



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, October 18, 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 - October 4, 2018**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agenda & Minutes for information on Public Question Period)
9. **Public Works**
 1. Email from Ontario Good Roads Association - Minimum Maintenance Standards Regulation Amendment 2018
 2. K. Smart report for 2017 Structure Inspection Appraisal
 3. Other
10. **Planning**
 1. Applications to Permit
 2. Email from Josh Burke - Proposal for Council regarding Corbetton Lot Survey Costs
 3. Other
 4. Unfinished Business
 1. Notice of Intent to Pass to By-law - Playfair Zoning By-law Amendment - Part of the East Part of Lot 31, Concession 1 OS
11. **Police Services Board**
12. **County Council Update**
13. **Correspondence**

***Board & Committee Minutes**

*** Items for Information Purposes**

1. Upper Grand District School Board Annual Partnership Meeting
2. Township Of Amaranth Resolution - Licensing Process to Take Water for Commercial Water Bottling Facilities
3. Shelburne & District Fire Board - 2019 Draft Operating Budget
4. Township Of Montague Resolution - Supporting the request that the Provincial Government undertake consultation with municipalities prior to modifying legislation that effects municipal governments
5. Dufferin County Press Release - Dufferin County Business Retention and Expansion Study: Professional, Scientific and Technical Sector
6. Town of Shelburne Notice of Passing By-law #46-2018 - relating to Application Z15/03
7. Town of Shelburne Notice of Passing By-law #48-2018
8. Email Invitation from Upper Grand District School Board and Wellington Catholic District School Board Education Development Charge By-law Renewal
9. Email from Minister of Community Safety and Correctional Services - Information on Fire Regulations

10. Letter from David Tilson - Thank you for sending Council's Resolution regarding treatment of our dairy sector within the North American Free Trade Agreement
11. Letter from Tom Pridham, R.J Burnside and Associates P. Eng, Drainage Superintendent - proposed drainage works for Part Lot 7 & 8, Concession 4 NE and Part Lot 8 & 9, Concession 5 NE
12. Letter from Tom Pridham, R.J Burnside and Associates P. Eng, Drainage Superintendent - proposed drainage works for East Half Part Lot 2, Concession 1 OS

*** Items for Council Action**

1. Royal Canadian Legion Branch 220 Shelburne - Wreath orders for Poppy Campaign

14. General Business

1. Notice of Intent to pass By-Law - By-law for imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act
2. Notice of Intent to pass By-Law - By-law to authorize the Signing of an Emergency Sheltering Agreement for the Horning's Mills Community Hall
3. New/Other Business/Additions

15. Delegations

16. Closed Session

17. Third Reading of By-laws

18. Notice of Motion

19. Confirmation By-law

20. Adjournment and Date of Next Meeting -Thursday, November 1, 2018 - 5:00 p.m.

21. On Sites

22. Correspondence on File at the Clerk's Office

Denise Holmes

From: Ontario Good Roads Association <DoNotReply@ConnectedCommunity.org>
Sent: Tuesday, October 02, 2018 12:19 PM
To: dholmes@melancthontownship.ca
Subject: Minimum Maintenance Standards: Regulation Amendment FAQ's

Problems Viewing this Email? [Click Here](#)



Minimum Maintenance Standards: Regulation Amendment 2018

The amended regulation came into force May 3, 2018.

The 2nd Five-Year Review, led by OGRA, includes the following Key additions:

- Winter maintenance standards for bicycle lanes
- Winter maintenance standards for sidewalks
- Declaration of significant weather events and
- Expanded sidewalk inspection standards

The Minimum Maintenance Standards 2018 – FAQs are a compilation of questions asked during the Minimum Maintenance Standards Workshops (Sudbury, Kitchener and Kingston). Responses have been vetted by Charles Painter (Paterson MacDougall LLP).

Have a look at the [OGRA Career Hub](#). Where you look for a career, not just a job.

Join the conversation at the [OGRA Interchange](#)

The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.



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Minimum Maintenance Standards 2018 Amendment

Frequently Asked Questions

Q Is there a definition for “if practicable”?

A No, this is not defined. It is a question of judgment and available resources, amongst other factors. This will be a local decision based on your knowledge of your road system, traffic speed and volumes, municipal staffing and resources, and how your network will react to a given type of winter event, e.g. wind-blown snow. The intention of the regulation is to determine what is or is not practicable, which is not to be second-guessed later by the Court.

Q How should “substantial probability” be applied?

A Substantial probability is a judgment call by a municipality to determine if an action is required. The definition in the regulation is meant to express the idea that it is clearly more than just a mere possibility, much more than a 51% chance, and closer to being a near certainty. The fundamental concept here is not to be tied to any fixed percentage or “possibility of precipitation” i.e. “P.O.P.”, but to instead describe a point at which the municipal decision maker is very confident that action is appropriate. Similar to “if practicable”, the intent is for this judgment call not to be second-guessed later by the Court.

Q How does the clause “deemed in a state of repair” assist my municipality?

A A person cannot sue a municipality for something that is in a state of repair. A municipality can only be sued for non-repair, (a.k.a “a state of disrepair”) which causes an alleged loss.

Q Several sections of the regulation include the phrase “if deemed practicable”. Can budget limitations be used to determine what is or isn’t practicable?

A Yes, a decision made in good faith after thoughtful review could use budget limitations to help define what is practicable and acceptable. Indeed, when it comes to winter road maintenance, budget limitations frequently form part of the consideration of “if” and “when” to deploy resources to address a particular situation.

Q If Environment Canada issues an alert under its Public Weather Alerting Program, is a municipality obligated to declare a significant weather event?

A No, an alert from Environment Canada does not obligate the municipality to declare a significant weather event. A municipality is free to determine on its own if an approaching or occurring winter event locally meets the criteria (see examples below) for a weather hazard and, in its judgment, poses a significant danger to users of the highway.

Alerting parameters Environment Canada uses can be found at <https://www.canada.ca/en/environment-climate-change/services/types-weather-forecasts-use/public/criteria-alerts.html#snowFall>.

Q How frequently should ADT be determined?

A There is no timeframe set out for determining traffic volumes. The timeframe will vary depending on the municipality and variables impacting traffic, such as growth, will need to be considered when determining the frequency of traffic counts. A municipality may also want to consider following the Transportation Association of Canada's Traffic Monitoring Practices Guide for Canadian Provinces and Municipalities (2017) that recommends a short duration count at least once every five years.

Q When a municipality has a Class 6 road, does that mean it did not have to do anything to these roads?

A The duty of care set under s.44(1) of the *Municipal Act, 2001*, applies to all municipal highways, including Class 6 highways. So, while such low volume roads fall outside of the scope of the regulation, a municipality should seek to establish, preferably in policy, a level of service of some kind for Class 6 roads and seek to ensure that the level of service is reasonable in all of the circumstances.

Q Should a patrol record contain information that is not related to the patrol? For example, picked up parts for truck 1 or met with Ms. Jones to review her request for service.

A No, extraneous information should not be recorded in the patrol log, and should be recorded, if at all, elsewhere.

Q If wind blown snow covers the road again within an hour of plowing and the municipality is not able to keep the road open to traffic or comply with the table in section 4, what are my options?

A The municipality should consider closing the road temporarily, (see s16.8 of the regulation), and perhaps also declare a significant weather event if conditions warrant.

- Q** Does section 4 regarding snow accumulation or section 5 regarding ice formation on roadways and icy roadways apply to bicycle lanes or paths outside of the roadway?
- A** No, sections 4 and 5 only apply to bicycle lanes that are within/on the roadway. The definition in the regulation exactly mirrors those for conventional and separated bicycle lanes in Book 18 of the Ontario Traffic Manual.
- Q** How can a municipality that plows snow off the travelled portion of the roadway used by motor vehicles onto the bicycle lane, then addresses snow on the bicycle lane with specialized equipment comply with the table timelines?
- A** You seem to have 3 options: 1) Timing is crucial and you will need to rely on section 4.2(1)(b). Time the operation so that after the road operations have been completed the bicycle lane plowing will commence; 2) in policy set a level of service that may be less than MMS, knowing that a defence under s.44(3)(b) is then your most likely recourse if sued, and be prepared to justify to the Court that this level of service is reasonable in the circumstance; or 3) use section 16.8 to temporarily close the bicycle lane.
- Q** Is a maintenance hole cover or catch basin grate that has sunken considered a pothole?
- A** No, it would be considered a deficiency and addressed in accordance with the local level of service policy.
- Q** Is there a different standard for potholes or cracks in bicycle lanes?
- A** No, if a bicycle lane is within the highway, then the MMS for cracks or potholes applies.
- Q** If a snow packed condition exists on a sidewalk and should ruts form in the snow pack as snow melts, is a response required to address the ruts?
- A** Yes, this would be considered a state of non-repair if the ruts pose a hazard to pedestrians or other users of the sidewalk.
- Q** If a municipality decides not to pre-treat as per section 5(1) for the prevention of ice formation, does the municipality need to record reasons for why it didn't pre-treat?
- A** Yes, ideally the decision would be recorded in a log. Sometimes there are winter events that do not impact a road surface or make the road surface icy. In those cases where a decision not to act is made, the daily log(diary) should record the reasons.

- Q** How should a municipality handle a utility appurtenance that does not comply with section 16.1 and does not belong to the municipality and the owner refuses to repair?
- A** The initial step is to place the owner on notice of the deficiency, and to make clear that the municipality expects that they will address it. Obviously, if it is a hazard, it should be marked or blocked off from pedestrian access pending rectification. If the owner refuses to repair it, then legal counsel may need to be engaged to take all appropriate steps to force them to do so. If a claim were to occur, you would need to include the owner of the appurtenance as a 3rd party to the claim.
- Q** When a sidewalk on an upper tier road is a lower tier responsibility, is the area adjacent to the sidewalk a lower tier or upper tier responsibility to inspect?
- A** Absent of an agreement with the lower-tier, this area (which is not part of the sidewalk but rather part of what is often called the "boulevard") is the responsibility of the upper-tier to inspect, as it remains under their jurisdiction. The upper-tier municipality should consider making arrangements with the lower tier municipality with legal responsibility for the sidewalk adjacent to an upper-tier highway, to inspect the adjacent area, (during the annual sidewalk inspection process) and report the findings to the upper-tier municipality for them to decide what action to take.
- Q** Why was section 16.2 added to the regulation?
- A** There have been occasions where a person has stepped off the edge of a sidewalk and tripped, fallen and suffered personal injury. The addition of section 16.2 helps to ensure that the area immediately adjacent to the sidewalk (the first step – 45 cm) is in a state of repair, and that public safety is thereby enhanced.
- Q** Who determines what is a highly unusual encroachment?
- A** The municipality makes this determination. Only a very small percentage of encroachments are likely to meet the high threshold requirements for action set under this section.
- Q** Does the area adjacent to the sidewalk apply to the side of the sidewalk adjacent to private property?
- A** Yes, it applies to both lateral sides, to the limit of the municipal highway or 45cm, whichever is less.

Q Is a municipality required to address hydro pole guide wires that are in the area adjacent to the sidewalk?

A Only if the guide wire encroachment is considered highly unusual or present a significant hazard to pedestrians, by the policy of the municipality, would the municipality be required to address the encroachment in accordance with section 16.2(6).

Q What if the owners of land abutting the sidewalk through their actions or inactions have created a potential hazard in the area adjacent to the sidewalk, is the municipality required to address this potential hazard?

A First the municipality will need to determine if the hazard falls within the limits of the public highway, and then second, if it constitutes a *significant* hazard. If it does not meet these tests, then no further action is required. If it is determined by the municipality that a significant hazard to pedestrians does exist within its highway; in accordance with sections 16.2(5) and (6) treat the encroachment within 28 days either permanently or temporarily. The municipality, may depending on the type of encroachment require the abutting owner to make the permanent repairs to the satisfaction of the municipality.

Q If a person slips and falls on a sidewalk and council has approved a level of service policy that sets out sidewalk winter maintenance priorities for which sidewalks are to be addressed 1st, 2nd, 3rd and so on and the municipality meets the snow accumulation requirements and timeframe of section 16.3 for all sidewalks, is a valid defence of a claim still available?

A Yes, you can set local priorities.

Q If a sidewalk is maintained in a snow packed condition, does the depth of snow on a sidewalk include the depth of the snow pack plus the new fallen snow?

A No, section 16.3 only applies to the new fallen snow in such an example.

Q Have pedestrian counts on sidewalks ever been considered for setting sidewalk standards?

A The idea of using counts was discussed/debated by the MMS Task Force, however based on the maturity of active transportation in Ontario, there was not enough data to support developing a Class structure like roads.

- Q** Can section 16.8 be used to close a sidewalk or bicycle lane for the winter from November to April?
- A** Yes, the municipality would need to pass a bylaw to close the sidewalk or bicycle lane and post the bylaw in accordance with the municipality's notification bylaw. A municipality should consider whether or not signing of the closure is warranted.
- Q** A significant weather event has been declared, but the event was not as severe as reported in the Environment Canada Advisory. If the municipality decides not to declare an end to the significant weather event and do nothing to address the minor event that has occurred could I be found negligent?
- A** Yes, and a court could determine that you were also not acting in good faith. It depends on the circumstances. What is important to remember is that it is ok to make the wrong call, but that there is always a requirement to act reasonably.
- Q** What should I do if I declare the beginning of a significant weather event and it does not occur?
- A** Declare an end to the event. There is no penalty for declaring an event that did not materialize. Indeed, if the threshold criteria for the declared event failed to materialize, then there was no "significant weather event" and the exception under the MMS and deeming provision will not apply, rather, the ordinary sections for things like snow, ice, etc., will apply.
- Q** Who, within a municipality, should make a declaration of a significant weather event?
- A** The municipality, via policy, should identify the person responsible for making a declaration of a significant weather event. It is expected that this will be someone such as supervisor or lead hand who oversees the road maintenance activities on a particular shift.
- Q** Does MMS apply to unopened road allowances?
- A** No, however, the municipality will need to comply with the appropriate sections of the Occupiers' Liability Act <https://www.ontario.ca/laws/statute/90o02>.



2017 STRUCTURE INSPECTION APPRAISAL REPORT



by

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SEPTEMBER 2018

PLAN#2
OCT 18 2018



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September 21, 2018

File No. 17-200

2017 STRUCTURE INSPECTION APPRAISAL REPORT

TOWNSHIP OF MELANCTHON

A. INTRODUCTION

1. Purpose

The purpose of this study report is to summarize the information obtained during the inspection of 52 structures in the Township of Melancthon and to provide recommendations with related preliminary cost estimates for maintenance, improvements or replacement of deficient structures in accordance with the MTO Inventory Manual for Municipal Roads and Structures.

2. Location

The location of all structures undertaken for this study is shown on the key plan.

There are 52 structures inspected in total. 18 structures are classified as bridges, and 34 structures are classified as culverts, however this differentiation is mainly a carry-over from an older recording system.

Note: An OSIM inspection of Structure 015 was not completed as part of this study as a major rehabilitation of the structure was being completed at the time of inspection. Inspections were conducted based on the location mapping provided by the Township.

3. Background Information

Reference has been made to the previous 2015 OSIM Forms and the 2012 Municipal Structure Inspection Forms for the 52 structures inspected in this report.

4. References

These appraisals, inspections and recommendations for improvement and preventative maintenance are made with reference to the following Manuals:

1. MTO Inventory Manual for Municipal Structures
2. MTO Structure Rehabilitation Manual
3. MTO Roadside Safety Manual
4. Ontario Structure Inspection Manual (OSIM)
5. Canadian Highway Bridge Design Code (CHBDC)

B. STRUCTURE INSPECTION

1. General

A visual inspection of each structure was carried out on December 6, 7, and 15, 2017 in conformance with the Ontario Structure Inspection Manual (OSIM). Each structure was photographed with close-ups of any defects or deteriorations.

An OSIM Report was generated for each structure using OSIMple software. All visible deterioration was recorded. A complete set of each individual structure's form is enclosed in the appendices.

2. Observations and Recommendations

The general conditions of the 52 structures inspected are summarized as follows:

- a) Most structures require some level of maintenance type work or minor repairs in an 'urgent', 'within one year' and 'within one to five years' timeframes.
- b) 2 structures are recommended for replacement in 1 to 5 years (Structures 4 and 2013). Another 2 structures are recommended for replacement if rehabilitation is deemed not feasible through further investigation (Structures 2003 and 2021).
- c) 11 structures are recommended for rehabilitation or major repairs in 1 to 5 years to extend their useful service lives (Structures 2, 5, 7, 10, 11, 13, 2011, 2023, 2029, 2033, and 2034). Structures 2003 and 2021 will also be in this category if rehabilitation is feasible.
- d) 2 structures will likely require replacement in 6 to 10 years based on their current condition (Structures 2025 and 2032)
- e) 4 structures are recommended for rehabilitation or major repairs in 6 to 10 years (Structures 9, 14, 16, and 18).
- f) The remaining structures are generally in excellent/good condition. These structures require regular maintenance work which could be performed by the Township's Public Works crews in order to remain in excellent/good condition, however much of this work is not considered essential from an immediate structural or safety perspective. Some of the above mentioned structures are recommended to have roadside safety improvements.
- g) We recommend hazards markers be installed to warn motorists of an upcoming potential hazard at many of the Township's structures per the Roadside Safety Manual guidelines.

- h) There are no structure barriers and/or approach barriers present at many of the inspected structures. Consideration for placement of steel beam guide rail at all structures and approaches currently without guide rail is recommended. Consideration should be given priority based on:
- Height/steepness of embankments;
 - Width of road;
 - Profile of road;
 - Records of previous accidents;
 - Traffic count;
 - Hazard potential (i.e. projecting barrel, extent of open water, etc.).

Consideration for upgrading currently installed guiderail systems and end treatments to current standards should also follow the above criteria. Any upgrades to current systems should be assessed against any areas where there are no guiderails in place already to determine priorities.

- i) Narrow structure signs are required when a structure has a clear roadway width between 6.0m or less. When the clear roadway width is less than 5.0m, a tab sign reading 'One Lane' is required immediately below the narrow structure sign. These signs are to be placed not less than 150m but no more than 250m in advance of the structure. Structure 4 (Curphy) requires narrow structure signs and Structure 10 (Hutchinson) requires both the narrow structure signs and 'One Lane' tabs.

Please refer to the Capital Plan in Appendix B for a complete detailed summary of the recommendations and associated costs for each structure.

C. CONCLUSIONS

In the near term we recommend that Culvert 2013 be replaced within the next year and that Structure 4 be permanently closed or replaced within 5 years.

There are several other structures recommended for rehabilitation within the next five years. These rehabilitations will increase their respective useful service lives. Three of these structures (Culverts 2003, 2021 and 2029) are recommended for rehabilitation due to structural concerns. The rehabilitation of Culverts 2003 and 2021 may be deemed not feasible for structural or economic reasons and may require replacement instead.

All structures included in this report require regular maintenance which can be performed by the Municipality's Public Works crews.

All recommendations contained within this report are recommended to be completed in the suggested timeframes to maintain "an acceptable standard in terms of public safety, comfort, and convenience" (Ontario Structure Inspection Manual, Section 1.2.1).

The Township has replaced 10 structures in the past 9 years in addition to other rehabilitations and repairs. With 52 structures in this inventory, replacements or major rehabilitations should continue on an ongoing basis in order to maintain a safe and efficient road network.

All of which is respectfully submitted.

If you have any questions, please contact the undersigned at any time.

a.l.m.

Allan Garnham, P. Eng.

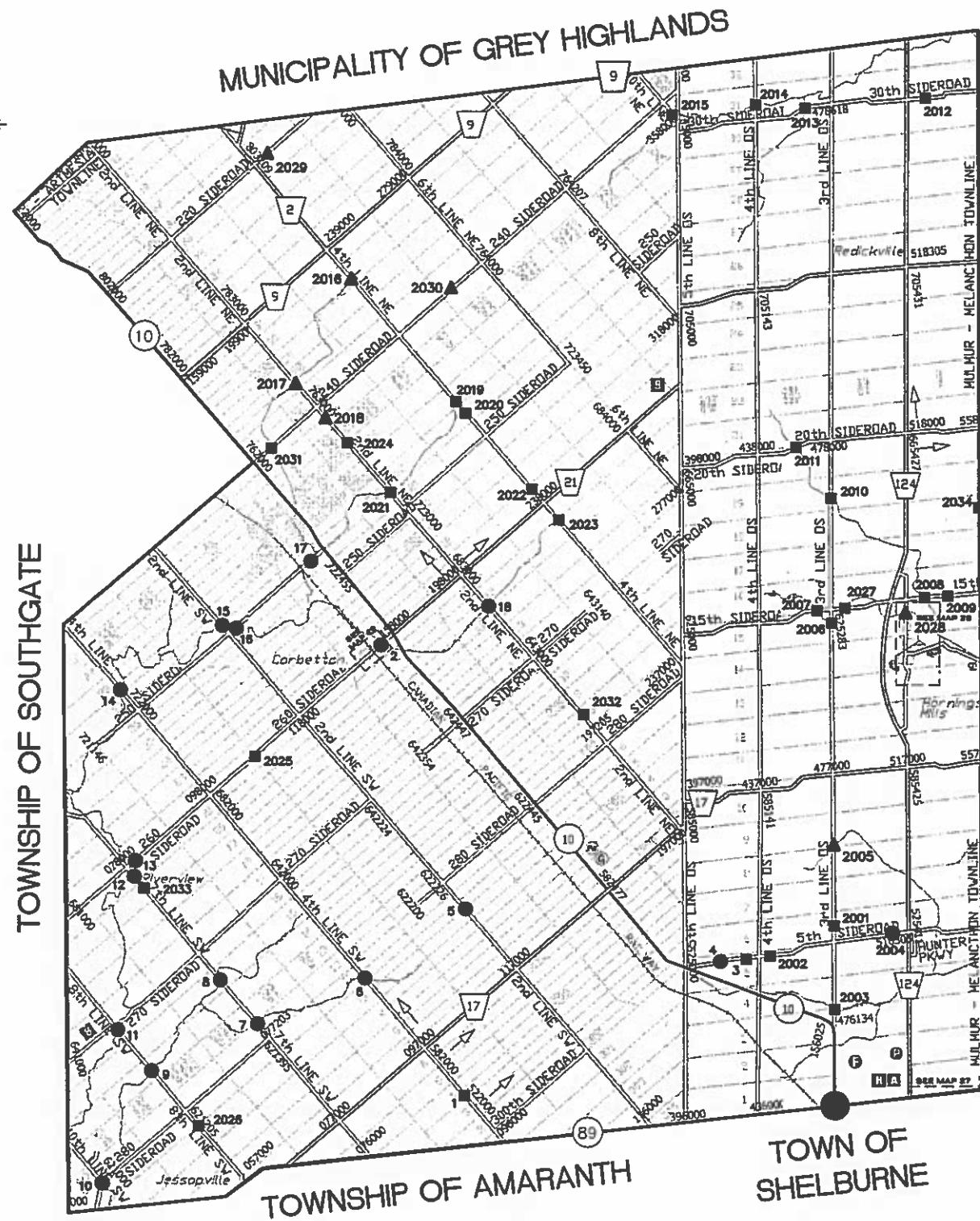
D. Schwartzentruber

Darryl Schwartzentruber, C. Tech.



APPENDIX A
INVENTORY MAP

TOWNSHIP OF MELANCTHON STRUCTURE LOCATION MAP



LEGEND

- XX Structures 6m and Over
- XXX Structures Between 3m & 6m
- ▲ XXX Structures Under 3m



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KITCHENER SUDBURY

APPENDIX B
STRUCTURE INVENTORY - CAPITAL PLAN

Structure No	Structure Name	Road	Concession	Lot	Structure Type	Year Built	Span (m)	Deck Length (m)	Deck Width (m)	Element	Type of Improvement	Time & Preliminary Cost of Improvement				Remarks		
												Urgent	< 1 Year	1 to 5 Years	6 to 10 Years			
001		4th Line SW 1.0km North of Highway 89	Con. 5 Con. 4 SW of Toronto & Sydenham Road	Lot 3 & 4 Lot 296	Concrete Open Footing Culvert	1960 ±	3.7	4.5	7.45		Abutments: Chip and patch repair poor concrete areas at wingwalls Barriers: Consider installing barrier system overtop structure and at approaches Decks: Consider waterproofing and paving overtop structure and at approaches Decks: Chip and patch repair poor concrete areas on soffit Embankments & Streams: Place fill material at exposed footing locations and protect with rock Sidewalks/Curbs: Chip and patch repair poor concrete areas Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				1,000			
002	Corbetton Bridge	Sideroad 260 200m West of Highway 10	Con. 1 SW of Toronto & Sydenham Road	Lot 260 & 261	Concrete Rigid Frame Bridge	1960 ±	7.65	8.8	9.7		Approaches: Install steel beam guide rail complete with energy attenuators at approaches Approaches: Re-grade approaches to provide a smooth transition to and from structure Approaches: Fill pothole Barriers: Chip and patch poor concrete areas Decks: Chip, patch, waterproof and pave Decks: Chip and patch poor concrete areas on soffit incl access Decks: Seal crack in asphalt wearing surface Sidewalks/Curbs: Replace deteriorated curb joint sealant Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)		25,000	15,000			1,000	Rehabilitation in 1 to 5 years will extend the life of this structure.
003	Lyons Bridge	5th Sideroad	Con. 4 Melancthon	Lot 5 & 6	Concrete Open Footing Rigid Frame Culvert	1993	4.25	5.8	8.0		Abutments: Chip and patch repair poor concrete areas Barriers: Consider installing barriers overtop structure and at approaches Decks: Consider waterproofing culvert top Decks: Chip and patch repair poor concrete areas on soffit Decks: Remove vegetation along curbs and place granular Embankments & Streams: Place fill at base of east and west abutments and protect with rock Embankments & Streams: Remove build-up of silt and vegetation Sidewalks/Curbs: Chip and patch repair poor concrete areas Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				1,000	25,000	10,000	
004	Curphy Bridge	5th Sideroad	Con. 4 Melancthon	Lot 5 & 6	Concrete Open Footing Culvert	1930 ±	6.1	6.7	5.5		Structure: ALT 1 - Replace entire structure and consider improving road alignment ALT 1 - General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K) Structure: ALT 2 - Close this seasonal road at both sides of structure and remove bridge Other: ALT 2 - General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)					460,000 ALT 1 120,000 ALT 1 40,000 ALT 2 20,000 ALT 2	Seasonal Road Replacement or Permanent Closure in 1 to 5 years	
005	Leader Bridge	2nd Line SW	Con. 2 & 3	Lot 283	Concrete Rigid Frame Bridge	1960 ±	7.8	9.2	8.7		Approaches: Install approach barrier system Approaches: Regrade and replace approach asphalt Deck: Remove gravel and asphalt, patch/waterproof/pave deck Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)					25,000 15,000 20,000 20,000	Rehabilitation in 1 to 5 years will extend the life of this structure.	
006	Held Bridge	4th Line SW	Con. 5	Lot 11	Concrete Rigid Frame Bridge	2003	10.0	11.3	7.9									
007	Gray Bridge	7th Line SW	Con. 6 & 7 SW of Toronto & Sydenham Road	Lot 12	Concrete Rigid Frame Bridge	1960 ±	9.8	10.75	8.8		Approaches: Install approach barrier system Approaches: Replace approach wearing surface Approaches: Re-grade shoulders to allow for positive roadway drainage Barriers: Chip and patch poor concrete areas Decks: Remove existing gravel and wearing surface, waterproof, and remove deck top Decks: Chip and patch poor concrete areas on soffit incl access Decks: Remove build-up of granular along curbs to allow for positive roadway drainage Sidewalks/Curbs: Chip and patch poor concrete areas Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)		1,000	2,000	20,000	15,000		Rehabilitation in 1 to 5 years will extend the life of this structure.
008		7th Line SW 600m South of 270 Sideroad	Con. 6 & 7 SW of Toronto & Sydenham Road	Lot 15	Concrete Rigid Frame Box Culvert	1980 ±	6.1	7.0	18.2		Accessories: Consider installing hazard markers at all 4 quadrants Approaches: Replace asphalt wearing surface Decks: Waterproof top of culvert when replacing asphalt wearing surface Decks: Replace asphalt wearing surface Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				1,000	10,000 15,000 10,000 20,000		
009	Anderson Bridge	8th Line SW 2.5km North of Highway 89	Con. 8 & 9	Lot 14	Concrete Deck on Concrete Box Girders Bridge	1980 ±	10.4	11.0	8.8		Decks: Chip and patch poor concrete areas at end of NE girder Joints: Consider replacing expansion joint system Joints: Replace seats Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				1,000	40,000	Rehabilitation in 6 to 10 years will extend the life of this structure.	
010	Hutchinson Bridge	280 Sideroad	Con. 10 SW of Toronto & Sydenham Road	Lot 12	Wood Deck on Steel Girders Bridge	2000 ± (Rehab)	11.3	11.25	4.9		Abutments: Chip & patch poor concrete areas Accessories: Install 'Narrow Structure' signs complete with 'One Lane' tabs Approaches: Replace damaged approach barriers and install energy attenuating end treatments Barriers: Replace barrier system Beams/ML's: Sandblast and re-paint girders Decks: Replace timber decking, waterproof and install runners Joints: Chip and patch poor concrete areas Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)		1,000	20,000	25,000	50,000 30,000	7,000	Complete repairs to guidrails soon. Rehabilitation in 1 to 5 years will extend the life of this structure.
011	G. Anderson Bridge	8th Line SW 3.4km North of Highway 89	Con. 8 & 9 SW of Toronto & Sydenham Road	Lot 18	Concrete Rigid Frame Bridge	1960 ±	19.8	22.00	8.5		Accessories: Replace hazard markers at SW Approaches: Install approach barriers Barriers: Replace damaged concrete post and rail Decks: Chip, patch, waterproof, and pave Decks: Chip and patch poor concrete areas on soffit Sidewalks/Curbs: Chip and patch poor concrete areas Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				500	25,000 10,000 50,000 15,000 1,000 30,000	Rehabilitation in 1 to 5 years will extend the life of this structure.	
012	Riverview South Bridge	7th Line SW 1.8km North of 270 Sideroad	Con. 6 & 7 SW of Toronto & Sydenham Road	Lot 21	Concrete Deck on Steel Girders Bridge	2008	16.6	21.8	8.7									
013	Riverview East Bridge	280 Sideroad 200m East of 7th Line SW	Con. 6 SW of Toronto & Sydenham Road	Lot 21 & 22	Concrete Deck on CPCI Girders Bridge	1968	18.4	19.0	10.7		Abutments: Consider replacing bearings during next major rehabilitation Approaches: Consider installing approach barriers Approaches: Replace asphalt wearing surface Barriers: Reset parapet tube railing Beams/ML's: Conduct Detailed Deck Condition Survey Decks: Chip, patch, waterproof, and pave Joints: Replace joint system Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)			10,000	30,000	25,000 10,000	1,000	Rehabilitation in 1 to 5 years will extend the life of this structure.
014	Witowski Bridge	4th Line SW 500m North of 250 Sideroad	Con. 5 Con. 4 SW of Toronto & Sydenham Road	Lot 28 Lot 248	Concrete Deck on Concrete Box Girders Bridge	1977	16.35	16.7	8.8		Approaches: Replace rotten posts as required Barriers: Chip and patch poor concrete areas Decks: Chip, patch, waterproof and pave Joints: Consider replacing expansion joint system Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				3,000	1,000	25,000 40,000 20,000	Rehabilitation in 6 to 10 years will extend the life of this structure.
015	Oldfield Bridge	2nd Line SW 70m North of 250 Sideroad	Con. 2 & 3 SW of Toronto & Sydenham Road	Lot 249	Concrete Rigid Frame Bridge	1960 ±	15.3	17.4	7.45								Structure was being rehabilitated and therefore an OSIM inspection was not completed.	
016	Sack Bridge	250 Sideroad 2.0km West of Highway 10	Con. 2	Lot 250 & 251	Concrete Deck on Steel Girders Bridge	1990 ±	13.4	14.9	6.3		Accessories: Install 'Narrow Structure' signs at approaches Barriers: Replace damaged hand railing Barriers: Replace damaged posts Barriers: Replace damaged rails and missing bolts Beams/ML's: Sandblast and re-paint Embankments & Streams: Place rock protection along bottom of abutment walls Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)		1,000	3,000	5,000	3,000	80,000	Rehabilitation in 6 to 10 years will extend the life of this structure.
017	Isaac Bridge	250 Sideroad 370m West of Highway 10	Con. 1	Lot 250 & 251	Twin Multi-Plate Corrugated Steel Pipe Arches	-	5.89, 5.89	N/A	N/A		Accessories: Re-set middle hazard marker at north so stripes on sign face the correct direction Approaches: Consider installing additional steel beam guide rail Other: General Const Rqmnts, Const. Contingencies & Engineering (10K for SBGR)	500				25,000 10,000		
018	Fluney Bridge	2nd Line NE 750m South of County Road 21	Con. 2 Con. 3 NE of Toronto & Sydenham Road	Lot 264 Lot 15	Concrete Open Footing Rigid Frame Culvert	1960 ±	7.4	8	8.65		Abutments: Consider re-facing abutment walls Approaches: Install approach barriers Approaches: Consider paving approaches Barriers: Chip and patch poor concrete areas Decks: Consider waterproofing and paving Decks: Chip and patch poor concrete areas on soffit Other: General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)					25,000 25,000 10,000 1,000 10,000 1,000 20,000	Rehabilitation in 8 to 10 years will extend the life of this structure.	

Structure No.	Structure Name	Road	Concession	Lot	Structure Type	Year Built	Span (m)	Deck Length (m)	Deck Width (m)	Element	Type of Improvement	Time & Preliminary Cost of Improvement				Remarks
												Urgent	< 1 Year	1 to 5 Years	6 to 10 Years	
2024		2nd Line NE 800m South of 240 Sideroad	Con. 3 Con. 2 NE of Toronto & Sydenham Road	Lot 25 Lot 244	Precast Concrete Box Culvert	2016	3	3.5	17							
2025		260 Sideroad 3.2km West of Highway 10	Con. 4	Lot 260 & 261	Multi-Plate Corrugated Steel Pipe Arch	--	3.1	N/A	N/A	Structure	Replace Structure				225,000	Replacement of the structure is recommended in 6 to 10 years due to severe corrosion of the culvert barrel. Some repairs/improvements should be completed prior to culvert replacement. The asphalt wearing surface requires replacement in 1 to 5 years, however this element could be repaired through maintenance until the time structure replacement.
										Other	General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)				70,000	
										Accessories	Install hazard markers					
										Barriers	Consider installing steel beam guide rail overtop structure and at approaches			1,000		
										Embankments & Streams	Place rock protection at downstream end of structure to prevent further erosion			25,000		
										Embankments & Streams	Remove pedestrian bridge at north to improve hydraulic capacity	1,000		2,000		
2026		8th Line SW	Con. 6 & 9	Lot 11	Multi-Plate Corrugated Steel Pipe Arch	2008	3.4	N/A	N/A	Other	General Const Rqmnts, Const. Contingencies & Engineering (10K for SBGR)				10,000	
										Barriers	Replace broken offset block				1,000	
										Other	General Const Rqmnts, Const. Contingencies & Engineering (\$0 for Maint)				0	
2027		15th Sideroad	Con. 2	Lot 15 & 16	Precast Concrete Box Culvert	2015	3.6	4.2	10.0	Accessories	Install hazard markers at SE and NW					500
										Other	General Const Rqmnts, Const. Contingencies & Engineering (\$0 for Maint)				0	
2028		Main Street	Con. 1 & 2 Melancthon	Lot 15	Precast Concrete Box Culvert	2014	2.44	2.84	16.6	Embankments & Streams	Repair erosion at ends of retaining walls					2,000
										Embankments & Streams	Provide rock protection at NW and re-align watercourse to enter centre of structure					2,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (\$0 for Maint)				0	
2029		220 Sideroad 500m East of County Road 2	Con. 5 NE of Toronto & Sydenham Road	Lot 36 & 37	Concrete Open Footing Rigid Frame Culvert	--	2.42	3.0 ±	8.04	Accessories	Reset hazard marker at SW					500
										Barriers	Consider installing steel beam guide rail overtop structure and at approaches					25,000
										Foundations	Install concrete slab between structure footings to resist lateral movement	50,000				
										Other	General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K, 10K for SBGR)	20,000				10,000
2030		240 Sideroad 1.3km East of 4th Line	Con. 6	Lot 26 & 27	Concrete Open Footing Rigid Frame Culvert	--	2.58	3.0 ±	6.2	Accessories	Install 'Narrow Structure' sign at SW approach					500
										Barriers	Consider installing steel beam guide rail overtop structure and at approaches					25,000
										Embankments & Streams	Place rock protection at base of walls to prevent further scour/erosion					2,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (10K for SBGR)					10,000
2031		240 Sideroad	Con. 1 NE of Toronto & Sydenham Road	Lot 240 & 241	Multi-Plate Corrugated Steel Pipe Arch	2005	3.73	3.73	16.0	Accessories	Install hazard markers					1,000
										Barriers	Replace damaged posts					1,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (\$0 for Maint)					0
2032		2nd Line NE 700m North of 260 Sideroad	Con. 3 Con. 2 NE of Toronto & Sydenham Road	Lot 6 Lot 277	Twin Riveted Multi- Plate Corrugated Steel Pipes	--	1.8, 1.8	N/A	N/A	Structure	Replacement in 6 to 10 years					250,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K) for replacement					75,000
										Accessories	Install hazard markers					1,000
										Barriers	Consider installing steel beam guide rail overtop structure and at approaches					25,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (10K for SBGR)					10,000
2033		7th Line SW 300m South of 260 Sideroad	Con. 6 & 7	Lot 21	Concrete Open Footing Culvert	--	3.65	4.0	12.2	Barriers	Consider installing steel beam guide rail overtop structure and at approaches					25,000
										Culverts	Consider installing headwall to retain roadway					25,000
										Culverts	Consider installing retaining walls to retain roadway					45,000
										Embankments & Streams	Repair eroded areas and protect with rock or vegetation					2,000
										Embankments & Streams	Protect structure footings with rock					3,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)					30,000
2034		Mukmur-Melancthon Townline 1.7km North of Sideroad 15	Con. 1 Melancthon Con. 3 West of Hurontario Street Mukmur	Lot 18 Lot 18	Concrete Open Footing Culvert	1950 ±	4.25	5.0	9.6	Abutments	Chip and patch poor concrete areas					5,000
										Accessories	Consider installing hazard markers at NE & SW					500
										Barriers	Consider installing barrier system overtop structure and at approaches					25,000
										Decks	Chip and patch poor concrete areas on soffit					5,000
										Embankments & Streams	Repair erosion at SE embankment and protect with rock					2,000
										Embankments & Streams	Remove earth at inlet and outlet to improve hydraulic capacity					2,000
										Embankments & Streams	Place rock protection at base of abutment walls					2,000
										Other	General Const Rqmnts, Const. Contingencies & Engineering (30% or min \$20K)					20,000
TOTALS:												\$ 4,500	\$ 1,320,500	\$ 2,600,000	\$ 1,088,000	

The costs in this chart are for budget and comparison purposes only

Note: Totals Above May Contain more than one Alternative cost for some structures

Consideration for placement of steel beam guiderails at all structures and approaches currently without guide rail (or updating of existing systems) should be given priority based on: height/steepness of embankment, width of road, profile of road, records of previous accidents, traffic counts and hazard potential.

Refer to the OSIM Forms and Photos for Complete Condition Information and Recommendations.

APPLICATIONS TO PERMIT FOR APPROVAL
Oct 18, 2018 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
Connie Tunney	Lot 12 Plan 34A 164 Main Street	Renovation for Store	\$40,000		
Suzanne Hannivan	Part Lot 224, Concession 1 NE 159127 Hwy 10	Drive Shed/Storage	\$6,000	NO	

PLAN # 1
OCT 18 2018

Denise Holmes

From: Josh Burke
Sent: Monday, October 08, 2018 9:29 PM
To: Denise Holmes
Subject: Re: Survey in Corbetton

Hi Denise

Thanks for all your hard work and effort you have put into this. It's too bad it has turned out to be such a pain in the butt for something we thought was going to be fairly straight forward.

But I understand it's all a process. I have reviewed the documents and appreciate the break down.

After much consideration I feel it would be fair if the township of Melancthon would pay half(\$3348) of the total bill and Mr. Dawson and I would split the other half each paying (\$1674).

Hopefully this is a solution that we can all agree on and move forward with.

Thanks
Josh Burke

On Fri, Oct 5, 2018 at 1:39 PM Denise Holmes <dholmes@melancthontownship.ca> wrote:

Hi Brian and Josh,

Attached is the information that Council considered at its meeting last night. With regards to the cost of the survey – which was quoted at \$2,600.00 + HST and actual cost was \$5,860.00 + HST plus the registry office deposit fee of \$74.25, Mayor White suggested that a letter be submitted from both of you to Council with a request for Council to consider absorbing some of the cost of the survey. Our next Council meetings are October 18th, November 1st and November 15th. This Council would prefer to deal with this matter and not have the new Council making the decision.

Josh – Brian's phone number is

Brian – Josh's phone number is


Thanks!

Regards,

Denise Holmes



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

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UPPER GRAND DISTRICT SCHOOL BOARD

Jennifer Passy BES, MCIP, RPP

Manager of Planning

Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2

Email: jennifer.passy@ugdsb.on.ca

Tel: 519-822-4420 ext. 820 or Toll Free: 1-800-321-4025

September 26, 2018

PLN: 18-94

File Code: R02

Sent by: mail & email

Clerk

Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6



Re: **Annual Partnership Meeting**

The Upper Grand District School Board (UGDSB) recognizes the benefits of community partnerships and shared facilities to the board, students and the community at large. Cooperative and collaborative partnerships are part of the foundation of a strong, vibrant and sustainable publicly funded education system.

In accordance with Ministry of Education guidelines and Board policy, the Board is required to host a partnership meeting to advise prospective partners about space available in schools or co-build opportunities. As such, a coordinated partner focused meeting is being held to identify interest in future co-build opportunities.

A partnership meeting has been scheduled for:

Wednesday, October 24, 2018

1:30 to 3:00 pm

Wellington County Museum and Archives – Nicholas Keith Room
0536 Wellington County Rd 18, Fergus, ON

We ask that you RSVP to Noel Dyer, Planning Administrative Office Assistant at noel.dyer@ugdsb.on.ca or 519-822-4420, ext. 821 no later than October 19, 2018 to confirm your attendance.

Additional information about [facility partnerships](#) and the [2018 Community Planning and Facility Partnership Report](#) is available on the Board's website.

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

Sincerely,

Upper Grand District School Board

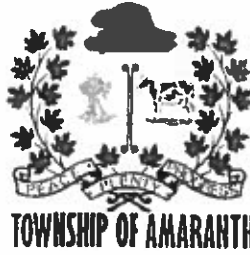
Jennifer Passy, BES, MCIP, RPP
Manager of Planning

Upper Grand District School Board

INFO#1
OCT 18 2018

- Linda Busutil, Chair
- Mark Bailey
- Kathryn Cooper
- Barbara Lustgarten Evoy
- Martha MacNeil
- Marty Fairbairn, Vice-Chair
- Susan Moziar
- Bruce Schieck
- Lynn Topping
- Barbara White

BEN RYZEBOL, Director of Public Works
PUBLIC WORKS - TELEPHONE: (519) 941-1065
FAX: (519) 941-1802
email: bryzebol@amaranth.ca



SUSAN M. STONE, C.A.O./Clerk-Treasurer
TELEPHONE: (519) 941-1007
FAX: (519) 941-1802
email: suestone@amaranth-eastgary.ca

374028 6TH LINE, AMARANTH, ONTARIO
L9W 0M6

September 20, 2018

Ministry of Environment and Climate Change
Hon. Chris Ballard, Minister
Ferguson Block 11th Flr,
77 Wellesley Street West
Toronto, ON M7A 2T5

Dear Minister Ballard,

Re: Licensing Process to Take Water for Commercial Water Bottling Facilities

At the regular meeting of Council held September 12, 2018, the following resolution was carried:

Moved by J. Aultman – Seconded by G. Little

Be it Resolved That:

WHEREAS the Township of Amaranth understands that there is currently a permitting process to take water for commercial water bottling facilities;

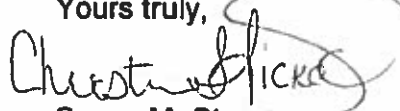
AND WHEREAS the municipal permitting process to take water is more stringent and is subject to Source Water Protection Policies;

NOW THEREFORE the Township of Amaranth requests that the licensing process to take water for commercial water bottling facilities be the same as the municipal licensing process and be subject to Source Water Protection regulations and all annual inspections and reviews within this process be included;

AND FURTHER THAT this resolution be circulated to Provincial Government, Conservation Authorities, Source Protection Committee and all municipalities.

Should you require anything further please do not hesitate to contact this office.

Yours truly,


Per: Susan M. Stone
CAO-Clerk-Treasurer
Township of Amaranth

INFO# 2
OCT 18 2018

Wendy Atkinson

From: Nicole Hill <nhillsecretary@gmail.com>
Sent: October-03-18 12:22 PM
To: Carey Holmes; Heather Boston; Susan Stone; Wendy Atkinson; Les Halucha
Subject: SDFD Draft Operating Budget
Attachments: 2019 Draft SDFD Operating Budget V2.pdf

Hello,

Please find attached a copy of the SDFD Draft Operating Budget. The Board has asked that I distribute the document but they will be leaving the adoption of the budget to the next Board.

Thanks
Nicole Hill

Total Control Panel

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To: watkinson@melancthontownship.ca

Message Score: 1

High (60): Pass

From: nhillsecretary@gmail.com

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Medium (75): Pass

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SHELBURNE & DISTRICT FIRE BOARD

2019 OPERATING BUDGET

PRESENTED: September 4, 2018

ACCOUNT NUMBER	ACCOUNT NAME	2018 BUDGET	2018 ACTUAL	2019 BUDGET
EXPENDITURES				
4100-0100	Treasurer	\$ 800.00	\$ 600.00	\$ 900.00
4100-0300	Secretarial Services	\$ 15,800.00	\$ 10,173.53	\$ 15,800.00
4100-0400	Legal & Audit & HR Services	\$ 5,000.00	\$ 2,798.40	\$ 5,000.00
4100-0500	Mutual Aid Contributions	\$ 450.00	\$ 1,000.00	\$ 1,000.00
4100-0550	Office Supplies	\$ 3,500.00	\$ 2,564.16	\$ 4,000.00
4100-0600	Material & Supplies	\$ 2,000.00	\$ 1,247.69	\$ 2,000.00
4100-0700	Services & Rentals	\$ 4,500.00	\$ 3,643.96	\$ 4,500.00
4100-1100	MTO/ARIS Fees	\$ 1,000.00	\$ 350.00	\$ 1,000.00
4200-1650	IT Support Dufferin County	\$ 500.00	\$ 60.00	\$ 500.00
4100-0800	Subscriptions & Memberships	\$ 700.00	\$ 127.48	\$ 700.00
4100-0900	Conventions & Conferences	\$ 5,000.00	\$ 1,615.09	\$ 5,000.00
4100-1000	Licence Renewal	\$ 775.00	\$ 823.00	\$ 825.00
4100-1200	Health & Safety Expenses	\$ 5,000.00	\$ 576.80	\$ 5,000.00
4100-1300	Fire Prevention	\$ 6,000.00	\$ 2,187.91	\$ 6,000.00
4100-1500	Training - Courses/Expense	\$ 10,500.00	\$ 7,682.27	\$ 15,000.00
4100-1800	Communication Equipment & Dispatch	\$ 6,200.00	\$ 9,315.90	\$ 6,500.00
4100-1900	Dispatch	\$ 9,800.00	\$ -	\$ 9,800.00
4200-0100	Fire Call Wages	\$ 112,565.00	\$ 70,534.90	\$ 125,000.00
4200-0102	Full-time Staff Wages	\$ 109,606.00	\$ 72,162.08	\$ 118,071.01
4200-0103	VFF Salaries/Standby/Meetings	\$ 37,000.00	\$ 17,285.70	\$ 37,000.00
4200-0105	Thursday Night Practice	\$ 31,500.00	\$ 21,435.00	\$ 32,500.00
4200-0110	Employers Portion - EI	\$ 3,000.00	\$ 1,451.94	\$ 3,000.00
4200-0120	Employers Portion - CPP	\$ 7,000.00	\$ 5,639.82	\$ 7,000.00
4200-0150	Mileage & Meals	\$ 400.00	\$ 196.11	\$ 400.00
4200-0200	Benefits (EHT & WSIB) (Manulife)	\$ 26,000.00	\$ 23,503.28	\$ 26,000.00
4200-0300	OMERS Pension Plan	\$ 13,000.00	\$ 8,448.80	\$ 13,000.00
4200-0400	Employee Assistance Program	\$ 750.00	\$ 708.25	\$ 750.00
4200-0500	Protective Clothing/Uniforms	\$ 14,000.00	\$ 9,445.02	\$ 16,500.00
4200-0800	SCBA Maintenance	\$ 1,500.00	\$ 64.47	\$ 1,500.00
4200-1000	Truck Operations & Maintenance	\$ -	\$ 153.49	\$ -
4200-1005	Truck Operations & Maintenance - Pump 24	\$ -	\$ 40.16	\$ 4,800.00
4200-1010	Truck Operations & Maintenance - Car 21	\$ 4,800.00	\$ 4,577.29	\$ 4,800.00
4200-1020	Truck Operations & Maintenance - Tanker 25	\$ 4,800.00	\$ 1,211.11	\$ 4,800.00
4200-1030	Truck Operations & Maintenance - Ref Fuel 26	\$ 4,800.00	\$ 2,157.63	\$ 4,800.00
4200-1040	Truck Operations & Maintenance - Pump 27	\$ 4,800.00	\$ 4,156.68	\$ 4,800.00
4200-1050	Truck Operations & Maintenance - Ladder 28	\$ 4,800.00	\$ 1,545.86	\$ 4,800.00
4200-1060	Fuel for Trucks	\$ 6,000.00	\$ 5,093.51	\$ 7,500.00
4200-1100	Insurance Premium	\$ 13,000.00	\$ 11,347.05	\$ 13,000.00
4200-1200	Miscellaneous/Recognition Night	\$ 2,200.00	\$ 300.00	\$ 2,200.00
4200-1250	Expressions of Sympathy	\$ 250.00	\$ 206.56	\$ 250.00
4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$ 22,500.00	\$ 13,687.68	\$ 22,500.00
4200-1400	Bell Canada (Dispatch Line)	\$ 950.00	\$ 608.08	\$ 950.00
4200-1500	Bell Canada (Admin Line)	\$ 1,600.00	\$ 1,099.42	\$ 1,650.00
4200-1550	Bell Mobility	\$ 2,500.00	\$ 1,078.46	\$ 1,800.00
4200-1600	Vaccination & Driver Medicals	\$ 400.00	\$ 150.00	\$ 400.00
4200-1700	Bank Service Charges	\$ 660.00	\$ 399.03	\$ 660.00
4200-1750	Ceridian Payroll	\$ 2,000.00	\$ 1,348.16	\$ 2,500.00
4200-1800	New Equipment Acquisition	\$ 20,000.00	\$ 11,277.02	\$ 25,000.00
4200-1850	Equipment Maintenance	\$ 3,000.00	\$ 85.33	\$ 3,000.00
4200-1900	TSF Bell Tower Lease to Capital	\$ -	\$ -	\$ -
4200-1980	Building Maintenance	\$ 5,500.00	\$ 1,276.76	\$ 5,500.00
4200-2000	Interest on Temporary Loans	\$ 600.00	\$ -	\$ 600.00
4200-2100	Fire Hydrants	\$ 7,500.00	\$ -	\$ 7,500.00
4200-2500	Uncollectible Accounts	\$ -	\$ -	\$ -
	SUBTOTAL EXPENSES	\$ 546,506.00	\$ 337,440.84	\$ 588,056.01
2900-0000	Tsf Surplus to Capital Reserve			
2900-0000	Tsf Surplus to Operating Reserve		\$ -	\$ -
	TOTAL EXPENDITURES	\$ 546,506.00	\$ 337,440.84	\$ 588,056.01
REVENUES				
3000-0500	Interest on Current Account	\$ 500.00	\$ 515.45	\$ 500.00
3000-0600	Miscellaneous / Inspections	\$ 5,000.00	\$ 1,530.00	\$ 2,500.00
3000-0800	MTO / County MCV Revenue	\$ 40,000.00	\$ 16,211.17	\$ 25,000.00
3000-0900	Insurance / False Alarm Revenue	\$ 8,000.00	\$ 665.00	\$ 1,000.00
	SUBTOTAL REVENUES	\$ 53,500.00	\$ 18,921.62	\$ 29,000.00
2900-0000	Surplus/Deficit from Previous Year			
	TOTAL REVENUES	\$ 53,500.00	\$ 18,921.62	\$ 29,000.00

TOTAL 2018 OPERATING BUDGET

\$ 493,006.00

\$ 559,056.01

Increase over Previous Year

13.4%

THE CORPORATION OF THE
TOWNSHIP OF MONTAGUE



6547 ROGER STEVENS DRIVE
P.O. BOX 755
SMITHS FALLS, ON K7A 4W6
TEL: (613) 283-7478
FAX: (613) 283-3112
www.township.montague.on.ca

September 19th, 2018

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

Hello,

Please be advised the Council of the Township of Montague passed the following resolution at its regular meeting of September 4th, 2018:

MOVED BY: V. Carroll
SECONDED BY: J. Abbass

RESOLUTION NO:192-2018
DATE: September 04, 2018

That the Council of the Township of Montague hereby support the Association of Municipal Clerks and Treasurers of Ontario in requesting that the Provincial Government undertake consultation with municipalities prior to modifying legislation that effects municipal governments.

And that this resolution be circulated to the Association of Municipal Clerks and Treasurers of Ontario and the Ontario Premier.

CARRIED

Please contact me if you have any additional questions.

Thank you,

Jasmin Ralph
Clerk Administrator

Cc: Association of Municipal Clerks and Treasurers of Ontario
All Ontario Municipalities
Honourable Randy Hillier MPP, Lanark-Frontenac-Kingston

From: AMCTO <broadcasts@amcto.com>
Sent: July 30, 2018 3:35 PM
To:
Subject: AMCTO Responds to Announcement of The Better Local Government Act

If this email does not display properly, please view our [online version](#).



&# 160;

July 30, 2018

AMCTO RESPONDS TO ANNOUNCEMENT OF THE BETTER LOCAL GOVERNMENT ACT

Dear AMCTO Members:

Last week several municipal reforms with significant ramifications, were put forward by the Honourable Premier Doug Ford and Minister of Municipal Affairs and Housing, Steve Clark. While we look forward to reviewing the upcoming legislation, the [announcement](#) and several aspects of the proposed legislation has created widespread concern within our sector, regarding timing, implementation, and lack of engagement with local government professionals.

Reserving any specific comment on the policy, AMCTO is concerned with how these reforms were brought forward, notably:

- This legislation will be introduced on the eve of the 2018 municipal elections and will impact provisions within the Municipal Elections Act. AMCTO has long believed that senior orders of government should engage local government professionals and representative associations, early and more importantly, provide the appropriate amount of time to ensure that public policy implementation is effective at the local level. The timing of this legislation will make this extremely challenging.
- This new legislation will create changes to existing election processes within the sector. Ambiguity exists with how to balance the currently enforced rules and regulations with those of the new legislation. Naturally, this ambiguity hinders the ability of local government professionals to implement provincial public policy in a fair and effective manner.
- Finally, AMCTO is concerned that the lack of engagement or notice for these reforms to municipal legislation signals a step backwards in the belief that the municipal sector is recognized as a mature, responsible order of government.

AMCTO staff and members will review the legislation once it is released, and will look for ways to provide our technical expertise on how to support public policy implementation at the local level. We continue to believe this value is best served when our members and association are engaged early in the policy development process.



PRESS RELEASE

County of Dufferin
55 Zina Street
Orangeville, ON L9W 1E5

For Immediate Release: October 1st, 2018

Dufferin County Business Retention and Expansion Study: Professional, Scientific and Technical Sector

Dufferin County, ON - Dufferin County's Economic Development division, along with the local municipal Economic Development Departments and Committees will be facilitating a Business Retention and Expansion project come January 2019. This latest economic development project will focus on the Professional, Scientific and Technical businesses that currently exist within Dufferin. The Town of Orangeville will be conducting business visits within the Orangeville limits, the Town of Shelburne will be conducting business visits within the Shelburne limits, and the County will be conducting visits in all other Dufferin municipalities.

The classification of Professional, Scientific and Technical businesses comes from the North American Industry Classification System (NAICS) Canada. NAICS is widely used by business and government to classify business establishments according to type of economic activity they generate.

Generally the Professional, Scientific and Technical category includes legal services; accounting and bookkeeping services; architectural and engineering services; specialized design services (graphic and interior design); computer systems design; management; scientific and technical consulting services; scientific research and development services; advertising and public relations services and other professional scientific and technical services such as photographic, translation and veterinary services.

The goal of this project is to assist in the potential expansion and retention of businesses within the Professional, Scientific and Technical category in Dufferin County. Participants will take part in a confidential interview and an analysis of the data collected will be completed and utilized to create an action plan that will outline innovative projects to enhance the business environment .

To ensure the greatest level of success Dufferin County, along with the local municipalities, would like to visit as many businesses as possible that fall into the Professional, Scientific and Technical sector. Therefore, the County is asking businesses located in Amaranth, East Garafraxa, Grand Valley, Melancthon, Mono and Mulmur interested in participating in this

INFO#5
OCT 18 2018

study to connect with Karisa Downey, Economic Development Officer at 519-941-2816 extension 2508 or by email at kdowney@dufferincounty.ca

-30-

For more information, please contact:

Darrell Keenie, Director of Planning, Economic Development and Culture
dkeenie@dufferincounty.ca
519.941.2816 ext. 4010

Denise Holmes

From: Jennifer Willoughby <jwilloughby@shelburne.ca>
Sent: Thursday, October 04, 2018 4:26 PM
To: Jennifer Willoughby
Subject: By-law #46-2018 - Notice of Passing
Attachments: Z15 03 - Notice of Passing.pdf; By-Law #46-2018.pdf

Good Afternoon

Attached please find the Notice of Passing for By-law #46-2018 relating to Application Z15/03, as well as a copy of the signed By-law.

Thank You

Jennifer Willoughby, Clerk | Phone: 519-925-2600 Ext 223 | Fax: 519-925-6134 | jwilloughby@shelburne.ca
Town of Shelburne | 203 Main Street East, Shelburne ON L9V 3K7 | www.shelburne.ca

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**NOTICE OF THE PASSING OF
BY-LAW 46-2018
BY COUNCIL OF THE TOWN OF SHELburne
UNDER SECTION 34 OF THE PLANNING ACT**

TAKE NOTICE that the Council of the Corporation of the Town of Shelburne passed By-Law 46-2018 on September 24, 2018, under Section 34 of the Planning Act, R.S.O., 1990, C.P. 13, as amended.

The purpose and effect of the Amendment is to rezone the property from General Industrial (M2) Zone and Natural Environment (NE) Zone to Residential Type Four Exception Six (R4-6) Zone, Residential Type Five Exception Six (R5-6) Zone, Open Space Recreation (OSR) Zone, Open Space Recreation Exception Two (OSR-2) Zone and Natural Environmental (NE) Zone. The Amendment to the Zoning By-law is a condition of the approval of a related Draft Plan of Subdivision (File No. DPS 15/02) to develop 137 lots of single and semi-detached dwellings and 14 blocks for street townhouse dwellings.

A Public Meeting was held for this application and there was one question from a member of the public, who asked if there is sufficient capacity at the sewage treatment plant for this subdivision. The question was responded to at the Public Meeting, that there is sufficient capacity. This question had no effect on the decision, and there were no written submissions received by the Town from members of the public prior to the decision.

The site-specific provisions for single and semi-detached dwellings (R4-6) will permit a: reduced minimum lot area from 270 square metres to 200 square metres for semi-detached dwellings; reduced minimum lot frontage from 9.0 metres (interior) and 11.0 metres (corner) to 7.65 metres (interior) and 9.45 metres (corner) for semi-detached dwellings; reduced minimum front yard from 6.0 metres to 4.5 metres (dwelling) and 6.0 metres (private garage); increased maximum building height from 9.2 metres to 11.0 metres. The site-specific provisions for townhouse dwellings (R5-6) will permit a: reduced minimum front yard from 6.0 metres to 4.5 metres (dwelling) and 6.0 metres (private garage); a reduced minimum exterior side yard from 4.5 metres to 3.0 metres; a reduced minimum rear yard from 7.5 metres to 4.5 metres (lots between Main Street West and Clark Street); increased maximum lot coverage from 45% to 50%; increased maximum number of connected street townhouses from 6 units to 8 units. Exemptions to the general provisions of Zoning By-law 38-2007 will permit a reduced minimum driveway width from 3.5 metres to 2.95 metres; a reduced sight triangle distance from 6.0 metres to 4.5 metres; special provisions to permit model homes and a temporary sales office; and clarification relating to encroachments for structural and ornamental features including box/box bay windows, open roofed porches, steps, eaves and gutters. The site-specific zoning also includes provisions for model homes and a temporary sales office. The by-law zones the proposed stormwater management facilities in the development as OSR-2. The boundaries of the NE Zone on the property are adjusted to reflect the proposed realignment of the Besley Drain. The by-law zones the proposed parkland, walkways and landscape buffers in the development as OS.

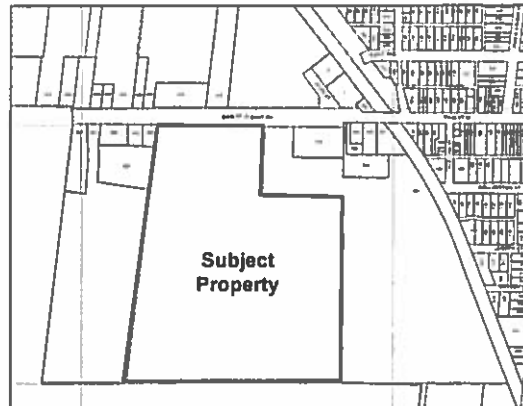
The accompanying map illustrates the location of the land subject to the Zoning By-law Amendment. The Zoning By-law amendment is in keeping with the Town of Shelburne Official Plan.

AND TAKE NOTICE that any person or agency may appeal to the Local Planning Appeal Tribunal in respect of By-law 46-2018 by filing with the Clerk of the Corporation of the Town of Shelburne, not later than the 24th day of October, 2018, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection accompanied by the prescribed fee required by the Local Planning Appeal Tribunal in the amount of \$300.00, payable to the Minister of Finance. Only individuals, corporations and public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf. No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law is passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

A copy of the complete By-law 46-2018 is available to the public for inspection at the Municipal Offices during normal business hours.

Dated this 4th day of October 2018.

Jennifer Willoughby, Clerk
Town of Shelburne
203 Main Street East
Shelburne, ON L9V 3K7
Telephone: 519-925-2600
Fax: 519-925-6134



THE CORPORATION OF THE TOWN OF SHELBURNE

BY-LAW NO. 46-2018

BEING A BY-LAW TO AMEND BY-LAW 38-2007, AS AMENDED.

WHEREAS an Official Plan has been approved for the Town of Shelburne.

AND WHEREAS authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this By-law.

NOW THEREFORE the Council of the Corporation of the Town of Shelburne enacts as follows:

1. That Schedule "A" of By-law 38-2007, as amended, be further amended by rezoning 16.4 hectares of land described legally as Part Lot 32, Concession 3, Geographic Township of Amaranth, in the Town of Shelburne, from General Industrial (M2) Zone and Natural Environment (NE) Zone to Residential Type Four Exception Six (R4-6) Zone, Residential Type Five Exception Six (R5-6) Zone, Open Space Recreation (OSR) Zone, Open Space Recreation Exception Two (OSR-2) Zone and Natural Environmental (NE) Zone as shown on Schedules "A1" and "A2" to this By-law.
2. That subsection 4.4.3 of By-law 38-2007, as amended, be further amended by inserting the following exception zone after subsection 4.4.3.6:

4.4.3.6 Residential Type Four Exception Six (R4-6) Zone

4.4.3.4.1 On lands zoned R4-6 no person shall use any land or erect, alter or use any building or structure for any purpose except in accordance with the provisions of subsection 4.4.2, with the following exceptions:

- | | | |
|-------|---|--------------------|
| i) | Minimum Lot Area
(Semi-Detached Dwelling) | 200 m ² |
| ii) | Minimum Lot Frontage
(Single Detached Dwelling) | |
| | a. Interior Lot | 11.0 m |
| | b. Corner Lot | 13.0 m |
| iii) | Minimum Lot Frontage
(Semi-Detached Dwelling) | |
| | a. Interior Lot | 7.65 m |
| | b. Corner Lot | 9.45 m |
| iv) | Maximum Setback from Street Centreline | Not required |
| v) | Minimum Front Yard | |
| | a. Dwelling | 4.5 m |
| | b. Private Garage | 6.0 m |
| vi) | Maximum Building Height | 11.0 m |
| vii) | Notwithstanding the regulations in subsections 3.2.4 of this By-law to the contrary, the following special provisions apply: | |
| | a. Bay windows including bow/bay windows with or without foundations may encroach 1.0 m into the required front, rear and exterior side yards for a maximum width of 3.0 m. | |
| | b. Open Roofed Porches may encroach 1.5 m into the required front, rear and exterior side yards, not including eaves and steps. | |
| | c. Steps may encroach into front, rear and exterior side yards but shall be no closer than 1.5 m to the lot line. | |
| | d. Eaves may encroach into the required front, exterior side and interior side yards but shall be no closer than 2.5 m to the front and exterior side lot lines and 0.3 m to interior side lot lines. | |
| | e. Gutters may encroach into the required front, exterior side and interior side yards but shall be no closer than 2.35 m to the front and exterior side lot lines and 0.15 m to interior side lot lines. | |
| viii) | Notwithstanding the regulations in subsections 3.15.3(a) of this By-law to the contrary, the following special provisions apply: | |
| | a. The minimum driveway width shall be 2.95 metres. | |
| ix) | Notwithstanding the regulations in subsection 3.20 of this By-law, the following special provisions apply: | |

a. The *sight triangle* distance for local roads shall be 4.5 metres.

x) Model Homes

Notwithstanding the permitted uses of subsection 4.4.2, a model home is permitted and shall be defined as a *building* that is temporarily used as a sales office or as an example of the type of *dwelling* offered for sale in a related development and that is subject to a development agreement with the Town, but is not occupied or used as a *dwelling* prior to the date of registration of the plan subdivision and except in accordance with the development agreement. The maximum number of model homes shall be 10% of the *dwellings* approved in the draft approved or registered plan of subdivision, or as otherwise provided in the development agreement, whichever is the lesser. Model homes shall be built within the boundaries of a *lot* defined by the draft approved or registered plan of subdivision and shall comply with all other requirements of this By-law for the applicable type of *dwelling* with the exception of the parking requirements which shall be addressed in the development agreement.

xi) Temporary Sales Office

Notwithstanding the permitted uses of subsection 4.4.2, a temporary sales office is permitted and shall be defined as a *building, structure or trailer* that is temporarily used for the purposes of marketing and sales in a related development and that is located and constructed in accordance with a siting plan approved by the Town including associated parking, landscaping, grading and drainage. The temporary sales office shall only be permitted for such period that work within a related development within the Town remains in progress having not been finished or discontinued for 60 days.

3. That subsection 4.5.3 of By-law 38-2007, as amended, be further amended by inserting the following exceptions zone after subsection 4.5.3.5:

*4.5.3.6 Residential Type Five Exception Five (R5-6) Zone

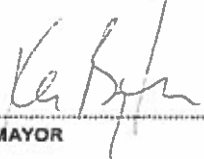
4.5.3.6.1 On lands zoned R5-6 no person shall use any land or erect, alter or use any *building or structure* for any purpose except in accordance with the provisions of subsection 4.5.2, with the following exceptions:

- | | | |
|-------|--|--|
| i) | <i>Minimum Front Yard (Street Townhouses)</i> | |
| a. | <i>Dwelling</i> | 4.5 m |
| b. | <i>Private Garage</i> | 6.0 m |
| ii) | <i>Minimum Exterior Side Yard (Street Townhouses)</i> | 3.0 m |
| iii) | <i>Minimum Interior Side Yard (Street Townhouses)</i> | 1.2 m |
| | With attached wall | Nil |
| | Behind attached private garage | 0.46 m except that no interior side yard is required for an attached wall located behind the attached private garage for the street townhouse lots located between Main Street West and Clark Street |
| iv) | <i>Minimum Rear Yard</i> | 4.5 m for the street townhouse lots located between Main Street West and Clark Street |
| v) | <i>Maximum Setback from Street Centreline</i> | Not Required |
| vi) | <i>Maximum Lot Coverage</i> | 50% |
| vii) | <i>Maximum Number of Connected Street Townhouses</i> | 8 units |
| viii) | Notwithstanding the regulations in subsections 3.2.4 of this By-law to the contrary, the following special provisions apply: | |
| a. | Bay windows including bow/box bay windows with or without | |

- foundations may encroach 1.0 m into the required *front, rear and exterior side yards* for a maximum width of 3.0 m.
- b. Open Roofed Porches may encroach 1.5 m into the required *front, rear and exterior side yards*, not including eaves and steps.
 - c. Steps may encroach into *front, rear and exterior side yards* but shall be no closer than 1.5 m to the *lot line*.
 - d. Eaves may encroach into the required *front, exterior side and interior side yards* but shall be no closer than 2.5 m to the *front and exterior side lot lines* and 0.3 m to *interior side lot lines*.
 - e. Gutters may encroach into the require *front, exterior side and interior side yards* but shall be no closer than 2.35 m to the *front and exterior side lot lines* and 0.15 m to *interior side lot lines*.
- ix) Notwithstanding the regulations in subsection 3.15.3(a) of this By-law, the following special provisions apply:
 - a. The minimum *driveway* width shall be 2.95 metres
 - x) Notwithstanding the regulations in subsection 3.20 of this By-law to the contrary, the following special provisions apply:
 - a. The *sight triangle* distance for the local roads shall be 4.5 metres.
 - xi) Notwithstanding the regulations in subsection 3.2.5 and the definitions in subsections 5.130 and 5.133 of this By-law, the following special provisions apply:
 - a. For the *street townhouse lots* located between Main Street West and Clark Street, the *Front Lot Line* shall be deemed to be the *lot line* adjoining the local street (Clark Street) and *Lot Frontage* shall be measured as the distance between the *side lot lines* of the *lot* along a line that is parallel to and offset a distance of 32.025 metres from the *rear lot line*.
 - b. The maximum coverage for an *attached private garage* on a *street townhouse lot* shall be 15% of the *lot area*;
 - c. For the *street townhouse lots* located between Main Street West and Clark Street, subsection 3.2.5 (ix) shall not apply to an *attached private garage*.
4. That subsection 4.14.3.2 of By-law 38-2007, as amended, be further amended by adding the words "and walking trails or multi-use trails" after the words "stormwater management facility" in clauses (i) and (ii).
 5. That except as amended by this By-law, the subject lands as shown on Schedules "A1" and "A2" to this By-law shall be subject to all other applicable regulations of By-law 38-2007, as amended.
 6. Schedules "A1" and "A2" attached hereto form part of this By-law.
 7. This By-law shall take effect from its date of passage by Council and shall come into force either upon approval by the Local Planning Appeal Tribunal or upon compliance with Section 34 of the Planning Act, R.S.O. 1990, C.P. 13.

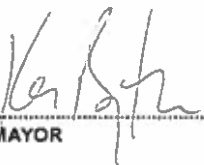
BY-LAW READ A FIRST AND SECOND TIME THIS 10TH DAY OF SEPTEMBER 2018

BY-LAW READ A THIRD AND FINAL TIME THIS 24TH DAY OF SEPTEMBER 2018


MAYOR

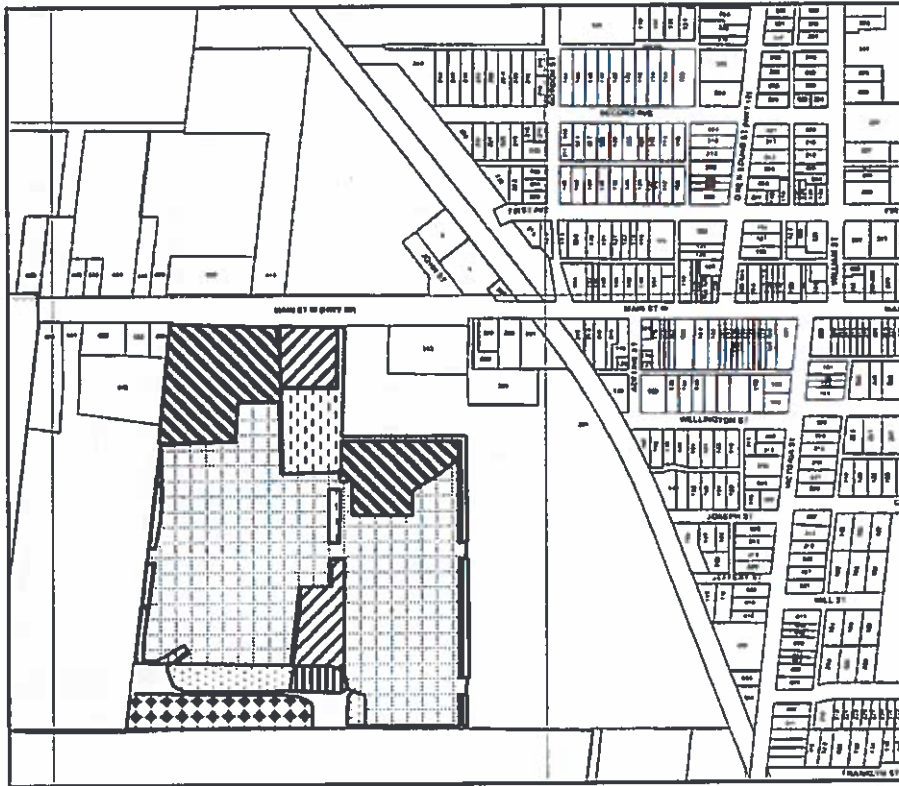

CLERK

BY-LAW READ A THIRD TIME AND FINALLY PASSED THIS 24th DAY OF SEPTEMBER 2018


MAYOR


CLERK

SCHEDULE A1 TO BY-LAW NO. 46-2018



Zone Change from M2 to R4-6



Zone Change from M2 to OSR



Zone Change from NE to R4-6



Zone Change from M2 to OSR-2



Zone Change from M2 to RS-6

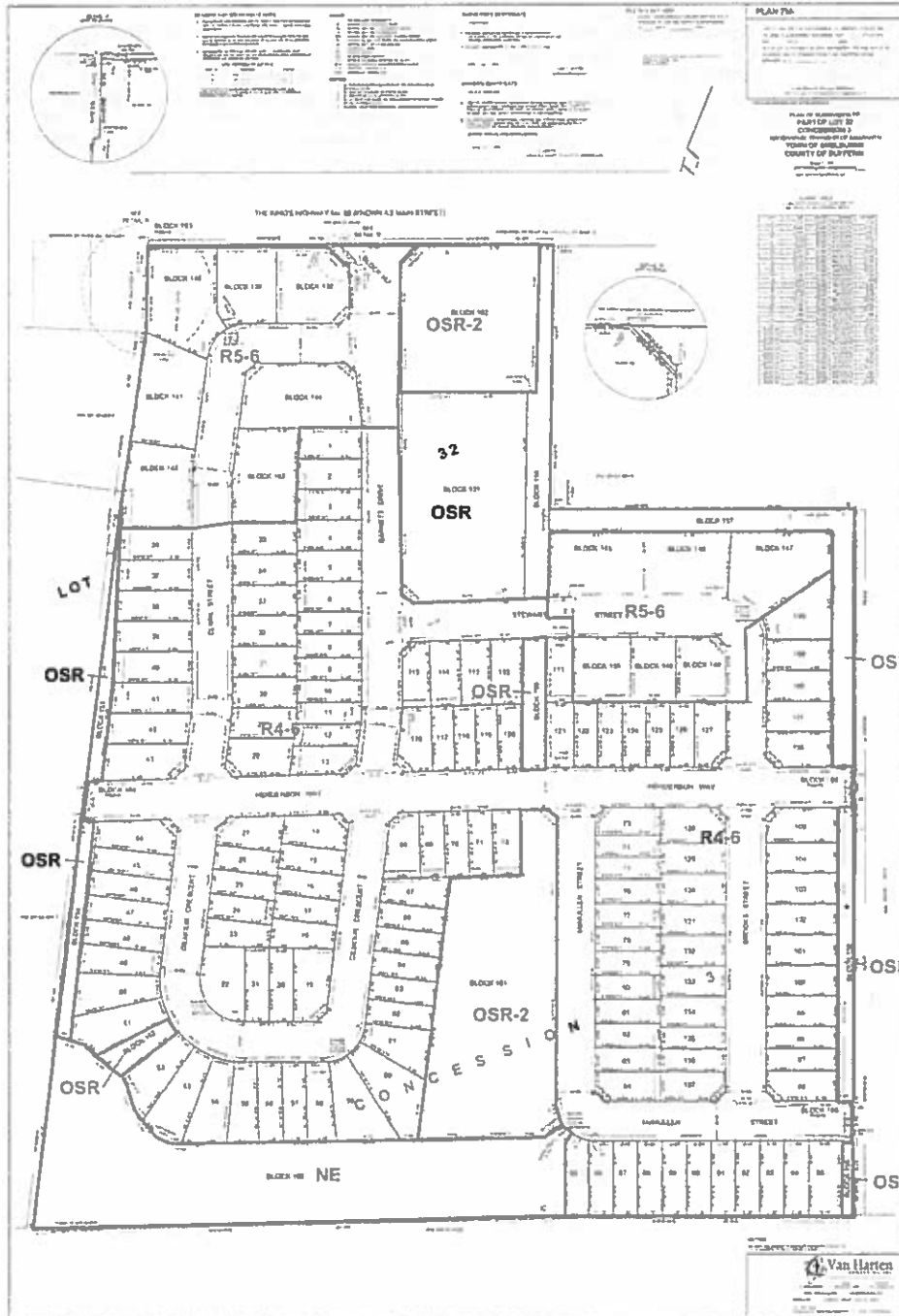


Zone Change from NE to OSR-2



Zone Change from M2 to NE

SCHEDULE A2 TO BY-LAW NO. 46-2018



EXPLANATORY NOTE

The purpose and effect of this amendment to Zoning By-law 38-2007 is to change the zoning of the property described legally as part of Lot 32, Concession 3, Geographic Township of Amaranth, in the Town of Shelburne, from General Industrial (M2) Zone and Natural Environment (NE) Zone to Residential Type Four Exception Six (R4-6) Zone, Residential Type Five Exception Six (R5-6) Zone, Open Space Recreation Exception Two (OSR-2), Open Space Recreation (OSR) Zone and Natural Environment (NE) Zone for a plan of subdivision known as Hyland Village comprised of 137 lots for single and semi-detached dwellings and 14 blocks for street townhouse dwellings. The amendment is a condition of the approval of a related draft plan of subdivision, file number DPS 15/02. The proposed lots shall be developed in accordance with an approved subdivision agreement and the requirements of Zoning By-law 38-2007 as amended by this By-law.

Denise Holmes

From: Jennifer Willoughby <jwilloughby@shelburne.ca>
Sent: Thursday, October 04, 2018 4:30 PM
To: Jennifer Willoughby
Subject: Notice of Passing - By-law #48-2018
Attachments: Z18 02 - Notice of Passing.pdf; By-Law #48-2018.pdf

Good Afternoon

Attached please find the Notice of Passing for By-law #48-2018, as well as a copy of the signed By-law.

Thank You

Jennifer Willoughby, Clerk | Phone: 519-925-2600 Ext 223 | Fax: 519-925-6134 | jwilloughby@shelburne.ca
Town of Shelburne | 203 Main Street East, Shelburne ON L9V 3K7 | www.shelburne.ca

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**NOTICE OF THE PASSING OF
BY-LAW 48-2018
BY COUNCIL OF THE TOWN OF SHELburne
UNDER SECTION 34 OF THE PLANNING ACT**

TAKE NOTICE that the Council of the Corporation of the Town of Shelburne passed By-Law 48-2018 on September 24, 2018, under Section 34 of the Planning Act, R.S.O., 1990, C.P. 13, as amended.

The purpose and effect of the Amendment is to rezone the property from Downtown Commercial (C1) Zone to Downtown Commercial Exception Two (C1-2) Zone. A related Site Plan application (File No. SPA 18/04) has been conditionally approved for the construction of a drive-through facility for an existing financial building (Pace Credit Union) on the properties. The site-specific provision for the subject property will permit a Drive-Through Service Facility for a Financial Institution in addition to the other uses permitted in subsection 4.6.1 of Zoning By-law 38-2007.

No oral or written submissions were made by members of the public to the Council prior to the decision, and therefore public comments did not impact the Council's decision.

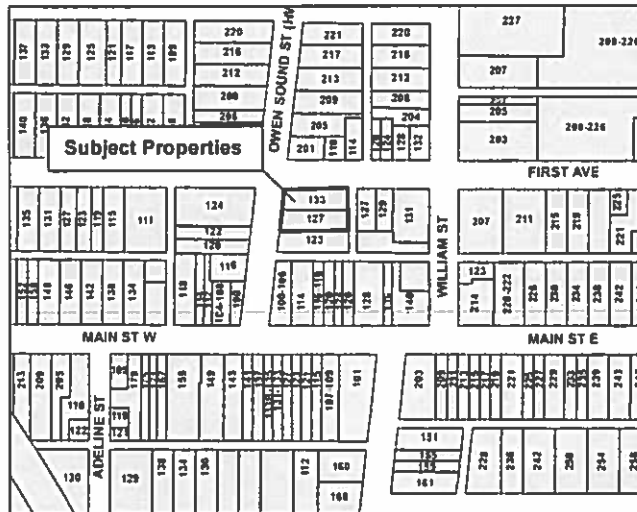
The accompanying map illustrates the location of the land subject to the Zoning By-law Amendment. The Zoning By-law amendment is in keeping with the Town of Shelburne Official Plan.

AND TAKE NOTICE that any person or agency may appeal to the Local Planning Appeal Tribunal in respect of By-law 45-2018 by filing with the Clerk of the Corporation of the Town of Shelburne, not later than the 24th day of October, 2018, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection accompanied by the prescribed fee required by the Local Planning Appeal Tribunal in the amount of \$300.00, payable to the Minister of Finance. Only individuals, corporations and public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf. No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law is passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

A copy of the complete By-law 48-2018 is available to the public for inspection at the Municipal Offices during normal business hours.

Dated this 4th day of October, 2018.

Jennifer Willoughby, Clerk
Town of Shelburne
203 Main Street East
Shelburne, ON L9V 3K7
Telephone: 519-925-2600
Fax: 519-925-6134



THE CORPORATION OF THE TOWN OF SHELBURNE

BY-LAW NO. 48-2018

BEING A BY-LAW TO AMEND BY-LAW 38-2007, AS AMENDED.

WHEREAS an Official Plan has been approved for the Town of Shelburne.

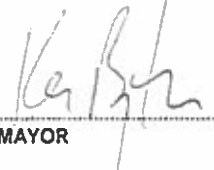
AND WHEREAS authority is granted under Section 34 of the Planning Act, R.S.O. 1990, C.P.13 and amendments thereto, to enact this By-law.

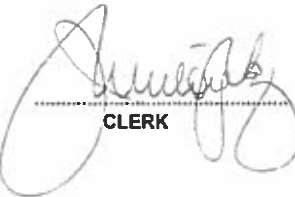
NOW THEREFORE the Council of the Corporation of the Town of Shelburne enacts as follows:

1. That Schedule "A" of By-law 38-2007, as amended, be further amended by rezoning the lands described legally as Lot 10, Block I, Plan 7A, and known municipally as 127-133 Owen Sound Street, Town of Shelburne, from Downtown Commercial (C1) Zone to Downtown Commercial Exception Two (C1-2) Zone as shown on Schedule "A1" to this By-law.
2. That Section 4.6.3 of By-law 38-2007 be amended by adding the following Special C1-2 Zone:
"4.6.3.2 Downtown Commercial Exception Two (C1-2) Zone
4.4.3.1.2 Notwithstanding the requirements of subsection 4.6.1 to the contrary, on lands zoned C1-2 on Schedule "A" hereto, the permitted uses shall include a Drive-Through Service Facility for a Financial Institution in addition to the other uses permitted in subsection 4.6.1.
All other Permitted Uses and Regulations in the C1 Zone shall apply in accordance with subsections 4.6.1 and 4.6.2."
3. That except as amended by this By-law, the subject lands as shown on Schedule "A1" to this By-law, shall be subject to all other applicable regulations of By-law 38-2007, as amended.
4. Schedule "A1" attached hereto forms part of this By-law.
5. This By-law shall take effect from its date of passage by Council and shall come into force either upon approval by the Ontario Municipal Board or upon compliance with Section 34 of the Planning Act, R.S.O. 1990, C.P. 13.

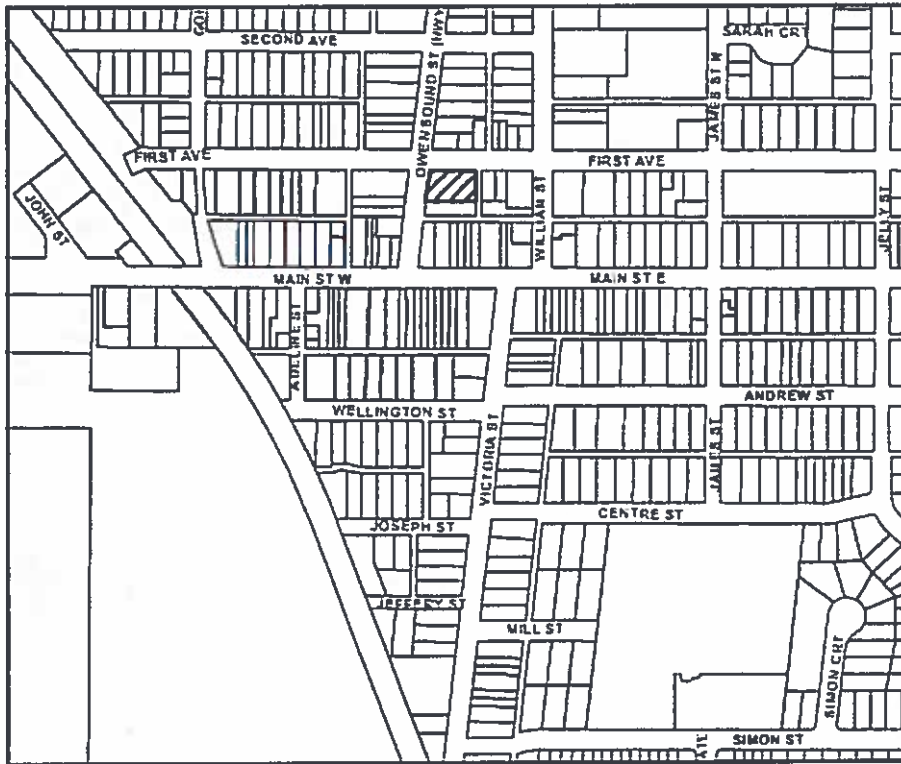
BY-LAW READ A FIRST AND SECOND TIME THIS 10th DAY OF SEPTEMBER, 2018.

BY-LAW READ A THIRD TIME AND ENACTED THIS 24th DAY OF SEPTEMBER, 2018.


MAYOR


CLERK

SCHEDULE A1 TO BY-LAW NO. 48-2018



 Zone change from C1 to C1-2

EXPLANATORY NOTE

The purpose and effect of this amendment to Zoning By-law 38-2007 is to change the zoning of the property known as 127-133 Owen Sound Street in the Town of Shelburne from Downtown Commercial (C1) Zone to Downtown Commercial Exception Two (C1-2) Zone. The amendment will add a drive-through service facility for a financial institution to the permitted uses of the property. The drive-through Automated Teller Machine (ATM) and associated canopy, driveway entrance, queuing lane, egress and landscaping is proposed to be located on the property at 127 Owen Sound Street and along the south wall of the financial institution (Pace Credit Union) building located on 133 Owen Sound Street, and shall be subject to Site Plan Control.

Denise Holmes

From: Jack Ammendolia <ammendolia@watson-econ.ca>
Sent: Friday, October 05, 2018 11:40 AM
To: Jack Ammendolia
Cc: bteichman@overlandllp.ca; Chris Vardon; Jennifer Passy; Glen Regier; Noel Dyer; Tracy McLennan; Jack Ammendolia
Subject: Upper Grand DSB and Wellington CDSB Education Development Charge Bylaw Renewal
Attachments: Stakeholder invitation.pdf

Importance: High

Good Afternoon,

We are writing to advise you that the Upper Grand District School Board and the Wellington Catholic District School Board are in the process of renewing their Education Development Charges. As part of the renewal process, the Boards will hold an information session for all interested stakeholders. The purpose of the session is for the Boards to make stakeholders aware of the renewal process, timelines and associated policies. The Boards would also like to hear from stakeholders about any issues that may impact the recalculation of the EDC. The Boards will hold an additional stakeholder session in March of 2019 that will focus on the demographic assumptions and projections and the new proposed charge. The Boards plan to consider new bylaws in May of 2019.

An invitation containing details on date, time and location is attached to this email. Please pass this on to colleagues who may be interested. Instructions on RSVP are contained in the attached invite. Please RSVP by October 19th.

Get in touch with me if there are any questions or comments,

Jack Ammendolia, BES, PLE
Managing Partner and Director, Education
Watson & Associates Economists Ltd.

ammendolia@watsonecon.ca
Office: 905-272-3600 ext. 230
Mobile: 416-725-5668
Fax: 905-272-3602

watsonecon.ca



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EDUCATION DEVELOPMENT CHARGE INFORMATION SESSION

**THE UPPER GRAND DISTRICT SCHOOL BOARD & THE WELLINGTON
CATHOLIC DISTRICT SCHOOL BOARD EDUCATION DEVELOPMENT
CHARGE (EDC) BY-LAW RENEWAL
PROCESS**

MEETING WITH INTERESTED STAKEHOLDERS

**WEDNESDAY, OCTOBER 24th, 2018
3:30-5:00PM**

**AT:
Nicholas Keith Room - Wellington County Museum & Archives**

0536Wellington Rd 18

Fergus, ON N1M 2W3

The purpose of this meeting is to make stakeholders aware that the Boards are in the process of renewing their existing Education Development Charge Bylaws. The Boards are currently in the process of calculating new charges and producing the required background studies and intend to pass new by-laws in the Spring of 2019. The Boards, as well as their legal counsel and consultant, would like to meet with you to discuss the proposed new by-law and associated process and policies.

Materials and a presentation will be provided at the meeting. If you are unable to attend, this material can be forwarded to you after the meeting if you provide contact information. The Boards intend to hold a further stakeholder session in the late Winter/early Spring that will focus on the enrolment projections, growth forecasts and the proposed new EDC rate.

Please contact Noel Dyer at the Upper Grand District School Board to confirm your attendance:

Noel.Dyer@ugdsb.on.ca

519-822-4420 X821

Denise Holmes

From: MCSCS Feedback <MCSCS.Feedback@ontario.ca>
Sent: Friday, October 05, 2018 4:28 PM
To: MCSCS Feedback
Subject: From the Minister of Community Safety and Correctional Services – Information on Fire Regulations

**Ministry of Community Safety
and Correctional Services**

**Ministère de la Sécurité communautaire
et des Services correctionnels**



Office of the Minister

Bureau du ministre

25 Grosvenor Street
18th Floor
Toronto ON M7A 1Y6
Tel: 416-325-0408
MCSCS.Feedback@Ontario.ca

25, rue Grosvenor
18^e étage
Toronto ON M7A 1Y6
Tél: 416-325-0408
MCSCS.Feedback@Ontario.ca

October 5, 2018

On May 8, 2018, the previous government passed three regulations under the *Fire Protection and Prevention Act, 1997* related to firefighter certification, public reports, and community risk assessments. Over the past few months, I have heard substantial concerns about the mandatory certification regulation, which would come into force July 1, 2019. After hearing these concerns, our government has decided to repeal the Firefighter Certification regulation effective October 5, 2018. The community risk assessment and public reports regulations will come into force as scheduled.

We have heard from stakeholders that the certification regulation would present significant challenges for fire services and municipalities – in particular, small, rural, and northern municipalities with volunteer fire departments. Fire departments and municipalities across the province have voiced concern with the resources and supports that were anticipated to be required to be compliant with the certification requirements, as well as the potential longer-term impacts on the ability of volunteer fire services to recruit certified firefighters.

My goal remains to ensure both firefighter and public safety and to that end, I agree in principle with the certification of all firefighters. Moving forward, however, I want to ensure that any proposals concerning fire safety balance the interests of all stakeholders.

Should you have any questions or comments, please contact mcscsinput@ontario.ca.

Sincerely,

Michael Tibollo
Minister

Confidentiality Warning: This e-mail contains information intended only for the use of the individual named above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Ministry of Community Safety and Correctional Services' website at http://www.mcscs.jus.gov.on.ca/english/contact_us/contact_us.asp and destroy all copies of this message. Thank you.

If you have any accommodation needs or require communication supports or alternate formats, please let us know.

Total Control Panel

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To: dholmes@melanctontownship.ca

Message Score: 1

High (60): Pass

From: mcses.feedback@ontario.ca

My Spam Blocking Level: High

Medium (75): Pass

Low (90): Pass

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Ottawa

Room 711, Justice Building
Ottawa, Ontario K1A 0A6
Tel.: 613-995-7813
Fax.: 613-992-9789
Email: david.tilson@parl.gc.ca



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA



Orangetville
Unit 2, 229 Broadway
Orangetville, Ontario, L9W 1K4
Tel.: 519-941-1832
Fax.: 519-941-8660
Toll-free: 1-866-941-1832
Email: david.tilson.c1@parl.gc.ca

OTTAWA
October 4, 2018

David Tilson
Member of Parliament
Dufferin—Caledon

Bolton
Royal Courtyards
Upper Level, Unit #E2
18 King Street East
Bolton, Ontario, L7E 1E8
Tel.: 905-857-6080
Fax.: 905-857-5570
Email: david.tilson.c1a@parl.gc.ca

Mayor Darren White and Members of Council
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Dear Mayor White and Members of Council,

Thank you for sending me a copy of Council's resolution of September 21, 2018 regarding the treatment of our dairy sector within the North American Free Trade Agreement.

I appreciate hearing Council's views on this important matter. It is disappointing that the government made concessions with respect to the dairy sector without appearing to get anything in return. My colleagues and I in the Official Opposition are still analyzing the deal to determine what our next steps will be.

Again, thank you for keeping me apprised of Council's thinking on this issue.

Sincerely,


David Tilson, Q.C., M.P.
Dufferin-Caledon

NOTICE OF APPOINTMENT
FOR EXAMINATION BY ENGINEER

TO:

Melancthon Council

Sir/Madam,

- (a) **Name of Engineer** You are hereby notified that (a) Tom Pridham, P. Eng. (R.J. Burnside & Associates Limited)
- (b) **Name of Municipality** Appointed by the Council of the (b) Township of Melancthon
- (c) **Name of place appointed** under the *Drainage Act*, has fixed the hour of 2:00 o'clock in the afternoon on the 30th day of October 2018 to attend at c) the culvert crossing on the 4th Line NE (as shown on the attached plan) with a site inspection afterwards,
- (d) **Describe the area and site** to discuss the proposed drainage works, being: (d) Site meeting as a result of a petition for drainage works submitted by the owners of Pt. Lot 7 & 8, Concession 4 NE and Pt. Lot 8 & 9, Concession 5 NE (Bonfield Farmland & R. & E. Wallace) under the provisions of the Drainage Act. The petitioners are seeking a formalized outlet for proposed tile drainage of their properties. The approximate location of the existing flow path is shown on the attached plan.

All owners are encouraged to attend to bring forth any questions or concerns, as participation and cooperation are required throughout the process.

Should you have any questions or cannot attend, please contact the Engineer directly at 1 (519) 938-3077.

Dated this 11th day of October 2018,

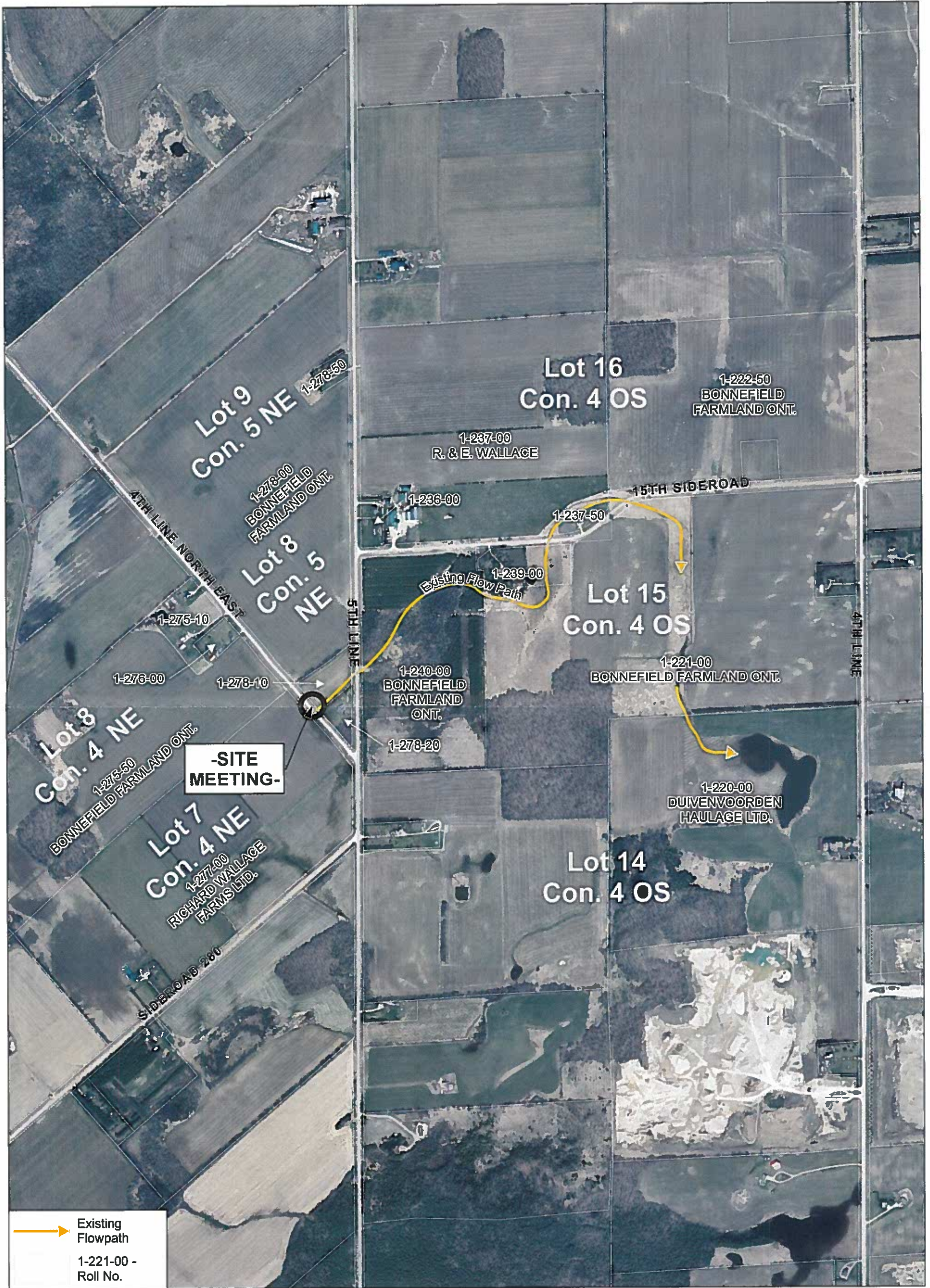



Signature of Clerk

Township of Melancthon

Name of Municipality

Failure to attend examination - You are hereby notified that if you do not attend at the examination, it may proceed in your absence and except as otherwise provided in the *Drainage Act*, you will not be entitled to any further notice in the proceedings.



 Existing Flowpath
 1-221-00 - Roll No.

Datum: North American 1983
 Coord. System: NAD 1983 UTM Zone 17N
 Projection: Transverse Mercator
 Central Meridian: 81°00.00"W
 False Easting: 500,000m False Northing: 0m
 Page Orientation: 349.7° Scale Factor: 0.99960



Map Title
BONNEFIELD / WALLACE DRAINAGE PETITION



Client
TOWNSHIP OF MELANCTHON

Drawn	Checked	Date	Figure No. 1
HN	TP	2018/10/11	
Scale	Project No.		
H 1:10,000		300043360	

NOTICE OF APPOINTMENT
FOR EXAMINATION BY ENGINEER

TO:

Melancthon
Council

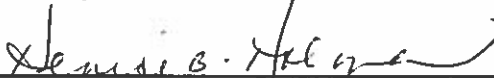
Sir/Madam,

- (a) **Name of Engineer** You are hereby notified that (a) Tom Pridham, P. Eng. (R.J. Burnside & Associates Limited)
- (b) **Name of Municipality** Appointed by the Council of the (b) Township of Melancthon
- (c) **Name of place appointed** under the *Drainage Act*, has fixed the hour of 10:00 o'clock in the morning on the 30th day of October 2018 to attend at c) the Township Municipal Office at 157101 Highway No. 10, Melancthon, ON with a site inspection afterwards
- (d) **Describe the area and site** to discuss the proposed drainage works, being: (d) Site meeting as a result of a petition for drainage works submitted by the owner of Pt. E½ Lot 2, Concession 1 O.S. (Lynch Ag Ltd.) under the provisions of the *Drainage Act*. The petitioner is seeking a formalized outlet for proposed tile drainage on this property. The approximate location of the existing flow path is shown on the attached plan.

All owners are encouraged to attend to bring forth any questions or concerns, as participation and cooperation are required throughout the process.

Should you have any questions or cannot attend, please contact the Engineer directly at 1 (519) 938-3077.

Dated this 11th day of October 2018



Signature of Clerk

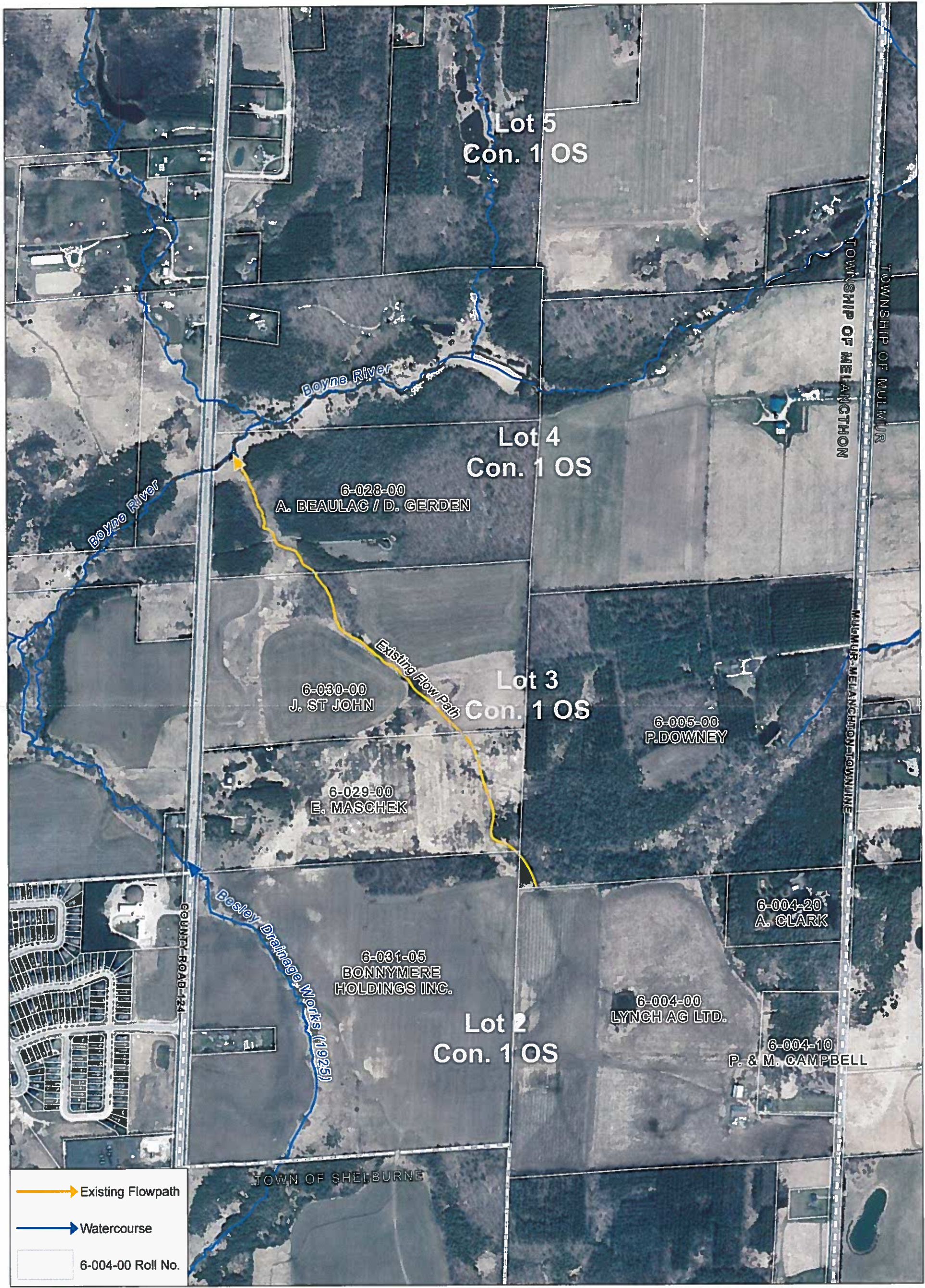
Township of Melancthon

Name of Municipality

Failure to attend examination - You are hereby notified that if you do not attend at the examination, it may proceed in your absence and except as otherwise provided in the *Drainage Act*, you will not be entitled to any further notice in the proceedings.

043359_Notice of Appointment and Site Meeting_181004.doc

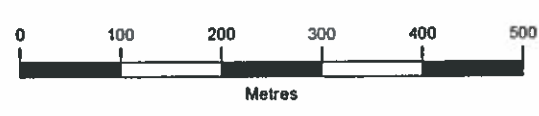
INFO#12
OCT 18 2018



Datum: North American 1983 CSRS
 Coord. System: NAD 1983 CSRS UTM Zone 17N
 Projection: Transverse Mercator
 Central Meridian: 81°00.00"W
 False Easting: 500,000m | False Northing: 0m
 Page Orientation: 347.54° | Scale Factor: 0.99960



Map Title
LYNCH DRAINAGE PETITION



Client
TOWN OF MELANCTHON

Drawn	Checked	Date	Figure No.
HN	TP	2018/10/10	
Scale		Project No.	
H 1:7,500		300043359	

RECEIVED
OCT 12 2018



**ROYAL CANADIAN LEGION
BRANCH 220, SHELBURNE**

**203 William St., Shelburne, ON L9V 3L6
Phone 519-925-3800 Fax 519-925-0730**

rcl220@bellnet.ca www.royalcanadianlegion220.com

October 9, 2018

Township of Melancthon
157101 Hwy # 10
Melancthon, ON L9V 2E6

As a past supporter of our organization, we at Branch 220 Shelburne, of the Royal Canadian Legion would like to take this opportunity to thank you for your participation. We would hope that your support would continue during our Poppy Campaign this November. The prices this year: large wreaths \$70.00, small wreaths \$50.00 and crosses \$20.00.

Money received from the Poppy Campaign is deposited in a special account and withdrawals are made to assist veterans and their dependents who find themselves in need. Also, donations are made from this special account to support community projects such as the Hospitals and Dufferin Oaks.

In honour of this special day and time we would ask that all citizens take the time to observe two minutes of silence in recognition of those who gave of themselves then and now.

Please return your cheque made payable to "Shelburne Legion Poppy Fund" together with the completed form below. If you have any questions please call Lesa Peat at the Shelburne Legion (519) 925-3800 during business hours. Please place orders before November 5, 2018.

Thanking you in advance,

Dean Schroeder

Name _____ Address _____
Phone # _____

Wreaths: #14 Small _____ #20 Large _____ #36 Crosses _____
 \$50.00 \$70.00 \$20.00

Cash _____ Cheque _____

Memorial Card to Read: _____

Wreath to be Placed by: _____

Mail To: Royal Canadian Legion
203 William St.
Shelburne, ON L9V 3L6

Lest We Forget, Lest We Forget

ACT # 1
OCT 18 2018

TILE DRAINAGE DEBENTURE PACKAGE GENERATOR

November 2011

Introduction:

The Tile Loan Program allows agricultural landowners to obtain loans from their local municipality for installing tile drainage systems. Funding is obtained from the Province through the Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

The purpose of this spreadsheet is to assist municipalities in preparing the necessary documents for submission to the province. By completing the necessary fields, this spreadsheet will generate the Debenture, Offer to Sell, Rating By-law & Schedule, the Inspection & Completion Certificate and the Tile Loan Calculator.

Conditions:

- ▶ This spreadsheet tool has been specifically designed for use by municipalities within a county (excluding Oxford) or district. Excluding the Debenture and Offer to Sell, this tool may also be used by a lower tier municipality within a region or the County of Oxford.
- ▶ The Tile Drainage Act specifies the following requirements:
 - Only one debenture can be issued each month.
 - Each debenture may have multiple tile loans associated with it.
 - Each debenture must be dated for the first of the month.
 - The term of all loans and debentures is 10 years.
 - The interest rate is fixed for the full term of the loan.
- ▶ This spreadsheet has been programmed to calculate at the current 6% interest rate. Should the province change the interest rate, this version of the spreadsheet cannot be used.

Instructions:

- ▶ Use the "Tab" button or directional arrows to move to the cells requiring data input.
- ▶ Complete all the fields in the "General Data Input" section below.
- ▶ Complete the Inspection and Completion Certificate (ICC) and Tile Loan Calculator (TLC) for each loan being issued. Fields will be automatically filled in the other documents.
- ▶ After all data input is complete, print the ICC, TLC, Debenture, Offer to Sell, Rating By-law and Schedule.
- ▶ The Debenture, Offer to Sell and Rating By-law must be approved by council, signed and the corporate seal affixed.
- ▶ Send the original Debenture, Offer to Sell and ICC along with a copy of the Rating By-law, Schedule and invoices, to OMAFRA (see address below).
- ▶ Keep a photocopy of the documents for your own records.
- ▶ If you have any questions, please contact OMAFRA's Drainage Unit at 519-826-3552.

MAIL PACKAGE TO▶:

Note: This return address can be copied and pasted into your word processor

**Ministry of Agriculture, Food and Rural Affairs
 Environmental Management Branch
 3rd Floor, 1 Stone Road West
 Guelph, ON N1G 4Y2 Attention: Drainage Unit**

General Data Input:

- ▶ Loan Date: (must be first of the month) _____ (YYYY-MM-01)

2018-Nov-01
48-2018
2018-Oct-18
36-2014
2018-11
- ▶ Rating By-Law Number: _____
- ▶ Date of council meeting when Rating By-Law will be considered: _____ (YYYY-MM-DD)
- ▶ Borrowing By-Law Number: _____
- ▶ Tile Drainage Debenture Number: _____
(We recommend using a year/month number combination; e.g. for a June 1, 2010 debenture, use 2010-06)
- ▶ Location where Debenture signing will occur:

Township

 of

Melancthon

e.g. "Dated at the Village of Freshwater in the Province of Ontario..."
- ▶ How many Inspection and Completion Certificates (individual tile loans) will be part of this month's debenture?

1	2	3	4	5	6	7	8	9	1
---	---	---	---	---	---	---	---	---	---

G.B.# 1
OCT 18 2018

INSPECTION AND COMPLETION CERTIFICATE

*The Tile Drainage Act, RSO 1980, Chapter 500, Section 4, Form 8.0.
Reg. 327/71, am. O.Reg. 606/74, O. Reg. 300/79*

LANDOWNER HOME FARM INFORMATION

Name:
 Address:
 Town / City:
 County:
 Amalgamated Township:
 Postal Code:
 Lot No.:
 Concession No.:
 Telephone Number:

DRAINAGE INSTALLATION INFORMATION

To the council of the Township of
 I have inspected the drainage work constructed on land described as Lot Con.
 Roll #:
0000 000 000 00000

I certify that circumstances prevail with respect to the drainage work as indicated below.

The drainage work is:

- 1) as described on the application for loan and is completed.
- 2) completed but differs significantly from that described in the application for loan in the following respects:

0) completed but has the following defects:

DESCRIPTION -- The area actually drained is: hectares (approximately)

This drainage work is:

The installation is:

- 1) an improvement of an existing system
- 2) a completely new system

- 1) systematic
- 2) random
- 3) combination

MATERIAL -- 1 = plastic, 2 = clay, 3 = concrete

Type (1, 2 or 3)	Size (millimetres)	Length (metres)	Cost \$	
1	1	300.00	131.00	\$ 1,346.98
2	1	200.00	701.00	\$ 805.00
3	1	150.00	686.00	\$ 2,704.00
4	1	200.00	17441.00	\$ 21,548.95
5	type			
Installation Cost:			\$ 19,583.10	
Sundry: (Specify) tees, hickenbottom			\$ 1,064.93	
Inspection Fees:			\$ 200.00	
Calculated Total Cost:			\$ 47,252.96	
Amount of Loan:			\$ 35,400.00	

Contractor's Name Business Licence No.
 Machine Licence No. under *The Agricultural Tile Drainage Installation Act*
 Make of Machine

Signature of Land Owner: _____

Signature of Inspector of Drainage: _____

Date of Inspection:
(YYYY-MM-DD)

Date Work Completed:
(YYYY-MM-DD)

PRINT AND DISTRIBUTE COPIES AS INDICATED

1. Original to be attached to Offer to Sell
 2. Applicant's Copy

3. Clerk's Copy
 4. Inspector's Copy

ONTARIO TILE LOAN PROGRAM

CALCULATION OF LOAN AMOUNT, ANNUAL REPAYMENT AND AMORTIZATION 10 YEAR TERM LOAN AT 6% INTEREST

DATA ENTRY: Landowner Information (Optional)

Landowner Name:
 Landowner Home Address:
 Landowner Town/City:
 Property Drained: a) Lot:
 b) Concession:
 c) Municipality:
 d) Roll Number:

Municipal Information:

a) Debenture Number:
 b) Rating By-law Number:

Any Other Information:

Information Obtained From Inspection & Completion Certificate:

Total Material Costs:	\$26,404.93		
Total Installation Costs:	\$19,583.10	CALCULATED Total Farmer Cost	\$47,252.96
Total Sundry Costs:	\$1,064.93	CALCULATED Maximum Available Loan	\$35,400.00
Inspection Fee:	\$200.00		

The maximum available loan is the lesser of \$50,000 or 75% of the total farmer cost. If the loan applicant wants a smaller loan than the maximum allowable enter it below, in multiples of \$100. Otherwise leave blank.

Desired Loan Amount (eg. 12600):

Loan Date:

CALCULATED Annual Repayment:

AMORTIZATION SCHEDULE

Payment Number	Repayment Date (mo./yr.)	Installment Amount	Interest Cost	Principal Repayment	Loan Balance
Opening Balance	2018-Nov-01				\$35,400.00
1	2019-Nov-01	\$4,809.73	\$2,124.00	\$2,685.73	\$32,714.27
2	2020-Nov-01	\$4,809.73	\$1,962.86	\$2,846.87	\$29,867.40
3	2021-Nov-01	\$4,809.73	\$1,792.04	\$3,017.69	\$26,849.71
4	2022-Nov-01	\$4,809.73	\$1,610.98	\$3,198.75	\$23,650.96
5	2023-Nov-01	\$4,809.73	\$1,419.06	\$3,390.67	\$20,260.29
6	2024-Nov-01	\$4,809.73	\$1,215.62	\$3,594.11	\$16,666.18
7	2025-Nov-01	\$4,809.73	\$999.97	\$3,809.76	\$12,856.42
8	2026-Nov-01	\$4,809.73	\$771.39	\$4,038.34	\$8,818.08
9	2027-Nov-01	\$4,809.73	\$529.08	\$4,280.65	\$4,537.43
10	2028-Nov-01	\$4,809.73	\$272.30	\$4,537.43	\$0.00
Total Principal Repaid					\$35,400.00
Total Interest Paid					\$12,697.30

RATING BY-LAW

THE CORPORATION OF THE
Township of Melancthon

BY-LAW NUMBER 48-2018

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the Council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the Council has, upon their application, lent the owners the total sum of \$35,400.00 to be repaid with interest by means of rates hereinafter imposed;

BE IT THEREFORE ENACTED by the Council:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates to be levied and collected in the same manner as taxes.

Passed this 18 day of October, 2018

Corporate Seal

Head of Council

Clerk

TILE DRAINAGE DEBENTURE

\$35,400.00

No. 2018-11

The Corporation of the _____ Township of _____ Melancthon hereby promises to pay to the Minister of Finance the principal sum of \$35,400.00 of lawful money of Canada, together with interest thereon at the rate of 6 per cent per annum in ten equal instalments of \$4,809.73 on the 1st day of November, in the years 2019 to 2028, both inclusive.

The right is reserved to The Corporation of the _____ Township of _____ Melancthon to prepay this debenture in whole or in part at any time or times on payment, at the place where and in the money in which this debenture is expressed to be payable, of the whole or any amount of principal and interest owing at the time of such prepayment.

This debenture, or any interest therein, is not, after a Certificate of Ownership has been endorsed thereon by the Treasurer of this Corporation, or by such other person authorized by by-law of this Corporation to endorse such Certificate of Ownership, transferable.

Dated at the _____ Township of _____ Melancthon in the Province of Ontario, this 1st day of _____ November, 2018, under the authority of By-law No. 36-2014 of the Corporation entitled "A by-law to raise money to aid in the construction of drainage works under the *Tile Drainage Act*."

Head of Council

Corporate Seal

Treasurer

OFFER TO SELL

TO THE MINISTER OF FINANCE

The Corporation of _____ Township _____ of _____ Melancthon
hereby offers to sell Debenture No. _____ 2018-11 _____ in the principal amount of _____ \$35,400.00
to the Minister of Finance as authorized by Borrowing By-law No. _____ 36-2014 _____ of the Corporation.

The principal amount of this debenture is the aggregate of individual loans applied for and each loan is not more than 75 per cent of the cost of the drainage work constructed.

An inspector of drainage, employed by the Corporation, has inspected each drainage work for which the Corporation will lend the proceeds of this debenture and each has been completed in accordance with the terms of the loan approval given by council.

A copy of the Inspection and completion Certificate (Form 8 of the regulations under the *Tile Drainage Act*) for each drainage work, for which the Corporation will lend the proceeds of this debenture, is attached hereto.

November 01, 2018

Date

Corporate Seal

Signature of Treasurer



To the council of the Twp of Melancthon

Property Ownership

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may apply for the loan.

Ownership Type

Applicant Mailing Address and Primary Contact Information

Last Name <u>CLAY</u>		First Name <u>FRANCIS</u>	Middle Initial
Unit Number <u>097536</u>	Street/Road Number <u>4th Line SW</u>	Street/Road Name	PO Box
City/Town		Province <u>ONT.</u>	Postal Code <u>L9V 2C2</u>
Cellphone Number (optional)		Email Address (optional)	

Location of Land to be Drained

Lot or Part Lot <u>20</u>	Concession <u>5 SW</u>	Geographic Township <u>Melancthon</u>
Parcel Roll Number		

Civic Address

Unit Number <u>097536</u>	Street/Road Number <u>4th Line SW</u>	Street/Road Name	PO Box
City/Town		Province <u>ONT</u>	Postal Code <u>L9V 2C2</u>

Description of Drainage System

Area Drained <u>11</u> ^{acres}	Type of Drainage Works <u>2 new system</u> <u>1 systematic</u>
--	---

Contractor Name

MARTIN DRAINAGE

Business Licence Number <u># 2059</u>	Machine Licence Number under Agricultural Tile Drainage Installation Act <u># 843</u>
--	--

Material			Cost
Type	Size (in millimetres)	Length (in metres)	
Plastic, corrugated	300	131	1346.98
Plastic, corrugated	200	701	805.
Plastic, corrugated	150	686	2704.
Plastic, corrugated	100	17441	21548.95
Plastic, corrugated	—	—	—
			Sundry Cost 1064.93
			Installation Cost 19583.10
			Inspection Fee 200
			Total Cost 47,252.96
			Amount of Loan (Maximum 75% of total cost) 35,400.
Specific Description of Sundry Items: <i>Hicken Gottom Tee's</i>			

Certification

I have inspected the drainage work constructed on land as described above and certify that circumstances prevail with respect to the drainage work as indicated above.

Name of Inspector of Drainage (Last, First Name)

TUPLING STEPHEN

Signature of Inspector of Drainage

Stephen Tupling

Date of Inspection (yyyy/mm/dd)

2018 10 01

Signature of Landowner
(Only required where tile drainage system was installed by the landowner personally)

Date work completed (yyyy/mm/dd)

2018 09 24

Notice of Collection of Personal Information

Any personal information collected on this form is collected under the authority of the *Tile Drainage Act*, R.S.O. 1990, c. T.8 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to:

where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.

Wendy Atkinson

From: v.tupling v.tupling [REDACTED]
Sent: October-03-18 8:08 AM
To: watkinson
Subject: Clay tile loan
Attachments: IMG.pdf; IMG_0001.pdf

attached please find inspection and completion certificat.

Stephen Tupling

Total Control Panel

[Login](#)

To: watkinson@melanctontownship.ca

Message Score: 1

High (60): Pass

From: [REDACTED]

My Spam Blocking Level: Medium

Medium (75): Pass

Low (90): Pass

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CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. - 2018

**BEING A BY-LAW TO AUTHORIZE THE SIGNING OF AN EMERGENCY
SHELTERING AGREEMENT FOR THE
HORNING'S MILLS COMMUNITY HALL**

The Municipal Council of the Corporation of the Township of Melancthon enacts as follows:

1. Council hereby authorizes the execution of a Memorandum of Understanding (MOU) Agreement between the Corporation of the Township of Melancthon and the Corporation of the County of Dufferin, as in Schedule "A" attached hereto.

2. THAT Council designate the Mayor and Clerk as the signing officers on behalf of the Corporation of the Township of Melancthon.

By-law read a first and second time this 18th day of October, 2018.

By-law read a third time and passed this 18th day of October, 2018.

MAYOR

CLERK

GB# 2

OCT 18 2018

Memorandum of Understanding (MOU) Emergency Sheltering

This emergency sheltering MOU was implemented on this, the ____ day of _____, 2018 between;

The Corporation of the County of Dufferin (herein referred to as Dufferin County)

And

Corporation of the Township of Melancthon (herein referred to as Melancthon Township)

Whereas Dufferin County and Melancthon Township desire to use the Horning's Mills facility as temporary shelter for persons affected by emergency situations, and

Whereas, Melancthon Township agrees to make available all or part of their premises to serve as an emergency shelter according to the this MOU,

Based upon the mutual understanding contained herein, the parties agree as follows:

1. **Use of Facility:** Upon request from the Director of Community Services or his/her alternate and if feasible, Melancthon Township will permit Dufferin County to use their facility on a temporary basis as an emergency shelter for the duration of the emergency event.
2. **Shelter Management:** Dufferin County will have primary responsibility for the operation of the shelter and will designate a Shelter Manager, to manage the sheltering activities. Horning's Mills senior staff member on site will coordinate with the Shelter Manager regarding the use of the facility by the Shelter Manager.
3. **Use of Volunteers:** The Shelter Manager may use volunteers from the Canadian Red Cross or other similar organization to assist with shelter operations depending upon the scope of the emergency. All volunteers will be under the guidance of the Shelter Manager.
4. **Condition of Facility:** Horning's Mills staff and the Shelter Manager will conduct a pre-occupancy survey of the facility before it is opened as a shelter. Horning's Mills staff will identify and secure all equipment that should not be used while sheltering in the facility. The Shelter Manager will exercise reasonable care while using the facility as a shelter and will make no modifications to the Facility without approval of the Melancthon Township.
5. **Kitchen Use:** Upon request by the Shelter Manager, and if such resources exist and are available, the Melancthon Township will make the kitchen and catering facilities of the facility available to feed the shelter occupants.
6. **Custodial Services:** Upon request by the Shelter Manager and if such resources exist and are available, Melancthon Township will make its custodial resources, including supplies and custodial workers, available to provide cleaning and sanitation services at the shelter.

7. **Security:** The Shelter Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any public safety issues at the Shelter.

8. **Signage and Publicity:** The Shelter Manager may post signs within the emergency shelter and will remove such signs when the shelter is closed.

9. **Media Relations:** Melancthon Township will not issue press releases or other publicity concerning the shelter. Melancthon Township will refer all media questions about the shelter to the Shelter Manager.

10. **Closing the Shelter:** The Shelter Manager will notify Melancthon Township of the closing date for the shelter. Before vacating the facility, the Shelter Manager will ensure that all shelter related supplies and equipment have been removed from the premises. The Shelter Manager and Horning's Mills staff will conduct a post-occupancy inspection to record any concerns.

11. **Expense Reimbursement:** Melancthon Township will obtain approval from the Shelter Manager prior to undertaking any actions that will require reimbursement from the County of Dufferin.

Melancthon Township will submit a request for reimbursement of approved expenses (See annex "A" for approved expenses) to the County of Dufferin within 30 days after the shelter closes. Any request for reimbursement must be accompanied by supporting invoices.

12. **Insurance:** Both the County of Dufferin and Melancthon Township shall carry General Liability insurance coverage in the amounts of at least \$5,000,000 per occurrence.

13. **Indemnification:** Both parties agree that they shall defend, hold harmless, and indemnify the other against any legal liability, including reasonable attorney fees, in respect to bodily injury, death and property damage arising from the negligence of the other party during the use of the facility as a shelter.

14. **Term:** This agreement will be renewed every three years and begins on the date of the last signature below. This agreement expires 60 days after written notice by either party.

IN WITNESS WHEREOF the parties have executed this Agreement.

County of Dufferin	Corporation of the Township of Melancthon
	_____ Mayor Darren White
	_____ CAO/Clerk Denise Holmes
Dated:	Dated:

Emergency Sheltering - Annex "A"

Approved Expenses

Whereas Dufferin County and Melancthon Township have entered into a Memorandum of Understanding to use Horning's Mills facility as a temporary shelter for persons affected by emergency situations, the following expenses have been agreed upon as reimbursable by the County of Dufferin.

Reimbursement for Direct and Indirect Costs

The County shall be responsible to pay for any and all actual costs incurred by Melancthon Township while operating as an emergency shelter. Such costs shall include: all wages, salaries, overtime, shift premium, and similar charges and expenses incurred in providing the assistance, providing all such costs are reasonable for the circumstances.

Exclusion for Benefit Costs

Reimbursable costs shall not include the Melancthon Township's cost of employment benefits which includes, for the purposes of this plan, Canada Pension Plan, Employment Insurance, OMERS (or equivalent) contributions, and/or contributions made to life insurance, health, dental, and/or disability plans or policies.

Reimbursement for Operating Costs

In recognition of the County of Dufferin's funding for upgrades to their facilities emergency electrical system the County will not be responsible for the operating costs of services, utilities, equipment, machinery or material furnished or directly attributable to the operation of the emergency shelter in assistance to the County of Dufferin under this agreement.

This emergency sheltering annex was implemented on this, the ____ day of _____, 2018 between;

The Corporation of the County of Dufferin
and
The Corporation of the Township of Melancthon

IN WITNESS WHEREOF the parties have executed this Annex to the Agreement.

County of Dufferin	Corporation of the Township of Melancthon
	<hr/> Mayor Darren White <hr/> CAO Denise Holmes
Dated:	Dated: