



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, May 2, 2019 - 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 - April 18, 2019**
 6. **Business Arising from Minutes**
 7. **Point of Privilege or Personal Privilege**
 8. **Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
 9. **Public Works**
 1. Accounts
 2. Gravel Tenders
 3. Release 2018 Gravel Tender Cheque to Fleshcon
 4. Other
 10. **Planning**
 1. Applications to Permit
 2. Other
 11. **Strategic Plan**
 1. Unfinished from April 4, 2019 Council Meeting
 1. ***Innovations and Growth*** - 3.3 - Focus and encourage development in the 3 communities – Discussion on Action Items
 2. Other
 12. **Police Services Board**
 13. **Committee Reports**
 14. **Correspondence**
- *Board & Committee Minutes**
1. Shelburne Public Library - March 19, 2019
- * Items for Information Purposes**
1. Letter from Mono Mayor Ryan regarding Reducing Litter and Waste in our Communities - Discussion Paper
 2. Email from Karisa Downey, Economic Development Officer - New Municipal Gateway Sign Design
 3. Email from Michelle Hargrave - County Council Resolution - Ontario Health Team
 4. Email from Jerri-Lynn Levitt - Municipality of Grey Highlands Council Resolution - OMPF
 5. 164 Royal Canadian Air Cadet Squadron conducting their 44th Annual Ceremonial Review
 6. Email from Eowyn Spencer - GRCA summary of the General Membership Meeting- April 26, 2019
 7. AMCTO Advocacy Win: Elections Ontario Recommends Changes to the Voters' List

*** Items for Council Action**

1. Dundalk District Agricultural Society Request for Sponsorship
2. Email from April Loughheed - Developer Driven Improvements to Hwy 10/89 - Notice of Step-Down

15. General Business

1. Accounts
2. New/Other Business/Additions
 1. Property Standards By-law - Discussion on Public Meeting for Draft By-law - May 16, 2019 Council Meeting
 2. Tabled Motion from April 4, 2019 Council Meeting - Climate Change is increasing the frequency of extreme weather
 3. One-Time Payment Funding from the Provincial Government - Discussion on efficient ways to operate
 4. Dufferin Wind Power – DWP Donations for 2019 - Looking for recommendations
 5. Set up date for an onsite at the parking lot beside the Horning's Mills Community Hall, regarding paving it with funds received from the Main Street Revitalization Fund
 6. Email from William Barton regarding excessive water
3. Unfinished Business
 1. NDCC Budget 2019

16. Delegations

1. 5:10 p.m. - Sara Wicks, Climate Change Coordinator - invited by Council to speak on the Dufferin Climate Initiative
2. 5:30 p.m. - Gordon H. Fox, CEO NWN Scientific, et al - to speak on intended use of subject lands – Lots 276 & 277, Concession 3 SW and its compliance with the Township's current By-laws and to answer questions Council may have

17. Closed Session

18. Third Reading of By-laws (if required)

19. Notice of Motion

20. Confirmation By-law

21. Adjournment and Date of Next Meeting - Thursday, May 16, 2019 - 5:00 p.m.

22. On Sites

22. Correspondence on File at the Clerk's Office

**APPLICATIONS TO PERMIT FOR APPROVAL
May 2, 2019 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
Wendy Travis	East Part Lot 5, Concession 3 OS 476294 3rd Line	Attached Garage	\$60,000	NO	Prelim Approval
Adrian & Johanna Simpson	Part Lot 251, Concession 1 SW 722450 250 Sideroad	Finishing Basement	\$15,000	NO	

PLAN# 1
MAY 02 2019

*Minutes for Shelburne Public Library Board Meeting
Tuesday, March 19, 2019*

Present: Geoff Dunlop Paul Barclay James Hodder
Gail Little Sharon Martin Margaret Mercer
Patricia Clark

Also Present: Rose Dotten, CEO/ Head Librarian

Regrets: Shane Hall, Mikal Archer

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

Motion 08-19 P. Clark, J. Hodder

Be it resolved that we approve the Agenda for March 19, 2019, as amended.

Carried

Motion 09-19 J. Hodder, P. Barclay

Be it resolved that we approve the minutes of the board meeting dated February 19, 2018.

Carried

Financial Reports:

Motion 10-19 P. Barclay, S. Martin

Be it resolved that we approve the Accounts Payable Register for February, 2019 with invoices and payments in the amount of \$26,390.91.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

We include statistics for the month of February, 2019. You will see that our statistics were a little higher than February, 2018, but a little down from the January statistics. However, we were closed for 4 days in February due to weather conditions.

- **Library Literary Events**

Our upcoming Library Literary Events are as follows:

- David T. Chapman, Bird Watcher, Sunday, April 7/19, 2 pm.
- Traveler's Tales—Chile & Argentina, with Gord Gallaughter, Tues., April 30/19, 7 pm.

BD (comm#1

MAY 02 2019

- **Coffee, Conversation & Books**

The most recent Coffee, Conversation & Books, was held at Jelly Craft Bakery on January 20/19, with David Thwaites as the guest author. Despite the stormy night, there was great attendance.

The other upcoming 2019 dates have been set and the upcoming events are:

Wed., March 20, 2019 – Anthony Carnovale, Euphoria,

Wed., April 17, 2019—Claire Smith, Brewed Awakenings

- **March Break Programs**

We had a wonderful turnout for the 5 programs that were held for March Break. The programs were really well attended.

The programs were:

- Sat., March 9/19, Springtime Slime—here at the library
- Tues., March 12/19, Creature Quest- at the library
- Wed., March 13/19, Dufflebag Theatre “Snow White”—at Grace Tipling Hall
- Thurs, March 14/19, Comic Juggler Craig—at Grace Tipling Hall
- Friday, March 15/19—Fun with Science- at the library
- Teen Murder Mystery -at the library

- **Retirement for Shann Leighton, Librarian at Grand Valley Library**

Rose attended the Retirement party for Shann Leighton, who was the Head Librarian at Grand Valley Library for 40 years. Rose attended the retirement party with Jade Noble and with former librarian Mary-Lynne Armstrong who attended because she had such a great relationship with her over the years. Rose brought greetings from the Shelburne Public Library as well as from the Ontario Library Association and the Southern Ontario Library Association.

Correspondence:

- None

Business:

- Participating in Board meetings by Electronic means

Motion: 06-19 P. Barclay, M. Mercer

WHEREAS the Board tabled motion 06/19 on February 19, 2019, subject to the CEO confirming with the Ministry Representative Rod Sawyer that such a motion could be authorized;

AND WHEREAS the CEO has confirmed with Mr. Sawyer that such a motion can be authorized under the conditions set forth below:

THEREFORE BE IT RESOLVED THAT

1. If an individual member of the Board is absent from a meeting that said Board member can participate by electronic means such as Skype, and be a full voting member of the Board at that time;

2. As per Ministry requirements, this aforementioned motion is authorized as long as it can be confirmed that the person participating by electronic means is the Board member in question and the said Board member is participating in real time.

Carried

- **Capital Expenditure – Building Repairs**
Rose told the Board that she is in the process of getting information and eventually quotes to have the Front Steps repaired.
- **Room Rentals** – Rose presented some information about inquiries re use of the library space. The Board agreed that consistent use of the space would interfere with scheduled library programs and other long-term activities.
- **In Camera session—if necessary**
Not necessary

Motion 11-19 P. Barclay, M. Mercer

That we now adjourn at 8:14 p.m., to meet again April 16, 2019, at 7 pm., or at call of the Chair.

Carried

Denise Holmes

From: Mark Early <mark.early@townofmono.com>
Sent: Tuesday, April 16, 2019 4:22 PM
To: Pam Hillock (phillock@dufferincounty.ca); 'Jane Wilson'; Susan Stone; Jennifer Willoughby; 'Denise Holmes'; Susan Greatrix; Kerstin Vroom
Cc: Fred Simpson
Subject: Reducing Litter and Waste in our Communities - Discussion Paper
Attachments: 3139_001.pdf

Please see the attached letter from Mayor Ryan to the Minister of Environment, Conservation and Parks, regarding the current discussion paper on litter and waste.

Mark Early
CAO/Clerk
Town of Mono
519.941.3599, 226
[TOM_email]

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

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Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3

April 16th, 2019

Hon. Rod Phillips
Minister of the Environment, Conservation and Parks
College Park, 5th Floor,
777 Bay St,
Toronto, ON
M7A 2J3

RE: Reducing Litter and Waste in Our Communities: Discussion Paper

Minister Phillips,

On behalf of the Town of Mono, I would like to thank you for providing us with an opportunity to comment on your discussion paper, Reducing Litter and Waste in Our Communities. Our Council has strong feelings on several matters your government is proposing in this discussion paper, including but not limited to, single use plastics, excess soil policy, siting of waste facilities, and having producers of waste be responsible for the costs of disposal. Over the years my staff and I have previously delegated to Ministers and Ministry Staff on some of these matters.

As recently as last week, Mono Council considered a report from our staff which was initiated by Council to consider a bylaw to restrict or ban the use of plastic bags in the municipality. While we believe this particular issue is a matter that should be addressed at the provincial or federal level, we believe that action is required immediately and we will be adopting a bylaw in 2020 in Mono, should further decisive direction not be evident from the federal or provincial levels of government on this issue.

Waste diversion

The Town of Mono is well known for its waste diversion and environmental initiatives. It may interest you to know that 30 years ago in September of 1989 Mono launched the first Blue Box program in a rural municipality in Ontario. This initiative was recognized by Waste Diversion Ontario as a program of municipal excellence. Not sitting on our laurels, Mono followed up this achievement in 1992 by receiving a Certificate of Approval for our landfill site launching the first rural Household Hazardous Waste program in Ontario, in coordination with other like-minded municipalities at that time. Our electronics collection was also one of the first programs for that stream of waste diversion.

We agree with the general statement in your paper that the best way to clean up our communities is to avoid litter in the first place. In our opinion, providing the residents of Ontario with the ability for economical diversion and disposal of litter should always remain a secondary consideration to reducing the waste at source. Eliminating or banning problem products such as single use plastics or plastic lined coffee cups is much more effective than producing waste streams, whether the product can be successfully recycled, or in the case of the plastic lined coffee cups, landfilled. This includes all single-use plastics and packaging products, whether it is the product itself, the initial packaging of the product, the packaging of the product for transport, or the packaging or bags provided to the end consumer to take the product home.

Waste diversion has always been led, first and foremost, by municipalities, usually to expand the lives of sanitary landfill sites (SLFS). Many local municipal SLFS have been closed across the Province, either due to capacity, liability, encroaching residential land uses, or transfer of responsibility to other levels. In some cases, they have been purchased by private companies. The incentives for a local municipality to initiate unique programs for waste diversion has to some extent been removed, as local municipalities cease to run landfills. Waste diversion has now become a significant provincial issue and we are hopeful that this important matter will be rectified through a provincially based solution, and not just be punted back to the municipalities to resolve. Harmonizing collection of materials and harmonization of post-collection policies across the Province is a laudable position.

In our opinion there should be no excuse for food or organic wastes going to landfill. Large scale producers of food wastes going to landfill, such as restaurants, multi-residential buildings and others in the food generation industry must be encouraged to reduce these wastes. Your estimate of 60% of food wastes and organics being directed to landfill is almost unimaginable in this day and age. The Province's consideration of a ban of food wastes to landfill is commendable, but this must be implemented with a significant province-wide education and awareness program and composting initiative.

Make Producers Responsible for their Waste

Your discussion paper states "*making producers responsible for the full waste cycle of their products will make recycling easier and more accessible across the Province*". As indicated earlier, it is our primary position that reducing waste at source is paramount, recycling should be secondary consideration. However, where disposal is absolutely necessary it should remain the responsibility of the producer.

It is not appropriate to burden local taxpayers with the cost of disposing commercially-generated waste. We would support placing the financial burden on producers of packaging and other commercial wastes to encourage a reduction in the excessive packaging. This may also promote action by the generators of this waste to develop markets for re-use and re-cycling of their products. We would also suggest that this financial burden be considered for those commercial products where the sole use of

plastic is simply to make it easier for consumers to dispose of something. We are thinking in particular of plastic water bottles, plastic utensils and plates, coffee cups etc.

Municipal Approvals for Landfill and Related Sites

Your discussion paper includes a section titled *"Give municipalities a greater say in landfill approvals"* and also asks the question *"How do you think municipalities should be given more of a say in the landfill approvals process"*. We can certainly advise you that municipalities should not only have a greater say when landfills are proposed in their municipality, but when they are proposed in neighboring municipalities.

Downstream municipalities may be subject to surface and ground water contamination from these facilities, and with three provincial highways in Mono the transport of these wastes is a significant concern. However, as indicated earlier, this really should be a provincial issue, not something that is punted back to municipalities.

Waste management is no longer a municipal issue, it is a significant provincial issue. The Province's largest city has not had a landfill within its boundaries in almost 20 years. The solution, supported by the province, is to truck waste a significant distance to a previously approved landfill in another community 200 kilometers away. Historically, municipalities were willing and responsible enough to develop facilities within their own boundaries for the waste of their residents. Over the last 25 years, the province has not developed a comprehensive waste management plan for the Province, has encouraged long range transport to other communities, and has accepted private waste disposal and collection as a suitable replacement for community ownership. It is imperative that a province-wide waste management plan be developed with the municipalities at the table as a partner.

It is expected that the impact on municipalities stuck within an approval process for regional or provincial facilities will be exacerbated when additional compost facilities and alternative technology plants are being constructed.

Excess Soil and Fill

The Town of Mono has long been identified by trucking contractors and fill disposal contractors from the southern GTA as a potential dumping ground for excess fill. Our proximity as one of the northerly communities of the GTA, combined with 3 provincial highway access points, has made us a target for illegal dumping of excess fill. We have lobbied the Province for a number of years regarding the issues facing the Town with excess soil generated in the southern GTA.

We are extremely supportive of the statements in your discussion paper to *"work with municipalities and other law enforcement agencies and stakeholders to increase enforcement on illegal dumping of excess soil"*. There is a perceived lack of enforcement of commercial vehicle regulations on the roadways in the Town of Mono by the Ministry of Transportation. We have seen some recent improvement over the last couple of years as we continue to trek to Queen's Park and demand improvements,

however, enforcement still needs to be improved. We have expressed concern to the Ministry in the past that there is no commercial weigh-scale facility on the northbound provincial highway system from the downtown core of Toronto, to the Town of Mono, and further north to Owen Sound. It is suggested that the establishment of a weigh-scale on the northbound highway leaving Toronto would help to minimize the illegal transport of soils through these areas.

We would also suggest that the direction in the provincial guidelines, to ensure that communities that generate fill provide for their disposal in their own communities be formally legislated. This would require municipalities to ensure that they have adequate sites to receive fill from the sites generating fill. If not available within a community, sites outside of a community could be considered, with the approval of the receiving community, and this should be done up front in the planning process. We would suggest that this become a formal part of the requirements of the site plan approval process with amendments required to the Planning Act and the City of Toronto Act.

Municipalities at the end of this waste stream are receiving no monetary or other benefits, and are faced with a constant bylaw enforcement issues and demands to ensure that fill is not contaminated, and placed in such a way to ensure grading and other environmental issues are properly handled.

Single Use Plastics

As noted at the start of this correspondence, Mono has been considering a ban the use of plastic bags at checkout for town businesses. A corporation with multiple franchises should not have to be legislated by multiple municipalities on this issue. We believe the action must come at the provincial and federal levels of government.

We are hopeful from what we have seen at the provincial level with Prince Edward Island proposing a ban single use plastics in 2019, and Newfoundland and Labrador announcing a similar ban for 2020. We would hope Ontario will follow through with the position in your discussion paper and enact a similar ban.

It would be our recommendations that:

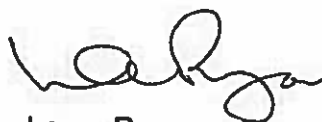
- The Province of Ontario pass a bylaw to prohibit the use of check out plastic bags and other plastic consumer items; and,
- The Province of Ontario strongly urge the Federal government to support a Canada wide program to reduce and eventually ban plastic packaging and specified plastic containers.

We are awaiting action at the provincial and federal levels. If there is no substantive action on this issue at these levels of government in 2019, we will be passing a bylaw on plastic bags and single use plastics in early 2020.

Minister, thank you again for allowing the Town of Mono to provide its input to your discussion paper on waste management. We look forward to seeing the results of your consultation on this important matter.

Regards,

TOWN OF MONO

A handwritten signature in black ink, appearing to read 'Laura Ryan', written in a cursive style.

Laura Ryan
Mayor

cc. Hon. Sylvia Jones, MPP
Pam Hillock, Clerk, Dufferin County
Dufferin Municipalities, Clerks

Denise Holmes

From: Karisa Downey <kdowney@dufferincounty.ca>
Sent: Tuesday, April 16, 2019 3:56 PM
Subject: New Municipal Gateway Sign Design
Attachments: County and Municipal Gateway.PNG

Hi everyone

I wanted to bring you all up to speed on the sign design concepts that we are now working with for the municipal gateway signs. We did present this information to the planners at the Planners of Dufferin (PoD) meeting last week, but I wanted to make sure everyone was informed of the direction we are heading.

After some conversation with our Public Works department, we have decided to have a sign designed that emphasizes to travellers that they are entering a different municipality within the County of Dufferin. In order to do this, we will be putting the municipality's name in the core of the sign, with the County branding on the top banner. Please see the attached photo for your reference. Note, we intend to remove the population from the municipal gateway signs.

I am currently working on maps that indicate the proposed locations of the municipal gateway signs and will send those out to everyone once they are completed.

Any questions or concerns, please do not hesitate to contact me.

Thank you,

Karisa Downey | Economic Development Officer
County of Dufferin | 519.941.2816 x2508 | kdowney@dufferincounty.ca | 55 Zina Street, Orangeville,
ON L9W 1E5

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County Gateway Sign

Municipal Gateway Sign

Denise Holmes

From: Michelle Hargrave <mhargrave@dufferincounty.ca>
Sent: Tuesday, April 16, 2019 4:37 PM
To: Stacey Daub
Cc: Jones-co, Sylvia; Michelle Dunne; Denise Holmes; Fred Simpson; Jane Wilson (jwilson@townofgrandvalley.ca); Jennifer Willoughby; Kerstin Vroom; Mark Early; mtownsend (mtownsend@townofgrandvalley.ca); Sue Stone; Susan Greatrix
Subject: Council Resolution - Ontario Health Team

Good Afternoon Ms. Daub:

On behalf of the Council of the County of Dufferin, thank you for presenting information on Health Teams to Council at the April 11, 2019 meeting.

As you are aware, Council passed the following motion:

THAT the County of Dufferin supports a collaborative approach to health care delivery;

AND THAT the County of Dufferin is interested in working with Headwaters Health Care Centre, the Dufferin Area Family Health Team and other local organizations to develop an Ontario Health Team.

A copy has been sent to MPP Sylvia Jones as well as the Dufferin Municipal Clerks.

Thank you,
Michelle Hargrave

Michelle Hargrave | Administrative Support Specialist | Corporate Services
County of Dufferin | Phone: 519-941-2816 Ext. 2506 | mhargrave@dufferincounty.ca | 55 Zina Street,
Orangeville, ON L9W 1E5

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Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Monday, April 15, 2019 9:11 AM
To: 'Denise Holmes'
Subject: Municipality of Grey Highlands Council Resolution - OMPF

From: Jerri-Lynn Levitt [mailto:deputyclerk@greyhighlands.ca]
Sent: Monday, April 8, 2019 3:49 PM
Subject: Municipality of Grey Highlands Council Resolution - OMPF

Good afternoon,

The Council of the Municipality of Grey Highlands passed the following resolution at it's April 3rd Council meeting in regards to the Ontario Municipal Partnership Fund (OMPF):

Resolution Number: 2019-200
Moved By Deputy Mayor Desai Seconded by: Councillor Nielsen

Whereas the Provincial government announced it was conducting a review of the Ontario Municipal Partnership Fund (OMPF), which provides annual funding allotments to municipal governments to help offset operating and capital costs; and

Whereas Municipalities were further advised that the overall spending envelope for the program would decrease having a significant impact on future budgets and how funds are raised by Municipalities as funding will be reduced by an unspecified amount; and

Whereas if allocations to municipalities are reduced, Councils will need to compensate with property tax increases or local service reductions; and

Whereas, the 2018 Grey Highlands allocation was \$1,068,000 which is equivalent to 10.08% of the Township's municipal property tax revenue; and

Whereas the Municipality of Grey Highlands prides itself on efficient and value for money practices every day;

Now therefore be it resolved that although an interim payment has been received, Council of the Municipality of Grey Highlands expresses grave concern with the potential reduction and/or loss of the OMPF allotment in future years;

And further, Council petitions the Provincial government to complete the OMPF review in an expeditious manner as future financial consideration ensures municipal sustainability;

And furthermore, that this resolution be circulated to the Premier, Ministers of Finance, Municipal Affairs and Housing, our local MPP and all Ontario municipalities for their endorsement and support.

Your endorsement and support of this resolution would be appreciated.

Sincerely,

Jerri-Lynn Levitt
Deputy Clerk



206 Toronto Street South, Unit 1, P.O.Box 409 Markdale, Ontario N0C 1H0
519-986-1216 x 230 Toll-Free 1-888-342-4059 Fax 519-986-3643
deputyclerk@greyhighlands.ca www.greyhighlands.ca

In accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Corporation of the Municipality of Grey Highlands wishes to inform the public that all information, including opinions, presentations, reports and documentation received by this office MAY be posted on the Municipality's website, included on a public agenda and/or made available to the public upon request. This electronic transmission, including any accompanying attachments, may contain information that is confidential, privileged and/or exempt from disclosure under applicable law, and is intended only for the recipient(s) named above. Any distribution, review, dissemination or copying of the contents of this communication by anyone other than the intended recipient(s) is strictly prohibited. If you have received this communication in error, please notify the sender immediately by return e-mail and permanently delete the copy you have received so we may ensure the integrity of the principles of MFIPPA are maintained.

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The Cadets, Officers and Squadron Sponsoring Committee of

164 ROYAL CANADIAN AIR CADET SQUADRON

are conducting their

44th ANNUAL CEREMONIAL REVIEW

to be held at the

Warriors Hall of Branch 220, Royal Canadian Legion

Saturday, June 8th, 2019 at 2:00 p.m.

(seating by 1:30 p.m.)

Reviewing Officer: Brad Lemaich,
Shelburne Fire Chief

Please RSVP Capt Ruth Garwood – ruth.m.garwood@gmail.com
Mrs. Tracy Walker – tracywalker241@gmail.com

A reception will be served at Branch 220 following the ceremonies

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Friday, April 26, 2019 1:45 PM
To: Eowyn Spencer
Cc: Lisa Stocco
Subject: Summary of the General Membership Meeting – April 26, 2019



Grand River Conservation Authority *Summary of the General Membership Meeting – April 26, 2019*

To GRCA/GRCF Board and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- Financial Summary
- Proposed Amendment to Conservation Authorities Regulations for Development Permits (ERO Posting 013-4992)
- Modernizing Conservation Authority Operations (ERO Posting 013-5018)
- 2019 Road Surface Treatment Tender Results
- Guelph Lake Workshop Tender Results
- 2019 Loader Tractor Purchase
- Utility Vehicle Purchase
- Turf Maintenance Equipment Purchase
- Conestogo Dam Concrete Rehabilitation DR 19.009 Tender Award
- Mill Run Maintenance Agreement
- Declaration of Surplus Lands – City of Brantford (closed meeting agenda)

Information Items

The Board received the following reports as information:

- Chair's Report of the Special Recognition Committee
- Environmental Assessments
- Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Quarterly)
- Cash and Investment Status
- General Insurance Renewal 2019-2020
- Chief Administrative Officer's Report
- Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Avon Trail - use of GRCA property
- Ministry of Natural Resources and Forestry - 2019-2020 Transfer Payment Funding
- Halton Region - Paris Galt Moraine Conservation Act, 2019

Delegations

The Board heard from the following delegations:

- Mary Anne Caibaiosai regarding the All Nations Grand River Water Walk

For full information, please refer to the April 26 AGM Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our online calendar. The minutes of this meeting will be posted on our online calendar on May 24, 2019.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.

Kind regards,

Eowyn Spencer | Executive Assistant | Grand River Conservation Authority
www.grandriver.ca | Phone: 519-621-2763 x.2200 | espencer@grandriver.ca

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Low (90): Pass

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Denise Holmes

From: AMCTO <broadcasts@amcto.com>
Sent: Thursday, April 18, 2019 12:24 PM
To: dholmes@melancthontownship.ca
Subject: AMCTO Advocacy Win: Elections Ontario Recommends Changes to the Voters' List

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



April 18, 2019

AMCTO Advocacy Win: Elections Ontario Recommends Changes to the Voters' List

We are writing today to share some good news on one of our key advocacy files: the Voters' List.

As many of you are aware, this is a file that has dominated AMCTO advocacy efforts since at least 2004. In fact, our members have made it clear in post-election surveys that this issue, more than any other, drives their concerns about the accuracy and integrity of the municipal voters' list.

AMCTO's position is that the existing processes for creating, maintaining, and amending the information for the municipal voters' list are not working. Following the 2014 municipal election, the previous government heard our message, created a confidential working group under then-Minister of Municipal Affairs and Housing Ted McMeekin, and implemented some minor tweaks to the voters' list. While AMCTO welcomed those changes, we continued to advocate for transformational change.

After the 2018 municipal election, Elections Ontario engaged AMCTO to determine what sort of changes we were seeking. Today, Elections Ontario has tabled its report on the municipal Voters' List, which includes recommendations to:

- establish a single address authority to standardize addressing across Ontario and improve services that rely on address information;
- make Elections Ontario responsible for municipal voters lists to increase consistency and accuracy between voters list; and
- change election day to a day when school is not in session to provide easier access to schools as voting locations, while enhancing the safety and security of school children.

AMCTO is pleased that Ontario's Chief Electoral Officer has seen the value of AMCTO's position and that our advocacy efforts have resulted in his support and the formal recommendations he has put to the Ontario Legislature.

We plan to work closely with Elections Ontario so that they can leverage the expertise of our members. As we often remind Ministers, MPPs, and other government officials, AMCTO's members ensure the integrity of municipal elections and are critical to this process.

We look forward to continuing our work with Elections Ontario and the provincial government and moving forward on this file. In the meantime, we will be sharing our support for this proposed change with the provincial government, MPPs, and other key stakeholders.

If you have any questions, please feel free to contact Rick Johal – Director, Member and Sector Relations by email (rjohal@amcto.com) or by phone (905-602-4294 x232).



AMCTO – The Municipal Experts

2680 Skymark Avenue Suite # 610, Mississauga ON L4W-5L6

Phone - 905-602-4294 | Fax - 905-602-4295

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Elections Ontario

News Release

FOR IMMEDIATE RELEASE

Elections Ontario reports on transformative election

TORONTO, April 18, 2019 – Elections Ontario today released its 2018 general election report, *Modernizing Ontario's Electoral Process*. In the report, the Chief Electoral Officer makes 13 recommendations for legislative change to further enhance elections in Ontario.

Key recommendations include creating a single address authority, taking responsibility for municipal voters lists, and advancing a number of legislative revisions to better ensure the integrity of provincial elections.

The 2018 general election was the first time technology had been used in polls across Ontario for a provincial election. Over 50% of voting locations used electronic poll books (e-Poll books) and vote tabulators to serve 90% of Ontario's voters on election day.

Election officials used e-Poll books to quickly strike names off the voters list, while vote tabulators electronically counted ballots—delivering results within 15 minutes of the close of polls.

Recommendations

- **Establish a single address authority** to standardize addressing across Ontario and improve services that rely on address information.
- **Make Elections Ontario responsible for municipal voters lists** to increase consistency and accuracy between voters lists.
- **Extend the election calendar** to ensure the successful delivery of provincial elections.
- **Allow Elections Ontario to levy administrative penalties** to address minor infractions of the *Election Act* and *Election Finances Act*.
- **Provide a regular, scheduled review of electoral district boundaries** to maintain effective representation for Ontario's growing population.
- **Establish standards for voting technology** to preserve the integrity of the vote for Ontario elections.
- **Change election day to a day when school is not in session** to provide easier access to schools as voting locations, while enhancing the safety and security of school children.



Elections Ontario

- **Set a threshold for audit of financial statements from political entities to reduce the subsidies paid to auditors by Elections Ontario.**
- **Subject Ontario's political parties to privacy laws to protect the personal information of voters.**
- **Establish 10 days of rotating advance voting to support a growing interest in alternative voting options.**
- **Make administrative and technical adjustments to the *Election Act* and *Election Finances Act* to streamline processes and meet changing needs.**

Quote

"I am pleased to share this report and the journey that led to the introduction of technology in the polls. I have made a number of recommendations to build upon this success and to continue improving elections for voters in this province."

– Greg Essensa, Chief Electoral Officer of Ontario

Elections Ontario is the non-partisan agency responsible for administering provincial elections, by-elections and referenda. For more information, visit elections.on.ca or call 1.888.668.8683 (TTY: 1.888.292.2312).

Aussi disponible en français

Contact

Elections Ontario Media
media@elections.on.ca
1.866.252.2152

Local Govt. Association Applauds Elections Ontario Report

NEWS PROVIDED BY

Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) →

Apr 18, 2019, 11:00 ET

MISSISSAUGA, ON, April 18, 2019 /CNW/ - AMCTO (The Association of Municipal Managers, Clerks and Treasurers of Ontario) today applauded the report tabled by Ontario's Chief Electoral Officer, Greg Essensa *Modernizing Ontario's Electoral Process*, which includes 13 transformational recommendations to improve the municipal voters' list and enhance the electoral process in Ontario, a key advocacy priority for AMCTO due to its impact on election administration and the integrity of the election process.

AMCTO's long-standing position is that the existing processes for creating, maintaining, and amending the information on the municipal voters' list have not addressed the reality that every four years municipalities are provided with a deeply flawed list of electors. The feeling of many voters as well as AMCTO's members, who administer municipal elections, is that the voters' list in Ontario is plagued by inaccuracies, and remains a constant source of frustration.

Following the 2014 municipal elections, AMCTO released its position paper - *Time to Fix the Voter's List* - to advocate for a new approach to building the voters' list in Ontario. The report was shared with the previous provincial government, which responded by engaging in discussions with key stakeholders, including AMCTO, at the behest of then-Minister of Municipal Affairs and Housing, Ted McMeekin. As a result, some minor tweaks to the voter's list were implemented ahead of the 2018 municipal elections. While AMCTO welcomed those changes, the association continued to advocate for more fulsome changes.

In today's report, the Chief Electoral Officer makes 13 recommends, including several positions advocated by AMCTO and its members, including:

- *Establishing a single address authority to standardize addressing across Ontario and improve services that rely on address information;*
- *Make Elections Ontario responsible for municipal voters lists to increase consistency and accuracy between voters list; and*
- *Change election day to a day when school is not in session to provide easier access to schools as voting locations, while enhancing the safety and security of school children."*

"AMCTO is pleased that the Chief Electoral Officer has seen the value of our position and that our advocacy efforts have garnered his support," said Dylan McMahon, Chair of the AMCTO Legislation and Policy Committee. "Since 2004, AMCTO has been working towards transformational change on the voters' list and the electoral process, to help Ontario's local government professionals better manage the more than 400 local elections held every four years. We look forward to working with the provincial government, MPPs, and other key stakeholders to implement meaningful changes that will improve the ways in which we ensure inclusivity around a fundamental democratic right."

With approximately 2,200 members working in 98% of Ontario municipalities, AMCTO is Canada's largest voluntary association of local government professionals. AMCTO's membership includes municipal Clerks who serve as the chief electoral officers in their respective communities, and are charged with ensuring the integrity of municipal elections.

SOURCE Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)

For further information: Craig Wellington, Director, Programs & Services / AMCTO, Tel: (905) 602-4294 ext. 224, Cel: 416-509-5641, e-mail: cwellington@amcto.com, www.amcto.com, Twitter: @AMCTO_Policy

Related Links

<http://www.amcto.com>



"It's So Sweet"
www.dundalkfair.com

Dundalk District Agricultural Society

PO Box 497, Dundalk, ON N0C 1B0

facebook.com/Dundalkfairsociety
dundalkfair.com









February 19, 2019

TO MELANCTHAW TOWNSHIP
HI DANISE

Our annual fall fair will take place on September 6 – 8, 2019 at the Dundalk fair grounds. Our theme this year is "It's So Sweet".


The Dundalk Agricultural Society has been supporting the community since 1855. We put on several other events throughout the year, but our fall fair is the highlight and by far the largest event of them all. The fair is a community-minded, not-for-profit event run by a group of dedicated volunteers who strive to host an entertaining and educational weekend for all ages. The Dundalk Fall Fair is the longest running annual event in our community. With over 20 classes of exhibitor categories, including special sections for kids, youth and seniors, people have the opportunity to display and exhibit a multitude of items from horticulture, field crops, arts and crafts, baking and sewing and quilting. Other features of our fair include the 4-H club shows, the truck and tractor pull and the fair ambassador program.

Please help us to maintain these traditions and enhance our fall fair experience. We welcome businesses and individuals to support our efforts through our sponsorship program. The cost of organizing and promoting successful events is forever increasing, thus, our reliance upon generous donations grows each year. We recognize that sponsors are major contributors to the success and future of our fair. Your support and assistance is greatly appreciated. In return for your financial support, we provide as much promotion and reward as we possibly can. See the sponsorship levels below:

 <p>Recognition during sponsored event over P.A. system.</p> <p>Free vendor booth at the fair (Fri - Sun)</p> <p>Name mentioned in Dundalk Herald</p> <p>May supply and erect a sign at your sponsored event</p> <p>4 Weekend Passes to this year's Dundalk Fall Fair</p> <p>Name in our Fair Book and on our website dundalkfair.com</p> <p>Name on our Sponsor Board</p> <p>\$1,000 +</p> <p>DIAMOND</p>	 <p>Name mentioned in Dundalk Herald</p> <p>May supply and erect a sign at your sponsored event</p> <p>2 Weekend Passes to this year's Dundalk Fall Fair</p> <p>Name in our Fair Book and on our website dundalkfair.com</p> <p>Name on our Sponsor Board</p> <p>\$999 - \$500</p> <p>SAPPHIRE</p>	 <p>Name mentioned in Dundalk Herald</p> <p>May supply and erect a sign at your sponsored event</p> <p>1 Weekend Pass to this year's Dundalk Fall Fair</p> <p>Name in our Fair Book and on our website dundalkfair.com</p> <p>Name on our Sponsor Board</p> <p>\$499 - \$250</p> <p>PLATINUM</p>	 <p>May supply and erect a sign at your sponsored event</p> <p>1 Day Pass to this year's Dundalk Fall Fair</p> <p>Name in our Fair Book and on our website dundalkfair.com</p> <p>Name on our Sponsor Board</p> <p>\$249 - \$100</p> <p>GOLD</p>	 <p>1 Day Pass to this year's Dundalk Fall Fair</p> <p>Name in our Fair Book and on our website dundalkfair.com</p> <p>Name on our Sponsor Board</p> <p>\$99 - \$50</p> <p>SILVER</p>	 <p>Name in our Fair Book and on our website dundalkfair.com</p> <p>Name on our Sponsor Board</p> <p>\$49 & under</p> <p>BRONZE</p>
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With sincerest thanks,

The Dundalk Agricultural Society


Mark Nicholls
DDAS President


Kimberley Stacey
DDAS Secretary

ACT # 1
MAY 02 2019

164th Dundalk Fall Fair

Dundalk Agricultural Society | September 6, 7 & 8, 2019

Please complete this form and return along with your cheque to the following address:

Dundalk Agricultural Society Attn: Sponsorship Committee
PO Box 497, Dundalk, ON N0C 1B0



"It's So Sweet"

2019 Sponsorship Form

Company Name:

Name of Contact:

Address:

Business Telephone: Cell:

Email:

Please check your level of sponsorship:

- | | | | |
|--------------------------|--------------------------|-----------------------|--------------------------|
| Diamond (\$1,000+) | <input type="checkbox"/> | Gold (\$100 - \$249) | <input type="checkbox"/> |
| Sapphire (\$500 - \$999) | <input type="checkbox"/> | Silver (\$50 - \$99) | <input type="checkbox"/> |
| Platinum (\$250 - \$499) | <input type="checkbox"/> | Bronze (\$49 or less) | <input type="checkbox"/> |

Please specify how you would like your donation allocated:

General Fair \$ 4-H Invitational \$ Ambassador Program \$

Horse Show \$ Other (please specify) \$

- Yes, I will provide a sign/banner for the fair committee to erect on fair weekend.
(only applies to Diamond, Sapphire, Platinum and Gold sponsorship levels)

A cheque is enclosed for \$

Signature

Cheque payable to 'Dundalk Agricultural Society'

Date

Thank you for your generous support!

All sponsorships must be received by May 1, 2019 to be included in our fair book.

If you have any questions, please call Kimberly Stacey (Secretary) at 519-278-1615

For additional information, visit dundalkfair.com

Denise Holmes

From: Lougheed, April <alougheed@dillon.ca>
Sent: Tuesday, April 16, 2019 12:42 PM
To: dholmes@melanctontownship.ca
Cc: 187456
Subject: Developer Driven Improvements to Hwy 10/89 - Notice of Step-Down
Attachments: Township of Melancthon - Planner.pdf

Please see attached Letter and Notice of Step-Down for Developer Driven Improvements to Highway 10/89 in the Town of Shelburne.

If you have any questions, please contact one of the team members listed on the notice.

Thank you.



April Lougheed
Administrative Assistant
Dillon Consulting Limited
130 Dufferin Avenue Suite 1400
London, Ontario, N6A 5R2
T - 519.438.1288 ext. 1257
F - 519.667.2050
Alougheed@dillon.ca
www.dillon.ca

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April 16, 2019



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

Attention: Ms. Denise Holmes

***Developer Driven Class Environmental Assessment for Improvements to
Highway 10/89 in the Town of Shelburne
Preliminary Design and Class Environmental Assessment Study
Notice of Step Down***

Dear Ms. Holmes:

As outlined in the enclosed Notice, Shelburne 89 Developments Ltd. (Shelburne Developments) has retained Dillon Consulting Limited (Dillon) to complete the Preliminary Design and Class Environmental Assessment (EA) for improvements to Highway 10/89 in the Town of Shelburne, Dufferin County, Ontario.

The project was initiated as a Class 'B' undertaking following the Ministry of Transportation, Ontario (MTO) *Class Environmental Assessment (EA) for Provincial Transportation Facilities (2000)*.

As outlined in the enclosed Notice of Step Down, the scope of work for the project has been revised since the project was initiated in August 2018. Based on the revised scope of work and information collected during the study, the project team has determined that there are no anticipated significant environmental impacts associated with the project. Therefore, this project is eligible to be stepped down from a Group 'B' to a Group 'C' project and an Environmental Screening Document will be completed for internal use. The step-down is subject to a 30 day review period where affected parties can request that the project continues to be assessed under a Group 'B' process. If no comments are received by **May 21, 2019**, the project will be stepped down to a Group 'C' project.

130 Dufferin Avenue
Suite 1400
London, Ontario
Canada
N6A 5R2
Mail: Box 426
London, Ontario
Canada
N6A 4W7
Telephone
519.438.6192
Fax
519. 672.8209

**Dillon Consulting
Limited**

Township of Melancthon
Page 2
April 16, 2019

If you would like further information, please contact one of the Project Team members listed on the enclosed notice.

Sincerely,

DILLON CONSULTING LIMITED



Brandon Fox, MCIP, RPP
for Michael Plant, P.Eng.
Project Manager

MMS:all

Enclosure: Notice of Step Down

cc: Ms. Mara Samardzic, Shelburne Developments

Our file: 18-7456

NOTICE OF STEP-DOWN

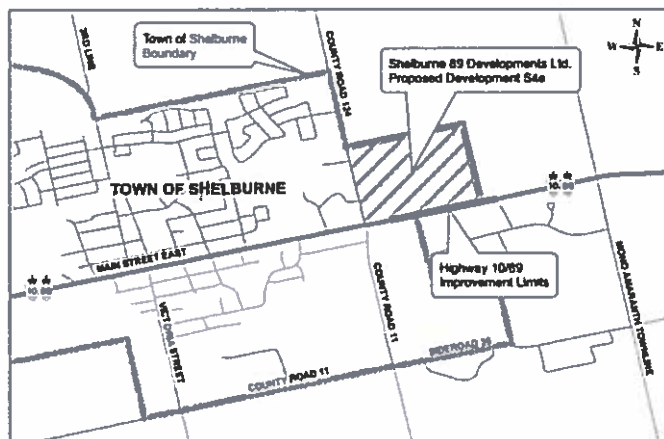
Developer Driven Class Environmental Assessment for Improvements to Highway 10/89 in the Town of Shelburne Preliminary Design and Class Environmental Assessment Study

The Project

Shelburne 89 Developments Ltd. (Shelburne Developments) retained Dillon Consulting Limited (Dillon) to complete the Preliminary Design and Class Environmental Assessment (EA) for the following improvements to Highway 10/89 in the Town of Shelburne, Dufferin County, Ontario:

- New Highway 10/89 intersection, approximately 300 meters east of the Highway 10/89 and County Road 11/County Road 124 intersection
- Improvements to Highway 10/89 to accommodate the new intersection, such as a raised median and widenings to accommodate left turn lanes.

The original scope of work for the project included improvements to the Highway 10/89/County Road 11/County Road 124 intersection. However, as a result of consultation with the Town of Shelburne and impacted stakeholders, it was determined that these improvements will be completed as a separate project in the future, as warrants for need are met through additional development in the Town of Shelburne.



Construction of the new Highway 10/89 intersection and improvements to Highway 10/89 are anticipated to occur in summer 2019, subject to approvals.

The Process

The project was initiated as a Group "B" undertaking following the Ministry of Transportation, Ontario (MTO) *Class Environmental Assessment (EA) for Provincial Transportation Facilities (2000)*. Based on the revised scope of work and information collected during the study, the project team has determined there are no significant environmental impacts associated with the project. Therefore, this project is eligible to be stepped down from a Group 'B' to a Group 'C' project and an Environmental Screening Document will be completed for internal use.

Public and Agency Consultation

Following the publication of this Notice of Step-Down, a 30 day review period will commence where affected parties can request that the project continues to be assessed under a Group 'B' process. If no requests are received by **May 21, 2019**, then the project will be stepped down to a Group 'C' project. Please contact one of the team members listed below if you object to the step-down to a Group 'C' project, have specific questions or comments or would like to request a meeting with the project team regarding the study. Comments are requested by **May 21, 2019**.

Michael Plant, P.Eng, Project Manager
Dillon Consulting Limited
Box 426, London, Ontario, N6A 4W7
Tel: 519-438-1288 Ext. 1224
Fax: 519-672-8209
Toll Free: 1-888-345-5668 Ext. 1224
Email: mplant@dillon.ca



Brandon Fox, MCIP, RPP, Project Planner
Dillon Consulting Limited
Box 426, London, Ontario, N6A 4W7
Tel: 519-438-1288 Ext. 1307
Fax: 519-672-8209
Toll Free: 1-888-345-5668 Ext. 1307
Email: bfox@dillon.ca



Ms. Jennifer Willoughby, Clerk
Town of Shelburne
203 Main Street East
Shelburne, Ontario, L9V 3K7
Tel: 519-925-2600 Ext. 223
Email: jwilloughby@shelburne.ca



Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments will become part of the public record.

If you have accessibility requirements to participate in this project, please contact one of the team members listed above.

Des renseignements sont disponibles en français en composant Kevin Poirer, 1-888-345-5668.



THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER -2019

BEING A BY-LAW FOR PRESCRIBING STANDARDS FOR THE MAINTENANCE AND OCCUPANCY OF PROPERTY WITHIN THE TOWNSHIP OF MELANCTHON, FOR PROHIBITING THE OCCUPANCY OR USE OF SUCH PROPERTY THAT DOES NOT CONFORM TO THE STANDARDS, AND FOR REQUIRING PROPERTY BELOW THE STANDARDS PRESCRIBED HEREIN TO BE REPAIRED AND MAINTAINED TO COMPLY WITH THE STANDARDS OR THE LAND THEREOF TO BE CLEARED OF ALL BUILDINGS, STRUCTURES, DEBRIS OR REFUSE AND LEFT IN A GRADED AND LEVEL CONDITION.

WHEREAS under Section 15.1 (3) of the Building Code Act, 1992, S.O. 1992, c.23, a By-law may be passed by the Council of a Municipality prescribing standards for the maintenance and occupancy of property within the municipality, provided the Official Plan for the Municipality includes provisions relating to property conditions;

AND WHEREAS the Official Plan for the Corporation of the Township of Melancthon includes provisions relating to property conditions

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

Section 1 Title

1.1 This By-law may be cited as the "Property Standards By-law".

Section 2 Definitions

2.1 In this By-law:

"Accessory Building" means a detached building located on the same lot as the main building, the use of which is incidental or secondary to that of the main building and which is not used for human habitation, except in the case of a guest cabin.

"Barn" means a building located on a farm to house livestock and/or hay and straw and/or farm machinery and implements.

"Basement" means that portion of a building between two floor levels which is partly underground, but which at least 0.5 metres of its height, from finished floor to finished ceiling, is above the adjacent finished grade.

"Building" means any structure as defined by the Ontario Building Code Act, S.O. 1992, used or intended to be used for shelter, accommodation or enclosure of persons, animals or chattels other than a fence or wall.

"Cellar" means the portion of a building between two floor levels which is partly or wholly underground and which has less than 0.5 metres of its height, from finished floor to finished ceiling, above adjacent finished grade.

"Committee" means the Property Standards Committee established under this By-law.

"Corporation" means the Corporation of the Township of Melancthon.

"Derelict Vehicle" means a motor vehicle that:

a) is inoperable, and

b) has no market value as a means of transportation or, has a market value as a means of transportation that is less than the costs of repairs required to put it into operable condition.

"Dwelling" means a building or structure or part of a building or structure occupied or capable of being occupied in whole or in part for the purposes of human habitation and includes the land, all outbuildings, fences and structures appurtenant thereto.

"Dwelling Unit" means one or more habitable rooms designed, occupied or intended to be occupied as living quarters. This definition shall not include a mobile home, a private garage or any vehicle as defined herein.

"Farm" means land used for the tillage of soil, the growing of vegetables, fruits, grains or other staple crops. This definition shall also apply to land used for livestock raising, dairying, including a barn yard, or woodlots.

"Lot" means a parcel of land other than publicly-owned land, whether occupied or unoccupied.

"Maintenance" means the preservation and keeping in repair of a property.

"Means of Egress" means a continuous path of travel provided by a doorway, hallway, corridor, exterior passageway, balcony, lobby, stair, ramp or other egress facility for the escape of persons from any point within a building, floor area, room or contained open space used as a dwelling unit to a public thoroughfare or approved open space.

"Occupant" means any person(s) over the age of eighteen years in possession of the property.

"Officer or Property Standards Officer" means a person who has been so appointed or designated by the Corporation and having the responsibility of administering and enforcing this By-law

"Owner" means any person or corporation that is the registered or beneficial holder of the title of the property and would include the person for the time being, who is managing or receiving the rent of the land or premises, whether on his own account or as agent or trustee of any other person or who would so receive the rent if such land and premises were let, and shall also include a lessee of an occupant of the property who, under the terms of the lease, is required to repair and maintain the property in accordance with the standards for maintenance and occupancy of property.

"Property" means a building or structure, or part of building or structure, and includes the lands and premises appurtenant thereto and all mobile homes, mobile buildings, mobile structures, travel trailers, vans, inoperable vehicles, equipment, outbuildings, accessory buildings, fences and erections thereon whether heretofore or hereafter erected, and includes vacant property.

"Repair" includes the provision of such facilities and the making or additions or alterations or the taking of such action as may be required so that the property shall conform to the standards established by this By-law.

"Rubbish" means any waste material, refuse, broken matter, trash or litter.

"Sewage" means any liquid waste containing animal, vegetable or mineral matter in suspension or solution but does not include roof drainage or other storm water runoff.

“Sewage System” means a private sewage disposal system approved by the Ministry of the Environment and/or the County of Dufferin Building Department.

“Standards” means the standards of physical condition prescribed for property by this By-law.

“Structure” means anything constructed, placed or erected other than a building, the use of which requires location on the ground, or attached to something having location on the ground, and for the purpose of this By-law, shall include a sign and a vehicle as defined in The Highway Traffic Act, whether or not the wheels have been removed or is operable.

“Tenant” means a person paying rent for the temporary use or occupancy of land or buildings of another person and includes a lessee, occupant, subtenant, and all assigns thereunder.

“Travel Trailer” means any trailer capable of being used for the temporary living, sleeping or eating accommodation of persons, notwithstanding that such trailer is jacked up or that its running gear is removed. This definition shall not include a mobile home as defined herein.

“Vacant Property” means property upon which there is no building or structure of any kind (excluding a fence).

“Vehicle” means an automobile, a boat, a commercial motor vehicle, a farm implement, a mobile home, a motorcycle, a snowmobile, a travel trailer.

“Yard” means a space, appurtenant to a building, structure or excavation, located on the same lot as such building, structure or excavation, and which space is open, uncovered and unoccupied from the ground upward except for such accessory buildings, structures or uses as are specifically permitted elsewhere in this By-law. Where a dwelling is located on a farm, the yard is deemed to be the one acre on which the dwelling is situate, but does not include the remainder of the farm, or a barn yard.

2.2 References to the Building Code Act are to the Building Code Act, S.O. 1992, c. 23 as amended from time to time and to the regulations passed under it, as amended from time to time.

Section 3 Application of By-law

3.1 This By-law applies to all property within the Township of Melancthon

Section 4 General Obligations

4.1 The owner of property in the Township of Melancthon shall repair and maintain the property in accordance with the standards prescribed by the By-law. Such repair shall include the posting of the correct municipal address or six digit emergency number, whichever is applicable, at a location on the property clearly visible to emergency vehicles.

4.2 No person shall occupy, use, permit the use of, rent or offer to rent any property that does not conform to the standards of this By-law.

4.3 Abandoned wells shall be decommissioned in accordance with the requirements of the Ministry of the Environment, or be fully protected against accidental opening.

4.4 Where a Property Standards Officer has placed or caused the placing of a placard containing the terms of a notice or order upon the premises under the authority of the Building Code Act, no one shall remove the said placard except with the consent of a Property Standards Officer.

- 4.5 The obligations created by this By-law on the owner or occupant shall be joint and several.
- 4.6 Where a notice or order has been issued by the Property Standards Officer pursuant to this By-law, the owner and occupant thereof shall:
- a. repair and maintain the property in accordance with the standards or,
 - b. remove or, demolish and remove, the whole or the offending part of the property that is not in accordance with the standards, or
 - c. in the event that the property is to be cleared of any building, structure, debris or refuse, the owner or occupant shall complete such work and shall leave the property in a graded and leveled condition.

Section 5 Yards, Vacant Property and Farms

- 5.1 All yards and vacant property shall be kept clean and free from rubbish and other debris and from objects or conditions that might create a health, fire or accident hazard to any occupants, or a hazard or detriment to the environment, or surface or ground water. Open, non-forested areas of all yards shall be graded so that a permanent grass cover can be established and maintained, and all reasonable means shall be employed to prevent erosion and sedimentation, control weeds and present an orderly and well-kept appearance.
- 5.2 Noxious weeds, as defined by the Weed Control Act, R.S.O. 1990, c.W.5, as amended, and Regulations passed under the Act, such as ragweed, poison ivy and thistles, among others, shall be eliminated from yards.
- 5.3 All farm land shall be kept free and clear of rubbish or other debris, and all farms shall use normal farm practices to control injurious insects, termites, rodents, vermin or other pests and remove dead, decayed or damaged trees that may create a health, fire or accident hazard.
- 5.4 Wrecked, discarded, dismantled, unlicensed, unlicensed, unlicensed, derelict and abandoned vehicles, machinery, campers, trucks, tractors, construction equipment, buses, streetcars, trailers, boats and any other similar types of items shall not be parked, stored or left on a property that is not otherwise exempt from the requirements of this By-law, unless it is necessary for and ancillary to the operation of a business enterprise or farm use lawfully situated on the property.

Section 6 Sewage and Drainage

- 6.1 Human Sewage, waste water, and organic waste shall be discharged into a sewage system approved by the Ministry of the Environment and/or the Dufferin County Building Department.
- 6.2 No Human Sewage, organic waste, or waste water of any kind shall be discharged onto the surface of the ground, whether onto a natural or artificial surface, drainage system or into any lake, stream, ditch or watercourse.

- 6.3 Where a sewage system does not exist, sewage, waste water, and organic waste shall be disposed of in a manner acceptable to the local health authorities.
- 6.4 No roof drainage or waste water of any kind shall be discharged on public sidewalks or neighbouring property. No Surface drainage shall be discharged onto neighbouring property in any manner that would create a nuisance.
- 6.5 No natural soil, topsoil, road gravel or other fill material shall be permitted to erode by the action of wind or storm-water runoff if such material is being carried onto adjacent property or into lakes, streams, ditches or watercourses.
- 6.6 Storm water shall be drained from yards in a manner designed to prevent recurrent or excessive ponding or the entrance of water into a basement or cellar of other property owners.

Section 7 Safe Passage

- 7.1 Steps, walks, driveways, parking spaces and other similar areas shall be maintained so as to afford safe passage under customary use and weather conditions.

Section 8 Accessory Buildings or Fences

- 8.1 Accessory buildings and fences shall be kept in good repair and free from health, fire and accident hazards.
- 8.2 Barbed or razor wire shall not be used for fencing purposes on any lot in any built-up residential community, hamlet or estate residential area except where the fence is on the boundary next to an adjacent agriculture or rural area.

Section 9 Garbage Control

- 9.1 Every building and every dwelling unit within every dwelling shall be provided with sufficient receptacles to contain all garbage, rubbish and ashes which are to be stored outside of a building.
- 9.2 Garbage, rubbish and ashes shall be removed and disposed of at the Corporation's approved landfill site or, where waste collection services are provided by the Corporation, made available for removal in accordance with the pertinent By-law of the Corporation and all amendments thereto.
- 9.3 Plastic bags containing garbage or rubbish shall not be stored outdoors unless protected from damage.
- 9.4 Composting shall comply with all health regulations and the compost pile shall be located in the yard so as to not pose a nuisance to adjacent property.
- 9.5 Manure and other farm by-products shall be disposed of in accordance with the Township of Melancthon By-laws and the applicable Provincial legislation.

Section 10 Swimming Pools

10.1 All swimming pools, wading pools, ponds and any appurtenances thereto, including fences and gates, and all electrical fixtures and lines supplying the pool shall be installed and maintained in a state of good repair and in a safe condition

Section 11 Signs

11.1 Signs shall be maintained in good repair and shall be mounted in a safe manner to prevent any hazard to persons or property.

Section 12 Construction, Storage, Salvage and Scrap Yards

12.1 All property, whether in operation as a commercial enterprise or not, shall be effectively screened from other property, streets or roads by suitable fences, hedges, trees or landscaping where such property is used for the storage of machinery, goods, salvage or scrap, the parking of derelict vehicles, the operations of machinery or when used for any other purpose which may detract from the good appearance of or from an abutting or neighbouring residential property.

Section 13 Vermin Control

13.1 Every property shall be maintained so as to be as free as possible from rodents, insects and vermin, and the methods used for exterminating these pests shall be in accordance with the provisions of the *Pesticides Act*, R.S.O. 1990, as amended, and all regulations made thereunder.

13.2 Any opening in a basement, cellar, crawl space or roof space used or intended to be used for ventilation, and other opening in a basement, cellar, crawl space or roof space which might admit vermin, shall be screened in order to effectively exclude vermin.

Building Standards

Section 14

14.1 Exterior walls, roofs, chimneys, eaves, foundations, doors, shutters, balconies, porches, exterior steps or stairs, ramps and signs appurtenant to or attached to any building or structure shall be maintained so as to be free of defects which may constitute possible accident hazards.

14.2 Every part of any building shall be maintained in a safe and structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight as may be put on it through normal use. Building materials which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.

14.3 Exterior building walls and components shall be maintained in good repair free from cracked, broken, rotten, loose or warped masonry, stucco and other defective cladding or trim.

14.4 The exterior of the foundation walls of buildings shall be maintained in structurally sound condition.

- 14.5 All other exterior surfaces shall be composed of materials which provide adequate protection from the weather.
- 14.6 Any dilapidated or collapsing building(s) and structure(s) shall be repaired and maintained in accordance with the standards herein or such building(s) or structure(s) shall be removed, the property cleared of all remains and left in a graded level and tidy condition.
- 14.7 In the event a building or structure is destroyed by fire or natural disaster:
- a. Immediate steps shall be taken to prevent or remove a condition which might endanger person(s) in, on or near the property and
 - b. Immediate steps shall be taken to properly support and barricade such buildings or structures; and either
 - c. Repairs shall be undertaken and completed forthwith, to the standards in this By-law and any other applicable law, or
 - d. The said building or structure shall be demolished, the property cleared of all remains and left in a graded level and tidy condition.

Section 15 Egress

- 15.1 Every building shall have a separate access so as to provide a safe, continuous and unobstructed exit from the interior of the building to the exterior at street or grade level.
- 15.2 A secondary means of egress, as required by the Building Code Act, shall be provided from every separate dwelling unit located on a floor above the main or first floor, so as to provide a safe and convenient means of egress in case of an emergency.
- 15.3 The means of egress and fire warning devices in all buildings shall be to the satisfaction of the applicable Fire Department serving that area of the Township and otherwise be maintained to comply with paragraph 15.1 and 15.2.

Section 16 Roofs

- 16.1 The roof and any cornice flashing, fascia, soffit, coping, gutter, rainwater leader, vent or other roof structure,
- a. shall be watertight;
 - b. Shall be maintained to properly perform their intended function; and
 - c. Shall be kept clear of obstructions, hazards and dangerous accumulations of snow and ice.

Section 17 Retaining walls, guards and fences

- 17.1 Retaining walls, guards and fences in exterior common areas shall be maintained in a structurally sound condition and free from hazards.

Section 18 **Structural soundness, etc.**

18.1 Every floor of a basement, cellar or crawl space, and every slab at ground level, foundation wall, wall and roof shall be structurally sound, weathertight and damp-proofed and shall be maintained so as to reasonably protect against deterioration, including that due to weather, fungus, dry rot, rodents, vermin or insects.

Section 19 **Required fixtures**

19.1 Every dwelling unit shall contain and have accessible the following functional fixtures:

- a. A toilet.
- b. A kitchen sink.
- c. A washbasin.
- d. A bathtub or shower.

Section 20 **Hot and cold running water**

20.1 Every kitchen sink, washbasin, bathtub and shower shall be provided, by safe equipment, with hot and cold running water.

20.2 The ordinary temperature of the hot water provided must be at least 43 degrees Celsius.

Section 21 **Washroom requirements**

21.1 Every washroom shall be enclosed and shall have,

- a. a water-resistant floor; and
- b. a door that can be, secured from the inside, and opened from the outside in an emergency.
- c. The walls and ceiling around a bathtub or shower shall be water-resistant.

Section 22 **Supply of electrical power**

22.1 A supply of electrical power shall be provided to all habitable space in a dwelling unit. Where available, electrical facilities complying with the requirements of Hydro One shall be provided for all properties.

22.2 The wiring and receptacles necessary to provide electrical power shall be maintained free of conditions dangerous to persons or property.

22.3 Every kitchen shall have outlets suitable for a refrigerator and a cooking appliance.

22.4 Extension cords shall not be used on a permanent or semi-permanent basis in any dwelling or dwelling unit.

Section 23 Maintenance of room temperature

- 23.1 Heat shall be provided and maintained so the heating facilities are capable of maintaining a temperature of at least 22 degrees Celsius at 1.5 metres above floor level and one metre from exterior walls in all living spaces and in any area intended for normal use.
- 23.2 No dwelling unit shall be equipped with portable heating equipment as the primary source of heat.

Section 24 Maintenance of heating systems

- 24.1 Heating systems, including stoves, heating appliances, fireplaces intended for use, chimneys, fans, pumps and filtration equipment, shall be maintained in a good state of repair and in a safely operable condition.

Section 25 Ventilation

- 25.1 All dwelling units shall be provided with natural or mechanical means of ventilation that is adequate for the use of the space.

Section 26 Smoke, gases and toxic fumes

- 26.1 Chimneys, smoke-pipes, flues and gas vents shall be kept clear of obstructions and maintained so as to prevent the escape of smoke and gases into a building and in conformance with the Ontario Building Code and as may be approved by the Chief of the Fire Department or his or her agent.

Section 27 Doors, windows and skylights

- 27.1 Every existing opening in the exterior surface of a building designed for a door or window shall be equipped with a door or window capable of performing the intended function.
- 27.2 Doors, windows and skylights shall be maintained so that they are weathertight, and any damaged or missing parts are repaired or replaced.

ADMINISTRATION AND ENFORCEMENT

Section 28

- 28.1 This By-law shall be enforced by the Corporation's Municipal By-law Enforcement Officer and by such other persons as are designated from time to time by the Council as Property Standards Officers.

Section 29 Entry by Property Standards Officer

- 29.1 The Property Standards Officer may, upon producing proper identification, enter upon any property at any reasonable time, without a warrant, for the purpose of inspecting the property to determine:
- a. whether the property conforms to the standards prescribed in this By-law; or

- b. whether there is compliance with an Order made under this By-law and the Ontario Building Code Act.

Where an inspection is to occur the owner of the property shall be notified and advised that entry onto the property will be made for inspection purposes under this By-law unless an emergency situation exists.

- 29.2 A Property Standards Officer shall not enter or remain in any room or place actually being used as a dwelling unless,
 - a. the consent of the occupant is obtained, the occupant first having been informed that the right of entry may be refused and entry made only under the authority of a warrant issued under the Building Code Act;
 - b. a warrant issued under the Building Code Act is obtained;
 - c. the delay necessary to obtain a warrant or the consent of the occupant would result in an immediate danger to the health or safety of any person;
 - d. the entry is necessary to terminate a danger under subsection 15.7 (3) or 15.10 (3) of the Building Act Code; or
 - e. the requirements of section 29.3 are met and the entry is necessary to remove an unsafe condition under clause 15.9 (6) (b) of the Building Code Act or to repair or demolish under subsection 15.4 (1) of the Building Code Act.
- 29.3 Within a reasonable time before entering the room or place for a purpose described in Section 29.2 (e), the Officer shall serve the occupant with notice of his or her intention to enter it.
- 29.4 A Property Standards Officer for the purposes of an inspection has all the powers as provided for in Section 15.8 (1) of the Building Code Act.

Section 30 Order by Property Standards Officer

- 30.1 When the Property Standards Officer is satisfied that the property does not conform to the standards contained in the By-law, the Officer shall serve or cause to be served personally or by registered mail an Order. The Order shall include the following information:
 - a. state the municipal address or the legal description of the such property;
 - b. giving reasonable particulars of the repairs to be made or stating that the property is to be cleared of all buildings, structures debris or refuse and left in a graded and leveled condition;
 - c. indicating the time for complying with the terms and conditions of the Order and giving notice that, if the repairs or clearance is not carried out within that time the municipality may carry out the repair or clearance at the owner's expense, and
 - d. indicating the final date for giving notice of appeal of the Order.
- 30.2 The Order shall be served on the owner of the property and such other persons affected by it as the Property Standards Officer determines and a copy of the Order may be posted on the property. A Notice or Order issued pursuant to this By-law shall be served by personal service or by registered mail sent to the last known address of the person to whom notice is to be given or to the person's agent for service.
- 30.3 If a Notice of Order is served by registered mail, the service shall be deemed to have been received on the fifth day after the day of mailing unless the person or persons on

whom service is being made established that he/she did not, acting in good faith, through absence, accident, illness, or other cause beyond his/her control, receive the Notice or Order until a later date.

- 30.4 The Order may be registered in the proper land registry office and, upon such registration, any person acquiring any interest in the land subsequent to the registration of the Order shall be deemed to have been served with the Order on the day on which the Order was served under the previous subsection and, when the requirements of the Order have been satisfied, the Clerk of the Corporation shall forthwith register in the proper land registry office a certificate that such requirements have been satisfied, which shall operate as a discharge of the Order.

Section 31 Property Standards Committee

- 31.1 A Property Standards Committee shall be established to review the Orders issued by an Officer upon application in accordance with Section 31.2 and it shall be appointed and operate as follows:

1. The Committee shall be composed of the current members of Council of the Corporation, not being fewer than three (3) persons,
2. The term of office for the members of the Committee shall be for a term concurrent with the Council term.
3. The Committee shall:
 - a. Elect a Chairperson from its members; and
 - b. When the Chairperson is absent through illness or otherwise, the Committee may appoint another member to act as Chairperson pro tempore
4. Three (3) members of the Committee shall constitute a quorum.
5. The Secretary of the Committee shall be the Chief Administrative Officer of the Corporation or her designate, being an Employee of the Corporation
6. The Secretary shall:
 - a. keep on file minutes and records of all applications and the decisions thereon and of all other official business of the Committee.
 - b. on receipt of the notice of appeal referred to in Subsection 31.2 shall
 - i. determine the date, place and time of the Hearing of the appeal which shall take place not less than seven (7) days and not more than thirty (30) days from the date of receipt of the aforesaid notice;
 - ii. give notice in writing of the date, place and time of the Hearing referred to in paragraph a to:
 1. The Appellant;
 2. The Officer who issued the Order, and
 3. Any other interested persons pursuant to Section 31.3, said notice to be served personally or by registered mail.
7. Any member may administer oaths
8. The applicant may appear with or without Counsel at the hearing, to present his appeal
9. The Corporation shall be represented at the Hearing by anyone authorized by Council, who is entitled to reply to the appeal presented on behalf of the Applicant
10. The Committee shall give its decision in writing
11. The Secretary of the Committee shall notify:
 - a. The Appellant
 - b. The Officer who issued the Order, and
 - c. Any other person who appeared at the hearing of the appeal, of the decision, by the causing a copy to be served personally or by registered mail.

- 31.2 If an owner or occupant upon whom an Order has been served is not satisfied with the terms or conditions of the Order the owner or occupant appeal may to the Property

Standards Committee by sending a NOTICE OF APPEAL, using the form or content as set out in Schedule "A", by registered mail to the Secretary of the Committee within fourteen (14) days after service of the Order. In the event that no appeal is taken within 14 days, the Order shall be deemed to be final and binding.

- 31.3 The original complainant(s), if any, may make a written request to receive notice of any appeal, and if he or she has, notice shall be sent by registered mail not later than ten days prior to the hearing of the appeal, and the original complainant(s) shall also be entitled to appear before the Committee to present their views on the matter at the hearing.
- 31.4 If an appeal is taken, the Committee as empaneled shall hear the appeal and shall have all the powers and functions of the Property Standards Officer and may, by majority vote, do any of the following things, if, in the Committee's opinion, doing so would maintain the general intent and purpose of the By-law and of the Official Plan:
- a. confirm, modify or rescind the order to demolish or repair;
 - b. extend, or shorten the time for complying with the Order.
- 31.5 Any owner or occupant or person, including the Municipality, affected by a decision of Committee may appeal to the Superior Court of Justice by notifying the Secretary of the Committee in writing and by applying to the court within fourteen days after the decision is sent.
- 31.6 The Superior Court of Justice shall appoint in writing, a time and place for the hearing of the appeal and may direct in the appointment the manner in which and the persons upon whom the appointment is to be served.
- 31.7 On an appeal of a Property Standards Committee decision, the judge has the same powers and functions as the Property Standards Committee.
- 31.8 The Order, when no appeal is taken within the time prescribed or after an appeal pursuant to Section 31.2 or 31.5 is completed, shall be final and binding upon the owner or occupant, who shall comply with the said Order within the time and in the manner specified in the Order.

Section 32 Conflicts with Other By-laws and Statutes

- 32.1 Wherever a standard established by this By-law is different from a standard in relation to the same matter established by any other By-law in force in the Township of Melancthon or statute of the government of Canada or Ontario, the standard which provides the higher degree of protection for the health, safety and welfare of the occupants and of the general public shall prevail.

Section 33 Power of Corporation to Repair or Demolish

- 33.1 If the owner or occupant of property fails to repair or to demolish the property in accordance with an Order as confirmed or modified by the Committee or a judge, the Corporation in addition to all other remedies,
- a. shall have the right to repair, clean-up or demolish the property accordingly and for this purpose with its servants and agents from time to time to enter in and upon the property without a warrant.

- b. shall not be liable to compensate such owner, occupant or any other person by reason of anything done by or on behalf of the Corporation in its reasonable exercise of its powers under the provisions of this By-law and the Building Code Act, as amended; and
- c. shall have a lien for any amount expended by or on behalf of the Corporation under the authority of this By-law together with interest thereon, upon the property in respect of which such amount was expended, and the certificate of the Clerk of the Corporation as to such amount shall be final and such amount shall be deemed to be taxes and may be added to the collectors roll to be collected in the same manner as municipal realty taxes, or by action in any competent court. The "amount expended" shall include materials, labour, equipment, administration, fees, charges and legal expenses.

Section 34 Immediate Danger to Health and Safety

- 34.1 If, upon inspection of a property or building, the Property Standards Officer is satisfied that there is non-conformity with the standards prescribed in this By-law to such extent as to pose an immediate danger to the health and safety of any person, the Property Standards Officer may make an Order containing particulars of the non-conformity and requiring remedial repairs or other works to be carried out immediately to terminate the danger. The provisions of Section 15.7 of the Building Code Act, shall apply with regard to such an Order and the proceedings arising from it.

Section 35 Offence

- 35.1 Every person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction therefore is liable to a penalty or penalties as provided in the Provincial Offences Act, R.S.O. 1990, c.P.33.
- 35.2 Every person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction therefore is liable to a penalty or penalties as provided in Section 36 of that Act, as may be amended, for each offence committed.

Section 36 Administrative Penalty

- 36.1 For purpose of promoting compliance with this By-law, there shall be an administrative penalty of \$2,000.00 payable by an Owner being in non-compliance with this By-law or any Order issued thereunder.
- 36.2 The administrative penalty provided for in 36.1 constitutes a debt owed to the Corporation. If the penalty is not paid within fifteen days after the day it became due and penalty, the Treasurer of the Corporation may add the administrative penalty to the tax roll for any property in the Municipality for which all of the registered owners are responsible for paying the administrative penalty, and collect it in the same manner as Municipal taxes.

Section 37 Validity and Severability

- 37.1 If a court of competent jurisdiction should declare any section or part of a section of this By-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this By-law, and it is hereby declared that the remainder of the By-law shall be valid and shall remain in force.
- 37.2 A property may be determined to be in compliance with the standards set out herein, such compliance shall not be construed, constructed or deemed to mean that there is

compliance with other municipal By-laws, including but not limited to the Municipality's Comprehensive Zoning By-law.

Section 38 Certificate of Compliance

- 38.1 An Officer who, after inspecting a property, is of the opinion that the property is in compliance with the standards established in the By-law may issue a certificate of compliance to the Owner.
- 38.2 An Officer shall issue a certificate to an owner who requests a certificate if such owner has paid the fee set by the Council of the Corporation, being in the amount of Fifty (\$50) dollars.

Section 39 Repeal & Enactment

- 39.1 By-law number 31-2018 is hereby repealed in its entirety and any other By-laws regarding property maintenance and standards are hereby repealed.
- 39.2 This By-law shall come into force and be in effect on the passing thereof.

THIS BY-LAW READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2019.

READ A THIRD TIME AND ENACTED THIS _____ DAY OF _____, 2019

Mayor

Clerk

SCHEDULE "A"

**NOTICE OF APPEAL
TO THE PROPERTY STANDARDS COMMITTEE
Pursuant to Section 15.3 of the Building Code Act, S.O. 1992, c.23, as amended**

(DATE)

Secretary
Property Standards Committee
Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, ON
L9V 2E6

**RE: Property Standards Order
(Description and Location of Property in Violation)
Township of Melancthon**

TAKE NOTICE of appeal of the undersigned to the Property Standards Committee because of dissatisfaction with the above referenced Order.

APPEAL TO PROPERTY STANDARDS COMMITTEE

If an owner or occupant upon whom an Order has been served is not satisfied with the terms or conditions of the Order, the owner or occupant may appeal to the committee by sending a NOTICE OF APPEAL by registered mail to the Secretary of the Committee within **fourteen** days after service of the Order, and, in the event that no appeal is taken, the Order shall be deemed to have been confirmed and shall be final, binding and effective.

Reference: Building Code Act, S.O. 1992, c.23, s.15.3

Signature of Owner or Authorized Agent



Corporation of the Township of Melancthon

*Tabled to
April 18.*

Moved by *Fransolet Treves*

Seconded by *Alan Bury* Date *April 4*, 2019

Be it resolved that:

WHEREAS it is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy;

WHEREAS the 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts;

WHEREAS local governments are essential to the successful implementation of the Paris Agreement;

WHEREAS Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services;

WHEREAS investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses;

WHEREAS a number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting;

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI-Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 300 municipal governments across Canada representing more than 65 per cent of

the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS PCP members commit to adopt a community GHG reduction target of 30 per cent below 2005 levels by 2030, in line with the Government of Canada’s target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

WHEREAS PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years;

WHEREAS PCP members accept they can be suspended from the program — subject to prior notice in writing by the PCP Secretariat — in the event of non-submission of progress reports within the established deadlines;

BE IT RESOLVED that the Township of Melancthon endorse the Government of Canada’s commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and

BE IT RESOLVED that the Township of Melancthon review the guidelines on PCP member benefits and responsibilities and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the Township of Melancthon appoint the following:
a) Corporate staff person: Kaitlin Chessell, Administrative and Finance Assistant
b) Elected official: _____ to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

Recorded Vote	<u>Yea</u>	<u>Nay</u>
Mayor Darren White		
Deputy Mayor David Besley		
Councillor Wayne Hannon		
Councillor Margaret Mercer		
Councillor David Thwaites		

Carried/Lost _____

MAYOR

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Friday, April 26, 2019 4:00 PM
To: 'Denise Holmes'
Subject: FW: Excessive water

Begin forwarded message:

From: Linda Barton [REDACTED]
Date: April 26, 2019 at 1:00:51 PM EDT
To: dwhite@melancthontownship.ca
Subject: Excessive water

As discussed with Tom our property is approximately 14 inches too low. The neighbouring properties need to be adjusted to correct our problem. It would be appreciated if the council would handle this matter.

William Barton

Sent from my iPad

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca [Remove this sender from my allow list](#)
From: [REDACTED]

You received this message because the sender is on your allow list.

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca [Remove this sender from my allow list](#)
From: dholmes@melancthontownship.ca

You received this message because the sender is on your allow list.

Denise Holmes

From: Gord Fox [REDACTED]
Sent: Friday, April 26, 2019 4:26 PM
To: Darren White; Denise Holmes
Cc: Chris Jones
Subject: Re: Lot 276 & 277 Conc 3 SW, and 117287 3rd Line SW, Melancthon (the "Subject Lands")
Attachments: Opinion Letter and Resolution.pdf

Mayor White and the Council, Township of Melancthon

C/o Denise Holmes, Clerk and CAO

Ms. Holmes

We would like to express our thanks to you, Mayor White and Mr. Jones for taking the time to meet with us on April 18. Please also convey to the entire Council that that we are very much looking forward to addressing the Council on May2.

We have consulted Jane Pepino of Aird and Berlis on the zoning and planning issues related to the proposed use of the Subject Lands. As you know, Ms. Pepino is one of the most knowledgeable and respected municipal counsel in Ontario. She is also a resident of the County.

Ms. Pepino has provided us with her opinion on the permitted use of the Subject Lands under the Township's current by-laws. I would respectfully request that this opinion be placed before the Council at the May 2 meeting.

As discussed at the meeting of April 18, we will be in attendance at the May 2 Council meeting. If required by your procedures, we hereby respectfully request that we be listed as a deputation to speak to the issue of our intended use of the Subject Lands and its compliance with the Township's current by-laws and to answer questions that Council may have.

In terms of the decisions sought, Ms. Pepino has been kind enough to draft two possible resolutions of Council for your collective consideration. Please feel free to share these with Council as well.

If you, the Mayor or Mr. Jones would like to discuss any of the foregoing with me, Aird & Berlis or WSP prior to the Council meeting, please feel free to contact me at [REDACTED]

Best Regards

Gordon H Fox
CEO NWN Scientific

Total Control Panel

[Login](#)

To: planner@melancthontownship.ca

Message Score: 10

High (60): Pass

From: [REDACTED]

My Spam Blocking Level: High

Medium (75): Pass

Low (90): Pass

[Block this sender](#)

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This message was delivered because the content filter score did not exceed your filter level.

AIRD BERLIS

N. Jane Pepino, C.M., Q.C., LL.D.
Direct: 416.865.7727
E-mail: jpepino@airdberlis.com

April 24, 2019

BY EMAIL

NWN Scientific
1680 Tech Avenue, Unit 1
Mississauga, ON M4W 5S9

Dear Mr. Fox:

**Re: Purchase of lot 276 and 277 Concession 3 SW, Melancthon Township
("Subject Lands")**

You have asked us to provide an opinion on the zoning for the above-noted land, which is proposed to be acquired for the purpose of outdoor cultivation of non-medical marijuana, in compliance with the Cannabis Act (Canada).

Effective October 2018, the Federal Government took steps to render the adult recreational use of cannabis lawful. The Cannabis Act deals with all applications of cannabis; medical, adult recreational, homeopathic, cosmetic and veterinary. It also contemplates a regulatory regime for cannabis extracts in all of those applications. One of the most important changes to the cannabis cultivation regime introduced by the Cannabis Act is that outdoor cultivation is now permitted and anticipated, in recognition of the fact it is intended to provide a significantly wider range of crops and uses thereof than the previously highly restricted medical marijuana regime.

The Proposal

You have advised that outdoor cultivated cannabis is intended to be grown and stored in frozen form in an accessory storage facility on the Subject Lands, to become the primary source of input material for later extraction (as opposed to direct consumption of the dried flower). These extracted materials, in turn, will be the basis for most medical, adult recreational, homeopathic, cosmetic and veterinary cannabis products going forward.

The Comprehensive By-law

By-law 12-1979, as amended by by-law 12-1982 of the Township of Melancthon provides that the Subject Lands are zoned General Agricultural (A1) zone. Uses permitted within that zone include a farm, as defined, together with accessory uses, as well as a nursery or commercial greenhouse.

The by-law defines "farm" as "land used for the growing of crops... and includes a farm dwelling and accessory buildings." "Accessory", is defined as "a use, building or structure that is incidental, subordinate and exclusively devoted to a main use, building or structure and is located on the same lot therewith".

Therefore, on a plain reading of the existing by-law, the outdoor growing of a crop of cannabis, together with accessory storage uses on the same lot, is a permitted use.

We are also aware of by-law 29-2014 of the Township of Melancthon ("The Medical Marihuana Facilities by-law"). It is our opinion that this by-law does not apply to the Subject Lands for the proposed use of outdoor cultivation of a cannabis crop, for the following reasons:

By-law 29-2014

Legal Context

The Medical Marihuana Facilities By-law was enacted June 5, 2014. At that time, the propagation and cultivation of cannabis was covered by the Marijuana For Medical Purposes Regulation ("MMAR"). In August 2016, the MMAR was replaced by the Access to Cannabis For Medical Purposes Regulation ("ACMPR"). Both the MMAR and the ACMPR were promulgated as a regulation under the Controlled Drugs and Substances Act. Under the regime imposed by the MMAR and the ACM PR, cannabis could only be cultivated indoors: outdoor cultivation was entirely prohibited. Health Canada's objective through this regime was, inter alia, to facilitate the production of a "medical grade" of cannabis flower requiring a controlled growing environment.

In response to this, the Township's Medical Marihuana Facilities By-law was passed on June 5, 2014 (By-law 29-2014). It defines a "medical marijuana facility" as "land and facilities utilizing non-residential land and/or structures for the purpose of propagating, processing, storing and/or distributing marihuana used for medical purposes used in accordance with federal law and regulation". At the time of the by-law, the only lawful cultivation of cannabis "in accordance with federal law and regulation" required large scale buildings, requiring large inputs of water, electricity for lights and heat, and large scale areas for not only the propagation, but also cultivation inside those buildings.

A review of the staff report setting out the purpose of the by-law (memorandum dated May 30, 2014 from Chris D. Jones to Mayor and members of Council) established the goal of the zoning by-law as creating "a definitive definition for this type of facility", without applying the use to any particular lands. The result was to require anyone seeking to establish such a facility to apply for a site specific zoning by-law amendment, thereby allowing Council to "consider the merits of the application together with any potential land use issues". The by-law was never intended to apply to any land use category within the by-law, and did not restrict any particular piece of land. Therefore, the General Agricultural (A1) zone remains in effect on the Subject Lands.

Plain Reading of By-law 29-2014

The language of the by-law itself makes it clear that it does not apply to the proposed use of the lands for outdoor cultivation of cannabis. Rather, a medical marihuana facility is defined as being land facilities and/or structures used for "propagating, processing, storing and/or distributing marihuana used for medicinal purposes in accordance with federal law and regulation". (emphasis added)

First, outdoor cultivation of cannabis does not constitute "propagation": propagation is the method by which cannabis plants are prepared for indoor flowering. Cultivation, in contrast, presumes seed or seedling material being placed into soil and subsequent growing of the crop, similar to, for example potatoes or corn.

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Secondly, as referenced both in the staff report and the language of the by-law itself, the emphasis is on the "facility and/or structure" as a primary use, in contrast to a "farm" (including accessory uses as incidental, subordinate and exclusively devoted to the main use, being the growing of crops).

Thirdly, it is clear that the By-law intended that any lands to be made subject to its provisions were intended to be used solely "in accordance with Federal Law and regulations".

Conclusion

The Medical Marihuana Facilities By-law could not have considered, much less controlled, lawful outdoor cultivation of cannabis, since it was not permitted at law in 2014. Moreover, the request of NWN Scientific to the Township does not engage the definition of the 2014 by-law, nor request its application to the Subject Lands. Rather, it relies entirely on the widespread and applicable definition of "farm" to permit outdoor cultivation of a crop, and climate controlled storage of that crop, on site.

Opinion

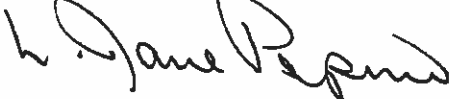
Based on the foregoing it is our opinion that the existing by-law of the Township would permit the requested outdoor cultivation and on site cold storage of cannabis grown on site, consistent with other agricultural practices.

Given that an application to Health Canada must be made in the very near future, requiring Council's confirmation of appropriate zoning, I have attached as Resolution Number 1 herewith, a resolution for Council's consideration at its meeting of May 2, 2019.

Additionally, should it be the decision of the Township Council consistent with the desire to review site planning aspects of any processing facility on site, the Township may consider bringing its 2014 by-law into conformity with the existing legal and regulatory regime for cannabis production, at this site. To that end, we have drafted and attached herewith a suggested Resolution Number 2.

Yours truly,

AIRD & BERLIS LLP



N. Jane Pepino, C.M., Q.C., LL.D.

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Resolution 1

Whereas it is in the interests of the Township to specifically confirm the permitted use of those lands known as Lot 276 and 277 Concession 3 SW, and 117287 3rd Line SW, Melancthon (the "Subject Lands") for the purpose of the outdoor cultivation of cannabis and accessory storage thereof;

Be it resolved as follows:

Council hereby confirms:

1. The Subject Lands are zoned General Agricultural (A1), and the outdoor cultivation of cannabis and the accessory and incidental cold storage of harvested cannabis crops is a permitted use of the Subject Lands, subject to the provisions of s. 4.3 of By-law 12-1979 as amended by 12-1982,
2. By-law 29-2014 does not apply to the outdoor cultivation of cannabis;
3. The Mayor and the Chief Administrative Officer of the Township are hereby authorized and directed to confirm the foregoing in writing forthwith to:
 - (i) Health Canada; and
 - (ii) The prospective purchaser of the Subject Lands.

Resolution 2

Whereas it is in the interests of the Township to specifically confirm the permitted use of those lands known as Lot 276 and 277 Concession 3 SW, and 117287 3rd Line SW, Melancthon (the "Subject Lands") for the purpose of permitting the processing of cannabis grown outdoors on the Subject Lands.

Be it resolved as follows:

1. Council requests that its Planning Consultant report at its next meeting on the timing and process for revising s. 2.50a of By-law 12-1979 as amended by By-law 29-2014 as it applies only to the Subject Lands as follows:

"Means land and facilities utilizing non-residential land and/or structures for the purpose of cultivation, processing and/or storage of cannabis in accordance with current Federal Law and regulation".

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