



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, February 6, 2020 - 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 - January 16, 2020**
 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. Letter from Catharina Luybregts regarding high water run off near her property
 3. Other
 10. **Planning**
 1. Applications to Permit
 2. Notice of Intent to Pass By-law
 1. By-law to amend lands legally described as Part 1, Plan 7R-6618, located in the West Part of Lot 17, Concession 3 OS, and Part 1, Plan 7R-537, located in the West Part of Lot 18, Concession 3 OS - Bonnefield
 2. By-law to amend lands legally described as Parts 1 and 2, Plan 7R-6620, and lands legally described as Part 2, Plan 7R-3781, located in the East Part of Lots 18 and 19, Concession 1 OS - Bonnefield
 3. By-law to amend lands legally described as Part 1, 2 and 3, Plan 7R-6619, located in West Part of Lot 19, Concession 1 OS and lands legally described as Parts 1, 2 and 3, Plan 7R-4110 located in the West Part of Lot 20, Concession 1 OS - Bonnefield
 3. Bonnefield Consent Agreements
 4. Other
 11. **Strategic Plan**
 1. Effective Governance - 5.1 - Improve Local Autonomy
 12. **Climate Change Initiatives**
 1. Upgrade of lights in Municipal Office
 13. **Police Services Board**
 14. **Committee Reports**
 15. **Correspondence**
- *Board & Committee Minutes**
1. GRCA Summary of the General Membership Meeting - January 24, 2020
- * Items for Information Purposes**
1. Dufferin County Council in Brief for January 9, 2020
 2. Notice of Public Meeting Dufferin County Official Plan Review
 3. NVCA Board Member's Per Diem and Expenses for 2019
 4. Melancthon Building Permit 2019 Year End Report
 5. OPP Municipal Policing Bureau News Bulletin - January 2020
 6. MPAC Assessment Change Summary by Property Class in Melancthon
 7. Email from AMO - Government Announces Consultation on Re-composition of OPP Detachment Boards
 8. Ontario Community Infrastructure Fund - Formula-Based Funding Allocation Notice

9. Ministry of Municipal Affairs and Housing - Municipal Modernization Program Funding
10. Town of Shelburne Planning Application - 612 Owen Sound Street - Consent Application
11. RJ Burnside Bradley Drainage Invoice - July 1, 2018 - December 31, 2019
12. RJ Burnside Blydorp Drainage Invoice - January 1, 2019 - December 31, 2019
13. RJ Burnside Lynch Drainage Invoice - July 1, 2019 - December 31, 2019
14. RJ Burnside Bonnefield/Wallace Drainage Invoice - August 1, 2019 - December 31, 2019
15. RJ Burnside Drainage Superintendent Services - October 1, 2019 - December 31, 2019
16. NVCA Media Release - 60th AGM
17. Email from SOLGENinput regarding OPP Regional Roundtable Sessions
18. RLB Chartered Professional Accountants 2019 Audit Plan
19. Letter from Ministry of Children, Community and Social Services regarding survey for Poverty Reduction Strategy now available online

*** Items for Council Action**

1. Email from Ilona Feldmann Request for Municipal Support from Lake Erie Source Protection Region
2. Bluewater Geoscience Consultants - Proposal to Provide 2020 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site
3. Email from Eowyn Spencer regarding 2020 GRCA Budget and Municipal Levy
4. 2020 CDRC Recreation Guide Spring/Summer - Content for Melancthon Page
5. Request from Headwaters Food and Farming Alliance for \$500 for Headwaters Farm Fresh Food Guide

16. General Business

1. Accounts
2. New/Other Business/Additions
 1. Horning's Mills Hall Board of Management - Extend Term of Board
 2. County of Dufferin - Service Delivery Review - Update
3. Unfinished Business
 1. Township of Huron-Kinloss motion supporting the resolution brought forth by the Township of Ramara - requesting the province to review the existing Conservation Authorities Act, 1990, R.S.O. 1990
 2. County of Simcoe recommendation supporting the Township of Ramara regarding conservation authority exit clause
 3. County of Simcoe recommendation supporting the Township of Springwater regarding NVCA Levy
 4. Motion by Councillor Mercer regarding local boards and committees
 5. Notice of Intent to Pass By-law
 1. By-law to provide remuneration, allowances and expenses for Members of Council and it be given a first and second reading and numbered 3-2020
 6. Horning's Mills Community Hall Board of Management - Proposal

17. Delegations

1. **5:30 p.m.** - Lennox Farm (1988) Ltd. - Public Meeting for Proposed Zoning By-law Amendment on 518024 County Road 124 - East Part Lot 21, Concession 2 OS
2. **5:45 p.m.** - Chris Carrier, Fire Marque - to explain the cost recovery program for Fire Departments response to insured perils

18. Closed Session

1. Approval of Draft Minutes - December 12, 2019
2. Business Arising from Minutes
3. Litigation or potential litigation, including matters before administrative tribunal, affecting the local board - LPAT Appeal - Legal Representation
4. Rise With or Without Report from Closed Session

19. Third Reading of By-laws

20. Notice of Motion

21. Confirmation By-law

22. Adjournment and Date of Next Meeting - Thursday, February 20, 2020 - 5:00 p.m.

23. On Sites

24. Correspondence on File at the Clerk's Office

To the Corporation of the
Township of Melancthon

January 09-2020

RECU/RECEIVED

13-01-2020

from CATHARINA M. LUYBREGTS
156302 Highway 10 MELANCTHON L9V-2G5
[REDACTED]

DEAR SIR OR MADAM

THIS IS REGARDING THE ONGOING PROBLEM OF THE
MUNICIPAL DRAIN GOING THROUGH MY PROPERTY
(NOT FLOWING AT ALL) AND WILL PROBABLY
LEAD TO FLOODING AS A RESULT, I SUSPECT
THERE MUST BE A BEAVER DAM DOWNSTREAM
ON THE EASTSIDE OF THE HIGHWAY, THE STREAM
IS NOW VERY HIGH.

I HAD PHONED REGARDING THIS MATTER AND
MR CRAIG MICKS CAME ON NOVEMBER THE 22ND
TO HAVE A LOOK AND SAID YES IT IS NOT
FLOWING BUT WE HAVE NO ONE TO TRAP
BEAVERS ANYMORE AND TAKE DOWN THE DAM
I DO NOT THINK THAT IS A GOOD ENOUGH REASON
TO LET MY HOUSE FLOOD COME FEBRUARY
AND MARCH RUN OFF SNOW MELT.

I WOULD VERY MUCH APPRECIATE IF YOU
COULD COME UP WITH ANY HELP IN
REGARD TO THIS WATER PROBLEM

Thank you CM Luybregts

APPLICATIONS TO PERMIT FOR APPROVAL
February 6, 2020 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
David Metz - 1392119 ONT LTD	24 Church Street Part Lot 14, Con 2 OS 7R-6527 Part 2	Single Family Dwelling	\$400,000.00	YES	

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

(Bonniefield 4th Line – January 23, 2020)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon for lands legally described as Part 1, Plan 7R-6618, located in the West Part of Lot 17, Concession 3 O.S, and lands legally described as Part 1, Plan 7R-537, located in the West Part of Lot 18, Concession 3 O.S., all of which is located in the Township of Melancthon, County of Dufferin.

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

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

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

1. Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands legally described as Parts 1, Plan 7R-6618, located in the West Part of Lot 17, Concession 3 O.S. from the General Agricultural Exception (A1-129) Zone to the Rural Residential (RR) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
2. Furthermore, Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands legally described as Parts 1, Plan 7R-537, located in the West Part of Lot 18, Concession 3 O.S. from the Rural Residential Exception (RR-159) Zone to the General Agricultural Exception (A1-129) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
3. In all other respects, the provisions of By-law 12-79, as amended shall apply.

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

READ A FIRST AND SECOND TIME on the 6th day of February 2020.

READ A THIRD TIME and finally passed this 6th day of February 2020.

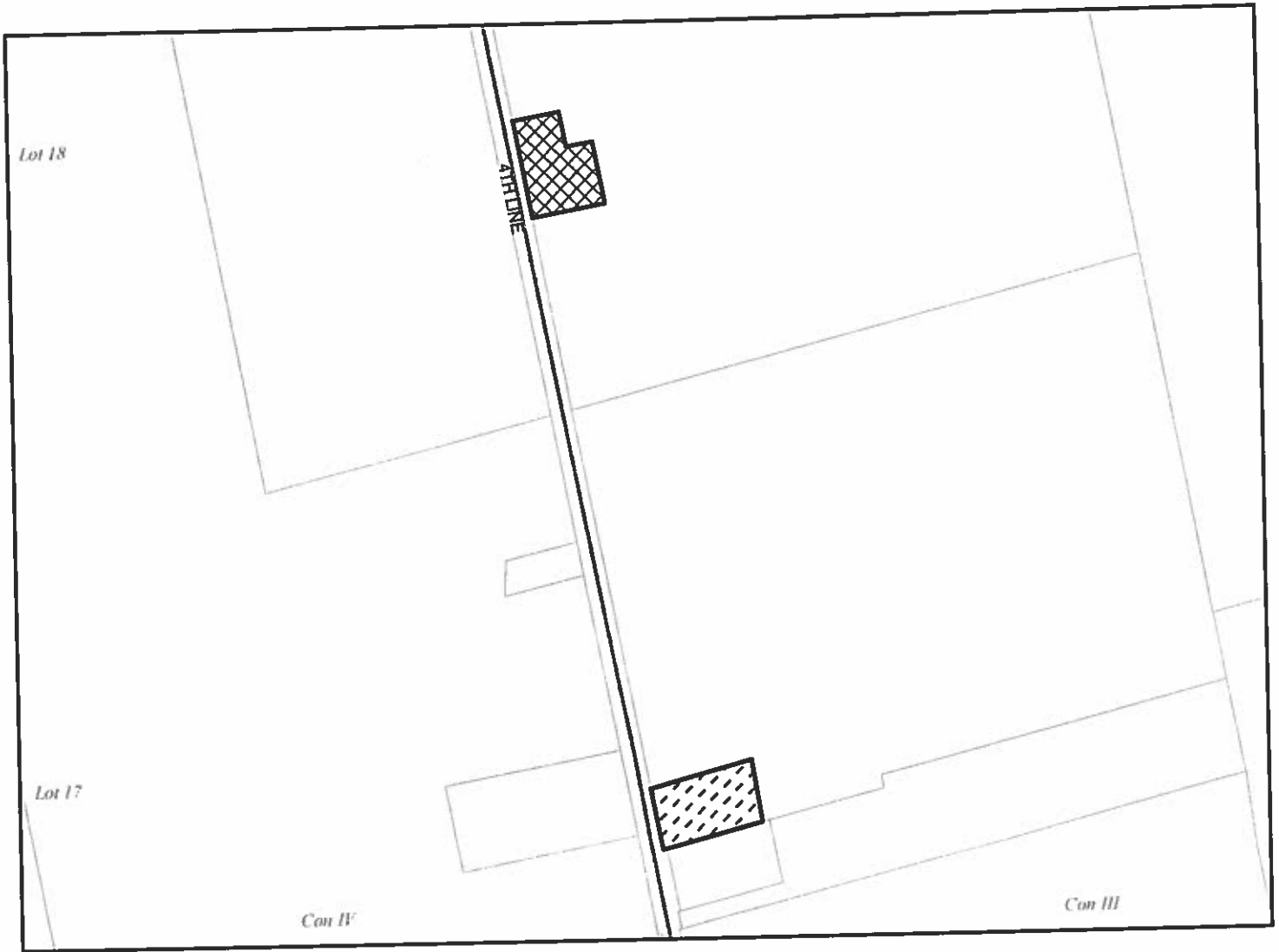
Mayor



Clerk

PLAN # 2.1

FEB - 6 2020

Schedule 'A-1'
By-law 2020-_____
West Part of Lots 17 & 18, Concession 3 O.S.
Township of Melancthon



-  Lands to be rezoned from the Rural Residential Exception (RR-159) Zone to the General Agricultural Exception (A1-129) Zone
-  Lands to be rezoned from the General Agricultural Exception (A1-129) Zone to the Rural Residential (RR) Zone

This is Schedule 'A-1' to By-law _____

Passed this _____ day of _____, 2020.

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

(Bonfield Townline – January 23, 2020)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon for lands legally described as Parts 1 and 2, Plan 7R-6620, and lands legally described as Part 2, Plan 7R-3781, located in the East Part of Lots 18 and 19, Concession 1 O.S., all of which is located in the Township of Melancthon, County of Dufferin.

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

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

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

1. Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands legally described as Parts 1 and 2, Plan 7R-6620, and Part 2, Plan 7R-3781, located in the East Part of Lots 18 and 19, Concession 1, O.S. from the General Agricultural (A1) Zone to the Rural Residential Exception (RR-85) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.

2. Furthermore, Zoning By-law No. 12-79 as amended, is further amended by adding the following new sub-section after sub-section hhhh):

iiii) On lands described legally as Parts 1 and 2, Plan 7R-6620, and Part 2, Plan 7R-3781, located in the East Part of Lots 18 and 19, Concession 1, O.S. and located in the RR-85 Zone, the minimum lot area shall be 0.64 hectares.

3. In all other respects, the provisions of By-law 12-79, as amended shall apply.

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

READ A FIRST AND SECOND TIME on the 6th day of February 2020.

READ A THIRD TIME and finally passed this 6th day of February 2020.

Mayor

Clerk

PLAN #2.2

FEB - 6 2020

Schedule 'A-1'
By-law 2020-_____
East Part of Lots 18 & 19, Concession 1 O.S.
Township of Melancthon



 Lands to be rezoned from the General Agricultural (A1) Zone to the Rural Residential Exception (RR-85) Zone

This is Schedule 'A-1' to By-law _____

Passed this _____ day of _____, 2020.

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

(Bonfield County Road 124 – January 23, 2020)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon for lands legally described as Parts 1, 2 and 3 Plan 7R-6619, located in West Part of Lot 19, Concession 1 O.S, and lands legally described as Parts 1, 2 and 3, Plan 7R-4110, located in the West Part of Lot 20, Concession 1 O.S., all of which is located in the Township of Melancthon, County of Dufferin.

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

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

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

1. Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands legally described as Parts 1, 2 and 3, Plan 7R-6619, located in West Part of Lot 19, Concession 1, O.S. from the General Agricultural (A1) Zone to the Rural Residential (RR) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
2. Furthermore, Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands legally described as Parts 1, 2 and 3, Plan 7R-4110, located in West Part of Lot 20, Concession 1, O.S. from the Rural Residential (RR) Zone to the General Agricultural (A1) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
3. In all other respects, the provisions of By-law 12-79, as amended shall apply.

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

READ A FIRST AND SECOND TIME on the 6th day of February 2020.

READ A THIRD TIME and finally passed this 6th day of February 2020.

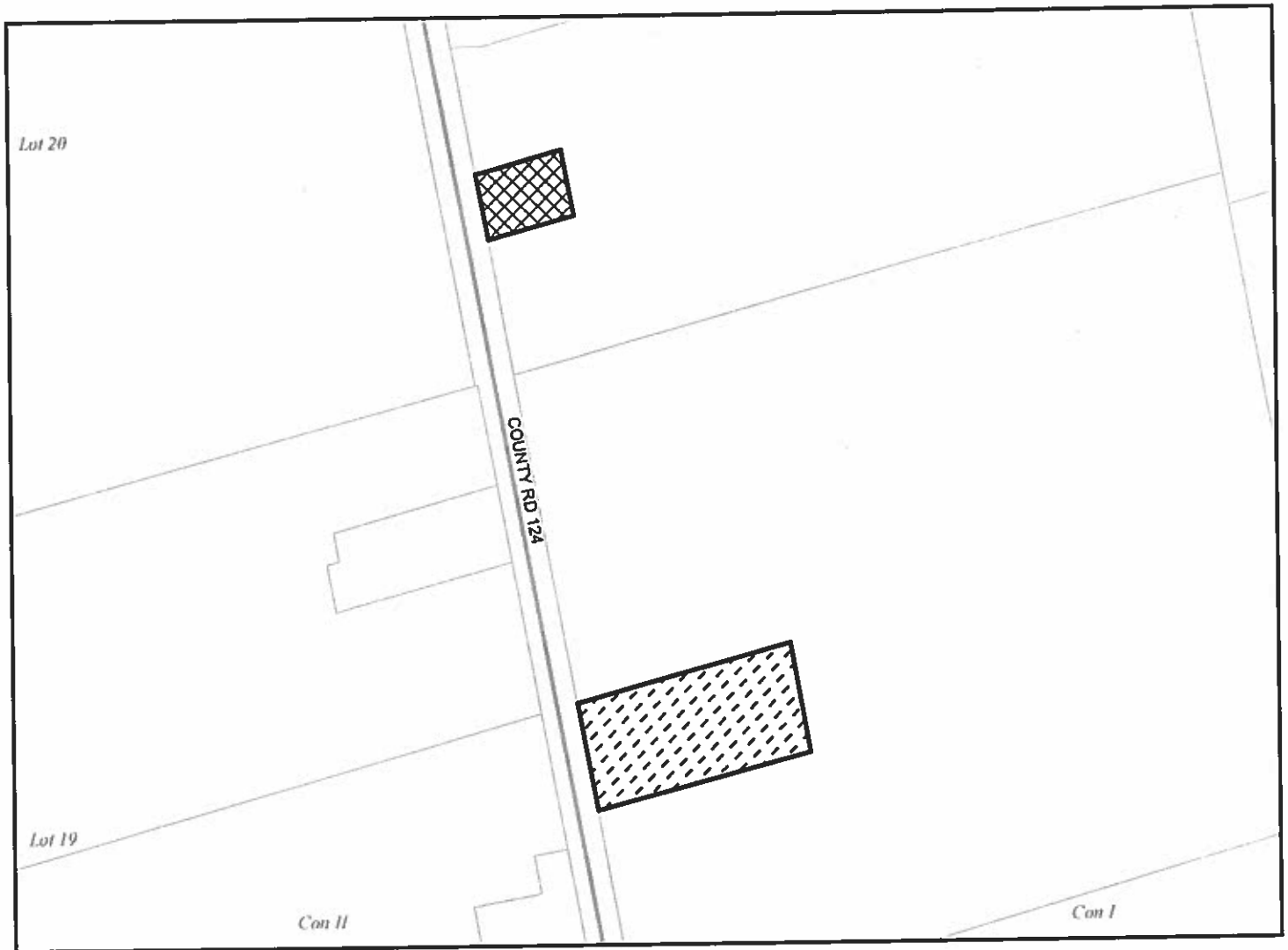
Mayor



Clerk

PLAN # 2.3

FEB - 6 2020

Schedule 'A-1'
By-law 2020-_____
West Part of Lots 19 & 20, Concession 1 O.S.
Township of Melancthon



-  Lands to be rezoned from the Rural Residential (RR) Zone to the General Agricultural (A1) Zone
-  Lands to be rezoned from the General Agricultural (A1) Zone to the Rural Residential (RR) Zone

This is Schedule 'A-1' to By-law _____

Passed this _____ day of _____, 2020.

Mayor

Clerk

THIS CONSENT AGREEMENT made this day of February, 2020

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

(hereinafter referred to as the "Township")

OF THE FIRST PART,
- and -

Bonnefield Farmland Ontario III Inc.

(hereinafter referred to as the "Owner")

OF THE SECOND PART.

WHEREAS Bonnefield Farmland Ontario III Inc. is the registered Owner of the lands affected hereby;

AND WHEREAS the Owner, through Consent Applications B3/19 and B4/19, obtained Provisional Consent to relocate a lot by merging an existing lot of record;

AND WHEREAS the Township is authorized to establish agreements under Section 53 (12) of the Planning Act, RSO (1990);

AND WHEREAS the Township established a condition of the approval of Provisional Consent B3/19 which requires the Owner to enter into an agreement with the Township with respect to the merger of lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of mutual benefits, the Parties hereto agrees as follows:

SECTION I - LANDS TO BE BOUND

- 1) The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the Township of Melancthon and are more particularly described in Schedule "A" hereto.

SECTION II - COMPONENTS OF THE AGREEMENT

- 1) The text, consisting of Sections I through VII, and the following Schedules, which are attached hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands Subject to Agreement

SECTION III - REGISTRATION OF AGREEMENT

- 1) This Agreement may be registered on title to the Subject Lands at the expense of the OWNER;
- 2) The OWNER agrees that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
- 3) The OWNER agrees to have the TOWNSHIP register this Agreement at the expense of the OWNER.

SECTION IV - PROVISIONS

- 1) The OWNER agrees to register the lands subject to this Agreement in such a manner so the subject lands merge in title with the surrounding lands located in Lots 16, 17, 18, 19 and 20, Concession 3, O.S. in the Township of Melancthon.
- 2) The OWNER acknowledges and agrees that the lands subject to this Agreement cannot be conveyed or transferred as a separate parcel of land.
- 3) The OWNER agrees to reimburse the TOWNSHIP for all costs associated with the preparation, administration, registration and processing of this Agreement.

PLAN # 3
FEB - 6 2020

SECTION V - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

- 1) This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.
- 2) This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.
- 3) This Agreement shall come into effect on the date of execution by the TOWNSHIP.
- 4) The TOWNSHIP shall not release any security held in accordance with Agreement in whole or in part until the TOWNSHIP is satisfied that the OWNER has fulfilled all obligations specified under this Agreement.
- 5) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the TOWNSHIP to carry out any of its obligations under this Agreement, or, as a result of the TOWNSHIP performing any municipal work on adjacent properties which may damage or interfere with the works of the OWNER, provided that such default, failure or neglect was not caused intentionally or through negligence on the part of the TOWNSHIP, its servants or agents.
- 6) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise as a result of the OWNER undertaking site alteration, construction or development.
- 8) Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

OWNER NAME AND ADDRESS: Bonnefield Farmland Ontario III Inc.
 141 Adelaide Street West
 Suite 510
 Toronto, Ontario
 M5H 3L5

TOWNSHIP: Clerk
 Township of Melancthon
 157101 Highway 10
 Melancthon, Ontario
 L9V 2E6

THIS AGREEMENT shall enure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the OWNER and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

THIS AGREEMENT was executed by the duly authorized signing officers of each party and sealed this day of February, 2020.

SIGNED, SEALED AND DELIVERED
in the presence of:

Witness

Signature of Owner (I have the authority to bind the Corporation)

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Witness

Mayor, Darren White

Witness

Clerk, Denise Holmes

SCHEDULE "A"

Legal Description

**Part of the West Half of Lot 18, Concession 3, O.S. in the Township of Melancthon,
County of Dufferin, designated as Part 1, Plan 7R-537.**

THIS CONSENT AGREEMENT made this day of February, 2020

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

(hereinafter referred to as the "Township")

OF THE FIRST PART,
- and -

Bonnefield Farmland Ontario III Inc.

(hereinafter referred to as the "Owner")

OF THE SECOND PART.

WHEREAS Bonnefield Farmland Ontario III Inc. is the registered Owner of the lands affected hereby;

AND WHEREAS the Owner, through Consent Applications B5/19, obtained Provisional Consent for a lot addition;

AND WHEREAS the Township is authorized to establish agreements under Section 53 (12) of the Planning Act, RSO (1990);

AND WHEREAS the Township established a condition of the approval of Provisional Consent B5/19 which requires the Owner to enter into an agreement with the Township with respect to the merger of lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of mutual benefits, the Parties hereto agrees as follows:

SECTION I - LANDS TO BE BOUND

- 1) The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the Township of Melancthon and are more particularly described in Schedule "A" hereto.

SECTION II - COMPONENTS OF THE AGREEMENT

- 1) The text, consisting of Sections I through VII, and the following Schedules, which are attached hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands Subject to Agreement

Schedule "B" - Plan of Survey

SECTION III - REGISTRATION OF AGREEMENT

- 1) This Agreement may be registered on title to the Subject Lands at the expense of the OWNER;
- 2) The OWNER agrees that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
- 3) The OWNER agrees to have the TOWNSHIP register this Agreement at the expense of the OWNER.

SECTION IV - PROVISIONS

- 1) The OWNER agrees to register the lands subject to this Agreement in such a manner so the subject lands merge in title and are subsequent utilized and/or transferred as one parcel of land.
- 2) The OWNER agrees to reimburse the TOWNSHIP for all costs associated with the preparation, administration, registration and processing of this Agreement.

SECTION V - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

- 1) This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.

- 2) This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.
- 3) This Agreement shall come into effect on the date of execution by the TOWNSHIP.
- 4) The TOWNSHIP shall not release any security held in accordance with Agreement in whole or in part until the TOWNSHIP is satisfied that the OWNER has fulfilled all obligations specified under this Agreement.
- 5) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the TOWNSHIP to carry out any of its obligations under this Agreement, or, as a result of the TOWNSHIP performing any municipal work on adjacent properties which may damage or interfere with the works of the OWNER, provided that such default, failure or neglect was not caused intentionally or through negligence on the part of the TOWNSHIP, its servants or agents.
- 6) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise as a result of the OWNER undertaking site alteration, construction or development.
- 8) Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

OWNER NAME AND ADDRESS: Bonnefield Farmland Ontario III Inc.
 141 Adelaide Street West
 Suite 510
 Toronto, Ontario
 M5H 3L5

TOWNSHIP: Clerk
 Township of Melancthon
 157101 Highway 10
 Melancthon, Ontario
 L9V 2E6

THIS AGREEMENT shall enure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the OWNER and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

THIS AGREEMENT was executed by the duly authorized signing officers of each party and sealed this day of February, 2020.

SIGNED, SEALED AND DELIVERED
 in the presence of:

 Witness

 Signature of Owner (I have the authority to bind the Corporation)

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

 Witness

 Mayor, Darren White

 Witness

 Clerk, Denise Holmes

SCHEDULE "A"

Legal Description

Part of the East Half of Lots 18 and 19, Concession 1, O.S. in the Township of Melancthon, County of Dufferin, designated as Parts 1 and 2, Plan 7R-6220 and Part 2, Plan 7R-3781.

SCHEDULE "B"

**Plan of Survey prepared by Luke G. Wilcox, dated January 8, 2019 and Registered
as Plan 7R-6620**

(kept on file at the Township Office)

THIS CONSENT AGREEMENT made this day of February, 2020

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

(hereinafter referred to as the "Township")

**OF THE FIRST PART,
- and -**

Bonnefield Farmland Ontario III Inc.

(hereinafter referred to as the "Owner")

OF THE SECOND PART.

WHEREAS Bonnefield Farmland Ontario III Inc. is the registered Owner of the lands affected hereby;

AND WHEREAS the Owner, through Consent Applications B6/19 and B7/19, obtained Provisional Consent to relocate a lot by merging an existing lot of record;

AND WHEREAS the Township is authorized to establish agreements under Section 53 (12) of the Planning Act, RSO (1990);

AND WHEREAS the Township established a condition of the approval of Provisional Consent B6/19 which requires the Owner to enter into an agreement with the Township with respect to the merger of lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of mutual benefits, the Parties hereto agrees as follows:

SECTION I - LANDS TO BE BOUND

- 1) The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the Township of Melancthon and are more particularly described in Schedule "A" hereto.

SECTION II - COMPONENTS OF THE AGREEMENT

- 1) The text, consisting of Sections I through VII, and the following Schedules, which are attached hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands Subject to Agreement

SECTION III - REGISTRATION OF AGREEMENT

- 1) This Agreement may be registered on title to the Subject Lands at the expense of the OWNER;
- 2) The OWNER agrees that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
- 3) The OWNER agrees to have the TOWNSHIP register this Agreement at the expense of the OWNER.

SECTION IV - PROVISIONS

- 1) The OWNER agrees to register the lands subject to this Agreement in such a manner so the subject lands merge in title with the surrounding lands located in Lots 18, 19 and 20, Concession 1, O.S. in the Township of Melancthon.
- 2) The OWNER acknowledges and agrees that the lands subject to this Agreement cannot be conveyed or transferred as a separate parcel of land.
- 3) The OWNER agrees to reimburse the TOWNSHIP for all costs associated with the preparation, administration, registration and processing of this Agreement.

SECTION V - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

- 1) This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.
- 2) This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.
- 3) This Agreement shall come into effect on the date of execution by the TOWNSHIP.
- 4) The TOWNSHIP shall not release any security held in accordance with Agreement in whole or in part until the TOWNSHIP is satisfied that the OWNER has fulfilled all obligations specified under this Agreement.
- 5) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the TOWNSHIP to carry out any of its obligations under this Agreement, or, as a result of the TOWNSHIP performing any municipal work on adjacent properties which may damage or interfere with the works of the OWNER, provided that such default, failure or neglect was not caused intentionally or through negligence on the part of the TOWNSHIP, its servants or agents.
- 6) The OWNER covenants and agrees to release and forever discharge the TOWNSHIP from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise as a result of the OWNER undertaking site alteration, construction or development.
- 8) Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

OWNER NAME AND ADDRESS: Bonnefield Farmland Ontario III Inc.
 141 Adelaide Street West
 Suite 510
 Toronto, Ontario
 M5H 3L5

TOWNSHIP: Clerk
 Township of Melancthon
 157101 Highway 10
 Melancthon, Ontario
 L9V 2E6

THIS AGREEMENT shall enure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the OWNER and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

THIS AGREEMENT was executed by the duly authorized signing officers of each party and sealed this day of February, 2020.

SIGNED, SEALED AND DELIVERED
in the presence of:

Witness

Signature of Owner (I have the authority to bind the Corporation)

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Witness

Mayor, Darren White

Witness

Clerk, Denise Holmes

SCHEDULE "A"

Legal Description

**Part of the West Half of Lot 20, Concession 1, O.S. in the Township of Melancthon,
County of Dufferin, designated as Parts 1, 2 and 3 Plan 7R-4110.**



Grand River Conservation Authority
Summary of the General Membership Meeting – January 24, 2020

To GRCA/GRCF Boards 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:

- GM-01-20-05 - Budget Draft #2
- GM-01-20-04 - Foundation Member Appointment
- GM-01-20-08 - Provincial Flood Advisor Special Report on Flooding

Information Items

The Board received the following reports as information:

- GM-01-02-01 - Cash and Investment Status
- GM-01-20-02 - Development, Interference with Wetlands and Alterations to Shorelines Regulation
- GM-01-20-03 - Environmental Assessments
- GM-01-20-07 - January 2020 Flood Event
- GM-01-20-06 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- County of Simcoe - Nottawasaga Valley CA Levies
- Township of Springwater - Conservation Authority Review and Exit Clause
- City of Hamilton – CA Levy Appeals
- Mining and Lands Tribunal – City of Hamilton Levy Appeals

Election of Officers

The board elects a chair and vice-chair each January to serve for the coming year.

- Helen Jowett was acclaimed as Chair of the Grand River Conservation Authority for a fifth term
- Chris White was acclaimed as Vice-Chair of the Grand River Conservation Authority for a fifth term

For full information, please refer to the January 24 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 following the next meeting of the General Membership scheduled on February 28, 2020.

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'.

Denise Holmes

From: Dufferin County <info@dufferincounty.ca>
Sent: Friday, January 10, 2020 2:58 PM
To: Denise Holmes
Subject: Dufferin County E-Newsletter - Council in Brief

Dufferin County's Official E-Newsletter

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Dufferin

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COUNCIL IN BRIEF

For January 9, 2020

The following highlights from the January 9, 2020 Dufferin County Council Meeting are provided for general information purposes. [For the full agenda and minutes, please visit our website by clicking here.](#)

Upcoming Meetings

There will be a Joint Council Service Delivery Review Workshop on January 16, 2020 at 6:00 p.m. at the Tony Rose Memorial Arena (Banquet Room). This meeting is open to the public.

Upcoming committee meetings will be held on January 23, 2020 in at 55 Zina

St, Orangeville in the Sutton Room at the following times:
Infrastructure & Environmental Services Committee –1 pm
General Government Services – 3 pm
Community Services/Dufferin Oaks/Museum Committee – 6:30 pm

Black History Month: February 2020



Warden White proclaimed February as Black History Month in the County of Dufferin. Ms. Alethia O'Hara-Stephenson along with students Janine Beckford, Ashana Smith and Soha Soloman were in attendance to accept the proclamation. The group presented Council regarding the history of significant contributions and achievements of Black Canadians both past and present in Dufferin County.

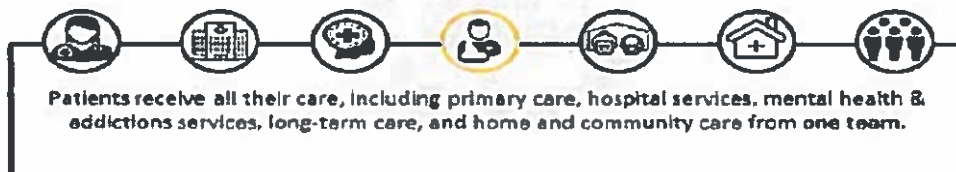
Mulmur Melancthon Mono Amaranth Phrag **Fighters**



Mr. Ernie Lynch and Ms. Angela Lynch delegated to Council on behalf of the Mulmur Melancthon Mono Amaranth Phrag Fighters. The group is working to eradicate the invasive species, Phragmites australis. The Dufferin County Public Works department has an inventory of the Phragmites australis in the County and a plan to combat it.

Hills of Headwaters Collaborative Health Team

Ontario Health Teams



Mr. Dave Pearson, Hills of Headwaters Collaborative Health Team, presented a brief overview of the new Hills of Headwaters Collaborative Health Team including the purpose and composition of the Team.

Building Permit Fee Change



A public meeting was held on January 9, 2020 to receive input on proposed changes to the Dufferin County Building By-Law, an increase in building permit fees. A draft copy of the new by-law was circulated and will be presented at the February Council Meeting. To view a copy of the draft by-law, [please visit our website here](#) (Item #1).

Service Review - Project Launch & Discovery



The Chief Administrative Officer provided an update on the Service Delivery Review Project (SDR). The SDR project is underway. The consultants, project teams and staff successfully moved forward with implementing the phase 1 activities on schedule. It is anticipated that the list of services for further review will be finalized by mid-January. Following this, phase 2 will commence to create details service profiles.

The complete agenda and minutes from the January 9, 2020 County Council meeting will be available on the [County website](#).

The next meeting is on February 13, 202 at 7:00 p.m. at the Town of Orangeville Council Chambers, 87 Broadway, Orangeville, ON followed by a regular meeting of Council.

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Our mailing address is:
County of Dufferin
Administration Department
55 Zina Street
Orangeville ON L9W 1E5
info@dufferincounty.ca

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**NOTICE OF A PUBLIC MEETING
DUFFERIN COUNTY OFFICIAL PLAN REVIEW/
MUNICIPAL COMPREHENSIVE REVIEW**

PURSUANT TO SECTION 26(3) AND (4) OF THE *PLANNING ACT*, R.S.O. 1990 (AS AMENDED) TAKE NOTICE THAT A PUBLIC MEETING WILL BE HELD BY DUFFERIN COUNTY.

WHEN: March 12th, 2020
WHERE: Town of Orangeville Council Chambers, 87 Broadway, Orangeville
TIME: 7:00pm

A location map is not provided with this notice, as the Official Plan Review/Municipal Comprehensive Review applies to all lands within the corporation limits of the Dufferin County.

Purpose

The Dufferin County Official Plan is a statement of goals, objectives and policies intended to guide future land use, physical development, and growth within the boundaries of the County. The primary purpose of the County's Municipal Comprehensive Review is to update the Official Plan to ensure conformity with Provincial policies, have regard to matters of Provincial interest, and to address the changing demographics, employment and needs of the County.

Ontario's *Planning Act* requires that County Council shall hold a special meeting of Council to discuss the revisions to the Official Plan that may be required under the Municipal Comprehensive Review.

Tell Us What You Think

The public is invited to attend this statutory public meeting to provide input into the Official Plan Review/ Municipal Comprehensive Review process. We would like your input to identify issues to be considered in the Municipal Comprehensive Review process, which will help build a vision for the Official Plan, but also help develop solutions to issues.

Written Submissions

If you are unable to attend this meeting, but would like your comments and/or concerns received by members of Council, then please submit your comments in writing to: c/o the Clerk, Pam Hillock, 55 Zina Street, Orangeville, ON L9W 1E5, or email: phillock@dufferincounty.ca, and provide your name and mailing address.

Additional Information

For further information on the Official Plan Review/Municipal Comprehensive Review, please contact:

Pam Hillock
Clerk
Dufferin County
55 Zina Street
Orangeville, ON L9W 1E5
Phone: (519) 941-2816 ext. 2503
phillock@dufferincounty.ca

You may also choose to visit the project website at joinindufferin.com for updates, resources or to make a request to be added to the project mailing list.

The County Website also has further information in regards to this project:
<https://www.dufferincounty.ca/index.php/services/planning-development#my-community-rediscovered->

DATED THIS 13th day of January, 2020



December 31, 2019

The Township of Melancthon
D. Holmes, Clerk-Treasurer
157101 Hwy # 10
Melancthon, Ontario
L9V 2E6.

Dear Ms. Holmes:

RE: NVCA BOARD MEMBER'S PER DIEM AND EXPENSES

I have been asked to supply municipalities with remuneration expenses paid to our NVCA Board members over the 2019 year in accordance with the Municipal Act, Section 284(3).

Your council's appointee for the 2019 term to the Nottawasaga Valley Conservation Authority was Margaret Mercer.

The Authority held 11 Board of Directors meetings from January 1 to December 31, 2019.

The total number attended by your member was 10 Authority meetings.

The total mileage expense paid was \$672.80 and the total per diem paid was \$820.30.

If you have any questions relating to the above, please do not hesitate to contact the undersigned at 705-424-1379 ext.228.

Sincerely,

A handwritten signature in cursive script that reads "S. Flannagan".

Sheryl Flannagan
Director, Corporate Services
SF/ds

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T: 705-424-1479 F: 705-424-2115
admin@nvca.on.ca • nvca.on.ca

A member of Conservation Ontario

WFO# 3
FEB - 6 2020

Denise Holmes

From: Kera Mombourquette <kmombourquette@dufferincounty.ca>
Sent: Tuesday, January 14, 2020 1:08 PM
To: Denise Holmes; Wendy Atkinson
Subject: 2019 Year End Report
Attachments: 2019 Year End - ME.pdf

Good Afternoon,

Please see attached for the Year End Report for Melancthon.

Kind regards,

Kera Mombourquette | Administrative Support Specialist | Building Services
County of Dufferin | Phone: 519-941-2816 ext 2705 | kmombourquette@dufferincounty.ca | 55 Zina Street, Orangeville, ON L9W 1E5

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BUILDING PERMIT REPORT

January -- December 2019

MUNICIPALITY	CONSTRUCTION TYPE		MONTH	COUNT	WORK VALUES	PERMIT FEES
Melancthon	Detached Dwelling	110-01	January	1	\$300,000.00	\$2,877.00
	Detached Dwelling	110-01	April	1	\$600,000.00	\$5,926.35
	Detached Dwelling	110-01	June	2	\$700,000.00	\$5,115.60
	Detached Dwelling	110-01	July	1	\$390,000.00	\$2,341.08
	Detached Dwelling	110-01	September	1	\$340,000.00	\$1,861.26
	Detached Dwelling	110-01	October	1	\$375,000.00	\$1,034.88
	Detached Dwelling	110-01	November	3	\$1,002,840.00	\$5,632.20
	Sub-Total	<i>New Construction</i>		10	\$3,707,840.00	\$24,788.37
Melancthon	Detached Dwelling	110-02	January	1	\$22,000.00	\$201.60
	Detached Dwelling	110-02	March	1	\$72,000.00	\$403.20
	Detached Dwelling	110-02	April	1	\$70,000.00	\$352.80
	Detached Dwelling	110-02	July	3	\$130,000.00	\$2,354.84
	Detached Dwelling	110-02	October	2	\$230,000.00	\$3,866.57
	Sub-Total	<i>Addition to Existing Structure</i>		8	\$524,000.00	\$7,179.01
Melancthon	Detached Dwelling	110-03	February	1	\$70,000.00	\$533.40
	Detached Dwelling	110-03	March	1	\$30,000.00	\$409.60
	Detached Dwelling	110-03	June	1	\$1,100.00	\$150.00
	Detached Dwelling	110-03	July	2	\$40,000.00	\$566.00
	Detached Dwelling	110-03	August	2	\$109,775.00	\$388.00
	Sub-Total	<i>Alteration or Improvement</i>		7	\$250,875.00	\$2,047.00
Melancthon	Detached Dwelling	110-16	January	2	\$20,000.00	\$360.00
	Detached Dwelling	110-16	May	1	\$5,000.00	\$180.00
	Detached Dwelling	110-16	July	1	\$5,000.00	\$180.00

MUNICIPALITY	CONSTRUCTION TYPE		MONTH	COUNT	WORK VALUES	PERMIT FEES
Melancthon	Detached Dwelling	110-16	August	1	\$5,000.00	\$330.00
	Detached Dwelling	110-16	September	3	\$10,000.00	\$540.00
	Detached Dwelling	110-16	October	2	\$15,000.00	\$360.00
	Sub-Total	<i>Demoliton</i>		10	\$60,000.00	\$1,950.00
Melancthon	Industrial	410-01	September	1	\$300,000.00	\$2,088.96
	Sub-Total	<i>New Construction</i>		1	\$300,000.00	\$2,088
Melancthon	Agricultural	411-01	April	2	\$44,650.00	\$548.95
	Agricultural	411-01	May	1	\$150,000.00	\$1,377.00
	Agricultural	411-01	June	1	\$38,000.00	\$220.00
	Agricultural	411-01	July	1	\$350,000.00	\$3,710.95
	Agricultural	411-01	August	2	\$260,000.00	\$1,943.27
	Agricultural	411-01	September	2	\$20,000.00	\$370.00
	Sub-Total	<i>New Construction</i>		9	\$862,650.00	\$8,170.17
Melancthon	Agricultural	411-02	August	1	\$80,000.00	\$828.75
	Sub-Total	<i>Addition to Existing Structure</i>		1	\$80,000.00	\$828.75
Melancthon	Commercial	510-02	September	1	\$8,000.00	\$167.28
	Sub-Total	<i>Addition to Existing Structure</i>		1	\$8,000.00	\$167.28
Melancthon	Commercial	510-03	January	1	\$70,000.00	\$279.68
	Sub-Total	<i>Alteration or Improvement</i>		1	\$70,000.00	\$279.68
Melancthon	Res. Out Building	190-01	April	2	\$250,000.00	\$2,363.40
	Res. Out Building	190-01	July	1	\$10,000.00	\$150.00
	Res. Out Building	190-01	November	1	\$8,000.00	\$150.00
	Sub-Total	<i>New Construction</i>		4	\$268,000.00	\$2,663.40
Melancthon	Res. Out Building	190-16	November	2	\$5,000.00	\$360.00
	Sub-Total	<i>Demoliton</i>		2	\$5,000.00	\$360.00
Melancthon	Septic	195-01	January	2	\$20,000.00	\$1,080.00
	Septic	195-01	April	3	\$40,000.00	\$2,020.00

MUNICIPALITY	CONSTRUCTION TYPE		MONTH	COUNT	WORK VALUES	PERMIT FEES
Melancthon	Septic	195-01	June	2	\$20,000.00	\$1,080.00
	Septic	195-01	July	2	\$40,000.00	\$1,080.00
	Septic	195-01	August	1	\$10,000.00	\$540.00
	Septic	195-01	September	2	\$30,000.00	\$1,480.00
	Septic	195-01	October	2	\$28,000.00	\$1,080.00
	Septic	195-01	November	4	\$52,500.00	\$2,160.00
	Sub-Total	<i>New Construction</i>		18	\$240,500.00	\$10,520.00
Melancthon	Septic	195-03	July	1	\$30,000.00	\$540.00
	Sub-Total	<i>Alteration or Improvement</i>		1	\$30,000.00	\$540.00
TOTAL				73	\$6,406,865.00	\$61,582.62



New Year — New OPP Efficiency

Greetings from OPP Municipal Policing Bureau! May 2020 bring us more opportunities to strengthen the relationship with your municipality and make our communities safer!



We all know, in an emergency every second counts! Accidental and non-urgent calls to 9-1-1 like pocket dials tie up emergency lines, communicators and officers and can result in the slower response to a real emergency, risking the safety of people

who may need urgent help.

The OPP recently updated its 9-1-1 call handling work flow and policies to allow its emergency communicators more discretion to divert certain 9-1-1 calls and ensure more frontline OPP members are available for actual emergencies.

OPP communicators are well trained to recognize indicators of an emergency that warrant officers being dispatched.

Changing our 9-1-1 response process aligns with those of other major and medium police services while exceeding North America industry standards. The changes further help optimize our resources and support the pending implementation of 'next generation' 9-1-1 infrastructure, including the future handling of calls for service via social media.

There may be some reduction in the billable calls for service costs in the Annual Billing Statements for OPP-policed municipalities as frontline officers are dispatched to fewer calls. Any reduction to the overall billing is expected to be negligible as officers are still on duty working in communities and available 24/7 to respond to calls for service

If municipal leaders require further information, please contact your local Detachment Commander or visit the OPP booth (#414) at the annual Rural Ontario Municipalities Association (ROMA) Conference.

NEED MORE INFO / HAVE QUESTIONS?

Visit www.opp.ca/municipalpolicing / www.opp.ca/billingmodel

Contact us OPP.MunicipalPolicing@opp.ca or (705) 329 6200

Denise Holmes

From: Schultz, Lindsay <Lindsay.Schultz@mpac.ca> on behalf of Hebden, Jon <Jon.Hebden@mpac.ca>
Sent: Thursday, January 16, 2020 2:15 PM
To: Denise Holmes
Cc: Hebden, Jon; Wendy Atkinson
Subject: 2019 Year End Assessment Report for the 2020 Tax Year
Attachments: 19YEST2219.pdf

Good afternoon,

On behalf of Chris Rickett, Director for Municipal and Stakeholder Relations, we are pleased to share our 2019 Year-End Assessment Report for the 2020 tax year. This report provides a high-level summary of MPAC's 2019 activities that are relevant to the municipal sector, and also two unique municipal level snapshots of the assessment changes within your municipality.

We are particularly proud of the partnerships we have developed this past year, some of which are highlighted on page 3 of the report.

We are providing this report to the Clerks to encourage sharing with municipal councils.

Myself and Amanda Macdougall, Regional Manager are available to answer any questions you may have.

We look forward to working with you this year as we deliver the Assessment Update.

Best Regards,

Jon Hebden
Account Manager
Kitchener, Municipal and Stakeholder Relations
Office: 226 317-0274

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APPENDIX 1 Assessment Change Summary by Property Class Township of Melancthon

The following chart provides a comparison of the total assessment for the 2016 base year, and a comparison of the assessment change for 2019 and 2020 property tax year by property class.

Property Class/Realty Tax Class	2016 Full CVA	2019 Phased-In CVA	2020 Phased-In CVA	Percent Change 2019 to 2020
R Residential	420,067,100	402,223,720	420,067,100	4.44%
C Commercial	7,533,800	7,334,819	7,533,800	2.71%
X Commercial (New Construction)	3,173,200	2,998,070	3,173,200	5.84%
I Industrial	11,441,300	10,869,126	11,441,300	5.26%
J Industrial (New Construction)	24,786,000	23,510,093	24,786,000	5.43%
P Pipeline	1,936,000	1,902,406	1,936,000	1.77%
F Farm	249,478,200	221,555,512	249,478,200	12.60%
T Managed Forests	2,975,800	2,720,494	2,975,800	9.38%
(PIL) R Residential	225,000	219,500	225,000	2.51%
(PIL) C Commercial	509,000	470,274	509,000	8.23%
(PIL) H Landfill	119,000	113,707	119,000	4.65%
E Exempt	11,185,400	10,475,206	11,185,400	6.78%
TOTAL	733,429,800	684,392,927	733,429,800	7.17%



MUNICIPAL
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APPENDIX 2

Assessment Base Distribution Summary by Property Class Township of Melancthon

This chart provides a comparison of the distribution of the total assessment for the 2016 base year, and the 2019 and 2020 phased-in assessment, which includes the percentage of the total assessment base by property class.

Property Class/Realty Tax Class	2016 Full CVA	Percentage of Total 2016 CVA	2019 Phased-In CVA	Percentage of Total 2019 Phased-In CVA	2020 Phased-In CVA	Percentage of Total 2020 Phased-In CVA
R Residential	420,067,100	57.27%	402,223,720	58.77%	420,067,100	57.27%
C Commercial	7,533,800	1.03%	7,334,819	1.07%	7,533,800	1.03%
X Commercial (New Construction)	3,173,200	0.43%	2,998,070	0.44%	3,173,200	0.43%
I Industrial	11,441,300	1.56%	10,869,126	1.59%	11,441,300	1.56%
J Industrial (New Construction)	24,786,000	3.38%	23,510,093	3.44%	24,786,000	3.38%
P Pipeline	1,936,000	0.26%	1,902,406	0.28%	1,936,000	0.26%
F Farm	249,478,200	34.02%	221,555,512	32.37%	249,478,200	34.02%
T Managed Forests	2,975,800	0.41%	2,720,494	0.40%	2,975,800	0.41%
(PIL) R Residential	225,000	0.03%	219,500	0.03%	225,000	0.03%
(PIL) C Commercial	509,000	0.07%	470,274	0.07%	509,000	0.07%
(PIL) H Landfill	119,000	0.02%	113,707	0.02%	119,000	0.02%
E Exempt	11,185,400	1.53%	10,475,206	1.53%	11,185,400	1.53%
TOTAL	733,429,800	100.00%	684,392,927	100.00%	733,429,800	100.00%

Denise Holmes

From: AMO Communications <Communicate@amo.on.ca>
Sent: Wednesday, January 15, 2020 5:36 PM
To: Denise Holmes
Subject: Government announces consultation on re-composition of OPP Detachment Boards

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Add Communicate@amo.on.ca to your safe list



January 15, 2020

Government announces consultation on re-composition of OPP Detachment Boards

On January 15th, the Honourable Sylvia Jones, Ontario's Solicitor General, wrote to Heads of Council to announce province-wide consultations on the drafting of regulations needed to support the establishment of new OPP detachment boards. These discussions will include changes to the billing framework allocating costs between municipalities with a shared OPP detachment board. AMO strongly encourages the participation of local elected officials in these discussions.

For municipalities, the goal of this engagement is a regulatory framework that supports successful and effective governance and delivers strong local civilian oversight of policing by the OPP. This should include mechanisms for every municipal council to be represented on an OPP detachment board and the equitable distribution of costs between municipalities.

The need for new OPP governance regulations is as a result of the new *Community Safety and Policing Act, 2019*. Key governance-related changes include:

Structure of Boards and Local Say

- There shall be one OPP detachment board per detachment (with flexibility for unique circumstances/geography). A board's composition, terms of office, and remuneration will be provided for in regulations and has yet to be determined.
- In effect, these changes extend police governance to about 200 municipalities (which do not have a board, ie. Section 5.1) but will consolidate multiple existing boards within a detachment.

Activity of Boards

- Boards shall determine local objectives, priorities, and policies in consultation with the Detachment Commander, consistent with the Solicitor General's strategic plan for the OPP.
- Boards shall consult with the Commissioner of the OPP regarding the selection of the Detachment Commander.
- The Detachment Commander shall prepare and adopt a local action plan in consultation with the board.
- Training for board members will become mandatory (Ministry support and funding is needed).

Financial Considerations

- There will be no distinction between contract and non-contract in the future. Effectively all policing will become contract.
- The focus of the billing related regulations will be to address transition matters and to account for service differences between municipalities as well as existing contracts expiring at the end of 2020.
- It should be noted, billing model changes will not lower the overall cost of policing for the municipal sector.

OPP Governance Advisory Council (Provincial)

- The establishment of this Council is to provide advice to the Solicitor General with respect to the use of the Solicitor General's powers related to the OPP.
- More generally, this change will enhance civilian governance of the OPP.

AMO Advocacy

AMO has impressed upon the Ministry of the need for:

- open and transparent discussions;
- a recognition that policing is fundamentally local (ie. it is important to maintain the close proximity of a community to its board and the police);
- locally workable governance arrangements; and
- the representation of every municipal council.

Key Municipal Considerations

For local elected officials participating in the government's consultation, here are some key considerations:

1. For communities without existing police service or detachment boards: boards are an opportunity to expand the democratic oversight and governance of policing. In the words of Sir Robert Peel, the father of modern policing, "the police are the public and the public are the police." A detachment board helps to align policing objectives, priorities, and policies with community expectations.
2. For communities with existing OPP boards: the legislation aims to consolidate existing municipal board boundaries with OPP detachment board boundaries (thus potentially including multiple neighbouring municipalities in the same detachment). However, the legislation provides for flexibility to address unique geographic circumstances. If you feel your area's needs are unique, help the Ministry understand that uniqueness in a province-wide context.
3. The size and composition of detachment boards have not been determined. This is your opportunity to inform the regulations which will determine board composition.
4. On the issue of policing costs, speak to your local circumstances. Highlight areas where your property taxpayers would benefit from greater transparency or illustrate steps that could be taken to improve the efficiency and effectiveness of policing in your community (ie. shift scheduling). This should include highlighting the need that all new policing regulations (governance and operations) should aim to improve the efficiency and effectiveness of policing and not drive policing costs even higher.
5. On the issue of OPP billing, note that billing changes alone will not lower the overall cost of policing by the OPP. The equitable distribution of costs across the detachment is a key goal of all municipalities.

The Solicitor General has advised that regional roundtable meetings will be taking place in Kenora, Thunder Bay, Sudbury, Timmins, London, Brockville, and Orillia. The Ministry will communicate the dates and times of these meetings shortly in separate correspondence.

In addition, the Ontario Association of Police Service Boards is convening an OPP Governance Summit on January 30, 2020 which will include a presentation by the Ministry.

AMO will continue to engage the Ministry in discussions related to OPP detachment boards and other regulations which affect policing (OPP and own-force) in all municipalities in the months ahead. Please feel free to relay any positions or concerns of sector-wide interest to AMO.

AMO Contact:

Matthew Wilson, Senior Advisor, mwilson@amo.on.ca, 416-971-9856 ext. 323.

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



Please consider the environment
before printing this.

Association of Municipalities of Ontario
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6

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Ministry of Infrastructure

Infrastructure Policy Division

777 Bay Street, 4th Floor, Suite 425
Toronto, Ontario M5G 2E5

Ministry of Agriculture, Food and Rural
Affairs

Rural Programs Branch

1 Stone Road West, 4th Floor NW
Guelph, Ontario N1G 4Y2



January 2020

File #: OCIF FC2-M-0233

Denise Holmes, CAO/Clerk
Township of Melancthon
157101 Highway 10, RR 6
Melancthon, Ontario
L9V 2E6

Dear Denise Holmes:

Ontario Community Infrastructure Fund – Formula-Based Funding Allocation Notice

We are pleased to confirm your eligibility in the 2020 Ontario Community Infrastructure Fund – Formula-based Component (OCIF-Formula). Per section F1.2 of the OCIF-Formula Contribution Agreement (CA), enclosed you will find your municipality's Revised Allocation Notice.

As recently communicated, this notice confirms the previously proposed 2020 allocation communicated to your community. Payments of confirmed allocations will be made in accordance with the schedule provided in the attached notice conditional upon having met all reporting requirements.

In March 2019, the Ministry of Infrastructure communicated plans to work with the Association of Municipalities Ontario and municipalities to review the design of the program. More details will be available soon.

Staff from the Ministry of Agriculture, Food and Rural Affairs will be contacting you in the near future to provide details on reporting required to close-out your 2019 Formula Funding.

Should you have any questions regarding the above, please do not hesitate to contact your Project Analyst, Roger Scott, toll free at 1-877-424-1300 or directly at (226) 979-6124 or via email at roger.scott@ontario.ca.

Sincerely,

Julia Danos
Director, Intergovernmental Policy Branch
Infrastructure Policy Division
Ministry of Infrastructure

Carolyn Hamilton
Director, Rural Programs Branch
Economic Development Division
Ministry of Agriculture, Food and Rural Affairs

WFO# 8
FFR - 6 2020



**Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component**

Revised Allocation Notice

Ministry of Infrastructure
Ministry of Agriculture, Food and Rural Affairs

Township of Melancthon

January 2020

Disponible en français

Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component- Revised Allocation Notice

Township of Melancthon

This Revised Allocation Notice is to inform you of your 2020 Ontario Community Infrastructure Fund formula allocation.

Formula-Based Funding Allocation

Your community's formula-based allocation of funding under the Ontario Community Infrastructure Fund for 2020 is as follows:

2020 formula allocation	\$ 50,000
-------------------------	-----------

Terms and Conditions

Receipt of formula allocations are conditional upon compliance with all of the terms and conditions of your existing OCIF formula-based funding agreement

The Province reserves the right to adjust or terminate any allocations contained in this notice, without consent or notice, to account for changes in a municipality's situation, the OCIF program guidelines, or other parameters or administrative procedures.

Payment Schedule

The Province proposes to make payments in accordance with the following schedule:

- Allocations of \$150,000 or less will be provided in one payment*
- Allocations greater than \$150,000 but less than \$1 million will be provided through up to 6 payments*
- Allocations greater than \$1 million will be provided through up to 12 payments.*

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél.: 416 585-7000



234-2020-120

January 20, 2020

Your Worship
Warden Darren White
County of Dufferin
dwhite@dufferincounty.ca

Dear Warden Darren White,

Thank you for your municipality's joint submission to the Municipal Modernization Program and for your commitment to working together with partner municipalities to find smarter, more efficient ways to operate.

I am pleased to inform you that the Government of Ontario will provide funding of up to \$268,646.40 towards your joint project *Service Delivery Review (Shared Services/Resources, County Operations, Human/community Services)* for the cost of an independent third-party reviewer to deliver a final report by June 30, 2020.

The Municipal Modernization Program is an important part of our government's plan to help municipalities lower costs and improve services for local residents and businesses over the long term. The joint review project being undertaken by your municipality, together with partner municipalities, is an important step toward achieving our shared goal of efficient, effective, modern services that meet the evolving needs of our communities.

A transfer payment agreement is required to provide funding for this work. Ministry staff will be in touch with your staff shortly to finalize the transfer payment agreement and work through details of funding implementation. Should you have any questions, please feel free to contact your Municipal Services Office, or the ministry at municipal.programs@ontario.ca.

I would like to offer my congratulations on this funding approval under the Municipal Modernization Program and extend my best wishes as we work together to modernize service delivery and focus spending on vital programs and services for Ontarians.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark".

Steve Clark
Minister

INFO#9
FEB - 6 2020

- c. Soyna Pritchard, County of Dufferin
- Mayor Bob Currie, Township of Amaranth
- Mark Potter, Township of Amaranth
- Mayor Guy Gardhouse, Township of East Garafraxa
- Susan Stone, Township of East Garafraxa
- Mayor Steve Soloman, Town of Grand Valley
- Jane Wilson, Town of Grand Valley
- Mayor Darren White, Township of Melancthon
- Denise Holmes, Township of Melancthon
- Mayor Laura Ryan, Town of Mono
- Mark Early, Town of Mono
- Mayor Janet Horner, Township of Mulmur
- Tracey Atkinson, Township of Mulmur
- Mayor Sandy Brown, Town of Orangeville
- Ed Brennan, Town of Orangeville
- Mayor Wade Mills, Town of Shelburne
- Denyse Morrissey, Town of Shelburne

Denise Holmes

From: Planning Account <planning@shelburne.ca>
Sent: Wednesday, January 22, 2020 9:59 AM
To: Planning Account
Subject: Town of Shelburne Planning Application Circulation: B20/01 - 612 Owen Sound Street
Attachments: B20 01 - Circulation Letter.pdf; B20 01 - Application form.pdf; B20 01 - Sketch.pdf; B20 01 - Circulation Response Form.pdf; B20 01 - Public Meeting Notice - Mailing.pdf

Good afternoon,

The Town of Shelburne has received an application for Consent for a severance on property municipally known as 612 Owen Sound Street.

A copy of the information submitted by the applicant and the Notice of Public Meeting are attached for your review.

We would appreciate receiving any comments, concerns or conditions you may have by **Friday, February 7th, 2020**.

Thank you,

Steve Wever, MCIP, RPP
Town Planner



TOWN OF SHELBURNE

Planning & Development Department

January 22, 2020

CIRCULATED TO:

- County of Dufferin**
- MTO**
- NVCA**
- School Boards**
- Township of Melancthon**
- OPG*
- Hydro One*
- Enbridge**
- Shelburne EDC**
- Heritage Committee**
- Public Works**
- Engineering**
- Legal**
- Fire Dept**
- Police**
- Council*

*Email and hard copy circulation

**Email circulation only

APPLICATION FOR CONSENT CIRCULATION

FILE NO: B20/01
PROJECT: 612 Owen Sound Street (G.P. Carpentry Inc.)

Please take notice that an application has been submitted to the Town of Shelburne for the approval of a Consent to create a new residential lot for a proposed new semi-detached dwelling on the property municipally known as 612 Owen Sound Street.

A copy of the completed application form and severance sketch submitted by the applicant and the Notice of Public Meeting are attached. Please contact me should you require additional information to complete your review.

I would appreciate any comments, concerns or conditions you may have by: **Friday, February 7th, 2020.**

Please provide comments in an electronic format via email, or if you have no comment or objection please complete the attached response sheet and return it by email, to planning@shelburne.ca. Should you have any questions or require any additional information, please contact me.

Sincerely,

Steve Wever, MCIP, RPP
Town Planner

Attachment(s)



THE CORPORATION OF THE TOWN OF SHELburnE

NOTICE OF PUBLIC MEETING

UNDER SECTION 53 OF THE PLANNING ACT

Take notice that the Committee of Adjustment of the Corporation of the Town of Shelburne will hold a public meeting on:

MONDAY, FEBRUARY 10, 2020

The public meeting is scheduled to start at 6:30 p.m., or as shortly thereafter as possible, and will be held in the Council Chambers at the Municipal Offices, 203 Main Street East, Shelburne. The purpose of the meeting is to consider the following planning application:

- 1) **Application for Consent B20/01** – Pascuzzo Planning Inc., on behalf of the owner of the property located at 612 Owen Sound Street has submitted an application for Consent. The subject property is legally described as Lot 13 on Plan 78. The property has a total area of approximately 715 square metres with 21.3 metres of frontage on Owen Sound Street. The purpose and effect of the application is to sever a portion of the property to have a land area of approximately 355 square metres to create a new residential lot on the subject land to facilitate the construction of a semi-detached dwelling on the severed and retained lands. The retained land will have an area of approximately 355 square metres. Both the severed and retained lands will maintain approximately 10.6 metres of frontage onto Owen Sound Street. The subject lands are currently vacant.

A map showing the location of the subject property is provided below.

Take notice that that the above application has been deemed complete so that it can be circulated and reviewed.

At the meeting you will be given the opportunity to ask questions and indicate whether you support or oppose the application. Written submissions will be accepted by the Secretary-Treasurer up to the time of the Public Meeting and will be given consideration by the Committee of Adjustment prior to a decision being made.

If a person or public body that files an appeal of a decision of the Committee of Adjustment of the Town of Shelburne in respect of the proposed consent does not make written submissions to the Secretary-Treasurer of the Committee of Adjustment of the Town of Shelburne before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal. If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed Consent, you must make a written request to the Secretary-Treasurer.

Additional information regarding the application will be available for inspection at the Town of Shelburne Municipal Office at 203 Main Street East, during normal office hours, 8:30 a.m. to 4:30 p.m. and on the Town's website at www.shelburne.ca.

Dated at the Town of Shelburne on the 21st day of January, 2020.

Jennifer Willoughby,
Committee of Adjustment
Secretary-Treasurer
Town of Shelburne
203 Main Street East
Shelburne, Ontario L9V 3K7
Phone: 519-925-2600
Email: planning@shelburne.ca



203 Main Street East
Box 69
Shelburne, Ontario
L0N 1S0
Tel: (519) 925-2600
Fax: (519) 925-6134
www.townofshelburne.on.ca



For Office Use Only

File #: B20/01
Date Received: December 24, 2019
Date Accepted: January 5, 2020
Application Fees: \$4,830.00

**TOWN OF SHELburne
APPLICATION FORM FOR CONSENT**

1. APPLICATION INFORMATION

Name of Applicant: Owner G.P. Carpentry Inc. (Greg Patton)
Mailing Address: 628338 15th Sideroad, Mulmer, ON. L9V0V1
Telephone Number (Home) [REDACTED] Fax Number: _____
Telephone Number (Business): _____ Email Address: [REDACTED]

2. OWNER Authorized Agent

If the Applicant is not the Owner of the subject lands, than authorization from the Owner is required, as well as the following information:

Name: Pascua Planning Inc. Andrew Pasuzzo
Mailing Address: 243 Humber's Street Collingwood, ON L9Y2M1
Telephone Number: [REDACTED] Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: _____

Mailing Address: _____

Name: _____

Mailing Address: _____

4. APPLICATION

What is the type and purpose of the application?

- new lot
- lot addition
- easement
- charge or lease
- correction of title

If known, the name of the person to whom the land or an interest in the land is to be transferred, charged or leased: _____

5. SUBJECT LANDS (LANDS TO BE SEVERED AND LANDS TO BE RETAINED)

Street Name and Number: vacant lot - Owen Sound St. (between 608/616)

Lot: _____ Concession: _____

Reference Plan: 78 Part/Block/Lot: 13

Area of subject lands: 715m² +/- Frontage: 21.34m +/-

Depth: 33.5m +/-

What is the current use of the subject lands? vacant

What is the proposed use of the subject lands? 2 semi-attached residential homes

Are there any easements or restrictive covenants affecting the subject lands? Yes No

Specify: _____

When were the subject lands acquired by the current owner? Nov. 2019

How long have the existing uses continued on the subject lands? _____

6. LANDS TO BE SEVERED

Area of severed lands: 355m +/- Frontage: 10.6m +/-

Depth: 33.5m +/-

What is the current use of the lands to be severed? vacant / residential

What is the proposed use of the lands to be severed? 1 semi-attached residential unit

Number and use of buildings and structures on the lands to be severed:

Existing: vacant

Proposed: 1 semi-attached residential unit

Are the lands to be severed accessible by?

- Provincial highway
- Municipal road (maintained year round)
- Right of way
- Other, describe _____

SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by: Storm Sewer Ditch Swale
 Other, describe _____

ZONING AND OFFICIAL PLAN INFORMATION

What is the present Zoning of the lands to be severed? R2

What is the present Official Plan designation on the lands to be severed? Residential

7. LANDS TO BE RETAINED

Area of retained lands: 355 m² Frontage: 10.6m⁺

Depth: 33.5 m⁺

What is the current use of the lands to be retained? vacant/residential

What is the proposed use of the lands to be retained? 1 semi-attached residential unit

Number and use of buildings and structures on the lands to be retained:

Existing: vacant Proposed: 1 semi-attached residential unit

Are the lands to be retained accessible by:

- Provincial highway
- Municipal road (maintained year round)
- Right of way
- Other, describe _____

SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by: Storm Sewer Ditch Swale
 Other, describe _____

ZONING AND OFFICIAL PLAN INFORMATION

What is the present Zoning of the lands to be retained? R2

What is the present Official Plan designation on the lands to be retained? Residential

8. OTHER APPLICATIONS

Are or have the subject lands been the subject of any other applications under the Planning Act for approval?

yes

no

If yes, what is the file number? _____

What is the status of the application? _____

9. DRAWINGS

Please include a sketch or survey showing the following:

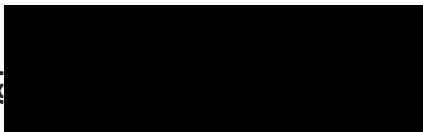
1. The boundaries and dimensions of the subject land including the lot(s) to be created;
2. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the building or structures from the front yard lot line, rear yard lot line and side yard lot lines;
3. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;
4. The current uses on land that is adjacent to the subject land;
5. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way; and,
6. The location and nature of any easement affecting the subject land.

Drawings should be of an adequate size to clearly identify all features and provide dimensions. The drawings should be to scale. The Municipality may require drawings to be prepared on a legal survey, and additional information to be surveyed.

10. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any engineering, legal, landscape architectural and/or external planning consulting expenses incurred by the Town of Shelburne during the processing of this application, in addition to any application fee set by the Town of Shelburne.

Date Dec 23 / 2019

Signature 

Note: All invoices for payment shall be sent to the person indicated in Section 2 of this application, unless otherwise requested.

11. AUTHORIZATION

I/We see attached. am/are the owner(s) of the subject lands for which this application is to apply. I/We _____ do hereby grant authorization to _____ to act on my/our behalf in regard to this application.

Date _____

Signature of Registered Owner(s) _____

12. AFFIDAVIT

I, Andrew Pascerro of the Town of Collingwood in the County of Simcoe solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under other, and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME AT Town of Collingwood

in the County of Simcoe

this 23 day of December, 2019

V _____

Signature _____

13. PERMISSION TO ENTER

I hereby authorize the members of staff and/or members of Committee of Adjustment of the Town of Shelburne to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

Date Dec. 23/2019

Signature _____ Agent

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council agenda. The agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-2600.



TOWN OF SHELburne
PLANNING & DEVELOPMENT

Consent Application

Circulation Response Form

File: B20/01

**Project: Application for Consent
612 Owen Sound Street – GP Carpentry**

If you have no comments or objection to the approval of the above noted applications please complete this form and email or fax it to the Town Planner at the Town of Shelburne by **February 7, 2020**.

**Email: planning@shelburne.ca
Fax Number: 519-925-6134**

(No cover page is necessary)

By signing this document I acknowledge that as a representative of the noted organization / body / or person, I have reviewed this application and as a result have no comments or concerns related to this matter.

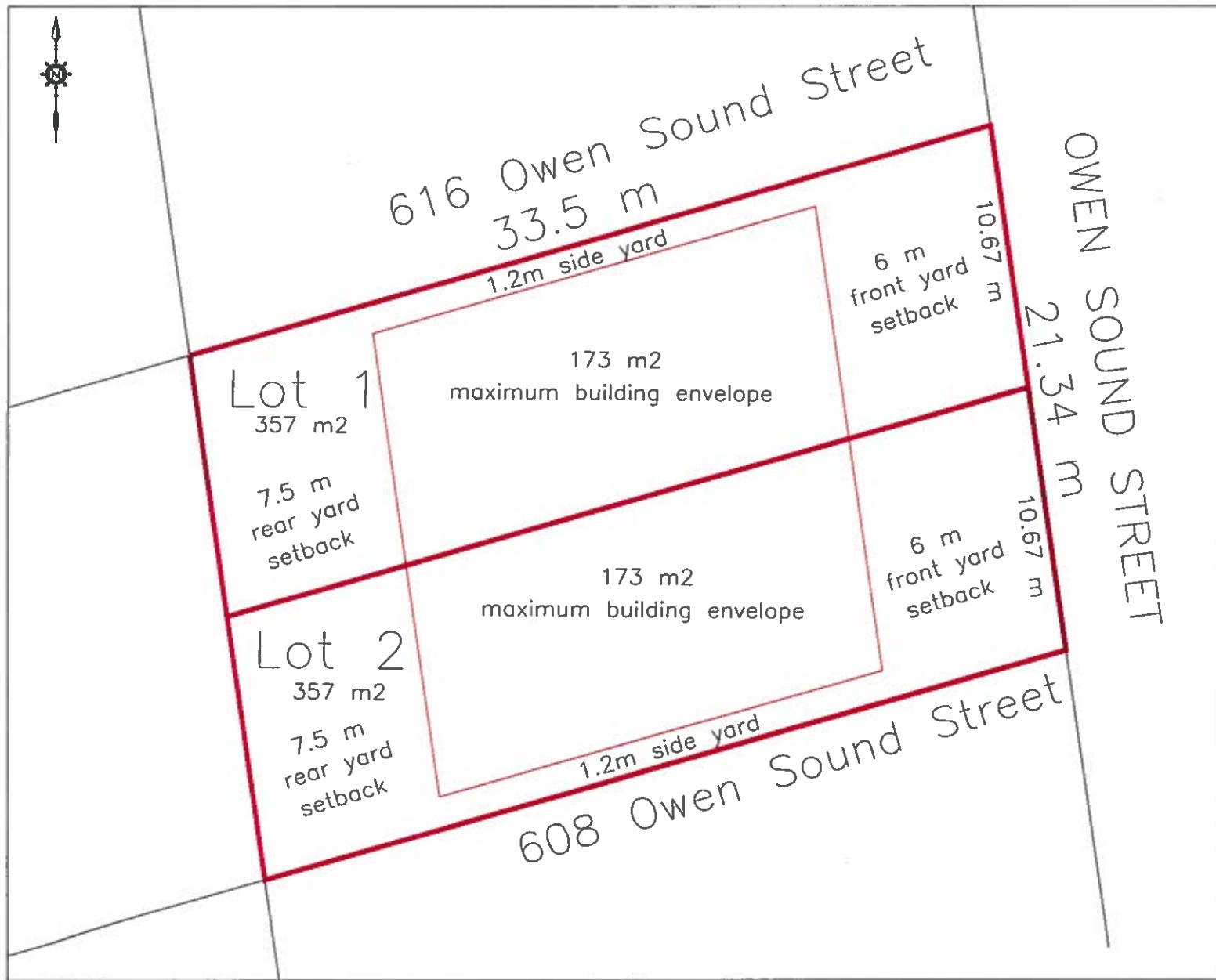
Agency Name
(Please Print)

Representative Name
(Please Print)

Representative Title
(Please Print)

Signature

Date



**Owen Sound Street
Consent
Semi-attached units**

**Town of Shelburne
County of Dufferin**

Existing Lot
Lot Area = 715 m²
Lot Frontage = 21.34 m (Owen Sound St.)
Depth = 33.5 m

Proposed Lot 1
Lot Area = 357 m²
Lot Frontage = 10.67 m

Proposed Lot 2
Lot Area = 357 m²
Lot Frontage = 10.67 m

R2 Zone	Required	Lot 1	Lot 2
Min. Lot Area	280 m ²	357 m ²	357 m ²
Min. Lot Frontage	9.0 m	10.67 m	10.67 m
Min. Front Yard	6.0 m	6.0 m	6.0 m
Min. Est. Side	4.5 m	n/a	n/a
Min. Int. Side	1.2 m	1.2 m	1.2 m
Min. Rear Yard	7.5 m	7.5 m	7.5 m
Lot Coverage	35%	less than	less than

**All measurements are approximate
and must be confirmed by legal survey**

DATE AND TIME OF THIS PLAN ARE IN METERS AND CAN BE CONVERTED TO FEET BY
MULTIPLYING BY 1.0936

PROJECT: 1000-19-GP Consent

DWG: 1000-19-GP Consent

PASCUZZO PLANNING INC.



January 16, 2020

Via: Mail

Ms. Wendy Atkinson
Treasurer/Deputy Clerk
Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Dear Wendy:

Re: Bradley Drainage Works
File No.: D-ME-157
Project No.: 300036575.0000

As we are into a new calendar year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from July 1, 2018 through December 31, 2019. The work undertaken is outlined on the invoice.

We are currently assisting the owners of Lots 33 and 34, Concession 6 N.E. with the filling and grading of the abandoned open drain. This work is being done by the owners, for later incorporation under the report, so they can complete their private tiling work prior planting next spring. We are also concurrently working on the overall cost estimate for the proposed work including the new branch drains. We plan to have an Information Meeting with the affected owners in the near future.

Should you have any questions or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited

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

Enclosure(s) Invoice No.: 300043360.0000 - 7

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

200102 Watkinson Invoice Itr Bradley 036575
16/01/2020 4:53 PM

INFO # 11
FEB - 6 2020



R.J. Burnside & Associates Limited
 15 Townline
 Orangeville, ON L9W 3R4
 Phone: (519) 941-5331 Fax: (519) 941-7721
 www.rjburnside.com

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

January 15, 2020
 Invoice No: 300036575.0000 - 7

- Project 300036575.0000 Bradley Drainage Works
- Discussion with Fisheries and Oceans Canada (DFO) representatives regarding the design and construction details for the proposed work. Received and reviewed DFO authorization.
 - Site meeting and discussion with the owner of Lot 32, Concession 6 NE (Patton) regarding details of the proposed work, timing etc.
 - Site meeting and discussions with the owner's of Lot 33 and 34, Concession 6NE (Frey/Martin) regarding grading in the abandoned open drain in order to complete their private tiling work.
 - Finalized grades and catchbasin details associated with filling and grading the abandoned open drain. Discussion with supplier's regarding specifications and delivery of required materials. Discussion with owners and Contractor regarding completing the work prior to spring planting.
 - Commenced preparation of overall cost estimate for the proposed work including the new branch drains.

Professional Services through December 31, 2019

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	34.00		
Vander Veen, Sidney	18.00		
Tech I			
Bergsma, Gavin	3.00		
Survey Tech			
Courtney, Larry	13.00		
Totals	68.00		
Total Labour			10,614.00
Travel - Mileage		127.01	
Misc Reimbursable Expense		12.28	
Total Reimbursables		139.29	139.29
HST #885871228	13.00 % of 10,753.29	1,397.93	
Total Tax		1,397.93	1,397.93
Total Amount Due in CDN Funds			<u><u>\$12,151.22</u></u>

Payment terms are net 30 days. Late payments are subject to a penalty of 1% per month (12% annually).

Project 300036575.0000 Bradley Drainage Works Invoice 7

Please reference your billing client number when making payments via direct deposit or electronic transfer.

Billing Client Number: 61

Project Manager: Thomas Pridham



January 22, 2020

Via: Mail

Ms. Wendy Atkinson
Treasurer/Deputy Clerk
Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Dear Wendy:

Re: Blydorp Drainage Works
File No.: D-ME-160
Project No.: 300042367.0000

As we are into a new calendar year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period January 1, 2019 through December 31, 2019. The work undertaken is outlined on the invoice.

We have completed a preliminary design and are currently working on an overall cost estimate for the proposed work. We plan to have an Information Meeting with the affected owners in the near future.

Should you have any questions or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited

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

Enclosure(s) Invoice No.: 300042367.0000 - 3

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

200122 WAtkinson Inv Ltr 042367
20/01/2020 1:52 PM

WFO#12
FEB - 6 2020



R.J. Burnside & Associates Limited
 15 Townline
 Orangeville, ON L9W 3R4
 Phone: (519) 941-5331 Fax: (519) 941-7721
 www.rjburnside.com

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

January 22, 2020
 Invoice No: 300042367.0000 - 3

Project 300042367.0000 Blydorp Drainage Works

- Co-ordinated meeting at the Township Office with representatives from Flato Developments Inc. (Flato), the County of Dufferin, the Town of Shelburne and the petitioner (L. Blydorp). Discussion regarding the extent of the proposed work and the need for improvements at the former railway crossing.
- Completion of preliminary plan and profile drawings for review and discussion.
- Preparation and attendance at a meeting with representatives from Flato, Cole Engineering (Flato's Consultant) and Nottawasaga Valley Conservation Authority staff (Engineer and Planner) regarding improvements at the former railway crossing and preliminary design for the proposed drainage improvements.
- Site meeting and walkover with staff Fisheries Biologist to review and document the existing aquatic conditions for eventual Request for Review submission to Fisheries and Oceans Canada.
- Co-ordinated daylighting of the existing watermain on the east side of Concession 4 OS. Received, reviewed and forwarded Contractor's invoice for the work.
- Completion of minor revisions to the preliminary design based on the actual elevation of the watermain. Discussion with petitioner's Tiling Contractor regarding confirming depth provided is compatible with tile system design.
- Calculation of flowrates for design storms using the SWMHYMO hydrologic model.
- Completed sizing of the former railway crossing replacement and new farm crossing using the HY8 hydraulic analysis software.
- Commenced preparation of overall cost estimate for the proposed work.
- Discussion with Treasurer and Director of Public Works regarding allocation of the cost for work on Concession 4 OS.

Professional Services through December 31, 2019

	Hours	Amount
Senior Engineer I		
Pridham, Thomas	128.00	
Vander Veen, Sidney	15.50	
Engineer V		
Koen, Tim	6.00	
Tech I		
Bergsma, Gavin	96.50	
Tech III		
Koen, Jennifer	2.50	
Tech IV		
Uderstadt, Gerd	2.00	
Survey Tech		
Courtney, Larry	20.00	
Project Support II		
Peart, Shannon	.50	
Scientist IV		
Soeting, Devin	4.30	
Totals	275.30	
Total Labour		37,504.20

Payment terms are net 30 days. Late payments are subject to a penalty of 1% per month (12% annually).

Project	300042367.0000	Blydorp Drainage Works	Invoice	3
Travel - Mileage			641.85	
Misc Reimbursable Expense			22.05	
Total Reimbursables			663.90	663.90
HST #885871228		13.00 % of 38,168.10	4,961.85	
Total Tax			4,961.85	4,961.85
Total Amount Due in CDN Funds			4,961.85	<u><u>\$43,129.95</u></u>

Please reference your billing client number when making payments via direct deposit or electronic transfer.

Billing Client Number: 61

Project Manager: Thomas Pridham



January 22, 2020

Via: Mail

Ms. Wendy Atkinson
Treasurer/Deputy Clerk
Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Dear Wendy:

Re: Lynch Drainage Works
File No.: D-ME-161
Project No.: 300043359.0000

As we are into a new calendar year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from July 1, 2019 through December 31, 2019. The work undertaken is outlined on the invoice.

We have completed a preliminary design and are currently working on an overall cost estimate for the proposed work. We plan to have an Information Meeting with the affected owners in the near future.

Should you have any questions or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited

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

Enclosure(s) Invoice No.: 300043359.0000-3

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

200122 Watkinson Invoice Itr 043359
22/01/2020 3:08 PM

INFO#13
FEB - 6 2020



R.J. Burnside & Associates Limited
 15 Townline
 Orangeville, ON L9W 3R4
 Phone: (519) 941-5331 Fax: (519) 941-7721
 www.rjburnside.com

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

January 22, 2020
 Invoice No: 300043359.0000 - 3

- Project 300043359.0000 Lynch Drainage Works
- Site meeting with the owner of Pt. W ½ Lot 3, Concession 1 OS (E. Maschek) regarding the proposed work and the route of the drain at the back of his property.
 - Completion of a preliminary plan and profile drawings for various alternatives for review and discussion.
 - Calculation of flowrates for various design storms using the SWMHYMO hydrologic model.
 - Completed sizing of driveway culvert replacement and new farm crossing using the HY8 hydraulic analysis software.
 - Commenced preparation of overall cost estimate for the proposed work.
 - Discussion with the petitioner (P. Lynch) owner of Pt. E ½ Lot 2. Concession 1 OS regarding the status of the project.

Professional Services through December 31, 2019

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	38.00		
Engineer V			
Koen, Tim	6.00		
Tech I			
Bergsma, Gavin	51.00		
Tech III			
Koen, Jennifer	8.00		
Survey Tech			
Courtney, Larry	6.00		
Survey Tech II			
Mackenzie, Colin	5.50		
GIS Tech VI			
Stubbert, Paul	4.00		
Project Support II			
Peart, Shannon	.10		
Totals	118.60		
Total Labour			14,410.00
Travel - Mileage		122.61	
Misc Reimbursable Expense		15.84	
Total Reimbursables		138.45	138.45
HST #885871228	13.00 % of 14,548.45	1,891.30	
Total Tax		1,891.30	1,891.30

Payment terms are net 30 days. Late payments are subject to a penalty of 1% per month (12% annually).

Project	300043359.0000	Lynch Drainage Works	Invoice	3
			Total Amount Due in CDN Funds	<u>\$16,439.75</u>

Please reference your billing client number when making payments via direct deposit or electronic transfer.

Billing Client Number: 61

Project Manager: Thomas Pridham



January 16, 2020

Via: Mail

Ms. Wendy Atkinson
Treasurer/Deputy Clerk
Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Dear Wendy:

Re: Bonnefield / Wallace Drainage Works
File No.: D-ME-162
Project No.: 300043360.0000

As we are into a new calendar year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from August 1, 2019 through December 31, 2019. The work undertaken is outlined on the invoice.

We have completed a preliminary design and are currently working on an overall cost estimate for the proposed work. We plan to have an Information Meeting with the affected owners in the near future.

Should you have any questions or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited

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

Enclosure(s) Invoice No.: 300043360.0000-3

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

200102 Watkinson Invoice ltr Bonnefield 043360
16/01/2020 5:03 PM

INFO # 14
FEB - 6 2020



R.J. Burnside & Associates Limited
 15 Townline
 Orangeville, ON L9W 3R4
 Phone: (519) 941-5331 Fax: (519) 941-7721
 www.rjburnside.com

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

January 15, 2020
 Invoice No: 300043360.0000 - 3

- Project 300043360.0000 Bonnefield/Wallace Drainage Works
- Completion of preliminary plan and profile drawings for review and discussion.
 - Calculation of flowrates for various design storms using the SWMHYMO hydrologic model.
 - Completed sizing of road culvert replacements using the HY8 hydraulic analysis software.
 - Commenced preparation of overall cost estimate for the proposed work.
 - Discussion with Treasurer and Director of Public Works regarding inclusion of the road culvert replacement costs in the 2020 Roads Budget.

Professional Services through December 31, 2019

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	84.00		
Engineer V			
Koen, Tim	9.00		
Tech I			
Bergsma, Gavin	68.00		
Tech III			
Koen, Jennifer	7.50		
Project Support II			
Peart, Shannon	.70		
Totals	169.20		
Total Labour			23,302.00
Misc Reimbursable Expense		1.05	
Total Reimbursables		1.05	1.05
HST #885871228	13.00 % of 23,303.05	3,029.40	
Total Tax		3,029.40	3,029.40
		Total Amount Due in CDN Funds	<u><u>\$26,332.45</u></u>

Please reference your billing client number when making payments via direct deposit or electronic transfer.

Billing Client Number: 61

Project Manager: Thomas Pridham

Payment terms are net 30 days. Late payments are subject to a penalty of 1% per month (12% annually).



January 16, 2020

Via: Mail

Ms. Wendy Atkinson
Treasurer /Deputy Clerk
Township of Melancthon
157101 Highway No. 10
Melancthon ON L9V 2E6

Dear Wendy:

Re: Drainage Superintendent Services
File No.: D-ME-SUP
Project No.: MSO019743.2019

As we are into a new calendar year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from October 1, 2019 through December 31, 2019.

The work undertaken during this period includes the following:

October 2019

- Discussion with Contractor regarding completion of the Dickson Drain clean-out work. On-site inspection of completed levelling work.
- Received Contractor's invoice for completion of the Dickson Drain including additional authorized levelling work.
- Obtain current ownerships for Gordon Drain and for Dickson Drain. Assist staff with maintenance schedules and levying by-laws.

November 2019

- Telephone discussion with Ion Bauman, owner of Lots 245-246, Concession 2 S.W. regarding the clean-out of the Doyle Drain. General discussion regarding process and timing.

December 2019

- Telephone discussion with Allan Bauman owner of Lot 8, Concession 5 S.W. regarding possible blockage of Hicks Drain at the Dufferin County Road No. 17 crossing just west of the 4th Line S.W.

INFO# 15
FEB - 6 2020

- Site meeting with Dufferin County representative to review Hicks Drain crossing. Confirmed blockage at downstream end of bore pipe and general discussion regarding remedial work required.
- Received email from CAO regarding notification for maintenance and repair of the Doyle Drain and Council's subsequent resolution to investigate and report back with our findings and recommendations.
- Telephone discussion with Norman Bauman owner of Pt. Lot's 242, 243 and 244, Concession 2 S.W. regarding maintenance of the Doyle Drain and obtaining copies of any tile plans that maybe available. Received and reviewed tile plans.

As you are aware, the cost of employing a Drainage Superintendent is eligible for a 50% grant. The Ministry has requested that the grant application be submitted yearly. As such we will complete the grant application for submission shortly.

We trust we have handled the Township's drainage matters satisfactorily and look forward to being of service again this year. Should you have any questions, or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited
Drainage Superintendent



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

Enclosure(s) Invoice No. MSO019743.2019 - 4

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 Orangeville, ON L9W 3R4
 Phone: (519) 941-5331 Fax: (519) 941-7721
 www.rjburnside.com

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

January 15, 2020
 Invoice No: MSO019743.2019 - 4

Project MSO019743.2019 RJB File: D-ME-SUP-2019
Professional Services through December 31, 2019

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	5.00		
Tech IV			
Uderstadt, Gerd	12.00		
Project Support II			
Peart, Shannon	.80		
Totals	17.80		
Total Labour			2,299.00
Travel - Mileage		77.58	
Misc Reimbursable Expense		34.23	
Total Reimbursables		111.81	111.81
HST #885871228	13.00 % of 2,410.81	313.41	
Total Tax		313.41	313.41
	Total Amount Due in CDN Funds	2,724.22	2,724.22

Billings to Date

	Current	Previously	Billed to Date
Labor	2,299.00	15,207.50	17,506.50
Expense	111.81	248.37	360.18
Tax	313.41	2,009.26	2,322.67
Totals	2,724.22	17,465.13	20,189.35

Please reference your billing client number when making payments via direct deposit or electronic transfer.

Billing Client Number: 61

Project Manager: Thomas Pridham

Payment terms are net 30 days. Late payments are subject to a penalty of 1% per month (12% annually).



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA's 60th AGM was all about the unique position of conservation authorities

UTOPIA, Ontario (January 27, 2020) – The Nottawasaga Valley Conservation Authority (NVCA) held its 60th Annual General Meeting (AGM) on January 24, 2020. Keith White, Councillor for the Town of Essa, was elected as Chair, Mariane McLeod, Councillor at the Town of Collingwood was elected as Vice-Chair, and George Watson, Councillor at the Town of Wasaga Beach accepted his role as Past Chair.

"For the last 60 years, the NVCA has been protecting people, property and the environment by providing important and specialized technical services to our watershed," said Councillor Keith White. "The NVCA continues to play a critical role in managing this watershed as we face unprecedented pressures from population growth and associated land development, all the while adjusting to the realities of climate change. I look forward to working with our member municipalities, county partners, provincial and federal governments and all other stakeholders, as we continue to support integrated watershed management."

In her nomination speech, Councillor Mariane McLeod said she doesn't bring a ton of experience to the role of the Vice-Chair, but will bring the work ethic of a farm girl, curiosity of a journalist and the enthusiasm of a fly fisher to the work of the NVCA.

"I can offer no guarantees about the stand I will take on issues that have not yet been identified," said McLeod. "But I do guarantee I will relentlessly advocate for the continued existence and reasonable mandate of conservation authorities in general and the NVCA in particular."

Jack Imhof, keynote speaker for the AGM, delivered a strong message about the importance of integrated watershed management. Conservation authorities are in a unique position to increase the functions of the watershed and to build resiliency so that we are able to cope with future extreme weather, drought and flooding brought by a changing climate. NVCA staff also produced a video about how various departments at the conservation authority work together to achieve integrated watershed management.

- 30 -

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

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

Denise Holmes

From: SOLGENinput <SOLGENinput@ontario.ca>
Sent: Tuesday, January 28, 2020 4:13 PM
Subject: Invitation to the OPP Regional Roundtable Sessions

Please see the email below that was sent to your Head of Council on Wednesday, January 22, 2020.

Dear Heads of Council,

Further to the Solicitor General's letter dated Wednesday, January 15, 2020, I am pleased to advise that the ministry has scheduled regional roundtable sessions for municipalities and band councils regarding OPP-related regulatory changes under the Community Safety and Policing Act, 2019 (CSPA,2019). Please find a list of the regional roundtable sessions below:

OPP REGION	DATE & TIME	LOCATION	RSVP DATE
NORTH WEST			
	February 10, 2020 9:00 a.m. – 3:00 p.m.	Thunder Bay Valhalla Inn 1 Valhalla Inn Road Scandia Room	February 3, 2020
	February 12, 2020 9:00 a.m. – 3:00 p.m.	Kenora Kenora Recreation Centre 18 Mike Richards Way Rotary Room, 1 st Fl.	February 5, 2020
WEST			
	February 19, 2020 9:00 a.m. – 3:00 p.m.	London Goodwill Centre 255 Horton Street Community Hall, 3 rd Fl.	February 12, 2020
EAST			
	February 20, 2020 9:00 a.m. – 3:00 p.m.	Brockville Brockville Memorial Civic Centre 100 Magedoma Blvd. The Hall	February 13, 2020
NORTH EAST			
	February 24, 2020 9:00 a.m. – 3:00 p.m.	Sudbury Northbury Hotel & Conference Centre 50 Brady Street Aspen Hall	February 17, 2020

OPP REGION	DATE & TIME	LOCATION	RSVP DATE
	February 25, 2020 9:00 a.m. – 3:00 p.m.	Timmins McIntyre Community Centre 85 McIntyre Road Hall Facility – Auditorium	February 18, 2020
CENTRAL			
	February 28, 2020 9:00 a.m. – 3:00 p.m.	Orillia Best Western Plus Mariposa Inn & Conference Centre 400 Memorial Avenue Hermitage Ballroom	February 21, 2020

We look forward to meeting and working with you as we move forward in the development of OPP-related matters for regulation.

If you have any questions or wish to RSVP, please do so at SOLGENinput@ontario.ca

Regards,

Debbie Conrad
Assistant Deputy Minister

Marc Bedard
Assistant Deputy Minister

If you have any accommodation needs, require communications supports or alternate formats to access the content of this email, please let me know.

**Ministry of Children,
Community and Social
Services**

**Ministère des Services à
l'enfance et des Services
sociaux et communautaires**



Minister's Office

Bureau du Ministre

438 University Avenue
7th Floor
Toronto, Ontario
M7A 1N3

438, avenue University
7^e étage
Toronto, Ontario
M7A 1N3

Tel.: (416) 325-5225
Fax: (416) 325-5240

Tél. : (416) 325-5225
Télec. : (416) 325-5240

127-2020-968

January 30, 2020

Dear Municipal Partner:

First, I want to take the opportunity to wish you a Happy New Year.

Further to the letter I sent you on December 16, 2019, I am pleased to notify you that our survey to inform the development of Ontario's next Poverty Reduction Strategy is now live on [Ontario.ca/povertysurvey](https://ontario.ca/povertysurvey) and will be available online until March 30, 2020.

Our government believes that the people of Ontario are the province's greatest asset and when the people of Ontario succeed, our economy and province succeed. It is our shared responsibility to create the best conditions for people to reach their potential. We need and we want to listen to municipalities, Indigenous partners, members of the community, service providers, employers, and local partners to find new and innovative ways to support people during challenging times and create the conditions that will help them build a better life.

To support the development of our new Poverty Reduction Strategy, we are asking residents of Ontario to take 30 minutes and answer our survey as we seek new ideas on how we can:

- Encourage job creation and connect people to employment
- Provide people with the right supports and services
- Lower the cost of living and make life more affordable.

As part of a new strategy, we will set a target for poverty reduction and identify indicators to measure progress to ensure we are achieving results.

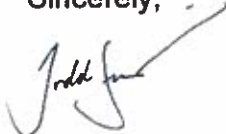
The survey can be accessed at [Ontario.ca/povertysurvey](https://ontario.ca/povertysurvey). Please feel free to share the survey link with your community members and colleagues.

.../cont'd

In addition, we are also welcoming written submissions that can be sent by e-mail to prso@ontario.ca or by mail to Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how any personal information such as names and addresses that are included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at prso@ontario.ca or by telephone at (647) 308-9963.

I encourage you to share information about this consultation, including the survey link, with service providers, Indigenous partners and businesses in your community. I look forward to receiving input from Ontario residents as we work together to make a difference in reducing poverty in the province.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping horizontal stroke extending to the right.

Todd Smith
Minister



Chartered
Professional
Accountants

January 30, 2020

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

Dear Members of Council:

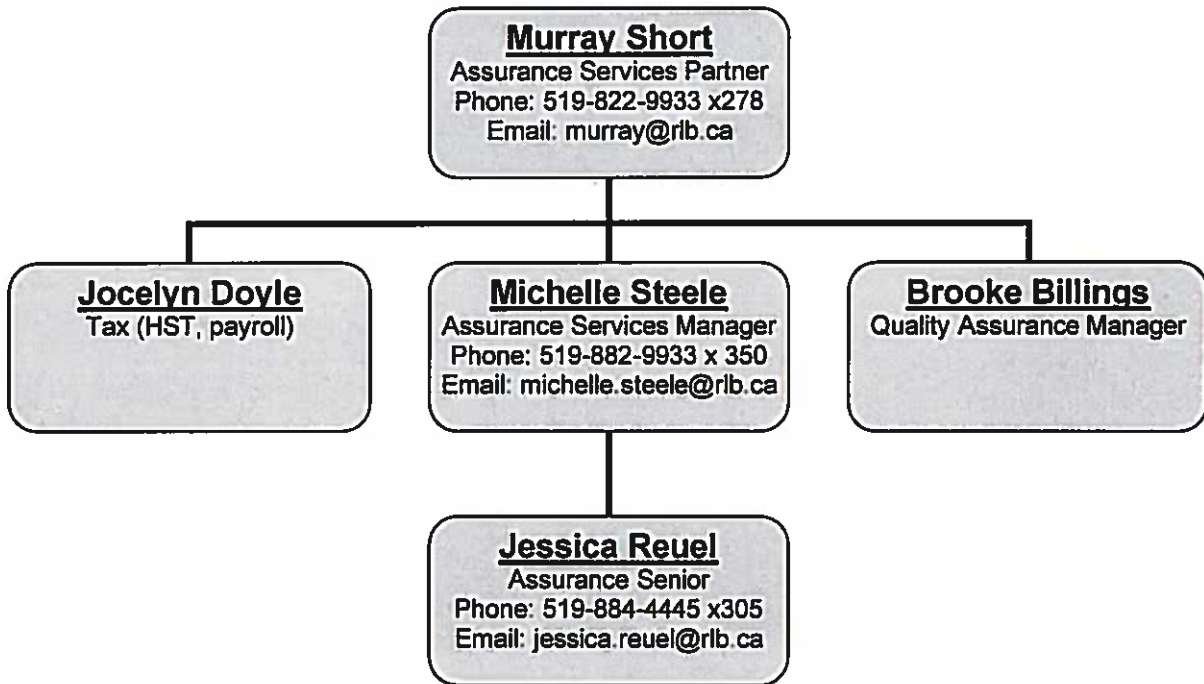
Thank you for re-appointing RLB LLP as auditors of The Corporation of the Township of Melancthon for the year ended December 31, 2019. The purpose of this letter is to communicate our 2019 audit plan for The Corporation of the Township of Melancthon and to ensure that management and Council are aware of the following:

- Objectives and scope of our audit
- Planned approach for the 2019 financial statement audit
- Update on issues that may impact the audit in current and future years
- Areas of emphasis

RLB LLP's Objective and Scope of our Audit

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

RLB LLP's Assurance Service Team



Financial Reporting Responsibilities

Council

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

Management

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

RLB LLP

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

Management Deliverables

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

RLB LLP Deliverables

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

Audit Approach

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

Audit Timeline

Interim Audit Testing	December 5, 2019
Communication of Audit Plan to Management/Council	January 30, 2020
Year-end Testing	March 9-13, 2020
Reporting to Council	TBD
Issuance of Audit Report and Financial Statements	To follow Council approval

Annual Inquiry Related to the Risk of Fraud

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

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

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

New Public Sector Accounting Standards

There are no significant impacts anticipated from new standards on the financial reporting of your municipality for 2019.

These are effective for fiscal years beginning on or after April 1, 2021:

- PS1201: Financial Statement Presentation – expands the requirements for financial statement presentation and disclosure for various categories: financial assets, non-financial assets, revenues, expenses, and losses arising from asset impairment and changes in valuation allowances
- PS2601: Foreign Currency Translation – describes accounting treatment for foreign currency transactions, and how they should be presented and disclosed
- PS3041: Portfolio Investments – defines portfolio investments, and describes accounting treatment and disclosure requirements
- PS3450: Financial Instruments – requires additional disclosure in the notes to the Financial Statements to include the various risk components of financial instruments: credit risk, currency risk, interest rate risk, liquidity and market risk
- PS3280: Asset Retirement Obligations – describes criteria if there is a legal obligation to remove the tangible capital asset and if the entity controls the tangible capital asset to be retired

These are effective for fiscal years beginning on or after April 1, 2022:

- PS3400: Revenue – describes how to account for and report on revenue and specifically differentiates between revenue arising from transactions including and excluding performance obligations

2019 Audit Plan: Materiality

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

- Planning Materiality - \$135,000
- Materiality
 - Professional judgment that is made in the context of our knowledge, assessment of risk and reporting requirements
 - Very significant in determining the scope of our work
 - We will review all errors in excess of 2% of materiality

Areas of Emphasis

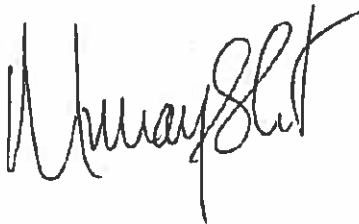
- Taxation revenue and receivables - collectability
- Grant revenue and receivables - completeness and existence
- Operating expenses - completeness and existence
- Tangible capital assets - completeness, existence and valuation
- Reserve, reserve funds and amounts set aside by Council - completeness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

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

Yours truly,

RLB LLP

Per:

A handwritten signature in black ink, appearing to read "Murray Short". The signature is written in a cursive, flowing style.

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

**Ministry of Children,
Community and Social
Services**

**Ministère des Services à
l'enfance et des Services
sociaux et communautaires**



Minister's Office

Bureau du Ministre

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Fax: (416) 325-5240

Tél. : (416) 325-5225
Télec. : (416) 325-5240

127-2020-968

January 30, 2020

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To support the development of our new Poverty Reduction Strategy, we are asking residents of Ontario to take 30 minutes and answer our survey as we seek new ideas on how we can:

- Encourage job creation and connect people to employment
- Provide people with the right supports and services
- Lower the cost of living and make life more affordable.

As part of a new strategy, we will set a target for poverty reduction and identify indicators to measure progress to ensure we are achieving results.

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.../cont'd

In addition, we are also welcoming written submissions that can be sent by e-mail to prso@ontario.ca or by mail to Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how any personal information such as names and addresses that are included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at prso@ontario.ca or by telephone at (647) 308-9963.

I encourage you to share information about this consultation, including the survey link, with service providers, Indigenous partners and businesses in your community. I look forward to receiving input from Ontario residents as we work together to make a difference in reducing poverty in the province.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping flourish extending to the right.

Todd Smith
Minister

Denise Holmes

From: Ilona Feldmann <ifeldmann@grandriver.ca>
Sent: Tuesday, January 14, 2020 4:38 PM
To: Denise Holmes
Cc: Martin Keller
Subject: Request for Municipal Support from Lake Erie Source Protection Region
Attachments: Municipal Clerk Letter_Holmes.pdf

Ms. Holmes,

Attached, please find a letter from Martin Keller, Source Protection Program Manager, Lake Erie Source Protection Region, regarding municipal support for actions to address over-application of winter maintenance chemicals to protect sources of municipal drinking water.

Regards,

Ilona Feldmann
Source Protection Program Assistant
Grand River Conservation Authority
400 Clyde Road
Cambridge, Ontario N1R 5W6
P: (519) 621-2763 x2318
F: (519)621-4844
www.grandriver.ca



LAKE ERIE
SOURCE PROTECTION
REGION

January 14, 2020

Denise Holmes
Clerk, Township of Melancthon
157101 Highway 10, Melancthon ON L9V 2E6

Dear Ms. Holmes:

RE: Support for actions to address over-application of winter maintenance chemicals to protect sources of municipal drinking water

On December 12, 2019, the Lake Erie Region Source Protection Committee received report SPC-19-12-02 Winter Maintenance Chemicals: Challenges and Opportunities, and passed the following resolution:

AND THAT the Lake Erie Region Source Protection Committee direct staff to forward report SPC-19-12-02 to the Councils of the single, upper and lower-tier municipalities within the Lake Erie Source Protection Region, all Source Protection Committees, Ontario Good Roads Association, Association of Municipalities of Ontario, and Rural Ontario Municipal Association, to request resolutions in support of the report's recommended actions and forward the resolutions to the Ontario Minister of the Environment, Conservation and Parks, Ontario Minister of Transportation, Ontario Minister of Municipal Affairs and Housing and Attorney General of Ontario.

The report (attached) provides an overview of the ongoing issue and implications of over-application of winter maintenance chemicals, highlighting trends in the Lake Erie Source Protection Region, and includes recommended actions, including changes to the liability framework, increased requirements for winter maintenance of parking lots and changes to the Clean Water Act, 2006 framework to proactively protect municipal drinking water sources.

As per the Source Protection Committee's resolution, I am asking for municipal support of the report's recommended actions. Please forward a copy of any resolution to: Ilona Feldmann, Source Protection Program Assistant, Lake Erie Source Protection Region (ifeldmann@grandriver.ca)

Please contact me if you have any questions or concerns about the report or the request for municipal support.

Regards,

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

Martin Keller
Source Protection Program Manager, Lake Erie Source Protection Region

LAKE ERIE REGION SOURCE PROTECTION COMMITTEE

REPORT NO. SPC-19-12-02

DATE: December 12, 2019

TO: Members of the Lake Erie Region Source Protection Committee

SUBJECT: Winter Maintenance Chemicals: Challenges and Opportunities for Change

RECOMMENDATION:

THAT the Lake Erie Region Source Protection Committee receives report SPC-19-12-02 – Winter Maintenance Chemicals: Challenges and Opportunities for Change – for information.

AND THAT the Lake Erie Region Source Protection Committee receives the Recommended Actions to Address the Over-Application of Winter Maintenance Chemicals for consideration and action.

REPORT:

Summary of Report Contents

- Introduction
- Recommended Actions to Address the Over-Application of Winter Maintenance Chemicals
- Increasing Sodium and Chloride Concentrations within Groundwater Drinking Sources in Lake Erie Source Protection Region
- Liability and Other Factors Influence the Amount of Salt Applied
- Changes Needed to the Source Water Protection Director's Technical Rules

Introduction

At the October 3, 2019 Lake Erie Region Source Protection Committee (SPC) meeting, members discussed the ongoing issue of salt over-application and the increasing number of sodium and chloride Issue Contributing Areas (ICAs) across the Lake Erie Source Protection Region. Following the discussion, the committee directed Lake Erie Region staff to draft a report and recommendation(s) regarding the issue for presentation at the next SPC meeting.

This report has been written in collaboration with staff from the Grand River Conservation Authority (GRCA), City of Guelph, Region of Waterloo and Wellington Source Water Protection.

Recommended Actions to Address the Over-Application of Winter Maintenance Chemicals

To address the above concerns, the following recommendations are provided to the Lake Erie Region Source Protection Committee for consideration:

THAT the Province of Ontario explore ways to reduce the factors that contribute to excess application of winter maintenance chemicals on road ways and parking lots through a review of the liability framework in Ontario.

THAT the Province of Ontario work with municipalities to strengthen training programs for road agencies that apply winter maintenance chemicals on roads and sidewalks to reduce application rates without compromising road safety that would assist with mitigating risks to municipal drinking water systems.

THAT the Province of Ontario require property owners and contractors responsible for maintaining safe parking lots and sidewalks be trained and certified in the application of winter maintenance chemicals.

THAT the Province of Ontario change Prescribed Drinking Water Threats, "the application of road salt" and "the handling and storage of road salt" to "the application of winter maintenance chemicals" and "the handling and storage of winter maintenance chemicals", and define the term in the regulation.

THAT the Province of Ontario change the Table of Circumstances related to the application of winter maintenance chemicals to differentiate between application on roads, sidewalks and parking lots to reflect the different liability issues and the nature of winter maintenance conducted for each surface type.

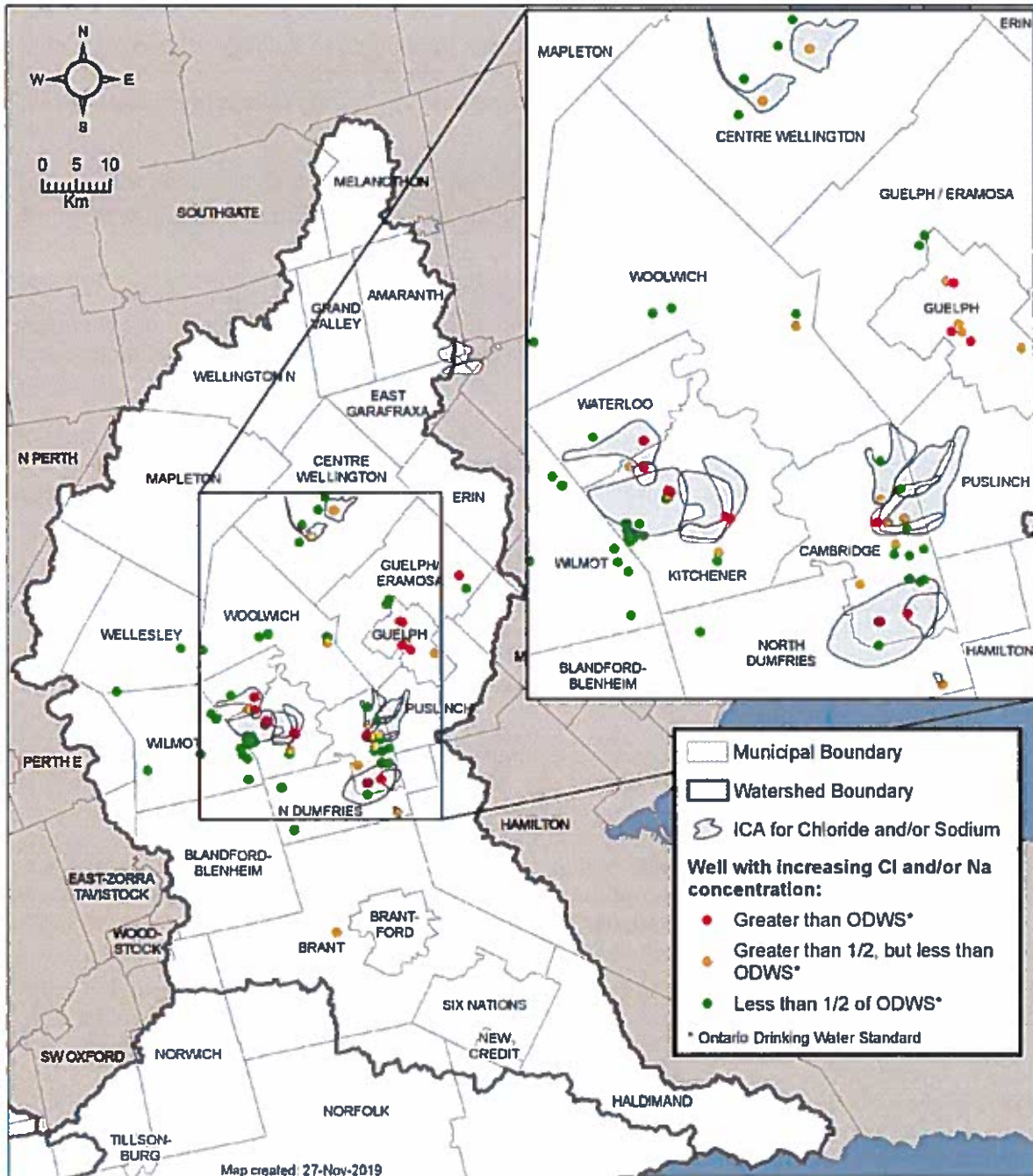
AND THAT the Province of Ontario amend the Clean Water Act's Director's Technical Rules to enable municipalities to proactively protect their municipal drinking water supplies from the application and storage of winter maintenance chemicals.

Increasing Sodium and Chloride Concentrations within Groundwater Drinking Sources in Lake Erie Source Protection Region

Municipal water supplies within the Lake Erie Source Protection Region (LESPR) have exhibited increases in chloride and sodium concentrations. **Map 1** identifies all municipal supplies within the LESPR that are impacted by increasing chloride and sodium concentrations. Within LESPR, approximately 150 wells are impacted by increasing concentrations of chloride and/or sodium, where 34 wells have identified chloride and/or sodium as an Issue under the *Clean Water Act, 2006* and Technical Rules. **Map 1** shows the ICAs for chloride and sodium, along with municipal supply wells with increasing concentrations. Issue Contributing Areas are delineated for wells with an Issue and policies apply to address the elevated contaminant concentrations.

The impacted municipal supply wells range from small rural centres (Elora, Fergus – Centre Wellington, Guelph-Eramosa, Paris – County of Brant) to medium cities (City of Guelph, Orangeville) to large urban areas (Region of Waterloo). Examples of increasing chloride and sodium concentrations at municipal supply wells within the LESPR are described below and include Wells E3 in Elora and F1 in Fergus, the City of Guelph Water Supply Wells, William Street Wellfield in Waterloo and Well G5 in Cambridge. The Town of Orangeville Water Supply System is impacted by increasing chloride and sodium concentrations and has defined ICAs that extend into the LESPR.

Map 1: Lake Erie Region Municipal Supply Wells with Elevated Chloride and Sodium Concentrations



Increasing Sodium and Chloride Concentrations at Bedrock Groundwater Wells in Wellington County

The Township of Centre Wellington monitors sodium and chloride concentrations at the nine municipal wells that service Elora and Fergus. Well Fergus F1 is screened within a bedrock aquifer with surrounding land primarily urban. Well Elora E3 is screened within a bedrock aquifer with surrounding land primarily agricultural, with a large manufacturing facility located immediately north of the well.

Figure 1 and Figure 2 illustrate the increasing and variable trends of chloride and sodium concentrations at Elora Well E3 and Fergus Well F1. Chloride concentrations at Elora Well E3 and Fergus Well F1 are both above and below half of the Ontario Drinking Water Standards (125 mg/L). Maximum chloride concentrations are noted at Elora Well E3 of 165 mg/L. At Elora Well E3 and Fergus Well F1 sodium concentrations are increasing, but remain below half of the Ontario Drinking Water Standards (100 mg/L). Maximum sodium concentrations are noted at Fergus Well F1 of 93 mg/L. A study completed by Golder Associates (2015) concluded that groundwater at well F1 appears to be derived mainly from the overburden and shallow bedrock aquifers, while groundwater at well E3 appears to be derived mainly from the bedrock aquifer. In both cases, the chloride source is likely from the surface (anthropogenic sources). As a result of the increasing chloride concentrations to above half of the Ontario Drinking Water Standards and the anthropogenic origin of the chloride, chloride was identified as an Issue and an ICA was delineated for both Elora Well E3 and Fergus Well F1.

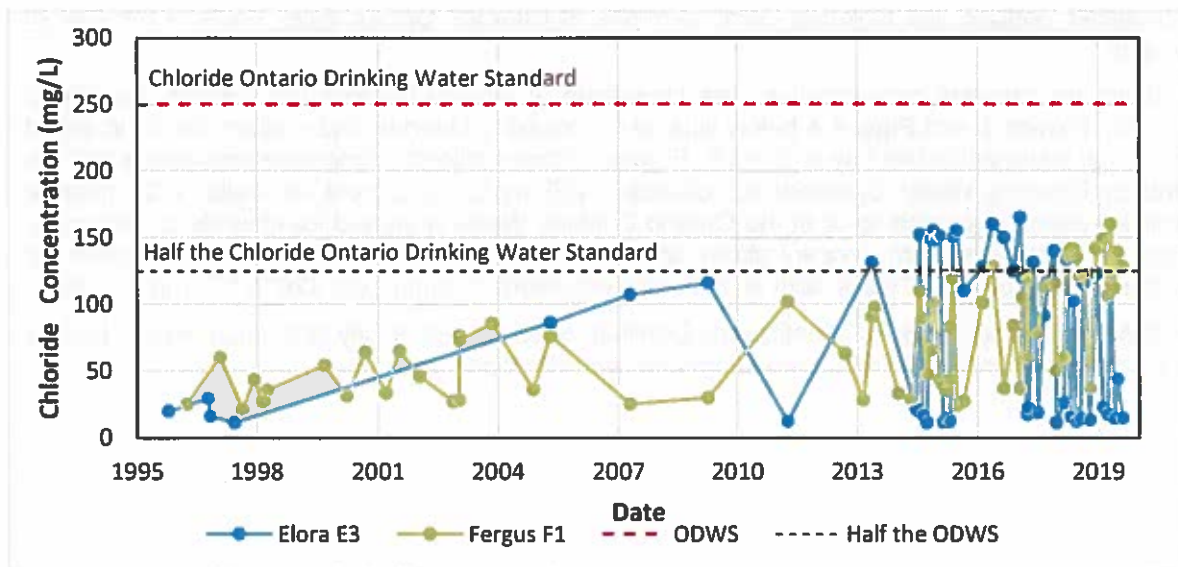


Figure 1: Chloride concentrations at Elora Well E3 and Fergus Well F1

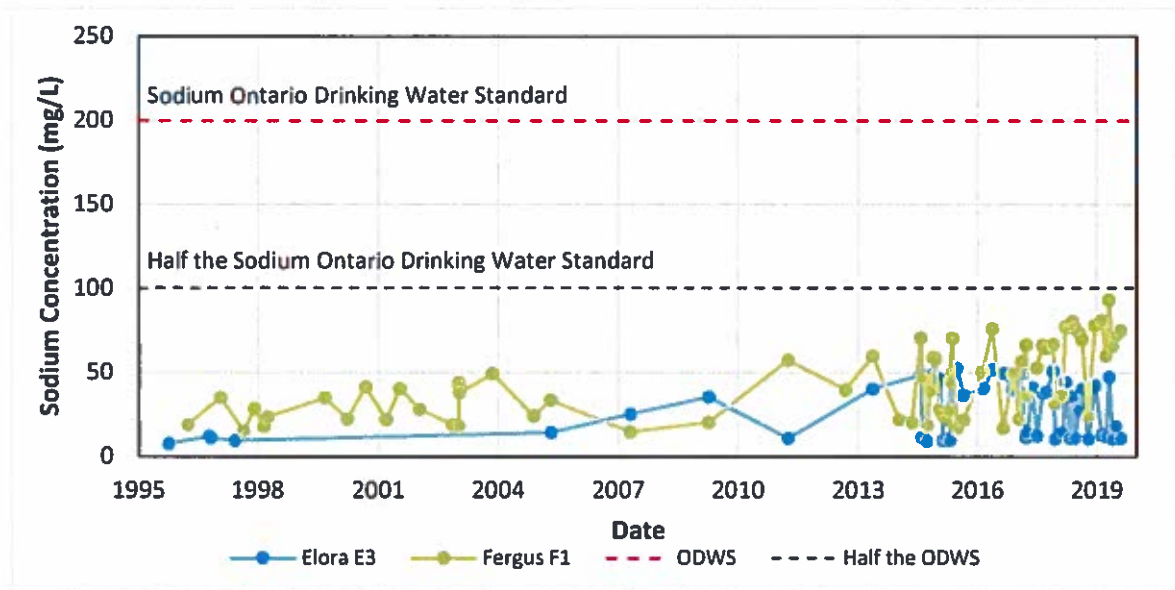


Figure 2: Sodium concentrations at Elora Well E3 and Fergus Well F1

Increasing Sodium and Chloride Concentrations at Bedrock Groundwater Wells in the City of Guelph

Sodium and chloride concentrations are increasing at several bedrock wells within the City of Guelph. **Figure 3** and **Figure 4** below illustrate increasing chloride and sodium trends in select municipal wells within the City of Guelph. **Figure 3** shows chloride concentrations above half the Ontario Drinking Water Standard for chloride (125 mg/L) at almost all wells, with chloride concentrations approaching or at the Ontario Drinking Water Standard for chloride of 250 mg/L. **Figure 4** shows sodium concentrations above half the Ontario Drinking Water Standard for sodium (100 mg/L) at all wells, with sodium concentrations ranging from 120 to 170 mg/L in 2019.

Sodium and chloride are not identified as Drinking Water Issues at City of Guelph wells. The City of Guelph will continue to monitor sodium and chloride concentrations.

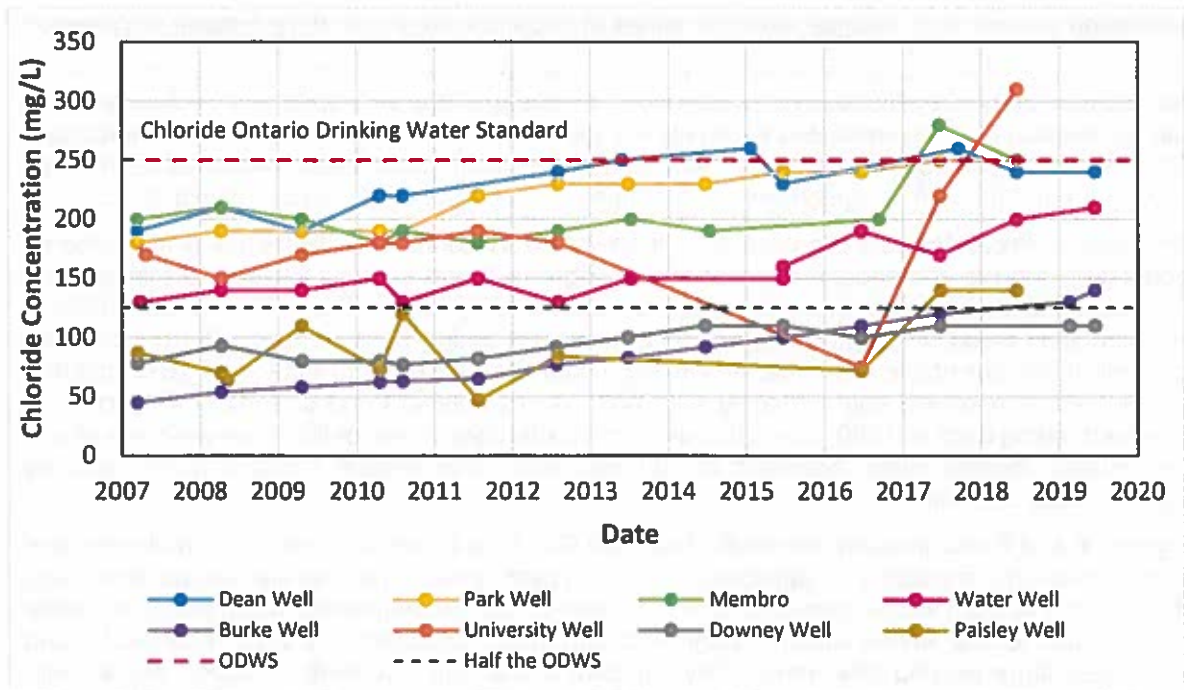


Figure 3: Chloride concentrations at select municipal wells within the City of Guelph

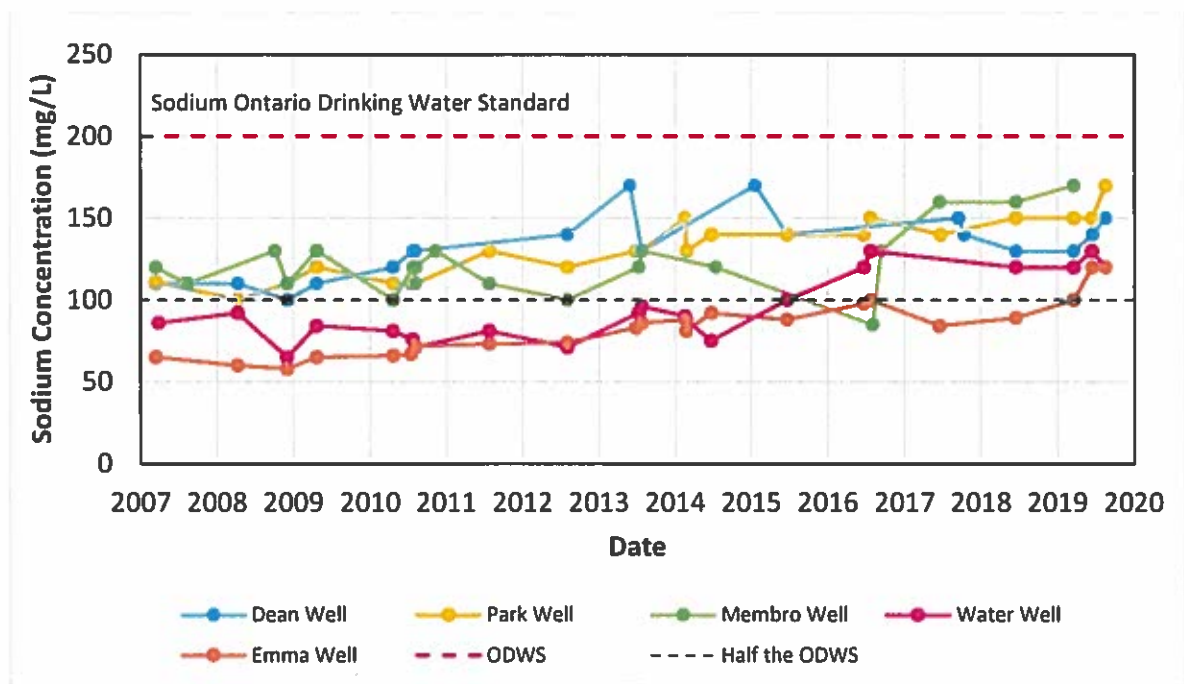


Figure 4: Sodium concentrations at select municipal wells within the City of Guelph

Increasing Sodium and Chloride Concentrations at Groundwater Wells in the Region of Waterloo

The Region of Waterloo has nine wellfields with elevated concentrations of chloride and sodium that resulted in the identification of issues under the *Clean Water Act, 2006* and Technical Rules and delineation of ICAs. Impacted wellfields are generally within the urban areas of Cambridge, Kitchener and Waterloo. Chloride and sodium concentrations have been measured as high as 750 mg/L and 365 mg/L, respectively, at one municipal wellfield in the Region of Waterloo.

The William Street Wellfield is an example of one of the Waterloo's wellfields that is impacted by increasing chloride and sodium concentrations. **Figures 5 and 6** below illustrate the increasing chloride and sodium concentrations at the three water supply wells in the William Street wellfield. An increasing trend of chloride (**Figure 5**) is observed dating back to 1975. Current chloride concentrations are above the Ontario Drinking Water Standard of 250 mg/L with 2019 chloride concentrations reaching approximately 450 mg/L. An increasing trend of sodium (**Figure 6**) is observed dating back to 1980. Current sodium concentrations at two of the three wells are above the Ontario Drinking Water Standard of 200 mg/L with 2019 sodium concentrations reaching approximately 240 mg/L.

Figures 5 and 6 also present the results from well G5 of the Pinebush system in Cambridge and demonstrates the impacts from application of salt on parking lots. This well also shows increasing chloride and sodium trends from the 1980s. However, the concentrations dramatically increase in the middle to late 1990s, which is coincident with the construction of a large retail centre and associated large parking lots immediately adjacent to the well. Currently, chloride and sodium concentrations are higher than those in the William Street wellfield, being approximately 600 mg/L and 300 mg/L, respectively.

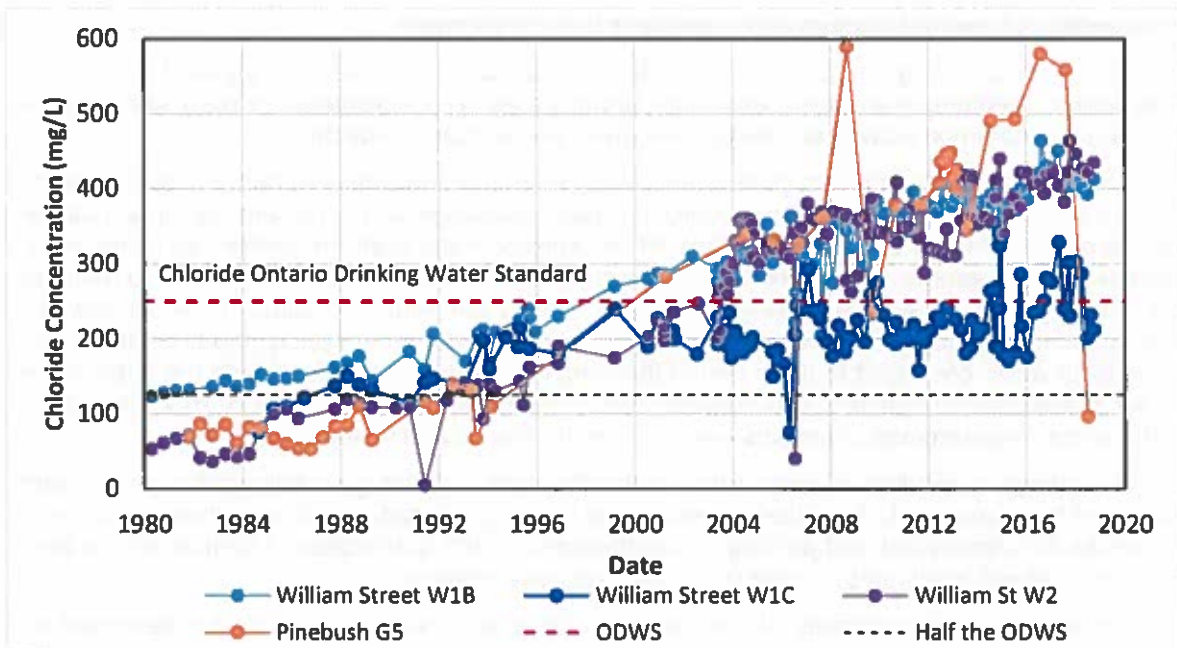


Figure 5: Chloride concentrations at the William Street and Pinebush Wellfields in the Region of Waterloo

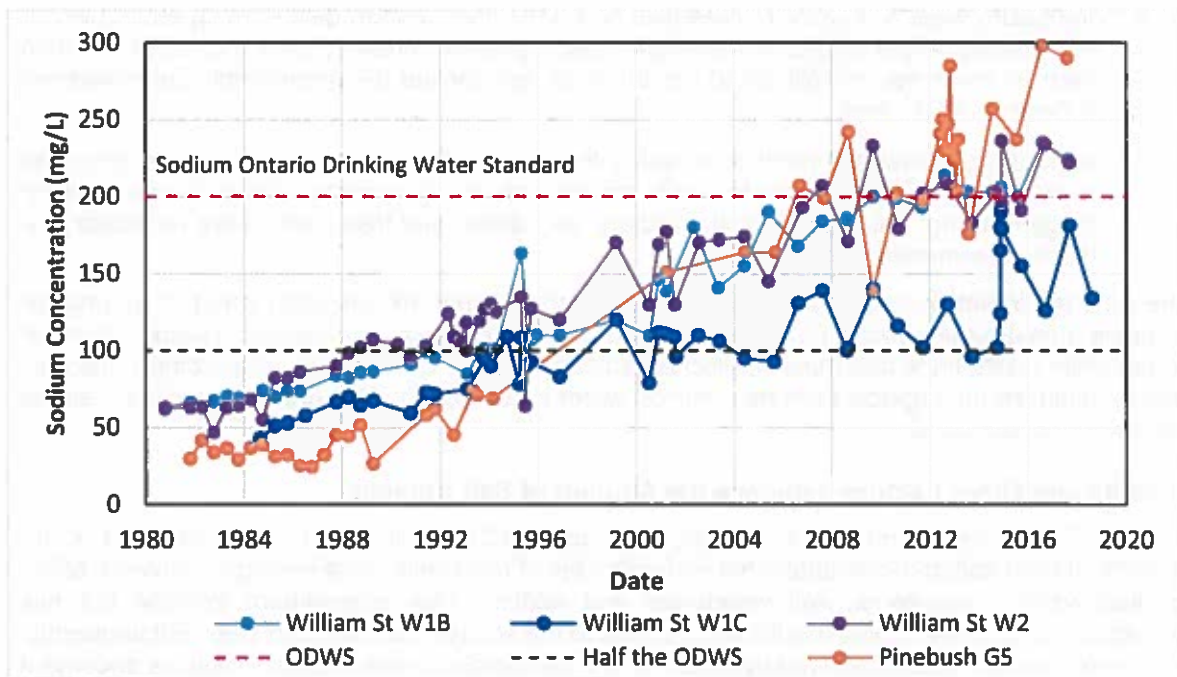


Figure 6: Sodium concentrations at the William Street Wellfield in the Region of Waterloo

Implications of Elevated Sodium and Chloride in the Environment

Elevated and increasing concentrations of chloride and sodium are becoming prevalent in small rural centres, medium sized cities, and large urban areas. The application of road salt (sodium chloride) is a common activity across LESPR given winter road conditions.

The application of salt on roads (and parking lots) enters into the environment in several ways. In many cases, the snow gets plowed onto the road shoulder which either enables it to infiltrate into the groundwater or the meltwater runs off into surface water features and/or into storm water management structures. While the primary purpose of these storm water facilities is to manage wet weather flows, they also receive meltwater during the winter months. If the stormwater structures include infiltration galleries and/or Low Impact Development (LID) infrastructure, some of the salty water conveyed to them during the winter months could infiltrate into the subsurface further exacerbating impacts to groundwater based municipal drinking water systems. Ultimately, all the winter maintenance chemicals eventually enter the natural water system.

Climate change is resulting in more extreme weather patterns with generally milder winters and increased frequencies of precipitation freeze/thaw cycles predicted, resulting in increased use of chemicals for winter road and parking lot maintenance. If left unmanaged, chloride and sodium from road salt will continue to contaminate drinking water sources.

A summary of negative impacts of road salt use for winter maintenance can be described as follows:

- increased concentrations of chloride and sodium in surface water and groundwater drinking water sources impairs the water taste and poses a risk to persons with high blood pressure and sodium restricted diets;
- premature wear to concrete sidewalks and structures (bridge decks, overpasses) which reduces overall life of such infrastructure and results in increased capital costs to maintain them on the order of \$250-\$480 per tonne of salt applied (Environmental Commissioner of Ontario, 218). and,
- damage of animal and plant cells' ability to carry out key ecological processes, changes to the weight of lake water to block the normal mixing process, which is essential for oxygen mixing, and harm to soil, gardens, vegetation and trees, which are necessary for shade as summers get hotter.

The only treatment process available to remove sodium and chloride from water is by reverse osmosis (desalinization) which is very expensive, energy intensive and creates a large volume of concentrate waste brine that must be discharged back into the environment. Accordingly, the only way to minimize the impacts from road salt on water resources and the environment is to reduce the amount being used.

Liability and Other Factors Influence the Amount of Salt Applied

In 2001, Environment and Climate Change Canada (ECCC) completed an assessment of the impacts of road salt and concluded that high releases of road salts were having an adverse effect on freshwater ecosystems, soil vegetation and wildlife. This assessment initiated the risk management process to address the risks posed to the environment by road salt. Subsequently, a Code of Practice was developed by ECCC and a parallel Synthesis of Best Practices document was created by the Transportation Association of Canada. The synthesis is a detailed resource on winter maintenance practices and supplements the recommendations made within the Code.

The two main recommendations of the Code are the development of salt management plans and implementation of best management practices. The Code is voluntary, only applies to road

organizations that use more than 500 tonnes of salt per year, and does not apply to application on parking lots or sidewalks. The ECCC assessment report concluded that application of salt on parking lots represents less than 10% of the total amount of salt being applied across the country. However, the contribution of parking lots in urban areas is much greater due to the increased density of paved surfaces and the higher potential application rates needed to address private property liability concerns. Specifically, in parts of Cambridge, Kitchener and Waterloo, salt loading to groundwater from parking lots is equal to or greater than the loading from roads.

Several pieces of legislation provide the legal context for application of winter maintenance chemicals. For roads, municipal transportation agencies are required under Section 44 of the Municipal Act to maintain roads in a "reasonable state of repair" and to maintain them in accordance with the Minimum Maintenance Standards. For building owners and managers, the Occupier's Liability Act requires a duty of care to maintain "reasonably" safe conditions for persons while on their premises. However, unlike for roads, the definition of what is reasonably safe is not stipulated and there are no standards. For parking lots, what is reasonable is determined through awareness of legal case studies, which are not too frequent, as most slip and fall claims arising from winter maintenance on parking lots are settled out of court. In addition, for private contractors, a settlement made by their insurance company often results in increases in insurance costs and/or loss of insurance completely. To ensure on-going viability of their businesses, most contractors will err on the side of caution and over apply salt.

These two pieces of legislation provide a framework for over-application of salt that is condoned by the public as necessary to ensure the protection of the travelling public. There is little recognition that this over-application may not be necessary as protection from liability is paramount. This framework is further facilitated by the following:

- the Ontario Environmental Protection Act exempts salt from being considered a contaminant if it is used "... for the purpose of keeping the highway safe ..." meaning that appliers of salt do not have to be concerned about any environmental impacts by the amount they use;
- weather is difficult to predict and the weather that arrives can vary from that forecasted, which means that applications are often higher than needed in case the conditions are worse than forecasted;
- the science behind how salt works is poorly understood (i.e. it is the brine that breaks down ice, not rock salt itself, or that rock salt is not effective in temperatures below -10°C) or is ignored due to liability concerns;
- there is increasing societal demand to maintain black asphalt in southern Ontario at all times and conditions, provide alternate forms of travel with associated high winter maintenance requirements, and addressing accessibility concerns in winter for accessibility-challenged persons; and
- rock salt is on the order of 40% cheaper than the next cheapest winter de-icing chemical, forcing most municipalities and private contractors to default to this chemical even though other chemicals may improve winter maintenance performance with less environmental impact.

All of the above factors contribute to the public's perception that salt does not affect the environment and creates a "laissez-faire" attitude towards the presence of salt on paved surfaces.

Factors Influencing Winter Maintenance on Roads

As noted above, the obligations to maintain roads arise from the Municipal Act and Minimum Maintenance Standards. These provide some level of liability protection against municipalities in

the event of vehicle accidents or slip and fall claims on roads. However, the capacity of each municipal agency to adopt new and/or implement sophisticated practices varies and many municipalities have budget pressures which may limit the introduction of these practices. In addition, the impact of joint-and-several liability often results in municipalities paying the majority of the costs resulting from an accident even if their contribution to the fault is minimal, further exacerbating the financial challenges for municipalities. Finally, most municipalities set a single performance standard for each road class and segment and most if not all municipalities are not willing to change the standard if the road comes in and out of a vulnerable drinking water protection area. These issues coupled with the voluntary nature of the ECCC Code could force municipalities to minimize adoption of practices to meet the Code or not participate at all.

Application on roads also differs from that on parking lots for the following reasons:

- most winter maintenance on roads are performed by municipal staff and/or larger contracted companies (e.g. province of Ontario) which provide stable working conditions that can attract long term employees ensuring consistency in approach reducing the need to train revolving staff;
- there are a relatively modest number of road agencies compared to hundreds and possibly thousands of private contractors; and
- the passage of cars on roads assists in the break down of the solid winter maintenance chemicals into the liquid brine needed to break the bond between snow/ice and the underlying surface, resulting in the need for less salt to be applied.

All of these factors can help reduce the amount of salt applied on roads compared with that applied on parking lots.

Many road authorities have made considerable improvements in technology, operational approaches and training to help improve application and reduce impacts to the environment. However, further changes will be difficult to achieve in part due to the risks associated with liability. In addition, the benefit of these reductions could be off-set by changes in climate, e.g. more freezing rain events, which will necessitate changing the approach to winter maintenance on roads. Further, the expansion of the Minimum Maintenance Standards to sidewalks in 2018 could result in an overall increase in the amount of salt being applied to the road network. This will exacerbate the impact to municipal drinking water supply sources. In Ontario, several organizations are promoting changes to the liability framework including the following:

- the Association of Municipalities of Ontario submitted a letter to the Ontario Attorney General requesting reform of the joint and several liability framework in Ontario as it relates to municipalities;

<https://www.amo.on.ca/AMO-Content/Policy-Updates/2019/AMOSubmitsReporttoAttorneyGeneralonLiabilityandIns>.

- a combined working group representing the Ontario Good Roads Association and Conservation Ontario submitted a letter to the Ontario Attorney General requesting a review of the liability related to application of winter maintenance chemicals (**Appendix A**); and
- the World Wildlife Federation provided comments on the Province of Ontario's Environmental Plan as posted on the Environmental Registry advocating for review of the liability framework in Ontario.

http://assets.wwf.ca/downloads/ero_roadsalt_final_signon.pdf

These letters highlight the challenges with the liability framework in Ontario and support the discussion contained in this report. Undertaking this review in addition to strengthening training programs for road agencies to reduce winter maintenance chemical application rates without compromising road safety would assist with mitigating risks to municipal drinking water systems.

Factors Influencing Winter Maintenance on Parking Lots

As persons responsible for parking lots do not have standards or guidance to follow, the approach to winter maintenance for a particular event is based primarily on their experience which results in inconsistent application rates and/or levels of service for each parking lot. In most cases, building parking lots and sidewalks are maintained by private winter maintenance contractors and the nature of the winter maintenance services is determined by the contract with the property owner. These contracts often contain an unrealistic level of service requirements, e.g. maintain bare pavement at all times, which the contractor addresses through over-application of salt and/or chemical "plowing" which uses excessive amounts of salt to melt all the snow. The contracts often attempt to assign the liability to the contractor, which is very difficult legally, and may have pricing structures that financially incentivize the application of salt on the property.

Much of the private winter maintenance contracting industry is performed by small and medium sized businesses. As a result, and because of the tendering process to compete for clients, they are less likely to invest in best practices/advanced technologies as part of their operation in order to make them profitable. The individual contracting company is also trying to maintain their insurance coverage, have high staff turnover rates which reduces the incentive to invest in staff, and the competition/bid process results in little sharing of management practices within the industry. In addition, as contractors are a for-profit business, they will also attempt to maximize the number of contracts they have which forces them to over apply to meet the contract requirements in recognition that it could be many hours until they are able to service the property again. All of these factors contribute to excess application.

The primary purpose of most buildings and properties is not for winter maintenance but rather for some other manufacturing, service or retail operation. So winter maintenance is seen as a cost of doing business. For most building owners or tenants, the winter maintenance contract is awarded to the lowest cost bid which does not encourage contractors to consider alternate practices as these would require capital investments for new technologies and/or approaches. In addition, even if the owner/operator were interested in reducing application rates, they would be exposed to liability in the event of an injury if they had directed the contractor to apply the salt at a lower rate.

The liability framework and challenges noted above prevent Risk Management Officials from negotiating Risk Management Plans (RMPs) that require reductions in application rates. Some of the ways these barriers present themselves have been observed through the implementation of salt application RMPs in the Region of Waterloo where approximately 1,600 RMPs will need to be negotiated in chloride and/or sodium ICAs in the current approved Source Protection Plan and expanding to over 3,000 existing properties in the October 2019 proposed amended plan. These include the following.

- The approach taken by the Region of Waterloo to negotiate salt application RMPs is to use a collaborative, education approach in order to secure buy-in and achieve a more self-sustainable/self-regulating model of enforcement. This is needed because most persons involved in the negotiation have little to no experience in winter maintenance. This approach necessitates a greater time commitment as part of the negotiation as a level of education is required to raise the general knowledge on the impacts of salting to the point where risk mitigation practices can be implemented effectively.

- Currently, the RMPs for parking lots focus on contractor training and certification, i.e., Smart about Salt program, winter maintenance record keeping, and minimizing ice formation through site assessments. As in many cases these measures do not represent a drastic shift from current practices and because application rates cannot be stipulated in the RMP, only a minor amount of reduction in salt loading is likely to occur from these properties. This is much less than is needed to mitigate the impacts to the Region's wells with chloride impacts. Region of Waterloo staff have assessed the reduction in application rates needed to reduce and or stabilize chloride concentrations based on the amount currently observed in their supply wells. This amount is on the order of a further 10 percent reduction in application on roads above and beyond the 25 percent reduction achieved through advances in technology, and 30 to 50 percent reduction in application rates on parking lots at four of its well systems. This amount does not include the salt already in the groundwater that hasn't made it to the supply wells and will not reach the wells for a further 10 to 20 years.
- Since application rates cannot be specified in the RMP, it is difficult to require changes in operational methods and procedures. Examples of more effective practices may include pre-wetting, liquid application, and/or standardizing application rates. These practices have been adopted by many road agencies and may represent the most effective opportunity to achieve salt reduction targets.

As noted for roads, changes to the liability framework would provide building owners and contractors to consider the impacts to the environment and their assets in addition to liability considerations. However, unlike road agencies that are meeting ECCC's Code of Practice, there is no mechanism to ensure private contractors consider the environment in the determination of winter maintenance chemical application rates. The Smart About Salt Council has created the Smart About Salt program that encourages contractors to take training courses to improve their winter maintenance operations and to become certified demonstrating that they are implementing the program. And while this is helping to educate property owners and contractors, many of the recommended practices in the Smart About Salt program are not implemented by contractors due to the liability issues discussed above.

Opportunities for Liability and Training/Certification Program Changes

Several states in the US including Illinois and New Hampshire have changed the liability framework to help address the impacts to water resources due to the over-application of salt and as noted above several organizations are advocating a review of the liability framework in Ontario. Several other US states including Wisconsin have implemented various training, certification and/or education programs to help changes in the winter maintenance approach.

Specifically, the approach taken in New Hampshire is worth noting because the approach includes a combination of liability reform and training/certification. New Hampshire has introduced changes to the liability framework and developed a training/certification program to address the over-application of salt. This approach was required to gain permission to extend a state highway because a nearby lake had elevated chloride and sodium levels due to winter maintenance chemicals. The legislation requires contractors to undertake a one-day training program and become certified. In exchange, road and parking lot contractors would be provided partial protection against slip and fall and/or traffic accidents. This approach provides the liability relief and knowledge needed to change winter maintenance practices to minimize impact to water resources.

Changes Needed to the Source Water Protection Director's Technical Rules

The current Director's Technical Rules under the *Clean Water Act, 2006* provide significant drinking water threat (SDWT) thresholds based on road density or impervious surfaces. In many parts of the province, the thresholds did not trigger a SDWT for road salt application, despite a number of municipal drinking water wells that have increasing sodium and chloride concentration trends. As such, the original technical approach failed to recognise areas where trends were present that may result in an ICA. This problem was identified by the Region of Waterloo and an alternate approach to assessing the threat of road salt application was prepared and implemented for the Region of Waterloo. These changes were not implemented elsewhere in LESPR.

Similarly, road salt storage thresholds are currently set at 5,000 tonnes outside storage. This volume far exceeds typical storage volumes found at small to medium municipalities or private contractors. As a result, there are no known documented SDWTs for road salt storage outside of an ICA within LESPR. This is despite the fact that there are many municipal and private road salt storage facilities within wellhead protection areas of lesser volumes.

The practical result of these shortcomings in the Technical Rules is that the prescribed threats for road salt application and storage only get flagged as significant drinking water threats (SDWTs) when water quality data for a municipal drinking water system documents an increasing trend in chloride concentrations and the municipality declares the well as having an issue as defined by the Technical Rules. Since ICAs are only identified and delineated when there is a demonstrated water quality concern in a municipal well, this approach to protecting water quality in municipal drinking water systems becomes reactive rather than proactive.

Another concern is that the current Director's Technical Rules and Ontario Regulation 287/07 – General pursuant to the *Clean Water Act, 2006* lists the prescribed drinking water threat as “the application, handling and storage of road salt”. Although road salt is a common term used for winter maintenance chemicals, the term can be misleading. The term road salt is used interchangeably with rock salt. Salt application at parking lots or on walkways can be more of a concern due to over-application than application on roadways. Additionally, road salt commonly refers to sodium chloride; however, there are many alternative products that are also chloride based, for example, calcium chloride or magnesium chloride. Strict interpretation of the wording may lead some readers to consider only salt applied to roads and that is sodium chloride based is a prescribed drinking water threat pursuant to the *Clean Water Act, 2006* and Source Protection Plans. A simple solution could be to rename the prescribed drinking water threats to application, handling and storage of winter maintenance chemicals and then define the term in the regulation.

A complementary change to the above would be to make application of winter maintenance chemicals on roads, parking lots and sidewalks different circumstances in the Table of Circumstances to reflect the different approach to winter maintenance, the legislative and liability framework, and the mitigation measures possible associated with each surface type. This would also help highlight that it is more than just application of winter maintenance chemicals on roads that is affecting drinking water supply sources.

Since 2017, the Province has been considering changes to the Director's Technical Rules to address the shortcomings noted above. Recently, the Province held technical engagement sessions at the end of November 2019 to consult on proposed changes. Details at the time of preparing this report are limited, but we understand that the Province intends to lower the thresholds for the activities and circumstances that result in a significant drinking water threat for the handling and storage of salt and the application of salt. A summary of the proposed changes to road salt storage and application are presented in Table 1. Lake Erie Region staff and municipal representatives have participated in the stakeholder engagement sessions and there will be

opportunity for staff to comment on the proposed rule changes directly with Provincial staff and through the more formal Environmental Registry process later on.

Table 1: Phase II Technical Rules Project: Proposed Amendments to Road Salt Storage and Application

Topic		Current Approach	Objective of the Amendment	Proposed Amendment	Notes
Prescribed Drinking Water Threats	Road Salt Application	Thresholds for impervious areas that identify significant risks are 80% in WHPAs scored 10 and 8% in IPZs scored 10.	Use an improved scientific approach to better identify areas where the application of road salt and storage of road salt may cause impairments to the quality of drinking water sources.	Thresholds for impervious areas that identify significant risks will be: 30% for WHPAs scored 10; 6% or greater for IPZ scored 10 and; 8% or greater for IPZ scored 9 to 10.	New thresholds were developed based on the analysis conducted in consultation with municipalities and SPAs/SPCs.
	Road Salt Storage	Volumes that identify significant risk are: 500 tonnes for IPZs scored 10; 5000 tonnes for IPZs scored 9 or greater, or WHPAs scored 10 for uncovered storages; covered storage can not be a significant risk.		Using same scores of IPZs and WHPAs, proposed volumes are: (1) Any quantity for uncovered storages; (2) 100 kg or greater for covered storage excluding engineered facilities, (3) 500 tonnes or greater for engineered facility or structure.	Engineered facilities: permanent building anchored to a permanent foundation with an impermeable floor and that is completely roofed and walled.

Recommended Actions to Address the Over-Application of Winter Maintenance Chemicals Report Recommendations

To address the above concerns, the following recommendations are provided to the Lake Erie Region Source Protection Committee for consideration:

THAT the Province of Ontario explore ways to reduce the factors that contribute to excess application of winter maintenance chemicals on road ways and parking lots through a review of the liability framework in Ontario.

THAT the Province of Ontario work with municipalities to strengthen training programs for road agencies that apply winter maintenance chemicals on roads and sidewalks to reduce application rates without compromising road safety that would assist with mitigating risks to municipal drinking water systems.

THAT the Province of Ontario require property owners and contractors responsible for maintaining safe parking lots and sidewalks be trained and certified in the application of winter maintenance chemicals.

THAT the Province of Ontario change Prescribed Drinking Water Threats, “the application of road salt” and “the handling and storage of road salt” to “the application of winter maintenance chemicals” and “the handling and storage of winter maintenance chemicals”, and define the term in the regulation.

THAT the Province of Ontario change the Table of Circumstances related to the application of winter maintenance chemicals to differentiate between application on roads, sidewalks and parking lots to reflect the different liability issues and the nature of winter maintenance conducted for each surface type.

AND THAT the Province of Ontario amend the Clean Water Act’s Director’s Technical Rules to enable municipalities to proactively protect their municipal drinking water supplies from the application and storage of winter maintenance chemicals.

Appendix A:

Letter from Ontario Good Roads Association and Conservation Ontario to the Ontario Attorney General requesting a review of the liability related to application of winter maintenance chemicals

November 1, 2019
The Honourable Doug Downey
Attorney General of Ontario
McMurtry-Scott Building, 11th Floor
720 Bay Street
Toronto, Ontario
M7A 2S9

Dear Attorney General Downey,

Re: Municipal Liability and Insurance Costs

The excessive use of road salt has been shown to impact our environment including aquatic life and drinking water sources, and also our infrastructure. In Ontario, several drinking water sources are identified under the *Clean Water Act* as being impacted by elevated levels of chloride, a chemical found in road salt.

In 2016, the Ontario Good Roads Association (OGRA) and Conservation Ontario (CO) established a multi-stakeholder 'Salt Vulnerable Areas' working group, that developed a road salt best practices guidance document in 2018 for consideration by municipalities of varying capacities and budgets. In 2019, the OGRA and CO established the 'Ontario Road Salt Management Advisory Committee' in order to further the discussions around the broader policy and legislative framework related to the use of road salt, and to provide recommendations to help find the balance between environmental considerations and road safety.

The following recommendations are provided for the consideration of the Attorney General of Ontario:

Address excessive liability issues for municipalities

Ontario municipalities follow a Council approved Level of Service to ensure the safety of the travelling public, and they proactively work with government agencies and others in order to optimize the amount of road salt usage that balances public road safety with environmental concerns. However, excessive liability issues severely impact municipalities (and other road operation authorities) and in many cases may limit their ability to further adjust the application of road salt in order to meet environmental legislation that protects water resources.

Therefore it is recommended that the applicable liability framework be reviewed, such that road operation authorities can continue to ensure road safety while also supporting a further reduction in the amount of road salt applied.

Establish standards and address excessive liability issues for private contractors

There are many others that also use road salt besides municipalities, such as private contractors maintaining privately or municipally owned parking lots. The private sector often uses excessive amounts of road salt, in order to avoid liability claims. Training programs such as 'Smart about Salt' are available to the private sector to help them optimize road salt usage, but these programs are not mandatory.

Therefore, it is recommended that standards for road salt application and storage be established for the private sector to help reduce road salt reaching our water bodies. Further, it is recommended that the applicable liability framework be reviewed, such that private contractors can continue to ensure safety during the winter while also supporting a significant reduction in the amount of road salt applied.

In summary, steps to address liability, combined with standards (where they do not exist) for road salt application, can help preserve our precious natural resources.

We thank you for the opportunity to provide comments. Please feel free to contact Chitra Gowda (cgowda@conservationontario.ca) at CO or Fahad Shuja (fahad@ogra.org) at OGRA if you have any questions.

Sincerely,

Joe W. Tierney
Executive Director
Ontario Good Roads Association

Kim Gavine
General Manager
Conservation Ontario

Sent via email to: doug.downeyco@pc.ola.org; magpolicy@ontario.ca

BLUEWATER GEOSCIENCE CONSULTANTS INC.

42 Shadyridge Place
Kitchener, Ontario
N2N 3J1

Tel: (519) 744-4123
Fax: (519) 744-1863
E-mail: blemieux@rogers.com

January 20, 2020

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

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

Re: Proposal to Provide 2020 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site, Melancthon Township, ON.

Denise:

Bluewater Geoscience Consultants Inc. (Bluewater) is pleased to provide this proposal to provide the 2020 semi-annual groundwater monitoring and sampling at the Township of Melancthon landfill site. The monitoring is required to ensure compliance with Ministry of Environment regulations and the terms of the Certificate of Authorization (C of A) issued for the landfill.

Groundwater monitoring has been conducted at the Township landfill site for the past several years. The semi-annual monitoring consists of conducting site inspections in April and October of each year. Groundwater levels will be measured in all 35 monitoring wells installed at the landfill. As outlined in our *Annual Groundwater Monitoring and Sampling Report 2019* we recommend that the 2020 monitoring continue as per 2019.

Groundwater samples will be analyzed for the volatile organic compounds (VOC) parameters once per year, while all other parameters will be analyzed twice per year. For 2020, groundwater and surface water samples will be obtained from 32 locations around the landfill. The groundwater samples will be submitted to an accredited laboratory for analysis of VOC's (once per year), heavy metals and general groundwater chemistry (twice per year) parameters. The results of the completed ground/surface water analyses are compared to the appropriate Ontario Drinking Water Standards and/or MOE Reasonable Use Policy objectives for the landfill to ensure compliance with those standards. The results of the semi-annual monitoring are compiled in an annual report prepared by Bluewater on behalf of the Township and then submitted to MOE for review.

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

BLUEWATER GEOSCIENCE

ACT# 2
FEB - 6 2020

The monitoring and sampling price for 2020 has been held at the 2019 pricing and will be \$22,300.00 (+ HST).

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

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

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

Sincerely,
BLUEWATER GEOSCIENCE CONSULTANTS INC.



Breton J. Lemieux, B.Sc., P.Eng., QP
President, Senior Geoscientist

Date: January 20, 2020

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

Signed: _____ Date: _____

**RE: Denise Holmes, Township of Melancthon, 2020 Semi-Annual Landfill
Groundwater Monitoring & Sampling Proposal**

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Monday, January 27, 2020 10:20 AM
To: Denise Holmes
Subject: Notification of Budget 2020 - Grand River Conservation Authority
Attachments: Township of Melancthon_2020 GRCA Budget Notification.pdf; GRCA Board Report - Budget 2020.pdf; Summary of Municipal Levy - GRCA Budget 2020.pdf; GRCA Budget 2020 Package.pdf

Good Morning Ms. Holmes
CAO/Clerk - Township of Melancthon

Please see the attached correspondence regarding the Grand River Conservation Authority 2020 Budget and Municipal Levy. Additional attachments on this email are referenced within the letter.

The attached Notice should be received by all Clerks; please forward if you have received this notification in error, and advise me of the correct contact.

Eowyn Spencer
Executive Assistant | Grand River Conservation Authority

400 Clyde Road, P.O. Box 729, Cambridge ON N1R 5W6
519-621-2763, ext. 2200
www.grandriver.ca



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

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

January 27, 2020

By Email: dholmes@melancthontownship.ca

Denise Holmes, CAO/Clerk
Township of Melancthon
157101 Highway #10
Melancthon, ON L9V 2E6

Dear Ms. Holmes

Re: 2020 Grand River Conservation Authority Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 28, 2020, at 9:30 a.m. at the Administration Centre in Cambridge, to consider the 2020 Budget and General Municipal Levy.

The attached report, which includes the most recent draft of the 2020 Budget, was presented to the General Membership on January 24, 2020. Based on previous board direction to staff, this draft budget includes a General Levy of \$11,927,000 which represents a 2.5% increase over 2019. The General Levy, if approved at the Annual General Meeting, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 670/00.

As you may be aware, there were two levy appeals pursued by the City of Hamilton regarding the Grand River Conservation Authority's levy apportionment in 2018 and 2019. The apportionment of the General Levy had changed significantly in 2018 compared to prior years as a result of a decision issued by the Mining and Lands Commissioner on December 21, 2017. The change caused a large increase in the amount apportioned to the City of Hamilton and an offsetting decrease for other participating municipalities. The City of Hamilton has recently advised that they are no longer pursuing those appeals and there are currently no outstanding appeals of the Grand River Conservation Authority levy.

The attached draft 2020 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2020. Also attached is a calculation of the apportionment of the 2020 General Levy to participating municipalities. Should you have any questions concerning the draft Budget or the levy apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink that reads "Karen Armstrong".

Karen Armstrong,
Deputy CAO and Secretary-Treasurer

Grand River Conservation Authority

Grand River Conservation Authority Summary of Municipal Levy - 2020 Budget

draft January 24th, 2020

	% CVA In Watershed	2019 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2020 Budget Matching & Maintenance Levy	2020 Budget Admin & Maintenance Levy	2020 Budget Non Matching Admin & Maintenance Levy	2020 Budget Capital Maintenance*	2020 Budget Total Levy	Actual 2019 Levy	% Change
Brant County	82.9%	6,445,704,057	5,343,488,664	2.80%	12,575	294,381	26,565	333,521	320,200	4.2%	
Brantford City	100.0%	14,094,801,844	14,094,801,844	7.38%	33,169	776,505	70,073	879,747	859,526	2.4%	
Amaranth Twp	82.0%	741,173,956	607,762,644	0.32%	1,430	33,483	3,022	37,935	36,818	3.0%	
East Garafraxa Twp	80.0%	567,538,838	454,031,070	0.24%	1,068	25,013	2,257	28,338	27,694	2.3%	
Town of Grand Valley	100.0%	508,048,182	508,048,182	0.27%	1,196	27,989	2,526	31,711	27,840	13.9%	
Melancthon Twp	56.0%	548,535,978	307,180,148	0.16%	723	16,923	1,527	19,173	18,422	4.1%	
Southgate Twp	6.0%	940,585,890	56,435,153	0.03%	133	3,109	281	3,523	3,437	2.5%	
Haldimand County	41.0%	6,660,920,536	2,730,977,420	1.43%	6,427	150,454	13,577	170,458	166,879	2.1%	
Norfolk County	5.0%	9,136,313,363	456,815,668	0.24%	1,075	25,167	2,271	28,513	27,947	2.0%	
Halton Region	10.4%	43,072,861,004	4,486,635,761	2.35%	10,558	247,176	22,306	280,040	267,286	4.8%	
Hamilton City	26.8%	88,141,299,524	23,577,797,623	12.34%	55,486	1,298,938	117,218	1,471,642	1,425,840	3.2%	
Oxford County	37.5%	4,100,166,131	1,537,219,499	0.80%	3,618	84,688	7,642	95,948	92,876	3.3%	
North Perth Twp	2.0%	2,050,788,963	41,015,779	0.02%	97	2,260	204	2,561	2,480	3.3%	
Perth East Twp	40.0%	1,903,923,454	761,569,382	0.40%	1,792	41,956	3,786	47,534	45,247	5.1%	
Waterloo Region	100.0%	97,165,516,725	97,165,516,725	50.85%	228,659	5,353,001	483,059	6,064,723	5,947,653	2.0%	
Centre Wellington Twp	100.0%	4,825,004,290	4,825,004,290	2.53%	11,355	265,817	23,988	301,160	291,250	3.4%	
Erin Twp	49.0%	2,434,448,511	1,192,879,770	0.62%	2,807	65,718	5,930	74,455	73,721	1.0%	
Guelph City	100.0%	25,990,473,570	25,990,473,570	13.60%	61,164	1,431,856	129,213	1,622,233	1,576,986	2.9%	
Guelph Eramosa Twp	100.0%	2,677,794,567	2,677,794,567	1.40%	6,302	147,524	13,313	167,139	163,892	2.0%	
Mapleton Twp	95.0%	1,648,728,333	1,566,291,917	0.82%	3,686	86,289	7,787	97,762	94,062	3.9%	
Wellington North Twp	51.0%	1,616,042,908	824,181,883	0.43%	1,940	45,405	4,097	51,442	50,151	2.6%	
Puslinch Twp	75.0%	2,508,795,384	1,881,596,538	0.98%	4,428	103,660	9,354	117,442	115,793	1.4%	
Total		317,779,466,008	191,087,518,099	100.00%	449,688	10,527,312	950,000	11,927,000	11,636,000	2.5%	

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

Grand River Conservation Authority

Report number: GM-01-20-05
Date: January 24, 2020
To: Members of the Grand River Conservation Authority
Subject: Budget 2020 – Draft #2

Recommendation:

THAT Report Number GM-01-20-05 – Budget 2020 Draft 2 be received as information;
AND THAT member municipalities be forwarded a letter advising them of the General Membership meeting to be held February 28, 2020 to approve the 2020 Budget and the general municipal levy and that the most recent budget draft be forwarded with this letter.

Summary:

This draft continues to present a balanced budget position for 2020.

This draft of the budget includes the following significant changes since the September 27, 2019 draft #1 budget report:

- \$ 195,000 Special Projects spending/funding increased
- \$ 75,000 Resource Planning revenue decreased
- \$ 125,000 Net Operating expenses increased
- \$ 40,000 2019 surplus carry forward increased
- \$ 200,000 Net Transfer from reserves increased

The Final Budget will include adjustments for year-end carry forward projects and for final audited results.

This draft includes the following amounts:

- Expenditures \$33,015,188
- General Municipal Levy \$11,927,000 (2.5% increase over prior year)
- Provincial Water and Erosion Control Infrastructure (WECI) Grant \$700,000
- Provincial Source Protection Program Grant \$720,000
- Reserves to decrease by \$1.4M in 2020

Report:

The final 2020 budget will be presented for approval at the February 28, 2020 General Membership Meeting.

This draft of the 2020 Budget includes the following changes made since the September 27, 2019 General Membership Meeting:

Special Projects Budget 2020 (net increase \$195,000):

\$ 100,000	Subwatershed Study – City of Kitchener
\$ 100,000	Municipal funding increased
\$ 140,000	Waste Water Optimization Project
\$ 140,000	Provincial funding increased
\$ 100,000	Ecological Restoration Projects
\$ 100,000	Other Donations funding increased
\$ 20,000	Haldimand Water Festival
\$ 20,000	Foundation funding increased
(\$115,000)	Source Protection Program expenses decreased
\$115,000	Provincial funding decreased
(\$50,000)	Development expenses decreased
\$50,000	Funding from Land Sales Proceeds reserve decreased

Operating Budget 2020:

\$75,000	Resource Planning - Compensation & Benefits decreased
(\$75,000)	Plan Review Fee Revenue decreased
(\$200,000)	Head Office Major Maintenance expense increased (roof repairs)
\$200,000	Funding from Head Office Maintenance Reserve increased
\$ 40,000	2019 Surplus carry forward increased
(\$40,000)	Legal and Consulting expenses increased

Based on review of 2019 actuals the budgeted revenue from resource planning fees is being reduced by \$75,000. Compensation and benefit costs are being reduced to offset this increase based on an expectation of a combination of vacancy and rate savings.

Head Office major maintenance expenses have been increased for 2020 due to timing of roof repairs commenced in 2019 and which will be completed in 2020. The roof repair project is still on track with its forecast cost.

The forecast 2019 surplus as at November 30th, 2019 was \$140,000. This draft of the budget has been adjusted to agree with this forecast.

Significant Outstanding Budget Items

After actual 2019 figures are finalized, the final budget will be prepared and the outstanding matters listed below will be addressed.

(a) Year 2020 Carry forward Adjustments

2019 Surplus carry forward

This draft of the 2020 Budget assumes a \$140,000 surplus carry over from year 2019. The December 2019 Financial Summary for year-end 2019 forecast a \$140,000 surplus. This will be updated pending finalizing the yearend results. The actual "2019 Net Surplus" will be incorporated into the 2020 budget.

2019 Special Projects carry forward

Any projects commenced in year 2019 or earlier and not completed by December 31, 2019 will be carried forward and added to Budget 2020 (i.e. both the funding and the expense will be added to Budget 2020 and therefore these adjustments will have no impact on the breakeven net result).

Major Water Control Structures Capital Maintenance Expenditures

A final determination of the amount of spending to be added to the Budget 2020 (i.e. unspent amounts from 2019) will be made, including use of the reserve for 2020 projects.

(b) Conservation Area Revenue and Expenses

Final revenue, operating and capital expense budget figures to be determined following year-end actuals review.

(c) Source Protection Program

The current budget draft includes \$720,000 in spending. The final version of the GRCA 2020 Budget may be adjusted to reflect any funding approvals. Expenses for this program are funded 100% by a provincial grant.

Attached are the following:

Budget 2020 Timetable
Summary Reserve Report – Budget 2020
Preliminary Budget 2020 Package to Municipalities (separate attachment)

Notice to Municipalities:

Ontario Regulation 139/96, made under the Conservation Authorities Act, requires that Conservation Authorities provide 30 days notice to participating municipalities of the meeting at which the Budget and Levy will be voted upon. The notice must include the amount of each municipality's levy and the financial information relied on in support of that levy. Budget draft #2 will be mailed out to municipalities on January 27th, 2020 in order to adhere to the notice timeline.

Financial implications:

In this draft, the GRCA is proposing a \$33,015,188 budget.

With respect to reserves this budget version outlines a net decrease to reserves of approximately \$1.4 million.

Prepared by:

Sonja Radoja
Manager, Corporate Services

Approved by:

Karen Armstrong
Assistant CAO/Secretary-Treasurer



2020 BUDGET

(Draft to January 24, 2020 General Board Meeting)

Grand River Conservation Authority

2020 Budget

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GRCA 2020 Budget Highlights

The Grand River Conservation Authority is a successful partnership of municipalities, working together to promote and undertake wise management of the water and natural resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of approximately 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on water and natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others which are set to offset most, if not all, the cost of these services
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as studies on Source Water Protection and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

The GRCA continues to work on the updates and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed, as part of the provincial Source Protection Program under the *Clean Water Act, 2006*. Besides supporting municipalities and other agencies in implementing the plans, the focus in 2020 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

In April 2018 the GRCA received approval from the Ministry of Natural Resources and Forestry to use up to \$1.8 million from the Land Sale Reserve for hazard tree management over a three year period. This funding has allowed the GRCA to accelerate its program of tree risk management to ensure the health and safety of the public using GRCA lands. This program will continue through 2020 and 2021.

1. Watershed Management and Monitoring

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dikes and dams; flood forecasting and warning; water quality monitoring; natural heritage restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

Operating Expenditures:

Water Resources Planning and Environment	\$2,235,700 (Table 1)
Flood Forecasting and Warning	\$ 764,700 (Table 2)
Water Control Structures	\$1,749,700 (Table 3)

Capital Expenditures: \$1,800,000 (Section B)

Total Expenditures: \$6,550,100

Revenue sources: Municipal levies, provincial grants and reserves

2. Planning

Program areas:

- a) **Natural Hazard Regulations**
The administration of conservation authority regulations related to development in the floodplain, and other natural hazards e.g. wetlands, slopes, shorelines and watercourses.
- b) **Plan Input and Review**
Planning and technical review of municipal planning documents and recommending environmental policies for floodplains, wetlands and other environmentally significant areas; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments; and providing outside consulting services on a fee-for-service basis to other conservation authorities and agencies.

Operating Expenditures: \$2,063,800 (Table 4)

Capital Expenditures: NIL

Revenue sources: Permit fees, enquiry fees, plan review fees, and municipal levy

3. Watershed stewardship

The watershed stewardship program provides information and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation/tree planting through the Burford Tree Nursery, the Rural Water Quality Program, restoration and rehabilitation projects. The program also, provides conservation information through workshops, publications, the web site and media contacts.

Operating Expenditures:

Forestry & Conservation Land Taxes	\$ 1,446,500 (Table 5)
Conservation Services	\$ 867,200 (Table 6)
Communications and Foundation	\$ 701,500 (Table 7)

Capital Expenditures: NIL

Total Expenditures: \$ 3,015,200

Revenue sources:

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

4. Conservation Land Management

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.

Operating Expenditures:

Conservation Lands, Rentals, Misc	\$3,645,100 (Table 10-Conservation Lands)
Hydro Production	\$ 155,000 (Table 10-Hydro Production)

Capital Expenditures: NIL

Total Expenditures: \$3,800,100

Revenue sources:

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

5. Education

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures: \$1,376,600 (Table 8)
Capital Expenditures: NIL

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

6. Recreation

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,500 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1 million people visit GRCA parks each year. The parks are financially self-sufficient.

Operating Expenditures: \$ 8,235,000 (Table 10)
Capital Expenditures: \$ 1,500,000 (Section B)
Total Expenditures: \$ 9,735,000

Revenue sources:
Conservation Area user fees, government grants, reserves and donations.

7. Corporate services

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures: \$3,503,388 (Table 9)
Capital Expenditures: \$ 430,000 (Section B)
Total Expenditures: \$3,933,388

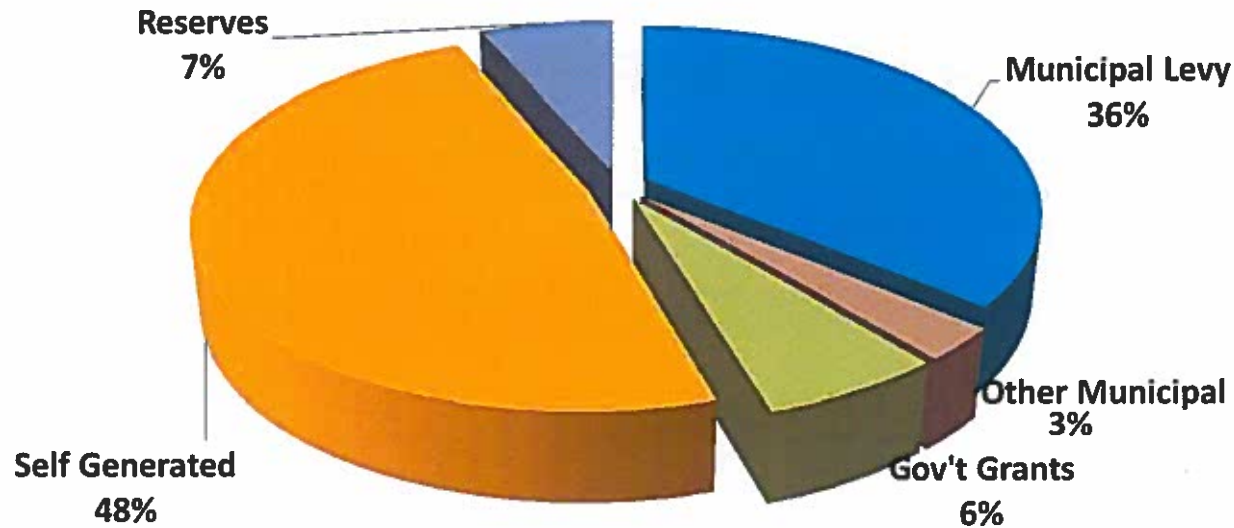
Revenue sources: Municipal levies and reserves.

GRAND RIVER CONSERVATION AUTHORITY
BUDGET 2020 - Summary of Revenue and Expenditures

FUNDING		Actual 2018	Budget 2019	Budget 2020	Budget Incr/(decr)
Municipal General Levy Funding		11,352,000	11,636,000	11,927,000	291,000 2.50%
Other Government Grants		4,763,202	4,153,573	3,074,188	(1,079,385) -26.0%
Self-Generated Revenue		16,502,625	16,171,195	15,852,000	(319,195) -2.0%
Funding from Reserves		2,288,903	3,309,700	2,162,000	(1,147,700) -34.7%
TOTAL FUNDING		34,906,730	35,270,468	33,015,188	(2,255,280) -6.4%
EXPENDITURES		Actual 2018	Budget 2019	Budget 2020	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	26,677,416	27,051,768	26,744,188	(307,580) -1.14%
Base Programs - Capital	SECTION B	3,658,509	4,597,700	3,730,000	(867,700) -18.87%
Special Projects	SECTION C	4,101,110	3,621,000	2,541,000	(1,080,000) -29.8%
TOTAL EXPENDITURES		34,437,035	35,270,468	33,015,188	(2,255,280) -6.4%
NET RESULT		469,695	-	-	

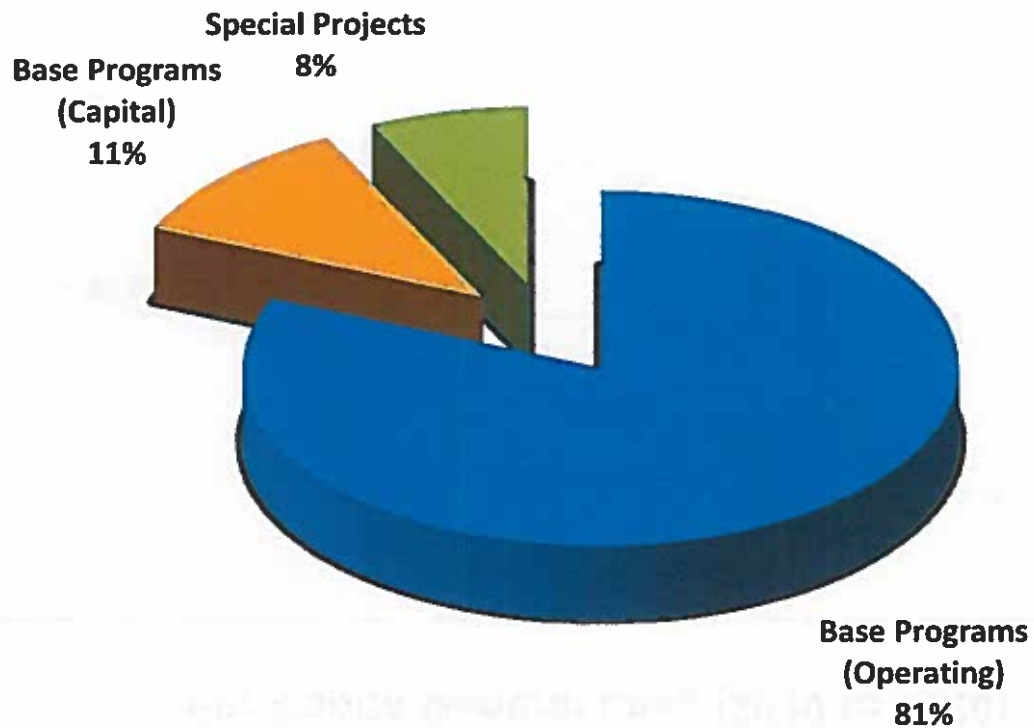
2020 Budget – Revenue by Source

Total 2020 Budget Revenue = \$33.0 Million (\$ 35.3 Million in 2019)



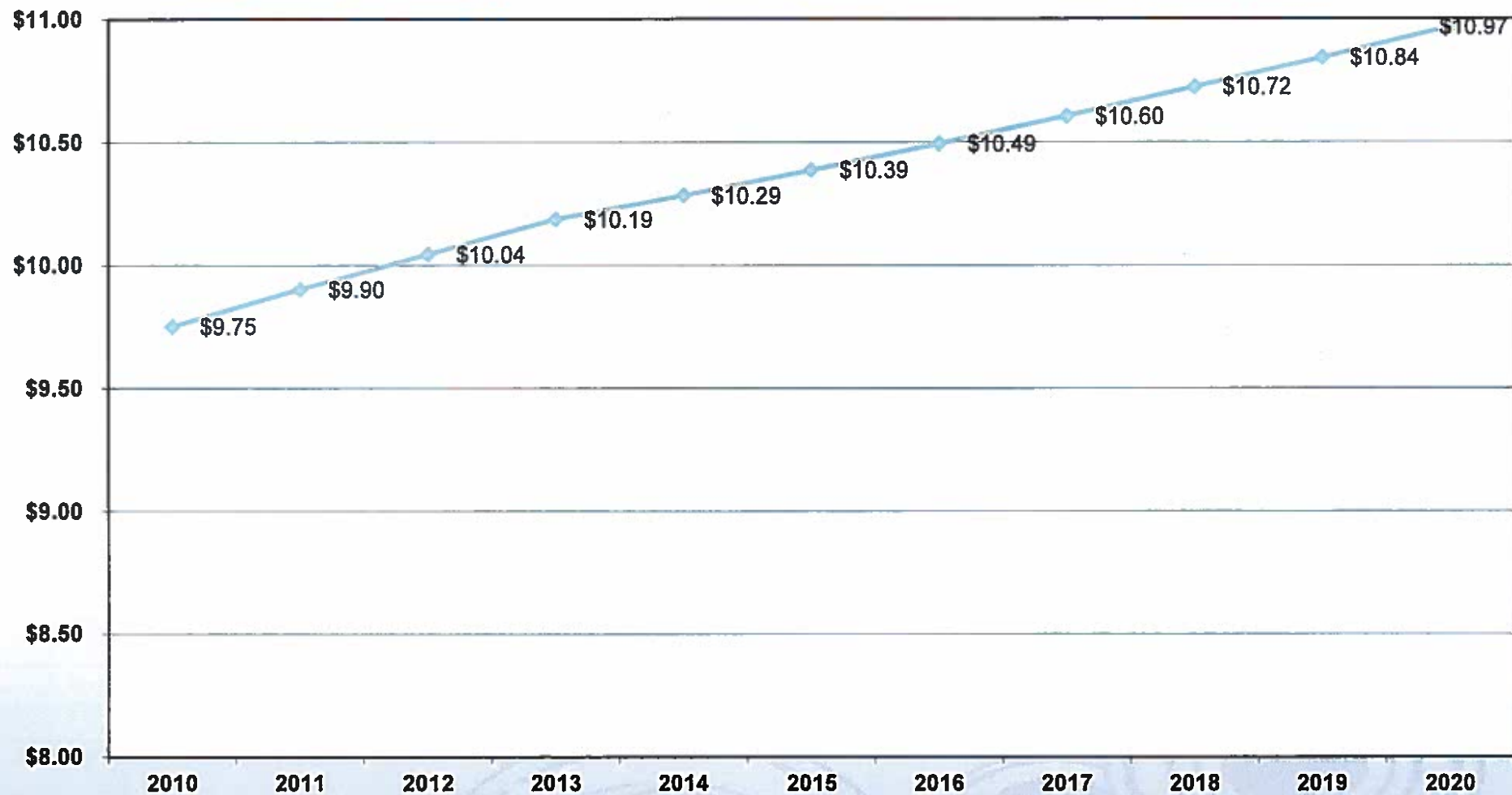
2020 Budget – Expenditures by Category

2020 Budget Expenditures = \$33.0 Million (\$ 35.3 Million in 2019)





Grand River Conservation Authority Per Capita General Levy (2010 to 2020)



GRAND RIVER CONSERVATION AUTHORITY

Budget 2020 - Summary of Expenditures, Funding and Change in Municipal Levy

		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 9	TABLE 9	TABLE 10	TABLE 10	TABLE 10	TOTAL	
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures	Resource Planning	Forestry & Conservation Land Taxes	Conservation Services	Communications & Foundation	Environmental Education	Corporate Services	Surplus available to offset Municipal Levy Increase	Land and Rental Management and Misc	Hydro Production	Conservation Areas			
2020 OPERATING																	
TOTAL EXPENSES	A	2,235,700	764,700	1,749,700	2,063,000	1,446,500	867,200	701,500	1,376,600	3,503,388		3,645,100	155,000	8,235,000		26,744,188	A
TOTAL OTHER FUNDING	B	97,500	164,336	285,350	894,000	707,000	108,000	0	1,066,000	285,000		3,308,000	475,000	8,235,000		15,627,188	B
"Other Programs" Surplus/(Loss)	B less A											(337,100)	320,000			(17,100)	
Loss to be offset with Surplus	C										17,100					(17,100)	
Surplus 2019 carried forward to 2020											(140,000)					140,000	
2020 Levy	A less B less C	2,138,200	600,362	1,464,350	1,169,000	739,500	759,200	701,500	308,600	3,218,388	(122,900)	0	0	0		10,977,000	C
NET RESULT																	
Levy Increase:																	
2020 Levy		2,138,200	600,362	1,464,350	1,169,000	739,500	759,200	701,500	308,600	3,218,388	(122,900)					10,977,000	
2019 Levy		2,137,500	523,045	1,323,550	1,051,032	704,400	737,200	733,900	331,900	3,262,768	(219,295)					10,586,000	
Levy Increase over prior year		700	77,317	140,800	118,768	35,100	22,000	(32,400)	(23,300)	(44,380)	96,385	n/a	n/a	n/a		391,000	
2020 CAPITAL																	
TOTAL EXPENSES	A	110,000	190,000	1,500,000						430,000				1,500,000		3,730,000	
TOTAL OTHER FUNDING	B	75,000	25,000	750,000						430,000				1,500,000		2,780,000	
2020 Levy	A less B	35,000	165,000	750,000						-				-		950,000	
Levy Increase:																	
2020 Levy		35,000	165,000	750,000						-				-		950,000	
2019 Levy		60,000	190,000	800,000						-				-		1,050,000	
Levy Increase/(decrease) over prior year		(25,000)	(25,000)	(50,000)						-				-		(100,000)	
2020 SPECIAL																	
TOTAL EXPENSES	A	140,000		720,000		100,000	846,000							735,000		2,541,000	
TOTAL OTHER FUNDING	B	140,000		720,000		100,000	846,000							735,000		2,541,000	
2018 Levy	A less B															-	
															TOTAL EXPENSES	33,015,188	
															TOTAL FUNDING	33,015,188	
															NET RESULT	-	

Grand River Conservation Authority Summary of Municipal Levy - 2020 Budget

draft January 24th, 2020

	% CVA in Watershed	2019 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2020 Budget Matching & Maintenance Levy	2020 Budget Admin Non Matching Admin & Maintenance Levy	2020 Budget Capital Maintenance*	2020 Budget Total Levy	Actual 2019 Levy	% Change
Brant County	82.9%	6,445,704,057	5,343,488,664	2.80%	12,575	294,381	26,565	333,521	320,200	4.2%
Brantford City	100.0%	14,094,801,844	14,094,801,844	7.38%	33,169	776,505	70,073	879,747	859,526	2.4%
Amaranth Twp	82.0%	741,173,956	607,762,644	0.32%	1,430	33,483	3,022	37,935	36,818	3.0%
East Garafraxa Twp	80.0%	567,538,838	454,031,070	0.24%	1,068	25,013	2,257	28,338	27,694	2.3%
Town of Grand Valley	100.0%	508,048,182	508,048,182	0.27%	1,196	27,989	2,526	31,711	27,840	13.9%
Melancthon Twp	56.0%	548,535,978	307,180,148	0.16%	723	16,923	1,527	19,173	18,422	4.1%
Southgate Twp	6.0%	940,585,890	56,435,153	0.03%	133	3,109	281	3,523	3,437	2.5%
Haldimand County	41.0%	6,660,920,536	2,730,977,420	1.43%	6,427	150,454	13,577	170,458	166,879	2.1%
Norfolk County	5.0%	9,136,313,363	456,815,668	0.24%	1,075	25,167	2,271	28,513	27,947	2.0%
Halton Region	10.4%	43,072,861,004	4,486,635,761	2.35%	10,558	247,176	22,306	280,040	267,286	4.8%
Hamilton City	26.8%	88,141,299,524	23,577,797,623	12.34%	55,486	1,298,938	117,218	1,471,642	1,425,840	3.2%
Oxford County	37.5%	4,100,166,131	1,537,219,499	0.80%	3,618	84,688	7,642	95,948	92,876	3.3%
North Perth Twp	2.0%	2,050,788,963	41,015,779	0.02%	97	2,260	204	2,561	2,480	3.3%
Perth East Twp	40.0%	1,903,923,454	761,569,382	0.40%	1,792	41,956	3,786	47,534	45,247	5.1%
Waterloo Region	100.0%	97,165,516,725	97,165,516,725	50.85%	228,659	5,353,001	483,059	6,064,723	5,947,653	2.0%
Centre Wellington Twp	100.0%	4,825,004,290	4,825,004,290	2.53%	11,355	265,817	23,988	301,160	291,250	3.4%
Erin Twp	49.0%	2,434,448,511	1,192,879,770	0.62%	2,807	65,718	5,930	74,455	73,721	1.0%
Guelph City	100.0%	25,990,473,570	25,990,473,570	13.60%	61,164	1,431,856	129,213	1,622,233	1,576,986	2.9%
Guelph Eramosa Twp	100.0%	2,677,794,567	2,677,794,567	1.40%	6,302	147,524	13,313	167,139	163,892	2.0%
Mapleton Twp	95.0%	1,648,728,333	1,566,291,917	0.82%	3,686	86,289	7,787	97,762	94,062	3.9%
Wellington North Twp	51.0%	1,616,042,908	824,181,883	0.43%	1,940	45,405	4,097	51,442	50,151	2.6%
Puslinch Twp	75.0%	2,508,795,384	1,881,596,538	0.98%	4,428	103,660	9,354	117,442	115,793	1.4%
Total		317,779,466,008	191,087,518,099	100.00%	449,688	10,527,312	950,000	11,927,000	11,636,000	2.5%

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2020 vs Budget 2019

	Actual 2018	Budget 2019	Budget 2020	Incr/(Decr)	%age change
EXPENDITURES					
OPERATING EXPENSES	26,677,416	27,051,768	26,744,188	(307,580)	-1.20%
Total Expenses	26,677,416	27,051,768	26,744,188	(307,580)	-1.20%
SOURCES OF FUNDING					
MUNICIPAL GENERAL LEVY (NOTE)	9,835,527	10,586,000	10,977,000	391,000	3.80%
MUNICIPAL SPECIAL LEVY	48,488	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	947,574	938,573	517,188	(421,385)	-44.90%
SELF-GENERATED	15,218,057	14,350,500	14,653,000	302,500	2.19%
RESERVES	215,456	657,000	407,000	(250,000)	-143.68%
SURPLUS CARRYFORWARD	412,314	469,695	140,000	(329,695)	-79.96%
Total BASE Funding	26,677,416	27,051,768	26,744,188	(307,580)	-1.20%

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$391,000 levy increase.

TABLE 1

(a) Watershed Studies

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

Specific Activities:

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner.

(b) Water Resources Planning and Environment and Support

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of monitoring water and natural resources and assessment of changes in watershed health and priority management areas.

Specific Activities:

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- analyze and report on water quality conditions in the Grand River watershed
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches
- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

(c) Resource Management Division Support

Provides support services to the Engineering and Resource Management Divisions including support for Flood Forecasting and Warning and Water Control Structures.

Specific Spending:

- administrative services
- travel, communication, staff development and computer
- insurance

(d) Natural Heritage Management

The natural heritage management program includes those activities associated with providing service and/or assistance to municipalities, private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic and terrestrial ecosystems. The program includes watershed scale natural heritage assessments and implements restoration activities on GRCA land..

Specific Activities:

- maintain and promote the ‘Grand River Fisheries Management Plan’.
- implement “best bets” for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- maintain and implement the Forest Management Plan for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities and community events such as tree planting and stream restoration
- provide technical input and review services for applications that may affect the watershed ecosystems.

TABLE 1
GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget Change
Expenses:				<i>Incr/(decr)</i>
Salary and Benefits	1,477,118	1,615,500	1,664,000	48,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	260,556	319,300	289,300	-30,000
Insurance	103,297	113,300	107,300	-6,000
Other Operating Expenses	140,049	195,100	175,100	-20,000
Amount set aside to Reserves		-	-	
TOTAL EXPENSE	1,981,020	2,243,200	2,235,700	-7,500
Funding				<i>(incr)/decr</i>
Municipal Special/Other	36,156	50,000	50,000	0
MNR Grant	33,200	8,200	0	8,200
Prov & Federal Govt	16,398	37,500	37,500	0
Funds taken from Reserves	-	10,000	10,000	0
TOTAL FUNDING	85,754	105,700	97,500	8,200.00
Net Funded by General Municipal Levy	1,895,266	2,137,500	2,138,200	
Net incr/(decr) to Municipal Levy				700

TABLE 2

Flood Forecasting and Warning

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- maintain a 'state of the art' computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 24 rainfall gauges, and 12 snow courses.
- use data radio and Voice Alert system to continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.
- Assist municipalities with municipal emergency planning and participate in municipal emergency planning exercises when requested.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	428,291	457,000	470,700	13,700
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	249,762	266,000	216,000	(50,000)
Other Operating Expenses	61,323	78,000	78,000	-
Amount set aside to Reserves	60,000			
TOTAL EXPENSE	799,376	801,000	764,700	(36,300)
Funding				{incr}/decr
MNR Grant	252,955	277,955	164,338	113,617
TOTAL FUNDING	252,955	277,955	164,338	113,617
Net Funded by General Municipal Levy	546,421	523,045	600,362	
Net Incr/(decr) to Municipal Levy				77,317

TABLE 3

Water Control Structures

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 5 major dyke systems (Kitchener-Bridgeport, Cambridge-Galt, Brantford, Drayton and New Hamburg)
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, or municipal water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				<i>incr/(decr)</i>
Salary and Benefits	1,125,092	1,170,200	1,205,000	34,800
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	14,708	29,200	29,200	-
Property Taxes	162,927	179,700	170,700	(9,000)
Other Operating Expenses	409,529	344,800	344,800	-
Amount set aside to Reserves	55,000	-	-	-
TOTAL EXPENSE	1,767,256	1,723,900	1,749,700	25,800
Funding				<i>(incr)/decr</i>
MNR Grant	400,350	400,350	285,350	(115,000)
TOTAL FUNDING	400,350	400,350	285,350	(115,000)
Net Funded by General Municipal Levy	1,366,906	1,323,550	1,464,350	
Net incr/(decr) to Municipal Levy				140,800

TABLE 4

(a) PLANNING - Regulations

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

Specific Activities:

- Process over 800 permits each year related to development, alteration or activities that may interfere with the following types of lands:
 - ravines, valleys, steep slopes
 - wetlands including swamps, marshes, bogs, and fens
 - any watercourse, river, creek, floodplain or valley land
 - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
 - the construction, reconstruction, erection or placing of a building or structure of any kind,
 - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
 - site grading
 - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of sensitive environmental lands (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

(b) PLANNING - Municipal Plan Input and Review

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements. It also includes watershed management consulting outside of the Grand River watershed, which is done from time-to-time on a fee-for-service basis.

Specific Activities:

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial polices and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all environmental concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Committees and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains and erosion areas and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

TABLE 4
GRAND RIVER CONSERVATION AUTHORITY
Resource Planning

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	1,597,248	1,807,400	1,786,600	(20,800)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	204,057	222,500	222,500	-
Other Operating Expenses	141,592	54,700	54,700	-
TOTAL EXPENSE	1,942,897	2,084,600	2,063,800	(20,800)
Funding				(Incr)/decr
Provincial	-	-	-	-
MNR Grant	114,568	114,568	-	114,568
Self Generated	908,914	919,000	894,000	25,000
TOTAL FUNDING	1,023,482	1,033,568	894,000	139,568
Net Funded by General Municipal Levy	919,415	1,051,032	1,169,800	
Net incr/(decr) to Municipal Levy				118,768

TABLE 5

Forestry & Property Taxes

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

Specific Activities:

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs on over 7,000 hectares of managed forests on GRCA owned lands
- manage Emerald Ash Borer infestation

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Forestry & Conservation Land Taxes

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				incr/(decr)
Salary and Benefits	591,083	601,000	619,000	18,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	51,767	54,300	54,300	0
Property Taxes	155,946	183,200	183,200	0
Other Operating Expenses	623,989	572,900	590,000	17,100
Amount set aside to Reserves				0
TOTAL EXPENSE	1,422,785	1,411,400	1,446,500	35,100
Funding				(incr)/decr
Donations	64,673	57,000	57,000	-
Self Generated	655,882	650,000	650,000	-
TOTAL FUNDING	720,555	707,000	707,000	0
Net Funded by General Municipal Levy	702,230	704,400	739,500	
Net incr/(decr) to Municipal Levy				35,100

TABLE 6

Conservation Services

The conservation service program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes the Rural Quality program and Forestry extension services.

Specific Activities:

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, promotion/education and providing grants to assist farmers with capital improvements to address manure containment, livestock fencing, soil conservation, and other rural non-point sources of river water pollution. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, restoration and rehabilitation projects with private landowners
- Co-ordinate community events e.g. children's water festivals and agricultural and rural landowner workshops to promote water and environmental initiatives
- Co-ordinate GRCA Volunteer Program to enable public participation in community and GRCA environmental activities

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				incr/(decr)
Salary and Benefits	690,240	733,000	715,000	(18,000)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	95,351	100,200	100,200	-
Other Operating Expenses	18,333	52,000	52,000	-
Amount set aside to Reserves	12,000			
TOTAL EXPENSE	815,924	885,200	867,200	(18,000)
Funding				(incr)/decr
Prov & Federal Govt	12,332	30,000	30,000	-
Donations/Other	102,242	87,000	47,000	40,000
Funds taken from Reserves	552	31,000	31,000	-
TOTAL FUNDING	115,126	148,000	108,000	40,000
Net Funded by General Municipal Levy	700,798	737,200	759,200	
Net incr/(decr) to Municipal Levy				22,000

TABLE 7

Communications & Foundation

The Communications department provides a wide range of services and support for the GRCA, the Grand River Conservation Foundation, as well as Lake Erie Region Source Protection Program. This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

The Grand River Conservation Foundation provides private sector funding for GRCA projects with limited or no other sources of revenue. This category includes operational costs related to fundraising.

Communications - Specific Activities:

- Media relations
- Public relations and awareness building
- Online communications
- Issues management and crisis communications
- Community engagement and public consultation
- Corporate brand management

Foundation - Specific Activities:

- Solicit donors for financial support
- Orient and train volunteers to assist with fundraising
- Provide site tours and other events to stakeholders

TABLE 7
GRAND RIVER CONSERVATION AUTHORITY
Communications & Foundation

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	538,567	583,400	601,000	17,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	73,568	77,000	77,000	-
Other Operating Expenses	1,250	73,500	23,500	(50,000)
Amount set aside to Reserves	50,000	-	-	-
TOTAL EXPENSE	663,385	733,900	701,500	(32,400)
 Funding				
Net Funded by General Municipal Levy	663,385	733,900	701,500	
 Net incr/(decr) to Municipal Levy				(32,400)

TABLE 8

Environmental Education

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

Specific Activities:

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

OPERATING	Actual 2018	Budget 2019	Budget 2020	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	1,023,545	1,000,000	980,000	(20,000)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	95,094	85,800	85,800	0
Insurance	10,637	10,300	12,800	2,500
Property Taxes	12,135	11,000	14,000	3,000
Other Operating Expenses	278,746	275,300	284,000	8,700
Amount set aside to Reserves	30,000			0
TOTAL EXPENSE	1,450,157	1,382,400	1,376,600	(5,800)
Funding				(incr)/decr
Provincial & Federal Grants	58,503	-	-	-
Donations	53,233	50,000	50,000	-
Self Generated	985,178	1,000,500	1,018,000	(17,500)
TOTAL FUNDING	1,096,914	1,050,500	1,068,000	(17,500)
Net Funded by General Municipal Levy	353,243	331,900	308,600	
Net Incr/(decr) to Municipal Levy				(23,300)

TABLE 9

CORPORATE SERVICES

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

Specific Activities:

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

TABLE 9
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

Budget 2020		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,904,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT Insurance	344,000	
Other Operating Expenses	59,000	
Amount set aside to Reserves	1,196,388	
TOTAL EXPENSE	3,603,388	
Funding		
MNR Grant	-	
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	215,000	
TOTAL FUNDING	285,000	
Net Result before surplus adjustments	3,218,388	
Deficit from Other Programs offset by 2018 Surplus Carryforward		(17,100)
2018 Surplus Carried Forward to 2020 used to reduce Levy		100,000
Net Funded by General Municipal Levy	3,218,388	82,900

Budget 2019		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,897,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT Insurance	369,000	
Property Taxes	57,000	
Other Operating Expenses	1,544,768	
Amount set aside to Reserves	-	
TOTAL EXPENSE	3,867,768	
Funding		
Municipal Other	-	
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	465,000	
TOTAL FUNDING	605,000	
Net Result before surplus adjustments	3,262,768	
Deficit from Other Programs offset by 2018 Surplus Carryforward		(250,400)
2018 Surplus Carried Forward to 2019 used to reduce Levy		469,695
Net Funded by General Municipal Levy	3,262,768	219,295

Budget 2018		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,990,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT Insurance	337,300	
Other Operating Expenses	55,000	
Amount set aside to Reserves	1,087,687	
TOTAL EXPENSE	3,469,987	
Funding		
MNR Grant	70,000	
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
TOTAL FUNDING	165,000	
Net Result before surplus adjustments	3,314,987	
Deficit from Other Programs offset by 2017 Surplus Carryforward		(41,700)
2016 Surplus Carried Forward to 2017 used to reduce Levy		412,314
Net Funded by General Municipal Levy	3,314,987	370,614

ACTUAL 2018		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,878,053	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT Insurance	317,991	
Other Operating Expenses	53,378	
Amount set aside to Reserves	739,139	
TOTAL EXPENSE	3,188,561	
Funding		
MNR Grant	70,000	
Donations/Other	9,049	
Recoverable Corporate Services Expenses	66,023	
TOTAL FUNDING	145,072	
Net Result before surplus/(deficit) adjustments	3,053,489	
Deficit from Other Programs offset by 2018 Surplus Carryforward		(46,688)
2017 Surplus Carried Forward to 2018 used to reduce Levy		412,314
Net Funded by General Municipal Levy	3,053,489	365,626

TABLE 10 (a)

Conservation Lands, Rental Properties, Forestry & Misc

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of *Provincially Significant Conservation Lands*, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with recreation and education programs on GRCA lands.

Specific Activities:

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat. Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). Necessary funding is raised by The Grand River Conservation Foundation
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 11 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- host controlled hunts at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements

- investment income arising from reserves and funds received in advance of program expenses

TABLE 10 (b)

HYDRO PRODUCTION

This program generates revenue from 'hydro production'.

Specific Activities:

- generate hydro from turbines in 2 large dams, Shand and Conestogo; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

TABLE 10 (c)

CONSERVATION AREAS

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

Specific Activities:

- operate 11 "active" Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1.7 million visitors annually. It is estimated that these visitors also help generate significant revenues for the local tourism industry
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,200 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario

TABLE 10
GRAND RIVER CONSERVATION AUTHORITY
OTHER PROGRAMS - OPERATING - SUMMARY of Results

	Conservation Lands	Property Rentals	MISC	(a) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
Budget 2020 - OPERATING							
Expenses:							
Salary and Benefits	1,159,000	573,000	-	1,732,000	44,500	4,580,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	129,600	74,500	-	204,100	-	216,000	
Insurance	147,300	18,000	-	165,300	-	-	
Property Taxes	-	88,000	-	88,000	-	68,000	
Other Operating Expenses (consulting etc)	576,000	809,700	70,000	1,455,700	25,500	3,071,000	
Amount set aside to Reserves	-	-	-	-	85,000	300,000	
TOTAL EXPENSE	2,011,900	1,483,200	70,000	3,548,100	155,000	8,238,000	12,038,100
Funding							
Donations	50,000	-	-	50,000	-	-	
Self Generated	86,000	2,873,000	148,000	3,107,000	475,000	8,235,000	
Funds taken from Reserves	1,000	150,000	-	151,000	-	-	
TOTAL FUNDING	137,000	3,023,000	148,000	3,308,000	475,000	8,235,000	12,018,000
NET Surplus/(Deficit) for programs not funded by general levy	(1,874,900)	1,459,800	78,000	(337,100)	320,000	-	(17,100)
Budget 2019 - OPERATING							
Expenses:							
Salary and Benefits	1,144,800	576,000	-	1,720,800	43,500	4,502,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	149,600	74,500	-	224,100	-	177,000	
Insurance	147,300	16,500	-	163,800	-	-	
Property Taxes	-	101,000	-	101,000	-	62,000	
Other Operating Expenses (consulting etc)	654,000	826,700	70,000	1,550,700	89,500	2,844,000	
Amount set aside to Reserves	70,000	-	-	70,000	70,000	300,000	
TOTAL EXPENSE	2,165,700	1,584,700	70,000	3,830,400	283,000	7,885,000	11,918,400
Funding							
Provincial Funding	-	-	-	-	-	-	
Donations	50,000	-	-	50,000	-	-	
Self Generated	86,000	2,875,000	148,000	3,109,000	473,000	7,885,000	
Funds taken from Reserves	1,000	150,000	-	151,000	-	-	
Municipal General Levy Funding	-	-	-	-	-	-	
TOTAL FUNDING	137,000	3,025,000	148,000	3,310,000	473,000	7,885,000	11,868,000
NET Surplus/(Deficit) for programs not funded by general levy	(2,028,700)	1,430,300	78,000	(520,400)	270,000	-	(250,400)
Actual 2018 - OPERATING							
Expenses:							
Salary and Benefits	1,107,523	534,906	-	1,642,429	59,521	4,301,700	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	125,881	63,787	-	189,668	538	190,292	
Insurance	136,906	15,106	-	152,012	-	-	
Property Taxes	-	105,575	-	105,575	-	61,812	
Other Expenses	527,556	877,485	63,754	1,468,795	74,618	3,178,210	
Amount set aside to Reserves	42,885	125,000	-	167,885	202,000	841,000	
TOTAL EXPENSE	1,940,751	1,721,859	63,754	3,728,344	338,677	8,573,014	12,638,065
Funding							
Donations	82,988	-	1,009	83,997	-	37,349	
Self Generated	101,132	2,888,225	170,778	3,160,135	556,736	8,538,246	
Funds taken from Reserves	-	214,904	-	214,904	-	-	
TOTAL FUNDING	184,120	3,103,129	171,787	3,459,034	556,736	8,573,595	12,589,367
NET Surplus/(Deficit) for programs not funded by general levy	(1,756,631)	1,381,270	108,033	(267,329)	220,039	581	(46,698)

OTHER INFORMATION

1. INFORMATION SYSTEMS & TECHNOLOGY - COMPUTER CHARGES

The work of the IS&T Group including wages, capital purchases and ongoing maintenance and operations is funded through the Information Systems and Technology Reserve. The IS&T Reserve is sustained through a charge back framework. A “Computer Charge” is allocated to the individual programs based on the number of users and the nature of system usage or degree of reliance on IS&T activities and services.

The *Information Systems and Technology* (IS&T) group leads GRCA’s information management activities; develops and acquires business solutions; and oversees investment in information and communications technology as detailed below:

Specific Activities:

- Develop and implement GRCA's long-term information management, information technology and communications plans.
- Assess business needs and develop tools to address requirements, constraints and opportunities. Acquire and implement business and scientific applications for use at GRCA. Manage information technology and business solutions implementation projects on behalf of GRCA, GRCF and the Lake Erie Source Protection Region.
- Develop, and implement GRCA’s Geographic Information Systems (GIS) technology and spatial data infrastructure. Manage GRCA’s water-related data. Create and maintain standards for the development, use and sharing of corporate data. Develop policies and implement tools to secure GRCA’s data and IT and communications infrastructure.
- Acquire, manage and support GRCA’s server, storage, network and personal computer infrastructure to support geographic information systems (GIS); flood forecasting and warning, including real-time data collection; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance, property and human resources.
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office, Conservation Areas, Nature Centres and Flood Control Structures. Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets. Support and manage mobile phones, smart phones and pagers. Develop, implement and maintain GRCA’s IS&T disaster recovery plan.
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers and phone systems for use at outdoor education centres.
- Build and maintain working relationships with all other departments within GRCA. Develop and maintain partnerships and business relationships with all levels of government, Conservation Ontario, private industry and watershed communities with respect to information technology, information management, business solutions and data sharing.

2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

Specific Activities:

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital maintenance spending in 2020 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas

Water Resources Planning expenditures will be for water quality monitoring equipment.

Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures major maintenance expenditures on dams and dikes.

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2020, major capital projects within the Conservation Areas will include:

- Completion of the Elora Gorge Upper Pines seasonal campground
- Expansion of the north side gate house at the Elora Gorge CA.
- New workshop at Brant Park.
- Playground replacements at Brant Park and Laurel Creek respectively.
- Perimeter fencing at the Elora Quarry

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See “Other Information” above for spending descriptions for IT and MP.

SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2020

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					1,500,000		1,500,000
Net IT/MP Capital Spending not allocated to Departments						430,000	430,000
TOTAL EXPENSE	110,000	190,000	1,500,000	-	1,500,000	430,000	3,730,000
Funding							
Prov & Federal Govt			700,000				700,000
Self Generated					925,000		925,000
Funding from Reserves	75,000	25,000	50,000		575,000	430,000	1,155,000
TOTAL FUNDING	75,000	25,000	750,000	-	1,500,000	430,000	2,750,000
Net Funded by General CAPITAL Levy	35,000	165,000	750,000	-	-	-	950,000

Budget 2019

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					2,590,000		2,590,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						207,700	207,700
TOTAL EXPENSE	110,000	190,000	1,500,000	-	2,590,000	207,700	4,597,700
Funding							
Municipal Special Levy							-
Prov & Federal Govt			700,000				700,000
Self Generated					965,000		965,000
Funding from Reserves	50,000	-	700,000	-	1,625,000	207,700	1,862,700
TOTAL FUNDING	50,000	-	700,000	-	2,590,000	207,700	3,547,700
Net Funded by General CAPITAL Levy	60,000	190,000	800,000	-	-	-	1,050,000

ACTUAL 2018 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	97,368						97,368
Flood Forecasting Warning Hardware and Gauges		161,212					161,212
Flood Control Structures-Major Maintenance			1,274,516				1,274,516
Conservation Areas Capital Projects					1,791,805		1,791,805
Funding to Reserves		30,000	60,000			6,189	96,189
Net IT/MP Expenses in excess of chargebacks						237,419	237,419
TOTAL EXPENSE	97,368	191,212	1,334,516	-	1,791,805	243,608	3,566,509
Funding							
Prov & Federal Govt			576,318			6,189	582,507
Self Generated					623,805		623,805
Funding from Reserves		-	-	-	1,168,000	237,419	1,405,419
TOTAL FUNDING	-	-	576,318	-	1,791,805	243,608	2,511,731
Net Funded by General CAPITAL Levy	97,368	191,212	758,198	-	-	-	1,046,778

SECTION C

SPECIAL PROJECTS

SECTION C – SPECIAL PROJECTS

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as Source Protection Planning. External funding is received to undertake these projects.

The main project in this category is the provincial Source Protection Planning program under the *Clean Water Act, 2006*. Plan development work commenced in 2004, with plan implementation starting in 2015. Work includes research and studies related to the development and updates of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. The focus in 2020 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, Emerald Ash borer infestation management, floodplain mapping projects, Upper Blair subwatershed study, waste water optimization project, water festivals, the Mill Creek Ranger stream restoration project and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2020

EXPENDITURES	ACTUAL 2018	BUDGET 2019	BUDGET 2020
Grand River Management Plan	87,714	70,000	
Subwatershed Plans - City of Kitchener	77,683	100,000	100,000
Dunnville Fishway Study	-	30,000	
Natural Heritage Study-Wellington	37,887	-	-
Waste Water Optimization Program	122,831	140,000	140,000
Floodplain Mapping	425,964	560,000	
RWQP - Capital Grants	954,884	800,000	800,000
Brant/Brantford Children's Water Festival	26,187	26,000	26,000
Haldimand Children's Water Festival	27,980	25,000	20,000
Species at Risk	37,510	70,000	
Ecological Restoration	137,911	130,000	100,000
AGGP-UofG Research Buffers	27,741	-	-
Great Lakes SHSM Event	3,004	-	-
Great Lakes Agricultural Stewardship Initiative	4,895	-	-
Trails Capital Maintenance		150,000	
Emerald Ash Borer	350,184	600,000	600,000
Lands Mgmt - Land Purchases/Land Sale Expenses	269,473	-	-
Lands Mgmt - Development Costs	-	50,000	-
Mill Creek Rangers	28,236	35,000	35,000
Parkhill Hydro Turbine Project	80,721	-	-
Dickson Trail and Boardwalk Rehabilitation	15,679	-	-
Total SPECIAL Projects 'Other'	2,716,484	2,786,000	1,821,000
Source Protection Program	1,384,626	835,000	720,000
Total SPECIAL Projects Expenditures	4,101,110	3,621,000	2,541,000
SOURCES OF FUNDING			
Provincial Grants for Source Protection Program	1,384,626	835,000	720,000
OTHER GOVT FUNDING	1,894,028	1,630,000	1,040,000
SELF-GENERATED	154,428	386,000	181,000
FUNDING FROM/(TO) RESERVES	668,028	770,000	600,000
Total SPECIAL Funding	4,101,110	3,621,000	2,541,000

Denise Holmes

From: Emily Francis <efrancis@shelburne.ca>
Sent: Tuesday, January 28, 2020 10:51 AM
Cc: Kim Fraser
Subject: 2020 CDRC Recreation Guide

Good Morning,

The Shelburne Free Press will once again be developing and distributing the Centre Dufferin Recreation Complex Recreation Guide for Spring/Summer 2020. One full page will be provided to each municipality for content of your choice. If you could please forward all content by Friday March 13th, 2020 to efrancis@shelburne.ca that would be great and I will have it sent off to be added to the guide.

If you have any questions or concerns please let me know!

Thanks,

Emily Francis
Centre Dufferin Recreation Complex
200 Fiddle Park Lane, Shelburne ON
519.925.2400
efrancis@shelburne.ca



January 31, 2020

To: Mayor Darren White and Members of Melancthon Council

RE: HEADWATERS FARM FRESH FOOD GUIDE

On behalf of Headwaters Food and Farming Alliance (HFFA), we welcome you to the New Year and decade which we hope will be healthy and prosperous. We respect the critical local work you do on behalf of our communities. We want to thank you for support of our initiatives through attendance at our events, partnerships and financial contributions. We wish to update you on HFFA and our important work for the food and farm system in Headwaters.

HFFA is a community based collaborative project that is focused on creating a healthy and sustainable food system in Dufferin County and the Town of Caledon. Since its creation in 2012, HFFA has been a project of Headwaters Communities in Action (HCIA). It is managed by an organizing committee with representatives from: Agricultural & Food Sector (3 votes); Business, Culture & Tourism (3 votes); Community Representatives (2 votes); Education (1 vote); Environmental Specialist (1 vote); Headwaters Community and Action (1 vote); Municipal council representative (1 vote); Public Health, including the communication coordinator (1 vote); and, Stakeholders at Large (4 votes). HFFA has a number of projects including: Headwaters Food Charter and Action Plan launched in 2017; Farm to School Program launched in 2014; Headwaters Farm Fresh Guide; and communications. Our work is built on a strong foundation that includes: Headwaters' Food Summits in 2012 and 2013; a commission report on *Growing the Food System within Headwaters Region* in 2013; and, a lengthy public process to develop the Food Charter and Action Plan from 2015 to 2017.

As part of HFFA's mandate and our commitment to promote the Headwaters Food Charter, we are currently working on the 2020 edition of the Headwater Farm Fresh Guide. This essential community initiative supports the local producers and food businesses in Headwaters. The guide has been in existence since 2011 when it began as the Dufferin Farm Fresh Guide organized by Marci Lipman. It joined with Headwaters Food and Farming Alliance (HFFA) and then in 2017 with *In the Hills* magazine under Signe Ball. In 2017, it became the Headwaters Farm Fresh Guide and was expanded to include all of Headwaters. A copy of the Guide was inserted into the 2017 spring issue and an extra 5,000 stand-alone copies were printed. At that time funding was raised to cover development costs and the extra print run for copies to be distributed to the community. In 2018, the Guide was included in the magazine with no extra printed copies. As you know, in 2019, with the help of

Headwaters Food and Farming Alliance
c/o Headwaters Communities in Action 246372 Hockley Road Mono, Ontario L9W 6K4
info@hffa.ca

ACT # 5
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municipalities and other funders, the Guide was produced with an extra 10,000 copies. In addition to print copies, the Guide is web and mobile friendly via <https://www.inthehills.ca/>.

It is our desire to publish an updated version each year and to have it inserted in In the Hills magazine as well as well as additional copies for distribution in the community. In total we will produce 50,000 copies. The guide provides maps of Dufferin, Caledon and Erin and listings of all farms (mostly small market farms), farm gate, farmers' markets, CSA's, agri-entertainment, you pick and craft brewers or cideries. The Guide is updated each year for the print edition and on-going for the digital edition.

It is a guide for local consumers and those visiting Headwaters to know where to purchase locally grown/produced food and beverages. It provides an opportunity for people to get to know their local farmers and develop relationships with their neighbours. By doing so, it is a tool to growing a resilient food system and a vehicle for economic development. By spending money with their local producers, this money stays in our community supporting local businesses and services. The benefits extend far and deep into your jurisdiction. When people of our community use the guide, they are eating healthy nutritious food, helping the environment and supporting the economics of their home town. With the support of *In the Hills* magazine, much of the budget for this guide is paid for by advertising. The Town of Caledon has already committed to contribute \$1000 for the 2020 guide. We are asking for your support to help produce this map for 2020.

We respectfully request \$500 to fulfill our budget requirements and to support this essential community project. If you have any questions, please do not hesitate to contact us. We look forward to continuing to collaborate with you on food and farming.

Yours sincerely,

Marci Lipman
Acting Chair of HFFA

Karen Hutchinson
member of HFFA

Page 2 of 2





The Corporation of the Township of Huron-Kinloss

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21 Queen St.
Ripley, Ontario
N0G2R0

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E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

The Honourable Jeff Yurek
Minister of the Environment, Conservation, and Parks
Conservation Ontario,
College Park 5th Flr, 777 Bay St,
Toronto, ON M7A 2J3

December 17, 2019

Dear Minister;

Re: Copy of Resolution #645

Please find below a copy of the resolution adopted by the Township of Huron-Kinloss Council at its December 16, 2019 session supporting the resolution brought forth by the Township of Ramara.

Motion No: 915

Moved by: Ed McGugan

Seconded by: Lillian Abbott

That the Township of Huron-Kinloss support the the Township of Ramara's request for the province to review the existing Conservation Authorities Act, 1990, R.SO.1990, c. C.27 and request that an exit clause be provided in any new Conservation Authorities Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services to costly and FURTHER directs staff to forward a copy of this resolution to the Honourable Jeff Yurek, the Minister of the Environment, Conservation, and Parks Conservation Ontario, Ontario's thirty-six conservation authorities, and all upper and lower-tier Ontario municipalities.

Carried.

Sincerely,

Emily Dance
Clerk

c.c Conservation Ontario, Ontario Conservation Authorities, Ontario Municipalities

UVF 3.1

FFR - 6 2020

INFO #5

JAN 16 2020



December 11, 2019

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor
777 Bay St
Toronto, ON M7A 2J3

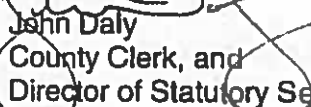
Re: Conservation Authority Exit Clause

On behalf of Warden Cornell and County Council, I'm writing to advise that at its meeting on December 4, 2019, Simcoe County Council approved the following recommendation:

"That the resolution from the Township of Ramara regarding conservation authority exit clause, be supported."

A copy of the related correspondence from the Township of Ramara is enclosed for your information. Should you require anything further, please contact the undersigned at extension 1623.

Regards,


John Daly
County Clerk, and
Director of Statutory Services

Enclosure/

c.c. Jill Dunlop, MPP
Doug Downey, MPP
Andrea Khanjin, MPP
Caroline Mulroney, MPP
Jim Wilson, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities



2297 Highway 12,
PO Box 130
Brachin, Ontario L0K 1B0
p. 705-484-5374
f. 705-484-0441

November 7, 2019

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor
777 Bay St
Toronto, ON M7A 2J3

Re: Conservation Authority Exit Clause

The Council of the Corporation of the Township of Ramara passed the following motion at their regular meeting held October 28, 2019, unanimously by a recorded vote:

WHEREAS the TOWNSHIP OF RAMARA has consistently expressed its view that its watershed conservation authorities are duplicative, financially unaccountable, in conflict with citizens and private property rights;

AND WHEREAS the TOWNSHIP OF RAMARA has encountered the regulatory obstacles to challenge the arbitrary, inefficient, non-transparent, and unsustainable municipal levy forced upon it annually by its watershed conservation authorities;

AND WHEREAS the TOWNSHIP OF RAMARA questions the efficacy and relevance of its watershed conservation authorities' programs and services and their performance in achieving the goals of conservation and environmental stewardship;

AND WHEREAS the TOWNSHIP OF RAMARA finds the current Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations inconsistent and obsolete;

AND WHEREAS the Minister of Environment, Conservation, and Parks the Honourable Jeff Yurek signaled the province's intent to reconsider and update the Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations;

THEREFORE BE IT RESOLVED THAT: the TOWNSHIP OF RAMARA support the province's determination that the existing Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations require review;

www.ramara.ca

AND THAT the TOWNSHIP OF RAMARA signal to the Ministry of the Environment, Conservation, and Parks of its willingness to participate in all consultations and submissions to the same;

AND THAT further the TOWNSHIP OF RAMARA signal its express desire that an exit clause be provided in any new Conservation Authorities Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services to exist costly and unwarranted conservation authority(ies) jurisdiction(s);

AND THAT this resolution be forwarded the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, Conservation Ontario, Ontario's thirty-six conservation authorities, and all upper and lower-tier Ontario municipalities.

I trust the above is self-explanatory however if you require further information or clarification, please contact me.

Yours truly,



Jennifer Connor, CMO
Legislative Services Manager/Clerk

JC/cw

c.c. Jill Dunlop, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities



County of Simcoe
Clerk's Department
1110 Highway 26,
Midhurst, Ontario L9X 1N6

Main Line (705) 726-9300
Toll Free (866) 893-9300
Fax (705) 725-1285
simcoe.ca



December 11, 2019

Nottawasaga Valley Conservation Authority
8195 8th Line
Utopia, ON L0M 1T0

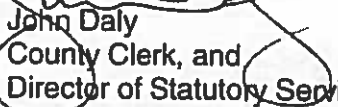
Re: Nottawasaga Valley Conservation Authority Levy (NVCA)

On behalf of Warden Cornell and County Council, I'm writing to advise that at its meeting on December 4, 2019, Simcoe County Council approved the following recommendation:

"That the resolution from the Township of Springwater regarding NVCA Levy be supported."

A copy of the related correspondence from the Township of Springwater is enclosed for your information. Should you require anything further, please contact the undersigned at extension 1623.

Regards,


John Daly
County Clerk, and
Director of Statutory Services

Enclosure/

c.c. Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
Jill Dunlop, MPP
Doug Downey, MPP
Andrea Khanjin, MPP
Caroline Mulroney, MPP
Jim Wilson, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities

October 21, 2019

Nottawasaga Valley Conservation Authority
8195 8th Line
Utopia ON, L0M 1T0

RE: Nottawasaga Valley Conservation Authority Levy

Please be advised that at its meeting of October 16, 2019, Council of the Township of Springwater passed the following resolution:

C457-2019

Moved by: Coughlin
Seconded by: Moore

Whereas the Township of Springwater, like all municipalities in Ontario must confront fiscal limitations and re-evaluate programs, services, and the financial sustainability of each;

And Whereas the Township of Springwater is a constituent municipality in portions of the watershed under the jurisdiction of the Nottawasaga Valley Conservation Authority and is compelled to remit non-negotiable levy funding to the Authority on an annual basis;

And Whereas the Township of Springwater cannot exercise line-item scrutiny of Nottawasaga Valley Conservation Authority's budget and operations nor does the Authority itself provide detailed substantiation of the same to its member municipalities like the Township of Springwater;

And Whereas the Township of Springwater must account for all taxpayer funds it expends within its operations and that it forwards to local agencies and boards;

Therefore Be It Resolved That the Township of Springwater requests that the Nottawasaga Valley Conservation Authority provide prior to passage of its 2020 budget the following:

- (1) Its interpretation and understanding of its mandated operations as found in the current Conservation Authorities Act, 1990, R.S.O. 1990, c.C.27 and its prescribed regulations;
- (2) The costs of each as determined under (1);
- (3) Detailed definitions and determinations of what can be characterized as non-mandatory programming and service(s);

(4) The costs of each as determined under (3);

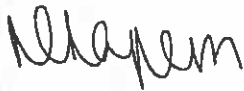
(5) Detailed definitions and determinations of fee-for-service activities of the Nottawasaga Valley Conservation Authority, the revenues they generate as the activities take place within and/or requests originate from geographic area of the Township of Springwater; and

(6) The costs that arise from programs and services enabled through the Memorandum of Understanding with the Severn Sound Environmental Association.

And That this resolution be circulated to Premier Doug Ford, the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, the County of Simcoe, all Ontario municipalities, the NVCA and Ontario's other 35 Conservation Authorities, and Conservation Ontario.

Carried

Sincerely,



Renée Chaperon
Clerk
/cp

cc. Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
The County of Simcoe
Conservation Ontario
Ontario municipalities
Ontario Conservation Authorities



Corporation of the Township of Melancthon

Moved by Mr. Ince

Seconded by Mr. [Signature] Date Dec 12, 2019

Be it resolved that:

To support continued and positive involvement in local boards and committees, and strengthen community engagement, Council review the board committee structure with respect to recruitment, and terms of reference.

Carried

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

Carried/Lost: [Signature]
MAYOR



Corporation of the Township of Melancthon

Moved by *Wayne Hannon*

Seconded by *Edward*

Date *JAN. 16*, 2020

Be it resolved that:

leave be given to introduce a By-law to provide remuneration, allowances and expenses for Members of Council and it be given a first and second reading and numbered 3-2020.

*Tabled to
Feb 6/20*

<u>Recorded Vote</u>	<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

UNF #5.1
FEB - 6 2020

CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2020

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

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

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

NOW THEREFORE the Township of Melancthon enacts as follows:

1. The annual remuneration for Mayor shall be \$17,425.61 per annum effective the first day of January, 2020.
2. The annual remuneration for the Deputy Mayor shall be \$12,078.98 per annum effective the first day of January, 2020.
3. The annual remuneration of a Councillor shall be \$10,891.15 per annum effective the first day of January, 2020.
4. Members of Council attending Conferences, shall be paid at the rate of \$100.00 per day and \$0.50 per km.
5. In addition to the annual remuneration, a member of Council attending meetings outside Municipality shall receive \$75.00 per diem and \$0.50 per km. for functions authorized by Council.
6. The Mayor as an ex officio member of other Boards and Committees and each member of Council appointed by Council to serve on the following Boards shall be paid for attendance at meeting at the following rates:

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

For attendance on the above Boards, the members of Council shall receive \$0.50 per km. for necessary travel in connection with their duties.
7. Each member of Council appointed by Council to a Sub-Committee of Council shall be paid \$75.00 per meeting.
8. Members of Council shall be reimbursed to attend Municipal Conferences, Seminars and/or register for Online/In Class courses in accordance with the Township’s Council Conference and Continuing Education Policy and subject to any changes.
9. Members of Council, with the exception of the Mayor shall receive a monthly allowance of \$75.00 for IT and supplies. (Note: Mayor receives an allowance from the County of Dufferin).
10. The members of Council shall be paid \$0.50 per km. for necessary travel in connection with their duties.
11. All by-laws inconsistent with this by-law are hereby repealed.

By-law read a first and second time this day of , 2020.

By-law read a third time and passed this day of , 2020.

MAYOR

CLERK

Denise Holmes

From: Sarah Harrison [REDACTED]
Sent: Friday, January 10, 2020 12:09 PM
To: Denise Holmes
Cc: James Webster
Subject: Proposed Framework for HM Hall/Township Cooperation
Attachments: HMHB_Melancthon Twp Framework_10Jan'20.pdf

Hi Denise,

Further to our conversation this morning, I have attached the Horning's Mills Hall Board of Management's proposal for how we can most effectively work with the Township of Melancthon to operate the Hall in a financially sustainable manner, while also in the best interests and inclusion of the local community.

Please let me know if the format I have used is a suitable basis for Council's preliminary review, or if additional clarification would be helpful prior to the meeting.

James has agreed that I will be the main point of contact between Council and the Hall Board for the time being. I understand that the changes you have made to the format of Council meetings over the next few weeks means that the next Committee of the Whole meeting won't be until the evening of February 6. As we discussed, Council will consider our proposal next week, and will reply back to me (cc James) prior to the February meeting.

Thanks and best wishes,

Sarah

Proposed Framework for Horning's Mills Hall Board of Management/ Township of Melancthon Cooperation

Submitted on Behalf of the Horning's Mills Hall Board of Management by Sarah Harrison & James Webster

10 January, 2020

Specific Ongoing Role of the Hall Board of Management:

- **Oversee financial decisions and direct maintenance and cleaning, including but not limited to:**
 - How funds raised to date will be used
 - Development and updating of five year plan
 - Management of two maintenance people who will also undertake quotes and repairs

Financial Support Required from the Township

- **Statements to be provided to Hall Board by the 1st of the following month, including Balance Sheet and P&L; Job P&L also required for big events**
- **Estimated financial requirements:**
 - **Guaranteed basic operating costs: \$5.5K/yr, with yearly % increase (tied to CPI?)**
 - **Capital investment every year, for such items as exterior exit stairs replacement, kitchen upgrades, renovate back annex room to double storey storage room: \$10 - 20K**
 - **Furnace and other major equipment repair/maintenance (not including lift): \$3 - 5K/yr**
 - **Website, FaceBook, MailChimp, and Design Services: 5 hrs/mo at \$25/hr = \$1.5K/yr**
 - **Website and domain name hosting: \$2,000/yr**
 - **Cleaning/maintenance: two people to share one full time paid position; \$25-30/hr at current level of rentals/activities: \$7-11/yr**
 - **Cleaner must have flexibility for weekend rentals, for example**
 - **Commitment to help community-building events (community fund?) at free or low cost**
 - **Buffer of \$X?**
- **How will costs for the lift (licensing, yearly maintenance plan, repairs) be covered once the existing Accessibility Fund is depleted?**

Rentals

- **Is the Township committed to continuing to use the Hall for rentals? (We don't have many upcoming rentals at present.) If yes:**
 - **The Hall Board would rather not open an "out-of-area user fee" can of worms. Who would be "out-of-area", anyway? We want to be inclusive of the immediate vicinity.**
 - **Should rental rates be increased again? They were last increased about two years ago. (Note that we already charge more for some events than others, i.e. weddings.) If yes, we could then afford the cost of better advertising.**
- **Will the Township hold their own events at the Hall?**

Events

- The Hall Board has an existing Event Sub-Committee that may continue in its current form.
- The Hall Board will consider how existing and new volunteers will be best managed to avoid volunteer burnout

**NOTICE OF A PUBLIC MEETING
TO INFORM THE PUBLIC OF A PROPOSED
ZONING BY-LAW AMENDMENT**

RECEIPT OF COMPLETE APPLICATION

TAKE NOTICE that Township of Melancthon has received a complete application to amend Municipal Zoning By-law 12-79. The purpose of the rezoning is to amend the Township's Comprehensive Zoning By-law to zone lands to permit a bunkhouse facility for farm workers and to recognize existing buildings and facilities utilized in conjunction with the sale and processing of farm produce.

AND PURSUANT to Section 34 (10) and 39 of the Planning Act, the application file is available for review at the Municipal Office. Please contact the Municipal Clerk to arrange to review this file.

NOTICE OF PUBLIC MEETING WITH COUNCIL

TAKE NOTICE that the Council for The Corporation of the Township of Melancthon will be holding a public meeting (described below) under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to allow the public to comment on the proposed Zoning By-law Amendment.

DATE AND LOCATION OF PUBLIC MEETING

Date: Thursday, February 6, 2020
Time: 5:30 p.m.
Location: Township of Melancthon Municipal Office (Council Chambers)

DETAILS OF THE ZONING BY-LAW AMENDMENT

The application affects lands located at 518024 County Road 124 in the East Part Lot 21, Concession 2 O.S. in the Township of Melancthon. A key map has been appended to this Notice which identifies the subject lands.

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 12-79 as amended to rezone the subject lands to a General Agricultural Exception (A1-139). The proposed amendment will permit the construction of a bunkhouse facility to accommodate farm workers and will also recognize existing buildings utilized in the sale and processing of farm produce.

Information relating to this application is available at the Township of Melancthon Municipal Office for public review during regular office hours.

FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION

A key map has been appended that identifies the lands that are subject to this amendment.

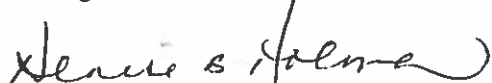
The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the meeting shall be afforded an opportunity to make representations in respect of the proposed amendment.

If you wish to be notified of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6 fax (519) 925-1110

If a person or public body files an appeal of a decision of the Council for the Corporation of the Township of Melancthon, as the approval authority in respect of the proposed Zoning By-law Amendment, but does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendment is approved or refused, the Local Planning Appeal Board may dismiss all or part of the appeal.

Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

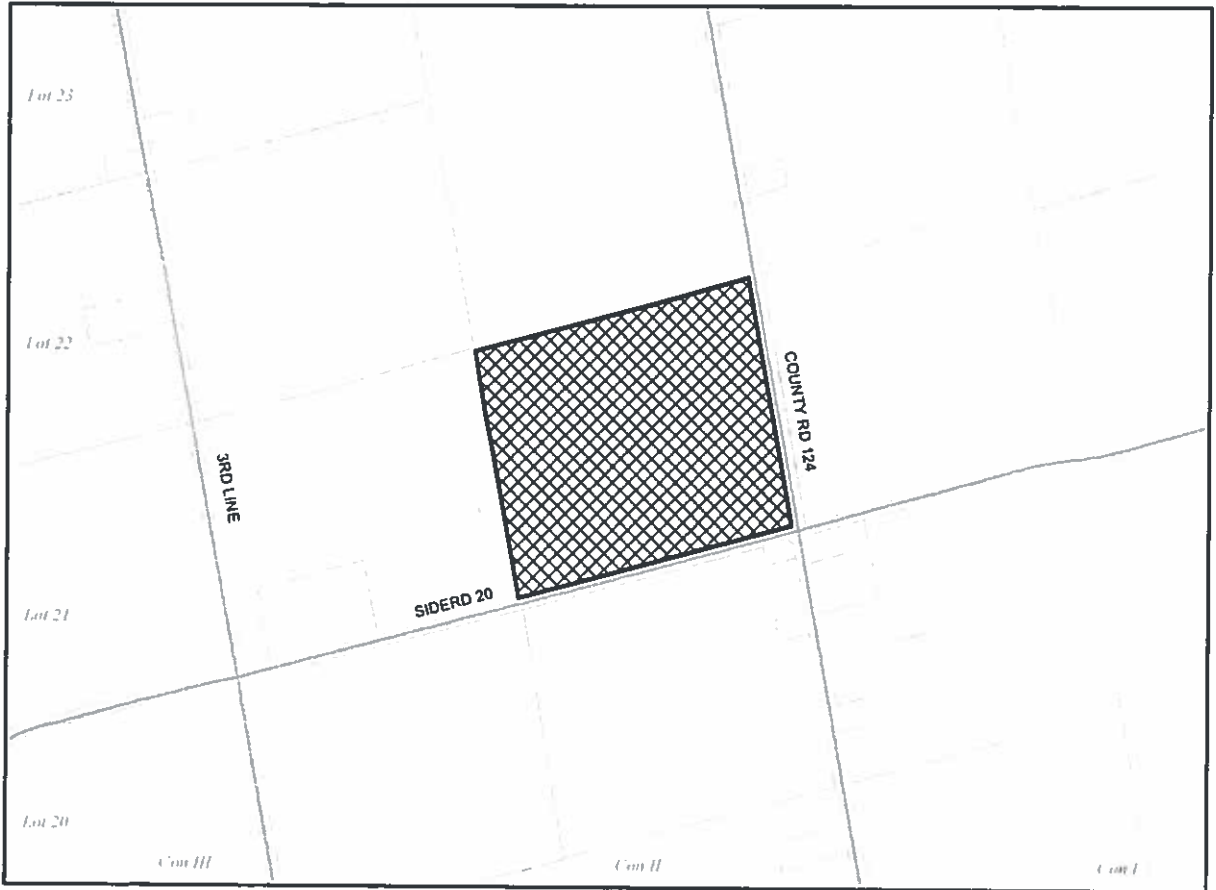
Mailing Date of this Notice: January 15, 2020



Denise Holmes, CAO
Township of Melancthon

DEL # 1

**LANDS SUBJECT TO APPLICATION FOR
ZONING BY-LAW AMENDMENT**



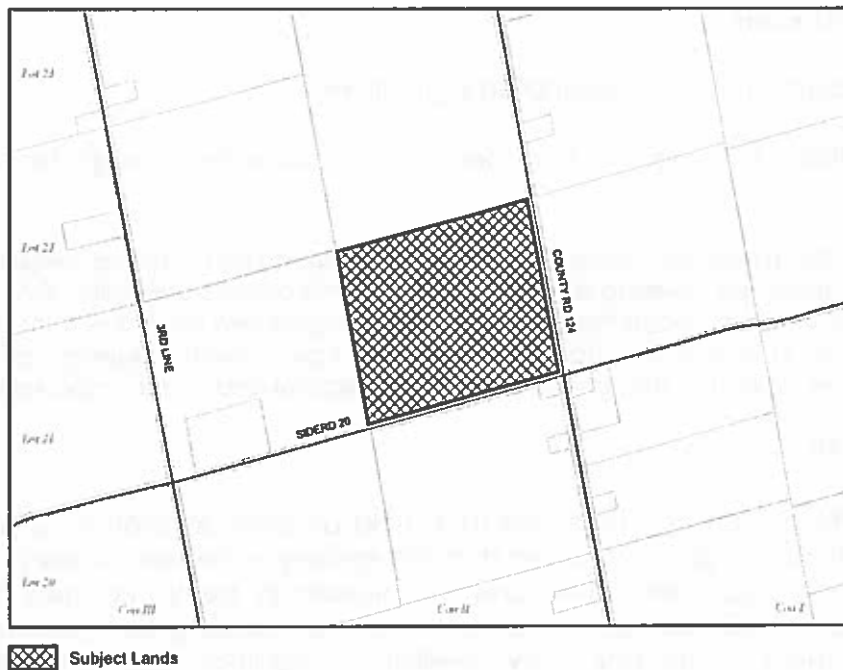
 **Subject Lands**

MEMORANDUM

To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: January 31, 2020
Re: Application for ZBA – East Half Lot 21, Concession 2 O.S. (Lennox Farms)

The Township is in receipt of an application for a zoning amendment for lands located at 518024 County Road 124 in the East Half of Lot 21, Concession 2 O.S. The subject lands have a lot area of 39.7 hectares (98 acres), a road frontage of 408 metres (1,338 feet) and are currently used the primary base of operations for a family farm producing vegetables and fresh produce. The location of the subject lands is shown in Figure 1.

Figure 1 – Location of Subject Lands



The applicant has applied for a zoning amendment to construct a bunkhouse for farmworkers. The proposed bunkhouse will have a floor area of 316 m² (3,400 ft²) and would accommodate up to 16 workers.

EXISTING BUSINESS and BUILDINGS

Lennox Farms has been operational on the subject lands for over 30 years and is a fifth generation farm family. They grow a wide range of fruit and vegetable produce for the retail market and they also operate an on-farm market during the summer and fall seasons. The farm currently utilizes the following buildings and structures in conjunction with their operation:

- Primary dwelling;
- Accessory dwelling;
- Greenhouses;
- Storage buildings;
- Retail building;
- Office building; and,
- Washing/packing building.

Currently, farm workers are housed in the accessory dwelling. Through the proposed amendment the applicant is seeking to construct a new bunkhouse dwelling and renovate the existing accessory dwelling for other family members.

OFFICIAL PLAN

The subject lands are designated Agricultural.

The Official Plan permits farm help accommodation through Section 5.2.2 (h), which states:

"Farm help accommodation may be provided by a second dwelling unit within a detached dwelling as permitted under the policies of Section 5.2.1 (c) and 3.1.2. Farm help accommodation may also be provided within the farm building cluster but such building shall not be used as a permanent residence and the use shall be subject to the applicable sewage disposal and water supply regulations."

ANALYSIS

The Official Plan contemplates farm help accommodation as a permitted use in the Agricultural designation. Given that the existing accessory dwelling is currently used for farm help accommodation and is proposed to be transitioned for use by a family member, it will be recommended that this dwelling be recognized in the zoning amendment as an accessory dwelling. In addition, based on discussions with the applicant it is apparent the current business is a diversified agricultural business so it is also recommended that the draft by-law authorize both value-retaining and value-added accessory uses on the subject lands.

RECOMMENDATION

I have attached a zoning by-law amendment for Council's consideration and would recommend it for approval.

Respectfully Submitted,



Chris Jones MCIP, RPP

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. _____

(Lennox Farms – January 30, 2020)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon for lands located in the East Part of Lot 21, Concession 2 O.S, in the Township of Melancthon, County of Dufferin.

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

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

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

1. Schedule 'A' to Zoning By-law No. 12-79 as amended, is further amended by zoning lands located in the East Part of Lot 21, Concession 2, O.S. from the General Agricultural (A1) Zone to the General Agricultural Exception (A1-139) Zone, as shown on Schedule A-1 attached hereto, which forms part of this By-law.
2. And Furthermore, Zoning By-law No. 12-79 as amended, is further amended by amending Section 4.7 by adding the following new subsection after sub-section bbbbbb):

cccc) On lands located in the East Part of Lot 21, Concession 2, O.S. and located in the A1-139 Zone, a agricultural use comprised of the growing of fruits and vegetables together with related accessory uses and accessory residential uses shall be permitted. Specifically the following buildings and structures shall be authorized through the A1-139 Zone:

- a) Primary dwelling*
- b) Accessory dwelling*
- c) Farmhelp bunkhouse*
- d) Greenhouses*
- e) Storage buildings*
- f) Retail building*
- g) Office building*
- h) Washing/packing building*
- i) Building for processing produce generated by the farm*

In the A1-139 Zone the following site-specific regulations shall apply:

- a) Maximum floor area of an accessory dwelling: 168 m² (1,800 ft²)*
- b) Maximum floor area of a farmhelp bunkhouse: 316 m² (3,400 ft²)*
- c) Minimum front yard setback for farmhelp bunkhouse: 130 m (427 ft)*
- d) Maximum floor area for a retail building: 93 m² (1,000 ft²)*
- e) Maximum floor area for a processing building: 418.05 m² (4,500 ft²)*

Furthermore, the construction of a processing building or any expansion of the retail building shall require a site plan agreement with the Township of Melancthon prepared in collaboration with the County of Dufferin.

3. In all other respects, the provisions of By-law 12-79, as amended shall apply.

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

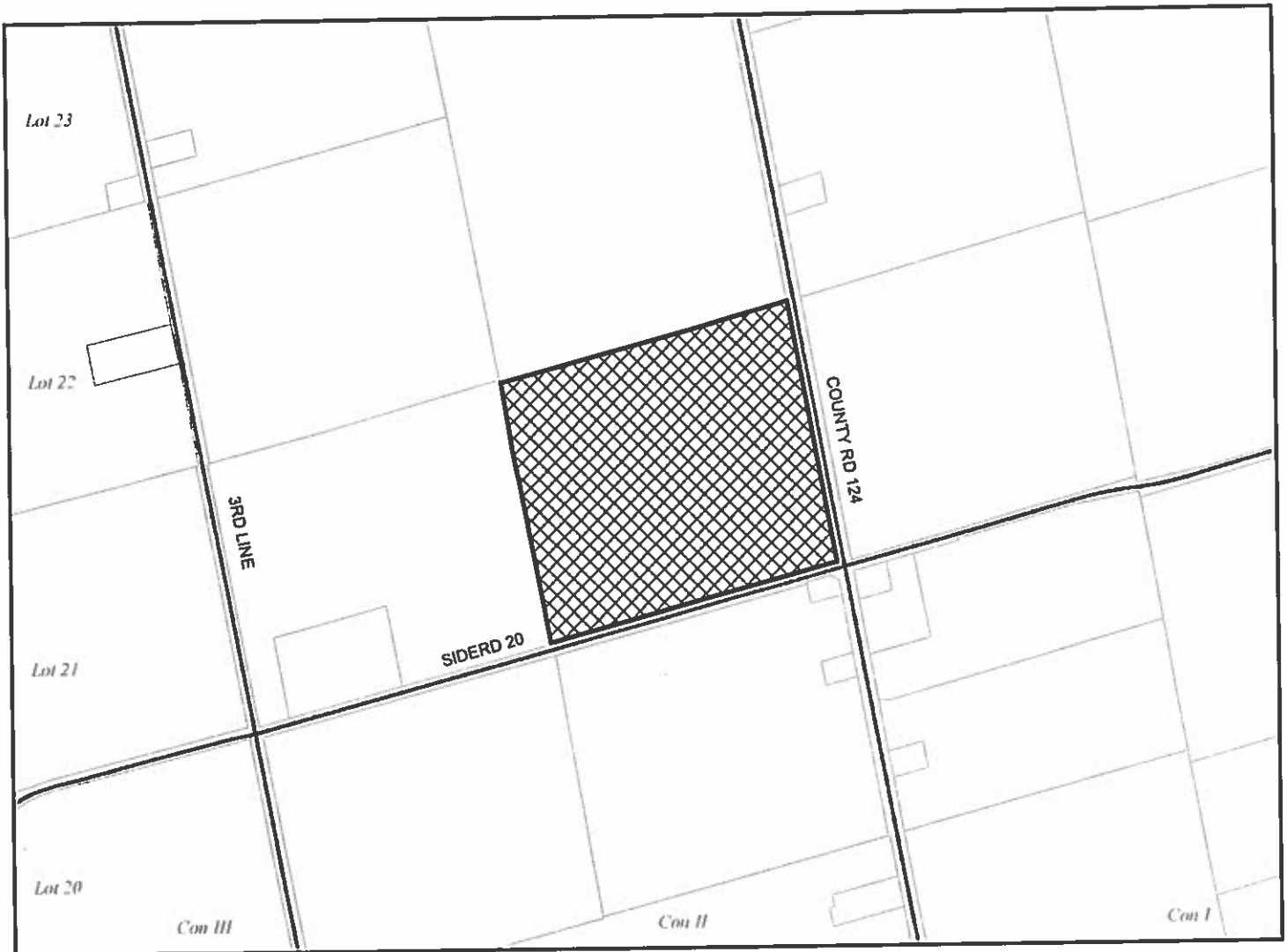
READ A FIRST AND SECOND TIME on the 6th day of February 2020.

READ A THIRD TIME and finally passed this 6th day of February 2020.

Mayor

Clerk

Schedule 'A-1'
By-law 2020-_____
East Half of Lot 21, Concession 2 O.S.
Township of Melancthon



 Lands to be rezoned from the Agricultural (A1) Zone to the Agricultural Exception (A1-139) Zone

This is Schedule 'A-1' to By-law _____

Passed this _____ day of _____, 2020.

Mayor

Clerk

Feb. 6/2020
5:45 pm.



TOWNSHIP OF MELANCTHON
DELEGATION REQUEST FORM

Request for Delegation, any written submissions and background information for consideration by Council must be submitted to the Clerk's Office by 12:00 noon on the Thursday, prior to the requested meeting.

REQUEST DATE: February 6th 2020
NAME: Chris Camer - Fire Marave PHONE: [REDACTED]
ADDRESS: P.O. Box 2018, Thornton ON, L0L 2N0
EMAIL ADDRESS: [REDACTED]
SIGNATURE: [REDACTED]

Purpose of Delegation Request (state position taken on issue, if applicable).
Explanation of Cost Recovery program for
Fire Dept. response to insured perils

REMINDER - DELEGATIONS ARE ALLOWED 10 MINUTES TO SPEAK

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council Agenda. The Agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-5525.

TOWNSHIP OF MELANCTHON
157101 HIGHWAY 10
MELANCTHON, ONTARIO
L9V 2E6
519-925-5525 Fax - 519-925-1110 Email info@melancthon.ca

M:\MyFiles\Forms\Delegation Request Form .wpd

DEL#2
FEB - 6 2020

THE CORPORATION OF THE

BY-LAW No.

**BEING A BY-LAW TO AUTHORIZE
COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC
RESPONSE**

WHEREAS pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS Council of the _____ deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

NOW THEREFORE the Council of the _____ hereby enacts as follows:

1. In this By-Law:
 - a. "Council" means Council of the Municipality;
 - b. "Fire Department" means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
 - c. "Fire Department Specific Response Fees" means *cost recovery* fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage;
 - d. "Indemnification Technology®" shall mean Fire Department incident reporting, data collection and property insurance policy wording interpretation to maximize billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;
 - e. "Municipality" means the Corporation of the _____ ;
 - f. "Owner" means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;
 - g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department

Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;

2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law in accordance with the Schedule of Fees, attached hereto and forming part of this By-Law.
4. The Municipality may use Indemnification Technology® to assess applicable insurance coverage for Fire Department Specific Response Fees.
5. Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality and may be added to the tax roll of the Property to which the Fire Department Specific Response Fees relate.
6. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response Fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.
7. In this By-Law, words importing the neuter gender shall include the feminine gender and masculine gender and vice versa and words importing the singular shall include the plural where the context requires.
8. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS DAY OF _____, 2019

THE CORPORATION OF THE

, Mayor

, Clerk

SCHEDULE OF FEES

1. Fire Department Specific Response Fees

The Fire Department Specific Response Fees shall be the total of:

- a. **Current MTO rate per unit per hour or portion thereof for each unit*
- b. rate per person per hour or portion thereof for each firefighter
- c. *other costs including but not limited to; Foam, Metered Water, Air Tank Re-filling, Cleaning Equipment, DSPA or similar type units, cost to replace damaged or destroyed equipment, specialized response costs such as Water Bomber Drops*

*The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each Fire Department vehicle attending, resources consumed in attendance to the property incident. The time shall be measured from the time of departure of each unit from the Fire Department's facilities to the time the unit is cleared for the next call out.

DRAFT



Henry Ford - *"Coming together is the beginning. Keeping together is progress. Working together is success"*



There are more than 198 private P&C insurers actively competing in Canada to sell insurance policies on homes, cars and businesses.

Top 20 private P&C insurers by direct written premiums 2017

1. Intact Group 15.46%
2. Aviva Group 9.67%
3. Desjardins Group 8.16%
4. Co-operators Group 5.63%
5. Lloyds Underwriters 5.57%
6. T.D. Insurance Group 5.50%
7. Wawanesa Mutual Insurance 5.43%
8. RSA Group 5.27%
9. Economical Group 4.20%
10. Travelers Group 2.87%
11. Northbridge Group 2.80%
12. Allstate Group 2.71%
13. AIG Insurance Company of Canada 2.23%
14. Chubb Group 1.80%
15. Capitale Group 1.77%
16. CAA Group 1.32%
17. Genworth Financial Mortgage Insurance 1.22%
18. Zurich Insurance 1.07%
19. Green Shields 0.97%
20. Guarantee Company 0.94%

**Top 20
represent
84.59% of
market share**



Sources: IBC, MSA

Your Property Insurance Policy includes Fire Department Service Charges!

(ix) Fire Department Service Charges

Key language in this contract:

**“25,000.00 dollar limit...
liability of the Insured
assumed by contract or
agreement prior to the loss”**

to loss

Your Property Insurance Policy includes Fire Department Service Charges!

5. Fire Department Charges

The Company agrees to indemnify the insured up to \$1000. for charges for which the insured is legally responsible, if the

Key language in this contract:

**“\$1,000.00 limit...for charges
for which the insured is legally
responsible”**



What is Indemnification Technology ®?

Legal Definition

1,478,801. 2010/04/28. Fire Marque Inc., c/o 15th Floor, Bankers Court, 850-2nd Street SW, Calgary, ALBERTA T2P 0R8

Representative
FRASER MILNE
1420, OTTAWA,

INDEMNITY

SERVICES: Fire and property insurance billing opportunities with respect to insurance companies as early as March 2010.


SERVICES: Pro d'incendie, collecte de police d'assurance

facturation pour le compte des services d'incendie par la facturation aux sociétés d'assurances des coûts de surveillance des services d'incendie en ce qui a trait aux risques couverts. Employée au CANADA depuis au moins aussi tôt que le 22 mars 2010 en liaison avec les services.

Fire department incident reporting, data collection and property insurance policy wording interpretation

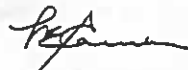
to maximize billing opportunities on behalf of fire departments by invoicing insurance companies

for costs of fire department attendance with respect to insured perils.

 **Office de la propriété intellectuelle du Canada** **Canadian Intellectual Property Office**
Un organisme d'Industrie Canada An Agency of Industry Canada

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Numero d'enregistrement
Registration Number
TMA792,198
Numero de dossier
File Number
1478801

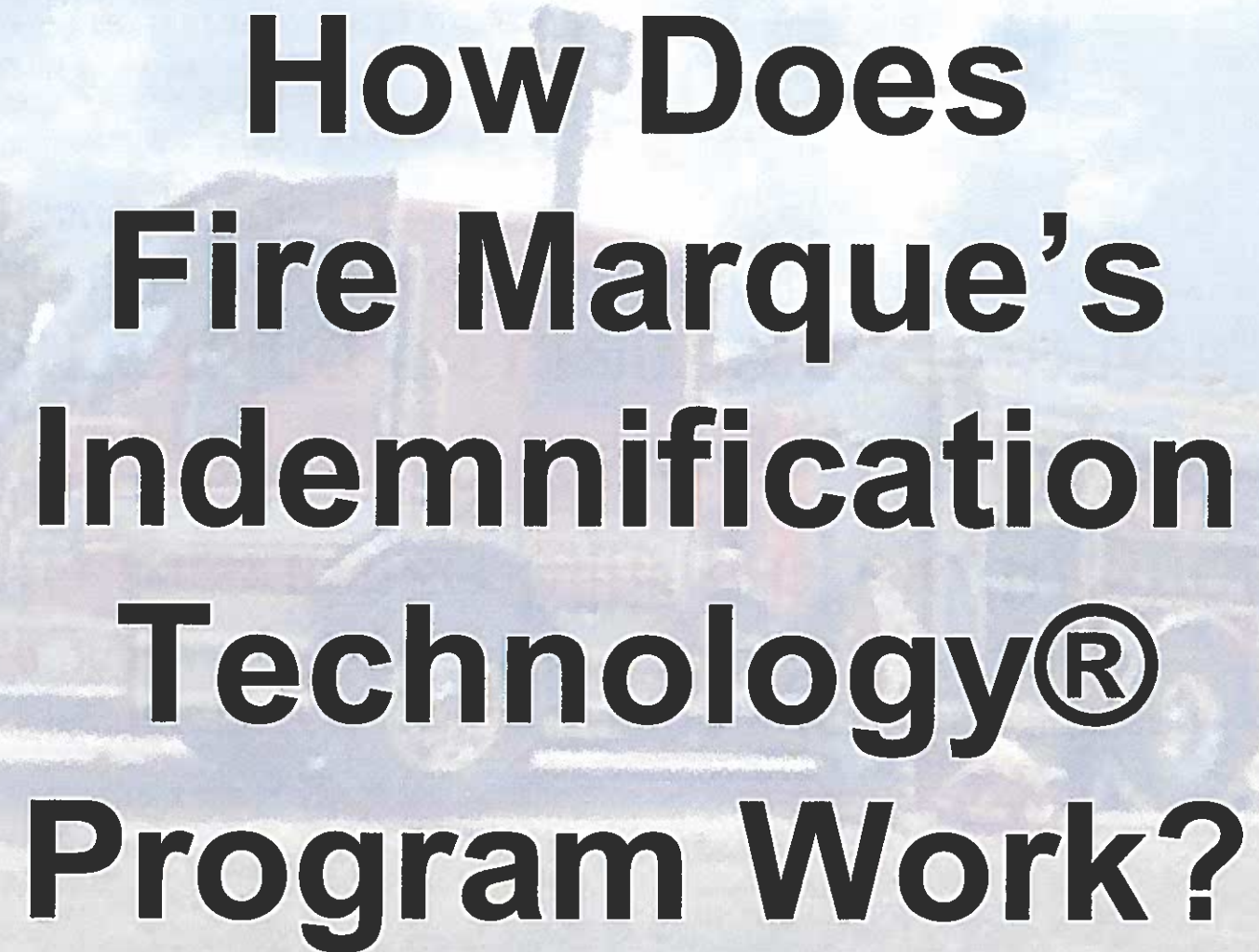


Date d'enregistrement
Registration Date
7 mars/Mar 2011

Canada

Registrier des marques de commerce
Registrar of Trade-marks
©IPC 1000-01

OPIC  CIPO



**How Does
Fire Marque's
Indemnification
Technology®
Program Work?**

New Stand Alone By-law to Authorize Cost Recovery Specific to Fire Department Response

**THE CORPORATION OF THE
BY-LAW No.**

BEING A BY-LAW TO AUTHORIZE COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC RESPONSE

WHEREAS pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS Council of the _____ deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

NOW THEREFORE the Council of the _____ hereby enacts as follows:

Why is a by-law required?

Because Insurance Policy Wordings Require It!

Allstate – Elite Homeowner Wordings

Fire Department Charges:

We will reimburse you up to \$5000 for fire department charges you are required to pay when a fire department attends your Dwelling because of an Insured Peril.

We will not pay for charges incurred as a result of a false alarm.

We do not pay for any liability claim arising from the use of the responding fire equipment or caused by the actions of any member or members of the responding fire department.

This protection does not increase the amount of insurance in this policy.

Any deductible specified in the Declaration page does not apply to this coverage.

Fire Marque Works for You.

BY-LAW NUMBER 074 – 2011
OF THE
CORPORATION OF THE MUNICIPALITY OF MEAFORD

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK
TO ENTER INTO AN AGREEMENT WITH FIRE MARQUE INC.
FOR THE PURPOSE OF INDEMNIFICATION TECHNOLOGY

WHEREAS Section 9 of the *Municipal Act 2001, S.O. 2001, c. 25*, as amended, grants municipalities the rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act, and

WHEREAS Council of the Corporation of the Municipality of Meaford deems it expedient to enter into an agreement with Fire Marque Inc. for the purpose of indemnification technology;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MEAFORD ENACTS AS FOLLOWS:

1. That this Council does hereby authorize the Mayor and Clerk to execute the Agreement with Fire Marque Inc., attached hereto as Schedule "A" (the Agreement), for the establishment of indemnification technology.
2. That Schedule "A", the Memorandum of Agreement, forms part of this by-law.
3. This By-law shall come into force and take effect upon being passed by Council.

READ a FIRST, SECOND and THIRD time and finally passed this 26th day of September, 2011.


Francis Richardson, Mayor


Pamela Fettes, Clerk



CORPORATION OF THE TOWN OF HUNTSVILLE

BY-LAW NUMBER 2012-12

Being a By-law to authorize the entering into an Indemnification
Technology Fees Collection Agreement between the Corporation of the
Town of Huntsville and Fire Marque Inc.

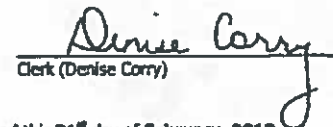
WHEREAS: The Council of the Corporation of the Town of Huntsville finds it expedient to confirm the services, terms and conditions of the Agreement attached hereto and forming part of this by-law;

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

- 1) That the Council of the Corporation of the Town of Huntsville authorizes the Mayor and Clerk to execute and affix the Corporate Seal to the Indemnification Technology Fees Collection Agreement between the Corporation of the Town of Huntsville and Fire Marque Inc.

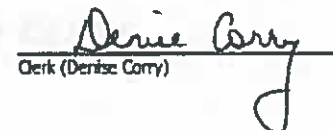
READ a first time this 21st day of February, 2012.


Mayor (Claude Boughty)


Clerk (Denise Corry)

READ a second and third time and finally passed this 21st day of February, 2012.


Mayor (Claude Boughty)


Clerk (Denise Corry)

The Process for the New Cost Recovery Program

1.

Fire Dept.

- Sends already completed Standard Incident Reports (SIR)

2.

Fire Marque

- Reviews
- Indemnity
- Stats
- Subrogation
- Trust Acct.

3.

Fire Department

- Allocates funds

NO ADDITIONAL WORK by your staff!

New Cost Recovery Projection Fire Suppression Melancthon Township



How did you arrive at the cost recovery projection?

The average recovery (residential, farm, commercial) per thousand population occurring annually

X

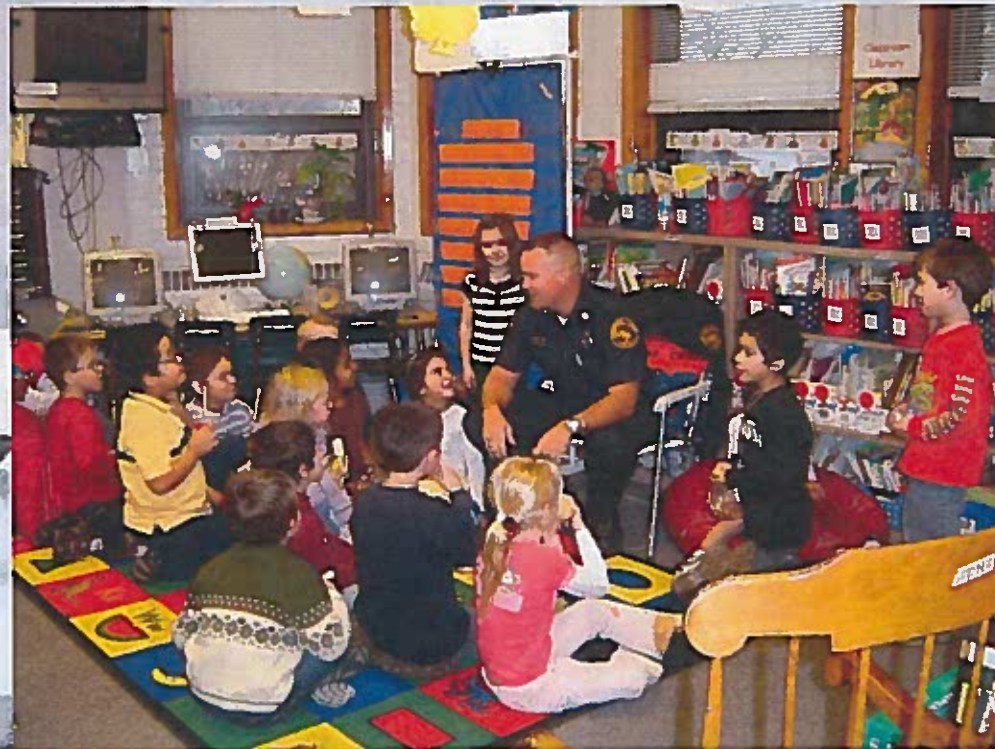
The number of insured peril call outs (SIR's) per thousand population occurring annually

= **COST RECOVERY PROJECTION**

- "Rural areas" cost recovery is less
- "Built up" areas cost recovery is more
- Disasters (e.g. tornados) average recovery per population much higher

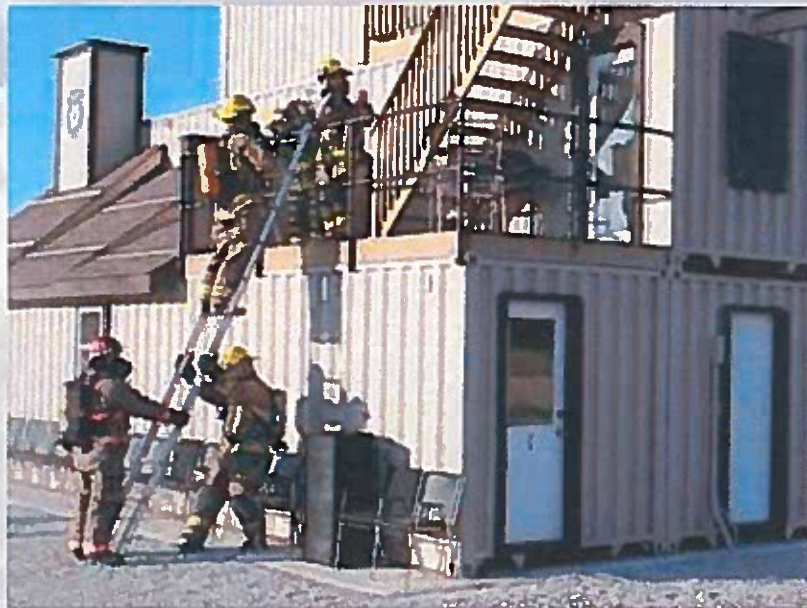
Revenues Stay Within the Fire Budget in 3 Areas!

Public Education!



Revenues Stay Within the Fire Budget in 3 Areas!

Personnel Training!



Revenues Stay Within the Fire Budget in 3 Areas!

Capital Purchases!



The Municipal Act and User Fees

Section XII Sub-section 394 (1) Restriction, fees and charges-No fee or charge by-law **shall** impose a fee or charge that is based on, is in respect of or is computed by reference to,

A) The income of a person, however it is earned or received, **except that a municipality or local board may exempt, in whole or in part, any class of person from all or part of a fee or charge on the basis of inability to pay;**

Legislatures have reversed the way in which cities exercise their jurisdiction:

Under the old scheme, any bylaw or resolution had to be expressly allowed by the governing statute.

With the **natural person powers**, councils are no longer restricted to the words of the statute, but **are allowed to do what logically flows** from the general powers granted by the Act (except where to do so would conflict with the express wording of the statute).

Insurance Rates will not go up as a result of the Fire Marque Program

- ☑ **Property insurance underwrites the building and contents. Buildings Incident Rates have remained constant.**

- ☑ **What an insurance company considers for risk includes:**
 - Is there a Municipal Water Source (Fire Hydrant) nearby?
 - Is the Fire Department, Full-time, Composite or Volunteer (Part-time)?
 - Does the building have a sprinkler system?
 - What materials have been used in the building construction? – wood vs. brick
 - Is there an alarm system?

- ☑ **Consumers are spending more on home insurance--buying bigger policies to cover recent rapid rise of home values and have more possessions to insure.**
 - Basements, once used to store old clothes and hockey equipment now finished and filled with expensive electronic equipment.
 - Garages used to be for our cars, now hold “stuff”!



Insurance Rates will not go up as a result of the Fire Marque Program

- ☑ **Lloyds of London Warns of More Pain after Rate Squeezes – March 30th 2017** “extremely challenging markets because of plunging insurance rates”...”The pressure on premium rates is extraordinarily tough.”
- ☑ **Cottage Country Now.ca** Town of Huntsville is considering a way to make insurance companies pick up part of the bill for fire response...**Coun. Tim Withey, who is an insurance broker, said homeowners’ insurance rates would not go up** because insurance companies incorporate such costs into their policies.
- ☑ **Insurance companies have been calculating premiums to include charges for Fire Department services even though they haven’t had to pay out on the coverage. Fire Marque recovers these funds.**
- ☑ **Property insurance is very different that auto insurance.**



Will Property Owners be required to pay a Deductible?

No. Homeowner Property policies state that no deductible is applied to this coverage.



If Property Owners pay taxes, which include Fire Department Services, why should the Fire Department charge fees?

The Indemnification Technology® program is not a typical fee. It is a cost recovery mechanism to comply with insurance policy language.

Just as property owners have paid taxes for fire services, they have also bought and paid for fire service expense coverage in their property insurance policies.

By requesting insurance companies pay those expenses, the insurance companies are being asked to honour the contractual agreement of the policy they issued.



Why do we need Fire Marque to do it-- can't we just do it ourselves?

“Fire Marque Incorporated has the **knowledge, staff and infrastructure** to perform cost recovery from insurance companies through an agency agreement. They are former insurance professionals who are experienced in insurance policy wording interpretation, data collection, policy review with respect to insured perils, invoicing and recordkeeping.”

- **Town of Bradford West Gwillimbury Staff Report, October 2nd 2012**

“Council could consider submitting claims and collecting funds using City Staff. This alternative is also **NOT recommended** as the **City does not have the staff resources and expertise necessary for the submission of the claims and the follow-up required with various insurance companies.**”

- **City of North Bay Staff Report, July 18th 2013**



Why do we need Fire Marque to do it-- can't we just do it ourselves?

Angus Tornado in Essa Township June 2014

103 separate property incidents/claims

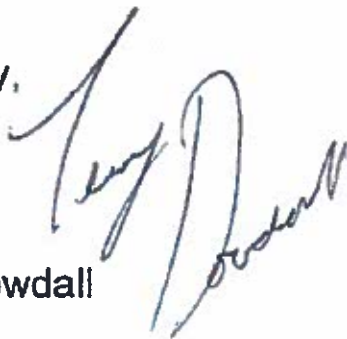
41 different insurance companies, 103 insurance adjusters working on the various claims

Fire Marque's Technical Team received the files 11 months after the incident. Our Team took an additional 10 months to recover the Fire Department Expenses for Essa Township and 4 responding neighbouring Departments.

On June 14th 2014, disaster struck in our municipality in the form of an F2 tornado. With Fire Marque's Indemnification Technology® the expenses for the Fire Department's emergency services were recovered.

Based on our success, I have no hesitation in recommending the Fire Marque Program.

Sincerely,

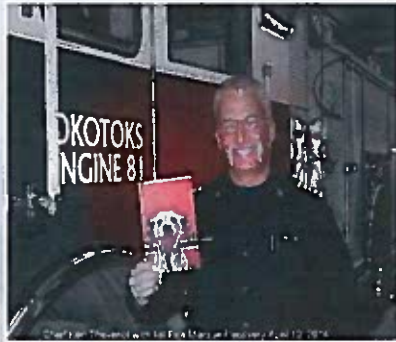


Terry Dowdall
Mayor

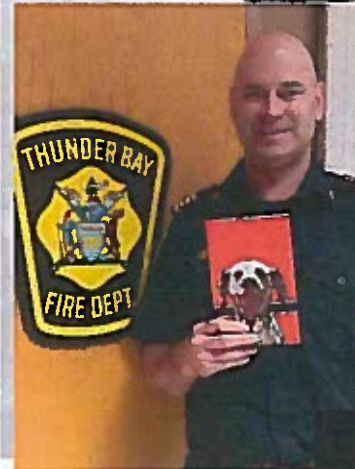
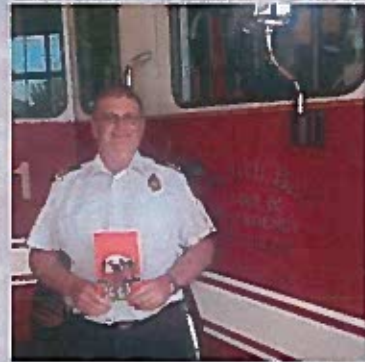
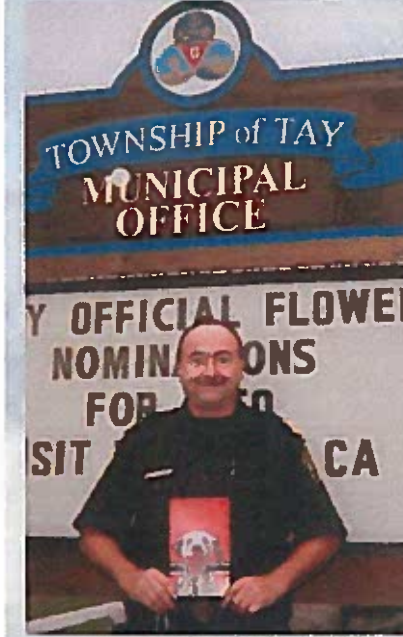


Why Fire Marque?

Experts in INDEMNIFICATION TECHNOLOGY®



Brad Patton (@BradPatton) · 16 Jun 2014
P3: CW Fire received a cheque for almost \$20,000 from Fire Marque to cover our cost to extinguish a structure fire





**Questions,
comments,
concerns?**





www.firemarque.com

1-855-424-5991

chris@firemarque.com

1-705-888-7230