



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING AGENDA - THURSDAY, NOVEMBER 5, 2020 - 5:00 P.M.

(For information on how to join the meeting, please go to the Council Meetings page on the Township Website to find the link, Meeting ID and Password)

1. **Call to Order**
2. **Announcements**
3. **Additions/Deletions/Approval of Agenda**
4. **Declaration of Pecuniary Interest and the General Nature Thereof**
5. **Approval of Draft Minutes - October 15, 2020**
6. **Business Arising from Minutes**
 1. Councillor Hannon - Shelburne Fire Board summary of meetings
 2. Integrity Commissioner Inquiry – he will provide a year-end report which will summarize only.
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. Report from Kaitlin Chessell regarding Cycling Initiative Meeting Update
 3. Other
10. **Planning**
 1. Applications to Permit
 2. Report from Chris Jones regarding Land Division of Part Lot 21, Concession 7 SW
 3. Draft By-law to Implement the OMAFRA Minimum Distance Separation Formulae
 4. Report from Chris Jones regarding Corbetton A1 Zone Parcels
 5. Other
11. **Strategic Plan**
12. **Climate Change Initiatives**
13. **Police Services Board**
 1. Update on the Section 10 Joint PSB Meeting held on October 23, 2020
14. **Committee Reports**
15. **Correspondence**

***Board & Committee Minutes**

1. Melancthon Roads Sub-Committee - Special Meeting September 23, 2020
2. Melancthon Roads Sub-Committee - September 16, 2020
3. Horning's Mills Park Board - February 2, 2020
4. North Dufferin Community Centre - September 9, 2020
5. Police Services Boards Joint Meeting Dufferin County - September 27, 2019

*** Items for Information Purposes**

1. Email from Karisa Downey - Dufferin County COVID-19 Business Retention & Expansion Report
2. Letter from Ministry of the Solicitor General regarding Court Security and Prisoner Transportation Program Review
3. RJ Burnside Invoice for Drainage Superintendent Services July 1, 2020 through

September 24, 2020

4. Township of Clearview Interim Control By-law Notice of Passing to prohibit the establishment of Cannabis Operations
5. Grey Highlands Notice of Passing Zoning By-law for 453053 Grey Road 2
6. Dufferin County Diversity, Equity, and Inclusion Community Advisory Committee
7. GRCA Summary of the General Membership Meeting - October 23, 2020
8. NVCA Board Meeting Highlights - October 23, 2020
9. Township of Amaranth Resolution #7 - Tow Truck Licensing By-law
10. Ministry of Municipal Affairs and Housing letter regarding Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (A Place to Grow)
11. County of Simcoe Notice of Public Meeting concerning Proposed County Official Plan Amendment
12. Town of Shelburne Planning Application Circulation - DPS 20/01 - 501 and 505 Main Street West
13. Letter from Minister of Finance regarding 2021 Ontario Municipal Partnership Fund (OMPF)

*** Items for Council Action**

1. Request from NDCC Board of Management to send Certificate of Appreciation and Thank You Letter to Vice Chair Tupling
2. Email from Tom Pridham regarding a beaver dam being removed from the Adam McKibbon Drain

16. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. Being a By-law to Authorize the Execution of a Mutual Access Easement Agreement between Harinder Sidhu, Atef Adly Botros and Mona Joseph Khalil and The Corporation of the Township of Melancthon
3. New/Other Business/Additions
 1. Proposed Resolution - Townships of Mulmur and Melancthon North Dufferin Community Centre Efficiency Review - Final Draft Report - October 2020
 1. Comments received from the Public on the Final Draft Report
 2. Discussion regarding the Community Consultation Meeting held on October 19, 2020 and the letters submitted after that Public Meeting
 3. Rescind Motion made on September 3, 2020 that: "Councillor Wayne Hannon be appointed to the Lake Erie Region Source Protection Implementation Working Group as the Primary Representative and Deputy Mayor Dave Besley be appointed as the Alternative Representative."
 4. Motion to appoint Ryan Post, Township RMO to the Lake Erie Region Source Protection Implementation Working Group as the Township Representative.
 5. Rural Net Internet/Tower for Township Office - Councillor Hannon
 6. Other/Additions
4. Unfinished Business
 1. Email from Jim Miles regarding Intention for Sculpture for Miles' Garden
 2. Zoning Provisions for Accessory Dwelling Units
 3. Fire Services Discussion

17. Delegations

1. **5:30 p.m.** - Allen Clark, Public Meeting for a Proposed Zoning By-law Amendment on East Part Lot 2, Concession 1 O.S.
2. **5:45 p.m.** - Keith White, NVCA Chair; Marian McLeod, NVCA Vice-Chair, Doug Hevenor, NVCA CAO and Sheryl Flannagan, NVCA Director of Corporate Services - Re: NVCA Draft 2021 Budget Presentation
3. **6:00 p.m.** - Sharon Morden regarding the Feral Cat Rescue and to discuss relocation of the Rescue

18. Closed Session

1. Approval of Draft Minutes - October 15, 2020
2. Business Arising from Minutes
3. Personal matters about an identifiable individual, including municipal or local board employees - Horning's Mills Complaint - NEC Update
4. Rise With or Without Report from Closed Session

- 19. Third Reading of By-laws (if required)**
- 20. Notice of Motion**
- 21. Confirmation By-law**
- 22. Adjournment and Date of Next Meeting - Thursday, November 19, 2020 - 5:00 p.m.**
- 23. On Sites**
- 24. Correspondence on File at the Clerk's Office**
 1. Reports from Anthony Zammit, MES/Watershed Ecologist - GRCA's Natural Heritage Characterization Reports for the Nith River and Upper Grand River Subwatersheds.

Denise Holmes

From: Wayne Hannon
Sent: Thursday, October 29, 2020 10:19 AM
To: Denise Holmes
Subject: SDFB questions from last council meeting.

I would like to provide this for inclusion on the council agenda.

The question was asked as to why the SDFB had not met since May.

The SDFB met on July 28, 2020. At that meeting we recommended the hiring of a new Fire Chief. That notice was then circulated to the 5 participating municipalities so they could each pass their bylaw to appoint him.

This bylaw was on our August 13, 2020 agenda under item 16.2.1, was passed and given 3 readings. The minutes from this meeting appointing him were approved at the September 3, 2020 meeting.

Some municipalities didn't meet in August so their bylaws were not completed until September. The fire board wanted that completed before we met again. That dictated that the first Tuesday the month would be October 6, 2020.

As explained at the October 15, 2020 council meeting it did not go ahead due to technical difficulties. The next regularly scheduled meeting will be November 3, 2020. We normally have regularly scheduled meetings each month.

The agendas are posted on the Town of Shelburne website in accordance with the open meeting rules set down by the province.

I hope this clarifies the question asked at council.

Wayne Hannon

Sent from my Samsung Galaxy smartphone.



The Corporation of

THE TOWNSHIP OF MELANCTHON

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CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: KAITLIN CHESSELL

SUBJECT: CYCLING INITIATIVE MEETING UPDATE

DATE: OCTOBER 22, 2020

There was a Cycling Initiative zoom meeting on October 22, 2020 to discuss the progress on the Cycling Routes that the Town of Shelburne and Township of Mulmur are working on. The Township of Mulmur provided an update and are working on plotting their routes on different GPS cycling applications and want to have maps printed by January for a Mountain Biking Summit being held in Mansfield for advertisement and then plan to work on developing digital content for their website. Karisa Downey, County of Dufferin advised that they will want to get permission from the Township of Melancthon and the Town of Mono to allow them to map our Township on their mapping routes. Frank Cowan and Company is making a presentation at the Township of Mulmur's Council meeting on November 4th, 2020 and will be talking about the liability of the Cycling Routes in the Township. The Town of Shelburne provided an update and will be coordinating its routes with the Township of Mulmur to ensure their mapping routes connect. It was asked if the Township of Melancthon had certain roads that we would prefer weren't traveled and if we had specific routes in mind we would like to see on the mapping. We are going to meet again the middle of November to discuss this further.

PW# 9.2

NOV 05 2020

**APPLICATIONS TO PERMIT FOR APPROVAL
Nov 5, 2020 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
Rachel Martin Applicant: EMS Construction - Eli Sherk	Lot 18, Con 3 NE 198071 2nd Line NE	Dust Collector	\$10,000	YES	PD
Vladimir Dresar	West Pt Lot 13, Con 2 OS 477151 3rd Line	Storage Shed	\$6,000	NO	
Jesse Hughes	West Pt Lot 9, Con 2 OS 476519 3rd Line	Dwelling	\$600,000	YES	PD
Waldemar (Gus) Litz	516445 County Road 124 West Pt Lot 8, Con 1 OS	Finishing a basement	\$5,000	NO	
Darcy Horst Applicant: Donald and Gary Horst	Lots 5 & 6, Con 6 SW 076045 7th Line SW	Shed	\$90,000	NO	
Darcy Horst Applicant: Donald and Gary Horst	Lots 5 & 6, Con 6 SW 076045 7th Line SW	Office	\$50,000		

PLAN #10.1
NOV 05 2020

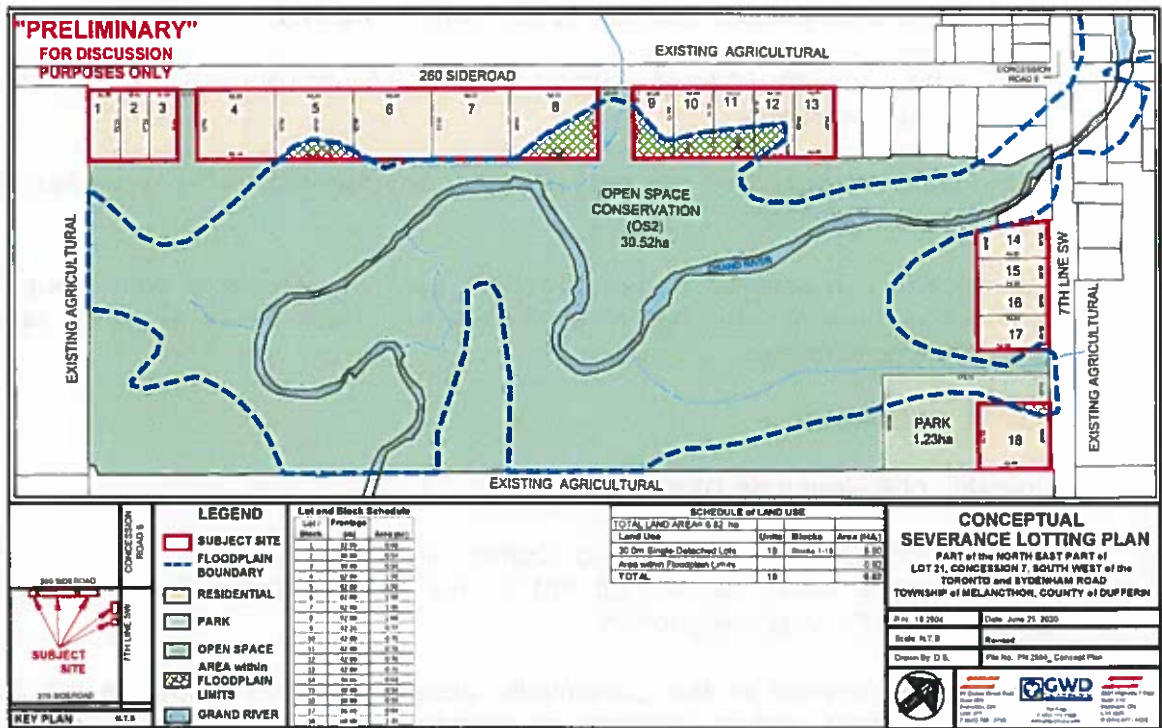
MEMORANDUM

To: Mayor White and Members of Council
Copy: Gagnon Walker Domes Ltd and Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: October 14, 2020
Re: Pre-consultation for Land Division – Part Lot 21, Concession 7 S.W. (Belford)

BACKGROUND

The Township is in receipt of a pre-consultation request to sub-divide lands located in the settlement of Riverview in Part of Lot 21, Concession 7 S.W. The purpose of the pre-consultation request is to obtain Township comments on a proposal to sever 4 existing parcels of land into 17 residential building lots in the manner illustrated in Figure 1.

Figure 1 – Proposed Lot Creation Concept



PROPONENT SUBMISSION

The proponent's planning consultant has provided the concept sketch in shown in Figure 1 as well as a cover letter and a preliminary planning brief.

The applicant is proposing the following lot creation scenario through the consent process:

Parcel 1 (Area 1.68 acres, Frontage 93 metres on 260 SR)

- 3 new lots (Lot 1 to 3) with lot areas of 0.54 acres to 0.6 acres and frontages of 30 m to 33 m.

Parcel 2 (Area 7.68 acres, Frontage 420 metres on 260 SR)

- 5 new lots (lots 4 to 8) with lot areas of 1.5 acres and frontages of 82 m to 92 m.

Parcel 3 (Area 3.67 acres, Frontage 210.26 m on 260 SR)

- 5 new lots (lots 9 to 13) with lot areas of 0.76 acres and frontages of 42 m.

Parcel 4 (Area 2.35 acres, Frontage 134.5 m on 7th Line SW)

- 4 new lots (lots 14 to 17) with lot areas of 0.54 acres to 0.64 acres and frontages of 30 m to 38 m.

At this time, this applicant has not submitted any technical work or studies to support the proposed application.

The applicant is seeking further direction from the Township with respect to the application process and technical studies that may be required to support the proposed applications.

POLICY OVERVIEW

Township of Melancthon Official Plan

The subject lands are designated Community in the Township's Official Plan and portions of the lands are also subject to the Floodline boundary and Environmental Conservation Overlay designation.

The primary purpose of the Community designation is to recognize the Township's settlement areas, permit a range of appropriate and compatible land uses and establish planning policies for development, which includes moderate forms of intensification.

Section 5.7.2 g) of the OP permits the creation of new lots through the land severance process to a maximum of five lots or by the subdivision process.

Section 5.7.2 (i) establishes a number of criteria to consider with intensification proposals and also references Section 3.1.2 of the OP, which also provides policy direction for residential intensification. Inherent in this policy direction is the ability for new lot creation proposals to demonstrate adequate on-site water and septic servicing.

Section 5.7.2 (m) also refers to lands within the Community designation that are located within the floodplain boundary being subject to Section 3.5 and 5.5.3 of the OP.

Section 3.5.1 establishes policies concerning floodplains. Section 3.5.1 (a) prohibits the creation of new lots within the flooding hazard limit or erosion hazard limit. Section 3.5.1 (e) suggests development may be permitted within the flooding hazard only subject to confirmation of eight technical criteria to be addressed through a natural hazard study.

Section 5.5.3 establishes a number of policies related to floodplains and watercourses and the need to maintain appurtenant setbacks from these areas.

Section 5.5.2 (g) of the Environmental Conservation designation establishes policies for the various natural features that are the basis for this designation and also includes policy that restricts lot creation on lands adjacent to such features unless it is confirmed through assessment that such development will not impact the feature or the adjacent lands to the feature.

Growth Plan for the Greater Golden Horsehoe (2019)

The subject lands form part of a "rural settlement" as defined by the Growth Plan.

Section 2.2.1 b) establishes that growth will be limited in rural settlements.

Provincial Policy Statement (PPS 2020)

The application is guided by a number of PPS policies which are summarized below:

Section 1.1.3.1 – settlement areas shall be the focus of growth and development.

Section 1.1.4.2 – rural settlement areas shall be the focus of growth and development.

Section 1.1.4.3 – planning authorities shall give consideration to rural characteristics, the scale of development and the provision of appropriate service levels when considering development applications in rural settlement areas.

Section 1.6.6.4 – where municipal sewage or water services are not available and where private communal sewage and water services are not available, individual on-

site water and sanitary sewage services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

Section 1.6.6.6 – planning authorities may allow lot creation only if there is confirmation of sufficient reserve sewage system capacity, which shall include treatment capacity for hauled sewage from individual on-site sewage services.

Section 1.6.6.7 – planning for stormwater.

Section 2.2 – planning authorities shall protect, improve or restore the quality and quantity of water.

Section 3.1.1 – development shall generally be directed to areas outside of flooding hazards and erosion hazards.

TECHNICAL COMMENTS

As part of the pre-consultation review, the Township circulated the proposal to the Grand River Conservation Authority (GRCA) and the Township's engineering consultant. Their submissions are summarized below:

GRCA

- Lot 5 and Lots 8 to 12 are located within the flood plain. Given the PPS requires development to be located outside of hazardous lands impacted by flooding hazards, it is unlikely the GRCA could support the creation of these lots.
- The GRCA is unable to locate a floodplain analysis from the earlier subdivision approval. Unless a flood plain analysis can be provided which determines that all the proposed lots are located outside of the floodplain, it is unlikely the GRCA would support lot creation in the manner proposed.
- A plan of subdivision approval is recommended as it could facilitate grading using a cut and fill balance approach.

Township of Melancthon Engineering Consultant (RJ Burnside and Associates)

- The original concept approved in 1991 addressed drainage through the use of a pond and a cut/fill balance but this may no longer meet the requirements of the GRCA.
- 7th Line was to be reconstructed and paved for a distance of 225 metres along the front of Lots 1 to 5.
- 260 Sideroad was to be reconstructed along the entire 875 metres and repaved

- for the additional 250 metres leading to the intersection with the 7th Line.
- Currently the 7th Line has now been paved across the entire frontage of the development lands but its surface has reached the end of its lifecycle. Any improvement or maintenance charges can be credited to the applicable Development Charge. It is recommended the maintenance of 7th Line continue as a Township initiative and the developer would be responsible for streetlighting and driveway entrances on the 7th Line.
 - The condition of Sideroad 260 is not known but new development should warrant upgrades and reconstruction to a paved standard. Further discussion and review of this area is required.
 - Some of the lots are constrained and the proposed lot sizes may not be feasible to accommodate residential use on private services.

NEXT STEPS

The subject lands are located in a rural settlement area and therefore the Township's Official Plan contemplates lot creation and development of these lands.

The proposal raises a number of technical and procedural issues such as the suitability of the consent process, septic and water servicing, lot grading and the condition of Sideroad 260.

Notwithstanding, I believe if issues related to natural heritage and natural hazards can be addressed it will inform the rest of the application process. Specifically I would suggest the following be undertaken a first phase of justification:

1. A flood plain analysis; and,
2. A natural heritage site evaluation to determine the presence of natural heritage features and/or their adjacent lands and if such features are location on the development lands or are located adjacent to the development lands, an impact assessment should be prepared.

Respectfully Submitted,



Chris Jones MCIP, RPP

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY-LAW NO. _____
(Minimum Distance Separation Regulation – Draft October 27, 2020)

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon to implement the OMAFRA Minimum Distance Separation Formulae

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 Council of the Corporation of the Township of Melancthon wishes to implement the Minimum Distance Separation Formulae as prepared and amended by the Ministry of Agriculture and Food and Rural Affairs;

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. Zoning By-law 12-79 as amended, is further amended in the following manner:

- a) Section 2 is amended by adding the following new definitions after sub-section 2.50:

2.50a Minimum Distance Separation Formulae (MDS) means formulae and guidelines developed by the Province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

- b) Section 3 is amended by adding the following new sub-section after sub-section 3.24:

3.25 Minimum Distance Separation

- a) *Notwithstanding anything contained in the foregoing or any other yard or setback provisions of this By-law to the contrary, no residential, institutional, commercial, industrial or recreational use, located on a separate lot and permitted within a zone, shall be erected or altered unless it complies with the Minimum Distance Separation (MDS I) setback from a livestock facility, manure storage or anaerobic digester, calculated using the Formulas published by the Ontario Ministry of Agricultural, Food and Rural Affairs (OMAFRA), as may be amended from time to time.*
- b) *Notwithstanding anything contained in the foregoing or any other yard or setback provisions of this By-law to the contrary, no new or expanding odour sources including, livestock facilities, manure storage and anaerobic digestors shall be erected or expanded unless it complies with the Minimum Distance Separation (MDS II) setback, calculated using the Formulas published by the Ontario Ministry of Agricultural, Food and Rural Affairs (OMAFRA), as may be amended from time to time.*
- c) *In accordance with the Minimum Distance Separation (MDS) guidelines, and in addition to 3.25 a) and 3.25 b) above, the following shall also apply:*

- i. *MDS I setbacks do not apply to any new or expanding industrial Agricultural Related Use, or any industrial On-Farm Diversified Use. MDS I setbacks will apply to any non-industrial On-Farm Diversified Use.*
- ii. *MDS I setbacks will not apply to any closed cemetery, any cemetery with no place of worship present, and any cemetery associated with the community relying on horse drawn transportation.*
- iii. *MDS II setbacks do not apply from any existing Agricultural Related Use, or any existing industrial On-Farm Diversified Use.*
- iv. *MDS II setbacks apply to all existing cemeteries, as Type B land uses, except for those associated with the community relying on horse drawn transportation where the MDS Type A Land Use requirements shall apply.*
- v. *MDS II setbacks apply to all churches as Type B land uses, except those associated with the community relying on horse drawn transportation which shall meet the Type A Land Use requirements.*
- vi. *MDS II setbacks apply to all existing settlement boundaries as Type B land uses.*
- vii. *The construction of a new dwelling on a vacant lot of record that existed prior to March 1, 2017 shall not be subject to MDS I setbacks but such dwelling shall maintain a minimum setback of 150 metres from any existing livestock facility or manure storage.*
- viii. *The reconstruction, renovation or addition to an existing dwelling or the construction of an accessory building or structure shall not be subject to MDS I setback requirements.*

2. 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 xxst day of November 2020.

READ A THIRD TIME and finally passed this xxst day of November 2020.

Mayor

Clerk

MEMORANDUM

To: Mayor White and Members of Committee
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: October 30, 2020
Re: Corbetton (A1) Zone Parcels

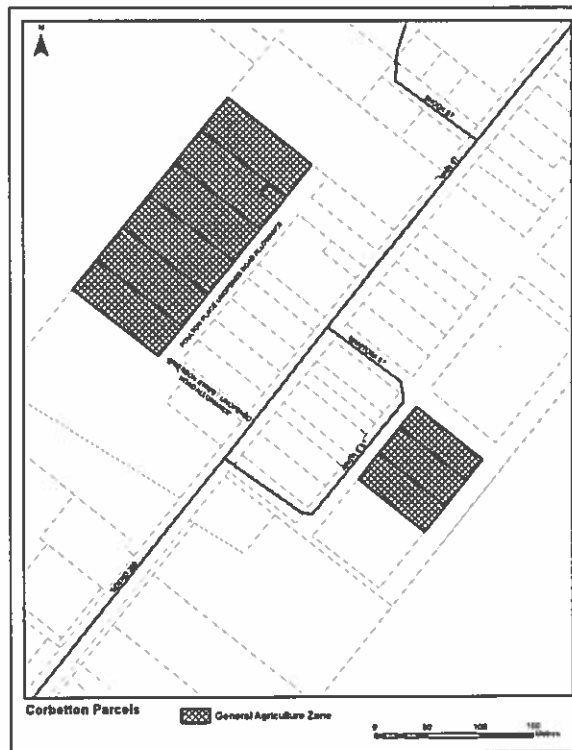
BACKGROUND

Recent consultations have identified that a number of existing original lots in Corbetton are zoned General Agriculture (A1).

The implication of the A1 Zone is that it requires a minimum 8-metre setback from any lot line, which is not workable for most of these parcels as most are only 25 to 30 metres in width.

Figure 1 identifies the location of the parcels:

Figure 1 – Corbetton Parcels Zoned General Agriculture (A1)



The majority of residential lots in Corbetton are zoned Hamlet Residential (R1). This zone requires the following minimum standards:

1. Minimum Lot Area: 1,400 m²
2. Minimum Lot Frontage: 30 m
3. Minimum Front Yard: 7.5 m
4. Minimum Exterior Side Yard: 7.5 m
5. Minimum Interior Side Yard: 1.5 m
6. Minimum Rear Yard: 7.5 m

As is illustrated in Figure 1, there is a total of 9 lots currently zoned General Agriculture (A1). Out of these 9 lots, 3 are located on the south side of Main Street on Argyle Street and 6 are located on the north side of Main Street on the unopened Poulton Place road allowance. There is a distinction between these two groups of lots in that the Argyle Street lots front on an opened and maintained road allowance, while Poulton Place is unopened.

This distinction is important as Section 3.10 of the Township's Zoning By-law states:

No person shall erect any building or structure in any zone unless the lot upon which such building or structure is to be erected fronts upon a public road or street, excluding an unopened road allowance.

The Zoning By-law defines "street" as a "public road which affords the principle means of access to abutting lots and does not include...unopened road allowance."

OFFICIAL PLAN

The subject lots are located in the settlement area boundary of Corbetton as per the Township's Official Plan and are also located in the Community designation which permits the lands to be zoned/developed for residential uses.

On the issue of the unopened road allowance, Council should also note the following Section 6.2.7 (b) from the Official Plan:

If an applicant for development on an unopened road allowance proposes to build the road in said road allowance, they shall build the road to full municipal standards at their expense and in accordance with the terms of an agreement with the Township. The related development shall not be approved until the road has been built to the Township's satisfaction and assumed as a public road by the municipality.

ANALYSIS

I have had several inquiries with respect to these lots over the past several years. I have no reason to believe these lots are not viable as building lots, however the current zoning is not conducive to new development and more to the point, is not the same as other residential lots in Corbetton.

In order to facilitate or encourage additional housing in an existing settlement area, it is recommended Council initiate an amendment process to rezone these lots to the Hamlet Residential (R1) Zone. In the case of the lots on Poulton Place which is currently unopened, it is recommended that these lots be also zoned with a Holding provision that would require the road to be improved and assumed for year round use before development would be permitted.

RECOMMENDATION

It is recommended that staff be given direction to schedule a public meeting to rezone the lots on Argyle and Poulton Place from the General Agriculture (A1) Zone to the Hamlet Residential One (R1) Zone.



Chris Jones MCIP, RPP

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Roads Sub-Committee held an Special electronic meeting on September 23, 2020 at 9:00 a.m. The following members were present: David Besley, Chair; David Thwaites, Vice-Chair. Also present were: Denise Holmes, CAO/Clerk; Wendy Atkinson, Treasurer; Craig Micks, Public Works Superintendent; and Kaitlin Chessell, Road Sub-Committee Secretary. Chair Besley called the meeting to order at 9:02 a.m.

Approval of Agenda

Moved by Thwaites, Seconded by Besley that the agenda be approved. Carried.

Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

General Business

1. 30th Sideroad Timber Culvert Damage

A piece of farm equipment went through a timber culvert on 30th Sideroad between 5th Line OS and 4th Line OS. The road has been closed by the Public Works Department as recommended by Chris Knechtel at RJ Burnside and Associates. The Nottawasaga Valley Conservation Authority is willing to give us an emergency permit for this and we have money left over from the 2nd Line SW job we could use. There is another timber culvert along the same stretch of road that should be completed at the same time.

It was then discussed that we should be looking into other timber bridges in the Township as they are a liability. There is an old cement bridge on the 270 Sideroad east of the 7th Line SW it's on a no winter maintenance road but its for a Municipal Drain and Farm Equipment uses this road. Direction was given for Craig to identify any other timber bridges and problem bridges for the next meeting so we can budget to fix them. Craig also brought forward that a lot of farm equipment is passing through one lane bridges and knocking the markers down constantly.

Recommendations to Council

The Roads Sub-Committee recommends to Council that we proceed with fixing both timber culverts on 30th Sideroad this year.

Confirmation Motion

Moved by Thwaites, Seconded by Besley that all actions of the Members and Officers of the Roads Sub-Committee with respect to every matter addressed and/or adopted by the Sub-Committee on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Sub-Committee Members at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

Adjournment

9:24 a.m. - Moved by Thwaites, Seconded by Besley that we adjourn this Roads Sub-Committee meeting. Carried

CHAIR

SECRETARY

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Roads Sub-Committee held an electronic meeting on September 16, 2020 at 1:30 p.m. The following members were present: David Besley, Chair; David Thwaites, Vice-Chair, Wayne Hannon and Darren White. Also present were: Denise Holmes, CAO/Clerk; Wendy Atkinson, Treasurer; Craig Micks, Public Works Superintendent; and Kaitlin Chessell, Road Sub-Committee Secretary. Chair Besley called the meeting to order at 1:35 p.m.

Additions/Deletions/Approval of Agenda

Addition: Public Works Winter Hours (Chair Besley)

Moved by Thwaites, Seconded by White that the agenda be approved as amended. Carried.

Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

Approval of Draft Minutes

Moved by Thwaites, Seconded by White that the minutes of the Roads Sub-Committee meeting held on August 19th, 2020 be approved as circulated. Carried.

Business Arising from Minutes

Letter to Southgate:

Chair Besley was in contact with David Milliner, CAO of the Township of Southgate and they had a good discussion in regards to roads issues and explained that they had similar roads issues in their Municipality. David said he would make us aware of new developments as they come up to inquire about road funding in the future.

Correspondence Items

None.

General Business

1. Update from Public Works Superintendent

Craig Micks, Public Works Superintendent advised they are starting to grade roads again and will be doing 3 culverts in road crossings shortly as well as the ditching of the 3rd Line OS. The timeline for the 3rd Line ditching is about a week and a half. Craig said they are hoping to get the winter sand in sometime next week.

2. 2nd Line SW - Highway 89 - 300 Sideroad Shoulders

Craig advised that he thinks the shoulders are good they just need time to settle and

harden. There are a few spots that will need to be fixed from the run off and the ditches being steep but says once the grass grows up it will hold the shoulder gravel in place.

3. Structure 2013 Construction Summary

Craig advised that he thought the bridge was well done. This was received as information.

4. Road Management Plan - Discussion on RLB (Township Auditors) preparing an analysis of the Report

The Roads Sub-Committee asked Wendy Atkinson, Treasurer if she felt like this was necessary and would be useful for her. She advised she thought the plan was fairly straightforward and was not sure it was necessary. The Roads Sub-Committee decided to not proceed with this.

5. Heavy Weight Traffic on 4th Line NE

Craig advised that the trucks would be Dufferin County trucks running to Country Road 21 as this is the route set out for them to travel. This road work should be completed by the end of this week but there is a minimum of 1-2 years of road work left to be completed. Staff was directed to contact Dufferin County to advise them of our plan to resurface 5th Line OS next year and see what their timeline is for doing the County Road 21 road work as they cannot run 5th Line OS while we are working on it.

6. Liability of Cycling Lanes

This item was received as information.

7. Horning's Mills No Parking Signs (Councillor Hannon)

Councillor Hannon advised that he had received complaints about parking in Horning's Mills now that we have removed the no parking signs after repealing the parking by-law. There is not enough parking at the store in Horning's Mill and people are trying to find places to park. It was discussed that we need to find a parking solution in the Village. Staff was directed to contact the Nottawasaga Valley Conservation Authority in regards to putting a parking lot on a lot on Main Street if we were to purchase one.

8. Ownership of Side Street Across from Church Street (Councillor Hannon)

Craig advised that we have never plowed this side street as far as he knows. The people who live on this street pay to have it cleared each year. Craig believes that we would be responsible for the stone gabions as it holds the base of the road. Craig says that they are in okay shape for now but there are a couple holes that may need to be repaired. Staff were directed to go through the Horning's Mills box in the vault and see if there is any information on the stone gabions.

9. Timeline for County Road 21 Construction 2021 (Councillor Hannon)

This item was addressed above.

10. Technical Work for Bridges and Roads for 2021 is complete so tenders can go out in Jan/Feb Timeframe (Councillor Hannon)

Discussion was held in regards to whether we would do the 5th Line OS next year like the Road Management Plan says due to the County Road 21 project. Craig advised they could do some ditching there to ensure it is shovel ready if we decide to move forward with this road next year as planned.

11. Aggregate Stored on Hiltz Property (Councillor Hannon)

A motion was passed in 2016 to accept gravel stored on the Hiltz property. The County looked at using it for their County Road 21 project but said it was not suitable for them to use as it is a mix of different sized gravel. Public Works Superintendent Craig Micks said that it is not worth the cost to haul it out, and use for our roads.

Recommendation:

The Roads Sub-Committee recommends to Council that we repeal the motion passed on January 14, 2016 to accept the gravel from the Hiltz property.

12. Others/Additions

Public Works Winter Hours

It was discussed that most of our neighbouring Municipalities stop plowing snow in the winter at 5pm and start patrolling at 2-2:30am. We are currently plowing till 10-11pm during the winter and the Roads Sub-Committee is wondering whether this is necessary. It was to be discussed in the Service Delivery Review the County of Dufferin is doing that their plows could plow the Township roads they are traveling to get to their roads to be of assistance as they have to drive them anyways. It was decided that we would keep the hours of plowing the same as last winter. The Winter Plan is to be put on the agenda for next meeting to be reviewed.

13. Unfinished Buisness

1. Church Street Resurfacing

The item was received as information.

2. 2021 Road Projects

Craig advised that if we decide not to do the 5th Line OS next year as planned we could do 3rd Line North from Downey's storage to 20 Sideroad or 260 Sideroad through Riverview. We may have to pulverize the 5th Line OS and revert it back to gravel temporarily if we don't resurface it next year because of the shape it is in. Craig was directed to bring back a list of roads we could do in replacement of 5th Line OS next year to be reviewed at the next meeting. Looking into funding for the 8th Line SW bridge is to be added to the agenda for next meeting.

3. Sidewalks in Corbetton

Coppertone Paving provided us with a quote to do paved shoulders in Corbetton, the same as what was done in Horning's Mills for \$38,000 + HST. They would be four feet wide on the south side of the road. This will not be able to be completed this year but could be done in the spring.

Recommendation:

The Roads Sub-Committee recommends to Council that we proceed with the installation of paved shoulders in Corbetton.

Delegations

2:00 P.M - Gord Grant and Members of the Dufferin Federation of Agriculture - Concerns regarding Farm Equipment Speeding through the Hamlets

It was discussed that if a vehicle has a slow moving vehicle sign on it it should not be going over 40km/hr. Gord Grant advised that he would make sure something went out in their newsletter in regards to speeding through Hamlets. DFA advised that this is also an enforcement issue by OPP and having more slow moving vehicle signs on roads will help. DFA was open to having more discussions like this to advise on issues in the Township with farm equipment.

Recommendations to Council

Recommendation has been outlined above.

Public Question Period

None.

Confirmation Motion

Moved by Hannon, Seconded by Thwaites that all actions of the Members and Officers of the Roads Sub-Committee with respect to every matter addressed and/or adopted by the Sub-Committee on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Sub-Committee Members at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

Adjournment

3:20 p.m. - Moved by Thwaites, Seconded by Hannon that we adjourn this Roads Sub-Committee meeting to meet again on October 21, 2020 at 1:30 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY

Horning's Mills Park Board Meeting Minutes
Sunday February 2nd, 2020 – 2pm at Museum of Dufferin

Attendance: Nanci Malek, Darren White, Lynn Hodgson, Jim Hill

Regrets: Margaret Mercer

Agenda

1. Opening of meeting

2. Pecuniary Interest

3. New Business

Lynn checking on pavilion lights.

Freezer needs to be removed.

2 poop n scoop signs w/bags

4. Discussion on Park Party 2020

Tents – needed for shade

2 BBQs handled by Jim.

Band – \$600.00

Generator – \$200.00

Games for kids

Market in the Mill is being asked to do food/refreshments. They have just agreed.

Dillman throw in a hand washing station for party?

5. Call out for new members

Darren is checking with Denise on board structure. Potentially need for Call out for new members.

6. Correspondence

Nanci will call LITTLE KICKERS – we don't fall within their needed timeframe.

7. Nanci will do a Social media call out for baseball diamond.

8. 2019 Financials

Motion: Darren motioned for approval of 2019 Financials

Lynn second the motion

All approved.

BD/comm#3
NOV 05 2020

9. Margaret Mercer guess jellybean game – did we include that in the final deposit?

10. Next meeting date:

April 2020

11. Close meeting - 2:40pm



NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
MINUTES
WEDNESDAY, SEPTEMBER 9, 2020 – 7:00 P.M.
NORTH DUFFERIN COMMUNITY CENTRE



The North Dufferin Community Centre Board of Management known as "The Board" held its meeting on the 9th day of September, 2020 at 7:00 p.m., in the Norduff Room .

Those present:

Chester Tupling, Chair, Mulmur
Patricia Clark, Councillor, Mulmur
Dave Besley, Deputy Mayor, Melancthon
Clayton Rowbotham, Melancthon
Keith Lowry, Mulmur
Nancy Noble, Mulmur
Donna Funston, NDCC Secretary, Melancthon
Denise Holmes, CAO/Clerk, Melancthon
Tracey Atkinson, CAO, Mulmur

Regrets:

Bert Tupling, Vice-Chair, Melancthon
Debbie Fawcett, Melancthon

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:05 p.m.

#2 Additions/Deletions/Approval of Agenda

-Moved by Rowbotham, Seconded by Lowry that the Agenda be approved as amended.
Carried.

Addition: 8.4.1 – OMHA update and Standard Operating Procedure, Protocol to Re-Open
 8.4.2 – Snow Removal and Concession Booth tenders
 8.4.3 – Co-Chair B Tupling resignation letter

#3 Declaration of Pecuniary Interest or Conflict of Interest

Chair C Tupling declared a conflict of interest for the Premier Quotes if making any decisions with purchases. He will answer questions about the quote but The Board needs 3 quotes before any purchasing decisions can be made.

#4 Approval of Draft Minutes

-Moved by Besley, Seconded by Lowry, that the minutes of the North Dufferin Community Centre Board of Management held on August 11, 2020 be approved as circulated. Carried.

#5 Business Arising from the Minutes

1. Email from Heather Boston regarding snow removal invoices

#6 Facility Manager's Report

James Woods was in attendance for this portion of the meeting.

The Facility Manager Report was emailed to the Board prior to the meeting.

Board requests James to submit his report one week before the NDCC meeting so it can be included in the Agenda Package.

James reports most rentals are wanting to return when the ice is put in, he requests clarification on where to set up hand sanitizing stations for when the building is re-opened. Will sanitizers be placed on walls, in dressing room etc.

James has spoke with Barry (start up company) and he is waiting to hear back as to when the ice will be put in.

Mulmur Township gave a computer to the Arena and James received training on the desktop system.

James reports most of his summer list has been completed and he will send out a list of what is left to be finished.

#7 Delegation

1. **7:30 p.m.** – Sierra Planning – NDCC Recreational Needs Study

Jon Hack presented the final draft of the recreational study, he noted it has been adjusted down to four options since our last draft.

Option A – Do nothing, budget necessary changes each year to maintain current building

Option B – Add dressing room to north end of current Arena

Option C – Build new building

Option D – Keep current ice surface and add new changerooms on the north side, remove second floor and add Norduff room to the front of the current building

Mr. Hack suggested the Board needs to decide a tolerable deficit because Arenas are not profitable, if a new building is the option the Board chooses, it would mean more staff and more activities taking place at the Facility year round which will also place more tasks on the Board of Management.

This draft study will need to go back to Melancthon and Mulmur Councils to be reviewed as Council initiated the process.

-Moved by Lowry, Seconded by Noble, be it resolved that the B of M of the NDCC receive the report from Sierra Planning and Management and support Option C in that report and request that this position of the B of M be carried to the two Councils by the representative from the Council. Carried.

#8 General Business

1. Financial
 1. Accounts
 2. A/R update
 3. YTD vs. Budget comparison
2. Report from Heather Boston regarding Reopening Cost Summary
3. Premier Equipment Quotes – Lawn Mower and Trimmer
4. Other
5. Unfinished Business
 1. Arena Manager and Part time staff Pay Grids
 2. Generator Switch for Mobile Generator
 3. Keystone Software Arena Billing (Member Lowry discuss at next regular in person meeting) – NDCC Agreement between Mulmur and Melancthon

#1.1 -Moved by Lowry, Seconded by Besley that the accounts in the amount of \$5,189.28 be approved to be paid. Carried.

Denise suggested for future meetings to change to wording of the motion to read the accounts be received instead of approved as they have already been paid before the meeting.

#1.2 HMHA is requesting an updated invoice once the amount has been adjusted.

#1.3 No comments

#2 Discussion regarding the report.

#3 These quotes were added to the agenda package for discussion purposes only so the Board could get a better idea if it would be worth buying grass cutting equipment. Since the Arena Manager is now full time and would be able to cut the grass as part of the Arena manager duties the Board needed an idea of how much to budget. Board directs Donna to have Heather budget \$10,000 for a mower and \$480 for a trimmer.

#4.1 OMHA update and Standard Operating Procedure, Protocol to Re-Open – HMHA has had great response from the players and would commit to 16 hours of ice time per week, James has other commitments from last year rentals as well. The Board believes

it could cover the shortfall amount reported by Heather Boston and passes the following motion:

-Moved by Besley, Seconded by Lowry, be it resolved that the NDCC Board proceeds to have the ice installed in the arena and put the necessary protocols in place to accomplish this by October 10, 2020. Carried.

James will make arrangements to get the ice started and put a notice on the sign out front to make the public aware of when the Arena will be open. Board directs Donna to email member Lowry the sample protocol of Standard Operating Procedures and he will do a policy for the NDCC and the Board will meet through ZOOM the week of Sept 21, 2020 to review.

#4.2 Snow Removal and Concession Booth tenders – Board directs Donna to request Heather to prepare tenders for snow removal and the concession booth for the 2020/2021 season. This year include conditional on COVID-19 compliance at the end of each tender form.

#4.3 Co-Chair B Tupling resignation letter – with regret the Board accepts the resignation letter and Melancthon Council will need to re-appoint a new representative.

#5.3 Discussion around bills being divided out and being split by percentage of use is more acceptable than being divided by number of users. Amount being billed should reflect the amount of usage.

#9 Information

#10 Closed Session

-Moved by Rowbotham, Seconded by Lowry, be it resolved that the North Dufferin Community Centre Board of Management move into a Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, at 9:25 p.m. for the following reasons:

Personal matter about an identifiable individual, including municipal or local board employees – Facility and Board Personnel Issues. Carried.

-Moved by Lowry, Seconded by Noble, be it resolved that the North Dufferin Community Centre Board of Management rise from Closed Session at 10:18 p.m. with report. Report being directives given in the meeting. Carried.

#11 Notice of Motion

-None

#12 Confirmation Motion

-Moved by Noble, Seconded by Clark that all actions of the Members and Officers of the North Dufferin Community Centre Board of Management with respect to every matter addressed and or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

#13 Adjournment

-Moved by Clark, Seconded by Noble we adjourn the North Dufferin Community Centre Board of Management meeting at 10:20 p.m. to meet again on Wednesday October 14, 2020 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY

**Joint Meeting for Dufferin County Section 10
POLICE SERVICES BOARDS**

MINUTES

HOSTED BY GRAND VALLEY POLICE SERVICES BOARD
GRAND VALLEY AND DISTRICT COMMUNITY CENTRE
90 MAIN STREET NORTH, GRAND VALLEY
BOARDROOM

FRIDAY, SEPTEMBER 27, 2019 at 9:00 AM

Present:

Amaranth Police Services Board	Bob Currie Walter Kolodziechuk Trish McKibbon Tammy McQueen (secretary)
Grand Valley Police Services Board	Steve Soloman Myrna Roberts Meghan Townsend (secretary)
Melancthon Police Services Board	David Thwaites Al Blundell Denise Holmes (secretary)
Mono Police Services Board	Mike Walker John Creelman Don Sinclair
Mulmur Police Services Board	Gordon Gullaugh Ken Cufaro Michelle Smibert (secretary)
Ontario Provincial Police	Nicol Randall Vern Crowley
Office of the Independent Police Review Director	Richard Beatty

1. Call to Order

Soloman called the meeting to order at 9:00 a.m.

2. Welcome and Introductions – Grand Valley PSB Chair Steve Soloman

Soloman welcomed

3. Amendments to the Agenda

Additional Items: 9.1 POA Issues – Mono

11.7 Special Constables - Mulmur

4. Approval of Agenda

2019-09-01

Moved by B Currie, Seconded by D Thwaites

BE IT RESOLVED THAT the agenda for the Joint Police Services Board meeting be approved as amended.

CARRIED

BB/curry #5

NOV 05 2019

5. Declaration of Pecuniary Interest

6. Adoption of Minutes

6.1. Minutes of April 2, 2019

Amendments to minutes – correct list of attendees to reflect the following:

Remove D McIver, D Sinclair, G Lloyd and P Hills

Add K Cufaro, D Phillipson, B Currie

Correct spelling of "Martin"

2019-09-02

Moved by M Walker, Seconded by W Kolodziechuk

BE IT RESOLVED THAT the minutes for the April 2, 2019 Joint Police Services Board meeting be approved as amended.

CARRIED

7. Business Arising from Minutes

7.1. Police Services Board training – Grand Valley

Townsend advised the Board that the Province was unavailable for a training session at this meeting, as previously requested. The Board asked Townsend to work with the next joint meeting coordinators to schedule the Provincial training to take place then.

8. Presentations

8.1. OPP Cybercrime Unit – presentation by Detective Sergeant Vern Crowley – 9:30 a.m.

Crowley presented the Board with information about cybercrime and the OPP's program to manage these crimes. He also discussed how businesses, individuals and municipalities can harden their systems against cyberattacks.

8.2. Office of the Independent Police Review Director – presentation by Richard Beatty and Amy Sharaf – 10:00 a.m.

Beatty presented the Board with information about the Office's program to manage complaints about police and police service board conduct.

9. Unfinished Business

9.1. POA Issues – Mono

Creelman provided a verbal update on the status of the provision of POA administration, including details of the County consultant's report and recommendations and the impact that the current Justice of the Peace shortage may have on POA court proceedings. The consultant's report was just received by the County and more details will follow to the local municipalities.

10. OPP Report

Randall advised the Board that the billing statements have been sent out for review. She offered to come to council meetings to discuss upon request.

Randall and the Board discussed the opioid crisis and its status in Dufferin County.

11. Items for Discussion

11.1. Dufferin Detachment OPP Action Plan 2020-2022 – Melancthon

Melancthon asked Randall for an update on the plan. Randall advised that planning will start in fall 2019 with consultations with the public. Expected to be complete by start of 2020.

11.2. Enhancements for Traffic Enforcement (Nottawasaga Unit Model Option) – Melancthon

Melancthon representatives advised the Board that they are considering options for enhancing their police service, and they have looked into the model in use by Nottawasaga with three municipalities sharing the enhancement. They wondered if the five municipalities could share and would be interested in sharing.

11.3. Photo Radar Cameras – Melancthon

11.3.1. Backgrounder – Speed Enforcement Proposal

The Board reviewed the information about the proposal and discussed the pros and cons of photo radar and how it could help with enhancing traffic enforcement.

11.4. Detachment Commander Review Process – Grand Valley

The Board discussed their local processes for handling the annual review.

11.5. Community Safety and Well-Being Plans

11.5.1. County of Dufferin Update

The Board reviewed the report.

11.6. E-Scooters – Grand Valley

11.6.1. Backgrounder – Ontario E-Scooter Proposal

The Board received this for information.

11.7. Special Constables – Mulmur

Mulmur presented a resolution passed by their Council for consideration of special constables under the Highway Traffic Act. The Board discussed this as another alternative for enhanced traffic enforcement.

12. Next Joint Police Services Board Meeting

The next Joint Police Services Board Meeting will take place in April 2020 in Melancthon.

13. Confirm Proceedings

2019-09-03

Moved by M Roberts, Seconded by K Cufaro

BE IT RESOLVED THAT all actions of the Joint Police Services Board, with respect to every matter addressed and/or adopted by the Board on the above date, are hereby adopted, ratified and confirmed, and,

THAT each motion, resolution and other action taken by the Board members and officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

CARRIED

14. Adjournment

2019-09-04

Moved by B Currie, Seconded by K Cufaro

BE IT RESOLVED THAT we now adjourn this meeting of the Joint Police Services Board to meet again on April 2020 at 9:00 a.m. in the Township of Melancthon.

CARRIED

Denise Holmes

From: Karisa Downey <kdowney@dufferincounty.ca>
Sent: Wednesday, October 14, 2020 11:02 AM
Cc: Darrell Keenie
Subject: Dufferin County COVID-19 Report

Good morning,

Last Thursday at County Council we presented our COVID BR+E Report. You can find the full report on our website [here](#). Please note we will not be completing a separate Action Plan for this project, and instead will be rolling any findings into our Rural Resiliency Task Force Action Plan.

A special thank you to the Town of Orangeville and Town of Shelburne staff for their work in contacting businesses within their municipalities and sharing the data so we could create this County-wide report.

Should you have any questions or concerns about any of the contents of this report, please do not hesitate to contact me.

Thank you,

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

Join in Dufferin - Share your stories. Connect with your community. Have your say on new projects. Click here to **Sign Up and Speak Up!**

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OCTOBER 2020

COVID-19

Dufferin County Business Retention & Expansion Report

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As a Business Owner I Feel	13

Contact Info

Karisa Downey
Economic Development Officer
Dufferin County
kdowney@dufferincounty.ca



Project Summary

Project Background

This project was completed in partnership with the Town of Orangeville and the Town of Shelburne in an effort to connect with our local business owners in the midst of the COVID-19 pandemic. The business interviews were conducted by phone, with Orangeville Economic Development staff connecting with Orangeville businesses, Shelburne Economic Development staff connecting with Shelburne businesses, and County Economic Development staff connecting with businesses in Amaranth, East Garafraxa, Grand Valley, Melancthon, Mono and Mulmur. A total of 142 surveys were completed throughout the County.

Project Goal

Over the last several months, business owners have been working in isolation as they pivot their business models, and adapt to the ever-changing policies and customer behaviors caused by the pandemic. It was therefore important for staff to connect with as many businesses as possible from each sector to understand how they are managing their businesses through the pandemic, and offer support where needed. Building relationships and trust with our business owners remains an essential piece of our project goal, and thus these interviews were conducted over the phone in an effort to personally connect with our business owners.

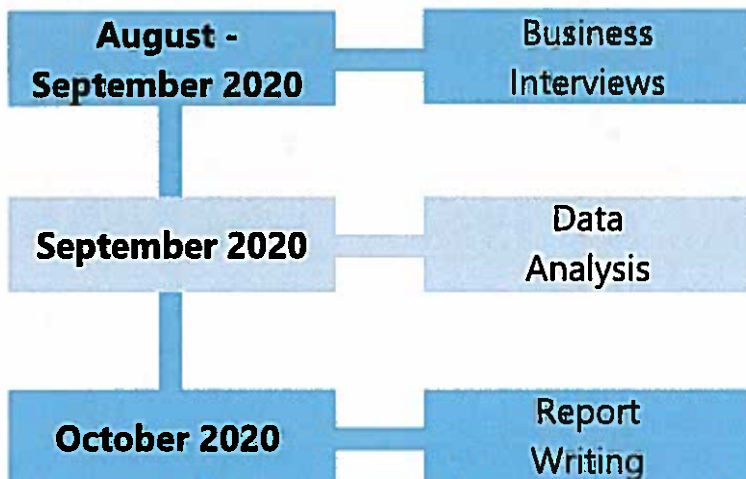
What is a BR+E?

The Business Retention and Expansion (BR+E) project was developed by the Province of Ontario. It was created as an economic development tool to build relationships between the local government and business owners, as well as collect data on what business owners believe to be the current business environment. This project was based on the Ontario Ministry of Food and Rural Affairs BR+E program.

List of Sectors Interviewed

- 11 - Agriculture, Forestry, Fishing and Hunting
- 23 - Construction
- 31 - Manufacturing, (food, beverage, etc.)
- 32 - Manufacturing, (wood, paper, etc.)
- 33 - Manufacturing, (primary and fabricated metal, etc.)
- 42 - Wholesale Trade
- 44 - Retail Trade, (motor vehicle, furniture, etc.)
- 45 - Retail Trade, (sporting goods, book, music, etc.)
- 48 - Transportation and Warehousing, (air, rail, truck, etc.)
- 51 - Information
- 52 - Finance and Insurance
- 53 - Real Estate and Rental and Leasing
- 54 - Professional, Scientific, and Technical Services
- 55 - Management of Companies and Enterprises
- 56 - Administrative and Support and Waste Management and Remediation Services
- 61 - Educational Services
- 62 - Health Care and Social Assistance
- 71 - Arts, Entertainment, and Recreation
- 72 - Accommodation and Food Services
- 81 - Other Services (except Public Administration)

Project Timeline



Acknowledgements

Dufferin County Business Owners

This project would not have been possible without the wonderful business owners throughout Dufferin County. We are appreciative of the time these individuals took out of their busy schedules to provide us with the valuable information that allowed us to put this report together.

Local Municipalities

A special thank you to Orangeville and Shelburne who facilitated the business visits within their own municipalities and have provided us access to their data and findings so we were able to put together an inclusive County-wide report.

Business Interview Team

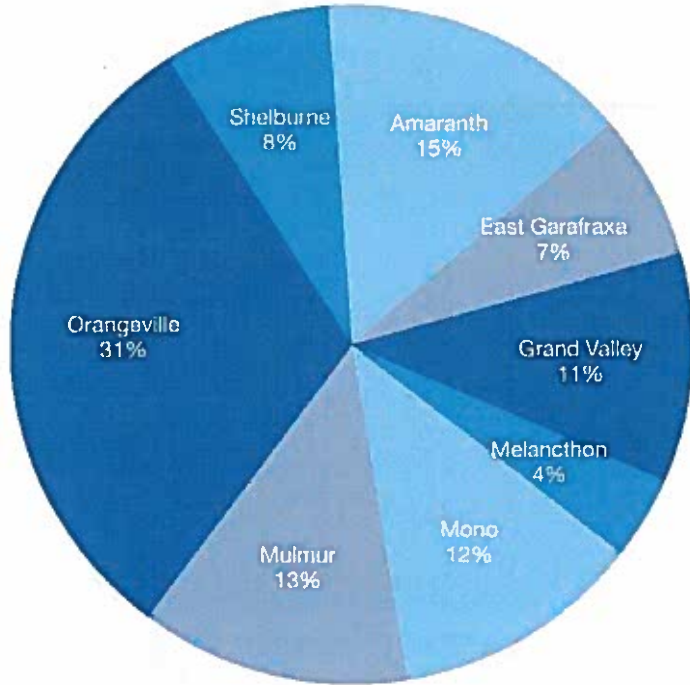
Carol Maitland	Economic Development and Marketing Coordinator - Town of Shelburne
Melissa Kenny	Administrative Assistance - Town of Shelburne
Ruth Philips	Manager of Economic Development - Town of Orangeville
Katrina Lemire	Coordinator, Business, Culture, Tourism - Town of Orangeville
Ellen Sinclair	Coordinator, Small Business Enterprise Centre - Town of Orangeville
Jasmine Nanda	Community Engagement Summer Student, Dufferin County
Karisa Downey	Economic Development Officer, Dufferin County
Jeremy Bullock	Business Retention & Expansion Coordinator, Dufferin County

OMAFRA

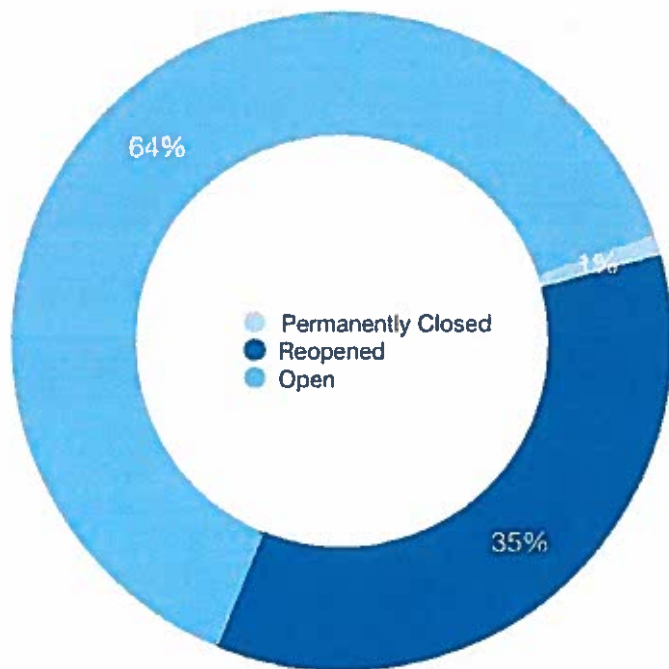
A special thank you to Rian Omollo at OMAFRA who assisted in the data analysis of this project and provided support throughout.

Business Information

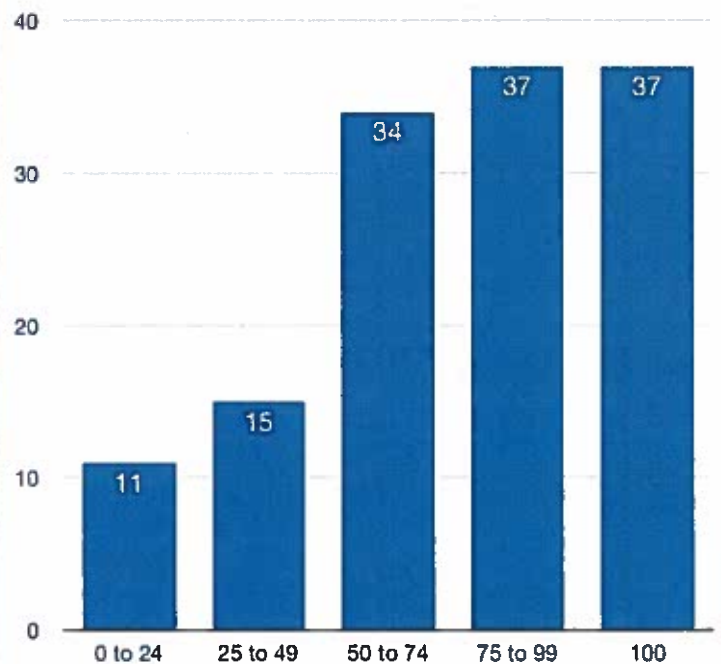
Primary Location of Business



Current Operating Status of Business

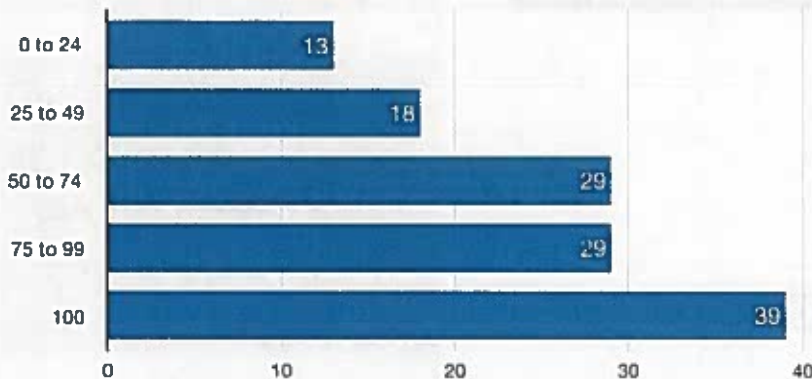


Current Operating Level in Comparison to Maximum Capacity



Industry Outlook

Current Monthly Revenue in Comparison to Last Year



42% of business owners in the County say they are able to receive necessary supplies and services

"Some of the food products are hard to get. Some vendors are no longer around or couldn't supply during the shut down"

"Parts for heavy equipment - several weeks late at least"



55% of business owners in the County say they are having difficulty procuring products



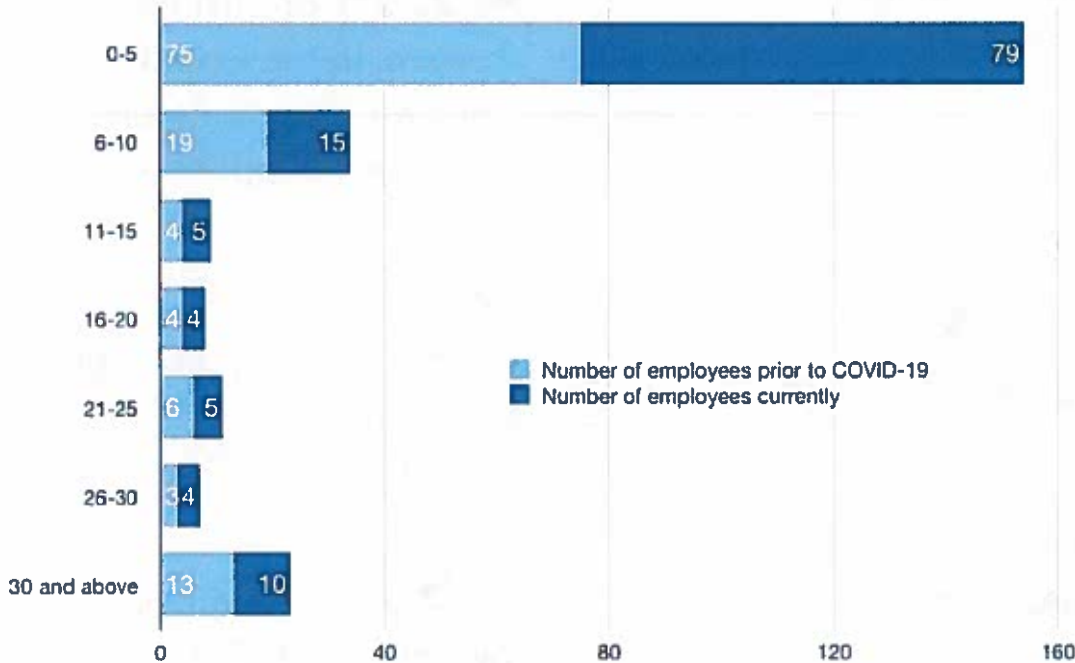
55% of business owners in the County say they are able ship/deliver their goods and services

"Lumber shortages and costs of lumber has doubled"



Workforce

Number of Employees



"Looking for customer service skills"

"Looking for general labour, manufacturing experience, ability to stand all day, and lifting"

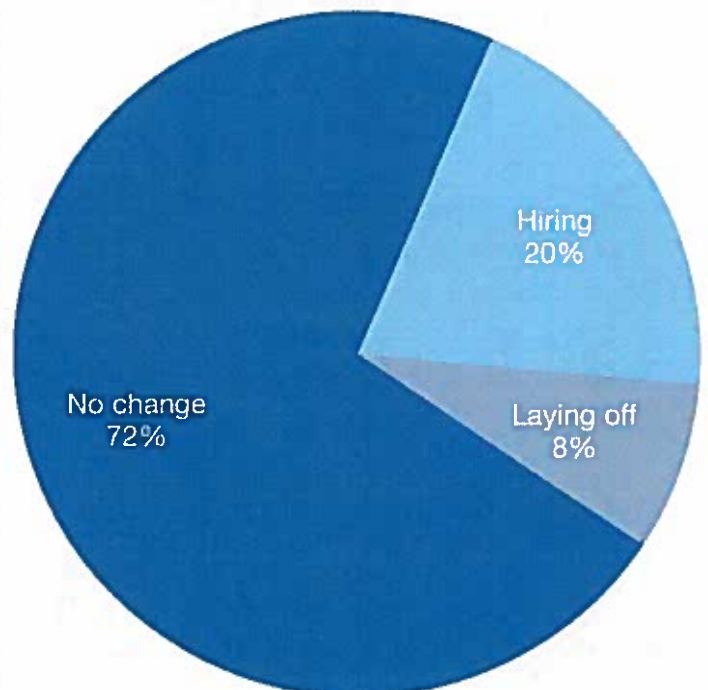
"Looking for social media, computer, and video skills"

"Looking for people skills, work ethics, and loyalty"

"Construction experience is an asset. Should have a desire to work, we can teach our skills"

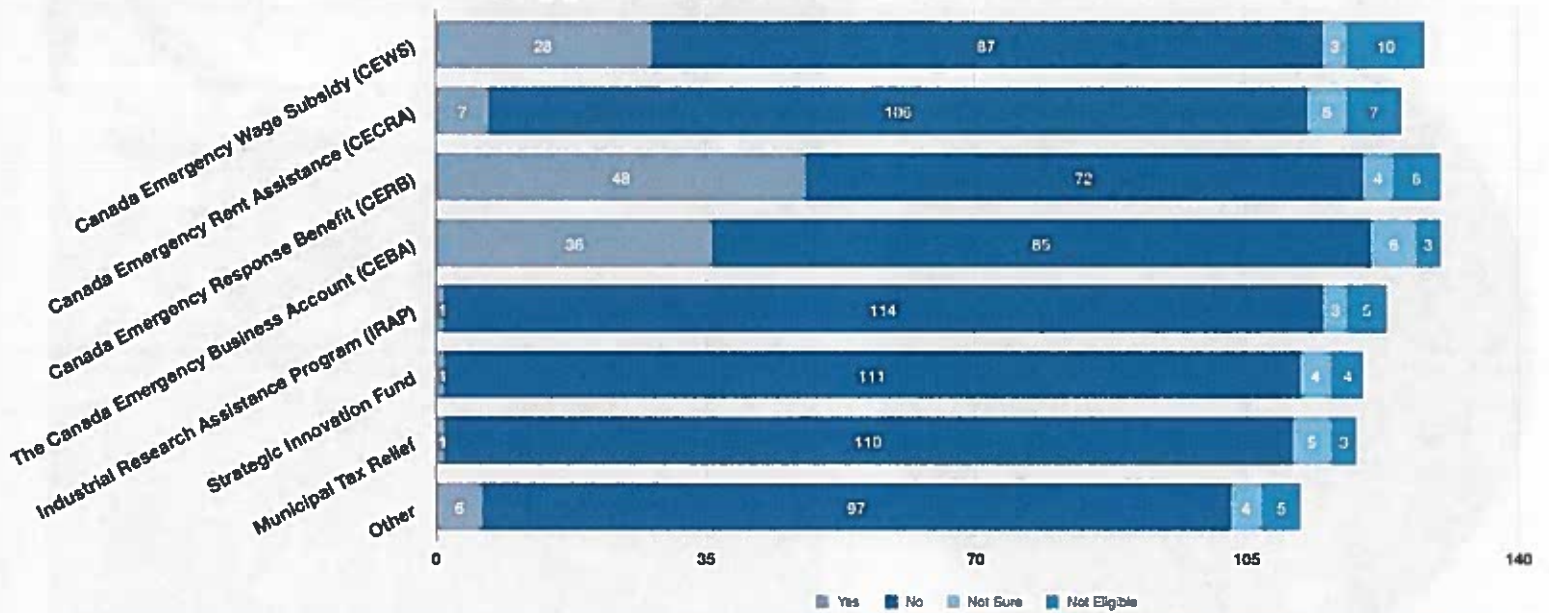


Hiring/Laying off Staff within Next 3 Months

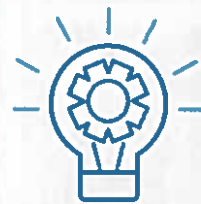
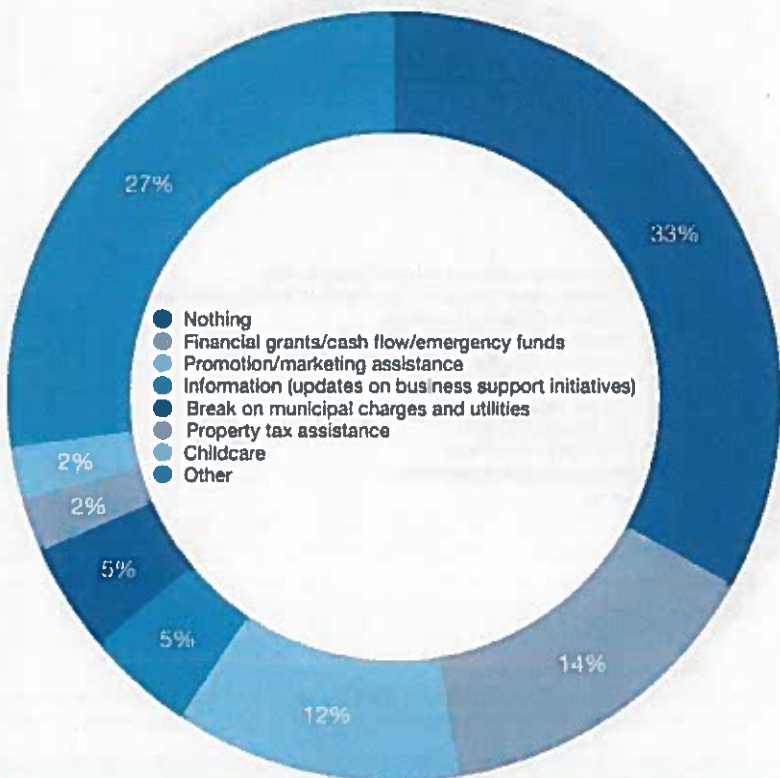


Business Supports

Business Supports Provided by the Government



Business Supports Required Currently



69% of business owners in the County say they do not want more information available on business resources

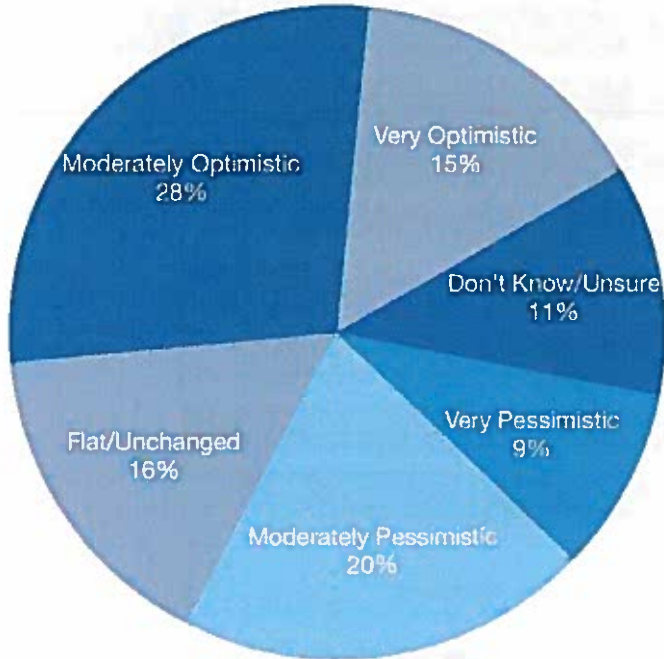
"Looking for more information on marketing and improving consumer confidence especially in our industry that is so high touch. There are a lot of concerns about using facilities and being safe"

"Looking for information on new grant programs to help businesses"

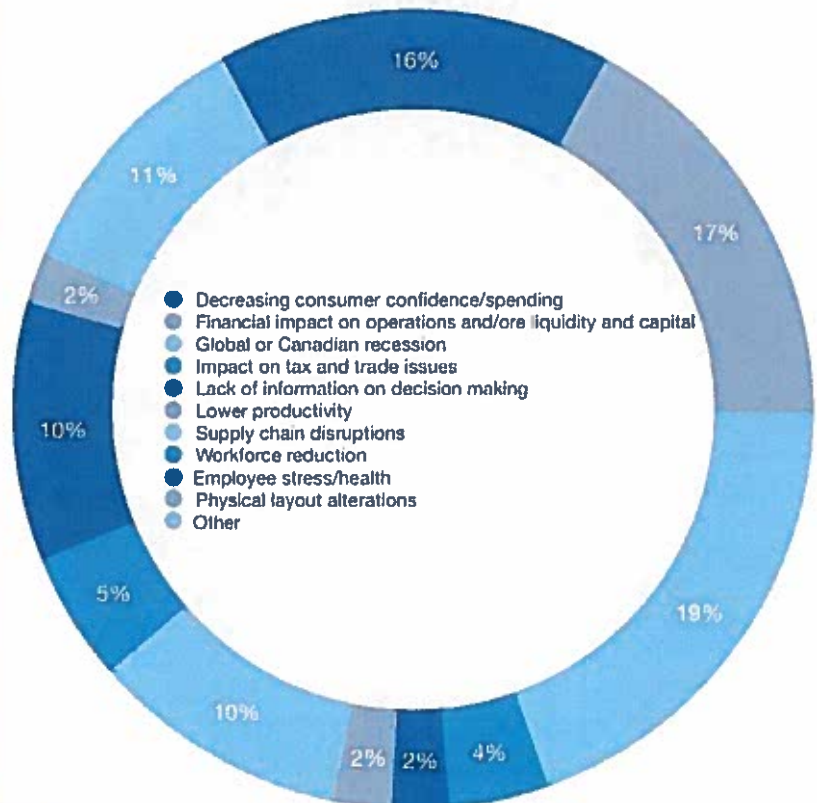
"Looking for information available for small businesses"

Business During COVID-19

Company's Outlook for 2021

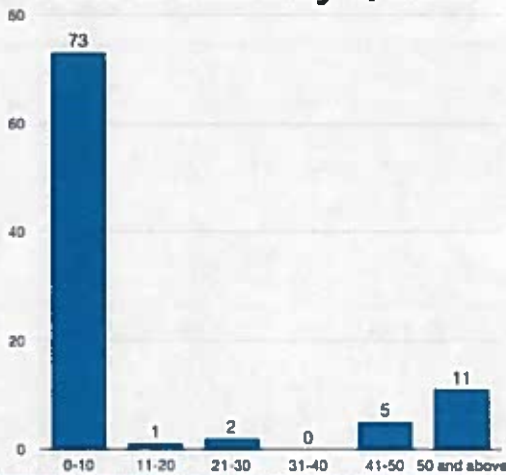


Concerns for the Future

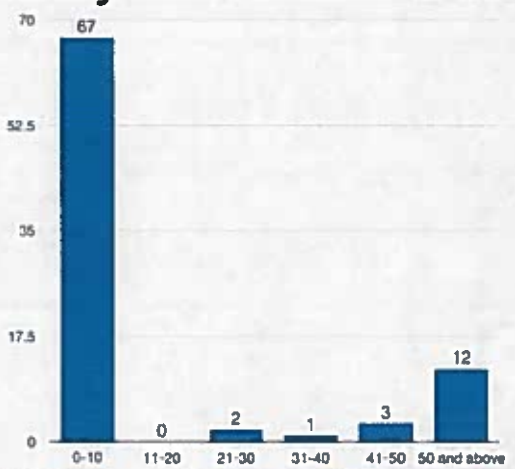


Shifting Business During COVID-19

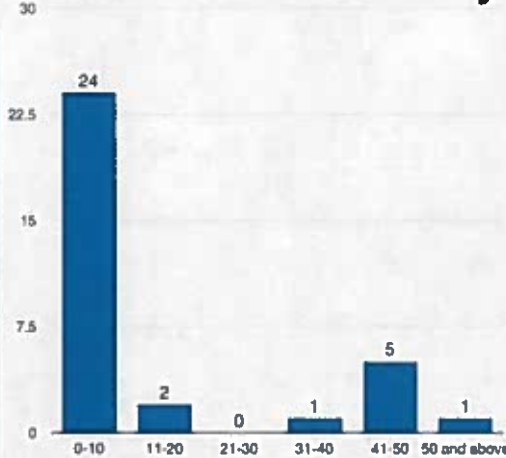
% of Workforce Working Remotely Prior to February 1, 2020



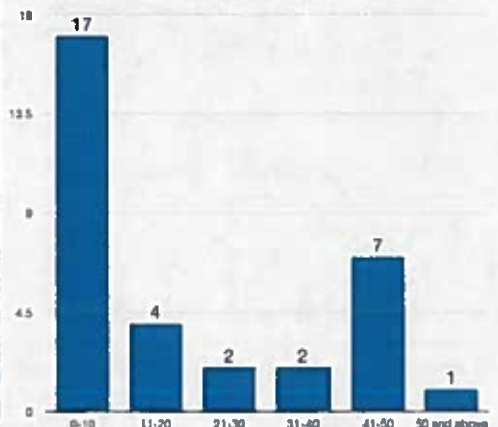
% of Workforce Expected to Work Remotely Once Pandemic is Over



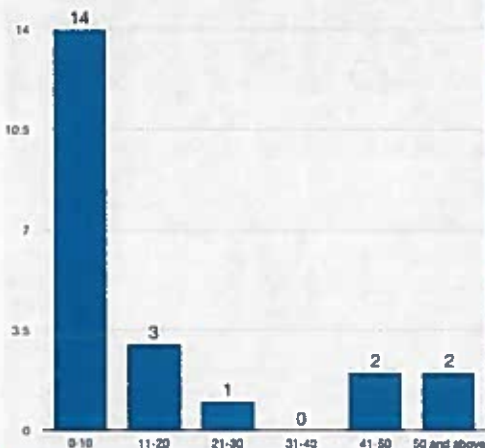
% of Business Gross Revenue Generated Online Prior to February 1, 2020



% of Business Gross Revenue Expected Through Online Sales Once Pandemic is Over



% of Business Gross Revenue Generated Online on June 30, 2020



Economic Opportunity Through COVID-19

Digital Markets



Opportunity to sell digitally as people move to spending money on line



Local Markets

Buyers are conscious of spending money locally and purchasing local products.



Local Tourism

Encourage Dufferin residents to explore their own community

Demand for Rural



People are more interested in living and visiting rural now more than ever before

New Product Lines



How people spend their time is changing, thus people are interested in purchasing different items than they traditionally have in the past.



Green Technology

Entrepreneurship and employment opportunities are on the rise as more businesses and resident invest in green technology



Innovation



Businesses have been forced to be innovative in the way they do business and many are better off because of it. They were forced to take a break from the hustle which allowed them to re-evaluate their operations

Challenges in the face of COVID-19

Internet

Businesses are becoming more and more reliant on internet, increasing the need for fast, reliable, affordable internet.



Re-Skilling

As businesses pivot, new skills are required to respond to the changes.



Supply Chain

Challenges procuring products and materials of all kinds.

Need for Change

Changes in business operations constantly need to be made.

Customer Anxiety

People are not comfortable participating in the same activities they once were.



Workforce

Challenges getting employees back to work and filling vacancies.



How do we move forward?

Workforce Issues

Require assistance in finding skilled labour.

Marketing and Advertizing

Assist businesses in marketing themselves and the community.
Provide advertising opportunities for local businesses.

Shop Local and Consumer Confidence

Promote shopping local and tips to help customers shop locally safely.

Abattoirs and Meat Processing

Attract abattoirs and meat processing facilities.

Internet

Invest in and advocate for high-speed, affordable, reliable internet.

Continue Providing Existing Programming

Continue hosting roundtable conversations and providing assistance to business owners.

As a Business Owner I Feel...



"Nervous we will have to shut down again"

"The need to adapt to any situation"



"We need to be reasonable with the language on how the media presents information and keep people calm as we move forward"

"We need to always be hopeful and find the gifts from the disaster - focus on the good that came out and the lessons learned for the future"



"Uncertain, stressed, worried. Only 3-4 of us work here, if one of us gets sick, we're shut down. This is my livelihood, and it would be gone"



"Positive. We should not worry about everything because we are not in control. We learn to deal with things one at a time and resolve problems as we go along"

"Struggling. Had to pivot more than once due operational objectives"



"Uncertain. Hopeful but uncertain what's going to happen"

"Great because real estate keeps going up as more population grows. But many friends and relatives not doing well at this time as no one wants to leave the house and online is becoming really competitive"



Dufferin County Business Retention & Expansion Report

COVID-19



Ministry of the Solicitor General

Ministère du Solliciteur général



Public Safety Division

Division de la sécurité publique

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3

Telephone: (416) 314-3377
Facsimile: (416) 314-4037

Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037

October 15, 2020

MEMORANDUM TO: Municipal CAOs

SUBJECT: Court Security and Prisoner Transportation Program Review

The Ministry of the Solicitor General (ministry) is committed to keeping communities across Ontario safe, supported and protected.

As you may recall, in August 2020, the ministry communicated to stakeholders and municipalities that a Request for Services would be issued to retain an external vendor to review programs that support the delivery of court security and inmate transportation across the province, including the Court Security and Prisoner Transportation (CSPT) Transfer Payment (TP) Program. Under the CSPT TP Program, the ministry allocates funding to municipalities to offset costs associated with both court security and prisoner transportation services to and from courts.

The ministry has now retained an independent consultant, Goss Gilroy Inc. (GGI), with expertise in public safety and security to conduct the review, following a competitive procurement process.

In the upcoming weeks, Goss Gilroy Inc. will engage ministry stakeholders – including municipalities, police services and other justice sector partners – to help assess and identify improvements to the court security and inmate transportation process and the design of the CSPT TP Program.

The review will explore best practices and ways to improve the delivery of services, streamline processes and maximize effectiveness to ensure the continued safety of Ontarians. This continuous improvement effort is part of the government's ongoing work to build a more responsive and resilient justice system.

.../2

WFO # 2
NOV 05 2020

Page 2

Throughout this process, the safety of Ontarians and frontline staff will remain the ministry's top priority.

Be well and stay safe,

A handwritten signature in black ink, appearing to read "R. Stubbings". The signature is written in a cursive, slightly slanted style.

Richard Stubbings
Assistant Deputy Minister
Public Safety Division



October 16, 2020

Via: Email

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

Dear Wendy:

Re: **Drainage Superintendent Services**
File No.: **D-ME-SUP**
Project No.: **MSO019743.2020**

As we are into the last quarter of the business year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from July 1, 2020 through September 24, 2020.

July 2020

- Discussions with Dufferin County representative regarding proposed cleanout at the upstream end of the McNabb Drain to aid in the replacement of the existing road culvert.
- Prepared and forwarded letter to CAO/Clerk regarding maintenance work on the Curphy Drainage Works, Doyle Drainage Works and the Henderson Drainage Works including updated plans showing the extent of the recommended work.

August 2020

- Received and reviewed resolutions from Council regarding maintenance work on the Curphy Drainage Works, Doyle Drainage Works and Henderson Drainage Works.
- Prepared and forwarded notification form for the maintenance/repair of the Doyle Drainage Works to the Grand River Conservation Authority (GRCA). No Department of Fisheries and Oceans (DFO) circulation required.
- Prepared and forwarded notification form for the maintenance/repair of the Henderson Drainage Works to the GRCA and DFO. Received and reviewed DFO Authorization.

September 2020

- Prepared and circulated notices to the affected owners on the Curphy Drainage Work and Henderson Drainage Works regarding the maintenance work to be undertaken. Telephone discussions with several owners regarding the work, cost distribution etc.
- Site meeting with Ministry of Transportation (MTO) representatives regarding the Curphy Drainage Works cleanout on the east side of Highway No. 10.

- Site meeting with County of Dufferin representative regarding the Curphy Drainage Works cleanout on the north side of Dufferin County Road No. 17.
- Discussion with Leo Blydorp and Township staff regarding beaver dam on the Gray Drain in Lot 17, Con 6, S.W. Follow up discussions regarding owners' signature (K. Holmes) required for the County Trapping program.

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, the application will be completed for you at year's end.

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

Yours truly,

R.J. Burnside & Associates Limited

Drainage Superintendent



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

Enclosure(s) Invoice No. MSO019743.2020-3

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.

019743.2020.WAtkinson Drainage Sup Services Q3 101320.docx
13/10/2020 9:25 AM



BURNSIDE

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

October 13, 2020
 Invoice No: MSO019743.2020 - 3

Project MSO019743.2020 RJB File D-ME-SUP-2020
Professional Services through September 24, 2020

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	54.50		
Vander Veen, Sidney	10.00		
Tech I			
Bergsma, Gavin	4.30		
Tech IV			
Pridham, Kelly	5.10		
Uderstadt, Gerd	3.00		
Project Support III			
Linton, Kelly	10.40		
Totals	87.30		
Total Labour			14,176.20
Travel - Mileage		190.94	
Misc Reimbursable Expense		95.08	
Total Reimbursables		286.02	286.02
HST #885871228	13.00 % of 14,462.22	1,880.09	
Total Tax		1,880.09	1,880.09
Total Amount Due in CDN Funds			<u><u>\$16,342.31</u></u>

Billings to Date

	Current	Previously	Billed to Date
Labor	14,176.20	11,737.60	25,913.80
Expense	286.02	349.52	635.54
Tax	1,880.09	1,571.32	3,451.41
Totals	16,342.31	13,658.44	30,000.75

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

[Handwritten signature]

Project Manager: Thomas Pridham

Client Number: 1008

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

To pay via e-Transfer please use etransfers@rjburnside.com as payee.



CLEARVIEW

INTERIM CONTROL BY-LAW NOTICE OF PASSING

OCT 19 2020

The Decision:

The Township of Clearview Council has passed an Interim Control By-law. The By-law has been considered under the requirements of the *Planning Act RSO 1990 c.P.13* and applicable regulations. The purpose of this notice is to make you aware of Council's decision on the matter.

Date of Passing: Monday October 05, 2020

By-law No.: 20-64

The Purpose and Effect:

The Council of The Corporation of the Township of Clearview passed Interim Control By-law 20-64 to prohibit the establishment of Cannabis Operations within the Township of Clearview under subsection 38(1) of the Planning Act, R.S.O. 1990, as amended.

Take notice that By-law 20-64 will be in effect until 11:59 p.m. local time on the 4th day of October 2021, unless otherwise extended in accordance with subsection 38(1) of the Planning Act or repealed by the Council of The Corporation of the Township of Clearview at an earlier date. The Council of the Corporation of the Township of Clearview has authority to extend the period during which the By-law will be in effect to a total period not exceeding two years from the date of passing of the By-law 20-64.

A key map has not been provided with this notice as the Interim Control By-law affects all lands within the Township of Clearview.

Purpose: An Interim Control By-law (20-64) was passed to allow staff to undertake a study in respect of land use planning policies relating to Cannabis Operations within the municipality with respect to Zoning By-law 2006-54, being the Comprehensive Zoning By-law for the Township of Clearview.

Cannabis Operation means lands, buildings or structures used for growing, producing, processing, harvesting, treating, testing, destroying, storing, packaging and/or shipping of Cannabis or dried Cannabis as defined by the Cannabis Act, 2018, S.C. 2018, c. 16, as amended. A Cannabis Operation does not include the growth, production or processing of up to four (4) or fewer plants on a lot for personal use.

Effect: The Interim Control By-law restricts the use of land, buildings, or structures for a Cannabis Operation, or any purpose related to such use, except where such land, building or structure was lawfully used for such purpose on the day of passing of the by-law, so long as it continues to be used for that purpose.

Page 1 of 2

INFO # 4
NOV 05 2020



CLEARVIEW

INTERIM CONTROL BY-LAW NOTICE OF PASSING

For More Information:

There are several ways to find more information about this Interim Control By-law.

Visit our website:

www.clearview.ca

Contact the Planner assigned to this file:

Mara Burton, Director Community Services

mburton@clearview.ca

705-428-6230 ext. 264

Visit or write to the Community Services Department at the Township of Clearview Administration Centre:

Box 200, 217 Gideon St., Stayner ON L0M 1S0

Monday to Friday 8:30 AM to 4:30 PM

If you have specific accessibility needs and would like another format or other accommodations the Township of Clearview will work to meet your needs. Please contact Human Resources at 705-428-6230 ext. 255.

Notice dated: 15 October 2020

BY-LAW NUMBER 20-64

OF

THE CORPORATION OF THE TOWNSHIP OF CLEARVIEW

An Interim Control By-law to prohibit the use of land, buildings and structures for a Cannabis Operation, pursuant to Section 38 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, on any and all lands located within the Township of Clearview.

WHEREAS, pursuant to Section 38(1) of the *Planning Act*, R.S.O., 1990, c.P.13, as amended, where the Council of a local municipality has, by by-law or resolution, directed that a review or study be undertaken in respect of land use planning policies in the municipality or in any defined area or areas thereof, the Council of the municipality may pass a by-law to be in effect for a period of time specified in the by-law, which period shall not exceed one year from the date of the passing thereof, prohibiting the use of land, buildings or structures within the municipality or within the defined area or areas thereof for, or except for, such purposes as are set out in the by-law;

AND WHEREAS Council has by resolution on October 5th, 2020, directed that a study be undertaken in respect of land use planning policies relating to cannabis production and processing facilities, as more particularly defined here, within the municipality with respect to Zoning By-law 2006-54, being the Comprehensive Zoning By-law for the Township of Clearview;

AND WHEREAS Council has determined that it is in the public interest to prohibit the use of specific lands within the Township for a cannabis operation, as more particularly defined herein, so as to allow the Township to review and, if considered appropriate, implement the findings of the review and study referred to herein;

AND WHEREAS Council has directed that an Interim Control By-law applying to the said lands be enacted, in accordance with the provisions of section 38(1) of the *Planning Act*, R.S.O., 1990, c. P.13, as amended.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CLEARVIEW HEREBY ENACTS AS FOLLOWS:

1. For the purposes of this By-law, Cannabis Operation is defined as follows:

"Cannabis Operation" means lands, buildings or structures used for growing, producing, processing, harvesting, treating, testing, destroying, storing, packaging and/or shipping of Cannabis or dried

Cannabis as defined by the Cannabis Act, 2018, S.C. 2018, c. 16, as amended. A Cannabis Operation does not include the growth, production or processing of up to four (4) or fewer cannabis plants on a lot for personal use.

2. Notwithstanding the permitted uses and regulations of Zoning By-law 2006-54 being the Comprehensive Zoning By-law for the Township of Clearview, as amended, no person shall within the Township of Clearview:
 - a) Use any lands, buildings or structures for a Cannabis Operation, or any purpose related to such use, except where such land, building or structure was lawfully used for such purpose on the day of passing of the by-law, so long as it continues to be used for that purpose;
3. If any provision or requirement of this By-law, or the application thereof to any land, shall to any extent be held to be invalid or unenforceable, the remainder of this By-law, or the application of such provision or requirement to all lands other than those to which it is held to be invalid or unenforceable, shall not be affected thereby, and each provision and requirement of this By-law shall be separately valid and enforceable to the fullest extent permitted by law.
4. This By-law shall come into force and take effect immediately upon its passing by Council and shall be in effect until 11:59 p.m. local time on October 4, 2021, unless otherwise extended in accordance with the provisions of the *Planning Act*, R.S.O, 1990 c.P.13, as amended.

By-law Number 20-64 read a first, second and third time and finally passed this 5th day of October, 2020.



MAYOR



DIRECTOR OF LEGISLATIVE SERVICES/CLERK

Denise Holmes

From: Elaine Philp <philpe@greyhighlands.ca>
Sent: Wednesday, October 21, 2020 9:59 AM
To: Planning Department
Subject: Z25.2020: Greymar Mfg, Notice of Passing

Please find the above described Notice of Passing.

<https://greyhighlands.civicweb.net/filepro/documents/226270>

Elaine Philp
Municipal Services Assistant, Planning
Municipality of Grey Highlands
philpe@greyhighlands.ca | 519-986-1216 x111

Please know that I am available Tuesday, Wednesday and Friday of each week. Our offices remain closed at the present time, however, we are open to serve you remotely.

In accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Corporation of the Municipality of Grey Highlands wishes to inform the public that all information, including opinions, presentations, reports and documentation received by this office MAY be posted on the Municipality's website, included on a public agenda and/or made available to the public upon request.

If you have received this communication in error, please notify the sender immediately by return e-mail and permanently delete the copy you have received so we may ensure the integrity of the principles of MFIPPA are maintained

 Please consider the environment before printing this email or its attachments.



NOTICE OF PASSING

Zoning By-law 2020-089

The Municipality of Grey Highlands Council passed **By-law 2020-089** on the 7th day of October 2020 under Section 34 of the Planning Act R.S.O. 1990, as amended.

This by-law applies to the following lands:

Legal description: LT 21 CON 3 SDR OSPREY EXCEPT PT 18 TO 24 17R1072, PT 1 PLAN 17R2327, PARTS 1 AND 2 PLAN 16R11347; S/T GS72938; MUNICIPALITY OF GREY HIGHLANDS

Civic Address: 453053 Grey Road 2

Grey County Official Plan designation: Hazard, Rural and Provincially Significant Wetlands

The purpose and effect of the Zoning By-law

Amendment: To amend the Municipality's Zoning By-law 2004-50 to permit a small-scale rural commercial shop for metalworks.

The effect of this By-law is to amend schedule 'A-9' from Rural (RU) and Wetland (W) to Rural (RU), Wetland (W), and Rural Commercial (C4).

Why did I receive this notice? The Council of the Municipality of Grey Highlands has adopted this By-law and is now circulating it in accordance with Provincial Regulations.

The by-law and key map are attached.

Michael Benner, Director of Building and Planning
Municipality of Grey Highlands
206 Toronto St. South, Unit 1
PO Box 409
Markdale, ON N0C 1H0
Phone: 519-986-1216 x193
Fax: 519-986-3643
Email: planning@greyhighlands.ca

Your rights to appeal a decision:

The Zoning By-law may be appealed to the Local Planning Appeal Tribunal (LPAT) by filing with the Clerk of the Corporation of the Municipality of Grey Highlands, not later than the date noted below, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee prescribed under the Local Planning Appeal Tribunal Act, as amended. A copy of the appeal form is available on the [LPAT Website](#).

Only individuals, corporations and public bodies may appeal a Zoning By-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

The last day for appealing this decision:
November 10, 2020

A Note about information you may submit to the Municipality:

Individuals who submit letters and other information to Council should be aware that any personal information contained within their communications may become part of the public record and may be made available through the Council agenda process.

This document can be made available in other accessible formats as soon as practicable upon request.

Questions? Want more information? Ask the Planning Department.

Visit: By appointment only

Phone: 519-986-1216 x193 **Email:** planning@greyhighlands.ca **Website:** www.greyhighlands.ca

The Corporation of the Municipality of Grey Highlands

By-law No. 2020-089

Being a By-law to amend the Municipality of Grey Highlands Comprehensive Zoning By-law No. 2004-50 related to application Z25.2020 - Greymar Mfg. Inc.

Whereas, the Council of the Corporation of the Municipality of Grey Highlands deems it in the public interest to pass a By-law to amend By-law No. 2004-50; and

Whereas, pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law No. 2004-50 is hereby amended by affecting the lands described as Part Lot 21 Concession 3 SDR(Osprey) also known as 453053 Grey Road 2 Grey Highlands; and
2. That the zone symbol on schedule 'A-9' be hereby amended from Rural (RU) and Wetland (W) to Rural (RU), Wetland (W) and Commercial (C4) to permit a small scale metal works shop on the subject property; and
3. That the small scale Metal Works shop will have a 250 sq. m. shop and 750 sq. m. storage area.
4. That Schedule "A" and all other notations thereon are hereby declared to form part of this By-law.
5. That this By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990, as amended.

Read a first, second and third time, and finally passed on October 07 2020.

The Corporation of the
Municipality of Grey Highlands

Original Signed By

Paul McQueen, Mayor

Original Signed By

Raylene Martell, Municipal Clerk

Status: Passed

SCHEDULE "A"
BY-LAW No. 2020-089

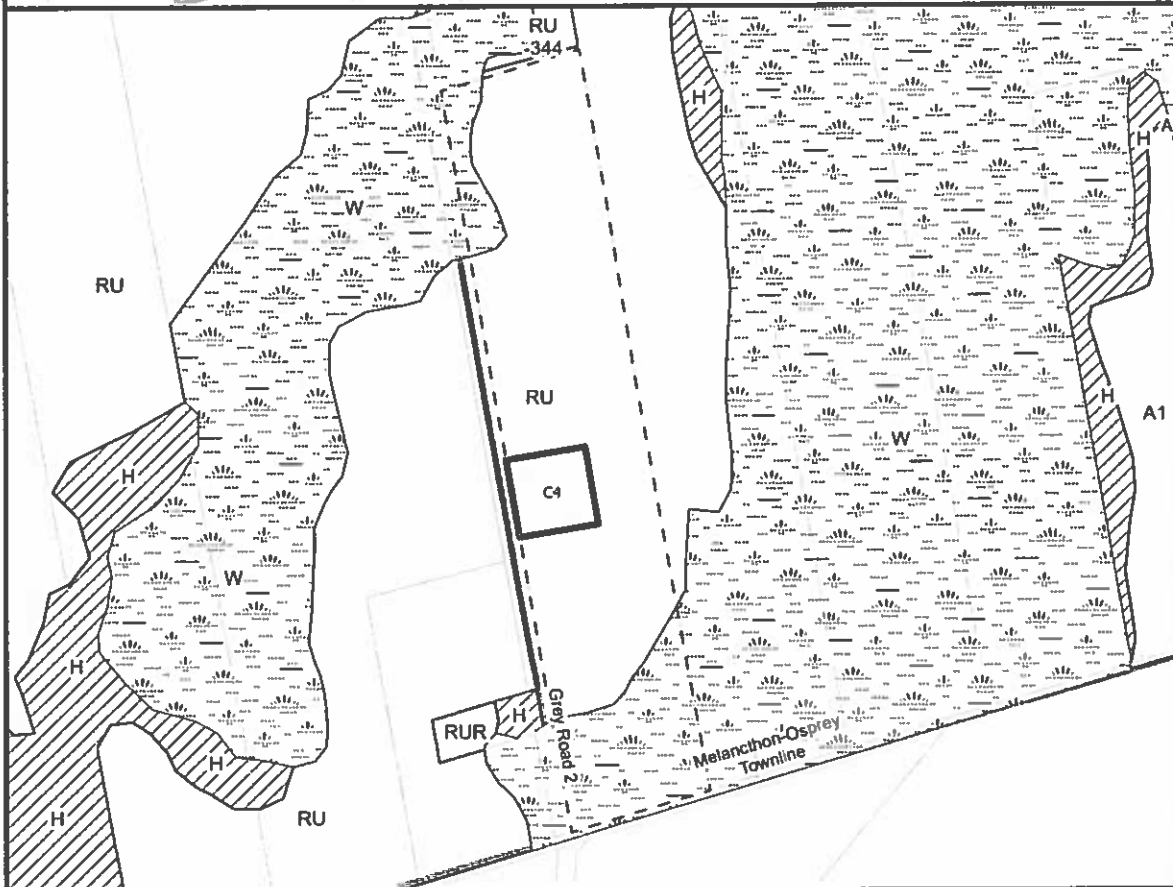
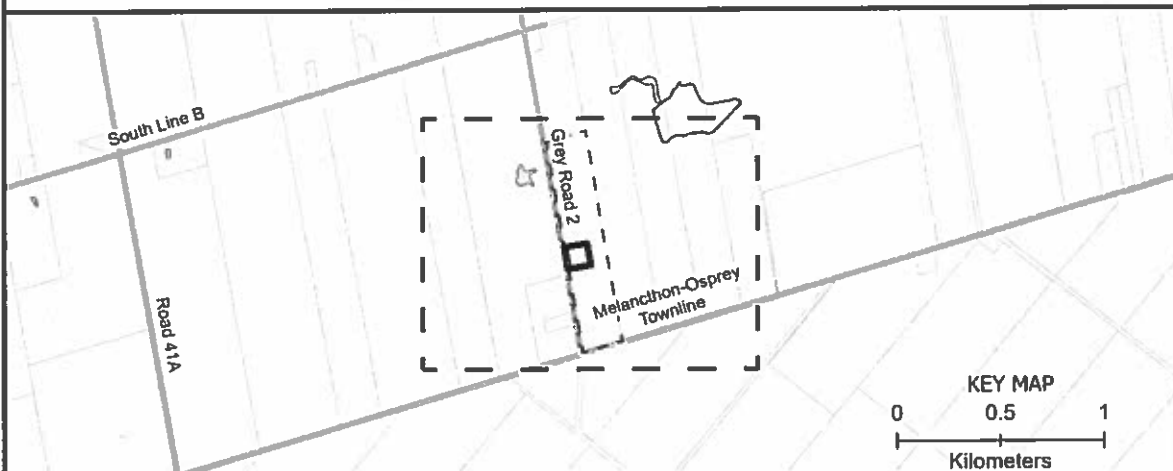
AMENDING BY-LAW No. 2004-50

MUNICIPALITY OF GREY HIGHLANDS
 (GEOGRAPHIC TOWNSHIP OF OSPREY)

DATE PASSED: October 7, 2020

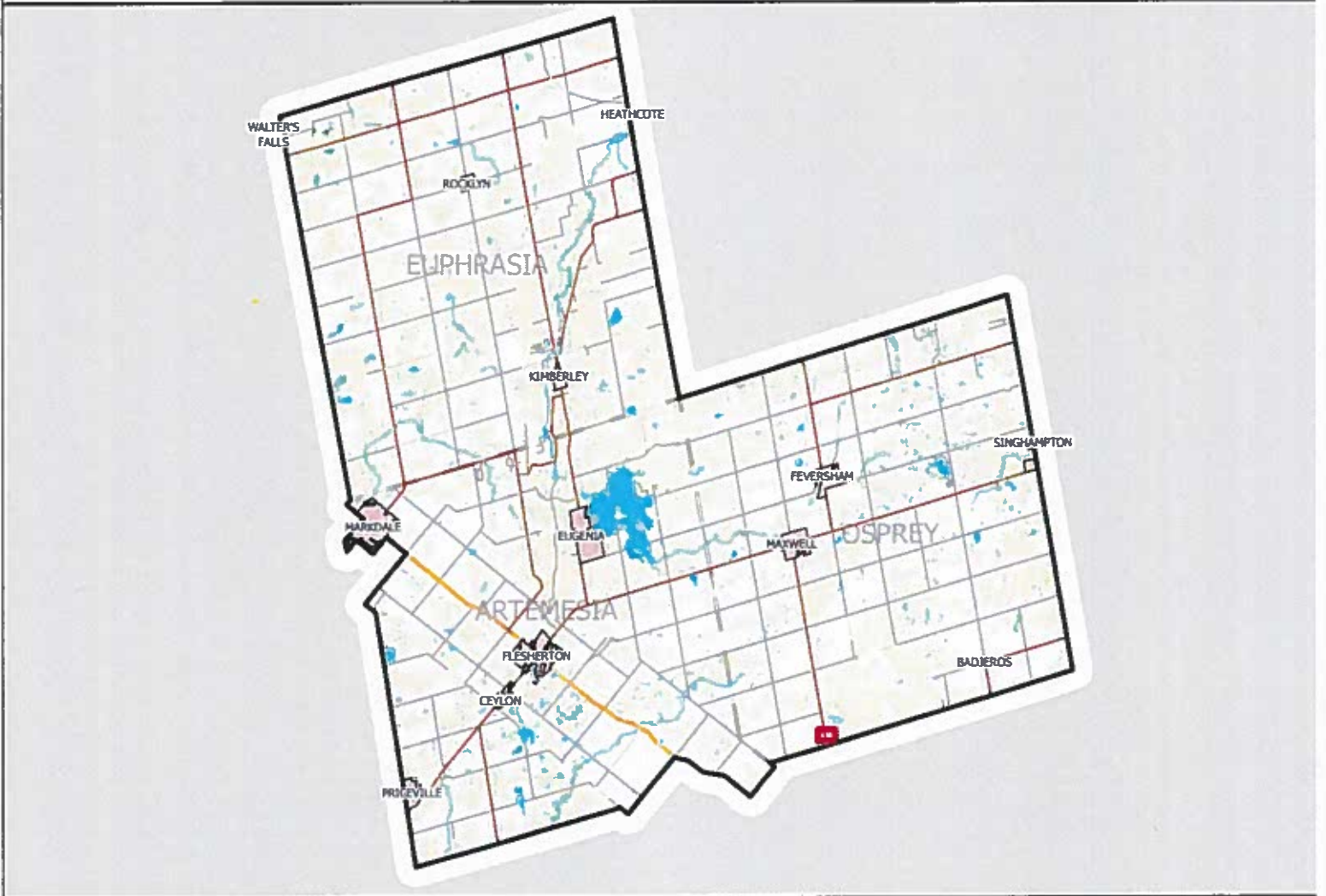
SIGNED: _____
 PAUL McQUEEN, MAYOR

 RAYLENE MARTELL, CLERK





- | | |
|-----------------------------|-----------------------|
| Area Subject to Zone Change | Zoning |
| Subject Lands | A1 Agriculture |
| Parcels | H Hazard |
| | OS Open Space |
| | RU Rural |
| | RUR Rural Residential |
| | W Wetland |

Location: Z25.2020



Subject Lands



- | | |
|---|---|
|  Area to be Re-zoned |  RU Rural |
|  H Hazard |  W Wetland |

Zoning

March 18, 2020

To: The Planning Department of Grey Highlands

This application is being submitted to rezone a portion of the property located at, 453053 Grey Road 2 in the former Osprey Township, Lot 21 Concession 3 SDR.

We are applying to Re-Zone a portion of the farm for a small-scale C4 shop. The shop would be used for Metal Fabricating and welding.

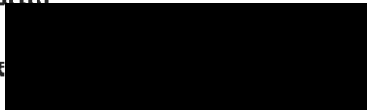
This small scale shop should not have a negative impact on this farm or surrounding farms to carry on with normal farming practice, as it is small scale and will be situated in the building envelope of the rest of the farm buildings.

Truck traffic bringing product in & picking up finished product, is not expected to be more than 2 or 3 trucks round trip daily on average.

Hours of operation could vary some what according to the demand, but is expected to be from 7:00 am to 7:00 pm Monday to Friday and 7:00 to 12:00 noon Saturdays with limited overtime. The shop will not be running on most of the statutory holidays and Sundays.

Noah Martin

Signature



Date

MARCH 20/2020



AMENDMENT TO ZONING BY-LAW
DEVELOPMENT APPLICATION FORM

Municipality of Grey Highlands

206 Toronto Street South, Suite 1
Box 409 Markdale, Ontario, N0C 1H0
Phone (519) 986-2811, Fax (519) 986-3643

APPLICATION RECEIVED (date) May 27, 2020 TIME: 12pm FILE NO: Z 25 /20 20

Application Type & Fees Required:

- 1. Application for Major Amendment to Zoning By-law, \$3,200.00
2. Application for Minor Amendment to Zoning By-law, \$ 900
3. Septic Review \$150.00
4. Conservation Authority Fees

1. WHAT IS THE PURPOSE OF THE APPLICATION?

This application is to re-zone a portion of the property to allow for a small scale metal workshop

2. REGISTERED OWNER: Noah Martin (Greymar Mfg Inc.)

Full Mailing Address: 1775 Listowel Road RR # 4 Elmira, Ont. N3B 2Z3

Telephone Number: Fax/ E-mail:

3. APPLICANT:

(if different from owner)

Full Mailing Address:

Telephone Number: Fax/ E-mail:

4. AGENT/SOLICITOR: Israel Bowman

Full mailing Address: 2893 Moser Young Road RR # 1 St Clements, Ont N0B 2M0

Telephone Number: Fax / E-mail:

5. COMMUNICATIONS should be sent to (one only): Owner Applicant Agent

6. PROVIDE A DESCRIPTION OF THE PROPERTY:

Municipal Address 453053 Grey Road 2 Roll Number 420814000101300

Concession 3 SDR Lot 21

Part Reference Plan No. Registered Plan No.

Area: 20.6 hectares Depth: 198 metres Frontage (width) 1048 metres

NOTE: A sketch illustrating the proposal must be submitted with the application (Please see Page 5 for details)

7. DESCRIPTION OF SUBJECT LAND:

- a) Existing use of the subject Land: Agricultural Residential _____
Commercial _____ Industrial _____
Other (explain) _____
- b) Previous use of property? Same
- c) Uses of abutting properties: North Agriculture & Residential Lot East Agriculture & Wetlands
South Wood Lots & Residence West Agriculture & Residential Lot

Note: Please complete the form found under Schedule B for each abutting property that contains an agricultural use, utilizing a separate form for each agricultural property. This information must be completed for each use in order to calculate the Minimum Distance Separation Formulae (MDS). Kindly reference each agricultural use with a number for clarification purposes (i.e. If multiple agricultural uses exist in proximity of the subject lands, please denote each property numerically as per the sample sketch found on Schedule B-1 of the Application Form).

- d) Dimensions of all buildings / structures on subject land:
House 78 sq/m Detached Garage _____ Shed/Workshop 120 sq/m (old Shed)
Barn(s) (Old Barn)366 sq/m Other _____
- e) Is the property presently subject to any of the following:
Easement _____ Restrictive Covenants _____ Right of Way _____ Other _____
Describe: _____
- f) Is the property located within the Niagara Escarpment? No
If Yes, provide a copy of the Development Permit or the Letter of Exemption received from the Niagara Escarpment Office with your application: _____

8. CURRENT PLANNING STATUS:

- i) Current Official Plan Designation Agriculture Proposed Official Plan Designation Same
- ii) Current Zoning RU, H and W Proposed Zoning C4
- iii) Are any other development applications currently in process for this property? No
If yes, please indicate type and status _____

9. NAME & WIDTH OF ABUTTING ROADS, HIGHWAYS, OR OTHER PUBLIC RIGHT-OF-WAYS:

Grey Road 2 - 25 meters (Melancthon- Osprey Townline Right of Way)

10. WATER SUPPLY:

Municipal system _____ Communal System _____ Individual Drilled Well Individual Dug Well _____
System Details (i.e. date installed, size, type, location) Shown on sketch

11. SEWAGE DISPOSAL:

Municipal system _____ Communal System _____ Individual Septic Tank
System Details (i.e. date installed, size, type, location) Proposed septic system shown on sketch

12. FEATURES OF THE PROPERTY AND SURROUNDING AREA:

The following features are matters of provincial interest and/or relate to the Provincial Policy Statement. Please indicate if they are on the subject property or within 500 metres. (Both Columns must be completed)

USE OR FEATURE	ON THE SUBJECT LANDS YES / NO	Within 500 metres of Subject Land, (indicate approximate distance) YES / NO
An agricultural operation, including livestock facility, stockyard or crop farm	Yes	No
A wetland on or within 120 metres of the subject lands	Yes	Yes
Flood Plain: Regulatory floodline	Yes	Yes
Plant & Wildlife habitat (Significant)	Yes (ANSI)	Yes
Unstable Lands (i.e. Karst topography)	No	No
Waterbodies (lake, creek, stream, pond, river, etc. and fisheries)	Yes	Yes
Woodlands	Yes	Yes
Cultural Heritage Resources (i.e. archaeological sites or heritage buildings)	No	No
A landfill	No	No
A sewage treatment plant or waste stabilization plant	No	No
A rehabilitated mine, active mine site, or non-operating mine site (within 1 km)	No	No
An industrial or commercial use, and specify the use(s)	Proposed C4	No
An active railway line	No	No
A municipal, federal or private airport	No	No
Crown lands	No	No
Quarry (open or closed) or Aggregate deposits	No	No
Other regional issues: i.e. Niagara Escarpment	No	No

13. PLEASE IDENTIFY THE AGENCIES AND/OR PERSONS YOU HAVE CONTACTED ABOUT THIS APPLICATION.

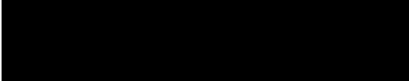
14. IS THERE ANY OTHER INFORMATION ABOUT THIS PROPERTY OF WHICH WE SHOULD BE AWARE

15. AUTHORIZATION:

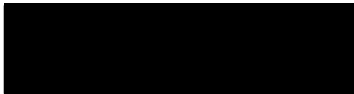
NOTE: The registered property owner(s) must authorize the applicant / agent to make this application on their behalf prior to the application being processed.

I Noah Martin (please print) am the registered owner of the lands subject to this application, and I authorize Israel Bowman to make this application on my behalf.

Dated: MARCH 20 / 2020

Signed: 

16. The applicant acknowledges that, depending upon the nature of the application and the decision of Committee of Adjustment and/or Council, the applicant may be required to obtain further approvals, including other approvals under the Planning Act and/or to enter into agreements authorized under that Act. The applicant agrees to reimburse the Municipality for any costs incurred by the Municipality which relate to the preparation of such agreements and the review of associated documents (e.g. plans, storm water management reports etc.) by its solicitor, engineer or other applicable outside consultants. The applicant agrees to provide a deposit of \$2,000.00, upon request, to be applied towards such costs and to pay such additional amounts as invoiced by the Municipality upon the depletion of such deposit. The Municipality shall return any unused portion of the deposit, if any, upon approval and the fulfillment of all obligations outlined in the Agreement.



SIGNATURE OF APPLICANT(S)

17. **AFFIDAVIT OR SWORN DECLARATION**

NOTE: This page is to be filled out under witness at the Municipal Office or by Applicants Solicitor.

By swearing this affidavit or declaration I hereby

- Grant access to the property by Municipal Staff and Council or Committee members for the purpose of site visits related to this application;
- Acknowledge that all documents which have been submitted as part of this application are considered public documents and that such documents may be made available for viewing by the Public as part of the Planning Application process on the Municipality's Website or as a Counter Copy for viewing purposes;
- And declare that I / we have provided a copy of the deed for the subject parcel

I/We Israel Bowman (Applicant) of
the Township of Wellesley (City/Township)

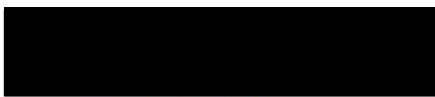
in the County / District / Regional Municipality of Waterloo

make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of this application is true.

Sworn (or declared) before me at the TOWNSHIP of WOOLWICH
in the REGION of WATERLOO this 27 day of MAY 2020



SIGNATURE - Commissioner of Oaths



SIGNATURE OF APPLICANT(S)

Michel Houle

NAME IN PRINT

Israel Bowman

APPLICANT(S) - NAME IN PRINT

Please Note: Applications will not be received by the Municipality unless the following is provided.

- Application form, fully completed including appropriate fees
- Copy of Deed
- Owners signature and/or signed authorization
- A sketch or plans illustrating the proposal

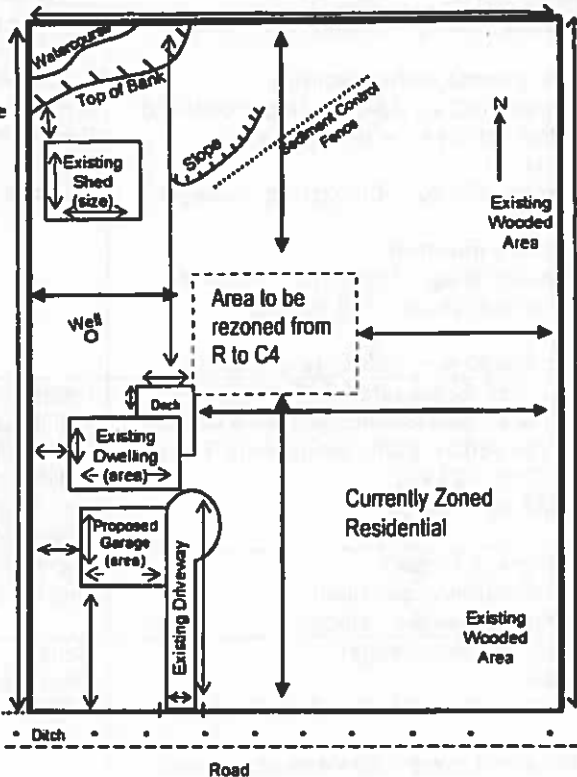
SCHEDULE A
SKETCH REQUIREMENTS FOR ZONING APPLICATION

Example Sketch

Your sketch must show the following information:

NOTE: Each arrow needs to be accompanied by a distance!

- Legal description of property and roll number
- North Arrow (North should be to the top of the page)
- Lot frontage & depth measurements, and total size
- Proposed location, dimension, and size of the proposed lot in relation to the existing lot
- Location of all land previously severed from land originally acquired by the current owner.
- Boundaries & dimensions of any land abutting the subject land that is owned by the applicant
- Existing uses on adjacent lands
- Location of topographical, natural & built features, including:
 - cliff edges, steep slopes
 - streams, wetlands, watercourses, ponds, drainage areas
 - woods, hedgerows, trees
 - agricultural fields and features
 - railway, hydro easements, trails, etc.
 - existing buildings, structures, etc.
- Location and distance from property line of all proposed and existing development, including:
 - buildings
 - accessory buildings, facilities, structures, including pools and decks
 - driveway, septic system, wells, etc.
 - parking areas, storage areas
 - cut &/or fill areas, berms, retaining walls, culverts, etc.
 - hydro, gas, phone, water, sewer services
 - sidewalks
- Measurements showing distance from proposed development to:
 - front, side and rear lot lines
 - any cliff edges, streams, woods fence lines, hedgerows, septic systems, etc.
 - any roads, railways, hydro corridors
- Sediment and erosion control measures
- Existing direction of drainage and swales
- Proposed changes in grade (filling, excavation, etc.)



Failure to provide the requested information may result in your application being delayed.

This information is being collected in accordance with the Planning Act, 1990, c.P.13, for the purpose of defining the development proposal. A site visit to the property may be conducted to review this application, without further notice in accordance with the Planning Act, 1990, C.p.13.

**Schedule B: Agricultural Property Information
(Required for Minimum Distance Separation Calculations)**

1. What type of farming has been or is currently being conducted on the property?
Please indicate by circling an Animal Type, Description and Barn Type from the chart below.

Animal Type	Description	Barn Type
Beef	Cows, including calves to weaning (all breeds) Feeders (7 – 16 months) Backgrounders (7-12.5 months) Shortkeepers (12.5 – 17.5 months)	Confinement Yard / Barn Confinement Total Slats Confinement Bedded Pack
Dairy Cattle	Milking Age Cows (dry or milking) Large-framed; 545 kg. – 636 kg (e.g. Holsteins) Medium-framed; 455 kg – 545 kg (e.g. Guernseys) Small-framed; 364 kg = 455 kg (e.g. Jerseys) Heifers (5 months to freshening) Large-framed; 182 kg – 545 kg (e.g. Holsteins) Medium-framed; 39 kg – 148 kg (e.g. Guernseys) Small-framed; 364 kg – 455 kg (e.g. Jerseys) Calves (0 to 5 months) Large-framed; 45 kg – 182 kg (e.g. Holsteins) Medium-framed; 39 kg – 148 kg (e.g. Guernseys) Small-framed; 30 kg – 125 kg (e.g. Jerseys)	Deep Bedded Free Stall Manure Pack Outside Access Pack Scrape 1 Side Pack Scrape 2 Sides 3 Row Free Stall 4 Row Free Stall (Head to Head) 4 Row Free Stall (Tail to Tail) 6 Row Free Stall Sand Tie Stall
Swine	Sows with litter, Segregated Early Weaning Sows with litter, Non-Segregated Early Weaning Breeder Gilts (Entire Barn Designed for This) Weaners (7 kg – 27 kg) Feeders (27 kg – 105 kg)	Deep Bedded Full Slats Partial Slats Solid Scrape Non-Segregated Early Weaning Segregated Early Weaning
Sheep	Ewes & Rams (for meat) Ewes & Rams (dairy operation) Lambs (Dairy or Feeder Lambs)	Confinement Outside Access
Chickens	Layer Hens (for eating eggs) Layer Pullets Broiler Breeder Growers (transferred to layer barn) Broiler Breeder Layers (transferred to grower barn) Broilers on an 8 week cycle Broilers on a 9 week cycle Broilers on a 10 week cycle Broilers on a 12 week cycle Broilers on any other cycle	Cages Litter with Slats Litter
Turkeys	Turkey Pullets Turkey Breeder Layers Breeder Toms Broilers Hens Toms (day olds to over 10.8 kg to 20 kg) Turkeys at any other weights	Information not required
Horses	Large-Framed, mature; greater than 681 kg Medium-Framed, mature; 227 kg – 680 kg Small-Framed, mature; less than 227 kg	Information not required
Other (Goats, Ostriches, etc.)		

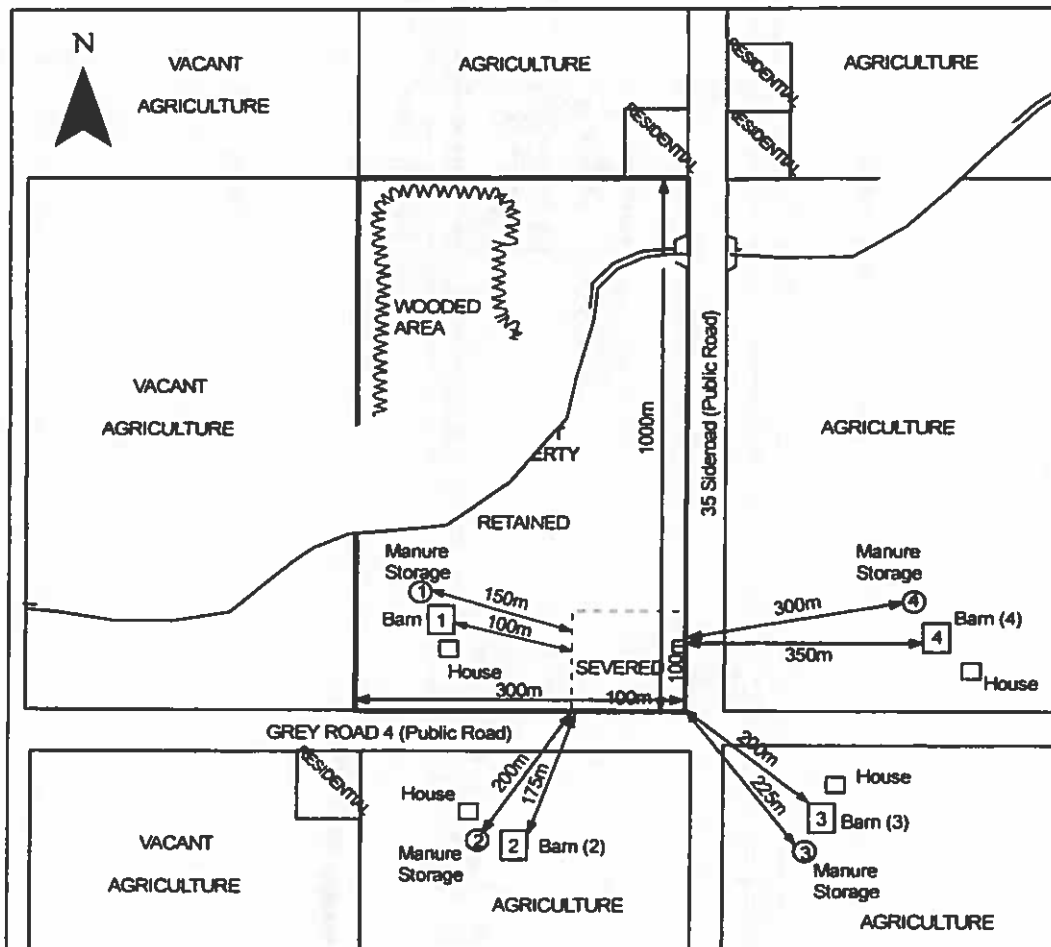
2. Number of tillable hectares (acres) on property: _____ (Hectares) _____ (Acres)
3. Capacity of barn in terms of livestock units: _____
4. Manure Storage Facility (please indicate most appropriate type from the list below):
- Solid, Inside, bedded pack (V1)
 - Solid, Outside, covered (V2)
 - Solid, Outside, no cover (V3), greater than or equal to 30% dry matter
 - Solid, Outside, no cover (V4), 18-30% dry matter with covered liquid runoff storage
 - Solid, Outside, no cover (L1), 18 – 30% dry matter with uncovered liquid runoff storage)
 - Liquid, Inside, Underneath Slatted Floor (V5)
 - Liquid, Outside, with a tight fitting cover (V6)
 - Liquid, Outside, no cover anaerobic digester (V7)
 - Liquid, Outside, permanent floating cover (V8)
 - Liquid, Outside, No Cover, Straight-wall (M1)
 - Liquid, Outside, Roof, Open Sides (M2)
 - Liquid, Outside, No Cover, Sloped-sided (H1)

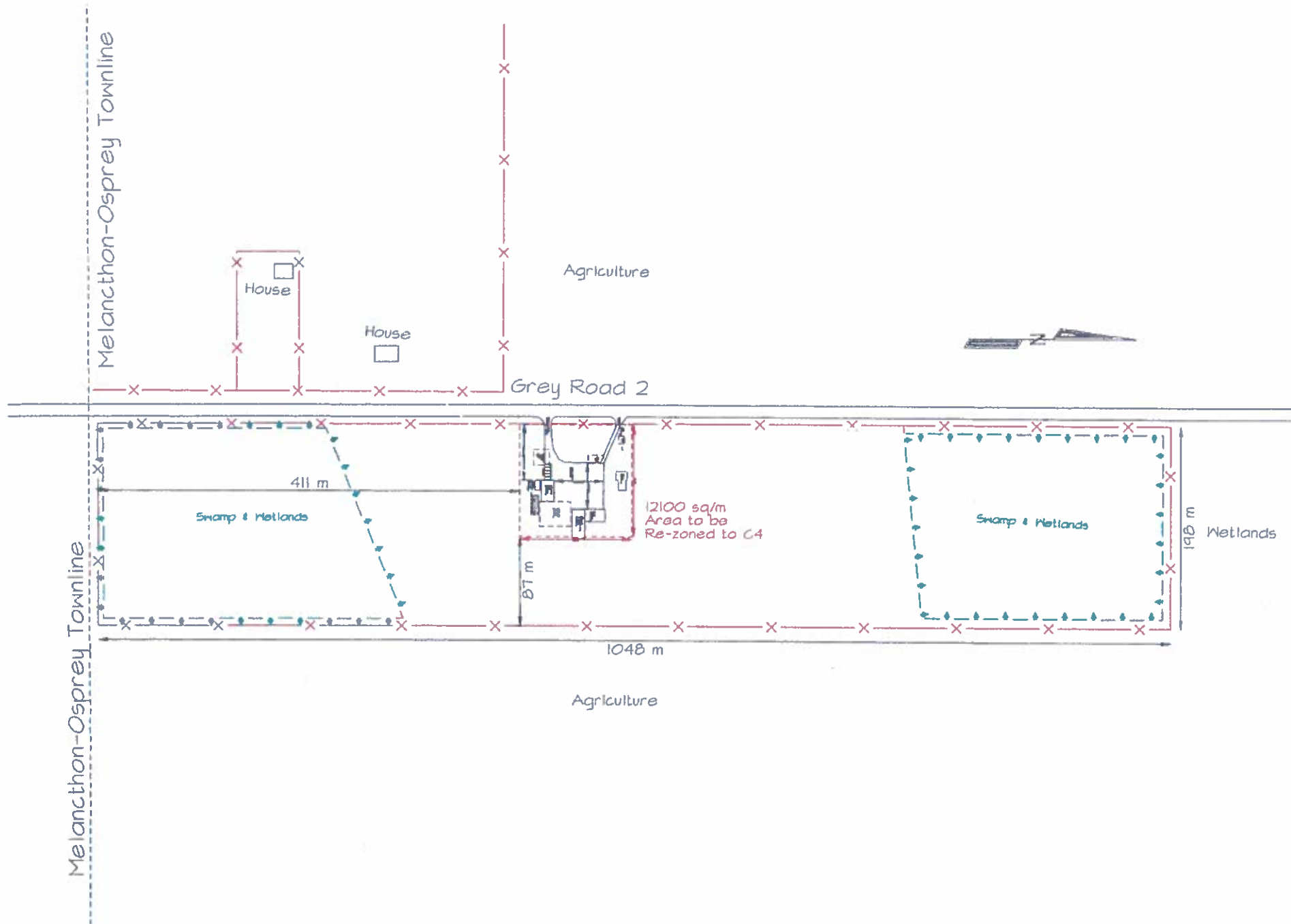
Schedule B-1: Sketch Required for Agricultural Property Information (Required for Minimum Distance Separation Calculations)

SKETCH - YOU MUST SHOW ALL OF THE REQUIRED INFORMATION

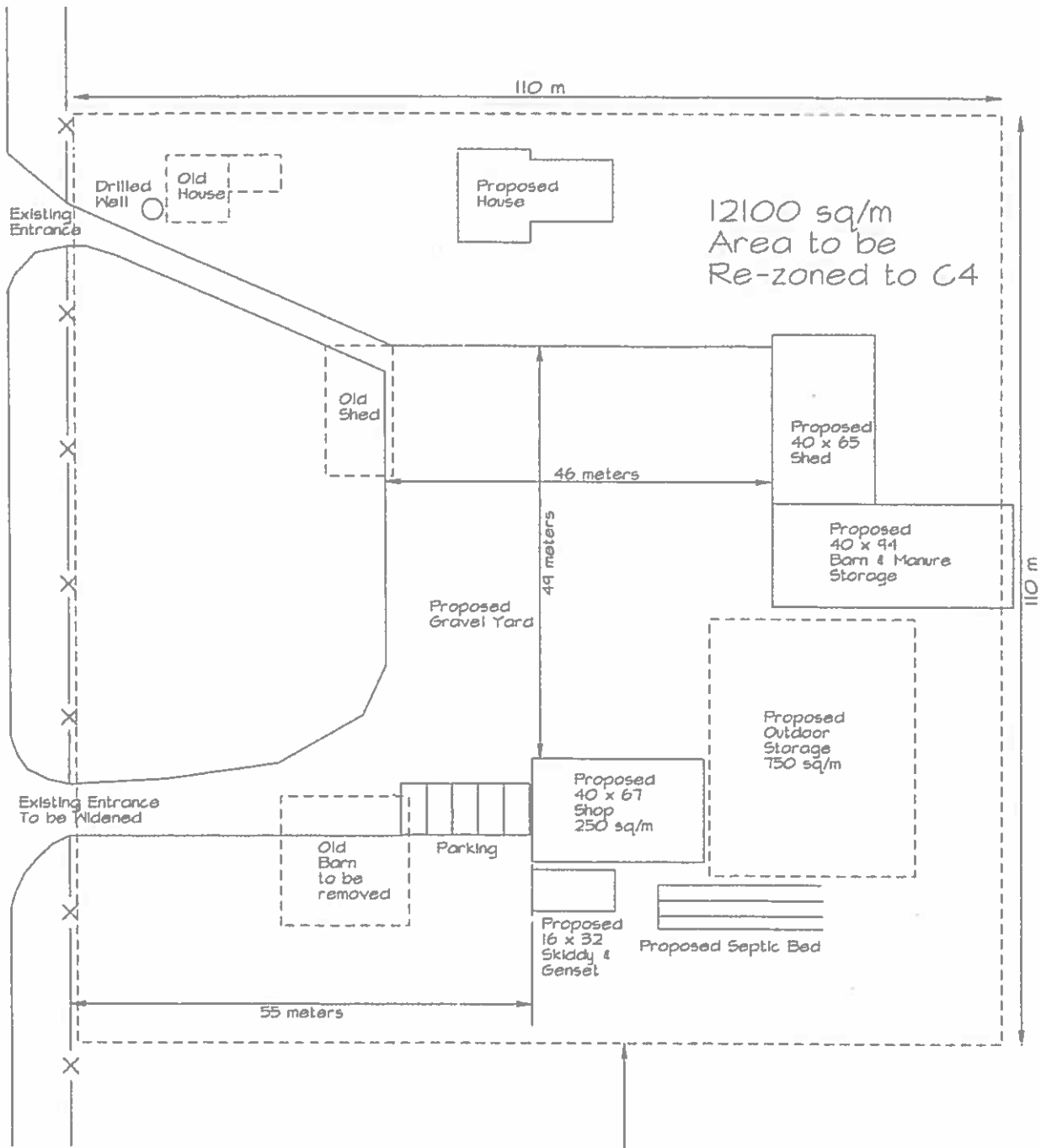
- a) "NORTH ARROW"
- b) "Subject Lands" - all land owned by the applicant - boundaries and dimensions
- c) The distance between the applicants land and the nearest township lot line or appropriate landmark (i.e. bridge, railway crossing, etc.)
- d) The parcel of land that is the subject of the application, its boundaries and dimensions, the part of the parcel that is to be severed, the part that is to be retained and the location of all land previously severed
- e) The approximate location of all natural and artificial features on the subject land (e.g buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells, septic tanks) and the location of any of these features on adjacent lands which may affect the application.
- f) The use of adjoining land (i.e. residential, agricultural, cottage, commercial, etc.)
- g) The location, width and names of all road allowances, right-of-ways, streets, or highways within or abutting the property, indicating whether they are publicly travelled roads, private roads, rights-of-way or unopened road allowances
- h) The location and nature of any easement affecting the subject land
- i) All barns and manure storage facilities on the subject property as well as on the adjacent lands. Please indicate the distance from the barns and the manure storage facilities to the proposed severance boundary. Please be sure to indicate the corresponding barn number and manure storage facility number identified on the livestock form and the agricultural property history page (see sample sketch for details)

SAMPLE SKETCH





Grey Road 2





NOTICE OF PUBLIC MEETING

Application For Zoning By-law Amendment

**Monday, July 27, 2020 at 5:00p.m.
Virtual Meeting**

Please register to attend here:
www.greighighlands.ca/publicplanning

View the meeting live here:
<https://youtu.be/54NRBcKKpZk>

If you do not have internet access and would prefer to attend the meeting via phone, please call 519-986-1216 x233 to register in advance of the meeting.

Registered Owner: Greymar Mfg. Inc.
Agent: Israel Bowman
Legal description: LT 21 CON 3 SDR OSPREY EXCEPT PT 18 TO 24 17R1072, PT 1 PLAN 17R2327, PARTS 1 AND 2 PLAN 16R11347; S/T GS72938; MUNICIPALITY OF GREY HIGHLANDS
Civic Address: 453053 Grey Road 2
Frontage: 198 m **Depth:** 1048 m **Area:** 20.6 ha
Having access on: Grey Road 2 / Melancthon-Osprey Townline
Assessment roll number: 42 08 140 001 01300

What is being proposed? The Municipality is seeking input on development application within 120 metres of your property that would require a zoning by-law amendment.

The purpose and effect of Zoning By-law Amendment Z25.2020: To amend the Municipality's Zoning By-law 2004-50 to permit a small-scale rural commercial shop for metalworks.

The effect of this By-law is to amend schedule 'A-9' from Rural (RU) Wetland (W) to Rural (RU), Wetland (W) and Rural Commercial (C4).

Why? This meeting is an opportunity to learn about the proposed Zoning By-law amendments and provide feedback.

A Key Map is attached.

Where do I submit my comments?
Please submit written comments to the Clerk, Raylene Martell.

By mail or in person:
206 Toronto St. South, Unit 1
PO Box 409
Markdale, ON N0C 1H0
Fax: 519-986-3643
Email: clerk@greighighlands.ca
Phone: 519-986-1216 x233

Written comments are requested by July 24, 2020 so that they may be read at the public meeting for the benefit of everyone in attendance.

What can I expect at the Public Meeting?
The public meeting is an opportunity for members of the public to learn more about the proposal. Attendees can hear a brief presentation about the proposal, ask questions, and/or make verbal or written statements either in favour of, or in opposition to the proposed Zoning By-law Amendment. At the meeting members of the public will also hear a summary of any comments received about the proposed development prior to the public meeting.

When will a decision be made?
A decision on this proposal has NOT been made at this point and will NOT be made at the Public Meeting. After reviewing the application and any comments received, staff will bring a recommendation on this proposal to a future council meeting.

Want to be notified of a decision?
You must make a request in writing if you wish to receive a notice of any decision of Council on this proposal.

Your rights to appeal a decision:
If a person or public body does not make oral submissions at the Public Meeting or make written submissions to the Municipality of Grey Highlands before the proposed Zoning By-law is adopted, the Local Planning Appeal Tribunal may dismiss the appeal.

If a person or public body does not make oral submissions at a Public Meeting, or make written submissions to the Municipality of Grey Highlands before the proposed Zoning By-law is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

A Note about information you may submit to the Municipality:
Individuals who submit letters and other information to Council should be aware that any personal information contained within their communications may become part of the public record and may be made available through the Council agenda process.

This document can be made available in other accessible formats as soon as practicable upon request.

Questions? Want more information? Ask the Planning Department.
Phone: 519-986-1216 x193
Email: planning@greighighlands.ca
Website: www.greighighlands.ca

SCHEDULE "A"

BY-LAW No. _____

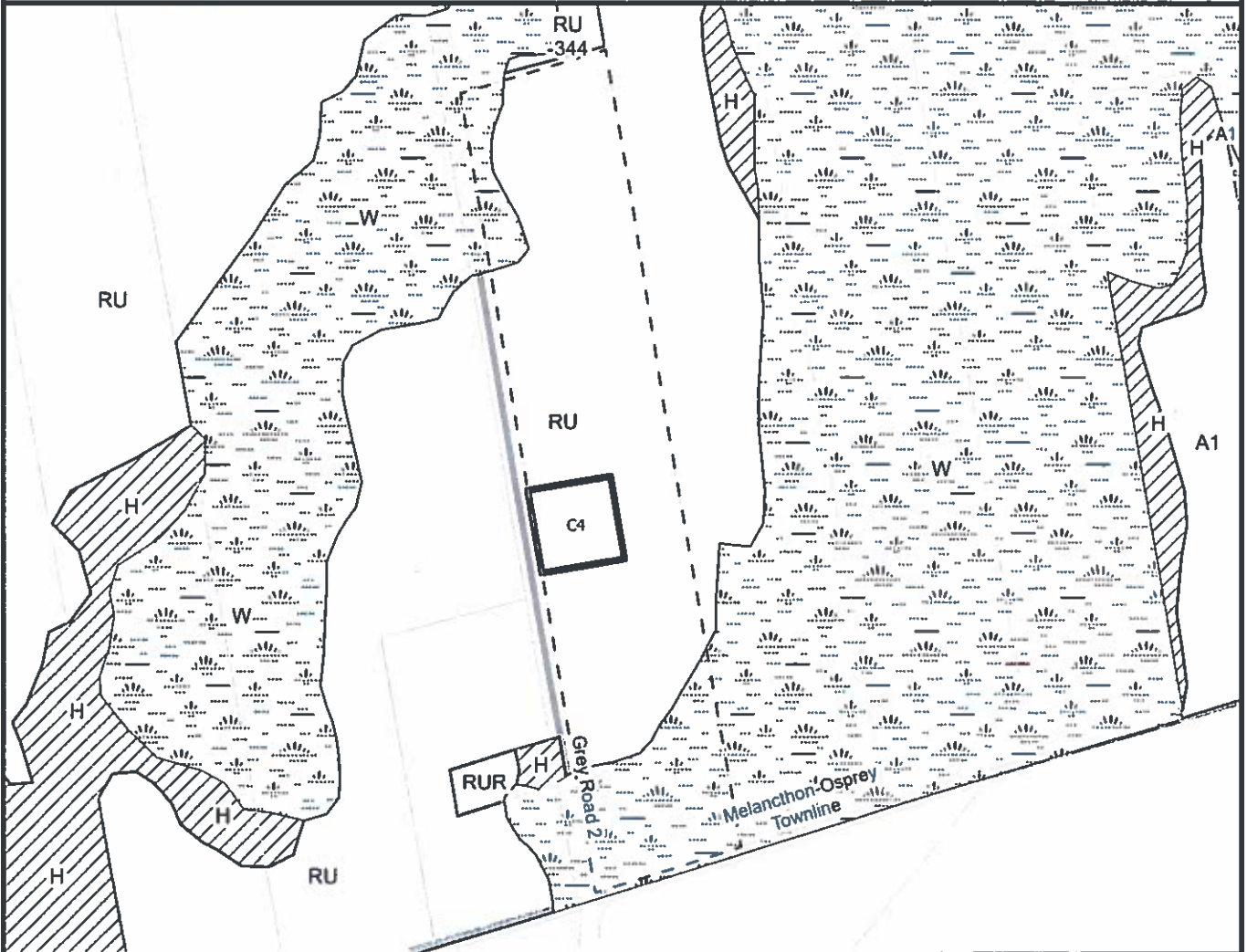
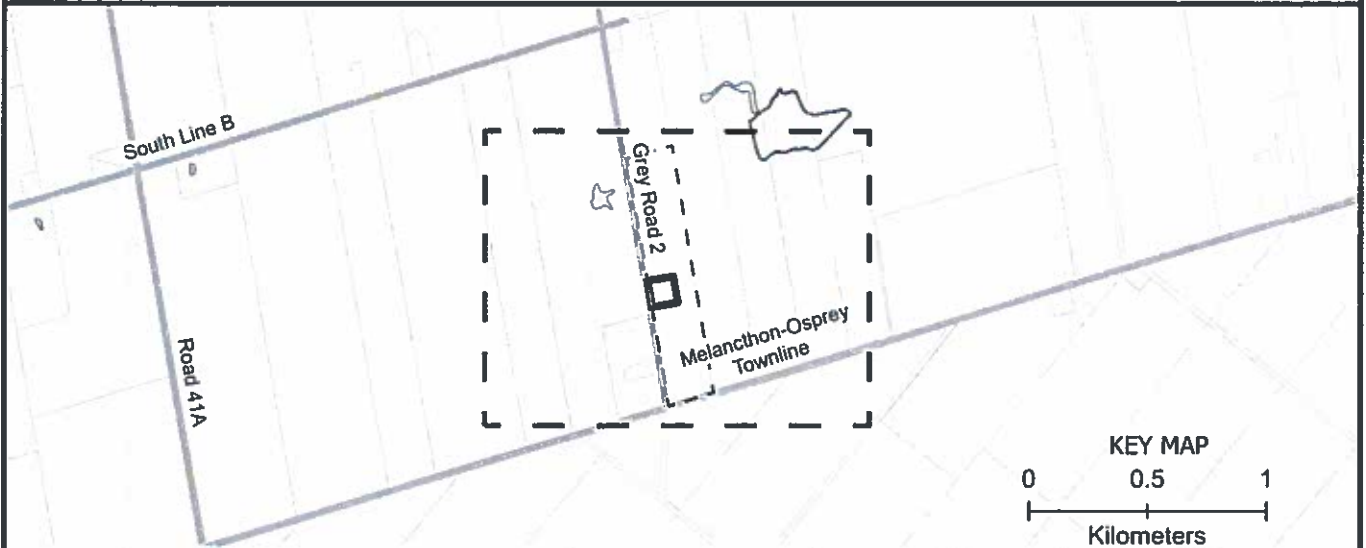
AMENDING BY-LAW No. 2004-50

MUNICIPALITY OF GREY HIGHLANDS
(GEOGRAPHIC TOWNSHIP OF OSPREY)

DATE PASSED: _____

SIGNED: _____
PAUL McQUEEN, MAYOR

RAYLENE MARTELL, CLERK



- | | |
|-----------------------------|-----------------------|
| Area Subject to Zone Change | Zoning |
| Subject Lands | A1 Agriculture |
| Parcels | H Hazard |
| | OS Open Space |
| | RU Rural |
| | RUR Rural Residential |
| | W Wetland |

Dufferin County Diversity, Equity, and Inclusion Community Advisory Committee

October 23, 2020 – The County of Dufferin has recently established its first Diversity, Equity and Inclusion Community Advisory Committee (DEICAC) to advise County Council, make recommendations and provide a monitoring and measuring role to help ensure that the County applies a diversity, equity and inclusion lens to its policies, services and programs.

The DEICAC will work closely with the County of Dufferin staff Diversity and Inclusion Committee and County senior leadership. The purpose of this committee is to foster cooperation that will allow a clear understanding of the current state of diversity, equity and inclusion work happening within the organization at a staff level. Their role is also to assist with identifying and creating strategies that will ultimately result in a more diverse and inclusive workplace that is able to offer programs and services that meet the needs of an increasingly diverse community. A key part of the strategy work for the committee will be to provide advice and recommendations on the development and content of a new Diversity, Equity & Inclusion Policy which shall include an annual work plan with clear actions and measurable goals and objectives. [The Terms of Reference](#) is available on the County website.

The Diversity, Equity and Inclusion Community Advisory Committee members are:

Councillor Steve Anderson
Councillor Sandy Brown
Councillor Laura Ryan

Community Members:

Althea Casamento
Krisma Chahal
Jordan Dedier
Phil Dewar
Sabina Greenly
Christie Lazo
Trisha Linton
Alethia O'Hara-Stephenson
Preeya Rateja
Jim Waddington

Representatives from the Staff D&I Committee

Angela Pollard
Kareema Sookdeo



The committee is currently scheduled to meet on the 2nd Wednesday of the month at 7pm via zoom. The first meeting will take place on November 11th and will include a training session to ensure a common understanding around how the committee will conduct its diversity, inclusion and equity work. It is anticipated that additional training will take place at various intervals.

Contacts:

Michelle Dunne, Deputy Clerk
Dufferin County
519-941-2816 x 2504
mdunne@dufferincounty.ca



Grand River Conservation Authority

Summary of the General Membership Meeting – October 23, 2020

This meeting was held virtually and streamed live for the public on [GRCA's Board Webcast Page](#)

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-10-20-71 - Financial Summary
- GM-10-20-66 - 2021 Board Meeting Schedule

Information Items

The Board received the following reports as information:

- GM-10-20-69 - Budget 2021 - General Municipal Levy Apportionment - Correction
- GM-10-20-68 - Cash and Investment Status
- GM-10-20-67 - Development, Interference with Wetlands and Alterations to Shorelines Regulation
- GM-10-20-70 - Current Watershed Conditions

Correspondence

The Board did not receive correspondence items.

Delegations

There were no delegations.

For full information, please refer to the [October 23 Agenda and Addendum Packages](#). 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 November 22, 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'.

INFO# 7
NOV 05 2020

GRCA General Membership Meetings Calendar

2021

January

s	m	t	w	t	f	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	GM	23
24	25	26	27	28	29	30
31						

February

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14	15	16	17	18	19	20
21	22	23	24	25	GM	27
28						

March

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21	22	23	24	25	GM	27
28	29	30	31			

April

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18	19	20	21	22	GM	24
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May

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23	24	25	26	27	GM	29
30	31					

June

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27	28	29	30			

July

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18	19	20	21	22	*	24
25	26	27	28	29		31

August

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15	16	17	18	19	20	21
22	23	24	25	26	GM	28
29	30	31				

September

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12	13	14	15	16	17	18
19	20	21	22	23	GM	25
26	27	28	29	30		

October

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10	11	12	13	14	15	16
17	18	19	20	21	GM	23
24	25	26	27	28	29	30
31						

November

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14	15	16	17	18	19	20
21	22	23	24	25	GM	27
28	29	30				

December

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5	6	7	8	9	10	11
12	13	14	15	16	GM	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

 Agenda Published

 General Membership Meeting

 Holiday/Head Office Closed

 Audit Committee

 No meeting scheduled in July



NVCA Board Meeting Highlights October 23, 2020

Next Meeting: November 27, 2020, location to be determined

For the full meeting agenda including documents and reports, visit nvca.on.ca/about/boardofdirectors

The October 23, 2020 Board meeting was held electronically through WebEx, and streamed on YouTube for public viewing due to COVID-19 restrictions.

Our next scheduled board meeting will be held on November 27, 2020.

NVCA 2021- 2025 Business Plan

NVCA's 2021 – 2025 Business Plan was approved by the Board of Directors. [Click here to download the business plan.](#)

The business plan highlights the corporate direction NVCA needs to pursue in the short-term horizon in order to achieve the strategic vision set forth in the recently approved [Strategic Plan](#) and the [Integrated Watershed Management Plan](#). The business plan emphasizes the value of collaboration and partnerships while recognizing resilience in the face of political, legislative, and climate change in the current business landscape.

The plan will be implemented and updated annually through the NVCA budget process with individual objectives and corresponding targets highlighted through the compendium annual program overview. The successful implementation of the business plan will require interdepartmental integration and communication.

Several objectives and associated targets in this business plan will require additional funding outside the current budget structure. To complete these targets, the NVCA Management Team will coordinate to seek to secure additional funding where possible and solicit strong interdepartmental integration, cooperation and external partnerships.

Watershed tours

NVCA staff have been conducting tours for Board members around our watershed to showcase our work across NVCA's different departments.

On September 29, 2020, Board members from the Township of Clearview and the Town of The Blue Mountains, along with our Chair and Vice Chair attended a tour of the Petun Dam removal site.

The Chair and Vice Chair attended a tour on October 14, 2020 where NVCA's watershed scientists demonstrated invertebrate sampling, groundwater monitoring and explained the importance of the Minesing Wetlands.

The third tour is scheduled on November 5, 2020 in the Tottenham area where our stewardship, education and engineering teams will showcase their work.

Upcoming events

Fall Camp Tiffin - Ages: 5-7

Session 1: Oct 13, 20, 27 and Nov 3 (\$100)

Session 2: Nov 10, 17, 24 and Dec 1 (\$100)

Session 3: Dec 8, 15 (\$50)

[Click here to learn more](#)

Fall Camp Tiffin - Ages: 8 - 12

Session 1: Oct 13, 20, 27 and Nov 3 (\$100)

Session 2: Nov 10, 17, 24 and Dec 1 (\$100)

Session 3: December 8, 15 (\$50)

[Click here for more information](#)

Fall Camp Tiffin - Ages: 5-12

Session 1: Oct 14, 21, 28 and Nov 4 (\$160)

Session 2: Nov 11, 18, 25 and Dec 2 (\$160)

Session 3: Dec 9, 16 (\$80)

[Click here to learn more](#)

Halloween Tree Planting Event

Saturday, Oct 31, 2020 8:00 AM - 10:00 AM

Near Loretto - Site location to be sent upon registration

[Register here](#)

Denise Holmes

From: Nicole Martin <nmartin@amaranth.ca>
Sent: Monday, October 26, 2020 3:14 PM
To: Fred Simpson; clerk; jwilloughby@shelburne.ca; Jessica Kennedy; Denise Holmes; Meghan Townsend; Tracey Atkinson; mdunne@dufferincounty.ca
Subject: RE: Tow Truck Licensing By-law

The Township of Amaranth at its regular meeting of Council on October 22, 2020 passed the following resolution:

Resolution #7

Moved by: H. Foster – Seconded by: G. Little

BE IT RESOLVED THAT:

WHEREAS, Council for the Township of Amaranth supports the development of a uniform Tow Truck Licensing By-law throughout the County of Dufferin that takes into consideration any recommendations of the provincial task force established to look at improving safety, consumer protections and industry standards of the Towing Industry;

AND WHEREAS, the Town of Orangeville has an established business licensing and enforcement program;

NOW THEREFORE the Township of Amaranth hereby requests the Town of Orangeville to work with the Dufferin County municipalities in the development of a uniform Tow Truck Licensing By-law and to oversee the administration and enforcement of the By-law across the County upon its adoption.

CARRIED.

Thank you, Nicole

Nicole Martin, Dipl. M.A.

Acting CAO/Clerk | Township of Amaranth
374028 6th Line | Amaranth | ON | L9W 0M6
Tel: 519-941-1007 ext. 227 | Fax: 519 - 941-1802

All municipal facilities and parks are closed until further notice during the COVID-19 pandemic. Staff is working to keep critical services operational during this difficult time. Updates will be posted to our website (www.amaranth.ca) and through our Facebook accounts. Calls to the office at 519-941-1007 will be answered as soon as possible.

For accurate information on COVID-19 please visit: www.ontario.ca/COVID-19



DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Township of Amaranth. Finally, the

recipient should check this email and any attachments for the presence of viruses. The Township of Amaranth accepts no liability for any damage caused by any virus transmitted by this email.

La version française suit.

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



234-2020-3404

October 14, 2020

CAO/Clerk-Treasurer/Lottery Licensing Officer Denise B. Holmes
Township of Melancthon

CAO/Clerk-Treasurer/Lottery Licensing Officer Holmes:

On June 16, 2020, our government consulted on Proposed Amendment 1 to **A Place to Grow: Growth Plan for the Greater Golden Horseshoe (A Place to Grow)**. As part of the COVID-19 economic recovery efforts, the proposed changes included updates to the population and employment forecasts and related policy changes; a change to the Plan horizon year; a change to address Major Transit Station Areas within Provincially Significant Employment Zones (PSEZ); and other policy revisions that support our government's objectives to increase housing supply, create more jobs, attract business investments and better align infrastructure. Our government also consulted on a new Land Needs Assessment methodology concurrently. Both consultation periods closed on July 31, 2020.

As a result of our recent consultation, our government has amended **A Place to Grow** and released a new market-based Land Needs Assessment methodology. The Environmental Registry of Ontario decision notices can be found at:

- Amendment 1 to **A Place to Grow: Growth Plan for the Greater Golden Horseshoe**: [019-1680](#)
- Land Needs Assessment Methodology for **A Place to Grow: Growth Plan for the Greater Golden Horseshoe**: [019-1679](#)

An office consolidation version of Amendment 1 to **A Place to Grow** can be found [here](#) and the new market-based approach to Land Needs Assessment Methodology can be found [here](#).

These changes will help municipalities anticipate and plan for growth, as well as support economic recovery from the COVID-19 outbreak. The amendments work together to provide more flexibility to your municipality as you do your long-term planning to address demographic, employment, market demand, and housing affordability trends in

WFO # 10
NOV 05 2020

the Greater Golden Horseshoe. As well, following feedback received from Indigenous partners, environmental and agricultural stakeholders, we are no longer moving forward on new mineral aggregate operation policies.

These changes will come into effect today, August 28, 2020. The date by which upper and single-tier municipalities must update their official plans to conform with the policies in **A Place to Grow** will remain July 1, 2022. For lower-tier municipalities, the deadline for conformity with this Plan will continue to be one year after the relevant upper-tier conformity amendment takes effect.

Should you or your staff have any questions about **A Place to Grow** or any of these changes, please feel free to contact the Ontario Growth Secretariat at growthplanning@ontario.ca.

Thank you for your ongoing commitment to strengthening the quality of life and the economic growth of your community and the province of Ontario.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark
Minister

NOTICE OF STATUTORY PUBLIC MEETING (VIRTUAL)

CONCERNING PROPOSED COUNTY OFFICIAL PLAN AMENDMENT

for

Waste Management Policies and Schedules within the County of Simcoe Official Plan

TAKE NOTICE that County Council for the County of Simcoe will hold a Virtual Public Meeting to consider a proposed amendment to the County of Simcoe Official Plan, pursuant to Section 17 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.

Tuesday, November 24, 2020 at 1:00 p.m. via ZOOM

County File No. SC-OPA-1901

The proposed Official Plan Amendment applies to the whole of the County of Simcoe and as such, no key map has been provided in this notice.

THE PURPOSE of the County initiated amendment is to clarify the County's policies regarding its Solid Waste Management system (Section 4.9) and update how solid waste management sites are identified on Schedules 5.6.1 and 5.6.2 of the Simcoe County Official Plan.

It has been determined that the existing waste management policies are specific to landfilling operations only and do not accurately recognize or plan for the range of waste management activities and services within the County's solid waste management system including: waste transfer sites, materials recycling, organics diversion and processing, household hazardous waste disposal, and other specialized programs. The proposed amendment will include the other waste management operations and services provided as part of the County's overall waste management system. Please note that the amendment is not proposing any new waste management sites.

THE EFFECT of the amendment will introduce a systems approach to waste management in the County, differentiate landfilling and non-landfilling activities, clarify language associated with D-4 Assessment Areas and D-4 studies, and update associated mapping schedules.

ANY PERSON OR PUBLIC BODY may make written and/or verbal representation either in support of, or in opposition to the proposed Official Plan Amendment. You are encouraged to provide your comments or questions in writing using email or regular letter mail to the County Clerk in advance of the Public Meeting, referencing County File No. SC-OPA-1901. Should you wish to speak at the virtual public meeting you are required to pre-register no later than November 23, 2020 at noon. Those who have registered will be required to speak via ZOOM. In order to participate in a ZOOM meeting you will require a camera enabled device (computer/tablet) and a reliable high speed internet connection.

WFO # 11
NOV 05 2020

The approval authority for County of Simcoe Official Plan amendments is the Ministry of Municipal Affairs and Housing.

If a person or public body would otherwise have an ability to appeal the decision of the Ministry of Municipal Affairs and Housing to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions of the public meeting or make written submissions to the County of Simcoe before the proposed official plan amendment is adopted the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the County of Simcoe before the proposed official plan amendment is adopted the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless in the opinion of the Tribunal there are reasonable grounds to add the person or public body as a party.

NOTICE OF ADOPTION OR REFUSAL if you wish to be notified of the adoption of the proposed Official Plan Amendment, or of the refusal of a request to amend the official plan, you must make a written request to the Clerk's Department, County of Simcoe, Administration Centre, 1110 Highway 26, Midhurst, Ontario, L9N 1X6 or email same to clerks@simcoe.ca.

ADDITIONAL INFORMATION relating to the proposed Official Plan Amendment is available for viewing on the County of Simcoe website at <https://www.simcoe.ca/Planning/Pages/PublicMeetingsCOPA.aspx>

DATED at Midhurst this 29th day of October, 2020.

John Daly, County Clerk
County of Simcoe Administration Centre
1110 Highway 26, Midhurst, ON L9N 1X6
Phone (705) 726-9300 Ext. 1246
clerks@simcoe.ca

Denise Holmes

From: Planning Account <planning@shelburne.ca>
Sent: Tuesday, October 27, 2020 4:51 PM
To: Planning Account
Subject: Town of Shelburne Planning Application Circulation - DPS 20/01 - 501 and 505 Main Street West
Attachments: 19-21 Completed Application Form.pdf; 19-21 - Draft Plan - April 29 20.pdf; DPS 20 01 - Circulation Letter October 27 2020.pdf; DPS 20 01 - Circulation Response Form.pdf

Good Afternoon,

The Town of Shelburne has received an application for approval of a Draft Plan of Subdivision for the property located along the south side of Main Street West at the west boundary of the Town of Shelburne. The subject land consists of two properties having a municipal address of 501 and 505 Main Street West and legally described as Part of Lot 32, Concession 3, Plan 7R-1705 Parts 1 and 3 to 7, in the Town of Shelburne, County of Dufferin.

A copy of the application and draft plan submitted by the applicant are attached to this email. To view the complete list of supporting documents please visit: <https://spaces.hightail.com/receive/Zzi4WLGrgo>

We would appreciate receiving any comments, concerns or conditions you may have by Friday, November 27, 2020.

Thank you,

Steve Wever, MCIP, RPP
Town Planner



TOWN OF SHELburne

Planning & Development Department

October 27, 2020

CIRCULATED BY E-MAIL TO:

- County of Dufferin
- MTO
- NVCA
- Township of Amaranth
- Township of Melancthon
- School Boards
- Canada Post
- OPG
- Hydro One
- Enbridge
- Bell
- Rogers Communication
- Shelburne EDC
- Engineering
- Legal
- Fire Dept
- Police
- Council
- Public Works

APPLICATION FOR DRAFT PLAN OF SUBDIVISION

**FILE NO: DPS 20/01 – 501-505 MAIN STREET WEST
GROUNDWELL URBAN PLANNERS INC. ON BEHALF OF 1005024 ONTARIO LTD.**

Please take notice that the Town of Shelburne received an application for a Draft Plan of Subdivision for land known municipally as 501 and 505 Main Street West, and legally described as Part of Lot 32, Concession 3, Plan 7R-1705 Parts 1 and 3 to 7 in the Town of Shelburne, County of Dufferin. A copy of the Notice of Complete Application, the completed Draft Plan of Subdivision application form, the draft plan of subdivision and a link to download other supporting information submitted by the applicant 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, November 27, 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)

TOWN OF SHELBURNE PLANNING & DEVELOPMENT

Draft Plan of Subdivision Application

Circulation Response Form

File: DPS 20/01 – 501 and 505 Main Street West

Project: Draft Plan of Subdivision
Groundswell Urban Planners Inc. for 1005024 Ontario Ltd.

If you have no comments or objection to the approval of the above noted application please complete this form and email it to Steve Wever, Town Planner by November 27, 2020.

Email: planning@shelburne.ca

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)

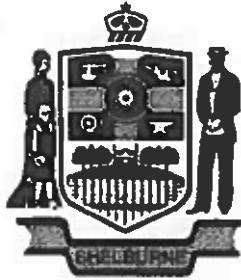
Representative Title
(Please Print)

Signature

Date



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 #: DPS 20/01
 Date Received: August 24, 2020
 Date Accepted: _____
 Application Fees: _____
 \$23,955.00

**TOWN OF SHELBURNE
 APPLICATION FORM FOR
 PLANS OF SUBDIVISION & CONDOMINIUM**

Date Received _____

1. APPLICATION INFORMATION

Name of Applicant: Kerigan Kelly (Groundswell Urban Planners Inc.)

Mailing Address: 95 Mural Street, Suite 402, Richmond Hill, Ontario, L4B 3G2

Telephone Number (Home): _____ Fax Number: _____

Telephone Number (Business): [REDACTED] Email Address: [REDACTED]

2. OWNER

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

Name: 1005024 Ontario Ltd.

Mailing Address: 31 Rainside Road, Unit 6, Toronto, Ontario M3A 1B2

Telephone Number: [REDACTED] Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: N/A

Mailing Address: _____

Name: _____

Mailing Address: _____

4. SUBJECT LANDS

Lot: Part of Lot 32 Concession: 3

Reference Plan: 7R1705 Part/Block/Lot: Pt. 1 & Pt 3-7

Street Name and Number: 501 and 505 Main St West
(if corner lot please include both street names)

Area of subject lands: 6.716 ha Frontage: 29.1m

Depth: 493.1m

	Yes	No	Unknown
(i) Has the grading of the subject land been changed by adding earth or other material?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(ii) Has a gas station been located on the subject land or land adjacent to the subject land at any time?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(iii) Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(iv) Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Are there any easements or restrictive covenants affecting the subject lands? If so, please describe _____

5. ZONING AND OFFICIAL PLAN INFORMATION

What is the present Official Plan designation of the subject lands? Residential and Natural Environment

What is the present zoning? 'General Industrial (M2) Zone' and 'Natural Environment (NE) Zone'

6. PROPOSED AND CURRENT USE

What is the existing use of the subject land? industrial use (wood processing and storage facilities)

Are there any buildings or structures on the subject lands?
 yes no

Are the existing buildings proposed to be demolished?
 yes no

When were the subject lands acquired by the current owner? 1987

How long have the existing uses continue don the subject lands? 1960

Is the application for a plan of subdivision or plan of condominium? Plan of Subdivision

If the application is for a plan of condominium, is a site plan agreement proposed and what is the status of such application? _____

Please complete the following table to describe the proposed land use:

Proposed Land Use	Number of Units or Dwellings	Number of Lots and/or Blocks	Area (ha)	Density (Units/Dwellings per ha)
Residential:				
Detached	23	23	1.021	22.52
Semi-Detached				
Multiple (Townhouse)	51	7	1.218	41.87
Apartments				
Other				
Low-Medium Density Block	tbd	1	1.697	40
Commercial		1	0.054	
Industrial				
Institutional				
Open Space				
Natural Environment		1	1.623	
Roads			1.085	
Other – specify				
Access Block		1	0.018	
Totals	74/tbd	34	6.716	

7. ACCESS

Is the subject land accessible by:

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

8. 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by

<input type="checkbox"/> Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
<input checked="" type="checkbox"/> Other, describe _____ overland southerly towards the existing Besley Drain		

9. OTHER APPLICATIONS

When was the draft plan application submitted to the Ministry of Municipal Affairs and Housing?

Please provide the Ministry file number _____

Are the subject lands the subject of any other applications under the Planning Act?

- yes no

If yes, please describe and provide file numbers _____

10. DRAWINGS AND REPORTS

Drawings and required reports should be provided in accordance with the requirements set out on the Plan of Subdivision Process Sheet

11. 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

August 13, 2020
Date



Signature of Owner/Applicant

04-04-2013

12. AUTHORIZATION

I/We 1005024 Ontario Ltd am/are the owner(s) of the subject lands for which this application is to apply. I/We 1005024 Ontario Ltd do hereby grant authorization to Kerigan Kelly (Groundswell Urban Planners) to act on my/our

Date August 13, 2020


Signature of Registered Owner(s)

13. AFFIDAVIT

I, Shigetaka Kamata of the Town of Shelburne in the County of Dufferin 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 oath, and by virtue of "The Canada Evidence Act".

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

DECLARED BEFORE ME AT Groundswell Urban Planners in the City of Richmond Hill of the Region of York this 13 day of August 2020



KERIGAN COLLEEN KELLY,
a Commissioner, etc., Province of Ontario,
Witness for GROUNDSWELL URBAN PLANNERS INC.
Expires November 3, 2021.


Signature of Registered Owner (s) or Agent

14. PERMISSION TO ENTER

I hereby authorize the members of staff and/or elected members of Council 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 August 13, 2020


Signature of Registered Owner (s) or 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.



SCHEDULE OF LAND USE

Proposed Land Use	AREA	USE CODE	HA	AC	SQ
Single Detached Units (1.5 Storey)	6	1-2-20-23	6,200	6,200	15.8
Single Detached Units (2.5 Storey)	11	2-19	8,819	8,819	22.7
Neighbourhood Units (1.5 Storey)	51	2-6-20	1,218	1,218	16.1
CONCRETE			31	6,884	17.6
Non-Residential Density Restricted	60	32	5,947	4,359	25.3
Driveway Access			23	0,810	0.64
Natural Environment			30	1,621	0.01
Street			1,005	2,488	15.2
Total	606		47,115	15,349	500.8

- ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(1.7) OF THE PLANNING ACT**
- 1. TO SHOW THE DRAFT PLAN
 - 2. TO SHOW THE DRAFT PLAN
 - 3. TO SHOW THE DRAFT PLAN
 - 4. TO SHOW THE DRAFT PLAN
 - 5. TO SHOW THE DRAFT PLAN
 - 6. TO SHOW THE DRAFT PLAN
 - 7. TO SHOW THE DRAFT PLAN
 - 8. TO SHOW THE DRAFT PLAN
 - 9. TO SHOW THE DRAFT PLAN
 - 10. TO SHOW THE DRAFT PLAN
 - 11. TO SHOW THE DRAFT PLAN
 - 12. TO SHOW THE DRAFT PLAN

OWNERS AUTHORIZATION

I, the undersigned, being the owner of the above described land, do hereby authorize the undersigned to prepare and submit to the relevant authority a subdivision plan for the above described land.

NAME: _____ DATE: _____

SURVEYOR'S CERTIFICATE

I, the undersigned, being a duly qualified and licensed surveyor, do hereby certify that the above described land is situated in the County of Dufferin, Province of Ontario, and that the area and boundaries thereof are as shown on the above described plan.

NAME: _____ DATE: _____

DESIGNER'S CERTIFICATE

I, the undersigned, being a duly qualified and licensed professional engineer, do hereby certify that the above described land is situated in the County of Dufferin, Province of Ontario, and that the area and boundaries thereof are as shown on the above described plan.

NAME: _____ DATE: _____

NO.	REVISION	DATE

DRAFT PLAN of Subdivision

PART OF LOT 32, CONCESSION 3
 GEOGRAPHIC TOWNSHIP OF AMANABUK
 TOWN OF SHELBURNE
 COUNTY OF DUFFERIN

SCALE: 1:1,000

PROJECT NO.: 19-21

DATE: Apr 29, 2020

PREPARED BY: 01

APPROVED BY: [Signature]



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400

October 29, 2020

Dear Head of Council:

I am writing to announce the release of the 2021 Ontario Municipal Partnership Fund (OMPF) allocations.

Last fall, we committed to providing OMPF allocations well in advance of the municipal budget year. Today, we are delivering on that commitment by ensuring municipalities have the information they need to plan their budgets.

Our government recognizes the importance of the OMPF for many of Ontario's communities. We also know that stability is a priority for municipalities, particularly in these uncertain times.

That is why the Premier committed to maintain the overall structure and \$500 million program envelope for the 2021 OMPF, as announced at the Association of Municipalities of Ontario (AMO) conference this past August.

In addition to ensuring stability, I am pleased to advise that maintaining the program envelope will allow for a further \$5 million in support to be targeted to northern and rural municipalities. The Rural Communities Grant will be increased to \$152 million to further support rural municipalities with the highest levels of farmland. The Northern and Rural Fiscal Circumstances Grant will be increased to \$92 million to further support northern and rural municipalities with the most challenging fiscal circumstances.

The 2021 OMPF will also continue to be responsive to changing municipal circumstances through annual data updates and related adjustments.

As in prior years, Transitional Assistance will ensure that the 2021 funding guarantee for municipalities in northern Ontario will be at least 90 per cent of their 2020 OMPF allocation and for municipalities in southern Ontario will be at least 85 per cent of their 2020 OMPF allocation.

Northern and rural municipalities with the most challenging fiscal circumstances will continue to have their guarantee enhanced up to 100 per cent of the prior year's allocation.

.../cont'd

The Ministry of Finance's Provincial-Local Finance Division will be providing your municipal Treasurers and Clerk-Treasurers with further details on the 2021 OMPF. This information and other supporting materials will be posted online at <https://www.fin.gov.on.ca/en/budget/ompf/2021>.

As you know, our government has been reviewing the OMPF in consultation with municipalities, to ensure the program meets the needs of local communities, especially small, northern and rural municipalities. Given the unprecedented circumstances surrounding the COVID-19 pandemic, we will be taking more time for the review. Discussions with municipal partners are expected to resume later this year.

I also wanted to take this opportunity to acknowledge the extraordinary challenges municipalities are facing as a result of the COVID-19 pandemic.

The Ontario government, in partnership with the federal government, is providing up to \$4 billion in one-time assistance to Ontario's 444 municipalities and 110 public transit systems as part of the Safe Restart Agreement. This includes up to \$2 billion to assist municipalities with operating pressures and up to \$2 billion for COVID-19 related financial impacts to municipal transit agencies.

This historic funding commitment will help local governments protect the health and well-being of the people of Ontario, while continuing to deliver critical public services such as public transit and shelters. Together, Ontario will continue down the path of renewal, growth and economic recovery.

We respect our municipal partners and remain committed to listening and working together to improve the quality of life for people across Ontario. By continuing to work closely with municipalities, our government is charting a path to a strong recovery and getting Ontario back on track.

Sincerely,

Original signed by

The Honourable Rod Phillips
Minister of Finance

c: The Honourable Steve Clark, Minister of Municipal Affairs and Housing

Township of Melancthon
County of Dufferin

2219

In 2021, the Province is providing the Township of Melancthon with \$174,900 in funding through the OMPF, which is the equivalent of \$149 per household.

A Total 2021 OMPF	\$174,900
--------------------------	------------------

1. Assessment Equalization Grant Component	-
2. Northern Communities Grant Component	-
3. Rural Communities Grant Component	\$153,700
4. Northern and Rural Fiscal Circumstances Grant Component	\$21,200
5. Transitional Assistance	-

B Key OMPF Data Inputs

1. Households	1,173
2. Total Weighted Assessment per Household	\$485,877
3. Rural and Small Community Measure (RSCM)	100.0%
4. Farm Area Measure (FAM)	n/a
5. Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	1.8
6. 2021 Guaranteed Level of Support	85.0%
7. 2020 OMPF	\$173,500

Note: See line item descriptions on the following page.

Ontario Municipal Partnership Fund (OMPF)

2021 Allocation Notice

Township of Melancthon
County of Dufferin

2219

2021 OMPF Allocation Notice - Line Item Descriptions

A Sum of 2021 OMPF grant components and Transitional Assistance, which are described in the 2021 OMPF Technical Guide. This document can be accessed on the Ministry of Finance's website at:
<https://www.fin.gov.on.ca/en/budget/ompf/2021>

A5 If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.

B1 Based on the 2020 returned roll from the Municipal Property Assessment Corporation (MPAC).

B2 Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.

B3 Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2021 OMPF Technical Guide, Appendix A.

B4 Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2021 OMPF Technical Guide, Appendix B.

B5 Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCI Insert, and the 2021 OMPF Technical Guide, Appendix D.

B6 Represents the guaranteed level of support the municipality will receive through the 2021 OMPF. For additional information, see the 2021 OMPF Technical Guide.

B7 2020 OMPF Allocation Notice (Line A).

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

**Ontario Municipal Partnership Fund (OMPF)
2021 Transitional Assistance Calculation Insert**



**Township of Melancthon
County of Dufferin**

2219

A 2021 OMPF Transitional Assistance (Line B2 - Line B1, if positive)	n/a
---	------------

As the municipality's 2021 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.

B Supporting Details	
1. Sum of 2021 OMPF Grant Components (excluding Transitional Assistance)	\$174,900
2. 2021 Guaranteed Support (Line B2a x Line B2b)	\$147,500
a. 2020 OMPF	\$173,500
b. 2021 Guaranteed Level of Support	85.0%

Note: See line item descriptions on the following page.

Ontario Municipal Partnership Fund (OMPF)

2021 Transitional Assistance Calculation Insert

Township of Melancthon

2219

County of Dufferin

2021 Transitional Assistance Calculation Insert - Line Item Descriptions

A Transitional Assistance ensures that in 2021, southern municipalities will receive a minimum of 85 per cent of the support they received through the OMPF in 2020. The Township of Melancthon's 2021 OMPF exceeds their guaranteed level. As a result, Transitional Assistance is not required.

B1 Sum of the following 2021 OMPF grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.

B2 Guaranteed amount of funding through the 2021 OMPF.

B2a 2020 OMPF Allocation Notice (Line A).

B2b Represents the guaranteed level of support the municipality will receive through the 2021 OMPF. For additional information, see the 2021 OMPF Technical Guide.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

Township of Melancthon

2219

County of Dufferin

A Northern and Rural Municipal Fiscal Circumstances Index (MFCI)**1.8**

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Township to the median for northern and rural municipalities.

B Northern and Rural MFCI - Indicators

	Township of Melancthon	Median
Primary Indicators		
1. Weighted Assessment per Household	\$485,877	\$287,000
2. Median Household Income	\$79,206	\$69,000
Secondary Indicators		
3. Average Annual Change in Assessment (New Construction)	1.7%	1.1%
4. Employment Rate	64.0%	56.0%
5. Ratio of Working Age to Dependent Population	211.3%	170.0%
6. Per cent of Population Above Low-Income Threshold	84.4%	86.0%

Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2021 OMPF Technical Guide, as well as in the customized 2021 Northern and Rural MFCI Workbook.

Note: See line item descriptions on the following page.

Ontario Municipal Partnership Fund (OMPF)

2021 Northern and Rural Municipal Fiscal Circumstances Index

Township of Melancthon
County of Dufferin

2219

2021 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions

- A** The municipality's 2021 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2021 Northern and Rural MFCI Workbook.
-
- B1** Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
-
- B2** Statistics Canada's measure of median income for all private households in 2015.
-
- B3** Measures the five-year (2015 - 2020) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
-
- B4** Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
-
- B5** Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
-
- B6** Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.

Ontario Municipal Partnership Fund (OMPF)
2021 Cash Flow Notice



Township of Melancthon
County of Dufferin

2219

A	Total 2021 OMPF (2021 Allocation Notice, Line A)	<i>See Note below</i>	\$174,900
----------	---	-----------------------	------------------

B	2021 OMPF Quarterly Payments Schedule		\$174,900
1.	2021 OMPF First Quarter Payment	<i>Scheduled for January 2021</i>	\$43,725
2.	2021 OMPF Second Quarter Payment	<i>Scheduled for April 2021</i>	\$43,725
3.	2021 OMPF Third Quarter Payment	<i>Scheduled for July 2021</i>	\$43,725
4.	2021 OMPF Fourth Quarter Payment	<i>Scheduled for October 2021</i>	\$43,725

Note: Your municipality's 2021 OMPF allocation is identified on Line A of your 2021 OMPF Allocation Notice. Please refer to the enclosed correspondence for further details.

**Ontario Municipal Partnership Fund (OMPF)
2021 Cash Flow Notice**



**Township of Melancthon
County of Dufferin**

2219

2021 Cash Flow Notice - Line Item Descriptions

A	Total 2021 OMPF allocation. See 2021 OMPF Allocation Notice, Line A.
B1 - B4	Scheduled quarterly payments in respect of the 2021 OMPF allocation. Fourth quarter payment will be subject to holdback pending submission of all 2021 OMPF reporting requirements. Please refer to the Reporting Obligations section of the 2021 OMPF Technical Guide.

Denise Holmes

From: Donna Funston
Sent: Monday, October 19, 2020 3:20 PM
To: Denise Holmes; Tracey Atkinson
Subject: NDCC requests from Oct 14 meeting

Hi Denise and Tracey


The NDCC Board is requesting a thank you letter and a certificate of appreciation be sent to Vice-Chair Bert Tupling for his time on the NDCC Board of Management. They would also like it to include that he has been involved with the Arena since Feb 25, 1966, the date it was first opened.

Thanks,
Donna



Donna Funston | Administration and Finance Assistant | Township of Melancthon |

dfunston@melancthontownship.ca | PH: 519-925-5525 ext 103 | FX: 519-925-1110 | www.melancthontownship.ca |

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Denise Holmes

From: Tom Pridham <Tom.Pridham@rjburnside.com>
Sent: Tuesday, October 27, 2020 10:51 AM
To: Denise Holmes
Subject: FW: Adam McKibbon Drain - Plan with Beaver Dam
Attachments: McKibbon Drain.pdf

Tom Pridham
Drainage Engineer

R.J. Burnside & Associates Limited | www.rjburnside.com
Office: +1 800-265-9662 Direct: +1 519-938-3077

Hi Denise

As discussed yesterday there is a large beaver dam at the lower end of the Adam McKibbon Drain
The location of the dam is shown on the attached plan
The beavers have been trapped and removed through the County Program
The current water level is adversely affecting the upstream Shelburne Golf Course
Sam Young the owner, would like to see the dam removed as soon as possible
He does not have the equipment needed to remove the dam

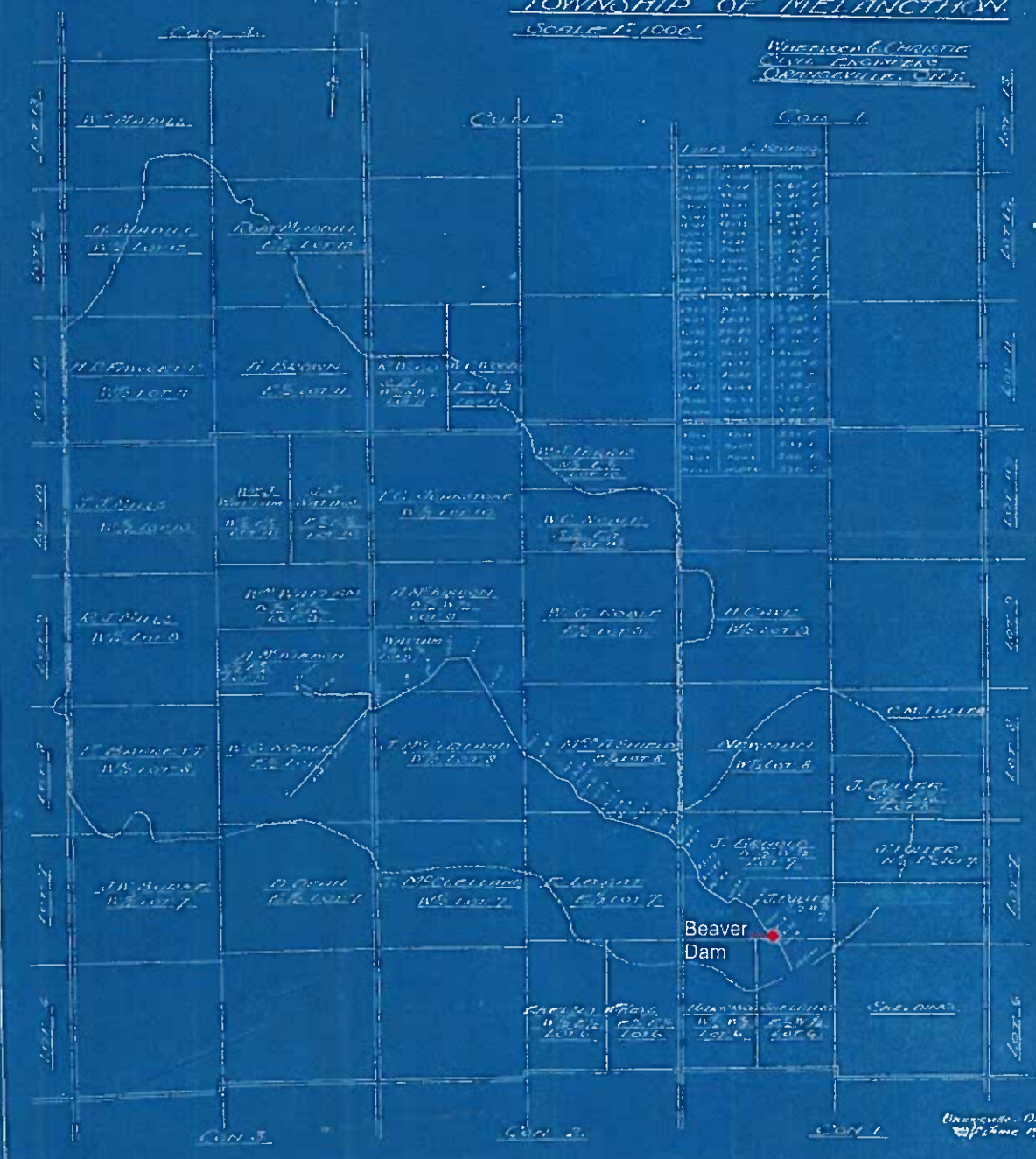
We plan to have Jeff Demmons remove the dam in the near future
The estimated cost of the work is \$500 plus HST

The old Assessment Schedule dates back to 1924
To apportion it would cost far more than the work itself
The assessments to the smaller severed lots would also be quite small
As such, we would recommend the cost be covered by the General Levy

Thanks Tom

PLAN
OF THE
ADAM M. WILSON DRAIN
TOWNSHIP OF MELANCTHON.
SCALE 1" = 1000'

WHEELER & CHRISTIE
 CIVIL ENGINEERS
 OREGONVILLE, OHIO.



Orangeville - Ont.
 27th June 1909.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER _____ - 2020

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A MUTUAL ACCESS EASEMENT AGREEMENT BETWEEN HARINDER SIDHU, ATEF ADLY BOTROS AND MONA JOSEPH KHALIL AND THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

WHEREAS Section 53 (12) AND 51 (26) of the Planning Act allows approval authorities to enter into agreements for lands subject to a plan of subdivision or consent approval;

AND WHEREAS the Township of Melancthon approved Consent Applications B1/20 and B2/20, and as a condition of approval requires the applicant to enter into a Mutual Access Easement Agreement for access to the lands that are the subject of the consent applications;

AND WHEREAS it is deemed expedient that Harinder Sidhu, Atef Adly Botros and Mono Joseph Khalil and the Corporation of the Township of Melancthon enter into a Mutual Access Easement Agreement to fulfill the required condition of Provisional Consents B1/20 and B2/20.

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MELANCTHON BY THE MUNICIPAL COUNCIL THEREOF ENACTS AS FOLLOWS:

1. THAT the Head of Council and Clerk are hereby authorized to execute the consent agreement, in the same form or substantially the same form, as attached hereto as Schedule "A" to this by-law.

BY-LAW READ A FIRST AND SECOND TIME THIS 5TH DAY OF NOVEMBER, 2020.

BY-LAW READ A THIRD TIME AND PASSED THIS 5TH DAY OF NOVEMBER, 2020.

MAYOR

CLERK

EB# 16.2.1
NOV 05 2020

MUTUAL ACCESS EASEMENT AGREEMENT

BETWEEN:

HARINDER SIDHU
(herein referred to as "Sidhu")

- and -

ATEF ADLY BOTROS and MONA JOSEPH KHALIL
(herein referred to as "Botros/Khalil")

(Sidhu and Botros and Khalil sometimes collectively referred to as the "parties")

- and -

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
(herein referred to as the "Township")

WHEREAS Sidhu is the registered owner of the property described as Part of Lot 8, Concession 9 S.W.T.S.R., Township of Melancthon, County of Dufferin, Ontario, and further described as Parts 1, 2, and 3 on Plan 7R-6577, having PIN 34160-0040 (LT) (hereinafter referred to as the "Sidhu Property");

WHEREAS Botros/Khalil are the registered owners of the property described as Part of Lot 8, Concession 9 S.W.T.S.R., Township of Melancthon, County of Dufferin, Ontario, further described as Parts 1, 2, and 3 on Plan 7R-6435 having PIN 34160-0039 (LT) (hereinafter referred to as the "Botros/Khalil Property");

AND WHEREAS neither the Sidhu Property or the Botros/Khalil Property have direct legal access to or from Highway 89;

AND WHEREAS the parties desire to establish legal access from their respective properties to and from Highway 89 and have applied to the Ministry of Transportation (hereinafter referred to as the "MTO");

AND WHEREAS the MTO will not permit individual accesses from Highway 89 to each of the Sidhu Property or the Botros/Khalil Property and instead requires that such access be provided by way of a mutual entrance to be established over part of each of the Sidhu Property and the Botros/Khalil Property;

WHEREAS Sidhu, Botros and Khalil have applied to the Township for consent for a creation of a shared easement for the entrance in the form of a mutual access easement to provide access to and from Highway 89 for the Sidhu Property and the Botros/Khalil Property;

WHEREAS as part of the application to the Township for consent to this easement, the Parties are required to enter into this mutual access agreement (the "Agreement") and to provide certain obligations with respect to access for municipal, public service and emergency vehicles to the properties and to indemnify the Township against liability arising from *inter alia* access issues resulting from the condition of the right of way;

NOW THEREFORE in consideration of the promises and mutual agreements contained in this Agreement and of other good and valuable consideration (the receipt and sufficiency of which are acknowledged), it is agreed as follows:

1. The recitals hereinbefore set forth are true in substance and in fact.
2. The owner of the Sidhu Property hereby grants to the owner of the Botros/Khalil Property, its occupants, successors and assigns, an easement in the form of a right of way in common with the owner of the Sidhu Property, its successors and assigns for

persons and vehicles over the lands described as Part 3 Plan 7R6577 for access to and from Highway 89.

3. The owner of the Botros/Khalil Property hereby grants to the owner of the Botros/Khalil Property, its occupants, successors and assigns, an easement in the form of a right of way in common with the transferee, its successors and assigns for persons and vehicles over the lands described as Part 2 on Plan 7R6435 for access to and from Highway 89.
4. The Parties agree to jointly make application to the local committee of adjustment to obtain the requisite consents pursuant to *inter alia* the *Planning Act* in connection with the creation of the said right of way. The Parties agree to share equally the cost of obtaining the said consent and shall execute such further documents and do any and all such further things as may be necessary to implement and carry out the intent of this Agreement.
5. Provided that this Agreement shall be effective to create an interest in the affected lands only if the Parties comply with the subdivision control provisions of the *Planning Act*.
6. In this Agreement, Part 2 on Plan 7R6435 and Part 3 Plan 7R6577 are collectively referred to as the "right of way lands".
7. The parties covenant and agree with one another to construct, maintain, repair and replace the right of way lands to an acceptable standard and to the standards required by the terms of this Agreement with the expenses and costs to be shared equally. Without limited the foregoing, the Parties specifically agree to equally share the maintenance costs to keep the right of way in a good state of order, condition, and repair, including, but not limited to, resurfacing costs, and snow plowing. Each party shall be responsible for paying the realty taxes imposed against the part of the right of way lands of which they are the registered owner.
8. The Parties covenant and agree that they shall be jointly and severally obligated to build and maintain a driveway within the right of way lands to a standard that will enable municipal, public service and emergency service vehicles to access each of the Sidhu Property and the Botros/Khalil Property to the satisfaction of the Township. The continued enjoyment by any of the Parties to an easement, right or privilege hereby granted or referred to shall be dependent or conditional upon the Parties building and maintaining the driveway to each right of way to such a standard. The failure by the Parties to build or maintain the driveways to a standard satisfactory to the Township shall, at the option of the Township, lead to the suspension of its enjoyment of such easement, right or privilege until such time as it has been improved to a satisfactory standard.
9. The costs of any repairs or maintenance to the mutual entrance necessitated by the willful or negligent act or omission of a party hereto shall be paid by such party and shall not be included in and shall be in addition to its proportionate share of the mutual driveway costs.
10. The parties shall release, hold harmless and jointly and severally indemnify and keep indemnified the Township, its officers, employees and agents from and against all actions, suits, claims and demands which may be brought against or made upon the Township and from all loss, costs, damages, charges and expenses which may be incurred or sustained as a result of the establishment, operation, maintenance or use of the right of way lands including, but not limited to problems relating to access municipal, public service and emergency service vehicles or the failure by the Parties, or any of them, to build or maintain the driveways or the rights of way to a satisfactory condition. This provision shall survive the termination or expiry of this Agreement.
11. The Township shall not be liable for any incidental, indirect, special or consequential damages or any loss of use, revenue or profit suffered by any party arising out of or in

any way connected to this Agreement. This provision shall survive the termination or expiry of this Agreement.

12. This Agreement shall enure to the benefit of and be binding upon the respective heirs, executors, administrators, successors and assigns.
13. This Agreement shall run with the lands affected thereby in perpetuity and shall be binding on the Parties and any further and subsequent owners of the affected properties.
14. Notwithstanding any other provision in this Agreement, within thirty (30) days from the date that this Agreement has been executed by all signatories, a Transfer Easement shall be registered on title in the applicable Land Registry Office to each of the Sidhu Property and the Botrol/Khalil Property. The Transfer Easement in favour of the Sidhu Property shall contain those statements as are set out in Schedule "A" to this Agreement. The Transfer Easement in favour of the Botros/Khalil Property shall contain those statements as are set out in Schedule "B" to this Agreement.
15. Each of the Parties warrants and represents that they have the necessary capacity to enter into this Agreement and that any necessary spousal consents have been obtained.
16. This Agreement shall be read with all changes of gender or number required by the context.
17. This Agreement shall be governed by and construed in accordance with laws of the Province of Ontario.
18. This Agreement including any attached Schedules constitute the entire agreement between the Parties and supersedes all prior agreements, understandings, negotiations and discussions, whether written or oral, of the Parties and there are no warranties, representations or other agreements between the Parties in connection with the subject matter of this Agreement except as specifically set forth herein.
19. No modification or amendment to this Agreement and no waiver of any provisions of this Agreement shall be binding upon any Party unless executed by such Party in writing.
20. If any term, covenant or condition of this Agreement to any extent is held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and each term, covenant and condition of this Agreement shall be separately valid and enforceable to the fullest extent permitted by law.

(SIGNATURE PAGE TO FOLLOW)

SIGNED, SEALED AND DELIVERED

**THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON**

Per:

“I have authority to bind the corporation”

SIGNED, SEALED AND DELIVERED
in the presence of:

Witness

HARINDER SIDHU

Date:

Witness

**CONSENTING SPOUSE OF HARINDER
SIDHU**

Date:

Witness

ATEF ADLY BOTROS

Date:

Witness

MONA JOSEPH KHALIL

Date:

SCHEDULE A

WHEREAS the Transferor is the owner in fee simple of lands (the "Owner's Lands") described as Part of Lot 8, Concession 9, SWTS, and further described as Parts 1-3 on Plan 7R6435 of the Transfer to which this Schedule is attached.

WHEREAS the Transferee is the owner in fee simple of those lands and premises (the "Transferee's Lands") being composed of Part Lot 8, Concession 9 SWTS as in MD29156, and further described as Parts 1, 2, 3 on Plan 7R6577.

The Transferor grants to the Transferee, its successors and assigns and the occupants of the Transferee's Lands, a right of way in common with the Transferor and its successors and assigns for persons and vehicles for access to and from Highway 89 over the following lands:

Part 2 Plan 7R6435 (the "Easement Lands").

SCHEDULE B

WHEREAS the Transferor is the owner in fee simple of lands (the "Owner's Lands") described as Part Lot 8, Concession 9 SWTS as in MD29156, and further described as Parts 1, 2, 3 on Plan 7R6577 of the Transfer to which this Schedule is attached.

WHEREAS the Transferee is the owner in fee simple of those lands and premises (the "Transferee's Lands") being composed of Part of Lot 8, Concession 9, SWTS, and further described as Parts 1-3 on Plan 7R6435.

The Transferor grants to the Transferee, its successors and assigns and the occupants of the Transferee's Lands, a right of way in common with the Transferor and its successors and assigns for persons and vehicles for access to and from Highway 89 over the following lands:

Part 3 Plan 7R6577 (the "Easement Lands").



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Proposed Resolution

**Townships of Mulmur and Melancthon North Dufferin Community Centre Efficiency Review -
Final Draft Report - October 2020**

Whereas the Townships of Melancthon and Mulmur, jointly, have commissioned Sierra Planning and Management to undertake the North Dufferin Community Centre (NDCC) Efficiency Review; and

Whereas the consultant has provided a draft report addressing the plans for future investment in the NDCC as well as alternative plans for replacement of the facility over time; and

Whereas, the long-term strategy is for the replacement of the community centre at the Honeywood campus subject to a full assessment of design and capital cost feasibility;

Therefore be it resolved that the Township of Melancthon:

1. Receive the North Dufferin Community Centre Efficiency Review Report for information;
2. Instruct staff to develop a reserve fund and contributions strategy commencing in budget year 2021 and extending for a period of 5-7 years, as required;
3. Maintain a commitment to undertaking necessary annual capital investment as required on the advice of staff to maintain the operational functionality of the arena for the foreseeable future pending a major retrofit or replacement;
4. Resource internally or through consulting contracts, staff capacity to plan for the replacement of the facility over the medium term; and
5. Confirm the appropriate governance structure to oversee operations based on the advice of the consultant contained in the report.

GB# 16.3.1
Nov 5 2020




Sierra Planning and Management
advice • strategy • implementation

Townships of Mulmur & Melancthon

North Dufferin Community Centre Efficiency Review

Final Report DRAFT | October 2020

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1.1 Project Background & Purpose

The North Dufferin Community Centre (NDCC), an indoor recreation facility, is located in Honeywood within the Township of Mulmur. The building is situated on a broader property that includes outdoor recreational amenities. While this project focuses on the building, a future planning strategy for the entire Honeywood site (building and land) is an important component of a separate study, a Recreation Master Plan for the Township of Mulmur specifically.

A comprehensive service delivery review is currently underway by Dufferin County, which seeks to provide the appropriate services to residents at the right cost. One of the services being reviewed is indoor recreation facilities, including their governance structure, accountability, roles and responsibilities of the contributing municipalities, as well as resource stewardship for future planning.

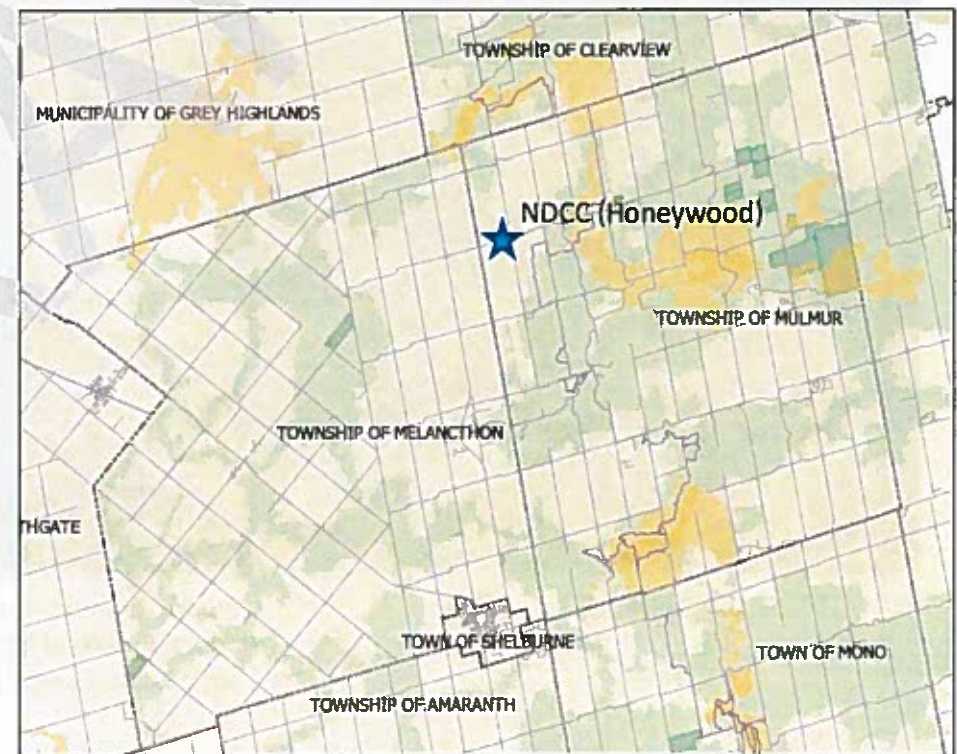
This project is a product of the higher-level service review underway at this time. Its purpose being to assess the existing governance structure and recreational operations of the NDCC and investigate the range of options for the future of the facility that will be able to provide a variety of programs available to the community in a financially sustainable manner. This results in a strategy for the physical asset (building), services within the building, and the governance structure of the facility. At present, the facility is operated collectively by the Townships of Mulmur and Melancthon, through a Board of Management.

The Phase 1 report provided a background analysis and situational review of the existing North Dufferin Community Centre, including future needs and opportunities, local, provincial and national trends, as well as best practice related to facility design, partnerships, and collaboration.

This report (Phase 2) will help to facilitate decision-making arising from the directions identified in Phase 1, lay out operational business plan options for the NDCC in the future, and provide recommendations for additional recreational amenities and programs to meet the needs of the joint community.

1.2 Locational Analysis

The NDCC is located in the village of Honeywood, in the northwest reach of the Township of Mulmur's jurisdiction.

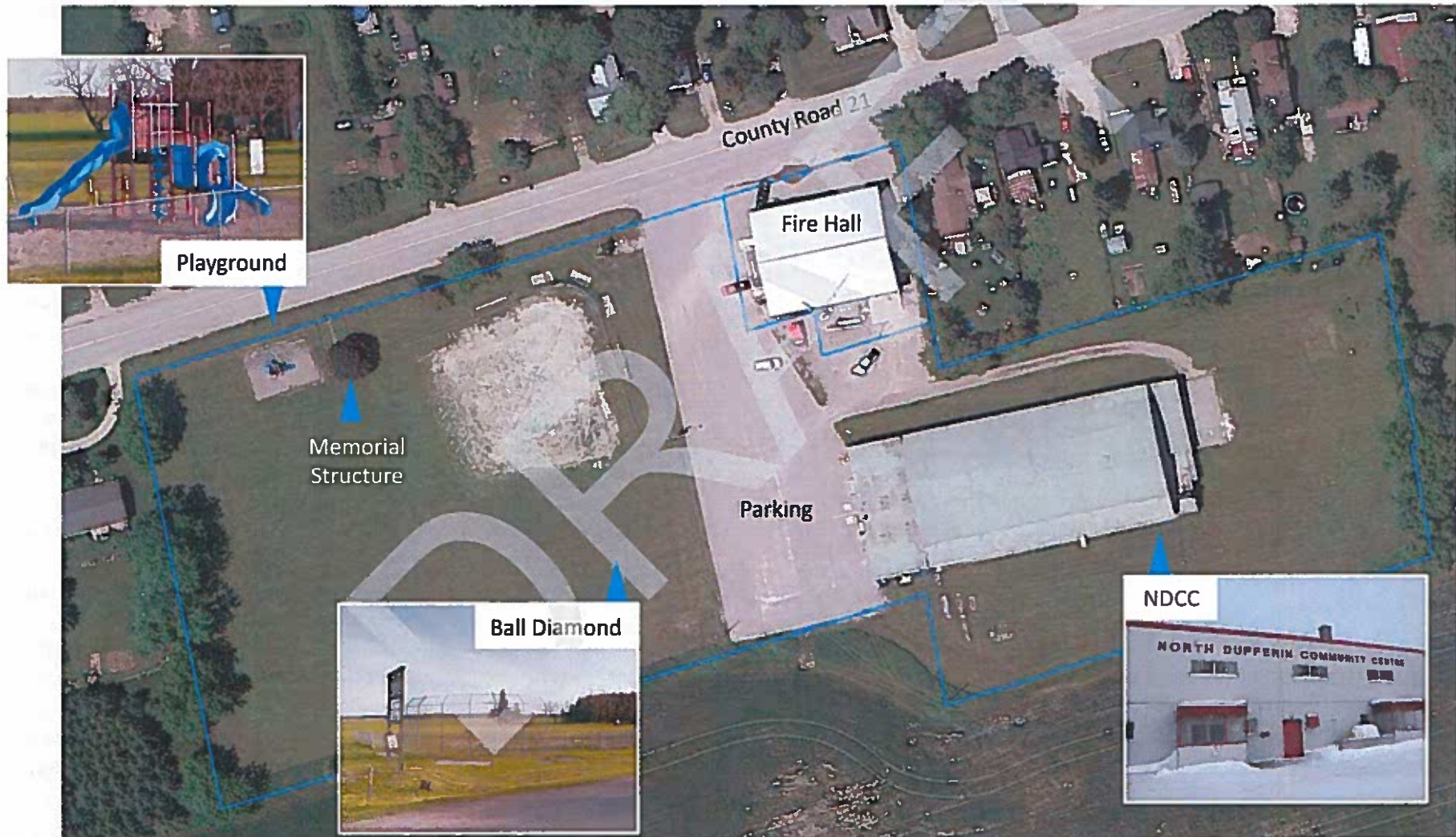


1.3 Site Overview

The NDCC site is 2.28 hectares / 5.63 acres. It provides a variety of amenities used for everyday activities as well as special events, including a ball diamond, playground, open space for events, and the building itself which houses an arena and community room.



0 25 50 m



1.4 The Importance of the NDCC as a Community Hub

The North Dufferin Community Centre (NDCC), being the only indoor recreation facility within the Township of Mulmur, is an important hub for recreation within the community. Beyond being an arena, the facility provides community space, in the form of the Norduff Room located on the facility's second floor. This facility is utilized for a variety of sporting practices, games, tournaments, community programs and events, including the annual Beef BBQ and Strawberry Supper. As a cost-shared proposition, the NDCC is also an important asset for the Township of Melancthon.

Through a comprehensive Recreation Master Planning exercise for the Township of Mulmur, guidance for developing an appropriate level of service for residents was provided. This included the prudent advancement of an expansion of services related to recreation which can be realized through improvements to the NDCC building, or via the preferred option of a new multi-use recreation facility located at an alternative location on the same site. A new facility would enable opportunities to provide an expanded suite of programs and develop recreation within Mulmur and Melancthon.

Being an aging facility with an undersized ice pad, decisions must be made as to the direction for the future of the NDCC building and site as a whole. The continued provision of ice and the ability to expand community uses of the facility were key consideration for the recommendations presented within this report.



2.1 Population & Demographics Review

Population Growth

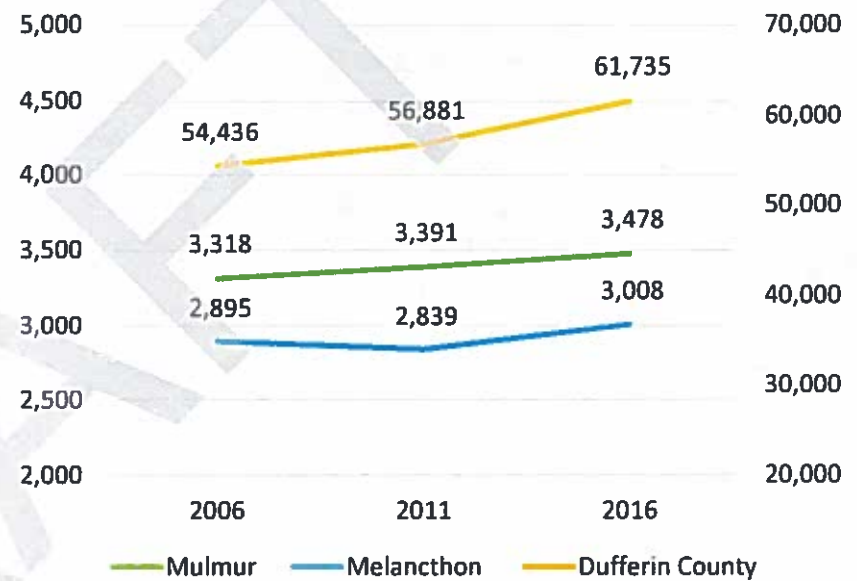
Historic Growth

Since 2006, both Townships have experienced moderate growth – 5% in Mulmur and 4% in Melancthon. Over the same period, Dufferin County’s population as a whole has grown by 13%, from 54,436 to over 61,000.

Forecasted Growth

Based on the Comprehensive Municipal Review completed by WSP, Dufferin County is anticipated to grow to over 85,000 residents by 2031. Based on population projections included in the Dufferin County Official Plan, Mulmur is estimated to grow by 756 residents to 4,234 by 2031, while Melancthon’s population is estimated to grow by 402 residents to 3,410 residents by 2031.

Historic Population Growth Comparison (2006-2016)



2.2 Facility Overview

The NDCC, built in 1965, is approximately 27,774 square feet in size, in a two storey structure. The facility consists of two primary spaces and a variety of ancillary or supporting amenities, including:

Main floor:

- Ice surface (75x175);
- Spectator seating;
- Lobby;
- Food concession booth;
- Changerooms;
- Washrooms.

Second floor:

- Norduff Room (40x80, capacity of 180 banquet style);
- Stage;
- Kitchen facilities;
- Washrooms.

The NDCC is designated as one of Dufferin County's 12 emergency shelters.

Events held at the facility include:

- Annual Beef BBQ held on 4th Saturday in July.
- Annual Strawberry Supper.



Lobby / concession area



Kitchen (second floor)

2.3 Utilization

In order to calculate the prime-time utilization rate of the ice surface and Norduff Room at the NDCC, the following assumptions were employed:

Prime Time Hours Assumptions

Weekdays	5	days
4pm -10pm	6	hours
Total weekday	30	hrs/week
Weekends	2	days
8am -10pm	14	hours
Total weekend	28	hrs/week
Total Prime Time	58	hrs/week



Ice surface

Ice Surface

The ice surface is primarily used by local sport groups (Honeywood Minor Hockey Association, Honeywood Figure Skating Club, and Honeywood Hockey Moms) for practices, games, and tournament hosting, and the public for hockey and skating. Free public skating is offered on Sundays from 1:00 - 3:00 pm.

Utilization of the ice surface has remained relatively steady over the past 4 seasons, however it is consistently low – around 50%. The dry floor has been used for ball hockey in the past, however it currently is not.

Ice Surface (NDCC)	2016	2017	2018	2019
Prime Time Hours Booked	822	757	723.18	887.12
Weeks Operational (Ice In)	26	27	26.5	30
Prime Time Hours Available	1508	1566	1537	1740
Prime Time Utilization Rate (%)	55%	48%	47%	51%

2.3 Utilization (Cont'd)

Norduff Room

The Norduff Room (hall on 2nd floor) is typically rented for banquets, weddings, family reunions, meetings, and used by local community clubs. It is also used as a staging area during hockey tournaments that occur at the NDCC, providing the necessary organizational space for such events.

Based on the data provided by the Township, the utilization of the Norduff Room is low (less than 5%), however, it is important to note that low utilization rates (often less than 10% or 15%) are common for community hall facilities that are in rural locations, close to larger population centres, and in need of upgrades.

A review of recent utilization rates for similar facilities in comparable communities shows that use of the Norduff Room is in line with the rates experienced elsewhere. For example, the Town of Erin's most rural community hall has an annual utilization rate of 2%, while the more urban hall facilities ranged from 5% to 16% annually. Similarly, the Township of Scugog has a variety of hall facilities (urban/rural, stand-alone, and as part of a larger arena complex), with utilization rates ranging from less than 1% to 21%.



Norduff Room

2.4 Building Condition Review

A high level visual review of the North Dufferin Community Centre (Honeywood Arena and Community Hall) building was conducted by WGD Architects to determine the general state of repair and functionality.

The facility is generally tired, and in many respects does not meet user needs. This is especially true for accessibility. By 2025 municipalities are required to provide accessible public facilities. This relates to circulation, water closet facilities and spectator viewing for the arena.



Building Entrance

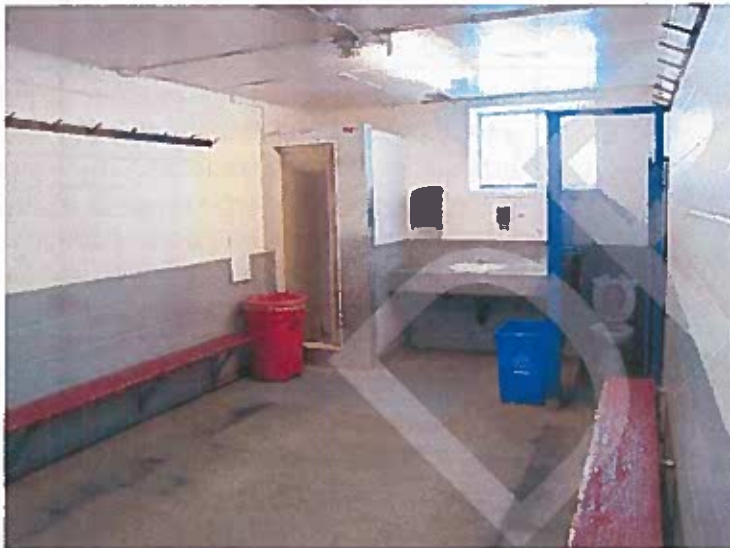
Key observations are as follows:

- Presently the two storey community hall is not accessible and an elevator would need to be provided to make the community hall compliant;
- In addition, there are no accessible water closets anywhere within the building;
- Door widths are suspected to be an issue throughout, and the installation of new wider door frames may be required to meet current OBC standards;
- It is also reported that the ice slab is due for replacement. Presently it is not an NHL Regulation size, and expansion is difficult;
- The facility dressing rooms are far below modern industry standards in terms of size, number, and general layout.
- The kitchen serving the community hall lacks adequate ventilation for cooking;
- The lobby is small; and,
- The arena entrances lack a proper vestibule or air curtain, making the lobby uncomfortable during cold windy weather.

2.4 Building Condition Review (Cont'd)

In general the facility is due for major additions and alterations to make it a more usable facility for the community. As part of the assessment, a high level order of magnitude cost estimates was prepared for the necessary replacement and repairs identified within the report. This totals over \$2 million in hard construction costs.

The full facility condition review report completed by WGD Architects has been provided to the Townships under separate cover.



Changeroom

Replacement and Repair Order of Magnitude Budget	
New ice slab	\$ 500,000
New dasher boards	\$ 125,000
New ice maker overhead door	\$ 20,000
New dressing rooms (6 @ 550 sf each x \$250 psf)	\$ 850,000
Accessible washrooms (1 @ 250 sf x \$350 psf)	\$ 87,500
New elevator	\$ 100,000
Accessible entrances	\$ 25,000
Accessible viewing	\$ 100,000
Ice plant upgrades	\$ 50,000
Washroom renovations	\$ 100,000
Ceiling tile repairs	\$ 20,000
Kitchen vent	\$ 20,000
New vinyl / skate flooring	\$ 45,000
Total	\$2,017,500
Soft Costs, excludes FF&E at this time (20%)	\$403,500
Design Contingency (20%)	\$484,200
Total Class D Cost Estimate	\$2,905,200

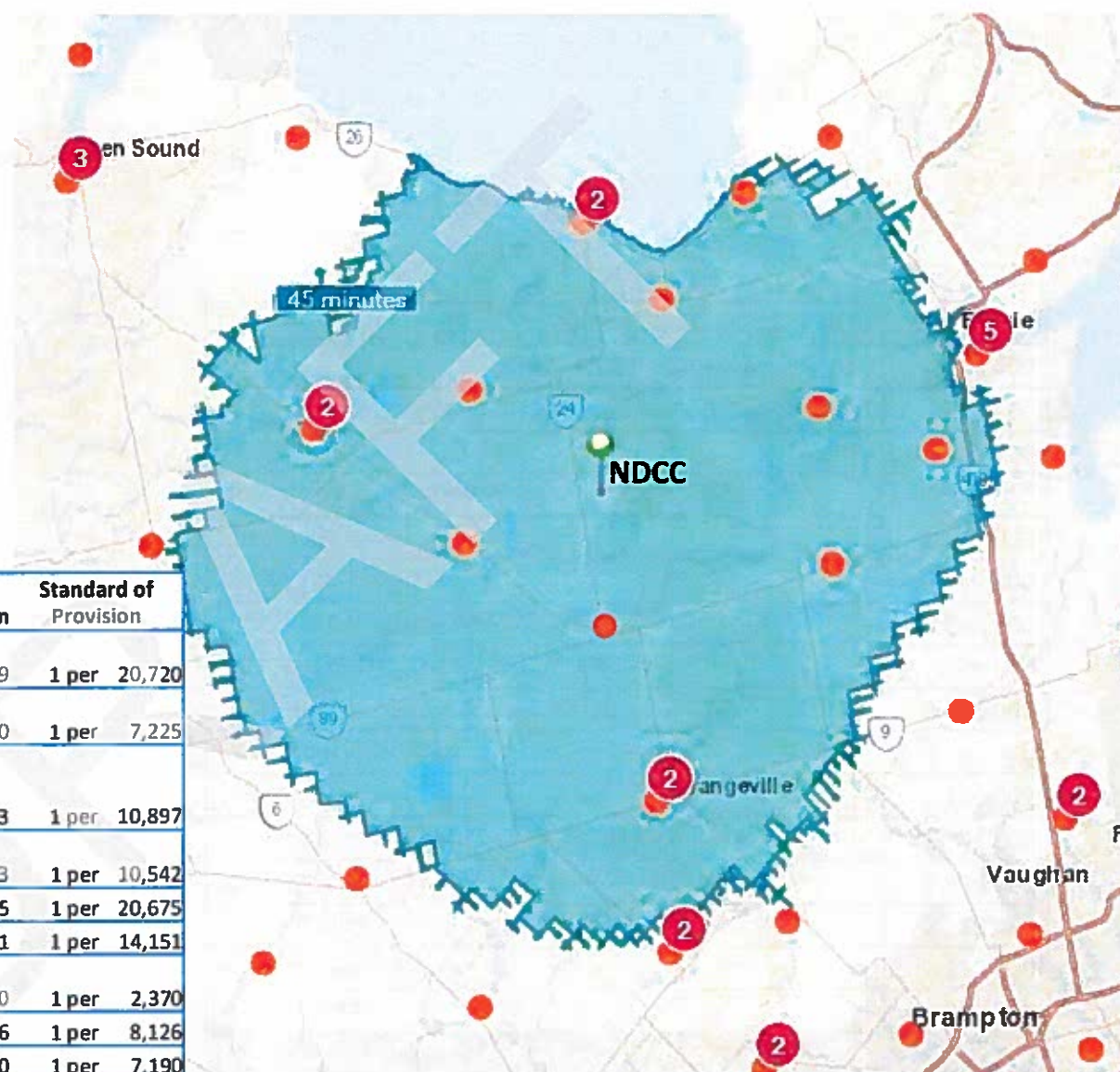
3.1 Service Based Standards

Population Based Standards

The NDCC arena is within a circuit of arenas within the regional area that are used by local groups.

Together, Mulmur and Melancthon provide 1 ice sheet for their 6,486 residents. When considering ice on a regional scale (those arenas within a 45 minute drive of the NDCC), ice is provided at 1 sheet per 9,438 residents. This is a very good standard of provision, typical of rural Ontario communities.

Municipality	Ice Sheets	Facility/ies	Population	Standard of Provision
Town of New Tecumseth	2	Alliston Arena, Beeton Arena	41,439	1 per 20,720
Orangeville	4	Alder Street Arena, Tony Rose Memorial Arena	28,900	1 per 7,225
Collingwood	2	Collingwood Arena, Eddie Bush Memorial Arena	21,793	1 per 10,897
Essa Township	2	Angus Arena, Thornton Arena	21,083	1 per 10,542
Wasaga Beach	1	Wasaga Arena	20,675	1 per 20,675
Clearview	1	Stayner Arena	14,151	1 per 14,151
Grey Highlands	4	Flesherton & District Arena, Markdale Arena	9,480	1 per 2,370
Shelburne	1	CDRC	8,126	1 per 8,126
Southgate	1	Dundalk Arena	7,190	1 per 7,190
Mulmur / Melancthon	1	NDCC	6,486	1 per 6,486
Total	19		179,323	1 per 9,438



3.2 Summary of Consultation Outcomes

As part of the assessment for the NDCC, it is important to understand the needs and wants of the community at large. This input was facilitated through a public workshop and public online survey.

Public Workshop

A public workshop was held on February 4, 2020 at the NDCC. In total, 25 interested participants were in attendance. Participants broke out into 3 smaller groups to discuss needs, wants, and their visions for the NDCC going forward.

What do you need the most?

- Expanded program offer.
- Accessible and energy efficient community centre.
- Improvements to existing amenities at NDCC (kitchen, washrooms, changerooms, etc.)
- Ability to use NDCC on a year-round basis.

What do you want the most?

- More community events.
- Unstructured sport / recreation space.
- Multi-purpose room, fitness room, storage space, gathering space.
- Improved outdoor amenities (e.g. picnic / shade structure, play structure).

The following provides a draft vision statement for the NDCC, based on what we heard at the public workshop:

Building upon what already exists, the NDCC will be an inclusive, balanced and accessible community hub, providing a variety of spaces, to meet the needs of both permanent and seasonal residents.



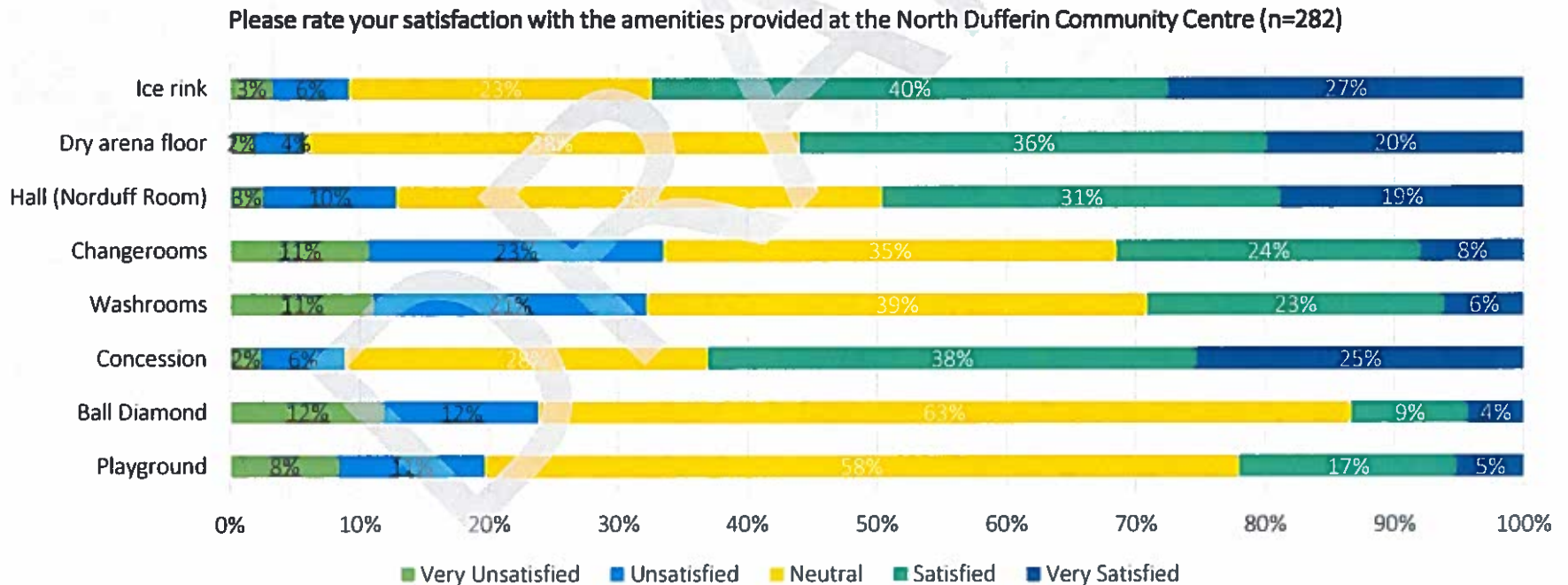
Existing Ice Pad at NDCC

3.2 Summary of Consultation Outcomes (Cont'd)

Public Survey

A public survey was available online via the Townships of Melancthon and Mulmur public websites between January 17 and February 21, 2020, as well as in hard copy format. The survey garnered 467 responses, providing views and experiences with the NDCC and Mulmur Township-owned facilities, programs and services in general. A complete summary of survey results was provided to the Townships under separate cover.

The ice rink had the highest level of satisfaction, with 67% of respondents indicating they were either 'satisfied' or 'very satisfied'. This was followed by the concession with 63% of respondents being 'satisfied' or 'very satisfied', and the Norduff Room with 50% of respondents being 'satisfied' or 'very satisfied'. The changerooms and washrooms, as well as the outdoor amenities had higher levels of neutrality and/or dissatisfaction.

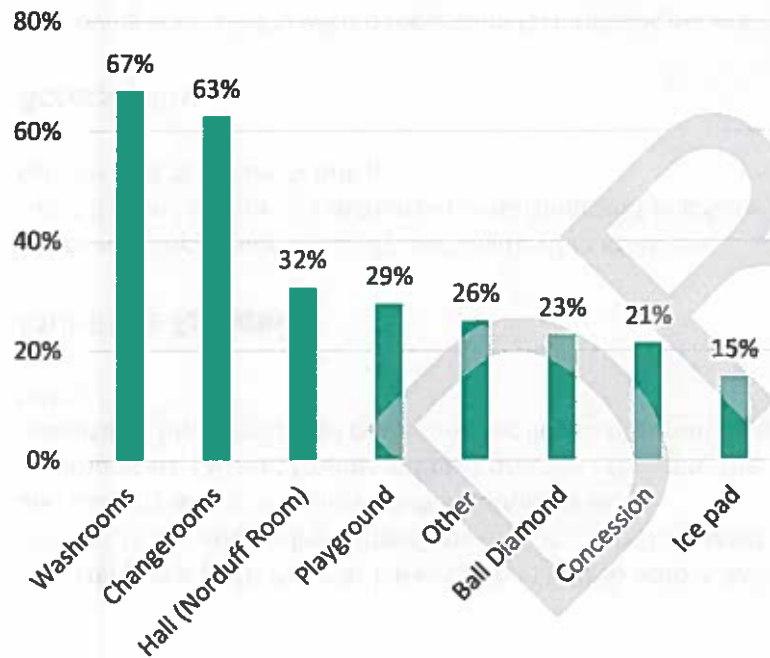


3.2 Summary of Consultation Outcomes (Cont'd)

Public Survey (Cont'd)

80% of respondents (n=238) felt that upgrades or improvements were needed at the NDCC. Washrooms and changeroom improvements were identified by the most people as areas of upgrading.

What existing amenities would you like to see upgraded/expanded? Please check all that apply.
(n=196)

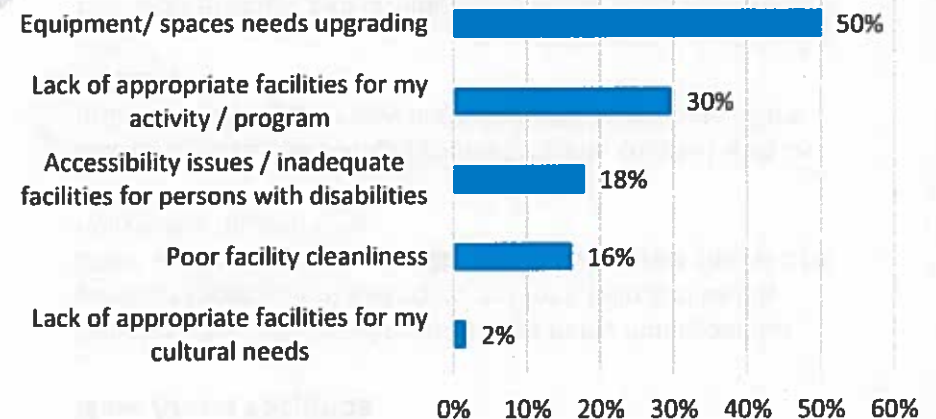


Access to, and accessibility within the facility, as well as equipment and space improvements were identified as key barriers affecting resident's participation in activities and programs at the NDCC.

In order to enable improved access and participation at the NDCC, respondents provided a variety of suggestions, many of which centred around general facility modernization and accessibility issues, including:

- Improved lobby area;
- Additional spectator seating in the ice rink;
- Expanded / reorganized parking lot with drop off area; and
- Accessible washrooms, elevator to access second floor, automatic door openers, etc.

Which barriers, if any, limit your participation in activities, programs or access to the North Dufferin Community Centre? Please check all that apply.



3.3 Best Practice Review

According to a 2010 Parks and Recreation Ontario report, well designed and functioning recreation and sport facilities, trails and parks is key to creating and maintaining healthy communities. Current trends and best practice related to the design and functionality of recreation facilities are summarized below.

Multi-Use Facilities

There is an increasing focus on creating flexible multi-use “destination” facilities as recreation, entertainment and family centres and community hubs.

Accessibility

Improving accessibility within recreation facilities for people with disabilities due to the passing of the Accessibility for Ontarians with Disabilities Act (2001) where municipalities are required to improve opportunities for participation for people with disabilities through the removal of barriers.

Sustainability

There is an increasing focus on the overall sustainability of a facility (e.g. net zero/carbon neutral) overachieving a specific certification program status (e.g. LEED).






New Arena Facilities

Generally, for facilities of a certain age many municipalities consider replacement and some opt for a twin pad facility when demand for such a facility is high (or protect the land to twin in the future).

Due to the size and configuration of the site coupled with low utilization, this option may not be feasible in the case of the NDCC.

Examples of single pad facilities built within the last 10 years are provided on the following page.

3.4 Current Practice: New Arena Facilities

Facility	Amenities	Imagery
Ingredion Centre, Cardinal, ON Cost: \$6.3 M Completed: 2013	<ul style="list-style-type: none"> • Single ice pad • Elevated walking track • 6 change rooms • Concession • Meeting room 	 
Cayuga Memorial Arena, Cayuga, ON Cost: \$11.0 M Completed: 2011	<ul style="list-style-type: none"> • Single ice pad (474 spectators) • Elevated walking track • 6 change rooms • Upper level meeting room with kitchen • Concession • Designed to LEED Silver 	 
The Fleming Centre, Beamsville, ON Cost: \$17.5 M Completed: 2013	<ul style="list-style-type: none"> • Single ice pad (500 spectators) • Walking track • 6 dressing rooms • Community meeting rooms • Public Library branch 	
Arena, Prescott, ON Estimated Cost: \$13.8 M (Yet to be implemented)	<ul style="list-style-type: none"> • Single ice pad with seating on both sides • Walking track • Second storey on one side for community meeting rooms 	<p>The arena is currently in the design stages and has not been constructed.</p>

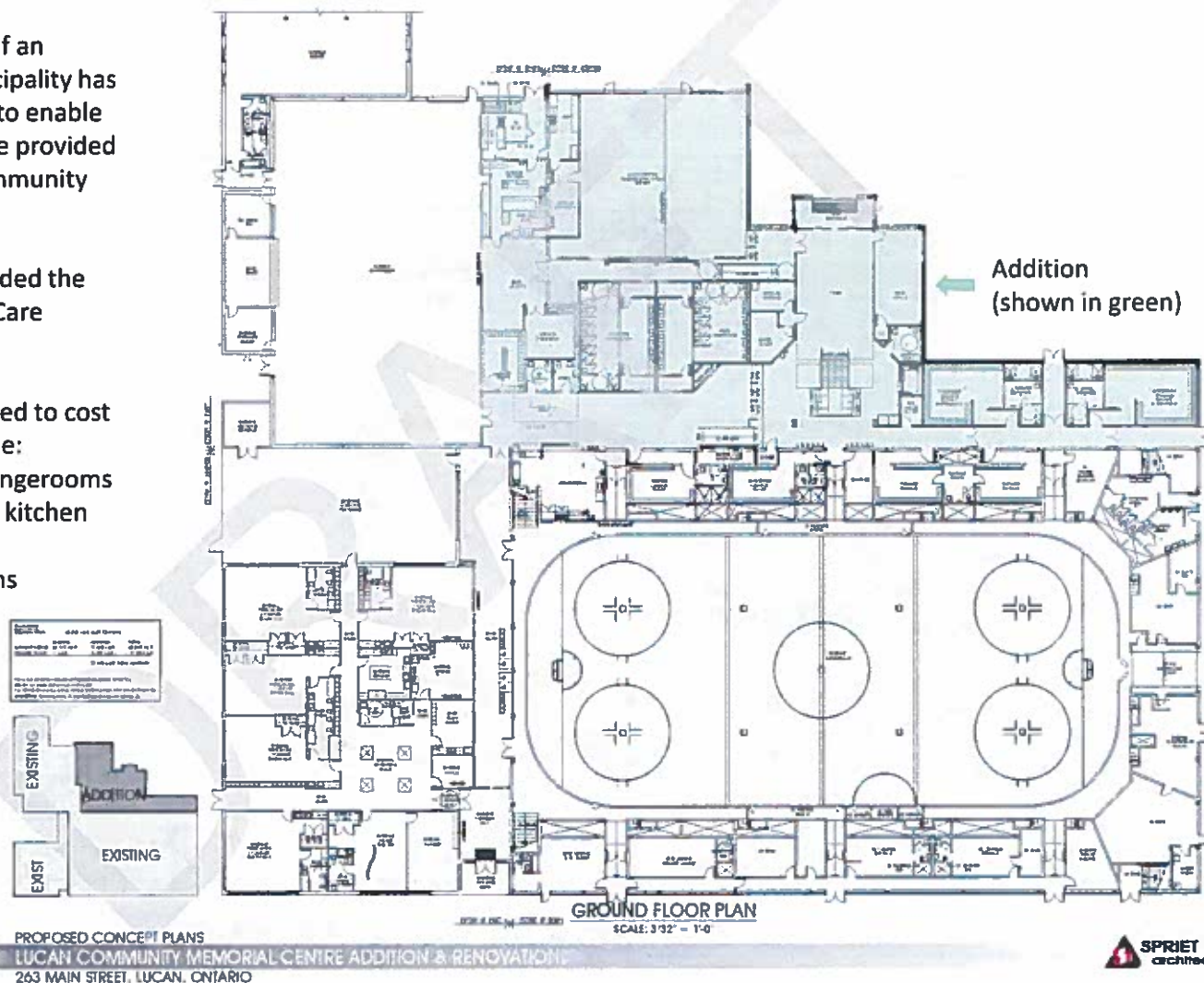
3.5 Current Practice: Expanded Arena Facilities

Lucan Biddulph is an example of an existing arena where the municipality has decided to invest in expansion to enable complementary amenities to be provided at the same site, creating a community hub.

Phase 1 of the renovation included the development of a YMCA Child Care centre. This has been built.

The Phase 2 addition is estimated to cost just over \$7.0 M and will include:

- 2 new accessible changerooms
- Community hall with kitchen
- Fitness room
- Accessible washrooms



4.1 Prospective Options for the NDCC

The following tables provide the pros and cons for a series of 6 prospective options for the future of the NDCC. These options were developed to encompass the full spectrum of possible actions ranging from maintaining the facility in its current state to constructing an entirely new facility.

Prospective Option	Option 1: Do Nothing	Option 2: Undertake list of Improvements Identified by Study Team
Pros / Supports	<ul style="list-style-type: none"> Capital funding constraints (an inverse support for this option) Absent a building condition assessment (BCA) for building, our assessment shows potential for scoped investment to spread capital expenses over period of time Arena is functionally obsolete but can be maintained 	<ul style="list-style-type: none"> Subject to a full BCA (as recommended), undertaking a phased approach will maintain current functionality Improves accessibility to existing upper floor Improved accessibility warrants subsequent improvements in kitchen facilities and washrooms (and a range of other improvements such as improved noise amelioration) Change room development could be undertaken without impeding seasonal use of arena
Cons / Challenges	<ul style="list-style-type: none"> Arena is functionally obsolete Change rooms, foyer, concession, and upper floor community room functionally obsolete Renovation is not practically an option Declining level of service Deferring capital cost (the cost of doing nothing is not nothing) Ultimate (medium to long term) requirement to replace entire building 	<ul style="list-style-type: none"> Current functionality throughout building (especially upper floor use) is not significantly improved Significant expenditure to improve functionality only modestly – and no increase in gross floor area Significant cost relative to existing depreciated replacement cost of the entire facility This is not an option in and of itself but a list of recommended changes that respond to the most pressing needs Expenditure on expanded change rooms implies both a new footprint addition and renovation/re-use of existing change rooms – this suggests there is a better, more comprehensive option that should be considered No capacity to service other potential dedicated uses in the building

4.1 Prospective Options for the NDCC (Cont'd)

Prospective Option	Option 3: Removal and full redevelopment of the two storey (non ice barn) portion IN-SITU	Option 4: Redevelopment of the entire building with a replacement facility (components to be a single sheet, modern support facilities as a minimum) a. In situ or b. Elsewhere on site
Pros / Supports	<ul style="list-style-type: none"> • Significant opportunity to re-plan multi-purpose use of the facility and improve arena related uses. • Given rink structure and ice is generally functional for community level play (albeit with non-regulation size), a new multi-use addition will SIGNIFICANTLY improve visitor experience • Development will improve multi-seasonal sport and community functionality • Can be developed as a separate structure • Examples of incremental addition represent normal practice 	<ul style="list-style-type: none"> • Represents long-term planning based on investment in a 4 season multi-use facility • Location improves likelihood of cost sharing • Highest value for money solution • New facility option opens up potential for more significant multi-use capability within site limits and within limits of identified future community need • Capacity to rebuild on western portion of site without ceasing arena operations
Cons / Challenges	<ul style="list-style-type: none"> • New connected to old – eventual need for replacement of arena structure may constrain future site planning, design, and functionality of replacement arena • May impede arena use for one season (will require temporary change rooms outside of building) • New addition on an old arena places limits on acceptable expenditure before total replacement of arena and ancillary space is warranted. This limits capacity for significant addition of net new GFA 	<ul style="list-style-type: none"> • Highest cost option • Question whether a new arena represents a long term need relative to existing regional supply (need to understand local hockey association boundary requirements) • In regional terms, site limits and location may not justify a larger, more efficient scale facility which is in the interests of better regional planning (regardless of who pays for capital and operating costs). Site likely represents a continuance of the “local arena” rather than regional multi-use concept. <i>{needs further research to conclude this}</i> • In-situ replacement would represent a loss of the existing arena during construction

4.1 Prospective Options for the NDCC (Cont'd)

Prospective Option	Option 5: Recommended Improvement to Arena and NEW single storey multi-use community hub building attached	Option 6: Decommissioning of the building and demolition with replacement facility built in Mansfield (or elsewhere) – remaining site used for parkland / sports fields primarily
Pros / Supports	<ul style="list-style-type: none"> • Potential for at the side (north or south corners) providing for larger banquet/meeting and the expansion of the change room requirements. • Could house other uses (demand permitting) • Could/ should include consideration of upper floor space where warranted to maximise use of the footprint – available area for development is limited 	<ul style="list-style-type: none"> • Similar benefits to option 4 • Opportunity to meet regional needs (need more observation on this per Recreation Master Plan component)
Cons / Challenges	<ul style="list-style-type: none"> • Site is limited in size and expansion north and south particularly limited within property boundary (is there the potential for purchase of land at south?) • Potential need to expand parking into area currently designed for sports field (creates opportunity to permit new uses in the balance of lands (recreation master plan to provide comment on this)) • Similar limitation on level of expenditure and new GFA because of linkage to existing arena that eventually will need to be replaced (is there an option to further invest in arena to ensure not only its long term use but significant improvement in functionality – unlikely) 	<ul style="list-style-type: none"> • Cost sharing jeopardized • Site uncertain – needs investigation • Likely to ultimately be larger more expensive functional program • Pending cost neutral lease opportunity, existing building would need to be decommissioned and site repurposed (recreation master plan will consider range of non-arena needs that could be established over time at the Honeywood site)

4.2 Finalized Options to Move Forward

Based on the full spectrum of possible options presented above, only certain options were considered to be viable solutions to move forward and explore in greater detail.

Option 1 (do nothing) and Option 3 (redeveloping the second storey), have been excluded from further analysis as they do not adequately address the significant short and medium term needs of the existing facility.

Similarly, Option 6 was discounted from further analysis due to the fact that the existing site is the preferred location for future development of a community facility that is shared between the two Townships.

The remaining prospective options have been refined into the following finalized options:

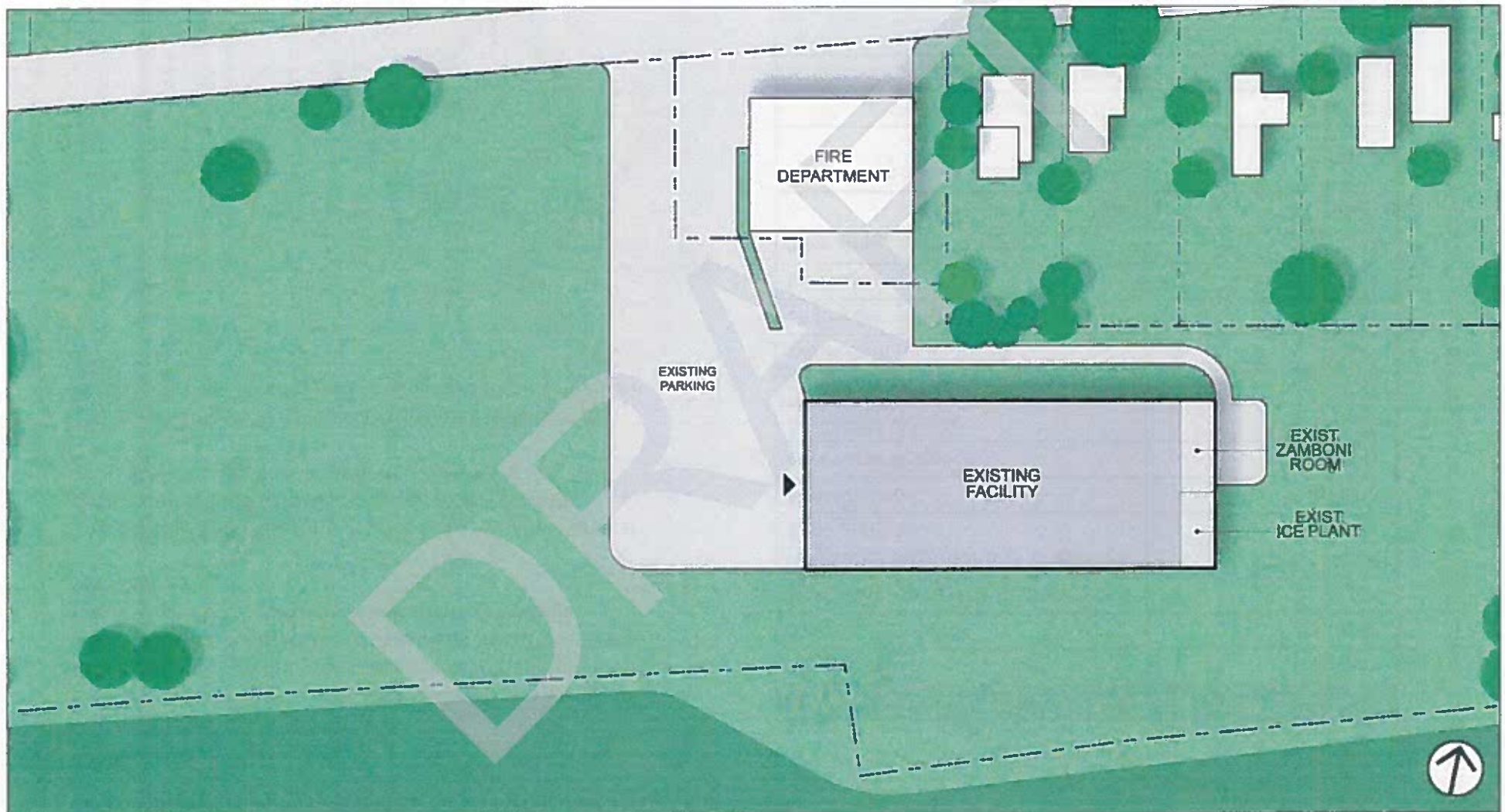
- A. **Maintain Existing Facility** – Undertake the repair and maintenance items included in the Facility Assessment (provided under separate cover).
- B. **New Dressing Rooms** – In addition to the repair and maintenance items of Option A, add new dressing rooms as an expansion to the facility.
- C. **New Build Facility** – Replace the existing facility with an entirely new building, at an alternative location on the site, consisting of a modern arena and new community space.
- D. **Existing Facility Plus Expansion** – Undertake repair and maintenance of the existing arena, but replace the second storey with a new larger community space on the ground floor.

The following sections (Section 5 and 6) presents these options in further detail including concept site plans, capital costs, and estimated operating performance.

The capital costs presented within this report are subject to design review.

5.1 Option A – Maintain Existing Facility

Concept Plan



Note: Concept is schematic only. Property boundaries need to be confirmed through a property survey.

MAINTAIN EXISTING FACILITY

5.1 Option A – Maintain Existing Facility (Cont'd)

Capital Costs

Option A is to maintain the existing facility. This is the least expensive option in the short term, but it is not without significant cost. **To maintain the facility at its current level will require up to \$1.7 million in investment with design contingency.**

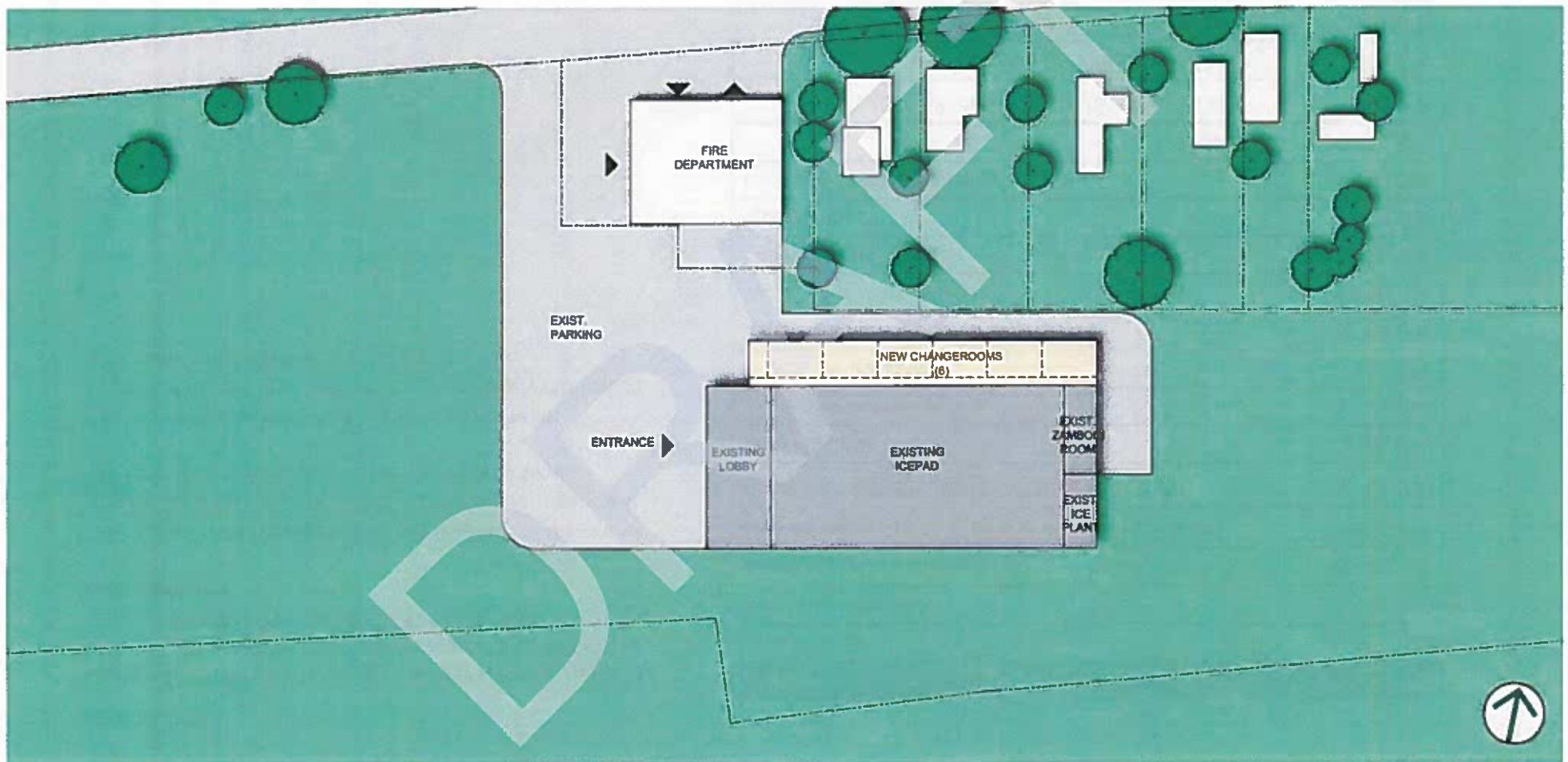
This includes \$500,000 for a new ice slab, \$125,000 for new dasher boards, and \$100,000 each for a new elevator, accessible viewing, and washroom renovations.

These investments would improve the accessibility of the facility and allow for continued use in the short and medium term.

Replacement and Repair Order of Magnitude Budget	
New ice slab	\$ 500,000
New dasher boards	\$ 125,000
New ice maker overhead door	\$ 20,000
Accessible washrooms (1 @ 250 sf x \$350 psf)	\$ 87,500
New elevator	\$ 100,000
Accessible entrances	\$ 25,000
Accessible viewing	\$ 100,000
Ice plant upgrades	\$ 50,000
Washroom renovations	\$ 100,000
Ceiling tile repairs	\$ 20,000
Kitchen vent	\$ 20,000
New vinyl / skate flooring	\$ 45,000
Total	\$1,192,500
Soft Costs, excludes FF&E at this time (20%)	\$238,500
Design Contingency (20%)	\$286,200
Total Class D Cost Estimate	\$1,717,200

5.2 Option B – New Dressing Rooms

Concept Plan



NEW DRESSING ROOMS

Note: Concept is schematic only. Property boundaries need to be confirmed through a property survey.

5.2 Option B – New Dressing Rooms (Cont'd)

Capital Costs

Option B includes all the repair and replacement items in Option A, plus additional changerooms at an additional cost of \$850,000. This totals \$2.9 million with contingencies.

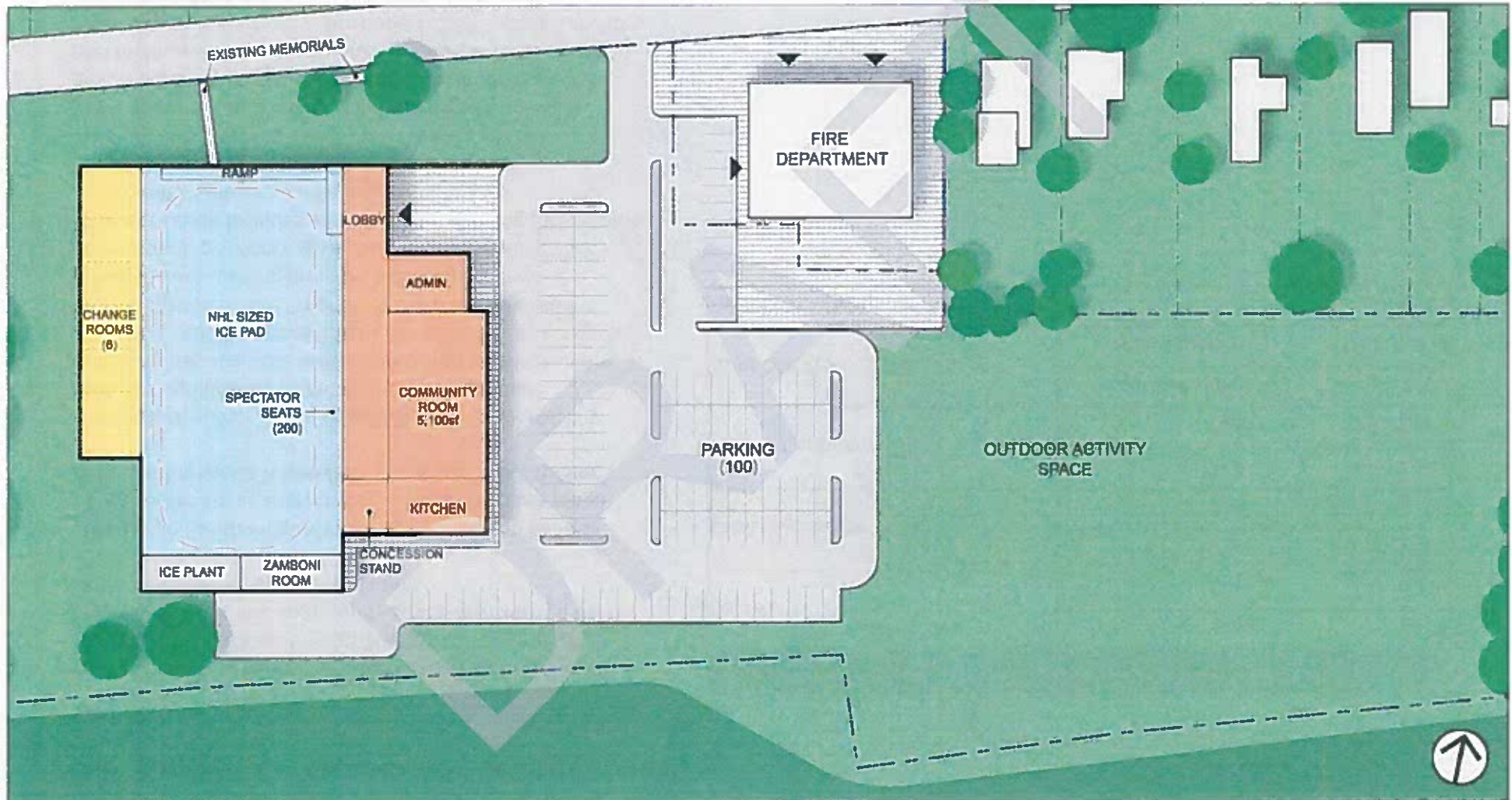
This option modestly increases the usability of the arena, making for a more comfortable experience for users and can help to accommodate more visitors at a time.

As all of other items will be required to maintain functionality, the incremental cost is relatively modest to gain some improvement for the community.

Replacement and Repair Order of Magnitude Budget	
New ice slab	\$ 500,000
New dasher boards	\$ 125,000
New ice maker overhead door	\$ 20,000
New dressing rooms (6 @ 550 sf each x \$250 psf)	\$ 850,000
Accessible washrooms (1 @ 250 sf x \$350 psf)	\$ 87,500
New elevator	\$ 100,000
Accessible entrances	\$ 25,000
Accessible viewing	\$ 100,000
Ice plant upgrades	\$ 50,000
Washroom renovations	\$ 100,000
Ceiling tile repairs	\$ 20,000
Kitchen vent	\$ 20,000
New vinyl / skate flooring	\$ 45,000
Total	\$2,017,500
Soft Costs, excludes FF&E at this time (20%)	\$403,500
Design Contingency (20%)	\$484,200
Total Class D Cost Estimate	\$2,905,200

5.3 Option C – New Build Facility

Concept Plan



Note: Concept is schematic only. Property boundaries need to be confirmed through a property survey.

NEW BUILD FACILITY - 45,185sf

5.3 Option C – New Build Facility (Cont'd)

Capital Costs

Option C is a new build that would include a NHL size ice pad with spectator seating for 200, six team rooms, a concession area, and community space with kitchen that can accommodate up to 240 visitors.

This option has the highest capital, but also the highest quality of facility as a new modern build. **The cost range with contingencies is between \$17.8 and \$19.2 million.**

However, the costs to the Townships for a new a facility could be significantly lower, as there are funding opportunities available from other orders of government. In 2016, the Canadian government launched the Investing in Canada Infrastructure Program (ICIP), a cost-shared infrastructure funding program between the federal government, provincial governments, and municipalities. New recreation facilities are eligible for funding through the Community, Culture, and Recreation Stream.

Through this program, municipalities are required contribute only 26.7% with the federal and provincial governments funding the remainder. With Mulmur and Melancthon sharing the municipal contribution, that could reduce each Township's contribution to \$2.1 to \$2.3 million before contingencies, or 13.35% of the total cost.

Option 4 - New Facility		
Cost Per ft2 Range*	Low	\$325
	High	\$350
Total Cost Range	Low	\$14,846,650
	High	\$15,988,700
Class D Contingency	Low	\$2,969,330
	High	\$3,197,740
Total Cost (incl. Contingency)	Low (Rounded)	\$17,800,000
	High (Rounded)	\$19,200,000
Facility GFA (ft2)		45,682

5.4 Option D – Existing Facility Plus Expansion

Concept Plan



Note: Concept is schematic only. Property boundaries need to be confirmed through a property survey.

EXISTING FACILITY & EXPANSION

5.4 Option D – Existing Facility Plus Expansion (Cont'd)

Capital Costs

Option D consists of maintaining the existing arena, a new community room and kitchen, updated administration offices and new changerooms. The new renovation would be a single storey addition and would require the demolition of the existing 2-storey entrance.

The estimated total capital cost with contingencies range from \$7.2 million to \$7.6 million, which includes the expansion (\$5.7 million to \$6.1) and the necessary arena maintenance and repair items (\$1.5 million).

The community space provided in this option would be a significant improvement over the current Norduff Room. It would be larger and more accessible on the first floor with a kitchen and a more spacious lobby and administrative office. The new changerooms would also provide the same arena experience improvement as in Option B.

Replacement and Repair Order of Magnitude Budget	
New ice slab	\$500,000
New dasher boards	\$125,000
New ice maker overhead door	\$20,000
Accessible washrooms (1 @ 250 sf x \$350 psf)	\$87,500
Accessible entrances	\$25,000
Accessible viewing	\$100,000
Ice plant upgrades	\$50,000
Washroom renovations	\$100,000
New vinyl / skate flooring	\$45,000
Total	\$1,052,500
Soft Costs, excludes FF&E at this time (20%)	\$210,500
Design Contingency (20%)	\$252,600
Total Class D Cost Estimate	\$1,515,600

Capital Budget for New Community Hub Building attached		
Cost Per ft2 Range*	Low	\$290
	High	\$310
Total Cost Range	Low	\$4,756,000
	High	\$5,084,000
Class D Contingency	Low	\$951,200
	High	\$1,016,800
Total Cost (incl. Contingency)	Low (Rounded)	\$5,700,000
	High (Rounded)	\$6,100,000
Facility GFA (ft2)		16,400

6.1 Operating Assumptions

General Assumptions

Municipal recreation facilities typically require subsidization to balance revenues with operating costs year to year. This is uniformly the case for ice arenas. The following models are intended to be indicative of the operating surplus/deficit that the NDCC will experience under each option before subsidy contributions from the Townships.

Although a new facility is far more efficient than the older facility it may replace, the scale is likely to be larger, and the degree of use greater, resulting in higher revenues but also higher costs. While operating costs on a per sq. ft. basis may be lower, the result is often that the replacement of an older, smaller, less well used facility results in an absolute increase in subsidy requirement. Balancing this is the improved level of service and quality, and longer expected lifespan of the facility. The new facility can also expect to operate with a lower budget for lifecycle replacement over the short to medium term, although we recommend the use of a capital reserve from the outset to cover annual average lifecycle capital costs over the expected full operational life of the building.

Donation and fundraising revenue are per the current 5-year average.

The term “Year 1” is used to refer to the first year of operations and the dollar figures are current dollars without escalation. However, the first year of operations varies between options, as only Option A represents the continuation of business as usual. Option C would have to undergo a process that would take at least five years. In reality, for options taking longer to achieve functionality, Year 1 will have both higher revenues and higher expenses than expressed in the models.

Option A – Maintain Existing Facility

- Revenues and expenses normalized using 5 year-average

Option B – Change Room Expansion

- Revenue:
 - Incremental increase (10%) in ice bookings, sponsorship, vending
- Expenses:
 - Increase in utilities, custodial, and maintenance on a per sq. ft. basis

Option C – New Build Facility

- Revenue:
 - Significant increase in ice bookings (ranging from 1.5 x to double that of Option A)
 - 40 event hours and 60 tournament hours booked per year
 - Sponsorship: Triple that of Option A
 - Small fee introduced for public skating
 - Significant increase in room revenue (fees increased 25%, bookings increased to 150 per year)
 - Concessions: 30 attendees per utilized hour spending \$0.50 per capita, vending revenue of \$1,500
- Expenses:
 - Increased staffing: Manager, concession staff, and front desk staff hired, increased custodial costs
 - Increased utility costs to approximately \$3 per square foot to account for increased use

Option D – Existing Facility Plus Expansion

- Revenue:
 - Significant increase in room revenue (fees increased 25%, bookings increased to 150 per year)
 - Incremental increase (10%) in ice bookings, sponsorship, vending
- Expenses:
 - Increase in utilities, custodial, and maintenance on a per square foot basis

6.2 Option A – Maintain Existing Facility

Option A is to maintain the facility continue to operate it at its current level of functionality. As such, the operating deficit calculated for Year 1 is similar to current conditions and is based on a normalized 5-year average of revenues and deficits.

Annual revenue has declined from approximately \$144,000 in 2016 to a budgeted \$132,000 in 2020, while expenses have increased from \$217,000 to \$236,000. This gap will continue to widen, increasing the operating deficit in the future.

It is important to note that, as discussed in Section 5.1 the facility will require extensive work totalling approximately \$1.4 million to remain functional at its current level of usage.

Item	Year 1	Year 5	Year 10
<i>Escalation</i>	<i>2.00%</i>		
Revenues			
Ice Rentals	\$106,930	\$115,745	\$127,792
Sporting / Non-Sporting Events	\$0	\$0	\$0
Tournaments	\$0	\$0	\$0
Sponsorship / Advertising	\$4,006	\$4,336	\$4,788
Ancillary Revenue	\$180	\$195	\$215
Hall Rental	\$2,864	\$3,100	\$3,423
Penalties & Interest	\$1,002	\$1,085	\$1,197
Donation Revenue (per existing)	\$2,024	\$2,191	\$2,419
Fundraising Revenue (per existing)	\$19,325	\$20,918	\$23,095
Total Revenues	\$136,332	\$147,570	\$162,929
Expenses			
Management	\$0	\$0	\$0
Wages and Benefits	\$62,970	\$68,161	\$75,255
Utilities	\$75,504	\$81,728	\$90,234
Supplies and Equipment	\$1,266	\$1,370	\$1,513
Insurance	\$14,926	\$16,157	\$17,838
Maintenance	\$35,843	\$38,798	\$42,836
Other Expenses	\$25,791	\$27,917	\$30,822
Total Expenses	\$216,300	\$234,130	\$258,499
Net Operating Position	(\$79,969)	(\$86,561)	(\$95,570)
Mulmur Contribution	\$39,984	\$43,280	\$47,785
Melancthon Contribution	\$39,984	\$43,280	\$47,785

6.3 Options B – New Dressing Rooms

This site option would allow for 6 new changerooms for players, and referee rooms. The changerooms would allow for up to 18 players at a time.

The Year 1 operating deficit (in the range of \$90,000) is similar to that of Option A, with modestly higher utility and maintenance expenses offset by an incremental increase in revenue from ice rentals that would arise from the improved user experience.

Item	Year 1	Year 5	Year 10
<i>Escalation</i>	2.00%		
Revenues			
Ice Rentals	\$117,623	\$127,319	\$140,571
Sporting / Non-Sporting Events	\$0	\$0	\$0
Tournaments	\$0	\$0	\$0
Sponsorship / Advertising	\$4,407	\$4,770	\$5,266
Ancillary Revenue	\$198	\$214	\$237
Hall Rental	\$3,150	\$3,410	\$3,765
Penalties & Interest	\$1,002	\$1,085	\$1,197
Donation Revenue (per existing)	\$2,024	\$2,191	\$2,419
Fundraising Revenue (per existing)	\$19,325	\$20,918	\$23,095
Total Revenues	\$147,730	\$159,907	\$176,550
Expenses			
Management	\$0	\$0	\$0
Wages and Benefits	\$67,937	\$73,537	\$81,191
Utilities	\$83,502	\$90,386	\$99,793
Supplies and Equipment	\$1,512	\$1,637	\$1,807
Insurance	\$17,833	\$19,304	\$21,313
Maintenance	\$39,355	\$42,599	\$47,033
Other Expenses	\$27,324	\$29,577	\$32,655
Total Expenses	\$237,465	\$257,039	\$283,792
Net Operating Position	(\$89,735)	(\$97,132)	(\$107,242)
Mulmur Contribution	\$44,868	\$48,566	\$53,621
Melancthon Contribution	\$44,868	\$48,566	\$53,621

6.4 Option C – New Build Facility

Option C is a new build that would include a NHL size ice pad with spectator seating for 200, six team rooms, a concession area, and community space with kitchen that can accommodate up to 240 visitors.

As a modern facility with greater amenities, both the ice and community space can be expected to attract significantly greater use. The estimated use will be depend in part on whether the facility is operated in a similar manner to the existing NDCC, or if there is an expanded operating season, or changes to programming. To account for this variation, the anticipated revenue is presented as a range on this page and the following page.

The operating deficit of close to \$189,000 in Year 1 shown here reflects a more conservative approach to revenue generation, which is slightly offset with lower operating costs.

Lower Usage / Higher Deficit Model (Excludes Capital Reserve)

Item	Year 1	Year 5	Year 10
<i>Escalation</i>	2.00%		
Revenues			
Ice Rentals	\$166,742	\$180,487	\$199,272
Sporting / Non-Sporting Events	\$6,000	\$6,495	\$7,171
Tournaments	\$18,000	\$19,484	\$21,512
Sponsorship / Advertising	\$22,018	\$23,833	\$26,314
Ancillary Revenue	\$20,892	\$22,614	\$24,968
Hall Rental	\$19,690	\$21,314	\$23,532
Penalties & Interest	\$1,002	\$1,085	\$1,197
Donation Revenue (per existing)	\$2,024	\$2,191	\$2,419
Fundraising Revenue (per existing)	\$19,325	\$20,918	\$23,095
Total Revenues	\$275,694	\$298,420	\$329,479
Expenses			
Management	\$57,000	\$61,699	\$68,120
Wages and Benefits	\$142,317	\$154,049	\$170,082
Utilities	\$135,174	\$146,317	\$161,546
Supplies and Equipment	\$14,276	\$15,452	\$17,061
Insurance	\$30,000	\$32,473	\$35,853
Maintenance	\$37,650	\$40,754	\$44,995
Other Expenses	\$48,148	\$52,116	\$57,541
Total Expenses	\$464,565	\$502,860	\$555,198
Net Operating Position	(\$188,871)	(\$204,440)	(\$225,719)
Mulmur Contribution	\$94,436	\$102,220	\$112,859
Melancthon Contribution	\$94,436	\$102,220	\$112,859

Option C – New Build Facility (Cont'd)

At the higher usage end of our range, the new facility would have a lower deficit of \$148,000 in Year 1. This reflects higher revenue from ice rentals and concession revenue.

This model assumes a longer operating season resulting which leads to modestly higher operating costs that are more than offset through greater revenue.

A new modern facility would provide greatly improved community benefits compared to retention of the existing arena, as indicated by this option's significantly higher utilization and revenue.

Higher Usage / Lower Deficit Model (Excludes Capital Reserve)

Item	Year 1	Year 5	Year 10
<i>Escalation</i>	2.00%		
Revenues			
Ice Rentals	\$218,511	\$236,523	\$261,141
Sporting / Non-Sporting Events	\$6,000	\$6,495	\$7,171
Tournaments	\$18,000	\$19,484	\$21,512
Sponsorship / Advertising	\$22,018	\$23,833	\$26,314
Ancillary Revenue	\$26,856	\$29,070	\$32,095
Hall Rental	\$19,690	\$21,314	\$23,532
Penalties & Interest	\$1,002	\$1,085	\$1,197
Donation Revenue (per existing)	\$2,024	\$2,191	\$2,419
Fundraising Revenue (per existing)	\$19,325	\$20,918	\$23,095
Total Revenues	\$333,426	\$360,911	\$398,475
Expenses			
Management	\$57,000	\$61,699	\$68,120
Wages and Benefits	\$147,058	\$159,180	\$175,748
Utilities	\$147,052	\$159,174	\$175,740
Supplies and Equipment	\$14,276	\$15,452	\$17,061
Insurance	\$30,000	\$32,473	\$35,853
Maintenance	\$37,650	\$40,754	\$44,995
Other Expenses	\$48,148	\$52,116	\$57,541
Total Expenses	\$481,183	\$520,848	\$575,058
Net Operating Position	(\$147,756)	(\$159,936)	(\$176,583)
Mulmur Contribution	\$73,878	\$79,968	\$88,291
Melancthon Contribution	\$73,878	\$79,968	\$88,291

6.5 Option D – Existing Facility Plus Expansion

In Option D, the improvements to the arena and accompanying changes to demand and operating costs resulting from new changerooms are the same as in Option B.

What differentiates Option D is the new first floor community space replacing the Norduff Room, which will provide a larger, more modern space, and as a result will see significantly more usage.

The operating deficit is estimated to be in the range of \$89,000 in Year 1, as revenue increases are offset by increased utility and maintenance costs.

Item	Year 1	Year 5	Year 10
<i>Escalation</i>	2.00%		
Revenues			
Ice Rentals	\$117,623	\$127,319	\$140,571
Sporting / Non-Sporting Events	\$0	\$0	\$0
Tournaments	\$0	\$0	\$0
Sponsorship / Advertising	\$4,407	\$4,770	\$5,266
Ancillary Revenue	\$198	\$214	\$237
Hall Rental	\$19,690	\$21,314	\$23,532
Penalties & Interest	\$1,002	\$1,085	\$1,197
Donation Revenue (per existing)	\$2,024	\$2,191	\$2,419
Fundraising Revenue (per existing)	\$19,325	\$20,918	\$23,095
Total Revenues	\$164,270	\$177,811	\$196,317
Expenses			
Management	\$0	\$0	\$0
Wages and Benefits	\$71,708	\$77,619	\$85,697
Utilities	\$89,521	\$96,900	\$106,985
Supplies and Equipment	\$1,700	\$1,840	\$2,031
Insurance	\$20,041	\$21,693	\$23,951
Maintenance	\$42,021	\$45,485	\$50,220
Other Expenses	\$28,489	\$30,837	\$34,047
Total Expenses	\$253,479	\$274,374	\$302,931
Net Operating Position	(\$89,210)	(\$96,563)	(\$106,614)
Mulmur Contribution	\$44,605	\$48,282	\$53,307
Melancthon	\$44,605	\$48,282	\$53,307

7.1 Potential for Partnerships

Funding Partnerships

Possible sources for capital grant funding include programs under the Investing in Canada Infrastructure Program (ICIP), Community, Culture and Recreation stream. This a cost-shared infrastructure funding program between the federal government, provinces and territories, and municipalities and other recipients.

Note: recent adjustments to ICIP announced by the Government of Canada under the COVID Resiliency Funding Program – URL: <https://www.canada.ca/en/office-infrastructure/news/2020/08/infrastructure-program-expands-to-support-covid-19-community-resilience.html>

An example of this is City of Kingston, with plans to contribute capital funds for the development of a replacement pool in neighbouring Loyalist Township to enable its residents use of the facility at the same cost as township residents.

Further cost sharing agreements with other municipalities in Dufferin or Simcoe Counties should be explored.

Range of Operating Scenarios

The spectrum of partnerships and collaboration efforts for the development and operation of recreation facilities is broad.

Municipal Partnerships (Governance Particulars Vary)

- The NDCC is currently operating through a partnership between the Townships of Mulmur and Melancthon.
- One example is the Township of Leeds and the Thousand Islands and the Town of Gananoque share the operating and capital costs (as they arise) of the local arena.

Municipal – Not-for-Profit Partnerships

- Partnerships with external public organizations, such as the YMCA, are common for operation of recreation facilities across the country (usually warm side amenities, not ice). Typically (in smaller communities), the municipality owns the building, while the YMCA operates the facility and associated programming. Approach to risk sharing varies by type and scale of facility. Full discussion with potential partners is recommended.
- Examples include:
 - Clarence Rockland YMCA (City owned facility).
 - Downtown Brantford YMCA, which is a full partnership between the YMCA and Wilfrid Laurier University, with capital funding from the City.

Private Operations

- Private organizations develop, operate and own the recreation facility, which are often centred on ice operations.
- Examples include:
 - Scotiabank Pond in Toronto (Buckingham Sports)
 - Canlan Ice Sports Arena at York University

Public



Private

7.2 Review of Governance Models

The NDCC Board of Management is a joint municipal service board of the Townships of Mulmur and Melancthon. It was established by agreement dated September 7, 2017. Beyond the composition of the Board and its officers, the Board has the responsibility and authority for staff for both the facilities and programs.

The choice of operational model and associated governance for a facility that is co-funded by two or more institutional entities should reflect the most efficient means by which to operate the facility successfully while also ensuring accountability and transparency in operations. These goals of efficiency, quality of service, accountability and transparency are not mutually exclusive of one another.

Where the operations of the facility necessitate a high degree of managerial experience and/or technical competence, the governance model needs to reflect a staffing and reporting structure that takes full advantage of the relative staff resources of each of the funders.

For ease of illustration, this is reflected in two models: (i) cost sharing with operational responsibility retained by one of the parties; (ii) cost sharing with facility management resting with a dedicated third-party entity. See next page for details.

Where one municipality is better equipped to provide managerial oversight, this advantage should be incorporated into the staff reporting hierarchy as well as the governance model. Where the operation is entirely specialized or of a scale that does not lend itself to being operated by one of the contributing parties, there is a case for management and operation via a joint funded third-party entity.

The NDCC model as currently constructed is more akin to the second approach, albeit lacking the scale of resources to be considered an independent, third-party operation. The use of a joint service board is a choice more than it is an operational necessity.

In the context of a new facility or significantly revamped existing facility, retention of this model would necessitate greater management resources at the operational level in order for the facility to operate at its fullest potential.

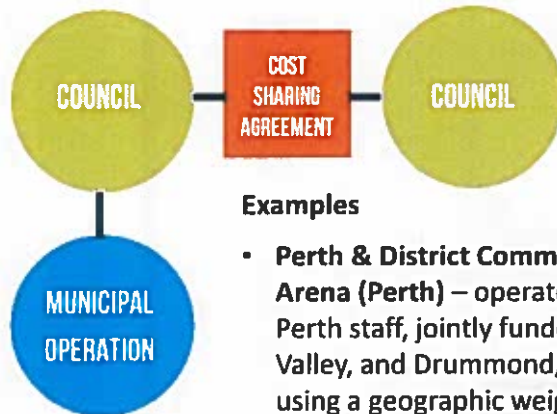
If the NDCC is either replaced or retrofitted and additional operational capacity added, the role and mandate of the Board should be clarified going forward to improve managerial capability and accountability.

The aim of any review of board mandate and authority should be based on maximizing the value of the community centre to the communities. This includes not only cost control and operational efficiency but enhanced community programming and use of the facility. In our view, this is either achieved through a realignment of operational control to one of the townships or adjusting the board of management to achieve greater independence in management, rate setting, secretarial and treasury functions.

The solution may lie in the relative costs of one approach over the other: (i) enhancing the resources of the Board to operate more independently (additional staff and management resources at the operational level) versus (ii) seeking the efficiencies of direct operational control by one municipality supported by an advisory board and effective reporting to both councils.

7.2 Review of Governance Models (Cont'd)

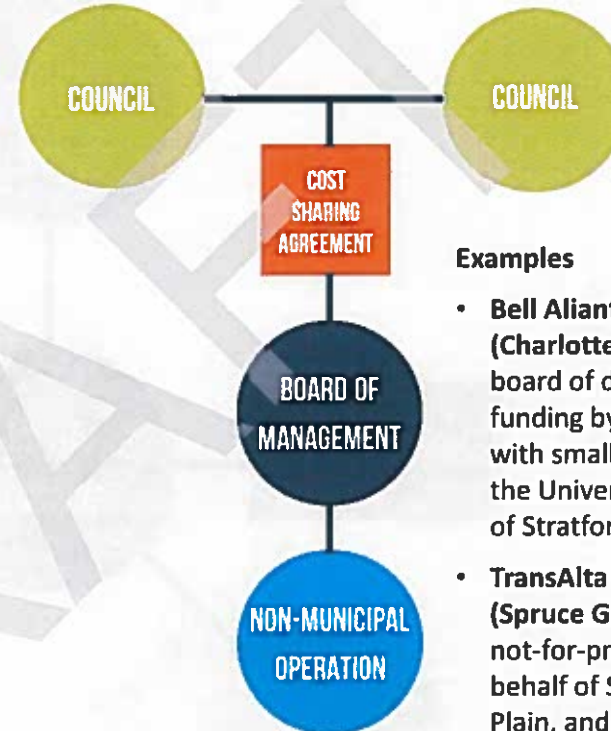
1. Operated by One Municipality



Examples

- **Perth & District Community Centre Arena (Perth)** – operated by Town of Perth staff, jointly funded by Perth, Tay Valley, and Drummond/North Elmsely using a geographic weighted assessment models
- **Lou Jeffries Arena (Gananoque)** – operated by the Town of Gananoque, with operating and capital costs split on a 50/50 basis between Gananoque and Leeds and the Thousand Islands.

2. Co-Management Through Board

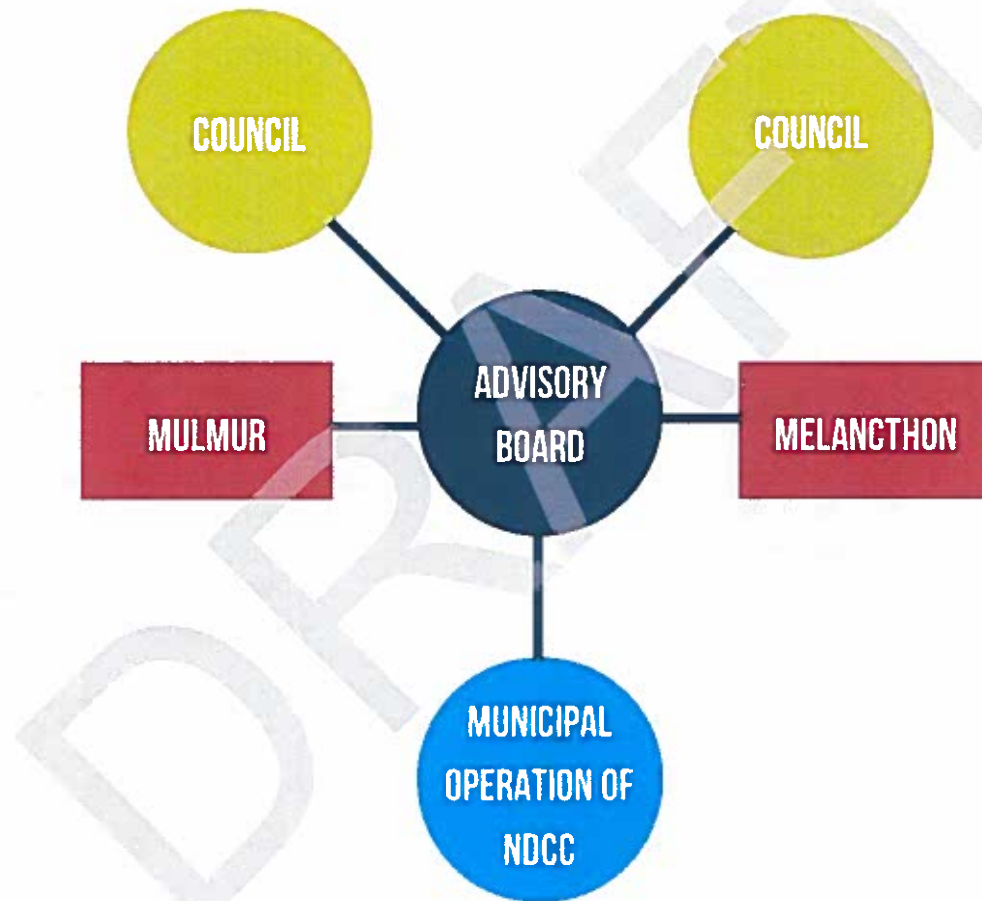


Examples

- **Bell Aliant Centre (Charlottetown)** – governed by a board of directors, majority of funding by City of Charlottetown with smaller contributions from the University of PEI and the Town of Stratford.
- **TransAlta Tri Leisure Centre (Spruce Grove)** – operated by a not-for-profit corporation on behalf of Spruce Grove, Stony Plain, and Parkland County with equal representation on the board of directors and contributions adjusted to reflect changes in population distribution.

7.2 Review of Governance Models (Cont'd)

Advisory Board Option



8.1 Recommended Option

Based on the full scope of the work undertaken as part of this planning exercise, the preferred option is Option C – building a new multi-use recreation facility elsewhere on the site. In summary, this siting and building program offers the following advantages over the other options:

- Provides a high-quality municipal standard and recreation facility for expanded community use. As a modern facility with greater amenities, both the ice and community space can be expected to attract significantly greater use.
- The capital costs contributions required from the Townships, while higher than the other options, have the potential to be significantly reduced through funding opportunities. As capital funding is likely to be achieved only with the significant support of government grants, the strategic goal should be to prioritize the full rebuild of the arena and improve the overall functioning of the Honeywood park site.
- The expansion option is not an effective long-term planning solution although it is assumed that the improvements to the ice barn itself will extend its useful life. It is a cheaper option in capital terms but as a strategic goal falls short of the long-term benefits associated with the rebuild option.
- Operational subsidy may well be higher in the rebuild option but overall value for money for community use as a year-round facility catering to a range of activities, is likely to be significantly enhanced.
- While the option of business as usual is always available, it is not recommended. Ultimately, the operating deficits will increase, and maintenance of the facility demands a significant investment relative to the existing value of the building. As a result, adopting a strategy of capital investment will lead to greater opportunity for better use of the Honeywood complex by a wider range of users from both Mulmur and Melancthon.

8.2 Potential Risks

While there are risks associated with rebuilding the facility, certainly in terms of the challenges to secure necessary capital funding, the partial rebuild of the arena may hold greater risk. This includes potential risks associated with design and construction as the existing building is removed and the new construction attached to the original arena structure, and new changerooms added to the north wall of the arena.

The least degree of risk and maximum advantage, in future planning terms, rests with the full rebuild.

8.3 Next Steps

Specific next steps associated with pursuing any of the options outlined in this assessment are listed below:

1. Develop a Funding Plan (Immediate Next Step)

The Townships should utilize the findings of this report as a basis for the application to upper levels of government for funding support and further discussion with the public as to the likely level of development that is warranted: specifically, the level of expenditure on a new multi-use recreation facility.

2. Establish a New Cost-Sharing Agreement (In-Principle; Detailed Discussion Pending Achievement of Capital Funding)

Redrafting a new cost-sharing agreement is where ongoing design and costing information is critical to scoping the overall envelop of capital and operational costs which are central to any quantification of impact on the partners of an agreement. The details of the cost-sharing model will be further informed by the ongoing business planning that will be required for this project.

3. Site Assessment (Immediate Next Step)

As an immediate next step, the Townships should undertake all necessary site assessments to include geotechnical investigation and environmental assessment for the preferred option / siting, as necessary. This work is required to verify the appropriateness of the site for development, inform the footprint location and design of the facility on the site, and provide necessary input for the capital costs and design solutions for site servicing and building construction.

4. Design Progression

If funding commitments are in place, and assuming that the project does not generate insurmountable challenges as a result of the required initial due diligence, the project can move into design and engineering as follows:

1. Advance the building program to a detailed level.
2. Initial Schematic Design (typically this equates to about 12.5% of the total architectural fees to completion).
3. Design Development (typically takes the project to 25% of the total architectural fees to completion). As part of design development, the Townships should expect to receive a capital costing estimate equivalent to a Class B level of estimation.

The project can then be assessed in terms of the appropriate method of final design and construction – either through a traditional design and tender approach or a Design-Build approach.

8.4 Immediate Considerations

The reality of translating any feasibility assessment into a financially affordable option is one of funding strategy. Our report and next steps has made the development of a funding strategy an immediate next step. However, such strategies, and particularly commitments to funding from government and partners arising from these strategies, take time to develop. During this time, the NDCC must fulfill its operating mandate and this includes maintenance of all life and safety-related operations, and associated capital expenditures. In addition, the facility will need to be operated as efficiently as possible without unnecessary capital expenditures. Achieving a balance between capital expenditure minimization over the next 5 years, while also maintaining the facility to its maximum current operational capacity, is not easy. In all likelihood this will translate into a case by case assessment of whether expenditures are necessary or can be deferred pending a decision on the fundability of a new facility or the renovation of the existing one.

For these reasons it is important to work diligently to identify the envelope of capital costs and operating cost deficits that each municipality is willing to tolerate (assuming that capital costs from grants cover part, but not all, of the costs). This requires further review of the fiscal capacity of each municipality to establish reserves to help fund renovation or replacement along with applications for grant funds from government. The funding strategy will inform the final choice of replacement or renovation option, or a decision to retain the facility in its current configuration and work to ensure necessary upgrades as outlined in this report under Option A.

It should be recognized that the province, through the Accessibility for Ontarians with Disabilities Act (AODA), has a goal for an accessible Ontario by 2025. This is a target, identified in 2005 when the Act was developed, towards improving opportunities for people with disabilities that municipalities and businesses should strive towards.

While there is no requirement to improve existing facilities (that are not going to be renovated), if the NDCC is to remain in place for the foreseeable future without a definitive commitment to replace or renovate, the municipalities should budget for some upgrades to improve accessibility over the next several years to be responsive to user needs and improve the general usability of the facility. The municipalities will need to use its respective discretion in determining needs in this regard, and what would be most beneficial (considering costs).

8.4 Immediate Considerations (Cont'd)

It is therefore important that the findings of this report and the requirements to commence next steps in planning are undertaken in order to bring greater clarity to the timing of any replacement and therefore the merit of any interim capital expenditure. The goals should be to avoid “throw-away” capital costs which comprise major items of expense in the short to medium term that are then subject to near term replacement when the building is either decommissioned and replaced or retrofitted. Part of the decision-making process with regard to capital spending on the facility in this interim period includes the following considerations:

1. Establish a reasonable expectation (based on a funding strategy and other considerations) as to the remaining period in which the existing facility will be operated: assume a minimum and a maximum.
2. Is the capital expense essential to maintain safe operations and the integrity of the building, its structure, major systems and functionality?

3. How significant is the expense and the estimated life cycle of the capital asset (i.e. is the amortization period over a shorter or longer period of time)?
4. Is the capital expense movable or can be relocated to a new facility (e.g. ice plant; major equipment, etc.) or is it fixed in place.
5. Does the expense represent an investment in state of good repair (SOGR) and otherwise is at a scale of expense that is warranted for the period of time that the arena is deemed to be operational.

Addressing these questions will help the municipalities budget any necessary capital expenditures and defer those for which the benefits over the assumed remaining operational period of the arena are outweighed by the costs.

Q1 Please share your comments regarding the NDCC Efficiency Review Report in the space below:

Answered: 7 Skipped: 0

#	RESPONSES	DATE
1	I have read the report and I thought it was comprehensive. As far as it's conclusions go I agree (as I think most people who have lived through and extensive renovation would.) If the funding is available far better to just start from new. As well, so many communities now have lovely recreation centres that are a pleasure to use, the current Honeywood centre is not a pleasure to use on any level.	10/29/2020 9:54 AM
2	The report is very thorough and informative, providing a range of options and the pros and cons of all options.	10/25/2020 9:43 AM
3	There are a lot of options. Somewhat overwhelming.	10/21/2020 2:05 PM
4	Excellent report. Well thought out. But what to do is the big question.	10/20/2020 9:48 AM
5	Seems like a lot of money for such a small user group	10/20/2020 9:46 AM
6	Terrific report. We moved here just over a year ago from Toronto, where we really appreciated having community centres nearby. We are just a 5 minute drive from the NDCC and have two young children. We would definitely make more use of a renovated NDCC, and think this would be a welcome uplift for a growing community. Having an indoor pool would also be incredible, but my guess is the focus is on the ice rink.	10/19/2020 6:41 PM
7	What an excellent and informative report. I hope funding can move forward on this project.	10/19/2020 5:18 PM

Denise Holmes

From: Bev Robinson [REDACTED]
Sent: Thursday, October 22, 2020 1:22 PM
To: Denise Holmes

I listened with great interest to the discussion regarding the hall in Hornings Mills.

I like the idea of a business plan being drawn up and approved by the council and the board of directors. I also think the board needs some new people appointed for some new ideas. Also additional committees will help with new ideas.

I am NOT in favour of the hall being returned to the W.I.. The group is very small.

The council idea of building up a fund for future repairs is also a necessity in my opinion.

Denise Holmes

From: Kristine Pedicone [REDACTED]
Sent: Monday, October 19, 2020 8:41 PM
To: Denise Holmes
Subject: Re: Hornings Mills Hall

Hi Denise,

I enjoyed the meeting tonight. I thought it went well.

My opinion for going forward with the Hornings Mills Hall:

I would not like to see it go to the WI, There are only 8 members and at least 3 of them are over 70.

I would like to see the board aspect to continue, however I have heard that some members of the current board can be difficult to get along with, and feel that their way is the only way to go. So give and take would be very important. I do feel that there should be a council member either on the board or readily available to the board. I also feel that some new blood could definitely be advantageous.

Thanks for listening.

Kristine Pedicone

On Mon, Oct 19, 2020 at 9:22 AM Denise Holmes <dholmes@melanctontownship.ca> wrote:

Thank you!

Denise B. Holmes, AMCT

CAO/Clerk, Township of Melancthon

519-925-5525 Ext. 101

From: Kristine Pedicone [REDACTED]
Sent: Saturday, October 17, 2020 11:20 AM
To: Denise Holmes <dholmes@melanctontownship.ca>
Subject: Hornings Mills Hall

Denise Holmes

From: debbie.fawcett debbie.fawcett [REDACTED]
Sent: Monday, October 19, 2020 8:40 PM
To: Darren White; Denise Holmes; mmercerc; David Besley; Wayne Hannon; David Thwaites
Subject: meeting

I wish to thank you and all members of council for the meeting tonight. I listened in but was unable to make myself part of the meeting. The mute and unmute button on my phone did not cooperate. Either that or nobody wanted to hear from me....Being one of the few remaining Women's Institute members.....just kiddin'.

We have several new younger members wishing to join our WI branch and I welcome them with open arms.

The community at large were quite forthcoming and I see a bright future for the Community Hall in partnership with The Township of Melancthon.

When this pandemic is over and we can safely meet, we shall/should host an evening of fellowship.

As a side note..... I have over the years compiled several Photo albums from the date we started on this venture. It is quite interesting to peruse. I started it with the initial community meeting, right through to this year, documenting the whole journey. My photos aren't on my phone...oh yeah I don't have one.

I might even allow the community to view the albums.

Thanks again.

Deb

Denise Holmes

From: Reinis Piegaze [REDACTED]
Sent: Monday, October 19, 2020 8:25 PM
To: Denise Holmes
Subject: Hall

Dear Ms.Holmes and Melancthon Council,

I arrived in Melancthon from the refugee camps of Germany in 1952 and grew up on a swamp and yellow clay farm on 4th Line SW.I went to school at SS#7 on the Back Line when the country schools were a social focus for the locals. The small schools are long gone,but the need for a shared community centre has not vanished.Instead of paving a few more miles of country roads,Melancthon should fully fund and ,with volunteers,support the Hall.

I have shifted to living in Mulmur now, but still attend events at the Hall.

Since the Hall is on the boundary between Melancthon and Mulmur it may be fitting for Mulmur to offer some concrete support. As well, the County may chip in.

Sincerely,
Reinis Piegaze

Denise Holmes

From: Jim & Sue Miles [REDACTED]
Sent: Thursday, October 29, 2020 10:57 AM
To: Denise Holmes
Subject: Sculpture for the Miles' Garden

Hi Denise,

Below is a statement of my intention for my sculpture. I also have included pictures of the stone that I will likely be using. They will appear differently when I finish 🍷

One will be approximately 4 feet tall and two others approximately 2 feet tall.

I could see the three pieces together in a circular base of cement about 6"-8" thick to provide support. I will also "pin" each piece. The periphery could be bordered with 6" river stone. The diameter may be about 6 feet.

I also thought that my intention statement could be on a signage typical of the historical style of plaques found in Melancton. This could be a form of introduction to those who contemplate the sculptures.

I have not really thought about the location in the Miles' Garden.

These are preliminary thoughts and I look forward to any suggestions that the council has to making this a positive project for the community and the Township.

Best wishes,
Jim

HISTORIA A Story

Everyone has a story. This sculpture calls you to recognize and honor your story. Your tale unfolds with different intensity and direction. Various layers. We grow into our story.

Our country has given the basic needs for us to grow and we give back with good citizenship. Our "HISTORIA" becomes a part of the Canadian Myth.

It is to each story, we bring our skills. Our uniqueness. From here, we create, together, a new chapter of the journey.

Here is a tribute to George, a British Home Child and Bertha, a child of the local farming community.

It is also a tribute to a simple village that afforded opportunity and natural beauty, often found throughout Canada.

May this acknowledgment hold peaceful moments of reflection.

Stone: Bois Blanc Limestone
Dolomitic Limestone
Source: Niagara Escarpment
Sculptor: James Miles





**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 located in the East Part of Lot 2, Concession 1, O.S, located at 5561 12 Mulmur-Melancthon Townline for the purpose of recognizing an existing residential lot.

AND PURSUANT to Section 34 (10) 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 and Time: Thursday, November 5, 2020 at 5:30 pm
Location: Township of Melancthon Municipal Office (Council Chambers)

NOTE: This will be a virtual meeting. If you wish to attend the virtual meeting, please call or email the Township office prior to the day of the public meeting so you can be provided with a link to the meeting. If you do not have the capability to attend a virtual meeting, please provide written comments and a phone number where you can be reached to the Township Clerk prior to the public meeting.

DETAILS OF THE ZONING BY-LAW AMENDMENT

The application affects lands located in the East Part of Lot 2, Concession 1 O.S, described legally as Part 1, Plan 7R-6636 in the Township of Melancthon. A key map has been appended to this Notice which identifies the lands that are subject to the proposed amendment.

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 12-79 to rezone lands that are the subject of an application for a validation certificate. In order for the Township to authorize the validation certificate the subject lot requires a rezoning from the General Agricultural (A1) to the Rural Residential (RR) Zone.

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 applicant's survey is also available for review by contacting the Township office.

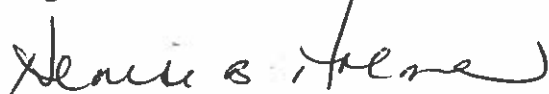
The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the meeting shall be afforded an opportunity to make representations in respect of the proposed amendment.

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 Tribunal may dismiss all or part of the appeal.

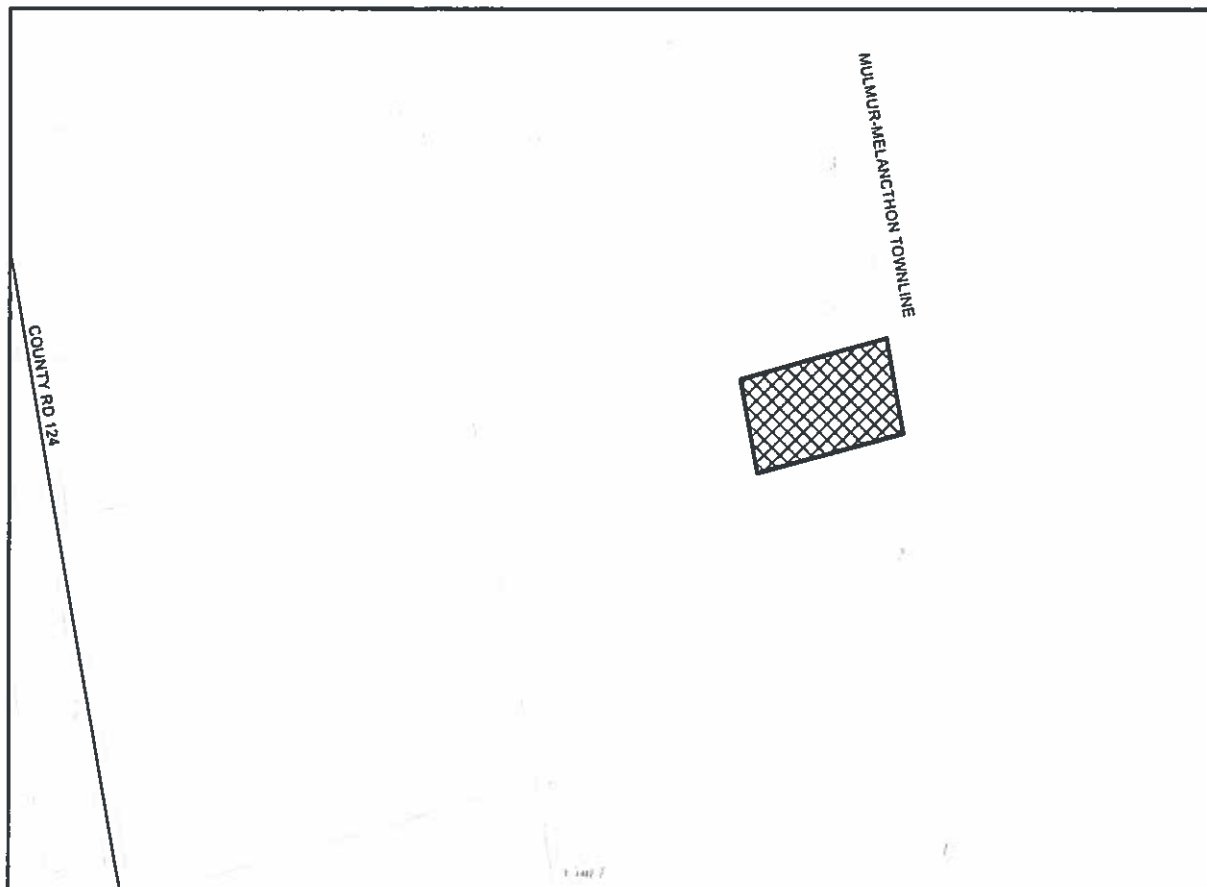
Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

Mailing Date of this Notice: October 16, 2020



Denise Holmes, CAO
Township of Melancthon

**LANDS SUBJECT TO APPLICATION FOR
ZONING BY-LAW AMENDMENT**



 Subject Lands

MEMORANDUM

To: Mayor White and Members of Committee
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: October 29, 2020
Re: Application for Validation Certificate and ZBA B5/20 (Clark)

BACKGROUND

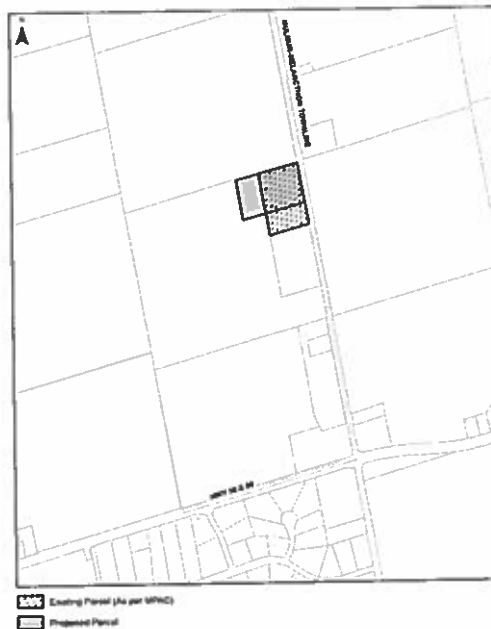
The Township is in receipt of an application to validate the title of a lot on lands located in Part of the East Half of Lot 2, Concession 1 O.S. with frontage on the Mulmur-Melancthon Townline.

Validation of title is an authority established in Section 57 of the Planning Act. The purpose of a "validation certificate" is to address discrepancies in the chain of title.

In this case the applicant/owner of the subject lands has discovered that an improper legal description has encumbered his title as well his ability to convey the lot.

An illustration of the effect of the improper legal description is provided in Figure 1:

Figure 1 – Illustration of Improper Legal Description



The Validation Certificate will be considered by the Committee of Adjustment on November 19, 2020.

Ontario Regulation 144/95 requires a validation certificate to conform with:

1. The Township's Official Plan; and,
2. The Township's Zoning By-law.

The applicant's lot, as it is proposed to be validated, will conform with the Township's Rural land use designation, and furthermore, the Town of Shelburne has confirmed they support the validation as required by Section 3.10 (f) of the Official Plan.

The subject lands do not comply with the Township's Zoning By-law, given that the lot is located in the General Agricultural (A1) Zone which requires a minimum lot area of 18 hectares and in this case the lot has an area of 3.6 hectares. For this reason, the applicant has applied for the subject zoning amendment to ensure the lands are correctly zoned so that the validation request will adhere with the requirements of O. Reg. 144/95.

ANALYSIS

The consideration of the validation request has been deliberated with the Township solicitor and collectively we are of the view this is the appropriate way to remedy the legal description and ensure proper title to the applicant's lot in Land Titles. On this basis the proposed zoning amendment is a prerequisite to allowing the Validation Certificate to proceed.

RECOMMENDATION

It is recommended the attached zoning amendment be approved.



Chris Jones MCIP, RPP

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
BY-LAW NO. _____

(Allen Clark – Mulmur-Melancthon Townline)

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-6636, located in the North-west Half of Lot 2, Concession 1 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 owner of the subject lands has submitted an application for a Validation Certificate and therefore has submitted an application for zoning amendment to adhere with the requirements of O. Reg. 144/95;

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 Part 1, Plan 7R-6636, located in the North-west Half of Lot 2, 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. In all other respects, the provisions of By-law 12-79, as amended shall apply.

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

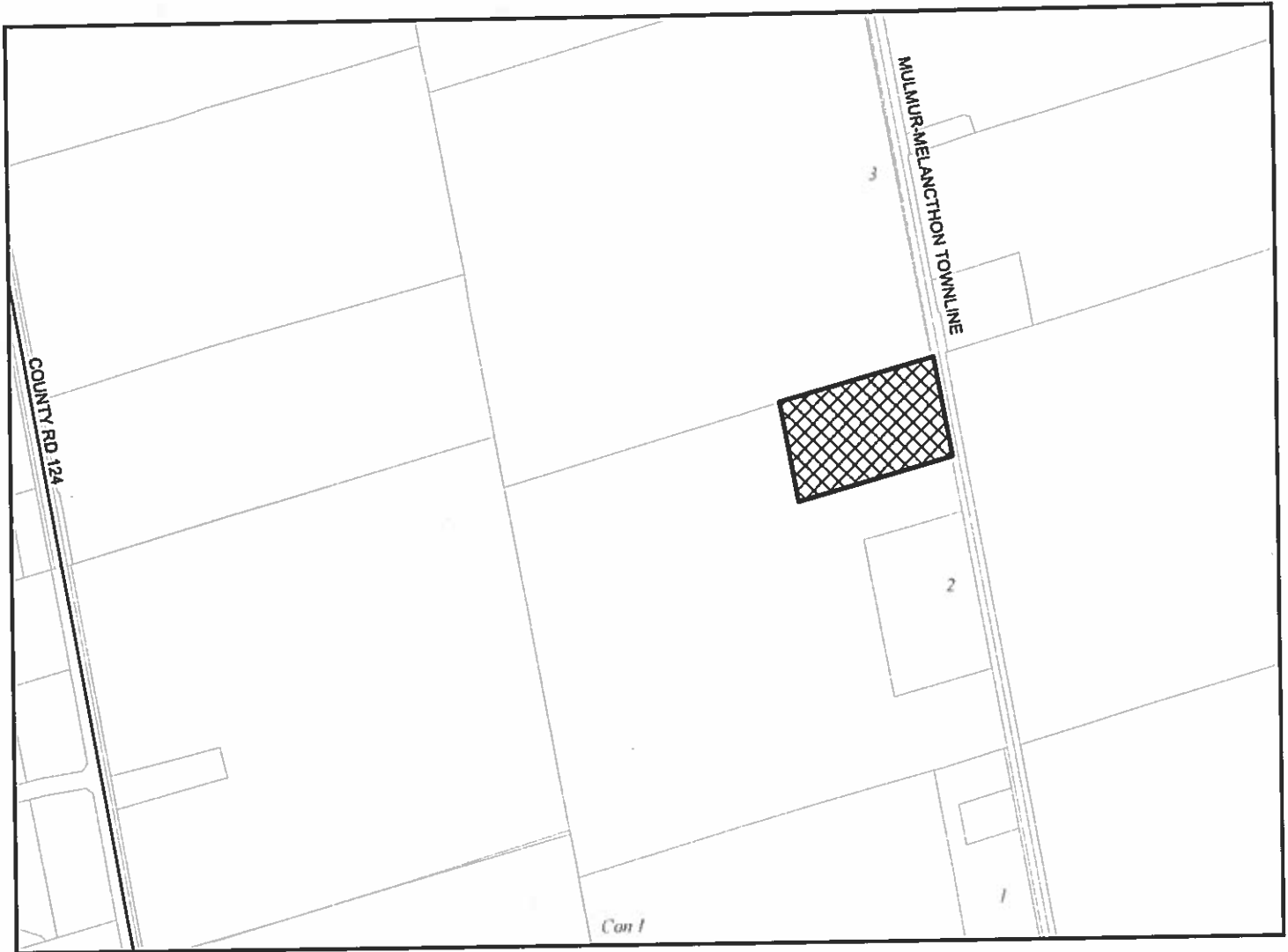
READ A FIRST AND SECOND TIME on the 5th day of November 2020.

READ A THIRD TIME and finally passed this 5th day of November 2020.

Mayor

Clerk

Schedule 'A-1'
By-law 2020-_____
East Part of Lot 2 Concession 1 OS
Township of Melancthon



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

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

Passed this _____ day of _____, 2020.

Mayor

Clerk

5:45 pm

Denise Holmes

From: Sheryl Flannagan <sflannagan@nvca.on.ca>
Sent: Monday, October 19, 2020 12:18 PM
To: Denise Holmes
Cc: Keith White (kwhite@essatownship.on.ca); Mariane McLeod; Doug Hevenor
Subject: NVCA Draft 2021 Budget Presentation
Attachments: NVCA Budget 2021 - Melancthon.pptx; NVCA Budget 2021 - Melancthon.pdf

Good afternoon Denise,

Please find attached the NVCA's presentation for inclusion into your agenda. I have also included the pdf version.

We will await the information to login virtually.

Let us know should you have any questions.

Thanks,

Sheryl

Sheryl Flannagan, CHRL, CMM II HR Professional | Director, Corporate Services

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T 705-424-1479, ext. 228 | F 705-424-4694
sflannagan@nvca.on.ca | nvca.on.ca

Important note: I am currently working remotely as the Nottawasaga Valley Conservation Authority is taking preventative measures to limit the spread of COVID-19. You may experience some delays or disruptions as we follow recommendations of public health experts.

Stay the Course

1. Wash hands
2. Social distance and use masks when distancing is not possible
3. Respect Others
4. Shop Local

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender and destroy all copies of the original message.



NVCA 2021 Budget Township of Melancthon

Doug Hevenor, CAO | NVCA | November 5, 2020

NVCA in Melancthon

Creating a healthy environment and communities through innovative watershed management



Nottawasaga Valley Watershed

- Celebrating 60 years of conserving and restoring the Nottawasaga watershed
- Watershed is 3,700 km² in size spanning 18 municipalities
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- NVCA jurisdiction covers 129 km² (41%) of the township
- Melancthon is home to the headwaters of the Pine and Noisy Rivers.

NVCA – Our Continued Direction

Our Vision and Mission

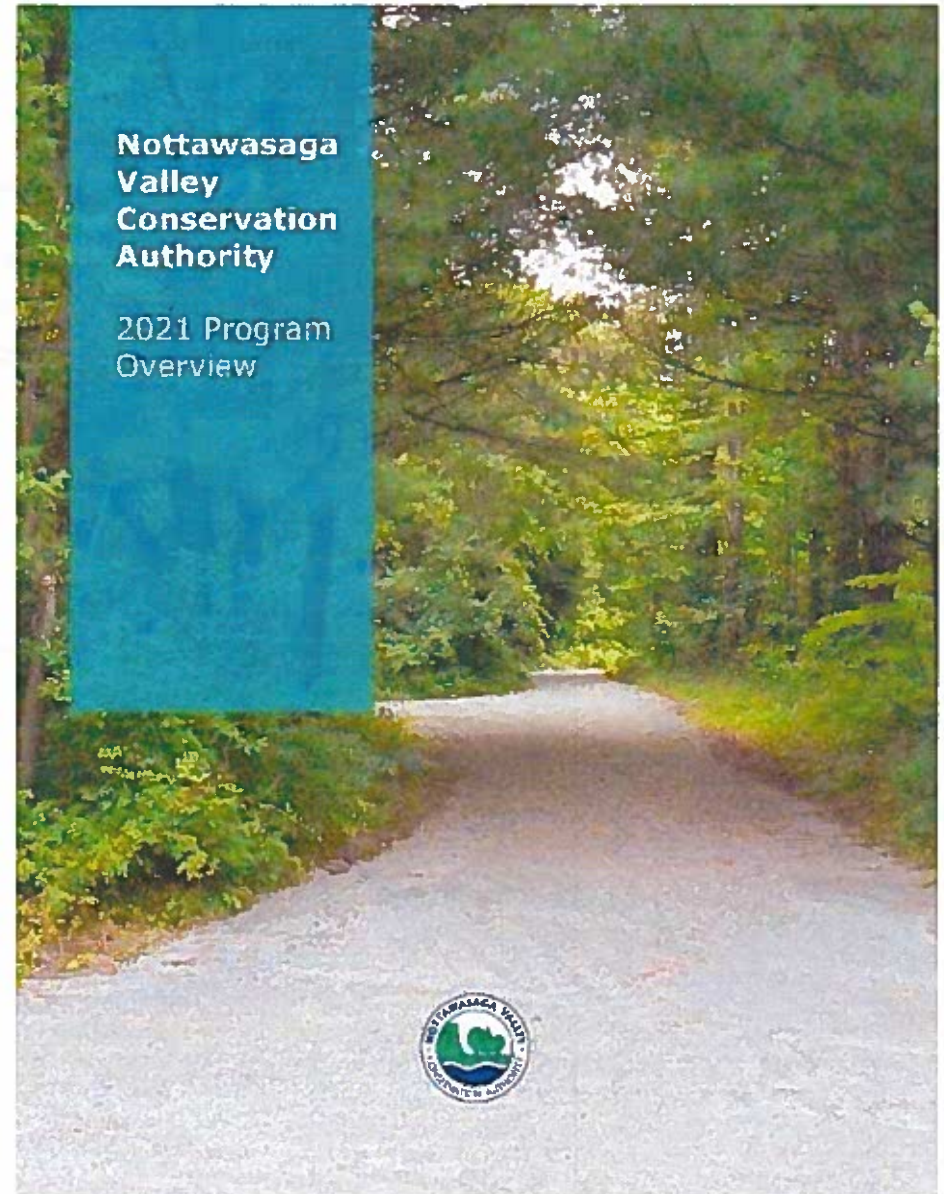
Our **Vision** - A sustainable watershed that is resilient to the effects of climate change, urban growth and other stressors and provides for safe, healthy and prosperous people and communities.

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2021 Program Overview

- New budget companion for our member municipalities
- Highlights each program



2020 Accomplishments

Watershed Science

- On-going development of the integrated watershed monitoring data management platform.
- Completed a Watershed Monitoring Strategy.
- Accomplished a broad desktop assessment of evaluated wetlands and unevaluated wetlands on a watershed/subwatershed basis.
- Finalized the report documenting NVCA wetland mapping history including protocol for future update efforts.
- Completed natural heritage discussion paper outlining future direction for this program component.





- Unfortunately, due to the COVID-19 pandemic, our Education program shut down in mid-March however it is slowly re-starting working closely with the school boards.



2020 Accomplishments

Stewardship & Restoration Services



- Provided water quality and habitat improvement incorporating landowners and volunteers, through delivery of Healthy Waters Grant Incentive Program.
- Continued to maintain canoe route and improve fish habitat in the Mad River.
- Improved habitat for trout/northern brook lamprey and enhanced water quality in the upper Nottawasaga River by stabilizing 300m of erosive stream bank, installing 300m of woody instream habitat and 1,000m of livestock exclusion fencing and creating 2,000m² of restored floodplain habitat. This work was completed with a wide range of funding partners.
- Improved trout habitat and water quality in Black Ash Creek and reduced flooding potential by removing the Petun Dam and restoring 130m of healthy, dynamic natural stream channel and escarpment valley
- Created 0.5ha floodplain wetland on Beeton Creek through installation of a rock spillway at the Ice Control Structure.



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- Planted 107,850 trees on 27 properties across the watershed creating 134 acres of new forest.
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- Further developed criteria for a Georgian Bay shoreline flood warning statement.



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2021 NVCA Budget Overview

Budget Pressures

- COVID-19 Pandemic – The pandemic that has caused financial troubles worldwide impacted the NVCA in 2020. We understand that this has impacted our member municipalities as well and that this impact will be felt for a number of years going forward.
- The provincial transfer payment to the NVCA through the Ministry of Natural Resources and Forestry (MNR) currently remains at \$97,307 – almost 50% less than 2018 but there is no guarantee on how much longer this will continue.
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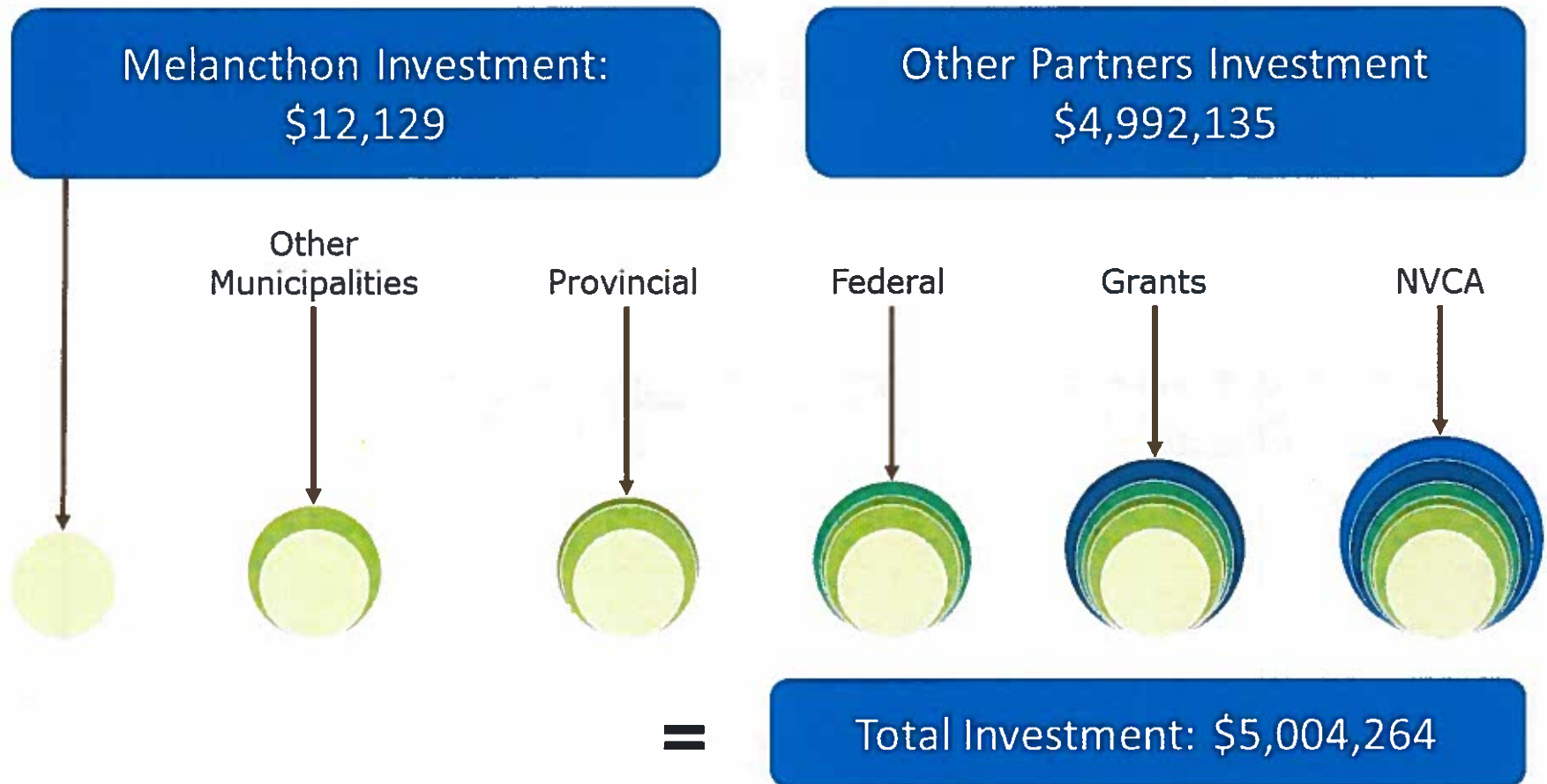
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Leveraging Your Funds - 2021 Budget

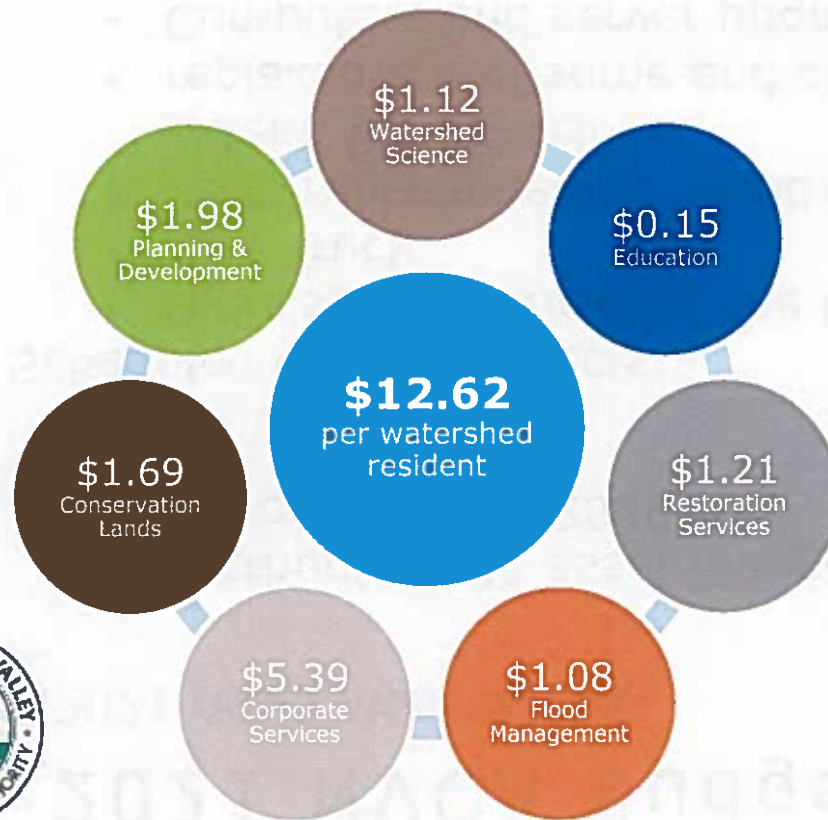


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Impact on Residents

By Population:

2021 increase → 0¢ per resident increase



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Difference			\$225



Thank-you

Questions?

dhevenor@nvca.on.ca
705-424-1479 ext. 225

Budget documents available at
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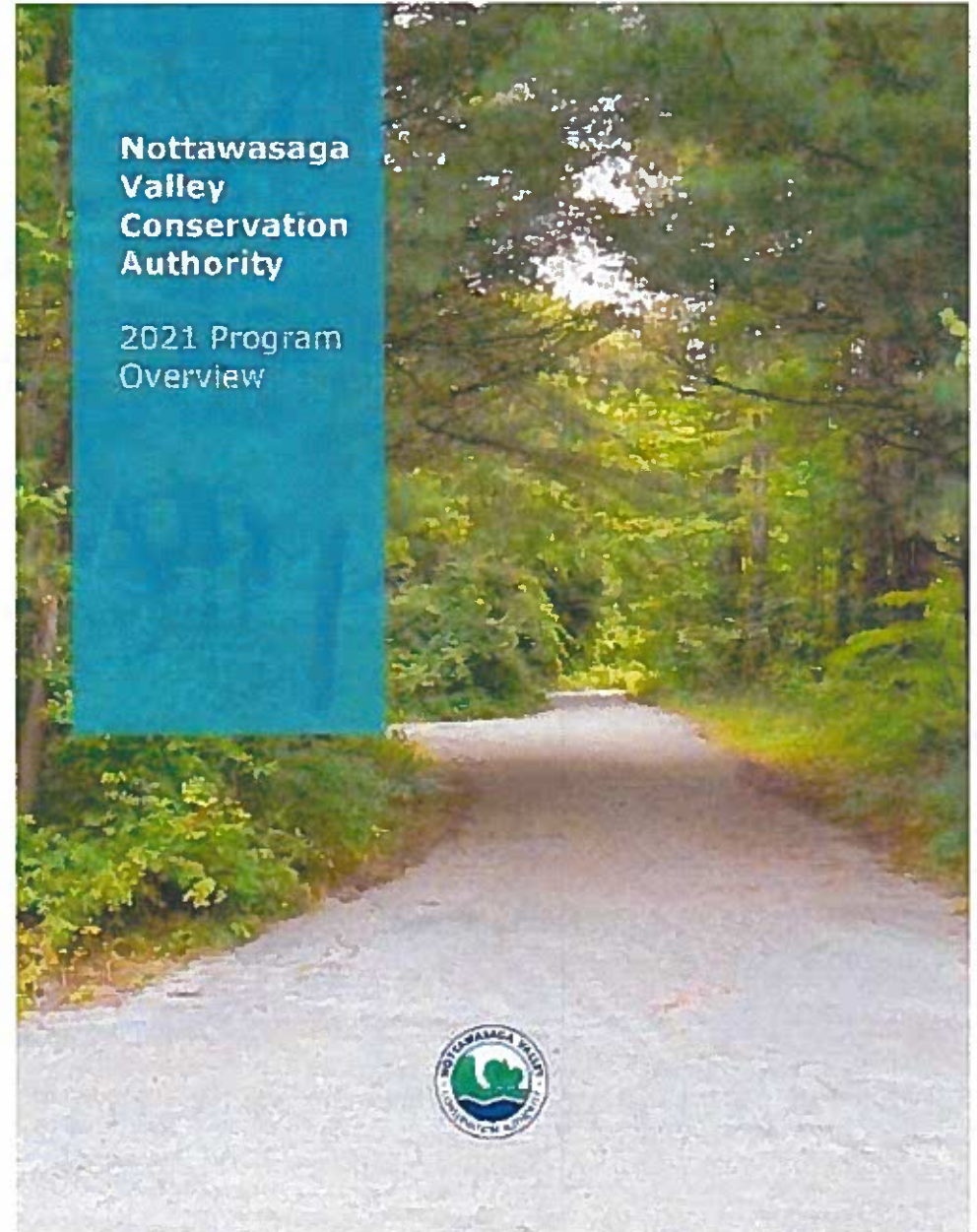


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Authority

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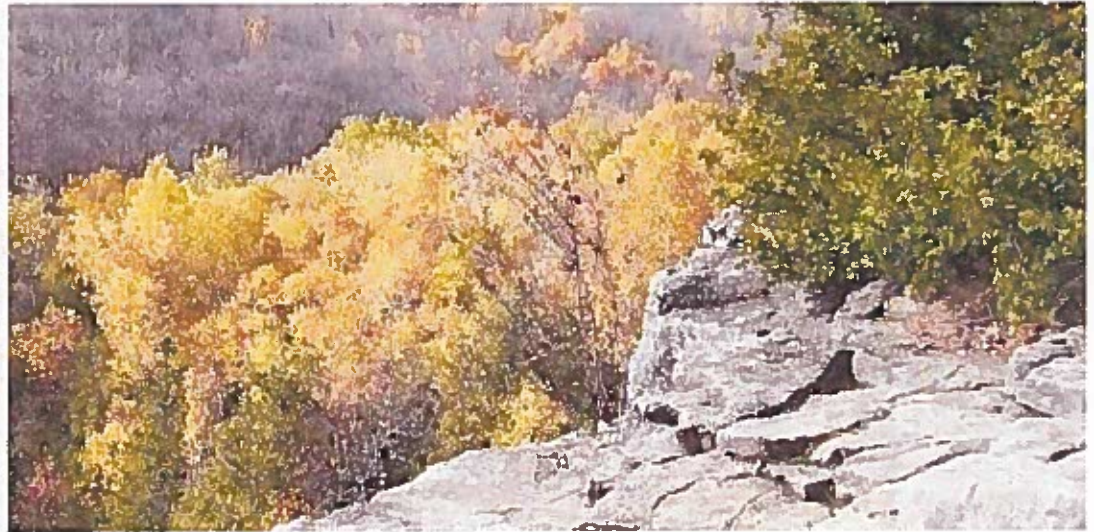
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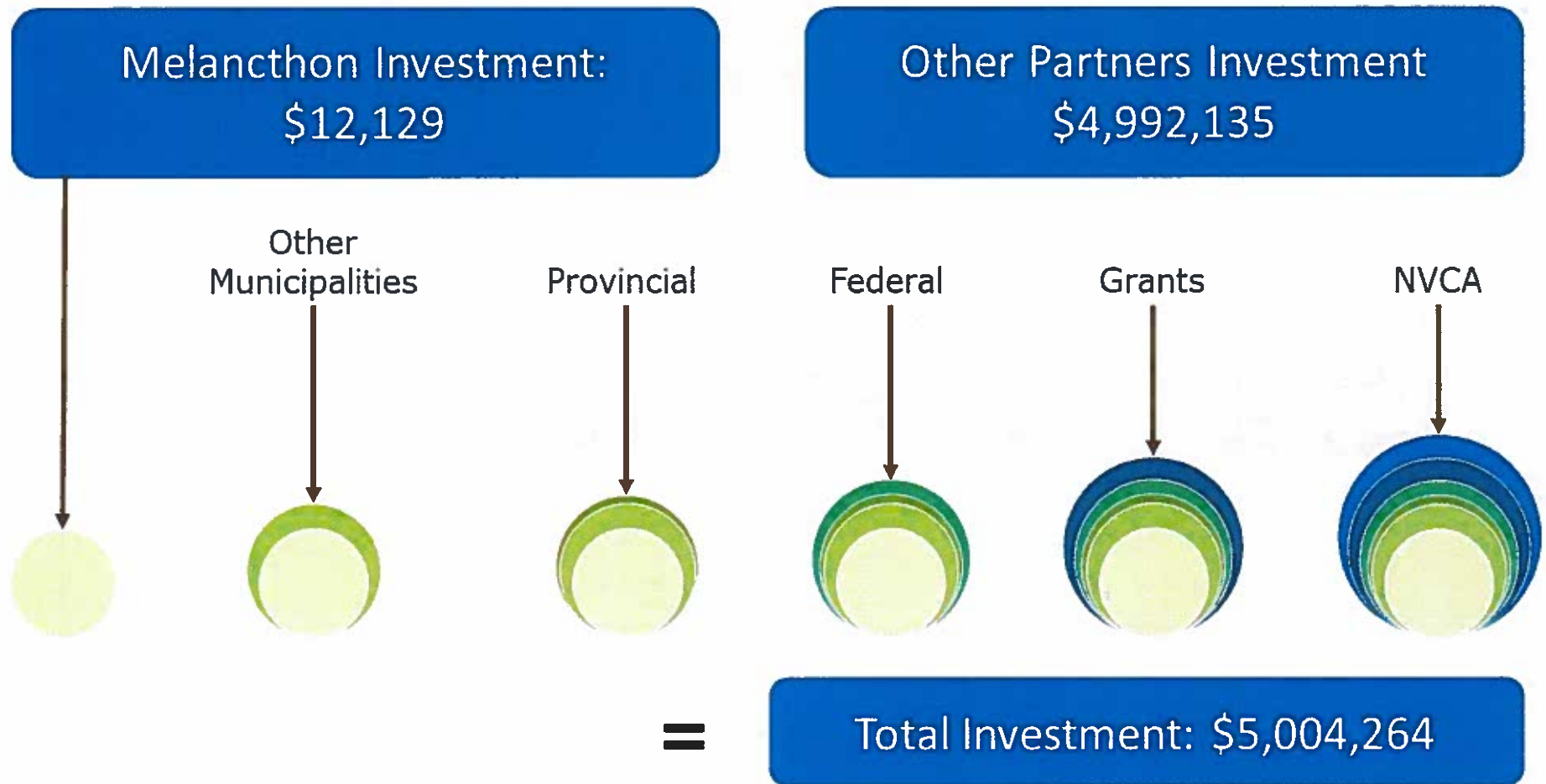
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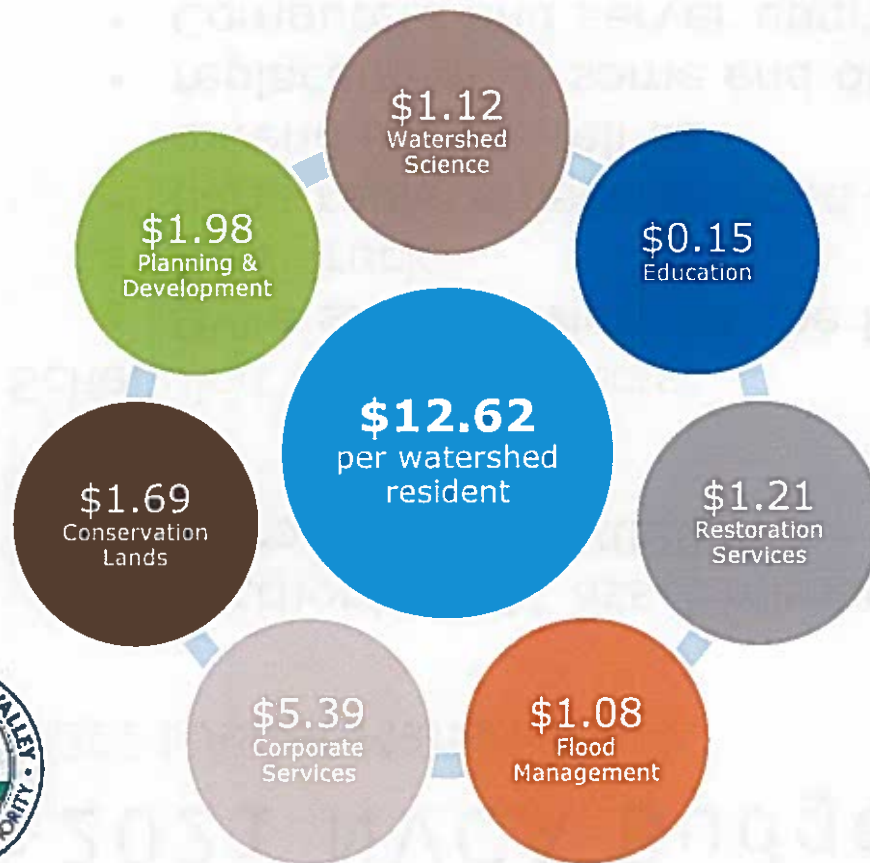


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Thank-you

Questions?

dhevenor@nvca.on.ca
705-424-1479 ext. 225

Budget documents available at
nvca.on.ca



bpm

Denise Holmes

From: FeralCat Rescue [REDACTED]
Sent: Thursday, October 22, 2020 2:58 PM
To: Denise Holmes
Subject: Re: Delegation Request Form
Attachments: Request for Delegation Melancthon Council - Oct 22 2020.jpg

Hello Denise,

I have attached the request to attend as a delegation for the Next Council meeting. As stated the delegation is to discuss the relocation of the rescue.

Also, a newspaper article was done this week by the Orangeville Banner asking if anyone may have land for use or purchase for the rescue. If we find someone who would be willing to lease us land, what would be the first steps for consideration of this option? I am trying to remember if it was a form that we filled out for consideration or if it was a letter giving permission. We are looking for a 10 plus year lease this time.

Also would rezoning be needed on a property that is designated "Rural" ?

Thanks so much for your help Denise!

Please feel free to call me if needed at any time [REDACTED]

Best Regards,
Sharon Morden

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: Monday, October 5, 2020 11:52 AM
To: FeralCat Rescue <info@feralcatrescue.ca>
Subject: Delegation Request Form

Hi Sharon,


Please see attached.

Thank you.

Regards,
Denise Holmes



DEL # 3
NOV 05 2020

 *Please consider the environment before printing this e-mail* This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.



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: Oct. 21, 2020
NAME: Sharon Morden PHONE: [REDACTED]
ADDRESS: 141 Second Avenue West, Shelburne
EMAIL ADDRESS: [REDACTED] L9V 2X3
SIGNATURE: [REDACTED]

Purpose of Delegation Request (state position taken on issue, if applicable).

- ① Discussion regarding the Relocation of feral cat Rescue due to Land owner not renewing rezoning.
- ② Discussion of options for Relocation and looking for Direction and options in Melancthon

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.