MAINTENANCE LEVYING BY-LAW"**

A by-law to provide for maintenance and repair to the  
Broster Drainage Works, "B" Drain  
and for the borrowing on the credit of  
the municipality the amount required for such work

**WHEREAS** a number of owners, under Section 79 of the Drainage Act, R.S.O. 1990, c. D.17, have notified the Clerk of the Township of Melancthon of the deteriorating conditions of the said drainage works;

**AND WHEREAS** under the Drainage Act, R.S.O. 1990, c. D. 17 it is the duty of the Township of Melancthon to maintain and repair that part of the drainage works lying within its limits;

**AND WHEREAS** the Broster Drainage Works has been constructed under By-law No. 16 – 1982;

**AND WHEREAS** the Council of the Township of Melancthon, pursuant to the recommendations made by the Township Drainage Superintendent, has ordered certain maintenance and repair work to be performed under the supervision and to the satisfaction of the Township Drainage Superintendent.

**AND WHEREAS** the work has now been completed

**AND WHEREAS** the construction cost of the work is \$ 10,794.20

**AND WHEREAS** the granted expected is \$ 3,060.98

**AND WHEREAS** the amount to be raised is \$ 7,733.22

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

1. The assessment shall be imposed in accordance to Section 74 of the Drainage Act, R.S.O. 1990 c. D.17 and in proportion to the governing By-law No. 16 – 1982.
2. The amount of \$7,733.22, necessary to be raised for such work, shall be made a cash assessment upon the upstream lands and roads affected, with interest at the rate set for collecting taxes in arrears being added after the date payment is called on the same.
3. This By-law shall be cited as the "Broster Drainage Works, Maintenance Levying By-law".
4. That this By-law shall come into force and take effect upon passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

GB# 1.3  
JUL - 5 2018



# CORPORATION OF THE TOWNSHIP OF MELANCTHON 2018 FALL/WINTER NEWSLETTER

Address: 157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone: (519) 925-5525 Fax: (519) 925-1110

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca) Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)

Office Hours: Monday to Friday, 8:30 a.m. – 4:30 p.m.

(Office is closed Fridays in August)

## HAPPY 165<sup>th</sup> ANNIVERSARY MELANCTHON TOWNSHIP – EST. JANUARY 1, 1853

**Get Connected! Get Informed! Get Involved!**  
Visit our Website and subscribe to the Township's email list for occasional updates and important information.

### TOWNSHIP STAFF

CAO/Clerk: Denise B. Holmes, AMCT  
Treasurer/Deputy Clerk: Wendy Atkinson  
Public Works Director: Craig Micks

### COUNCIL

Mayor: Darren White  
Deputy Mayor: Janice Elliott  
Councillor: Dave Besley  
Councillor: Wayne Hannon  
Councillor: James C. Webster  
Council E-mail addresses & telephone numbers are available on our website

Council Meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month, commencing at 5:00 p.m.  
Agendas and Minutes of meetings can be found at the Municipal Office and on the website. Correspondence and General Business pertaining to each Council meeting is posted on the website by the close of business on the Monday before the Thursday meeting. In the event that the Monday is a Statutory Holiday, the information will be posted by the close of business on the Tuesday.  
Committee of Adjustment is held the 3<sup>rd</sup> Thursday of the month, commencing at 6:00 p.m.  
Public Question Period is held after Point of Privilege on the agenda for a maximum of 20 minutes.

*Please check the website for further information on Public Question Period*

### TAXES/FINANCIAL INFORMATION

Final tax statements will be billed August 1<sup>st</sup>, 2018.

1<sup>st</sup> Installment Due Date: August 23, 2018; 2<sup>nd</sup> Installment Due Date: Nov. 23, 2018

Please refer to the back of your tax bill for important information on how to pay your taxes.

Please note that credit card payments are not accepted.

\*\*\*\*\*Debit and online payments are accepted\*\*\*\*\*

### 2018 BUDGET RELEASE

Council approved the 2018 budget on April 5, 2018 with expenses totalling \$3,852,548.00 and revenues of \$1,284,280.00 for a total to be raised through taxation of \$2,568,268.00. Capital projects outlined in this budget include Bridge 10 repair and roads resurfacing. Some of the costs are offset through Gas Tax Revenue and OCIF (Ontario Community Infrastructure Fund).

#### % of Expenditures - Operating and Capital Budget

Roads – 56.6%  
Administration – 14.6%  
Policing -9.8 %  
Fire Department - 5.7%  
Environmental Services - 0.9%  
Council - 2.1%  
Recreation – 4.5%  
Planning – 1.2%  
Library - 1.6%  
Protection to Persons/Property - 1.6%  
Drainage - 1.3%  
Special Reserve Emergency Fund - 0.1%

#### % of Revenue - Operating and Capital Budget

Taxation – 70.3%  
Grants – 9.1%  
Administrative Fees & Miscellaneous - 2.4%  
Turbines Community Contribution - 15.3%  
Roads - Reserve Fund Transfers – 2.9%

### THINKING OF HOSTING A SPECIAL EVENT

Please check the Township website to determine if you require a permit as per By-law 55-2013, a By-law to regulate and govern the holding of special events in the Township to establish a license system for special events.

### CANINE CONTROL

Services are handled by Olympus Dog Training. For dogs running at large, lost or found call the Municipal Office during office hours. For after hours, please call Olympus at (519) 942-1508, leave a message and someone will return your call.

### DUFFERIN TOWN & COUNTRY FARM TOUR

Sat. Sept. 29/18 – 9:00 a.m. – 4:00 p.m. Sun or Rain

See farming as it happens..... Join in for a self-guided driving tour to farms located in Central Dufferin. Learn about agriculture; see farm animals, visit organization displays and activities and talk to farmers about how the food on your table is grown. Host farmers are keen to share their knowledge. This event attracted over 1,200 visitors in 2017. Agriculture in Dufferin generates over a million in cash receipts and is the largest single employer in Dufferin. Passport on line week prior to tour. Mark your calendar now and join in on September 29<sup>th</sup>.

Admission – Donation to local Food Bank. **Grow Local, Buy Local, Eat Local**

Connect with us on Instagram, Twitter and Facebook or visit [www.dufferinfarmtour.com](http://www.dufferinfarmtour.com)



### DID YOU KNOW

TeleCheck-Dufferin offers a free daily check in call for Adults 55+ supporting independent living. For more information please call (519) 415-3764 or visit [www.torchlightcanada.org](http://www.torchlightcanada.org)

### LIVESTOCK INVESTIGATOR

Mike Swidersky is the Township's Livestock Investigator and can be reached at (519) 923-9595

### PUBLIC WORKS BUSINESS

**Mailboxes** – The Public Works Department will replace any mailbox or post that has been physically damaged by snow removal equipment (not flying snow) provided the mailbox has been erected in accordance with the Township Policy (policy posted on our website). Please contact the Public Works Director for more information.

**Placing of Snow on Municipal Roads** – Residents are hereby advised that pursuant to the HTA, Section 181, it is illegal to deposit ice or snow, by any means, on a roadway. Anyone who does this may be subject to a fine.

**Parking on Roads** – Notice is hereby given that vehicles parked or abandoned on any Township Allowance so as to obstruct snow removal equipment, will be referred to the OPP and removed at the owner's expense.

**Illegal Dumping** – If you witness illegal dumping please record as much information as possible and contact the OPP at 1-888-310-1122

**\*\*\*Speed Limits – Please note that the speed limit has been reduced on 3rd Line OS, from Provincial Highway 10 to 20 Sideroad and on 2<sup>nd</sup> Line SW from Provincial Highway 89 to the Melancthon Township/Township of Southgate Boundary Line\*\*\***

### EMERGENCY PREPAREDNESS

We encourage residents to sign up for Dufferin County Emergency Management Notifications to keep you informed of watches, warnings and notices at [www.dufferincounty.ca/residents/emergency-services](http://www.dufferincounty.ca/residents/emergency-services).

### FIRE INFORMATION

**Fire Permits-** If you intend to burn at your property, a fire permit must first be obtained from the Municipal Office. The cost is \$15.00 (**payment must be received before permit is issued**) and is good for the calendar year. You do not need a fire permit to burn in a barrel, but the fire must be under control at all times. In accordance with By-law 10-2007 all persons setting open fires shall be totally responsible and liable for any damage to cost of any firefighting equipment and personnel necessary and called in to extinguish the said fire, if conditions of the permit are not complied with. If you are unable to attend the office during regular business hours, you can apply for a fire permit on our website.

**Smoke Alarms & Carbon Monoxide Detectors** are mandatory and should be installed on every level of your home. Check these devices at least once a year and if an alarm is over 10 years old, it should be replaced. Consider practicing your home fire escape plan regularly. More information can be downloaded from the Office of the Fire Marshall at [www.ofm.gov.on.ca](http://www.ofm.gov.on.ca)

### 2018 MUNICIPAL ELECTION

Electors in the Township of Melancthon will be voting electronically, by internet or telephone, in the 2018 Municipal Election. Voting will commence on Friday, October 12, 2018 at 10:00 am to Monday, October 22, 2018 at 8:00 pm. Vote from any touch-tone telephone, cell phone, computer or other device connected to the internet. A Voter Information Letter will be mailed to residents directly early in October, providing them with a Personal Identification Number (PIN) which will allow them to vote 24 hours a day during the voting period from any touch-tone telephone, cell phone, computer or other device connected to the internet. Check the Township's website for a video demonstration of internet and telephone voting as well as important information on the 2018 Municipal Election.

#### **ARE YOU ON THE VOTER'S LIST??**

The Township needs 2,500 Electors to get its County Council Seat back for the next term so please contact the Office to make sure you are on the list!

### HORNING'S MILLS COMMUNITY HALL

The Horning's Mills Community Hall is available for rent at very competitive rates for your personal or business function.

#### Rental Fees

- One Floor w/out Kitchen - \$150 (\$100 for 1/2 day)
- One Floor w/ Kitchen - \$175
- Two Floors w/out Kitchen- \$300
- Two Floors w/ Kitchen - \$350
- Kitchen Only (Sun. - Thurs.) - \$50
- Kitchen Only (Fri. & Sat.) - \$125
- Clean-Up Fee per floor - \$30
- Security Deposit (refundable\*) - \$100
- Community Events - \$45

For bookings, please contact Hall Manager, James Webster, at (705) 481-7548 or [jamescarltonwebster@gmail.com](mailto:jamescarltonwebster@gmail.com)

To keep up-to-date on the Hall's activities "Like" Horning's Mills Community Hall on Facebook, or visit the Hall's website: [www.horningsmills.ca](http://www.horningsmills.ca).

### HORNING'S MILLS COMMUNITY PARK

The Horning's Mills Community Park includes a new playground (2015), baseball diamond, and pavilion.

For bookings, please contact James Webster, at (705) 481-7548.

To keep up-to-date on the Park's activities "Like" Horning's Mills Community Park on Facebook.

### THANK YOU

Council wishes to acknowledge and thank TransAlta (formerly Canadian Hydro Developers, Inc.), Plateau Wind Inc. and Dufferin Wind Power Inc. for their Community Contributions received for wind project developments. These monies were incorporated into the 2018 Budget and used for various items that better the Community. The Council also wishes to acknowledge and thank the Federal Government for monies received under the Gas Tax Program.

### WASTE SERVICES

For questions related to waste collection, hazardous waste days and electronic goods recycling, contact the County of Dufferin Waste Management Division at (519) 941-2816, ext. 2620 or visit [www.dufferincounty.ca/waste](http://www.dufferincounty.ca/waste)

### ONTARIO ELECTRONIC STEWARDSHIP

A bin is available at the Municipal Office for electronic recycling. Accepted electronics include desktop & portable computers, printers, mobile devices (cell phones & pagers), televisions & monitors, audio/video systems and non-cellular telephones (corded & cordless telephones and answering machines).





*The Corporation of*

**THE TOWNSHIP OF MELANCTHON**

157101 Hwy. 10, Melancthon, Ontario, L9V 2E6

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Fax No. - (519) 925-1110

Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

**Denise B. Holmes, AMCT**  
CAO/Clerk

## REPORT TO COUNCIL

**TO: MAYOR WHITE AND MEMBERS OF COUNCIL**

**FROM: DENISE B. HOLMES, CAO/CLERK**

**DATE: JUNE 29, 2018**

**SUBJECT: UPDATES FOR COUNCIL**

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### RECOMMENDATION

That the report of Denise Holmes, CAO/Clerk be received as information.

### BACKGROUND AND DISCUSSION

As we are already half way through 2018 and approaching Nomination Day on July 27<sup>th</sup>, where Council may or may not be in a lame duck position, this Report will provide information to Council on the activities in the Administration Department.

#### Township Signage

Currently the Township is working on the Township signage. At the meeting of Council held on June 7, 2018, one proposal was reviewed from McCarthy signs. Staff will be working with the County of Dufferin Economic Department for the design of the signs, McCarthy signs will preparing the signs and the Public Works Department will be installing the signs. Locations are yet to be determined and locates will be done. This will not be affected by Lame Duck.

GB# 3.2

JUL - 5 2018

**By-law Enforcement**

The County of Dufferin has provided notice and the notice was reviewed at the June 7, 2018 Council meeting that they will no longer be offering this service. Discussion on this matter to take place in Committee of the Whole on July 5, 2018 for an alternative option. This will not be affected by Lame Duck.

**Corbetton Park**

The Township has yet to spend the County of Dufferin Legacy Project monies. Township Staff are currently in the process of obtaining quotes for some metal benches to be placed in the Park. This will not be affected by Lame Duck.

**FINANCIAL**

There is no financial impact as a result of this report.

Respectfully submitted,



---

DENISE B. HOLMES, CAO/CLERK



Headwaters  
**Communities  
in Action**

*Making Life Better Together*

# Municipal presentation Melancthon



**DCMOVES**  
Better together.



**DUFFERIN  
COMMUNITY  
FOUNDATION**

DEL# 1

JUL - 5 2018

# Presentation Outline

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1. Funders and Partnerships.....	3
2. About HCIA.....	4
3. Community Identified Priorities .....	6
4. HCIA Benefits for Dufferin: Communications and Engagement.....	7
5. HCIA Benefits for Dufferin: Committees and Programs.....	14
6. Governance and Sustainability.....	19
7. Strategic Linkages.....	20
8. HCIA Future.....	22
9. A Request.....	24

# Funders and Partnerships



FOOD & FRIENDS Program  
DUFFERIN • WELLINGTON • GUELPH



# About HCIA

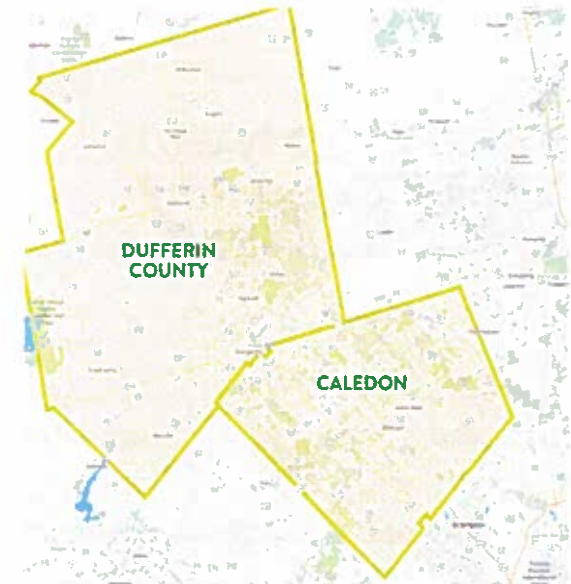
## **Vision:**

*Engaged citizens shaping a vibrant, sustainable and resilient community together.*

## **Mission:**

*To accomplish our Vision we:*

- Monitor and report on Community Well-being
- Create collaborations between citizens and organisations to determine shared priorities and opportunities
- Provide an environment to move ideas into action





# About HCIA

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## Value Statements:

*We value:*

**Community Well-being** – we believe in foundations of healthy community and the Community Index of Well-being

**Engagement** – we create opportunities for people to shape their communities

**Inclusiveness** – we welcome diversity and take a holistic view of community

**Collaboration** – we believe that we achieve more together

**Innovation** – we foster creative solutions for shared priorities

**Accountability** – we take responsibility for our action, outcomes and impact

# Community Identified Priorities

Intersection of DC Strategic Plan and CWB priorities

HEALTHY  
PEOPLE



**Improve physical inactivity**  
& overweight/obesity & increase health care  
professionals

VIBRANT  
CULTURE



**Understand & prepare for diversity**  
across culture, age, gender and  
abilities

DYNAMIC  
ECONOMY



**Improve business climate** (especially small  
business), jobs, transportation, **affordable**  
**housing, income equity** & internet service

ENGAGED  
CITIZENS



**Increase community involvement &**  
**connectivity** by **engaging & mobilizing**  
**citizens** in the political process,  
**community programs and volunteering**

SUSTAINABLE  
ENVIRONMENT



Quantify impact of negative environmental  
factors (resource extraction & development)  
& increase opportunities for **natural**  
**environment-friendly economic activities**

COMMUNITY  
ASSETS



Increase awareness and quantify human,  
social and natural assets



# HCIA benefits for Dufferin

## Communication & Engagement



**Websites**  
18K total page views per month



**Printed Materials**  
1.8K total pieces printed



**Social Media**  
1,758 total followers  
64K total reach



**Media Impressions**  
1.7M impressions  
37K+ value



**Volunteers**  
1,118 total hours



**Programs**  
900+ total participants (HFFA)

**In-Kind Contributions**  
\$12K Estimated Total Value



**Newsletters**  
26,341 Total Distribution – 22% increase YOY  
48.22% Open Rate (Ind. Avg. 19.71%)



**Events**  
550 total attendees

## CHATT Goals

- ✓ Promote the benefits of active transportation
- ✓ Support establishment of active transportation routes
- ✓ Support the existence and maintenance of regional trails

## Key Activities/Projects

- Trails Forum April 2018
- Headwaters Trails Listing
- **Dufferin Cycling Route**





Headwaters  
**Communities  
in Action**

*Making Life Better Together*



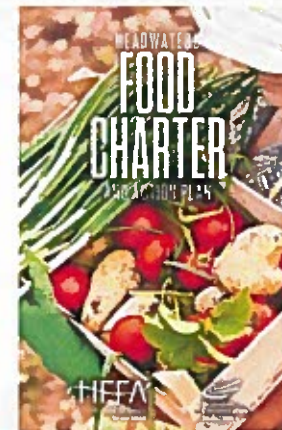
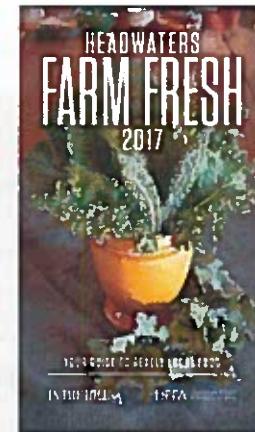
headwaters food  
& farming alliance

## Vision

The HFFA envisions a food system that is productive, sustainable, transparent, and fair; supports the health and well-being of our residents and food providers; and contributes to the prosperous and equitable economy.

## Key Activities/Projects

- Food Charter
  - 11 presentations & 10 endorsements
  - 600 printed copies distributed
- Farm Fresh Local Food Map/Guide
  - 42K printed and distributed through In the Hills Magazine
- The HFFA Education Literacy and Access OTF grant project:
  - Farm to School & Local Food Club – 500+ participants at 8+ schools
  - Family Cooking Classes – 6 classes
  - 20+ education workshops – 400 participants







**For over 4 years, Farm to School programs have had the following impacts in the schools and communities of Dufferin County and the Town of Caledon:**

- **Local Food Club - our "local meal in a bag" program, currently serving 11 schools and packing 150 bags of hyper-local produce monthly from September to June. Over \$65,000 of locally sourced produce, and strengthened farm to home connections with the recipe and supplier information card in each Local Food Club pack.**
- **Farm to School - we have financially supported a roster of 9 local farmers to visit classrooms to promote food and farming. In total 20 schools and over 600 children.**
- **Family Food Classes - bring together families, farmers, dietitians and chefs to promote healthy cooking with in-season, locally sourced food. We have hosted over 12 Family Food Classes that have impacted over 200 community members.**

**Our programs are dependent on the support of our community.**





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## Dufferin County Community Grants

HCIA is managing the Dufferin County Community grant process.

### Key Activities

- Intake program expansion to provide opportunity for more organizations
- Grants to link and align more closely with strategic priorities of the County
- Out of box opportunities; ex: mini grants with simplified application



## Mission

For Dufferin's human service agencies to come together, through a collective impact model that uses service systems management and integration opportunities, to benefit residents of Dufferin County.

## Key Activities

- **DC MOVES** Forums
- Dufferin Poverty and Housing Forum
- Poverty Reduction Strategy







## Mission

**Volunteer Dufferin** builds community participation by connecting the skills and supports of Dufferin residents to all kinds of organizations and groups who need them.

## VolunteerDufferin.ca Website

- ✓ The 'go to place' for volunteering
- ✓ Meet the needs of Dufferin residents of all ages and interests who want to volunteer, whether for a one-time event or through a longer term commitment
- ✓ Become a place where volunteers and organizations can find out about events, training and other resources to support volunteerism in Dufferin

## A message from Hospice Dufferin

(volunteer based; served 466 clients in 2016/17)

*Volunteer Dufferin is an essential part of our volunteer recruitment strategy. Last year, we were able to recruit forty volunteers from the Volunteer Dufferin website. We are very grateful for the Volunteer Dufferin website.*

### Hospice Dufferin Volunteer Stats:

- 3 staff that depend on volunteers for governance, fundraising, training & client care
- Volunteers fundraise 75% of our budget.
- Last year, volunteers provided 1394 hours of direct client care to 111 clients.



# Governance & Sustainability

## Leadership Council

**Gord Gallagher, Chair**  
Former Mayor of Mulmur

**Sylvia Cheuy, Vice-Chair**  
Tamarack Institute

**Ken Topping**  
Citizen and former principal

**Jeff Sedgwick, Treasurer**  
National Claims Property Director, The Co-operators

**Trish Keachie**  
Former Executive Director, DCAFS

**Diana Morris**  
General Manager, Dufferin Board of Trade

**Andrew James**  
Director of Streams Community HUB

**Lynn Codd**  
Retired Teacher

**Jeremy Bullock**  
Employment Specialist – County of Dufferin

## Project Representatives

**Headwaters Communities in Action**  
Shirley Boxem – *Executive Director*  
Vicki Sword – *Communications Lead*

**Headwaters Food & Farming Alliance (HFFA)**  
Karen Hutchinson - *Project Consultant (HUB)*

Shelagh McRuvie, Adelle Barr-Klouman  
*Program Coordinators, Farm to School*

**Citizens of Headwaters for Active Transportation  
Team (CHATT)**

**DC MOVES**  
Elaine Capes - *Coordinator*

**Volunteer Dufferin**  
Vicki Sword





# Strategic Linkages

## Dufferin County Strategic Priorities

### Economic Vitality

Foster a sustainable, vibrant and inclusive community

- Transportation
- Poverty Reduction
- Multi-use trail plan
- Agriculture

### Communication and Connections

Engage in timely, two-way communication to create meaningful connections

- Connect with residents
- Public feedback
- Innovative forums

### Good Governance

Lead open, transparent and responsible decision making

- Shared resources
- Increased transparency
- Evaluation & reporting

### Service Excellence

Deliver innovative services considerate of community needs

- Program funding
- Long-term impact
- Partnership
- Celebrate success
- Best practices

## HCIA Activities

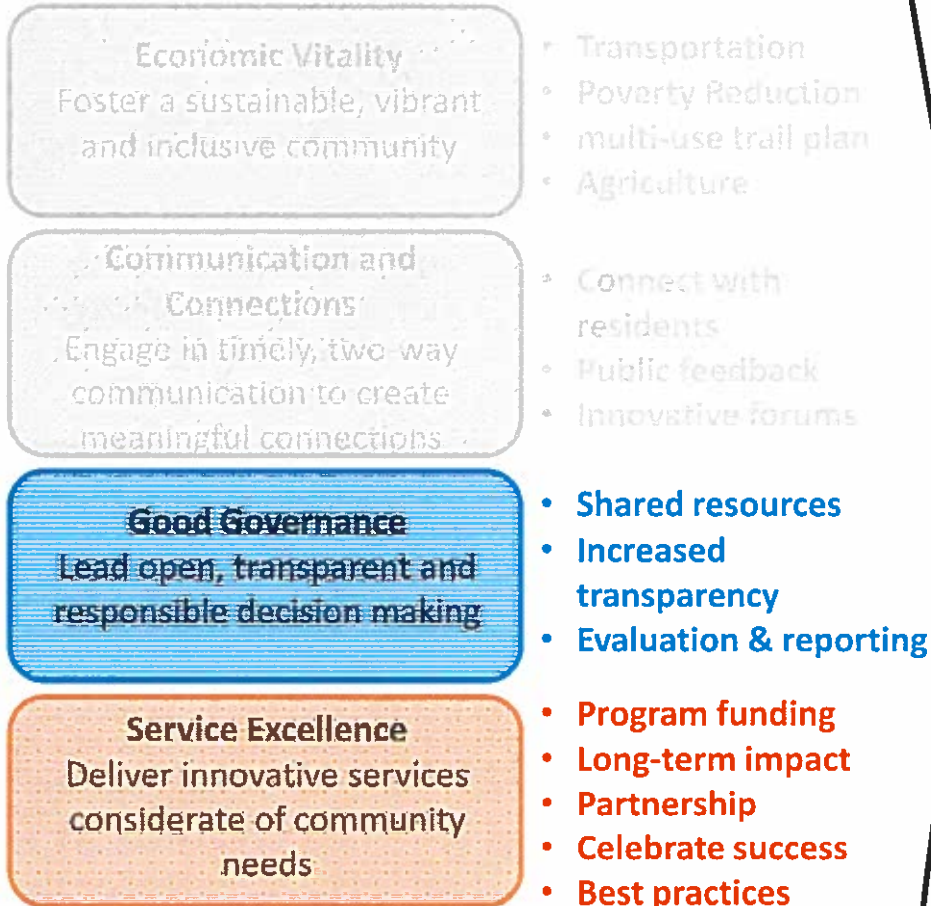
Collaborations (citizens, government, business and other organizations) to act on community identified priorities :

- ✓ **Economic Vitality:** the funding, mobilizing and governance of key projects:
  - Transportation Working Group (studies complete – handed off to DC)
  - DC Moves (NFP sector and Poverty Reduction) Trails/CHATT Summit
  - HFFA - food system capacity building
- ✓ **Communication and Connections:** using our distribution reach to:
  - Connect with residents on activities and confirm community priorities via the Well-Being survey and report
  - Collect feedback at all forums and events
  - Volunteer Dufferin provides connections for organizations and volunteers



# Strategic Linkages

## Dufferin County Strategic Priorities



## HCIA Activities

- ✓ **Good Governance:**
  - DC Moves supports the development of resource sharing amongst regional NFP's
  - The Community Well-Being report surveys residents to evaluate and report on priority issues
- ✓ **Service Excellence:**
  - Supporting the Development of a Community Foundation to provide program funding for NFP's and priority issues. A Dufferin Community Foundation will provide long-term impact



# HCIA Action to support our community

## Dufferin County Strategic Priorities

### Economic Vitality

Foster a sustainable, vibrant and inclusive community

- Transportation
- Poverty Reduction
- Multi-use trail plan
- Agriculture

### Communication and Connections

Engage in timely, two-way communication to create meaningful connections

- Connect with residents
- Public feedback
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Lead open, transparent and responsible decision making

- Shared resources
- Increased transparency
- Evaluation & reporting

### Service Excellence

Deliver innovative services considerate of community needs

- Program funding
- Long-term impact
- Partnership
- Celebrate success
- Best practices

## HCIA Activities

- ✓ **Backbone Organization** with sound financial practices, metrics & governance
- ✓ Support DC Moves/Trails/HFFA/Volunteer Dufferin/ CWB reporting and updates

## New opportunities & expanded reach

- ✓ **Innovate** – Process to explore & generate new ideas with measurable benefits to the community
- ✓ **Mobilize** – Volunteer Dufferin **FREE** membership & increased impressions
- ✓ **Connect** - Communication strategy to increase connections and foster community conversations and social engagement
- ✓ HCIA /Dufferin County granting process
  - ✓ Link assessment to community priorities
  - ✓ Assemble third party assessment team
  - ✓ Introduce inspiring categories/opportunities
  - ✓ Facilitate handoff to mature Dufferin Community Foundation



Headwaters  
Communities  
in Action

Making Life Better Together

# Your support is key:

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In support of citizen engagement and community connectivity, please place the [Volunteer Dufferin](#) link and logo on your site.





Headwaters  
Communities  
*in Action*

*Making Life Better Together*

# Your support is key:

---

HFFA Farm to School  
programs cost 2,200  
per month and is  
currently fundraising



for food. for farming.  
for our future.