



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING THURSDAY, MARCH 4, 2021 - 9:00 A.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/83351588540?pwd=VCsvTUhQektSQ0J3bmIrZ2ZvSEcvQT09>

Meeting ID: 833 5158 8540

Passcode: 849572

One tap mobile

+16475580588,,83351588540#,,,,*849572# Canada

+17789072071,,83351588540#,,,,*849572# Canada

Dial by your location

+1 647 558 0588 Canada

+1 778 907 2071 Canada

+1 204 272 7920 Canada

+1 438 809 7799 Canada

+1 587 328 1099 Canada

+1 647 374 4685 Canada

Meeting ID: 833 5158 8540

Passcode: 849572

AGENDA

- 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 – February 18, 2021**
- Mulmur Melancthon Joint Council Meeting
February 17, 2021
- 6. Business Arising from Minutes**
- 7. Point of Privilege or Personal Privilege**
- 8. Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
- 9. Public Works**
 1. Accounts
 2. Report from RJ Burnside - Tender results for the Rehabilitation of Bridge 13 and Recommendation

10. Planning

1. Applications to Permit
2. Other
3. Unfinished Planning
 1. Unnamed Lane in Corbetton – Memo from Denise Holmes, CAO

11. Strategic Plan

12. Climate Change Initiatives

13. Police Services Board

1. Report from Denise Holmes, Board Secretary – Recommendation from February 2, 2021 meeting

14. Committee Reports

15. Correspondence

Board & Committee Minutes

1. Environmental Sustainability Committee – January 8, 2021
2. Shelburne Public Library – December 15, 2020
3. NDCC – January 13, 2021
4. Shelburne & District Fire Board – December 1, 2020

Items for Information Purposes

1. Letter from Ministry of Municipal Affairs and Housing regarding Growing the Size of the Greenbelt
2. An Open Letter to Ontario Municipal Councils from AMCTO
3. Letter from Susan Stone, CAO/Clerk-Treasurer, Township of East Garafraxa regarding Aggregate Properties Assessment
4. Grand River Conservation Authority Municipal Levy & Budget 2021
5. Town of Mono Resolution regarding 3-digit Suicide Prevention Hotline
6. GRCA Annual General Meeting – February 26, 2021

Items for Council Action

1. Elections Canada COVID-19 Pandemic Adaptive Measures for Polling Places
2. NDACT – Concern about MZO Applications across Ontario and Request to Support Motion
3. NEC Request for Comments for 29 Oldfield Court

16. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. By-law to appoint a Fire Chief for the Dundalk (Southgate) Fire Department and Chief Fire Official for the Southgate Fire Department Fire Coverage Area
3. New/Other Business/Additions
 1. Motion to transfer surplus monies
 2. Heritage Sub-Committee – Discussion and Direction
 3. Report from Denise Holmes, CAO/Clerk, Administrative Monetary Penalties
4. Unfinished Business
 1. NDCC Motion from the November 10, 2020 Meeting – Recommendation that the Townships reach a consensus on moving forward
 2. NDCC Efficiency Review – Appointment of Two Council Members to sit on the Sub-Committee
 3. County of Dufferin and Member Municipalities Service Delivery Review Part A – Final Recommendations

4. Creation of a motion from Melancthon Council regarding Fire Services Operations (once SDR Recommendations received)
5. Draft Capital and Operating Budget 2021 #2

17. Delegations

None for this meeting

18. Closed Session

1. Approval of Draft Minutes - February 18, 2021, 7:03 p.m.
February 18, 2021, 9:07 p.m.
2. Business Arising from Minutes
3. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Planning and discussion regarding questions to be asked of the candidates for the Council vacancy position on March 18, 2021
4. Rise With or Without Report from Closed Session

19. Third Reading of By-laws

20. Notice of Motion

21. Confirmation By-law

22. Adjournment and Date of Next Meeting – Thursday, March 18, 2021 – 5:00 p.m.

23. On Sites

24. Correspondence on File at the Clerk's Office

1. Notice of Passing and Signed By-laws for Town of Shelburne



February 24, 2021

Via: Email

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

Dear Ms. Holmes:

**Re: Bridge 13 Rehabilitation
Township of Melancthon
Project No.: 300050933.0000**

On February 3, 2021 the Township of Melancthon advertised a Tender for the Rehabilitation of Bridge 13. A total of 20 Contractors requested the Tender Documents during the Tender period. Eight Bids were submitted to the Township on February 23, 2021 at 2:00 p.m., opened privately by Township staff at 2:30 p.m. by Denise Holmes, CAO/Clerk, in the presence of Wendy Atkinson, Treasurer.

We have had an opportunity to review the Tenders received with the following results for the eight bidders:

Corrected Bid Results (including HST)

MTM-2 Contracting Inc.	\$189,178.95
Jarlian Construction Inc.	\$203,631.61*
Marbridge Construction Ltd.	\$282,500.00
Clearwater Structures Inc.	\$287,031.30
Alexman Contracting Inc.	\$300,782.27
National Structures 2011 Inc.	\$389,633.15*
MAACKON Corporation	\$390,763.04
Nuroad Construction Limited	\$417,331.60

*denotes minor transcription or mathematical errors in bid that did not affect the order of ranking.

PW#9.2
MAR 04 2021

As part of the Tender Submission, bidders were required to provide the following information:

- Bid Form, signed
- The Security (Bid Bond)
- The Agreement to Bond
- Appendix "A" – List of Bid Documents
- Appendix "B" – Subcontractors
- Appendix "C" – Schedule
- Appendix "D" – Residency
- Appendix "E" – Proposed Alternatives
- Appendix "F" – List of Experience
- Appendix "G" – Schedule of Unit Prices

All tenderers completed the Bid Form and submitted the required documentation in its entirety, including the necessary securities and bonding.

Based on our analysis of the bid submitted by MTM-2 Contracting Inc. the submission of all accompanying documentation and low bid price of \$189,178.95, Burnside recommends that, should the Township decide to proceed with the Rehabilitation of Bridge 13, the Project be awarded to MTM-2 Contracting Inc.

Yours truly,

R.J. Burnside & Associates Limited



Chris Knechtel, P.Eng.

CK:kl

cc: Craig Micks, Public Works Superintendent, Township of Melancthon (enc) Via Email



Tender Record

Bridge 13 Rehabilitation

Date:	February 3, 2021	Project No.:	300050933.0000
Client:	Township of Melancthon	Tender No.:	300050933.0000
Closing Date:	Tuesday, February 23, 2021	Addenda:	n/a
Contact:	Chris Knechtel, P.Eng. (x3012)	Closing Time:	2:00 p.m.
Alternate:	Township of Melancthon (519-925-5525)	Admin Contact:	Digital – Kelly Linton (x3041)
Cost (\$):	Digital – No Charge		
Tender Closing Location:	Township of Melancthon Municipal Office 157101 Highway 10 Melancthon, ON L9V 2E6	Tender Pick-Up Location:	N/A

Date MM/DD/YY	Contractor (Company/Address/Contact)	Email	Phone (Office/Cell/Fax)	Addenda		
				1	2	3
02/04/21	Tod Markelj Marbridge Construction Ltd. 300 – 2233 Argentia Road Mississauga ON L5N 2X7	tod@marbridge.ca	P: 905-542-1194 Fax: 905-542-1668			
02/03/21	Darren Samonte Nuroad Construction Limited 36 Progress Court Brampton ON L6S 5X2	darren@nuroad.ca	P: 905-792-2424 Cell: 416-818-1993 Fax: 905-792-2420			

Information to be released at a public tender opening is strictly limited to each bidder's name and associated total bid price. Bid results are considered unofficial at the time of opening.

Date MM/DD/YY	Contractor (Company/Address/Contact)	Email	Phone (Office/Cell/Fax)	Addenda		
				4	2	3
02/03/21	Richard Johns Looby Construction Limited Looby Builders (Dublin) Limited	rjohns@ellisdon.com	P: 519-345-2800 x 52208 Fax: 519-345-2486			
02/03/21	Kary MacMillan Construction Demathieu & Bard (CDB) Inc.	K.Macmillan@cdbtechno.com	P: 705- 775-5276 Cell: 519-720-8125			
02/03/21	Ian McPherson McPherson-Andrews Contracting Limited	ian@mcphersonandrews.com	416-573-1586			
02/03/21	Ahmad Masalme Clearwater Structures Inc.	estimating@clearwaterstructures.ca	P: 905-686-5203 Fax: 905-686-4763			
02/04/21	Randy Main Jarlian Construction	jarlian@xplomet.com, rmain@xplornet.com	905-319-2058			
02/03/21	Taylor Smith FACCA INCORPORATED	taylor@facca.com	P: 519-975-0377 F: 519-975-0427			
02/03/21	Mark Dellandrea MTM-2 Contracting Inc.	mdellandrea@hugomark.com rsoans@hugomark.com	P: 905-875-4884 (ext. 24) Fax: 905-875-3225 Cell: 905-299-1335			
02/03/21	Shelley Jacobs Alexman Contracting Inc.	sjacobs@alexmaninc.com	705-794-0799			
02/03/21	Dwayne Furtago Engineered Concrete Limited	dwayne@engineeredconcrete.ca	519-588-1290			

Date MM/DD/YY	Contractor (Company/Address/Contact)	Email	Phone (Office/Cell/Fax)	Addenda		
				1	2	3
02/11/21	Matt Delleandra MAACKON Corporation	Mdelleandra@maackon.com	519-993-2882			
02/12/21	Kristie Urbanlink	Estimating@urbanlink.ca	905-640-1986			
02/12/21	Vicki Inchley McLean Taylor Construction Limited	Vinchley@mcleantaylor.com	519-284-2580			
02/12/21	Craig Kelly W.G. Kelly Construction	craig@wgkellyconstruction.com	519-348-8745			
02/12/21	Sharon Bonnetrouge Seeley Arnill	sharon@seeleyarnill.com	519-377-4843			
02/17/21	AJ Braun A.J. Braus Mtg. Limited	Info@ajbraun.com	519-745-5812			
02/17/21	Heather Johnston Powell Contracting Ltd	Estimating@powell.ca	905-727-2518			
02/17/21	Todd Legrow National Structures Inc.	tlegrow@nationalstructures.ca	613-449-0271			
02/22/21	Paul Schertzberg Fuhrscher Installations Inc.	Paul@fuhrscher.com	519-747-3993 x222			

TENDER EVALUATION

Client: Township of Melancthon
 Project: Bridge 13 Rehabilitation
 Project No.: 300050933.0000
 Date: February 23, 2021
 Completed By: Kelly Linton

		Engineer's Estimate				1		2		3		4	
						MTM-2 Contracting Inc.		Jarlan Construction Inc.		Marbridge Construction Ltd.		Clearwater Structures Inc.	
Page No. 1	Schedule A - General Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
1	Mobilization and Demobilization	LS	1	\$25,000.00	\$25,000.00	\$7,000.00	\$7,000.00	\$18,000.00	\$18,000.00	\$8,000.00	\$8,000.00	\$40,505.50	\$40,505.50
2	Contract Bonds and Insurance	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$2,745.00	\$2,745.00
3	Bird Nesting Preventative Measures	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$4,300.00	\$4,300.00	\$4,000.00	\$4,000.00	\$3,750.00	\$3,750.00
				SUBTOTAL:	\$35,000.00								
						SUBTOTAL:	\$17,000.00	SUBTOTAL:	\$27,300.00	SUBTOTAL:	\$16,000.00	SUBTOTAL:	\$47,000.50
						BID SAYS:	\$17,000.00	BID SAYS:	\$27,300.00	BID SAYS:	\$16,000.00	BID SAYS:	\$47,000.50
						DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00
Page No. 2	Schedule B - Temporary Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
4	Traffic Control and Signage	LS	1	\$7,500.00	\$7,500.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$12,500.00	\$12,500.00	\$9,150.00	\$9,150.00
5	Heavy Duty Silt Fence Barriers	m	60	\$20.00	\$1,200.00	\$10.00	\$600.00	\$24.00	\$1,440.00	\$30.00	\$1,800.00	\$31.00	\$1,860.00
6	Access to Work Area, Work Platform and Scaffolding	LS	1	\$30,000.00	\$30,000.00	\$8,000.00	\$8,000.00	\$13,500.00	\$13,500.00	\$30,000.00	\$30,000.00	\$21,200.00	\$21,200.00
				SUBTOTAL:	\$38,700.00								
						SUBTOTAL:	\$15,600.00	SUBTOTAL:	\$21,940.00	SUBTOTAL:	\$44,300.00	SUBTOTAL:	\$32,210.00
						BID SAYS:	\$15,600.00	BID SAYS:	\$21,940.00	BID SAYS:	\$44,300.00	BID SAYS:	\$32,210.00
						DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00
Page No. 3	Schedule C - Removal Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
7	Removal of Asphalt Pavement From Concrete Surfaces	sq.m	180	\$20.00	\$3,600.00	\$12.00	\$2,160.00	\$40.00	\$7,200.00	\$40.00	\$7,200.00	\$33.00	\$5,940.00
8	Removal of Asphalt, Full Depth	sq.m	250	\$15.00	\$3,750.00	\$13.50	\$3,375.00	\$25.00	\$6,250.00	\$40.00	\$10,000.00	\$21.00	\$5,250.00
9	Removal of Existing Ballast Walls and Expansion Joint Seals	LS	1	\$5,000.00	\$5,000.00	\$10,500.00	\$10,500.00	\$5,250.00	\$5,250.00	\$3,000.00	\$3,000.00	\$5,300.00	\$5,300.00
10	Concrete Removal - Partial Depth, Type A	cu.m	4.9	\$2,500.00	\$12,250.00	\$1,400.00	\$6,860.00	\$1,910.00	\$9,359.00	\$2,200.00	\$10,780.00	\$2,920.00	\$14,308.00
11	Concrete Removal - Partial Depth, Type B	cu.m	0.4	\$5,000.00	\$2,000.00	\$5,000.00	\$2,000.00	\$7,500.00	\$3,000.00	\$6,500.00	\$2,600.00	\$12,215.00	\$4,866.00
12	Concrete Removal - Partial Depth, Type C	cu.m	0.2	\$5,000.00	\$1,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$5,200.00	\$1,040.00	\$10,525.00	\$2,105.00
				SUBTOTAL:	\$27,600.00								
						SUBTOTAL:	\$26,695.00	SUBTOTAL:	\$33,059.00	SUBTOTAL:	\$34,820.00	SUBTOTAL:	\$37,789.00
						BID SAYS:	\$26,695.00	BID SAYS:	\$33,059.00	BID SAYS:	\$34,820.00	BID SAYS:	\$37,789.00
						DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00

				Engineer's Estimate		MTM-2 Contracting Inc.		Jarlan Construction Inc.		Marbridge Construction Ltd.		Clearwater Structures Inc.	
Page No. 4	Schedule D - Bridge Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
13	Concrete in Ballast Wall	cu.m	1.7	\$2,500.00	\$4,250.00	\$2,200.00	\$3,740.00	\$4,200.00	\$7,140.00	\$5,500.00	\$9,350.00	\$4,325.00	\$7,352.50
14	Dowels into Concrete	ea	112	\$15.00	\$1,680.00	\$45.00	\$5,040.00	\$24.00	\$2,688.00	\$30.00	\$3,360.00	\$26.00	\$2,912.00
15	Reinforcing Steel Bar	LS	1	\$1,500.00	\$1,500.00	\$4,200.00	\$4,200.00	\$800.00	\$800.00	\$2,000.00	\$2,000.00	\$4,200.00	\$4,200.00
16	Clean, Restore and Reinstall Parapet Wall Railing	m	61	\$100.00	\$6,100.00	\$180.00	\$10,980.00	\$20.00	\$1,220.00	\$200.00	\$12,200.00	\$199.00	\$12,139.00
17	Bridge Deck Waterproofing	sq.m	180	\$60.00	\$10,800.00	\$74.00	\$13,320.00	\$60.00	\$10,800.00	\$100.00	\$18,000.00	\$55.00	\$9,900.00
18	Joint Fillers, Seals and Compounds	LS	1	\$2,000.00	\$2,000.00	\$2,400.00	\$2,400.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$20,100.00	\$20,100.00
19	Deck Joint Pre-formed Seal Assembly	LS	1	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00	\$9,800.00	\$9,800.00	\$6,000.00	\$6,000.00	\$9,225.00	\$9,225.00
20	Concrete Patches, Formed Surface	cu.m	0.7	\$5,000.00	\$3,500.00	\$11,100.00	\$7,770.00	\$17,400.00	\$12,180.00	\$16,000.00	\$11,200.00	\$13,225.00	\$9,257.50
21	Concrete Patches, Unformed Surface	cu.m	4.8	\$2,500.00	\$12,000.00	\$1,200.00	\$5,760.00	\$1,460.00	\$7,008.00	\$2,000.00	\$9,600.00	\$1,745.00	\$8,376.00
22	Unshrinkable Fill	cu.m	0.3	\$2,500.00	\$750.00	\$1,500.00	\$450.00	\$3,000.00	\$900.00	\$3,000.00	\$900.00	\$2,375.00	\$712.50
23	Deck Drain Modifications	LS	1	\$400.00	\$400.00	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00	\$1,700.00	\$1,700.00	\$1,415.00	\$1,415.00
				SUBTOTAL:	\$22,980.00	SUBTOTAL:	\$82,860.00	SUBTOTAL:	\$54,538.00	SUBTOTAL:	\$76,310.00	SUBTOTAL:	\$85,589.50
						BID SAYS:	\$82,860.00	BID SAYS:	\$65,516.00	BID SAYS:	\$76,310.00	BID SAYS:	\$85,589.50
						DIFFERENCE:	\$0.00	DIFFERENCE:	\$10,850.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00
Page No. 5	Schedule E - Road Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
24	Earth Excavation, Grading	LS	1	\$5,000.00	\$5,000.00	\$4,800.00	\$4,800.00	\$2,000.00	\$2,000.00	\$11,000.00	\$11,000.00	\$8,350.00	\$8,350.00
25	Tack Coat	sq.m	180	\$2.50	\$450.00	\$2.00	\$360.00	\$2.00	\$360.00	\$10.00	\$1,800.00	\$1.70	\$306.00
26	Hot Mix HL-3	t	45	\$180.00	\$8,100.00	\$270.00	\$12,150.00	\$290.00	\$13,050.00	\$600.00	\$27,000.00	\$280.00	\$12,600.00
27	Hot Mix HL-6	t	55	\$180.00	\$9,900.00	\$230.00	\$12,650.00	\$250.00	\$13,750.00	\$384.00	\$21,120.00	\$241.00	\$13,255.00
28	Granular A (Roadway)	t	25	\$30.00	\$750.00	\$100.00	\$2,500.00	\$50.00	\$1,250.00	\$130.00	\$3,250.00	\$99.00	\$2,475.00
				SUBTOTAL:	\$24,200.00	SUBTOTAL:	\$32,460.00	SUBTOTAL:	\$30,410.00	SUBTOTAL:	\$64,170.00	SUBTOTAL:	\$36,986.00
						BID SAYS:	\$32,460.00	BID SAYS:	\$30,410.00	BID SAYS:	\$64,170.00	BID SAYS:	\$36,986.00
						DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00
Page No. 6	Schedule F - Restoration Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
29	Rip-Rap	t	15	\$80.00	\$1,200.00	\$100.00	\$1,500.00	\$134.00	\$2,010.00	\$140.00	\$2,100.00	\$184.00	\$2,760.00
30	Topsoil, Imported	cu.m	5	\$80.00	\$400.00	\$100.00	\$500.00	\$70.00	\$350.00	\$260.00	\$1,300.00	\$159.00	\$795.00

				Engineer's Estimate	MTM-2 Contracting Inc.	Jarlan Construction Inc.	Marbridge Construction Ltd.	Clearwater Structures Inc.					
31	Sodding	sq.m	40	\$5.00	\$200.00	\$15.00	\$600.00	\$15.00	\$600.00	\$30.00	\$1,200.00	\$22.00	\$880.00
				SUBTOTAL:	\$1,800.00	SUBTOTAL:	\$2,600.00	SUBTOTAL:	\$2,980.00	SUBTOTAL:	\$4,600.00	SUBTOTAL:	\$4,435.00
					BID SAYS:	\$2,600.00	BID SAYS:	\$2,960.00	BID SAYS:	\$4,600.00	BID SAYS:	\$4,435.00	
					DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	
Page No. 7	Schedule G - Provisional Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description												
32	Concrete Sealer (Provisional)	sq.m	225	\$50.00		\$3.00		\$32.00		\$30.00		\$105.00	
33	Contingency Allowance (Provisional)	LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
				SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00
					BID SAYS:	\$10,000.00	BID SAYS:	\$10,000.00	BID SAYS:	\$10,000.00	BID SAYS:	\$10,000.00	
					DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	
				SUBTOTAL:	\$190,280.00	SUBTOTAL:	\$167,415.00	SUBTOTAL:	\$180,205.00	SUBTOTAL:	\$250,000.00	SUBTOTAL:	\$254,010.00
				HST (@13%):	\$24,736.40	HST (@13%):	\$21,763.95	HST (@13%):	\$23,426.65	HST (@13%):	\$32,500.00	HST (@13%):	\$33,021.30
				GRAND TOTAL:	\$215,016.40	GRAND TOTAL:	\$189,178.95	GRAND TOTAL:	\$203,631.65	GRAND TOTAL:	\$282,500.00	GRAND TOTAL:	\$287,031.30
					BID SAYS:	\$189,178.95	BID SAYS:	\$216,039.05	BID SAYS:	\$282,500.00	BID SAYS:	\$287,031.30	
					DIFFERENCE:	\$0.00	DIFFERENCE:	\$12,407.40	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	

TENDER EVALUATION

Client: Township of Melancthon
 Project: Bridge 13 Rehabilitation
 Project No.: 300050933.0000
 Date: February 23, 2021
 Completed By: Kelly Linton

				5		6		7		8		Breakdown		
				Alexman Contracting Inc.		National Structures 2011 Inc.		MAACKON Corporation		Nuroad Construction Limited				
Page No. 1	Schedule A - General Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description													
1	Mobilization and Demobilization	LS	1	\$15,650.00	\$15,650.00	\$30,930.00	\$30,930.00	\$75,000.00	\$75,000.00	\$40,000.00	\$40,000.00	\$7,000.00	\$29,385.69	\$75,000.00
2	Contract Bonds and Insurance	LS	1	\$18,950.00	\$18,950.00	\$24,747.00	\$24,747.00	\$10,000.00	\$10,000.00	\$4,800.00	\$4,800.00	\$2,745.00	\$9,405.25	\$24,747.00
3	Brd Nesting Preventative Measures	LS	1	\$18,550.00	\$18,550.00	\$10,915.00	\$10,915.00	\$1,000.00	\$1,000.00	\$13,000.00	\$13,000.00	\$1,000.00	\$7,564.38	\$18,550.00
				SUBTOTAL:	\$53,150.00	SUBTOTAL:	\$66,592.00	SUBTOTAL:	\$86,000.00	SUBTOTAL:	\$57,800.00			
				BID SAYS:	\$53,150.00	BID SAYS:	\$66,592.00	BID SAYS:	\$86,000.00	BID SAYS:	\$57,800.00			
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00			
Page No. 2	Schedule B - Temporary Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description													
4	Traffic Control and Signage	LS	1	\$8,650.00	\$8,650.00	\$14,392.00	\$14,392.00	\$3,000.00	\$3,000.00	\$12,000.00	\$12,000.00	\$3,000.00	\$9,211.50	\$14,392.00
5	Heavy Duty Sit Fence Barriers	m	60	\$33.50	\$2,010.00	\$34.00	\$2,040.00	\$25.00	\$1,500.00	\$85.00	\$5,100.00	\$600.00	\$2,043.75	\$5,100.00
6	Access to Work Area, Work Platform and Scaffolding	LS	1	\$12,550.00	\$12,550.00	\$22,843.00	\$22,843.00	\$5,000.00	\$5,000.00	\$41,500.00	\$41,500.00	\$5,000.00	\$19,324.13	\$41,500.00
				SUBTOTAL:	\$23,210.00	SUBTOTAL:	\$39,275.00	SUBTOTAL:	\$9,500.00	SUBTOTAL:	\$58,600.00			
				BID SAYS:	\$23,210.00	BID SAYS:	\$39,275.00	BID SAYS:	\$9,500.00	BID SAYS:	\$58,600.00			
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00			
Page No. 3	Schedule C - Removal Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description													
7	Removal of Asphalt Pavement From Concrete Surfaces	sq.m	180	\$25.00	\$4,500.00	\$64.00	\$11,520.00	\$28.00	\$5,040.00	\$75.00	\$13,500.00	\$2,160.00	\$7,132.50	\$13,500.00
8	Removal of Asphalt, Full Depth	sq.m	250	\$12.00	\$3,000.00	\$37.00	\$9,250.00	\$28.00	\$7,000.00	\$10.00	\$2,500.00	\$2,500.00	\$5,828.13	\$10,000.00
9	Removal of Existing Ballast Walls and Expansion Joint Seals	LS	1	\$11,550.00	\$11,550.00	\$20,242.00	\$20,242.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$1,500.00	\$7,792.75	\$20,242.00
10	Concrete Removal - Partial Depth, Type A	cu.m	4.9	\$4,850.00	\$23,765.00	\$4,717.00	\$23,113.30	\$5,000.00	\$24,500.00	\$5,500.00	\$26,950.00	\$6,860.00	\$17,454.41	\$26,950.00
11	Concrete Removal - Partial Depth, Type B	cu.m	0.4	\$6,850.00	\$2,740.00	\$10,121.00	\$4,048.40	\$25,000.00	\$10,000.00	\$19,500.00	\$7,800.00	\$2,000.00	\$4,634.30	\$10,000.00
12	Concrete Removal - Partial Depth, Type C	cu.m	0.2	\$6,850.00	\$1,370.00	\$8,712.00	\$1,742.40	\$35,000.00	\$7,000.00	\$15,300.00	\$3,060.00	\$1,040.00	\$2,539.68	\$7,000.00
				SUBTOTAL:	\$46,925.00	SUBTOTAL:	\$69,916.10	SUBTOTAL:	\$55,040.00	SUBTOTAL:	\$58,810.00			
				BID SAYS:	\$46,925.00	BID SAYS:	\$69,916.10	BID SAYS:	\$55,040.00	BID SAYS:	\$58,810.00			
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00			

				Alexman Contracting Inc.		National Structures 2011 Inc.		MAACKON Corporation		Nuroad Construction Limited		Breakdown		
Page No. 4	Schedule D - Bridge Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description													
13	Concrete in Ballast Wall	cu.m	1.7	\$11,550.00	\$19,635.00	\$4,972.00	\$8,452.40	\$6,500.00	\$11,050.00	\$7,700.00	\$13,090.00	\$3,740.00	\$9,978.24	\$19,635.00
14	Dowels into Concrete	ea	112	\$65.00	\$7,280.00	\$43.00	\$4,816.00	\$45.00	\$5,040.00	\$25.00	\$2,800.00	\$2,688.00	\$4,242.00	\$7,280.00
15	Reinforcing Steel Bar	LS	1	\$4,155.00	\$4,155.00	\$4,279.00	\$4,279.00	\$10,000.00	\$10,000.00	\$1,850.00	\$1,850.00	\$800.00	\$3,935.50	\$10,000.00
16	Clean, Restore and Reinstall Parapet Wall Railing	m	61	\$275.00	\$16,775.00	\$408.00	\$24,888.00	\$164.00	\$10,004.00	\$265.00	\$16,165.00	\$1,220.00	\$13,046.38	\$24,888.00
17	Bridge Deck Waterproofing	sq.m	180	\$55.00	\$9,900.00	\$58.00	\$10,440.00	\$85.00	\$15,300.00	\$125.00	\$22,500.00	\$9,900.00	\$13,770.00	\$22,500.00
18	Joint Fillers, Seals and Compounds	LS	1	\$6,550.00	\$6,550.00	\$4,099.00	\$4,099.00	\$4,000.00	\$4,000.00	\$6,500.00	\$6,500.00	\$1,000.00	\$5,831.13	\$20,100.00
19	Deck Joint Pre-formed Seal Assembly	LS	1	\$5,250.00	\$5,250.00	\$7,741.00	\$7,741.00	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00	\$5,250.00	\$7,752.00	\$10,000.00
20	Concrete Patches, Formed Surface	cu.m	0.7	\$9,850.00	\$6,895.00	\$16,847.00	\$11,792.90	\$28,000.00	\$19,600.00	\$58,000.00	\$40,600.00	\$6,895.00	\$14,911.93	\$40,600.00
21	Concrete Patches, Unformed Surface	cu.m	4.8	\$3,655.00	\$17,544.00	\$2,227.00	\$10,689.60	\$4,385.00	\$21,048.00	\$3,300.00	\$15,840.00	\$5,760.00	\$11,983.20	\$21,048.00
22	Unshrinkable Fill	cu.m	0.3	\$950.00	\$285.00	\$6,227.00	\$1,868.10	\$10,000.00	\$3,000.00	\$5,850.00	\$1,755.00	\$285.00	\$1,233.83	\$3,000.00
23	Deck Drain Modifications	LS	1	\$2,150.00	\$2,150.00	\$1,752.00	\$1,752.00	\$3,000.00	\$3,000.00	\$2,800.00	\$2,800.00	\$1,000.00	\$1,877.13	\$3,000.00
				SUBTOTAL:	\$96,419.00	SUBTOTAL:	\$90,818.00	SUBTOTAL:	\$108,042.00	SUBTOTAL:	\$133,900.00			
				BID SAYS:	\$96,419.00	BID SAYS:	\$90,818.00	BID SAYS:	\$108,042.00	BID SAYS:	\$133,900.00			
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00			
Page No. 5	Schedule E - Road Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description													
24	Earth Excavation, Grading	LS	1	\$3,565.00	\$3,565.00	\$7,497.00	\$7,497.00	\$10,000.00	\$10,000.00	\$6,500.00	\$6,500.00	\$2,000.00	\$6,714.00	\$11,000.00
25	Tack Coat	sq.m	180	\$2.00	\$360.00	\$11.00	\$1,980.00	\$19.45	\$3,501.00	\$2.00	\$360.00	\$306.00	\$1,128.38	\$3,501.00
26	Hot Mix HL-3	t	45	\$285.00	\$12,825.00	\$584.00	\$26,280.00	\$584.00	\$26,280.00	\$420.00	\$18,900.00	\$12,150.00	\$18,635.63	\$27,000.00
27	Hot Mix HL-8	t	55	\$245.00	\$13,475.00	\$377.00	\$20,735.00	\$574.00	\$31,570.00	\$295.00	\$16,225.00	\$12,650.00	\$17,847.50	\$31,570.00
28	Granular A (Roadway)	t	25	\$85.00	\$2,125.00	\$145.00	\$3,625.00	\$55.00	\$1,375.00	\$95.00	\$2,375.00	\$1,250.00	\$2,371.88	\$3,625.00
				SUBTOTAL:	\$32,350.00	SUBTOTAL:	\$60,117.00	SUBTOTAL:	\$72,726.00	SUBTOTAL:	\$44,360.00			
				BID SAYS:	\$32,350.00	BID SAYS:	\$60,117.00	BID SAYS:	\$72,726.00	BID SAYS:	\$44,360.00			
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00			
Page No. 6	Schedule F - Restoration Works	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description													
29	Rip-Rap	t	15	\$90.00	\$1,350.00	\$180.00	\$2,700.00	\$100.00	\$1,500.00	\$150.00	\$2,250.00	\$1,350.00	\$2,021.25	\$2,760.00
30	Topsoil, Imported	cu.m	5	\$115.00	\$575.00	\$630.00	\$3,150.00	\$200.00	\$1,000.00	\$400.00	\$2,000.00	\$350.00	\$1,208.75	\$3,150.00

				Alexman Contracting Inc.	National Structures 2011 Inc.	MAACKON Corporation	Nuroad Construction Limited	Breakdown							
31	Sodding	sq.m	40	\$55.00	\$2,200.00	\$56.00	\$2,240.00	\$50.00	\$2,000.00	\$40.00	\$1,600.00	\$600.00	\$1,415.00	\$2,240.00	
				SUBTOTAL:	\$4,125.00	SUBTOTAL:	\$8,090.00	SUBTOTAL:	\$4,500.00	SUBTOTAL:	\$5,650.00				
				BID SAYS:	\$4,125.00	BID SAYS:	\$8,370.00	BID SAYS:	\$4,500.00	BID SAYS:	\$5,650.00				
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$380.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00				
Page No. 7	Schedule G - Provisional Works		Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Low	Med	High
Item	Description														
32	Concrete Sealer (Provisional)		sq.m	225	\$75.00		\$72.00		\$125.00		\$125.00				
33	Contingency Allowance (Provisional)		LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
				SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00	SUBTOTAL:	\$10,000.00				
				BID SAYS:	\$10,000.00	BID SAYS:	\$10,000.00	BID SAYS:	\$10,000.00	BID SAYS:	\$10,000.00				
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00				
				SUBTOTAL:	\$266,179.00	SUBTOTAL:	\$344,808.10	SUBTOTAL:	\$345,808.00	SUBTOTAL:	\$369,320.00	\$167,415.00	\$272,218.14	\$369,320.00	
				HST (@ 13%):	\$34,603.27	HST (@ 13%):	\$44,825.05	HST (@ 13%):	\$44,955.04	HST (@ 13%):	\$48,011.60				
				GRAND TOTAL:	\$300,782.27	GRAND TOTAL:	\$389,633.15	GRAND TOTAL:	\$390,763.04	GRAND TOTAL:	\$417,331.60	\$189,178.95	\$307,606.50	\$417,331.60	
				BID SAYS:	\$300,782.27	BID SAYS:	\$389,949.53	BID SAYS:	\$390,763.04	BID SAYS:	\$417,331.60				
				DIFFERENCE:	\$0.00	DIFFERENCE:	\$210.38	DIFFERENCE:	\$0.00	DIFFERENCE:	\$0.00				

BID FORM

TO: Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Attention: Denise Holmes, AMCT, CAO/Clerk

DATE: FEBRUARY 23, 2021

SUBMITTED BY: MTM-2 CONTRACTING INC.

ADDRESS: UNIT #3 - 842 NIPISSING RD, MILTON, ON, L9T 4Z9

PROJECT NAME: **Bridge 13 Rehabilitation**

CONTRACT NO.: **300050933.0000**

1.1 The undersigned (the "Bidder"), hereby declares that it has received and carefully examined all of the Bid Documents as set out in Section 3.1 of the Instructions to Bidders and has visited the Place of the Work and familiarized itself with all of the conditions affecting the Work as described in the Bid Documents with respect to Work and with all of the provisions of the Bid Documents including, without limitation, the form of the Contract. Without limiting the foregoing, the undersigned also acknowledges having received and carefully examined all of the following Addenda and having included all aspects thereof in their bid:

Addendum No.	Date	Included in Bid (✓)

(Notes: If no Addenda are issued then this table shall be left blank. It is not necessary to submit copies of each Addendum with the Bid.)

- 1.2 In accordance with, and subject to, the Contract (including, without limitation, GC 8.01.02), the Bidder hereby offers to perform and complete the Work (including, without limitation, furnishing all products, materials, construction machinery, tools, equipment, plant, labour, and supervision necessary for the proper completion of the Work and the performance bond, labour and material payment bond, permits, insurance and transportation) to attain Substantial Performance of the Work in accordance with the schedule contained in Document D of the Bid Documents, for the price bid ("Bid Price") of: the total of the amounts calculated by multiplying the actual measured and approved quantities by the applicable unit prices combined with the completed lump sum price components of the Work and formally approved provisional and/or contingency items (if any), all as set out in Appendix "G", as adjusted pursuant to the Contract.

The Bid Price includes, without limitation, all applicable federal and provincial sales taxes, excise taxes and other taxes, including the HST, customs and duties.

In addition, the Bidder shall confirm that the Bid Price/Estimated Contract Price is set out in Appendix "G".

- 1.3 The Bidder agrees that time is of the essence and, if this Bid is accepted by the Owner, the Bidder agrees that it shall immediately commence the Work, including all mobilization work and submit initial shop drawings.
- 1.4 The Bidder declares that it has visited and carefully examined the Place of the Work and the surrounding area in a reasonable and prudent manner and satisfied itself as to the scope and character of the Work and all conditions and information affecting the Work and how the Work is to be completed, including, without limitation, the nature and location of the Work, working areas, storage areas, local features including private property and utilities, access to and at the Place of the Work, weather conditions and any other factors which may influence the performance of the Work and/or the pricing of the Work.
- 1.5 The Bidder is responsible for each Subcontractor's solvency, the contents of each Subcontractor's bid and for each Subcontractor's obligations as contemplated pursuant to the Bid Documents.
- 1.6 The Bidder represents and warrants that each of the Subcontractors set out in Appendix "B" is reliable and competent to carry out the Work in accordance with the Bid Documents, that the Bidder has consulted with each of the listed Subcontractors and has ascertained to the Bidder's complete satisfaction that they are fully acquainted with the extent and nature of the work involved, and of the requirements of the construction schedule, and that all such Subcontractors shall execute the Work to conform to the requirements of the Bid Documents and the construction schedule. If awarded the Contract, the Bidder shall only employ the Subcontractors set out in Appendix "B", as approved by the Owner, for the Work.

- 1.7 This Bid shall remain firm and irrevocable and open for acceptance by the Owner at any time for sixty (60) days after the Bid Closing Time, whether or not, any other Bid has been previously accepted by the Owner. This Bid shall expire upon written notice of rejection to the Bidder by the Owner or sixty (60) days after the Bid Closing Time, whichever first occurs. Any extension of the award date due to COVID-19 restrictions, shall be agreed upon in writing by the Owner and Bidder.
- 1.8 We enclose herewith the Security, on the understanding that, without prejudice to any other right or remedy which may be available to the Owner, the Security may be used to compensate the Owner for any damages, costs or expenses that the Owner may incur as a result of the Bidder's failure to comply with, or breach of, the Bid or Bid process described in these Instructions to Bidders (including, without limitation, in the event that the Bidder attempts to withdraw its Bid prior to the expiry of sixty (60) days from the Bid Closing Time, or in the event that the Owner accepts the Bidder's Bid and the Bidder refuses or fails to sign the Contract or otherwise honour the Bid).
- 1.9 It is understood that all prices quoted in this Bid are in Canadian funds.
- 1.10 If notified in writing by the Owner (or Owner's agent) of acceptance of this Bid within sixty (60) days of the Bid Closing Time, we will execute the Contract within five (5) days of being presented by the Contract Administrator with the Contract for execution, while recognizing that upon the Acceptance the Contract will be formed and binding on the Owner and the Bidder, and furnish a Performance Bond and a Labour and Material Payment Bond as specified in Section 16 of the Instructions to Bidders.

Without prejudice to any other right or remedy which may be available to the Owner, in the event that we do not execute the Contract within five (5) days of being presented by the Contract Administrator with the Contract for execution, the Owner may, in its discretion, accept any other Bid, request new bids or carry out the Work in any other way the Owner deems best, and the Security may be used to compensate the Owner for any damages, costs or expenses that the Owner may incur as a result of taking such action.

- 1.11 The following documentation comprising the Bid is enclosed:
- .1 This Bid Form;
 - .2 The Security (as defined in Section 10.1.1 of the Instructions to Bidders);
 - .3 The Agreement to Bond;
 - .4 Appendix "A" – List of Bid Documents;
 - .5 Appendix "B" – Subcontractors;
 - .6 Appendix "C" – Schedule;

- .7 Appendix "D" – Residency;
 - .8 Appendix "E" – Proposed Alternatives to the Work;
 - .9 Appendix "F" – List of Experience; and
 - .10 Appendix "G" – Schedule of Unit Prices.
- 1.12 If this Bid is made by more than one person then each of the persons making this Bid agrees to be bound by it jointly and severally.
- 1.13 All capitalized terms used but not defined herein will have the definitions given to them in Document A – Instructions to Bidders.
- 1.14 The Bidder represents, warrants and covenants to the Owner that:
- .1 All instructions and directions in the Bid Documents for the preparation and submission of this Bid have been complied with;
 - .2 This Bid is made without any connection, knowledge, comparison of figures or arrangement with any other person, corporation or other entity making another Bid for the Work and is, in all respects, fair and without collusion or fraud;
 - .3 No member of the municipal council of the Owner (as applicable) and no officer or employee of the Owner is, or will become interested directly or indirectly as a contracting party, partner, shareholder, surety or otherwise, in the performance of the Contract, or in the supply of materials or services, work or business to which it relates, or in any portion of the profits thereof, or in any of the monies to be derived therefrom; and
 - .4 The Bidder agrees to be bound by the Bid Documents.
- 1.15 The Bidder declares and warrants that, in addition to all other Health & Safety requirements, it has considered and incorporated appropriate COVID-19 protocols and procedures into its Workplan, in keeping with current provincial best practices/guidelines for construction sites, and that submitted pricing properly reflects these measures. Upon Award, the successful bidder will be required to submit their COVID-19 plan to the Owner for record purposes.

SIGNED BY THE BIDDER AS OF THE DATE FIRST WRITTEN ABOVE.

MTM-2 CONTRACTING INC.
FULL LEGAL COMPANY NAME

UNIT #3 - 842 NIPISSING RD, MILTON, ON, L9T 4Z9
ADDRESS OF COMPANY

PRESIDENT
NAME/TITLE OF OFFICER



SIGNATURE OF OFFICER
AND COMPANY SEAL

905-875-4884
TELEPHONE NUMBER

905-325-4884
FAX NUMBER

mdellandrea@hugomark.com
EMAIL ADDRESS

APPENDIX "A"

LIST OF BID DOCUMENTS

The Bid Documents consist of:

- (a) Document A – Instructions to Bidders;
- (b) Document B – Bid (see Section 1.11 of Bid Form);
- (c) Document D – General Requirements;
- (d) the drawings and specifications listed in Document E (collectively, the "Drawings and Specifications");
- (e) the Contract; and
- (f) all Addenda that were issued in writing by the Owner, or Contract Administrator, prior to the Bid Closing Time.

APPENDIX "C"

SCHEDULE

- .1 In accordance with, and subject to, the Contract, the Bidder shall carry out the Work in accordance with the Completion Date contained in Document D, Subsection D.1.1 for the unit prices and lump sum prices set out in Appendix "G".

APPENDIX "D"

RESIDENCY

The Bidder is or is not a resident of Canada within the meaning of the Income Tax Act (Canada). Please check applicable description.

APPENDIX "E"

PROPOSED ALTERNATIVES TO THE WORK (N/A)

[See Section 7.3 of the Instructions to Bidders.]

APPENDIX "F"

LIST OF EXPERIENCE*

*(*use this form or provide information on a separate form)*

Location	Owner's Consultant	Contact Name and Information	Description of Contract	Completion Date	\$ Value
SEE ATTACHED					

Contractor's Qualification Statement

Standard Construction Document

CCDC 11 – 2018

CONFIDENTIAL

APPENDIX A

Key construction projects completed in the past five years

Project Title: Bridge No. 7 Rehabilitation

Location: Township of East Garafraxa

Date Project Substantially Completed: 2020

Date Project Completed: 2020

Project Value at Completion: \$ 1,500,000.00

Project Manager: Ben Dellandrea

Project Superintendent: Tom Schultz

Owner: Township of East Garafraxa

Contact Person: Dave Menary

Phone: 226-259-9400

E-mail: dmenary@eastgarafraxa.ca

Consultant: R.J. Burnside

Contact Person: Chris Knechtel, P. Eng

Phone: 519-939-1397

E-mail: chris.knechtel@rjburnside.com

Other Party, if applicable:

Contact Person:

Phone:

E-mail:

Contract Type: (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

Prime Contractor, Stipulated Sum

Description of Project and Scope of Services:

Waterway Control, Asphalt Removal and Paving, Traffic Control, Steel Beam Guardrails, Concrete Repair and Removal, Concrete Patches - Unformed and Formed Surface, Concrete Pier Repair, Reinforcing - Steel and GRFP, Deck Joint Installation, Supply and Installation of Steel Steel, Rip-Rap Placement, Granular B for Backfill, Granular B Grading for Roadway.

Remarks:

Contractor's Qualification Statement

Standard Construction Document
CCDC 11 – 2018
CONFIDENTIAL

APPENDIX A

Key construction projects completed in the past five years

Project Title: Tiny RB6008 Bridge Rehabilitation

Location: Township of Tiny

Date Project Substantially Completed: 2020

Date Project Completed: 2020

Project Value at Completion: \$ 300,000.00

Project Manager: Ben Dellandrea

Project Superintendent: Tom Schultz

Owner: Township of Tiny
Contact Person: Jen Francois Robitaille
Phone: 705-526-4204

E-mail: jrobitaille@tiny.ca

Consultant: R.J. Burnside
Contact Person: Jeremy Cober, P. Eng
Phone: 705-797-4272

E-mail: jeremy.cober@rjburnside.com

Other Party, if applicable:

Contact Person:

Phone:

E-mail:

Contract Type: (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

Prime Contractor, Stipulated Sum

Description of Project and Scope of Services:

Traffic Control, Asphalt Removal and Paving, Earth Excavation, Concrete Removals - Partial and Full Depth,

Steel Beam Guardrails, Installation of Concrete Curb and Gutter, Concrete Overlay, Rebar and Dowel

Installation, Placement of Rip-Rap

Remarks:

Contractor's Qualification Statement

Standard Construction Document
CCDC 11 – 2018
CONFIDENTIAL

APPENDIX A

Key construction projects completed in the past five years

Project Title: Etwell Road Bridge Replacement

Location: Town of Huntsville

Date Project Substantially Completed: 2020

Date Project Completed: 2020

Project Value at Completion: \$ 520,000.00

Project Manager: Ben Dellandrea

Project Superintendent: Tom Schulz

Owner: Town of Huntsville

Contact Person: Kevin Boucock

Phone: 705-789-5684

E-mail: kevin.boucock@huntsville.ca

Consultant: Tulloch Engineering

Contact Person: Christ Stilwell, P. Eng

Phone: 705-789-7851

E-mail: chris.stilwell@tulloch.ca

Other Party, if applicable:

Contact Person:

Phone:

E-mail:

Contract Type: (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

Prime Contractor, Stipulated Sum

Description of Project and Scope of Services:

Site Preparation/Restoration, Environmental Protection, Traffic Control, Clearing and Grubbing, Removal of Existing Bridge, Earth Excavation, Sheet Pile, Reinforced Concrete - Footing and Retaining Wall, Pipe Sub-drain, Supply and Installation of Precast Girders, Rip Rap, Rock Protection, Granular A & B, Steel Beam Guide Rail System, Post on Structure and Retaining Wall, Single Beam Energy Attenuating End Treatments and Delineation, Pedestrian Handrails on Structure and Retaining Wall.

Remarks:

Contractor's Qualification Statement

Standard Construction Document
CCDC 11 – 2018
CONFIDENTIAL

APPENDIX A

Key construction projects completed in the past five years

Project Title: Brock Bridge No. 22 Rehabilitation

Location: Township of Brock

Date Project Substantially Completed: 2020

Date Project Completed: 2020

Project Value at Completion: \$ 970,000.00

Project Manager: Ben Dellandrea

Project Superintendent: Tom Schultz

Owner: Township of Brock

Contact Person: Paul Lagrandeur

Phone: 705-328-8837

E-mail: plagrandeur@townshipofbrock.ca

Consultant: GHD

Contact Person: Matthew Waterman, P.Eng

Phone: 905-752-4319

E-mail: matthew.waterman@ghd.com

Other Party, if applicable:

Contact Person:

Phone:

E-mail:

Contract Type: (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

Prime Contractor, Stipulated Sum

Description of Project and Scope of Services:

Traffic Control, Site Preparation and Environmental Controls, Dewatering and Siltation Control, Cofferdam,

Asphalt Removal and Placement, Steel Beam Guardrail, Concrete Removals and Repair - Type A, B & C,

Jacking of Bridge, Installation of Box Beam Railings, Bridge deck waterproofing, Backfill, Armourstone

Retaining Wall.

Remarks:

Contractor's Qualification Statement

Standard Construction Document
CCDC 11 – 2018
CONFIDENTIAL

APPENDIX A

Key construction projects completed in the past five years

Project Title: Rehabilitation of Dufferin County Bridges at Road No. 109 & Road No. 10

Location: Amaranth, ON

Date Project Substantially Completed: 2018

Date Project Completed: 2018

Project Value at Completion: \$ 680,000.00

Project Manager: Mark Dellandrea

Project Superintendent: William Purcell

Owner: County of Dufferin

Contact Person: Mike Hooper

Phone: 519-941-2816

E-mail: mhooper@dufferincounty.ca

Consultant: GM BluePlan

Contact Person: Adam Galezowski

Phone: 519-824-8150

E-mail: adam.galezowski@gmblueplan.ca

Other Party, if applicable:

Contact Person:

Phone:

E-mail:

Contract Type: (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

Prime Contractor, Stipulated Sum

Description of Project and Scope of Services:

Traffic protection, environmental protection, construction access, asphalt removal, concrete removal, formed pump patch, crack sealing, deck drain replacement/repair, high strength concrete overlay, waterproofing, paving and pavement marking.

Remarks:

Contractor's Qualification Statement

Standard Construction Document
CCDC 11 – 2018
CONFIDENTIAL

APPENDIX A

Key construction projects completed in the past five years

Project Title: Douglas Bridge Rehabilitation

Location: Warsaw, County of Peterborough

Date Project Substantially Completed: 2018

Date Project Completed: 2018

Project Value at Completion: \$ 550,000.00

Project Manager: Mark Dellandrea

Project Superintendent: William Purcell

Owner: County of Peterborough

Contact Person: Kendra Reid

Phone: 705-775-2737

E-mail: kreid@ptbocounty.ca

Consultant: HP Engineering

Contact Person: Eric Vazeau

Phone: 613-695-3737

E-mail: eric.vanzeau@hpengineering.ca

Other Party, if applicable:

Contact Person:

Phone:

E-mail:

Contract Type: (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

Prime Contractor, Stipulated Sum

Description of Project and Scope of Services:

Traffic control, environmental protection, concrete removal, sand blasting, concrete repairs, railing installation, overlay placement, dowels installation, road grading and paving.

Remarks:



MTM-2 Contracting Inc.
842 Nipissing Rd, Unit #3
Milton, ON, L9T 4Z9
Phone: 905-875-4884

BEN DELLANDREA, E.I.T.

PROJECT MANAGER

EDUCATION

**B.Eng. Civil Engineering
Lakehead University**

EXPERIENCE

7 Years Civil Construction

PARTIAL LIST OF COMPLETED PROJECTS

PROJECT NAME	DESCRPTION OF WORK	COMPLETION
Brock Bridges Rehab (22/34/40)	Bridge Rehabilitation	2020
Etwell Rd Bridge Replacement	Bridge Replacement	2020
Tiny Bridge Rehab.	Bridge Rehabilitation	2020
Kenogamisis Lake Dam	Dam Rehabilitation	2020
Conestoga Lake Dam	Dam Rehabilitation	2019
Bridge No7	Heritage Bridge Reconstruction	2019
Gordonville Bridge	Bridge Reconstruction	2018
South Lancelot Bridge	Bridge Reconstruction	2018
Echo Lake Bridge/ Baxter Lake	Bridge and Culvert	2017
Twelve Mile Lake Dam	Dam Reconstruction	2017
Nicholston Dam	Dam Reconstruction	2017
Drag Lake Rehabilitation	Dam Rehabilitation	2016
Doe Lake Bridge Rehab	Bridge Rehabilitation	2015
MTO Tremaine Rd	Guard Rail Replacement	2015
Region of York Bridge + Culvert	Bridge + Culvert	2015
Temagami Road Bridge	Railway Bridge Reconstruction	2015
Watabeag Dam	Dam Reconstruction	2014



MTM-2 Contracting Inc.
842 Nipissing Rd, Unit #3
Milton, ON, L9T 4Z9
Phone: 905-875-4884

TOM SCHULZ

SITE SUPERINTENDENT

1999 – Present MTM-2 Contracting Inc. (Site Superintendent)
1998 – 1999 Brooks Construction/Marine Construction (Foreman)
1979 – 1998 Northern BC. Coast Maintenance (Supervisor)

EXPERIENCE 35+ Years Bridge & Dam Construction

EDUCATION High School, Trade School

PARTIAL LIST OF COMPLETED PROJECTS

PROJECT NAME	DESCRIPTION OF WORK	COMPLETION DATE
Brock Bridge No. 22 Rehabilitation	Bridge Rehabilitation	2020
Etwell Rd Bridge Replacement	Bridge Replacement	2020
Bridge No. 7 Rehabilitation	Bridge Replacement	2020
Kenogamisis Lake Dam	Dam Rehabilitation	2020
Cofferdam Tilden Lake Dam	Cofferdam Construction	2019
Wellington Bridge B036150	Bridge Construction	2018
Gordonville Bridge	Bridge Reconstruction	2018
South Lancelot Bridge	Bridge Reconstruction	2018
Twelve Mile Lake Dam	Dam Reconstruction	2017
Nicolston Dam	Dam Reconstruction	2017
Drag Lake Dam Rehabilitation	Dam Rehabilitation	2016
Doe Lake Road Bridge Rehab	Road Bridge Rehabilitation	2015
Muskoka Road Bridge	Bridge Rehabilitation	2014
Watabeag Lake Dam	Dam Rehabilitation	2014
Marathon Arena	Grouting	2013
Limehouse Bridge	Bridge Rehabilitation	2013



MTM-2 Contracting Inc.
842 Nipissing Rd, Unit #3
Milton, ON, L9T 4Z9
Phone: 905-875-4884

CARSON HARRIS

SITE SUPERINTENDENT

2019 – Present MTM-2 Contracting Inc. (Site Superintendent)
2018 – 2018 Barnard / Ellis Don (Supervisor)
2015 -- 2018 Astaldi Canada (Supervisor)
2010 – 2015 KKC (Supervisor)

EDUCATION High School

EXPERIENCE 35+ Years

PROJECT EXPERIENCE

<u>PROJECT NAME</u>	<u>DESCRIPTION OF WORK</u>	<u>COMPLETION DATE</u>
Mattawa Bridge Repair	Bridge Rehabilitation	2020
Sunnybrook Bridge Rehab.	Bridge Rehabilitation	2020
Kenogamisis Lake Dam	Dam Rehabilitation	2020
Tilden Lake Dam	New Dam Reconstruction	2019
Keyask Generating Station Dam	New Dam Reconstruction	2018
Muskerat Falls Nfld.	New Dam Reconstruction	2017
Hibernia Oil Platform	Gravity Stable Oil Platform	2010



MTM-2 Contracting Inc.
842 Nipissing Rd, Unit #3
Milton, ON, L9T 4Z9
Phone: 905-875-4884

ELVIS FRY
SITE FOREMAN

2019 – Present MTM-2 Contracting Inc. (Site Foreman)
2015 – 2018 Barnard / Ellis Don (Foreman)

EXPERIENCE 30+ Years

EDUCATION High School

PROJECT EXPERIENCE

<u>PROJECT NAME</u>	<u>DESPRIPTION OF WORK</u>	<u>COMPLETION DATE</u>
Brock Bridge No.34 & 40 Rehab.	Bridge Rehabilitation	2020
Tiny Bridge Rehabilitation	Bridge Rehabilitation	2020
Connestogo Dam	Dam Rehabilitation	2020
Brock Bridge No. 2	Bridge Rehabilitation	2019
Keyask Generating Station Dam	New Dam Reconstruction	2018

APPENDIX "G"
SCHEDULE OF UNIT PRICES

General Notes

- i) Where alternative materials are listed, Bidders shall indicate a Unit Price for each alternative, but shall extend only the lowest Unit Price.

- ii)

cu.m (m ³)	denotes	Cubic Metre (compacted or in situ)
m	denotes	Linear Metre
LS	denotes	Lump Sum
ea	denotes	Each
sq.m (m ²)	denotes	Square Metre
t	denotes	Tonne (2,204.6 lbs.)
ha	denotes	Hectare
hrs	denotes	Hours

- iii) All sections of the Schedule of Unit Prices must be completed **in full** and submitted as part of the Bid.

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 13

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE A - GENERAL WORK

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
1	Mobilization and Demobilization SP.	1.00	LS	\$7000.00	\$7000.00
2	Contract Bonds and Insurance SP.	1.00	LS	\$5000.00	\$5000.00
3	Bird Nesting Preventative Measures SP.	1.00	LS	\$5000.00	\$5000.00
				SUBTOTAL:	\$17,000.00

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 14

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE B - TEMPORARY WORKS

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
4	Traffic Control and Signing SP, OPSS.MUNI 706	1.00	LS	\$7000.00	\$ 7000.00
5	Heavy-Duty Silt Fence Barriers SP, OPSS.MUNI 805	60.00	m	\$10.00	\$ 600.00
6	Access to Work Area, Work Platform and Scaffolding SP, OPSS.919	1.00	LS	\$8000.00	\$ 8000.00
				SUBTOTAL:	\$ 15,600.00

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 15

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE C - REMOVAL WORKS

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
7	Removal of Asphalt Pavement, From Concrete Surfaces SP, OPSS.MUNI 510	180.00	sq.m	\$12.00	\$2160.00
8	Removal of Asphalt, Full Depth SP, OPSS.MUNI 510	250.00	sq.m	\$13.50	\$3375.00
9	Removal of Existing Ballast Walls and Expansion Joint Seals SP, OPSS.MUNI 510	1.00	LS	\$10,500.00	\$10,500.00
10	Concrete Removal - Partial Depth, Type A SP, OPSS.MUNI 928	4.90	cu m	\$1400.00	\$6860.00
11	Concrete Removal - Partial Depth, Type B SP, OPSS.MUNI 928	0.40	cu m	\$5000.00	\$2000.00
12	Concrete Removal - Partial Depth, Type C SP, OPSS.MUNI 928	0.20	cu m	\$10,000.00	\$2000.00
				SUBTOTAL:	\$26,895.00

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 16

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE D - BRIDGE WORKS

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
13	Concrete in Ballast Wall SP, OPSS.MUNI 904	1.70	cu.m	\$2200.00	\$3740.00
14	Dowels into Concrete SP, OPSS.MUNI 904	112.00	ea.	\$45.00	\$5040.00
15	Reinforcing Steel Bar SP, OPSS.MUNI 905	1.00	LS	\$4200.00	\$4200.00
16	Clean, Restore and Reinstall Parapet Wall Railing SP, OPSS.MUNI 911	61.00	m	\$180.00	\$10,980.00
17	Bridge Deck Waterproofing SP, OPSS.MUNI 914	180.00	sq.m	\$74.00	\$13,320.00
18	Joint Filers, Seals and Compounds SP, OPSS.MUNI 920	1.00	LS	\$2400.00	\$2400.00
19	Deck Joint Pre-Formed Seal Assembly SP, OPSS.MUNI 920	1.00	LS	\$8000.00	\$8000.00
20	Concrete Patches, Formed Surface SP, OPSS.MUNI 930	0.70	cu m	\$11,100.00	\$7770.00
21	Concrete Patches, Unformed Surface SP, OPSS.MUNI 930	4.80	cu m	\$1200.00	\$5760.00
22	Unshrinkable Fill SP, OPSS.MUNI 1359	0.30	cu m	\$1500.00	\$450.00
23	Deck Drain Modifications SP,	1.00	LS	\$1200.00	\$1200.00
				SUBTOTAL:	\$62,860.00

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 17

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE E - ROAD WORKS

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
24	Earth Excavation, Grading SP, OPSS.MUNI 206	1.00	LS	\$4800.00	\$4800.00
25	Tack Coat SP, OPSS.MUNI 310	180.00	sq.m	\$2.00	\$360.00
26	Hot Mix HL-3 SP, OPSS.MUNI 310	45.00	t	\$270.00	\$12,150.00
27	Hot Mix HL-8 SP, OPSS.MUNI 310	55.00	t	\$230.00	\$12,650.00
28	Granular A (Roadway) SP, OPSS MUNI 314	25.00	t	\$100.00	\$2500.00
				SUBTOTAL:	\$32460.00

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 18

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE F - RESTORATION WORKS

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
29	Rip-Rap SP, OPSS.MUNI 511	15.00	t	\$100.00	\$ 1500.00
30	Topsoil, Imported SP, OPSS.MUNI 802	5.00	cu.m	\$100.00	\$ 500.00
31	Sodding SP, OPSS.MUNI 804	40.00	sq.m	\$15.00	\$ 600.00
SUBTOTAL:					\$ 2600.00

SCHEDULE OF UNIT PRICES

R. J. Burnside & Associates Limited

Project No. 300050933

Page No. 19

Contractor: ...

Address: ...

Contract Title: Bridge 13 Rehabilitation

SCHEDULE G - PROVISIONAL WORK

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT TOTAL
32	Concrete Sealer (Provisional) SP,	225.00	sq.m	\$3.00	PROVIDE UNIT PRICE ONLY
33	Contingency Allowance (Provisional) SP,	1.00	LS	\$10,000.00	\$10 000.00
				SUBTOTAL:	

SCHEDULE OF UNIT PRICES/SUMMARY

SCHEDULE

SCHEDULE A – GENERAL WORK	\$ 17,000.00
SCHEDULE B – TEMPORARY WORKS	\$ 15,600.00
SCHEDULE C – REMOVAL WORKS	\$ 26,895.00
SCHEDULE D – BRIDGE WORKS	\$ 62,860.00
SCHEDULE E – ROAD WORKS	\$ 32,460.00
SCHEDULE F – RESTORATION WORKS	\$ 2,600.00
SCHEDULE G – PROVISIONAL WORK	\$ 10,000.00
SUB-TOTAL Bid Price/Estimated Contract Price	\$ 167,415.00
HST (@ 13%)	\$ 21,763.95
TOTAL Bid Price/Estimated Contract Price	\$ 189,178.95

All amounts in this Appendix "G" are in Canadian dollars.

The estimated quantities set out in this Appendix "G" are only approximate and the actual measured and approved quantities may vary from such estimated quantities.

The lump sum amounts and unit prices set out in this Appendix "G" shall apply to the Contract and are inclusive of all costs and expenses required to perform and complete the Work including, without limitation, all applicable federal and provincial sales taxes, excise taxes and other taxes, insurance, permits, customs, duties and transportation, except for the HST (referred to separately in this Appendix "G").



BID BOND

Bond No: BDTO-980158-021-012

Bond Amount: 10% of tender

MTM-2 Contracting Inc. as Principal, hereinafter called the Principal, and Liberty Mutual Insurance Company a corporation created and existing under the laws of Canada and duly authorized to transact the business of Suretyship in Canada as Surety, hereinafter called the Surety, are held and firmly bound unto Township of Melanchnon as Obligee, hereinafter called the Obligee, in the amount of Ten Percent of Tender Dollars (\$10% of tender) lawful money of Canada, for the payment of which sum the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the Principal has submitted a written bid to the Obligee, dated this February 23, 2021, for **PROJECT NAME: Bridge 13 Rehabilitation - PROJECT LOCATION: Township of Melanchnon - CONTRACT NO.: 3000050933.0000.**

The condition of this obligation is such that if the Principal shall have the bid accepted within the time period prescribed in the Obligee's bid documents, or, if no time period is specified in the Obligee's bid documents, within sixty (60) days from the closing date as specified in the Obligee's bid documents, and the Principal enters into a formal contract and gives the specified security, then this obligation shall be void; otherwise, provided the Obligee takes all reasonable steps to mitigate the amount of such excess costs, the Principal and the Surety will pay to the Obligee the difference in money between the amount of the bid of the Principal and the amount for which the Obligee legally contracts with another party to perform the work if the latter amount be in excess of the former.

The Principal and Surety shall not be liable for a greater sum than the Bond Amount.

It is a condition of this bond that any suit or action must be commenced within seven (7) months of the date of this Bond.

No right of action shall accrue hereunder to or for the use of any person or corporation other than the Obligee named herein, or the heirs, executors, administrators or successors of the Obligee.

IN WITNESS WHEREOF, the Principal and the Surety have Signed and Sealed this Bond dated February 19, 2021

SIGNED and SEALED

in the presence of :

MTM-2 Contracting Inc.
Principal

Mark Delandrea
Name of Signator for Principal

Signature

Liberty Mutual Insurance Company

Tim Gorman, Attorney-In-Fact



copyright 2002
Canadian Construction Documents Committee

(CCDC 220 - 2002 has been approved)

Canada)



SURETY'S CONSENT / AGREEMENT TO BOND

BOND NO: : BDTO-980158-021-012

WHEREAS MTM-2 Contracting Inc. (Principal) has submitted a written tender to Township of Melancton (Obligee) dated the February 23, 2021, concerning: PROJECT NAME: Bridge 13 Rehabilitation - PROJECT LOCATION: Township of Melancton - CONTRACT NO.: 3000050933.0000

and the condition of this obligation being such that if the Principal shall have the bid accepted within the time period prescribed in the Obligee's bid documents, or, if no time period is specified in the Obligee's bid documents, within sixty (60) days from the closing date as specified in the Obligee's bid documents, we, Liberty Mutual Insurance Company, a corporation created and existing under the laws of Canada and duly authorized to transact the business of Suretyship agree to issue for the Principal if the Principal shall enter into a written contract with the Obligee, the following bond(s):

1. a contract performance bond for **One Hundred Percent (100%)** of the contract price.
2. a labour and material payment bond for **One Hundred Percent (100%)** of the contract price.

This consent shall be null and void unless an application for the said bond(s) is made within thirty (30) days following the award of the contract.

Signed and Sealed 19 February 2021

Liberty Mutual Insurance Company

Tim Gorman, Attorney-In-Fact



APPLICATIONS TO PERMIT FOR APPROVAL
March 4, 2021 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	TYPE OF STRUCTURE	DOLLAR VALUE	D.C.'s	COMMENTS
Isaac Martin Applicant: Aaron Bauman	398153 5th Line Part Lot 23, Con 4 OS	dwelling	\$300,000.00	NO	
Isaac Martin Applicant: Aaron Bauman	398153 5th Line Part Lot 23, Con 4 OS	demo	\$0.00	NO	demo for above house
Wendy Travis	476294 3rd Line East Part Lot 5, Con 3 OS	storage/games room/family sleepovers	\$4,000.00	NO	already built without a permit

Plan #10.1
MAR 04 2021



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

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

SUBJECT: UNNAMED LANE IN CORBETTON

DATE: FEBRUARY 22, 2021

At the Council meeting held on February 4, 2021, under Planning, Staff were directed to contact the Township's Solicitor, Stephen Christie, and have him search the title on the lane, between Main Street and Argyle Street, in Corbetton to confirm ownership.

On February 19, 2021, I received an email from Mr. Christie advising that he conducted a title search and located the lane, and it is in the name of the Corporation of the Township of Melancthon and has been since October 27, 1883.

I have attached the PIN maps, parcel abstract and the Township's survey to this memo for information.

Plan# 10.3.1
MAR 04 2021



ServiceOntario

PRINTED ON 19 FEB, 2021 AT 13:11:27
FOR SCHRISTIE



**PROPERTY INDEX MAP
DUFFERIN(No. 07)**

LEGEND

FREEHOLD PROPERTY	
LEASEHOLD PROPERTY	
LIMITED INTEREST PROPERTY	
CONDOMINIUM PROPERTY	
RETIRED PIN (MAP UPDATE PENDING)	
PROPERTY NUMBER	0449
BLOCK NUMBER	08050
GEOGRAPHIC FABRIC	
EASEMENT	

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED





PROPERTY DESCRIPTION: LANE, PL 23A LYING BTN MAIN ST & ARGYLE ST ; MELANCTHON

PROPERTY REMARKS:

ESTATE/QUALIFIER:
FEE SIMPLE
LT CONVERSION QUALIFIED

RECENTLY:
FIRST CONVERSION FROM BOOK

PIN CREATION DATE:
1997/08/11

OWNERS' NAMES
THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

CAPACITY SHARE
BENO

REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/ CHKD
EFFECTIVE	2008/07/29	THE NOTATION OF THE	BLOCK IMPLEMENTATION DATE" OF 1997/08/11 ON THIS PIN			
WAS REPLACED WITH THE	"PIN CREATION DATE"	OF 1997/08/11				
** PRINTOUT	INCLUDES ALL	DOCUMENT TYPES (DELETED INSTRUMENTS NOT INCLUDED) **				
**SUBJECT,	ON FIRST REGISTRATION UNDER THE	LAND TITLES ACT, TO:				
**	SUBSECTION 4(1) OF THE LAND TITLES ACT, EXCEPT PARAGRAPH 11, PARAGRAPH 14, PROVINCIAL SUCCESSION DUTIES					
**	AND ESCHEATS OR FORFEITURE TO THE CROWN.					
**	THE RIGHTS OF ANY PERSON WHO WOULD, BUT FOR THE LAND TITLES ACT, BE ENTITLED TO THE LAND OR ANY PART OF					
**	IT THROUGH LENGTH OF ADVERSE POSSESSION, PRESCRIPTION, MISDESCRIPTION OR BOUNDARIES SETTLED BY					
**	CONVENTION.					
**	ANY LEASE TO WHICH THE SUBSECTION 70(2) OF THE REGISTRY ACT APPLIES.					
**DATE OF CONVERSION TO	LAND TITLES: 1997/08/11 **					
PL23A	1883/10/27	PLAN SUBDIVISION				C

NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY.
NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE PICKED THEM ALL UP.



TOWNSHIP OF MELANCTHON
POLICE SERVICES BOARD

157101 Highway 10, Melancthon, Ontario, L9V 2E6

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE B. HOLMES, BOARD SECRETARY

SUBJECT: RECOMMENDATION FROM THE POLICE SERVICES BOARD

DATE: FEBRUARY 24, 2021

At the Melancthon Township Police Services Board meeting held on February 2, 2021, the Board discussed the purchase of road safety signs, portraying images of a child, that are being used in other municipalities for speed control and traffic calming.

The idea came from the Town of Erin when they implemented a Speed Management Program on August 26, 2019 and was brought forward to the Board by Public Member, Alan Blundell.

As a result of that discussion, the Board recommends to Council, the purchase of four (4) – 24" x 48" coroplast cut-outs, double sided from McCarthy Signs Co. Ltd., at a cost of \$115.00 each, as well as the purchase of four (4) A-frames at a cost of \$200.00 each from Dennis Boynton, Melancthon Furniture.

The total cost for all would be \$1,260.00 + HST.

PSB# 13.1
MAR 04 2021

Road Safety Friends

[Home](#) / [Living Here](#) / [Roads](#) / Road Safety Friends

EXPAND MENU

The Town of Erin is taking action on road safety and initiated a Speed Management Program on August 26, 2019, with the help of our Road Safety Friends, Aiden and Emma. As you drive throughout the Town, you may notice Aiden and Emma and their road safety signs. The Town initiated this program to remind drivers to slow down in residential areas and be more aware of their surroundings as they drive through the community. The signs will be moved on a weekly basis to help spread awareness of the program and encourage safe driving through the entire Town.

How to get involved:

- Help the Town spread awareness of road safety by sharing the locations of Aiden and Emma on social media. If you see our friends in the Town, share a post with the location and the hashtag #SlowDownErin, be sure to tag the Town @TownofErin
- Help keep the roads safe by requesting a location. Residents can request a location by emailing engagement@erin.ca. Please include the exact location and reason for the request. As the program continues to develop, requests may be placed on a waitlist; signs will be placed on a priority basis.





Contact Us:

Roads Foreman: Kevin Watson
519.855.4407 EXT. 262
Roads@erin.ca

Contact Us

Corporation of the Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: **519-855-4407**
Email: communications@erin.ca

Open weekdays (Mon - Fri):
8:30 am to 4:30 pm (except holidays)

[FULL CONTACT INFO](#)

Emergency Contacts
Road Related Emergencies
Call OPP at **1-888-310-1122** or **911**

Drinking Water Emergencies
Call **519-939-8529**

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CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Environmental Sustainability Committee held a meeting on January 8, 2021 at 10:30 a.m. electronically through ZOOM. The following members were present: Chair; Margaret Mercer, Wayne Hannon and Darren White. Also present were: Donna Funston, Environmental Sustainability Committee Secretary.

1. Chair Mercer called the meeting to order at 10:30 a.m

2. Additions/Deletions/Approval of Agenda

Motion - Moved by Hannon, Seconded by White, that the Agenda be approved as circulated. Carried.

3. Declaration of Pecuniary Interest or Conflict of Interest

None.

4. Approval of Draft Minutes - November 13, 2020

Motion - Moved by Hannon, Seconded by Mercer, the minutes of the Environmental Sustainability Committee held on November 13, 2020 be approved as circulated. Carried.

5. Business Arising from the Minutes

None.

6. General Business

1. Discussion on Draft Amended And Expanded Terms of Reference

Discussion regarding the Terms of Reference and some changes were made to the document.

Recommendation by way of Motion to Council:

Motion: Moved by White, Seconded by Hannon, The Environmental Sustainability Committee recommends to Council that the Terms of Reference for the Environmental Sustainability Committee be approved as presented.

2. *Other/Addition(s)*

None.

Confirmation of Meeting

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

Adjournment and Date of Next Meeting

Motion - Moved by White, Seconded by Hannon, that we adjourn the Environmental Sustainability Committee at 10:47 a.m. to meet again on Friday February 12, 2021 at 10:30 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY

*Minutes for Shelburne Public Library Board Meeting
Tuesday, December 15, 2020*

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

Also Present: Rose Dotten, CEO/ Head Librarian

The participants met on-line through the Zoom platform due to the COVID-19 Pandemic.

The Chair, Geoff Dunlop, called the meeting to order at 7:00 P.M. and stated some guidelines for the meeting.

- a) Participants were to mute themselves when not speaking. Rose/Geoff to stay unmuted to recognize members.
- b) Participants were to raise their hands to ask questions or comment and wait to be recognized.
- c) Participants were to raise their hands to vote on motions.

Motion 67-20 P. Clark, S. Hall

In accordance with a previous motion approved by the SPL Board that members can participate in a virtual meeting;

Be it resolved that the Board now hold a virtual meeting for all board members not able to be physically present due to COVID-19 restrictions.

Carried

Motion 68-20 M. Archer, M. Mercer

Be it resolved that we approve the Agenda of the December 15, 2020, meeting.

Carried

Motion 69-20 S. Hall, M. Mercer

Be it resolved that we approve the minutes of the board meeting dated November 17, 2020.

Carried

Motion 70-20 M. Archer, P. Clark

Be it resolved that we approve the Accounts Payable Register for November, 2020, with invoices and payments in the amount of \$22,834.63.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

The statistics for active circulation are not available, as the Library has been closed since March 15, 2020. However, Rose presented a verbal report outlining Statistics relating to Curbside Pickup for November, 2020. We circulated approximately 2000 items, and additionally, approximately 1000 more items through Overdrive and Libby (e-books and audio books).

BDcomm# 2
MAR 04 2021

- **Donation of Plexiglas by KTH**

Rose informed the Board that the local business, KTH, donated a large piece of Plexiglas that has been used to make the barrier at the circulation desk in the Children's Library. This donation was facilitated by board member, Shane Hall.

- **Verbal/anecdotal Social Media Outreach**

Rose also presented anecdotal information about the Social Media Outreach for the library including statistics for E-Resource use which included the fact that Press Reader is very popular with over 244 issues opened. Although this is an expensive resource, we are finding it is well used.

Other statistics: Library News sent – 8834

Facebook - total engagement –current month - 5412

Instagram – posts 376, Followers 330

Video watches - 294

- **Programming**

- **Children's Programming**

Our children's programming continues with Story time and crafts on Friday morning. Families pick up a bag containing the craft materials for the month at curbside along with their books. We also post new Lego Challenges for children every Wednesday and encourage interaction through social media. On Thursday nights, we have Sleepy Story time and on Mondays, the Community Readers program is geared to children.

- **Teen Programming**

For the Teens, we have a weekly Make and Take Video and craft supplies to make the craft. The "Craft Supply" bags are also distributed monthly and include all the supplies needed to make the craft. Rose said to encourage everyone to watch these as the Crafts are fun and engaging.

- **Adult Programming**

Jade and Rose are featured in a Video clip every Tuesday. They outline some new aspect of the library resources and talk about two books they have read during the week. There is also a new adult reading Challenge on Beanstack for the winter months.

- **Community Readers**

The Community Readers initiative is drawing great response. These story-time readings by local individuals are posted on the Library YouTube channel. So far, some of the people reading are Rose, Bella Carter, Steve Anderson—Deputy Mayor, Geoff Dunlop—Chair SPL, Gord Gallagher, Ed Crewson, Alethia O'Hara Stephenson, Alex McLellan, Amir Mojallali, Althea Casamento, Noni Thomas, Andrew & Juli-Anne James, Janet Horner, Dr. Magder, Nicole Hambelton, (Mrs. Claus), Mayor Wade Mills, and several others are lined up for future sessions. We create and edit all the videos in house and are quite pleased with the outreach of these to our community.

As seen in the statistics presented, we have an extensive email list (approximately 2000) of our adult Newsletter and Rose consistently has the Newspaper article in the Shelburne Free Press... thanks to their support.

Motion: 71-20 P. Clark, J. Hodder
that the SPL Board receive the report of CEO as presented

Carried

Business

- **Year-end Motions required by Treasurer**

Motion: 72-20 G. Little, S. Hall

That the Board move the following motions:

1. That the Treasurer be authorized to transfer the amount of \$10,349.61, from the Building Reserve to cover the costs of \$4,875.94 for the new front railing, \$2,946.31 for new light ballasts, and \$2,527.36 for new routers and associated equipment;
2. That the Treasurer be authorized to transfer the amount of \$7,607.62 from Special Projects Reserve to cover the costs of \$1,280 for summer student wage subsidy and \$6,327.62 for landscaping;
3. That the Treasurer be authorized to transfer the amount of \$10,000 from Collections Reserve fund as budgeted or sufficient to keep collection expenditure within budget; and,
4. That the Treasurer be authorized, at year end, to transfer any operating surplus/deficit to/from the operating reserve, sufficient to bring income/expense statement into zero balance.

Carried

- **Christmas honorariums for staff**

Motion: 73-20 J. Hodder, P. Barclay

Be it resolved that the Shelburne library approve the year-end honorariums in the amounts of \$50 or \$100 to be distributed at the discretion of the CEO.

Carried

- **Ongoing Library Protocols**

Discussion ensued again about the logistics of opening the library for in-library browsing. With the number of active cases rising, this does not seem to be the time to do that. However, certainly in the New Year, giving a short time for "holiday cases" to peak, it may be a strong consideration that we do so.

Motion 74-20 M. Archer, P. Barclay

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication, at the discretion of the CEO;

Be it further resolved that the SPL Board approve the recommendation to continue and maintain current staffing as modified by the CEO;

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on January 19, 2021.

Carried

- **Dates for Library to be closed over Christmas and New Years**

Rose informed the Board that the library would be opened until Wednesday, December 23, 2020, as well as being opened on December 28, 29 and 30, 2020. The library would then re-open on Monday January 4, 2021.

- **In Camera session -- Not required**

Motion 75-20 G. Little, J. Hodder

That we now adjourn at 7:30 p.m., to meet again January 19, 2021, at 7 pm., or at call of the Chair.

Carried



**NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
MINUTES
WEDNESDAY, JANUARY 13, 2021 – 7:00 P.M.
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 13th day of January, 2021 at 7:00 p.m., as an electronic meeting through ZOOM.

Those present:

Chester Tupling, Chair, Mulmur
Dave Besley, Deputy Mayor, Melancthon
Patricia Clark, Councillor, Mulmur
Debbie Fawcett, Melancthon
Emma Holmes, Melancthon
Keith Lowry, Mulmur
Nancy Noble, Mulmur
Clayton Rowbotham, Melancthon
James Woods, Arena Manager
Donna Funston, NDCC Secretary, Melancthon
Tracey Atkinson, CAO, Mulmur
Heather Boston, Treasurer, Mulmur

Regrets:

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:01 p.m.

#2 Additions/Deletions/Approval of Agenda

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

Addition: Capital Expense – Cost of Lawnmower to be included in next budget

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Besley, Seconded by Fawcett, that the minutes of the North Dufferin Community Centre Board of Management held on December 16, 2020 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None.

#6 Facility Manager's Report

Contact was made to Dufferin County and they will be able to supply a barrier for the propane tank at the back of the Arena. James will get it put in place when the barrier arrives.

Clarification was made regarding the non-resident fee that is charged for rentals. Each rental that is not a resident of Melancthon or Mulmur is charged 10% of the total bill as non resident fee or if a team roster with addresses of each player is provided, all players that are non-resident are charged \$37 per person. The team renting the ice is able to choose which option they would prefer.

James reports it would take approximately two weeks to get the ice completely out. The fire department also helps to remove the ice. It was noted that the Arena is a very cold building and would be harder to take the ice out this time of year due to the cold and the time it would take to get the surface cleared.

The wifi in the Arena is not working properly.

The Board requests Heather to contact Intellicore and have them fix any issues.

James was asked how many hours he has been working since the lockdown, he notes about 3 hours per day at the Arena doing inspections and then working from home.

#7 General Business

1. Financial
 1. Accounts Payable
 2. A/R update
 3. YTD vs. Budget comparison
 4. 2021 Budget – Figures to be included in the 2021 Budget
2. NDCC Meeting Dates for 2021
3. COVID-19; Moving into Red Zone
4. Other
5. Unfinished Business
 1. Generator Switch for Mobile Generator

#1.1 -Moved by Clark, Seconded by Rowbotham that the accounts in the amount of \$18,854.15 be received as presented. Carried.

Discussion around the Teeter Contracting invoice regarding exactly what was fixed. The cupboards in the concession stand fell down and in the upstairs kitchen the cupboard door was put on to cover up the panel. This had to be fixed for fire code and the Fire Chief has been notified that this has been done.

- #1.2 Board requests Heather to check on the A/R and make sure the older amount listed have been paid. Any amount over 61 days will be called.
- #1.3 Discussion with insurance costs being much higher than expected. Mulmur will be issuing a RFP in May. Board requests Heather to contact the Insurance company to inquire about a discount with the Arena being closed. Discussion regarding hydro costs and an amount for the next budget. Heather noted this year only included 11 hydro bills and that would have to be factored in for the next budget.
- #1.4 Heather will bring a draft budget to the February meeting, she notes this is going to be a struggle on the revenue side due to COVID-19 rules and not knowing when the Arena will be able to open. Board suggests being conservative and start revenue in October as per normal operations. Fund raising events will be discussed at the February meeting and possible options for the Beef BBQ to take place as a drive through event. Discussion around putting ice in in September but Honeywood Minor Hockey does not start until October and most rentals don't start until mid October. Weather in September can be warm which will make it harder to put the ice in. The compressors will be running a lot to keep it cold enough which could become costly. For budget purposes the revenue should start in October.

Board directs Heather to bill the sign rentals in the fall of 2021 instead of January as in previous years and that each sign only be charged for half of the year. Requesting a letter be sent to each renter that the sign is still up at the Arena but will not be charged until the fall due to COVID-19 and billing amount will be half.

- #2 Board appreciates Heathers detailed and clear report regarding bank charges.
- #3 As of December 2020 the Arena was closed and the recently issued stay at home order is in effect until February 11, 2021. It was reported to keep the Arena as is will cost roughly \$10,000 per month.

-Moved by Besley, Seconded by Rowbotham that the NDCC Board of Management will keep the ice in until February 11, 2021 when the Province will make decisions regarding the lockdown.
Further, that if any Provincial decisions are made before February 11, 2021 a special meeting can be called by the Chair. Carried.
- #4 Board directs Donna to leave the grant on as unfinished. Heather notes the consultant Mulmur uses have agreed to forward any grant opportunities that would apply to the Arena.
Board directs Donna to add the joint council meeting with Mulmur and Melancthon to the Agenda next month, this meeting is regarding the Service Delivery Review from the County and the Efficiency Study from Sierra Planning.

#5 More discussion regarding capital expense and the Board wants to put in an amount to purchase a lawn mower and trimmer. For budget purposes the board requests Heather to include \$11,000 and will follow the procurement by-law when it comes time to purchase.

A suggestion was made that James could cut the grass at the Honeywood Cemetery and the Arena would bill the Cemetery for the service. This option will be discussed at a later date.

It was noted the presentation to Co-Chair Tupling has not taken place yet due to COVID, it will be after the lockdown when a date can be selected.

#5.1 Leave on the Agenda as unfinished.

#8 Information

#9 Notice of Motion

-None

#10 Confirmation Motion

-Moved by Rowbotham, 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.

#11 Adjournment

-Moved by Fawcett, Seconded by Noble, we adjourn the North Dufferin Community Centre Board of Management meeting at 8:21 p.m. to meet again on Thursday February 11, 2021 at 7:00 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY



SHELBURNE & DISTRICT FIRE BOARD

December 1, 2020

The Shelburne & District Fire Department Board of Management meeting was held electronically (Zoom ID 861 3056 9886) and in person on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Vice Chair, Fred Nix, called meeting to order at 7:02 pm.

2. **Additions or Deletions**

2.1 **Resolution # 1**

Moved by M. Mercer – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The following item be added to the agenda:

9.1 Optimus SBR report

Carried

3. **Approval of Agenda**

3.1 **Resolution # 2**

Moved by H. Foster – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

Bdcmn # 4
MAR 0 4 2021

4. **Approval of Minutes**

4.1 **Resolution # 3**

Moved by G. Little – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 3, 2020 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 No delegations present.

9. **New Business**

9.1 **Optimus SBR Report**

The Board discussed the report, Warden Darren White was present to answer the Boards questions.

8. **Unfinished Business**

8.1 **Closed Session**

Resolution # 4

Moved by: E. Hawkins – Seconded by: H. Foster

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go "in camera" to discuss the following: Personal Matters about Identifiable individual, including Municipal or local Board employees.

Carried

Resolution #5

Moved by J. Horner – Seconded by S. Martin

BE IT RESOLVED THAT:

We do now rise and report progress at 7:44pm.

Carried

Resolution # 6

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board adopts the Secretary-Treasurer salary schedule.

Carried

8.2 Volunteer Firefighter Salary Review**Resolution # 7**

Moved by H. Foster – Seconded by S. Martin

BE IT RESOLVED THAT:

The Shelburne and District Fire Board approves the Volunteer Firefighter 2021 Wage Schedule which includes an increase in Base Pay for the Deputy Fire Chief, a 5% increase in hourly rate for all firefighters and a \$5.00 increase per practice;

AND THAT the Fire Chief and Secretary-Treasurer be directed to perform an extensive review of wages paid to firefighters in 2021 and report back to the Board by September 2021.

Carried

8.3 2021 Operating and Capital Budgets

The Board discussed the operating budget. The increase is due to increases in dispatch and insurance costs and additional secretarial hours.

Resolution # 8

Moved by S. Martin – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2021 Operating Budget in the amount of \$593,264 offset by using \$26,500 from the Operating Reserve which represents an increase of 2.08% over 2020;

AND further that this request be circulated to the participating municipalities for approval.

Carried

The Board discussed the capital budget.

Resolution # 9

Moved by J. Horner – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2021 Capital Budget in the amount of \$185,000 and that this request be circulated to the participating municipalities for approval.

Carried

10. Chief's Report**10.1 Monthly Reports (November 2020)**

There was a total of 18 calls for the month of November.

10.2 Update from the Fire Chief

The Chief provided the Board with a brief verbal update.

11. Future Business:**11.1 Board Agreement.**

12. **Accounts & Payroll – November 2020**

12.1 **Resolution # 10**

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The payables for October and November 2020 in the amount of \$60,885.46 as presented be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 11**

Moved by M. Mercer – Seconded by S. Hall

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

13.2 **Resolution # 12**

Moved by E. Hawkins – Seconded by S. Martin

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:59 pm to meet again on January 5, 2021 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Walter Benotto
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of December 1, 2020

Municipality / Member	Present	Absent
Township of Amaranth		
Heather Foster	X	
Gail Little	X	
Town of Mono		
Sharon Martin	X	
Fred Nix	X	
Township of Melancthon		
Wayne Hannon	X	
Margaret Mercer	X	
Town of Shelburne		
Walter Benotto		X
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief	X	
Nicole Hill – Sec/Treas.	X	

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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Affaires municipales
et du Logement**

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234-2021-813

February 17, 2021

Dear Head of Council,

RE: Consulting on growing the size of the Greenbelt

I am writing today to announce that my ministry is launching a consultation on **growing the size of the Greenbelt**.

The government has been clear that we are protecting the Greenbelt for future generations. We are committed to growing the Greenbelt and will not consider any proposals to remove any lands or changes to the existing Greenbelt Plan policies.

The Ministry of Municipal Affairs and Housing is seeking feedback on ways to grow the size and further enhance the quality of the Greenbelt, with a priority of:

- i. A study area of lands focused on the Paris Galt Moraine, which is home to critical groundwater resources.
- ii. Ideas for adding, expanding and further protecting Urban River Valleys.

The maps available for this consultation are for discussion purposes only and do not represent a proposed boundary.

For more information on this consultation, please visit <https://ero.ontario.ca/notice/019-3136> where you will find information about growing the Greenbelt:

- Proposed principles for growing the Greenbelt
- Discussion questions for consideration
- Context map of the Paris Galt Moraine area

The consultation is open for 61 days and ends on April 19th, 2021.

I look forward to receiving your input on this proposal. If you have any questions about the consultation, please contact the ministry at greenbeltconsultation@ontario.ca.

Sincerely,

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

Steve Clark
Minister

c: Planning Head and/or Clerks

WFO # 1
MAR 04 2021

Denise Holmes

From: AMCTO President <president@amcto.com>
Sent: Thursday, February 18, 2021 8:25 AM
To: Denise Holmes
Subject: An Open Letter to Ontario Municipal Councils

Dear Denise Holmes,

We would appreciate your support in sharing the below open letter and for this letter to be included on your municipal council agenda:

February 18, 2021



AN OPEN LETTER TO ONTARIO MUNICIPAL COUNCILS

Dear Council,

As a vital municipal association with membership roots that reach deep into each and every part of Ontario, we know the challenges you have faced in continuing to provide essential municipal services within your community during the COVID-19 pandemic.

As elected officials, we know that you recognize the contribution made by your municipal staff, many of whom are members of AMCTO. Municipal professionals across this entire province have been at the forefront of service delivery, applying their knowledge and skills to innovate processes and procedures to meet the evolving needs of residents and businesses.

One key point that is often overlooked in this pandemic is that many municipal staff were prepared to act and innovate BECAUSE of the professional municipal training and development they receive from organizations like AMCTO. The leadership skills, education and technical training prepare your staff in getting ahead of immediate community needs, reacting and responding to new challenges brought on by COVID-19. This unique and sought-after skillset has allowed your staff to provide council with options and solutions for keeping your municipality running.

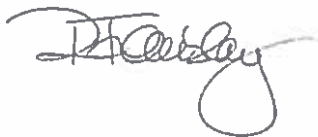
In these challenging financial times, there will be temptation to divert operational funding away from staff training budgets. Now more than ever, it is crucial that municipalities continue to invest in your most valuable resource – your staff.

In addition to increased levels of employee retention, engagement and empowerment, investments in staff professional development strengthens your council's ability to provide reliable, effective and efficient services to your community, both today and in the future. The question is no longer "if" you innovate but "when".

Innovation comes with knowledge, training, and exposing municipal staff to new opportunities to grow and develop professionally.

On behalf of AMCTO and its over 2,200 members, please accept my heartfelt thank you for your service during these difficult times. As "Municipal Experts", AMCTO will continue to be at your service to help you and your staff meet the needs of your community.

Sincerely,



Robert Tremblay, MPA, CMO, AOMC
President
AMCTO

CC: Graydon Smith, President, AMO

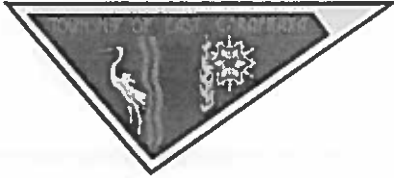
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Robert Tremblay, MPA, CMO, AOMC
President



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February 11, 2021

Township of North Dumfries
Denise Donald
2958 Greenfield Road
PO Box 1060
Ayr, ON N0B 1E0
Email: ddonald@northdumfries.ca

Attention: Denise Donald

RE: TAPMO – Retention of Public Relations Firm
Aggregate Properties Assessment

At the February 9, 2021 Special Electronic Meeting of Council, the following resolution was passed:

Moved by Pinkney, Seconded by Nevills

Be it Resolved that Council receives the correspondence from Top Aggregate Producing Municipalities of Ontario (TAPMO) regarding Aggregate Properties Assessment and the retention of the Upstream Strategy Group;

And further that Council supports the initiative and approves a contribution amount of \$500.00, amount to be included in the 2021 Budget. **CARRIED**

Council discussed this matter, and supports the initiative, and based on the Township's size and assessment, decided a contribution amount of \$500.00 for the retention of the public relations firm is reasonable.

Trusting you will find this satisfactory.

Regards,

A handwritten signature in cursive script that reads "Susan M. Stone".

Susan M. Stone, AMCT
CAO/Clerk-Treasurer
Corporation of the
Township of East Garafraxa

WFO # 3

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Friday, February 26, 2021 12:29 PM
To: Eowyn Spencer
Subject: Municipal Levy & Budget 2021 - Grand River Conservation Authority
Attachments: GRCA 2021 Summary of Municipal Levy.pdf; GRCA 2021 Budget Package.pdf

Good afternoon Grand River watershed member municipalities:

By letter dated January 22, 2021 you were advised that the Annual General Meeting of the Grand River Conservation Authority would be held on February 26, 2021 to consider the 2021 Budget and General Levy.

At that meeting, the following resolution was passed:

*THAT the 2021 Budget of the Grand River Conservation Authority of \$31,973,429 be approved;
AND THAT the member municipalities be assessed for payment of:
Matching Levy: \$449,688
Non-Matching Levy: \$10,825,312
Capital Levy: \$950,000
Total General Levy: \$12,225,000;
AND THAT each member municipality's share of the 2021 General Levy be calculated using "Modified Current Value Assessment".*

Attached are a summary of the 2021 municipal levies and the complete 2021 GRCA budget package. A hard copy of the 2021 budget package or a printable PDF is available upon request.

Please contact Karen Armstrong, Deputy CAO & Secretary Treasurer, or Sonja Radoja, Manager of Corporate Services, if you have any questions.

On behalf of
Karen Armstrong
Deputy CAO & Secretary-Treasurer

Eowyn Spencer
Executive Assistant | Grand River Conservation Authority
400 Clyde Road, P.O. Box 729, Cambridge ON N1R 5W6
519-621-2763, ext. 2200
www.grandriver.ca

**Grand River Conservation Authority
Summary of Municipal Levy - 2021 Budget**

FINAL February 26 2021

	% CVA In Watershed	2020 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	CVA-Based Matching & Maintenance Levy	CVA-Based Admin & Maintenance Levy	CVA-Based Non Matching Admin & Maintenance Levy	CVA-Based Capital Maintenance*	2021 Budget Total Levy	Actual 2020 Levy	% Change
Brant County	82.9%	6,936,721,473	5,750,542,101	2.84%	12,763	307,240	26,963	346,966	333,521	4.0%	
Brantford C	100.0%	14,928,515,157	14,928,515,157	7.37%	33,133	797,600	69,995	900,728	879,747	2.4%	
Amaranth Twp	82.0%	795,979,920	652,703,535	0.32%	1,449	34,873	3,060	39,382	37,935	3.8%	
East Garafraxa Twp	80.0%	626,126,773	500,901,419	0.25%	1,112	26,762	2,349	30,223	28,338	6.7%	
Town of Grand Valley	100.0%	553,512,121	553,512,121	0.27%	1,228	29,573	2,595	33,396	31,711	5.3%	
Melancthon Twp	56.0%	586,577,630	328,483,473	0.16%	729	17,550	1,540	19,819	19,173	3.4%	
Southgate Twp	6.0%	1,033,512,023	62,010,721	0.03%	138	3,313	291	3,742	3,523	6.2%	
Haldimand County	41.0%	7,079,860,556	2,902,742,828	1.43%	6,442	155,088	13,610	175,140	170,458	2.7%	
Norfolk County	5.0%	9,584,167,114	479,208,356	0.24%	1,064	25,603	2,247	28,914	28,513	1.4%	
Halton Region	10.4%	46,451,977,776	4,837,575,302	2.39%	10,737	258,462	22,682	291,881	280,040	4.2%	
Hamilton City	26.8%	94,145,899,309	25,184,028,065	12.43%	55,894	1,345,531	118,080	1,519,505	1,471,642	3.3%	
Oxford County	36.7%	4,427,004,857	1,622,932,789	0.80%	3,602	86,710	7,609	97,921	95,948	2.1%	
North Perth T	2.0%	2,225,735,943	44,514,719	0.02%	99	2,378	209	2,686	2,561	4.9%	
Perth East Twp	40.0%	2,040,630,574	816,252,229	0.40%	1,812	43,611	3,827	49,250	47,534	3.6%	
Waterloo Region	100.0%	102,472,672,048	102,472,672,048	50.58%	227,428	5,474,902	480,462	6,182,792	6,064,723	1.9%	
Centre Wellington Twp	100.0%	5,114,418,180	5,114,418,180	2.52%	11,351	273,253	23,980	308,584	301,160	2.5%	
Erin T	49.0%	2,555,239,625	1,252,067,416	0.62%	2,779	66,895	5,871	75,545	74,455	1.5%	
Guelph C	100.0%	27,653,093,969	27,653,093,969	13.65%	61,374	1,477,448	129,657	1,668,479	1,622,233	2.9%	
Guelph Eramosa Twp	100.0%	2,845,103,563	2,845,103,563	1.40%	6,314	152,008	13,340	171,662	167,139	2.7%	
Mapleton Twp	95.0%	1,799,102,595	1,709,147,466	0.84%	3,793	91,316	8,014	103,123	97,762	5.5%	
Wellington North Twp	51.0%	1,746,561,794	890,746,515	0.44%	1,977	47,591	4,176	53,744	51,442	4.5%	
Puslinch Twp	75.0%	2,685,361,769	2,014,021,326	0.99%	4,470	107,605	9,443	121,518	117,442	3.5%	
Total		338,287,774,768	202,615,193,299	100.00%	449,688	10,825,312	950,000	12,225,000	11,927,000	2.5%	

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



February 26, 2021

Honourable Kyle Seeback
M.P. Dufferin-Caledon
229 Broadway, Unit 2
Orangeville, ON L9W 1K4

Dear Mr. Seeback:

On February 23, 2021 Council for the Town of Mono passed the following resolution regarding a National 3-digit Suicide Prevention Hotline.

Resolution #11-4-2021

Moved by Ralph Manktelow, Seconded by Sharon Martin

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS the Town of Mono recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT the Town of Mono endorses this 988 crisis line initiative;

AND THAT Staff be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

"Carried"

Respectfully,

P: 519.941.3599
F: 519.941.9490

E: info@townofmono.com
W: townofmono.com

347209 Mono Centre Road
Mono, ON L9W 6S3

WFO#5
MAR 04 2021

Fred Simpson

Digitally signed by Fred Simpson
DN: cn=Fred Simpson, gn=Fred Simpson, c=CA,
Canada, l=CA, Canada, o=Town of Mono,
e=fred.simpson@townofmono.com
Reason: I am the author of this document
Location:
Date: 2021-02-26 13:05:05:00

Fred Simpson
Clerk

cc: Hon. Patty Hajdu, Minister of Health
Canadian Radio-television and Telecommunications Commission
Hon. Sylvia Jones, Solicitor General & MPP Dufferin-Caledon
All Dufferin Municipalities

P: 519.941.3599
F: 519.941.9490

E: info@townofmono.com
W: townofmono.com

347209 Mono Centre Road
Mono, ON L9W 6S3



Grand River Conservation Authority
Summary of the General Membership Annual General Meeting – February 26, 2021

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-02-21-10 - Afforestation Services for Spring 2021
- GM-02-21-16 - Financial Summary
- GM-02-21-15 - Budget 2021
- Report of the Audit Committee
- Financial Statements and Report of the Auditor
- Appointment of Auditors
- Presentation of Budget Estimates for the Current Year
- Provision for Borrowing (Pending Receipt of Municipal Levies)
- GM-02-21-C03 - Grant of Easement - City of Cambridge (Closed agenda)

Information Items

The Board received the following reports as information:

- GM-02-21-13 - Wastewater Optimization Program Update
- GM-02-21-14 - Conservation Services Update
- GM-02-21-19 - Grand River Watershed Flood Warning System
- GM-02-21-18 - Current Watershed Conditions
- GM-02-21-11 - Cash and Investment Status
- GM-02-21-12 - Weighted Voting - 2021 Budget and General Levy

Correspondence

The Board received the following correspondence:

- City of Hamilton re: Bill 229 Amendments Under Schedule 6

Committee Appointments

The Board appointed members and officers to the following committees:

- Audit Committee
- Special Recognition Committee
- Conservation Ontario Council Representatives

For full information, please refer to the February 26 AGM Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our online calendar. The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on March 26, 2021.

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'.

WFO #6
MAR 04 2021

Denise Holmes

From: 35022 Terentiak, Carol <35022.Carol.Terentiak@elections.ca>
Sent: Wednesday, February 17, 2021 10:40 AM
To: Denise Holmes
Subject: Re: Elections Canada Polling Information

Hi Denise.

Thank you for getting back to me so soon. I appreciate your concern and that the hall is not open to the general public at this time.

An election is deemed to be an essential service and as such, almost all municipal governments are indicating they would open for us if an election were called during a pandemic and of course we have to follow all protocols for social distancing, contact tracing, providing masks for voters without those, not reusing pencils, wipe down after each voter etc.

So unless the township of Melancthon has made the determination that you will NOT absolutely open the community centre for a general election, please complete the document. It is unlikely that this election would be in the next three months as there is a bill - Bill C19 that Elections Canada has on the floor of the House of Commons having second reading on Friday that would change voting regulations during a pandemic.

I hope that helps. And I am sorry I don't have a definitive answer for you. It is an unknown due to the pandemic and because we have a minority government without a solid election date.

Best,
Carol.

Carol Terentiak
Returning Officer / Directrice du scrutin
Dufferin--Caledon ED / circ. 35022
(905) 867-3525

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: February 17, 2021 10:00 AM
To: 35022 Terentiak, Carol
Subject: RE: Elections Canada Polling Information

Hi Carol,

Our polling location is the Horning's Mills Community Hall and it is currently closed due to COVID-19, so I'm not sure how to fill out the attached form. Are we filling it out as if COVID-19 will be over and the Hall is open again?

Thanks.

Denise B. Holmes, AMCT
CAO/Clerk, Township of Melancthon
519-925-5525 Ext. 101

From: 35022 Terentiak, Carol <35022.Carol.Terentiak@elections.ca>
Sent: Tuesday, February 16, 2021 1:09 PM
To: 35022 Terentiak, Carol <35022.Carol.Terentiak@elections.ca>
Cc: Anne Marie <amkn2014@gmail.com>
Subject: Elections Canada Polling Information

Good Afternoon.

I am once again reaching out to you for more information in preparation for a possible spring election.

Given covid concerns, I am trying to confirm information by email. You are my contact for one or more polling locations and had indicated last fall that you are willing to work with us again for polling purposes.

Please complete the attached word document as best as you can - one for each location if you have multiple locations used for voting and return to me.

Carol Terentiak
Returning Officer / Directrice du scrutin
Dufferin--Caledon ED / circ. 35022
(905) 867-3525

General Election 44 Polling Location Landlord Information Sheet

In lieu of "in person" site visits due to Covid concerns, please complete this form and return to

35022.carol.terentiak@elections.ca

Location Site Name Hornings Mills Comm Hall eg. ABC Community Centre

1. Available for Regular Poll: Yes ___ No ___ Advance Poll: Yes ___ No ___
2. Room Dimensions W _____ L _____
3. Voting room capacity _____
4. Review Standard Lease (attached) – is it acceptable as is? Yes ___ No ___
5. Review Standard Insurance (attached) – is it acceptable as is? Yes ___ No ___
 - a. If No – what changes are required?

-
6. Rent – OK? Yes ___ No ___
 - a. If No – what changes are required?

Standard Rent approved by Elections Canada - If a building or part of one is used as a polling place on polling day, the building owner shall be paid rent which shall encompass heating, lighting, potable water, cleaning and furniture — when furniture is available — for the use of the premises, in an amount that does not exceed \$175.00 for the first polling division served by the location, plus \$100.00 per additional polling division served by the location, as supported by a lease and/or rental agreement

7. Are tables and chairs supplied – how many of each? _____
8. Are there additional costs such as cleaning fees? Yes ___ No ___
 - a. If Yes, please explain.

9. Any special requests? _____

10. Covid mitigation

- a. Voting room capacity _____
- b. Different Enter and Exit doors? Yes ___ No ___
- c. Any restrictions on the path to the voting room? Yes ___ No ___
 - i. If Yes, please explain

d. What are the restricted areas in the building if any?

Elections Canada's COVID-19 Pandemic Adaptive Measures for Polling Places

The health and safety of all participants in the electoral process is of paramount importance. "Participants," in this context, includes voters, election workers, candidates and their representatives. Elections Canada has reviewed and adapted its procedures and practices to deliver an accessible, safe and secure election. When renting a facility to use during the next election, Elections Canada is committed to consistently implementing the below adaptive safety measures:

- As recommended by public health authorities, election workers on-site will implement health and safety measures for themselves and voters, such as, but not limited to:
 - Hand sanitizing stations at the entrance and exit of the voting room, and hand sanitizer on all service desks.
 - Personal protective equipment (PPE) for election workers, such as transparent physical barriers, face masks, face shields, gloves and disinfecting products.
 - Face masks which can be distributed to voters who do not bring their own.
 - Physical distancing measures.
 - Room or facility capacity limits management.
 - Contact tracing practices to assist local public health authorities.
- Arrange traffic flow at polling places to allow appropriate physical distancing for election workers and voters.
- Provide additional on-site election workers and/or Elections Canada security guards to monitor the flow of voters and to ensure areas designated as "off-limits" are not accessed, at no additional cost to landlords.
- Disinfect commonly touched surfaces in the rented facility (e.g., handrails, door handles, elevator buttons, chairs, tables, voting tools, etc.) during voting hours, using products that are recommended by public health authorities, at no additional cost to landlords.
- As recommended by public health authorities, clean and disinfect the voting room and washroom at the end of election day(s) using either the location's preferred cleaning company or an external cleaning service, at no additional cost to landlords.
- Deploy new signage and posters informing electors of COVID-19 health and safety protocols (e.g., signs and symptoms, hand-washing, physical distancing and masks).

- Place standard directional signage to clearly indicate the path leading to the voting room (direct access to the voting room is recommended).
- Ensure doors are kept open where possible, to reduce touch points and encourage air circulation.

During the next federal general election, Elections Canada is committed to consistently implementing these adaptive measures for the duration of the lease period. These measures may be adjusted as the pandemic evolves.



February 18, 2021

Mayor and Council
Township of Melancthon

RE: Concern about MZO applications across Ontario

Mayor and Council, thank you for inviting us to delegate to you on Ministerial Zoning Orders.

As an update, the North Dufferin Agricultural and Community Taskforce continues their work of protecting prime agricultural land and source water. We meet monthly and in 2020 made the following submissions:

- | | |
|------------|--|
| Feb | #019-1303 Proposed amendments to Ontario Regulation 244/97 and the Aggregate Resources of Ontario Provincial Standards under the Aggregate Resources Act |
| April | Submission to Dufferin County Municipal Comprehensive Review |
| July 24 | Amendment to the Growth Plan to allow aggregate extraction in threatened and endangered species habitat in the Natural Heritage System Endangered Species Submission (Opposed) |
| August 28 | Toronto Star Editorial Board on GTA West Expansion (opposed) |
| October 16 | Ontario Farmer in Response to Minister Yakabuski's letter |
| October 20 | Creemore Echo on importance of protecting farmland and source water |
| Nov 10 | ERO #019-2422 Proposal to require municipal support for new or increased bottled water takings (support) |
| Nov 12 | MPAC unfair assessment on aggregate operations |
| Nov 27 | Concern about Bill 229 and impact on Conservation Authorities |
| Nov 27 | All Dufferin municipalities: Concern about MZO applications across Ontario |

More than ever, we are all aware of the importance of a strong economy in Ontario. Without jobs, everyone suffers. In 2017 Ontario's family farm and food processing businesses contribute \$39 billion to Ontario's economy and employ over 820,000 Ontarians. Agriculture and agri-food processors are the number one economic contributor to Ontario's overall economy. (Source: Ontario Federation of Agriculture) Farming doesn't shut down because of pandemic, everyone has to eat.

Despite being under the threat of pandemic throughout 2020, the provincial government moved ahead with various pieces of legislative and regulatory reform that lessens environmental protection in order to support development.

ACT #2
MAR 04 2021

One of the most chilling is in Bill 197, the COVID-19 Economic Recovery Act, 2020. Effective July 21, 2020, the Minister can now make what are becoming known as "Enhanced MZOs" Previously under Section 47 of the Planning Act the Minister of Municipal Affairs and Housing (Minister) could make "Minister's Zoning Orders" (MZOs), to govern land uses within areas subject to the order. An MZO prevails over any other zoning by-law in effect in the area, giving the Minister complete authority to regulate land use on specific lands.

Despite being a rarely or judiciously used power for decades, the making of MZOs is a frequent occurrence in 2020. This order is a necessary tool for emergency response and economic recovery or an unprecedented circumvention of local planning processes, depending on who is assessing the situation.

The Planning Act has long afforded the Minister significant discretionary authority to directly zone land; however, the use of this extraordinary power was often limited to areas without municipal organization, cases of emergency or where there was a **pressing provincial objective at stake**.

And indeed they have made an entire industry out of issuing MZO's in 2020. As of mid-November 2020, 31 MZOs had been issued, compared to 0 in 2017 and 2018, and just over 70 cumulatively since 1990.

The issuance of a MZO takes away all local planning authority, public input and an appeal mechanism.

Why this is particularly concerning to NDACT is because not a single legislative or regulatory amendment has been made to protect prime farmland (and the subsequent jobs) or source water since Baupost/Highlands discontinued with their plans for a 2,400 acre 200 foot below the water table, open pit mine.

Should another proponent come forward and lobby the government, it is entirely within reason to think that this government could issue an MZO to permit the mine, in the name of "jobs and a strong economy".

We are asking that the Township of Melancthon pass the following resolution:

THAT the Township of Melancthon supports the Province developing criteria that a municipality must meet prior to requesting an MZO;
AND FURTHER THAT part of the qualifying criteria must include public consultation;
AND FURTHER THAT the a copy of this resolution be forwarded to the Premier of Ontario, Minister of Municipal Affairs and Housing and Sylvia Jones MPP Dufferin-Caledon

Additionally we would recommend that this issue be raised with the Rural Ontario Municipal Association (ROMA) and the Association of Municipalities of Ontario (AMO) as we are very aware they are the mechanism through which policies issues are raised with the provincial government.

Karren Wallace, Chair Brian Bell Vice Chair
North Dufferin Agricultural and Community Taskforce (NDACT)
Box 875
Shelburne, ON
L9V 3M1 info@ndact.com

Denise Holmes

From: Rude, Emma (MNRF) <Emma.Rude@ontario.ca>
Sent: Thursday, February 25, 2021 3:42 PM
To: Denise Holmes; Denise Holmes; jli@dufferincounty.ca
Cc: Stuart, John (MNRF)
Subject: 21-613 NEC Request for Comments
Attachments: 21-613.NEC.Request for Comments.pdf

Please find attached NEC Request for Comments for file M/R/2020-2021/613, Katchutas.

We would appreciate receiving your comments via email to necowensound@ontario.ca by: **March 25, 2021**. If you require further information, please contact **John Stuart** at John.Stuart@ontario.ca

Thanks in advance,

Emma Rude
Administrative Support Coordinator



Niagara Escarpment Commission

An agency of the Government of Ontario

1450 7th Avenue East | Owen Sound, ON | N4K 2Z1
Tel: 519-371-1001 | Mobile: 226-668-5672 | Fax: 519-371-1009

Please let me know if you require communication supports or alternate formats.

In order to ensure a safe and secure environment for staff and clients and in response to recommendations by health professionals, the NEC offices are closed to the public until further notice. The NEC is continuing to provide services via email and telephone. Updates can be found on our website:
<https://www.escarpment.org/Commission/COVID19>

February 25, 2021

Via Email
County of Dufferin
Township of Melancthon

REQUEST FOR COMMENTS

FILE NUMBER: M/R/2020-2021/613

APPLICANT: Paul Katchutas
AGENT: N/A
OWNER: Michael and Laura Chianello

LOCATION: Plan 134, Lot 15
29 Oldfield Crt
Township of Melancthon, County of Dufferin
ARN 221900000108312

RELATED FILES: N/A

PROPOSED DEVELOPMENT:

- To construct a two storey $\pm 362 \text{ m}^2$ ($\pm 3897 \text{ ft}^2$) addition to a single dwelling (includes garage) having a maximum height to peak of $\pm 9 \text{ m}$ ($\pm 28 \text{ ft}$), to expand an existing driveway by $\pm 69 \text{ m}^2$ ($\pm 742 \text{ ft}^2$), and to construct a $\pm 5 \text{ m}^2$ ($\pm 47 \text{ ft}^2$) covered front porch way on a 0.8 ha (2 ac) vacant existing lot.
Note: Approximately 14 cubic meters fill is proposed on the property for the driveway.

The attached Development Permit application, which is summarized above, is being sent to you for your review. Your comments and recommendations are requested for the Niagara Escarpment Commission's consideration.

We would appreciate receiving your comments via email to necowensound@ontario.ca by: **March 25, 2021**. If we do not receive your comments by this date, we will assume you have no objection to this proposal. If you require additional time to provide comments, please notify us at least one week prior to this date.

If you require further information, please contact John Stuart at John.Stuart@ontario.ca

FILE # M/R/2020-2021/613



(For NEC office use only)

NIAGARA ESCARPMENT DEVELOPMENT PERMIT APPLICATION

(FMS #0113 - Revised August 15, 2019)

THE NIAGARA ESCARPMENT PLANNING AND DEVELOPMENT ACT, RSO, 1990, AS AMENDED

NIAGARA ESCARPMENT COMMISSION
 232 Guelph Street, 3rd Floor
 Georgetown, ON L7G 4B1

Phone: 905-877-5191
 Fax: 905-873-7452
 Website: www.escarpment.org
 Email: necgeorgetown@ontario.ca

Serving the areas of:
 Dufferin County (Mono)
 Region of Halton
 Region of Peel
 Region of Niagara
 City of Hamilton

NIAGARA ESCARPMENT COMMISSION
 1450 7th Avenue
 Owen Sound, ON N4K 2Z1

Phone: 519-371-1001
 Fax: 519-371-1009
 Website: www.escarpment.org
 Email: necowensound@ontario.ca

Serving the areas of:
 Bruce County
 Grey County
 Simcoe County
 Dufferin County (Mulmur, Melancthon)

- Please ensure that the information you provide in this application is complete and accurate.
- Incomplete or inaccurate information will delay the processing of your application.
- Please contact your local Commission office if you have any questions about your proposal or this application.

1. OWNER (Required)

Name: Michael and Laura Chianello

Mailing Address: 29 OldField Crt.
Street/P.O. Box

Melancthon Ontario L9V 3G7
City/Town

Phone: [REDACTED]

2. APPLICANT or AGENT (if applicable)

Name: Paul Katchutas

Mailing Address: 50 Antique Dr.
Street/P.O. Box

Richmond Hill Ontario L4E 3X5
City/Town

Phone: [REDACTED]

3. PROPERTY LOCATION & INFORMATION

Municipality: Melancthon Civic/Street Address #: 29 Oldfield Crt.
(Fire/Emergency #)

Lot: _____ Concession: _____ and/or Lot: 15 Plan: 134

Assessment roll number or PIN: 221900000108312 Lot Size: 2.04 Acres

Date the property was purchased or future date of purchase: August 26, 2020.

4. PROPERTY SERVICING

Existing Road Frontage: Municipal Private
Existing Water Supply: Municipal Private
Existing Sewage Disposal: Municipal Private

Proposed Road Frontage: Municipal Private
Proposed Water Supply: Municipal Private
Proposed Sewage Disposal: Municipal Private

5. EASEMENTS, COVENANTS, AGREEMENTS

Describe the type and terms of any easements, right-of-ways, covenants, agreements or other restrictions registered on or affecting the title of the property and/or attach a copy:

N/A

6. EXISTING & PROPOSED DEVELOPMENT

Note: "Development" includes the construction of buildings and structures, alterations to the landscape, (e.g. placing fill, drainage alterations, pond construction or alteration), any change of use or new use (e.g. residential to commercial, new home business, etc.). If additional space is required, please include a separate attachment.

Briefly Describe the current use of the property and any existing buildings, structures, or alterations to the landscape:

Current use is Residential

Briefly Describe any proposed changes to the use of the property and any proposed new buildings, structures, or alterations to the landscape:

Proposed use will continue as Residential

Note regarding Sections 7-14:
Depending on the type or nature of the proposed development and/or the characteristics of the property, supporting information such as Environmental Impact Studies, Landscape Plans, Lighting Plans, Visual Assessments, Grading Plans, Erosion Control Plans, Slope Stability Studies, etc., may be required in support of the following information.

7. LOT CREATION: N/A

If this application involves the creation / severance of a new lot, please provide the following information:

i) Existing Lot:	ii) Proposed Lot:	iii) Retained Lot:	iv) Use of new Lot
Frontage <u>124.79m</u>	Frontage <u>124.79m</u>	Frontage <u>124.79m</u>	<input type="checkbox"/> Agricultural <input type="checkbox"/> APO <input type="checkbox"/> Commercial <input type="checkbox"/> Conservation <input type="checkbox"/> Industrial <input type="checkbox"/> Lot Addition <input type="checkbox"/> Recreational <input checked="" type="checkbox"/> Residential
Depth <u>106.68m/92.83m</u>	Depth <u>106.68m/92.83m</u>	Depth <u>106.68m/92.83m</u>	
Size <u>2.04 Acres</u>	Size <u>2.04 Acres</u>	Size <u>2.04 Acres</u>	

8. CONSTRUCTION DETAILS

PLEASE NOTE

Ground Floor Area: The total exterior measurements of any building, including attached garages and enclosed decks (as applicable).

Total Floor Area: Is based on the exterior measurements of the building and includes the total of the ground floor area (including attached garages, etc), plus walkout basements, plus full or half second storeys, etc.

Maximum Height: is measured from the lowest grade (e.g., walkout side), to the peak of the roof.

Please provide a description of all existing and proposed development in the following fields:

Use of Structure	Existing, Proposed, or to be Demolished	Ground Floor Area (footprint)	Total Floor Area (all storeys and walkouts)	# of Storeys	Maximum Height (lowest grade to peak)
Residential	N/A	248.87 m2	N/A	2	8.87m

Amount of fill to be imported to facilitate the proposed development (if required): _____

9. ACCESSORY FACILITIES, STRUCTURES, FILLING, GRADING, UTILITIES, INFRASTRUCTURE etc.

(e.g: Driveways, Decks, Gazebos, Swimming Pools, Tennis Courts, Lighting, Signs, Wind Turbines, Solar Panels, Hydro Poles/Lines, Retaining Walls, Placement of Fill, Cutting and Filling, Grading, Berms, Parking Areas, Tree/Site Clearing, etc.) (See next page for Ponds)

Describe and provide information such as: dimensions, size, height, amount of fill etc.

68.67 m2 of new added driveway material to be installed for new garage access.

10. HOME BUSINESS, CHANGE OF USE, NEW USE

(e.g): **Establishing a Home Business, Home Occupation, Home Industry or Bed and Breakfast business.**
 Converting or changing the use or establishing a new use on a property or within any dwelling building or structure on a property.)

Describe the proposed business or new use and **provide information** such as:
 Type of business or use, size or area of building &/or land to be occupied or altered by the use, construction or alteration details, number of employees, access, parking, storage details, sales, hours of operation, signage, etc.

N/A

Note: A separate, detailed, business overview or plan should be provided.

11. PONDS – NEW POND / EXISTING POND WORK – DREDGING, MAINTENANCE, REPAIR etc.

The following information is the minimum information that is required for pond construction or alteration/maintenance. Generally, a hydrology/hydrogeology report and/or an environmental impact assessment is also required.

Pond is: Proposed Existing
Use of Pond: Recreation Irrigation/farm Other _____
Water Source: Offline (Precipitation/run-off) Online (stream, groundwater)
Size of Pond: Water Surface Area _____ Depth of Water _____

Provide a description of the proposed pond related development:

N/A

Note: Additional construction details including inflow, outflow, emergency outflow, spillway details, type of construction, height and width of banks, erosion/sediment control measures, placement of excavated materials, and finished grading and landscaping should be shown on the submitted site plan and building details.

12. AGRICULTURAL DEVELOPMENT

Indicate and describe if your proposal involves agricultural land or uses such as: On-farm Diversified Uses, Agricultural Related Uses, Dwelling Units Accessory to Agricultural Uses, New Dwelling in Agricultural Areas (near barns – MDS I), Livestock Facilities (MDS II), Equestrian Facilities (arenas, riding rings, events), Farm Ponds, Winery and Winery Events, 'Agricultural Purposes Only' (APO) lot creation:

N/A

Note: Additional detailed information may be required.

13. RADIO OR TELECOMMUNICATIONS FACILITY IN THE AREA OF THE NIAGARA ESCARPMENT PLAN

Provide a detailed description of the radio or telecommunications proposal including construction details/building plans and elevations (Please use additional pages or attachments as required):

N/A

Provide a justification and rationale, including reasons, argument and evidence in support of the radio telecommunications proposal. Depending on the nature of the proposal and/or characteristics of the property, supporting information such as Landscaping Plans, Visual Assessment Analysis, Erosion Control Plans, Grading Plans, Environmental Impact Studies, or A Needs Assessment/Site Alternatives Report may be required:

N/A

Note: This information in Section 13 is being collected in accordance with the Niagara Escarpment Commission's *Consultation Protocol for Radiocommunication and Broadcasting Antenna Systems in the Niagara Escarpment Plan Area*. A site visit to the property may be conducted to review this proposal, with notice to the applicant, in order to provide advice to Industry Canada on new radio and telecommunications facilities.

14. OTHER INFORMATION

Provide any additional information to clarify your proposal may be submitted here or on a separate attachment.

N/A

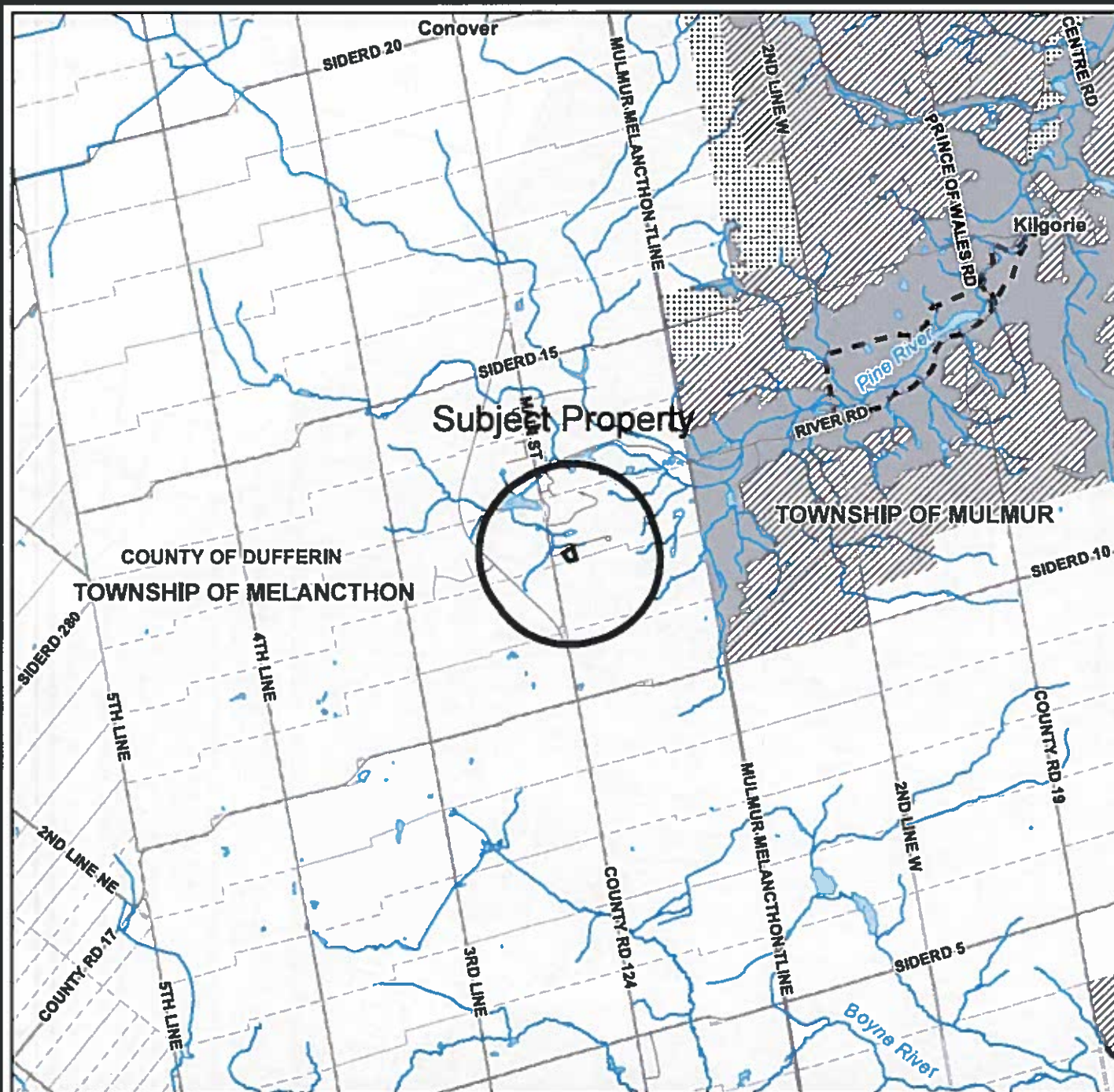
15. SIGNATURES

Personal information (i.e., name, address, phone, email) is being collected under the authority of the *Niagara Escarpment Planning and Development Act, RSO, 1990, as amended*, and will be used to process this application, which will include site visit, notifications, and in some cases appeals and hearings. Questions regarding the collection and use of this personal information should be directed to the Manager, Administration at the Georgetown Office phone, email and mailing address set out on the front page of this application form.

By signing this application form below, I consent to the collection of my personal information. This application cannot be processed without the required signatures as set out below.

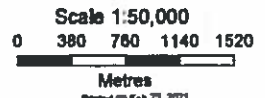
Map 1A Niagara Escarpment Plan

29 OLDFIELD CRT
File: M/R/2020-2021/613



- Subject Property
- Geographic Names
- Plan Designations**
 - Escarpment Natural Area
 - Escarpment Protection Area
 - Escarpment Rural Area
 - Public Land (in Parks and Open Space System)
 - Roads
 - Waterbodies
 - Watercourse
 - Upper Tier Municipality
 - Lower/Single Tier Municipality
 - Lot and Concession Boundary

NOTE: The Niagara Escarpment Plan Designation boundaries shown on this map are approximate and subject to verification through site inspection and the application of the Interpretation of Boundaries section of the Niagara Escarpment Plan.

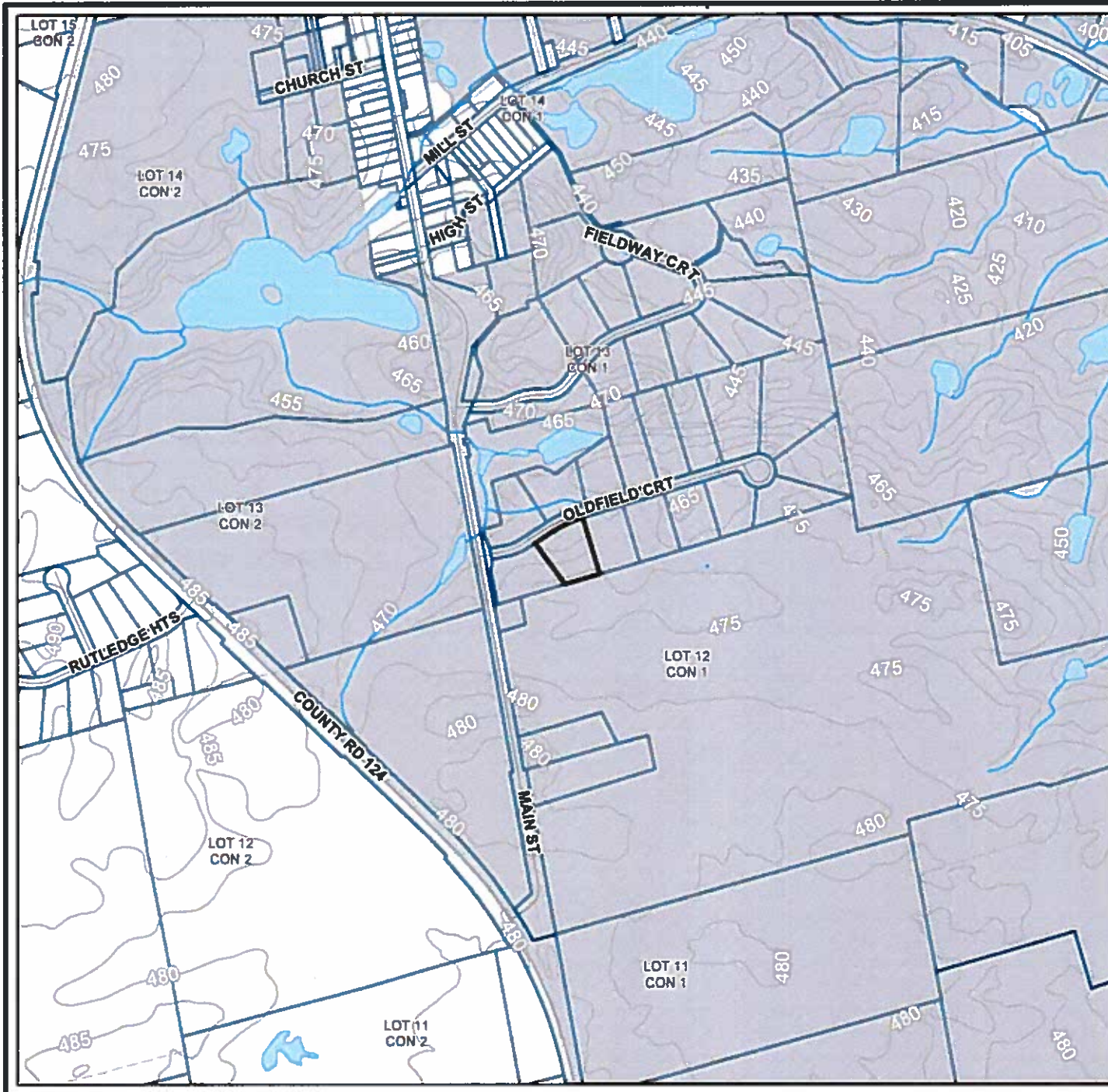


THIS IS NOT A PLAN OF SURVEY. The map is illustrative only. Do not rely on it as being a precise indicator of reality, location of features, nor as a guide to navigation. Data derived from various sources. Map compiled and published by the Geographic Information Systems (GIS) Department of the Niagara Escarpment Commission, Ministry of Natural Resources.

Map 2 - Development Control

Lot Configuration

29 OLDFIELD CRT
File: M/R/2020-2021/613



- Subject Property
- Area of Development Control
- Roads
- Waterbodies
- Watercourse
- Contour (5 metre intervals)
- Upper Tier Municipality
- Lower/Single Tier Municipality
- Lot and Concession Boundary
- Parcel Boundary
- Ownership Boundary

Area of Development Control Drawn for Commissioners Only. Refer to the appropriate City or Region for an accurate interpretation of the Development Control Area.

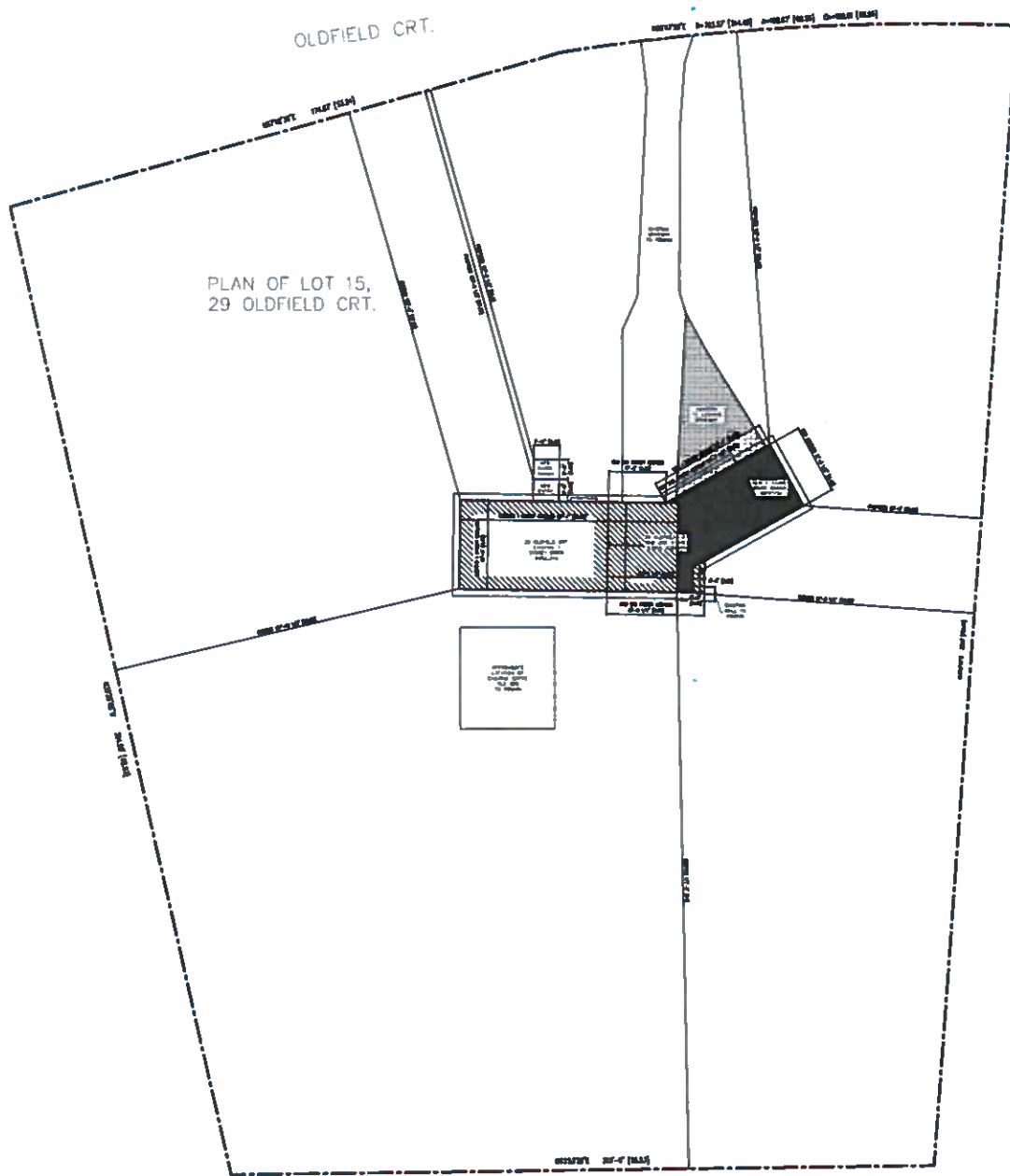


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29 Oldfield Crt
M/R/2020-2021/613

OLDFIELD CRT.

PLAN OF LOT 15,
29 OLDFIELD CRT.



PLAN OF LOT 15,
29 OLDFIELD CRT.
MUNICIPALITY OF MELANCTHON
COUNTY OF DUFFERIN.

Information for 29 OLDFIELD CRT., MELANCTHON, ONTARIO

	Existing	Proposed
Lot Frontage	174.75m	
Front yard setback	37.50m	35.80m
Side yard setback	27.83m	16.61m
Rear yard setback	54.00m	
Building Height	5.75m	8.67m
Lot Area	8173.88m ²	
Existing Building Footprint Area	1883.37m ²	
Total New + Exst. Building Footprint Area		258.19m ²
Total New + Exst. Building GFA		361.53m ²
New Front Porch Area (included in total Area)		4.40m ²
Building Coverage (if propose Area)	2.07%	3.22%
Driveway material Area	189.37m ²	Added material of 68.67m ²
New Added Driveway Fill		Added = 814.04m ²

Notwithstanding to whomsoever the same may come, the applicant, architect, engineer, surveyor or other person responsible for the preparation of this plan, shall be deemed to warrant the truth and accuracy of the information contained herein, and shall be liable for any damages that may be incurred as a result of reliance on such information. This warranty shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for any insurance carrier. The applicant, architect, engineer, surveyor or other person responsible for the preparation of this plan, shall be deemed to warrant the truth and accuracy of the information contained herein, and shall be liable for any damages that may be incurred as a result of reliance on such information. This warranty shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for any insurance carrier.

**PRELIMINARY
REVIEW NOT
FOR
CONSTRUCTION**

29 OLDFIELD CRT.
MELANCTHON, ONT.

SITE PLAN

DATE	REV	BY	CHKD
	01	CA	CA
SP2			

29 Oldfield Crt
M/R/2020-2021/613



PROPOSED 29 OLDFIELD CRT. MELANCTON, ONTARIO.

NOT TO SCALE
FOR INFORMATION ONLY
THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION
IT IS THE RESPONSIBILITY OF THE CLIENT TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS
BEFORE COMMENCING ANY WORK
THE CLIENT IS ADVISED THAT THIS DRAWING IS PRELIMINARY AND NOT FOR CONSTRUCTION
ANY CHANGES TO THIS DRAWING MUST BE APPROVED BY THE ARCHITECT

PRELIMINARY
REVIEW NOT
FOR
CONSTRUCTION

PRELIMINARY
REVIEW NOT
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CONSTRUCTION

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29 OLDFIELD CRT.
MELANCTON, ONT.

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PROJECT: CP1

29 Oldfield Crt
M/R/2020-2021/613



PROPOSED 29 OLDFIELD CRT. MELANCTON, ONTARIO.

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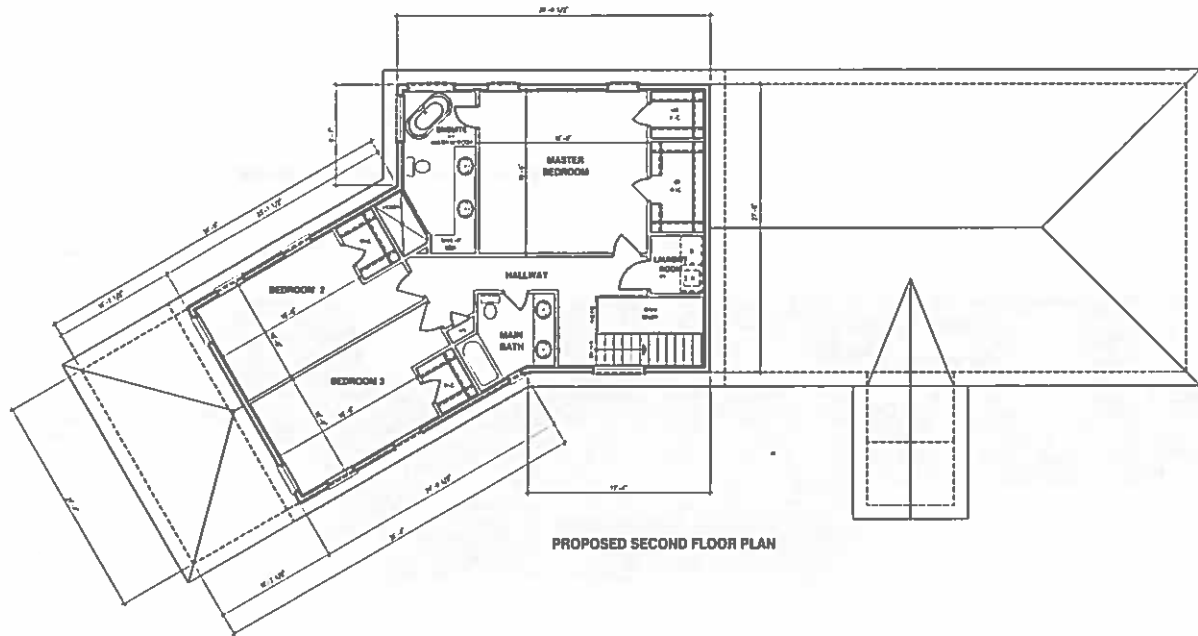
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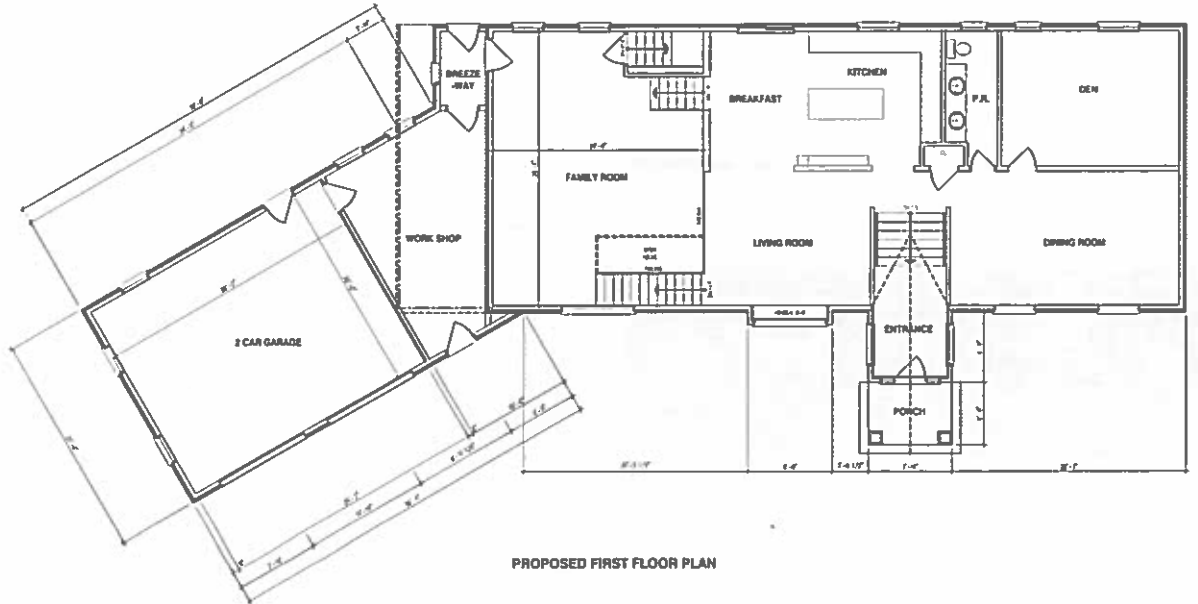
**29 OLDFIELD CRT.
MELANCTON, ONT.**

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DATE: PER:
BY: FOR:
SCALE:
CP2



PROPOSED SECOND FLOOR PLAN



PROPOSED FIRST FLOOR PLAN

As shown, the existing structure is to be demolished and replaced with a new structure. The proposed structure is to be constructed in accordance with the Building Code of Australia. The proposed structure is to be constructed in accordance with the Building Code of Australia. The proposed structure is to be constructed in accordance with the Building Code of Australia.

The proposed structure is to be constructed in accordance with the Building Code of Australia. The proposed structure is to be constructed in accordance with the Building Code of Australia. The proposed structure is to be constructed in accordance with the Building Code of Australia. The proposed structure is to be constructed in accordance with the Building Code of Australia.

**PRELIMINARY
REVIEW NOT
FOR
CONSTRUCTION**



1	Proposed First Floor Plan	1/10/2020
2	Proposed Second Floor Plan	1/10/2020
3	Site Plan	1/10/2020
4	Section Elevation	1/10/2020
5	Section Elevation	1/10/2020

29 OLDFIELD CRT
BLANCHETON CRT

PROPOSED
FLOOR PLANS

DATE	BY	SCALE
1/10/2020	J.M.	1:100
1/10/2020	J.M.	1:100
1/10/2020	J.M.	1:100
1/10/2020	J.M.	1:100

29 Oldfield Crt
 MR/2020-2021/613



EXISTING FRONT (NORTH) ELEVATION



PROPOSED FRONT (NORTH) ELEVATION OPTION #3

NOT TO SCALE
 ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE
 ALL FINISHES ARE TO BE DETERMINED BY THE CLIENT
 ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ARCHITECT
 ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA
 ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LOCAL BY-LAWS AND ZONING REGULATIONS
 ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS
 ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CLIENT'S REQUIREMENTS

**PRELIMINARY
 REVIEW NOT
 FOR
 CONSTRUCTION**

1	EXISTING FRONT ELEVATION
2	PROPOSED FRONT ELEVATION OPTION #3
3	PLAN
4	SECTION
5	DETAILS

29 OLDFIELD CRT.
 WILSON, ONT.
**PROPOSED
 ELEVATIONS**

DATE	PC	DATE
BY	BY	BY
SCALE	SCALE	SCALE

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER -2021

Being a By-law to appoint a Fire Chief for the Dundalk Fire Department and Chief Fire Official for the Southgate Fire Department Coverage Area of the Township of Melancthon

Whereas the Council of the Township of Melancthon is empowered by the Municipal Act, S.O. 2001, c. 25, Section 8 and the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, Section 6 to appoint a Fire Chief; and

Whereas the Council of the Corporation of the Township of Melancthon deems it expedient to appoint a Fire Chief to enforce the provisions of the said Acts,

Now therefore be it resolved that the Council of the Corporation of the Township of Melancthon hereby enacts as follows:

1. **That** the Council of the Corporation of the Township of Melancthon does hereby appoint Derek Malynyk as the Fire Chief for the Dundalk Fire Department and Chief Fire Official for the Southgate Fire Department coverage area of the Township of Melancthon to enforce the provisions of any applicable Acts or legislation and any other by-laws within the municipality; and
2. **That** this By-law come into effect on the date of passing.
3. **That** all or any parts of By-Laws not consistent herewith are hereby repealed.

Read a first, second and third time and finally passed this 4th day of March, 2021.

Darren White, Mayor

Denise Holmes, Clerk

CIB# 16.2.1
MAR 04 2021



Corporation of the Township of Melancthon

Moved by

Seconded by Date, 2021

Be it resolved that:

We transfer surplus monies, as determined by the Auditor in their preparation of the 2020 Consolidated Financial Statement, to the Working Capital Reserve.

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

Carried/Lost: _____

MAYOR

GB# 16.3.1
MAR 04 2021



The Corporation of
THE TOWNSHIP OF MELANCTHON
157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525
Fax No. - (519) 925-1110

Website: www.melancthontownship.ca
Email: info@melancthontownship.ca

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

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

SUBJECT: ADMINISTRATIVE MONETARY PENALTIES

DATE: FEBRUARY 25, 2021

Attached to this memorandum is a memorandum from former Councillor David Thwaites regarding Administrative Monetary Penalties to provide you with the information that was previously reviewed by Council on December 12, 2019, when this matter was first introduced to Council. After many meetings, a draft By-law was presented at the October 15, 2020 Council meeting and direction was to send it to the Township's Solicitor for review and comment.

Stephen Christie reviewed the draft By-law and made several changes to it. I have provided the red-lined copy, as well as a clean copy.

Please advise on how Council wishes to proceed on this matter. There are currently no municipalities in Dufferin County that have an Administrative Monetary Penalties By-law.

GB# 16-3-3
MAR 04 2021

Denise Holmes

From: David Thwaites
Sent: Thursday, December 5, 2019 9:46 AM
To: Denise Holmes
Subject: Fwd: AMPs
Attachments: ADMINISTRATIVE MONETARY PENALTIES.docx; ATT00001.htm

Denise:

I have prepared the attached memorandum on Administrative Monetary Penalties.
Might you have this form part of the Dec 12 agenda.
Any questions, please call.

Thanks,

David

Sent from my iPad

Begin forwarded message:

From: David Thwaites [REDACTED]
Date: December 5, 2019 at 9:42:57 AM EST
[REDACTED]
Subject: AMPs

ADMINISTRATIVE MONETARY PENALTIES

This memorandum is prepared to provide a brief overview of the implementation of an AMP option for municipalities in Ontario for the purpose of the enforcement of municipal bylaws. This memorandum is not intended as a legal opinion and nor does it purport to be comprehensive.

The development and use of AMPs in Ontario and other jurisdictions has been in response to the desire and need to provide for a system to enhance bylaw compliance and enforcement.

The system that has been in place for many years in Ontario has been to issue a process governed by the Provincial Offences Act, a quasi-criminal process, that has with the passage of time required substantial resources to administer and has been anything but efficient and quick. The result has been a system that has largely rendered bylaw compliance difficult if not impossible to attain and that has created in most cases a process not friendly to municipalities or even the persons facing POA process. One need only look at the recent report requisitioned by Dufferin County that addressed the large sum of outstanding fines and the substantial increase in administrative cost and resources needed to "administer" this process.

The Municipal Act 2001, S.O. 2001, c. 25 (and certain other statutes) for Ontario has been amended over recent years to provide for AMPs. Specifically, Section 434.1 provides:

- (1) Without limiting sections 9, 10 and 11 (these are the sections giving the municipality for the most part the ability to enact bylaws to address certain conduct etc), a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a bylaw of the municipality passed under this Act.
- (2) Sets out that the purpose is to promote compliance with municipal bylaws (paraphrase)
- (3) That the amount of the penalty is not to be punitive in nature and shall not exceed what is reasonably required to promote compliance with a bylaw (paraphrase)
- (4) If the AMP is used then a person cannot be charged with an offence (paraphrase)
- (5) The Minister may make Regulations to address AMPs ...(paraphrase)

In fact the Minister has NOT made Regulations for AMPs created under municipal bylaws EXCEPT for parking/traffic bylaws. Thus municipalities are not otherwise regulated on AMPs in general.

For traffic/parking bylaw "offences" the Regulation made is detailed and certainly creates a system which has, if one reviews various city bylaws, ie Toronto and Mississauga, created its own infrastructure process. If such a Regulation were created by the Minister for other municipal bylaws then one would have to question whether any municipality would ever adopt such a model.

As it is municipalities are empowered to use AMPs for other municipal bylaws. What "rules" apply? The Municipal Act, s 434.1, creates the framework. The process, if adopted, provides for a system that would hopefully be user/municipal friendly in that it is a civil (not quasi-criminal process, ie no convictions/no jail option).

Any AMP system does “require” recognizing that the process must be fair and provide recognition of the principles of natural justice. This means that a person facing the imposition of an AMP should be treated fairly and that there should be the right to be heard by a person/body who has not prejudged or is biased. This does not in itself require a “trial” process but simply an opportunity for a person to be heard and for which the hearing officer/body may “assess” the AMP that might otherwise be imposed.

This would mean generally that a person should know that they may face an AMP and then be advised of any process. For municipalities such as Melancthon this would mean that an “Order” of a Municipal Bylaw Officer would have printed on the Form such information. It would mean that such an Officer is not the person involved in the AMP process itself. Similarly this would mean that if the Clerk is the “empowered person” that they would not be part of the AMP process.

It should mean that the Township would adopt an AMP Bylaw that prescribes a process, fees and timelines. Any Bylaw would/could provide that Council itself is the “hearing body” or that Council might retain a “Hearing Officer” to address/consider any process in which AMPs are used/imposed.

At present Melancthon has passed only one bylaw that creates an AMP, ie the Property Standards Bylaw, and is in the process of passing another, ie the Salvage Yard Bylaw. This is the time for the Township to consider and address this issue.

Submitted

David Thwaites, Councillor

December 5, 2019

ADMINISTRATIVE MONETARY PENALTY PROCEDURE BYLAW (DRAFT)

WHEREAS Section 434.1 of the *Municipal Act* 2001, S.O. 2001, c. 25 (the "Act") authorizes and empowers local municipalities to enact municipal bylaws which provide for the option of enforcing bylaws through the use of Administrative Monetary Penalties (AMPs); may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative monetary penalty ("Administrative Monetary Penalty" if the municipality is satisfied that the person has failed to comply with a by-law of the municipality, which process is separate and apart from enforcement through the *Provincial Offences Act*, R.S.O. 1990;

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AND WHEREAS the Council of the Corporation of the Township of Melancthon has provided and may provide for in future provision for the option of AMPs to encourage bylaw compliance and for a process to enforce apart from enforcement through the *Provincial Offences Act*;

AND WHEREAS Council deems it reasonable and necessary to provide for a process to administer the application of AMPs, in the absence of any Regulations by the Province for non-parking bylaw offences;

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

1. Definitions

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1.1 "Administrative Penalty" means an Administrative Monetary Penalty established by a by-law of the Township;

1.2 "Applicant" means a person who files a Request for Review in accordance with the provisions of this By-law;

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1.3 "Enforcement Officer" means a (a) municipal by-law enforcement officer appointed by the Township and (b) a police officer employed by a police force having jurisdiction in Township of Melancthon;

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1.4 "Notice" means a notice given pursuant to sections 11.1 to 11.3 herein;

1.5 "Person" includes an individual or a business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof;

2. Subject to the provisions of this by-law, each Person who contravenes a provision of a by-law to which this by-law applies shall, if given a Notice, be liable to pay to the Township an Administrative Penalty in the amount specified by the applicable contravened by-law, for each day or part of a day on which the contravention occurs.

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3. An Enforcement Officer who has reasonable grounds to believe that a Person has contravened any provision of a by-law may give to the Person a Notice.

4. The Notice shall be given to the Person as soon as is reasonably practicable after the contravention has occurred and shall include the following information:

a. the date the Notice is given;

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b. a reference number that is unique to that Notice;

~~c. particulars of the contravention, including the date and location of the contravention, and the Person(s) to whom the Penalty Notice is being given;~~

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~~d. the monetary amount of the Administrative Penalty;~~

~~e. the actions that must be taken by the person(s) named in the order to comply and any date by which compliance is required~~

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~~f. such information as the Township determines is appropriate respecting the process by which the Person may exercise the Person's right to request a review of the Administrative Penalty; and~~

~~g. a statement advising that an Administrative Penalty will, unless cancelled or reduced pursuant to the review and appeal processes, constitute a debt of the Person to the Township.~~

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~~1- 4. A Person having received a written Notice from the Bylaw Enforcement Officer for the Township of Melancthon advising of the decision to elect to enforce the penalty provision of the municipal bylaw by use of the provision for AMPs shall;~~

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~~(a) Pay the administrative monetary penalty Administrative Penalty assessed within thirty (30) days of the date of the Notice; or~~

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~~(b) Deliver in writing within thirty (30) days of the Notice a Request for Review addressed to the Township's Chief Administrative Officer (address);~~

~~2- 5. The Request for Review shall:~~

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~~(a) Identify if the request for review Request for Review is:~~

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~~(1) To review the Order Notice issued by of the Bylaw Enforcement Officer; in its entirety;~~

~~(2) To review the amount of the Administrative Penalty administrative penalty and/or fee;~~

~~(3) To review the time to pay the Administrative Penalty administrative penalty and/or fee.~~

~~(b) Set forth in detail the reasons for the Request for Review and attach any document(s) relied upon by the Applicant;~~

~~(c) Be signed and dated by the Applicant Person filing the Request for Review.~~

~~3- 6. The Township's Chief Administrative Officer shall, on receipt of a Request for Review from an Applicant, place the Request for Review as submitted on an Agenda for Council of the Township of Melancthon to be heard within thirty (30) days of the date of the Request for Review and forthwith provide the Applicant and the Bylaw Enforcement Officer with written notice of the date scheduled for the Review. The written notice to the Applicant shall be mailed by ordinary mail addressed to the address identified by the Applicant on the Request for Review.~~

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~~4- 7. The Bylaw Enforcement Officer shall, on receipt of the written notice provided for in paragraph 43, provide to the Chief Administrative Officer copies of any documents relied upon by the Officer in issuing the original Notice to the Applicant and said documents shall be provided to the Applicant prior to the Council meeting at which the Request for Review is scheduled.~~

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5. 8. At the review conducted by Council, Council shall:

- (a) Hear from the Bylaw Enforcement Officer, if present;
- (b) Provide the Applicant with the opportunity to make oral submissions in support of the Request for Review.

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6. 9. Council on having considered the Request for Review shall render its decision and provide the Applicant with written notice of its decision. NTD: Timeline for rendering and issuing decision? How will notice of the decision be sent?

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10. The decision of Council on a Request for Review is final. There is and shall be no right of appeal or review.

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11. Notice

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11.1 Subject to section 11.3, any notice or document respecting this By-law, including the Notice, may be given in writing in any of the following ways and is effective:

a. when a copy is placed on or affixed in any manner to a Person's vehicle;

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b. when a copy is delivered to the Person to whom it is addressed;

c. on the third (3rd) day after a copy is sent by registered mail or by regular lettermail to the Person's last known address;

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d. upon the conclusion of the transmission of a copy by facsimile transmission to the Person's last known facsimile transmission number; or

e. upon the sending of the notice or document or a copy thereof by e-mail transmission to the Person's last known e-mail address

11.2 For the purpose of section 11.1, a Person's last known address, last known facsimile transmission number and last known e-mail address are deemed to include those provided by the Person pursuant to their Request for Review.

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11.3 Any notice or document respecting this By-law to be given to the Township shall be in writing, shall be given in any of the following ways, and is effective:

a. when a copy is delivered to the Clerk of the Township during regular business hours at its municipal office located at -

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b. on the third (3rd) day after a copy is sent by registered mail or by regular lettermail to "Chief Administrative Officer, Township of Melancthon -

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d. upon the sending of the notice or document or a copy thereof by e-mail transmission to NTD: Provide email address? May choose not to in case email changes

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Financial Administration

12. No Officer who gives a Penalty Notice may accept payment of the Administrative Penalty respecting that Penalty Notice.

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13. An Administrative Penalty that is affirmed or reduced or in respect of which the time for payment has been extended pursuant to this By-law is due and payable and constitutes a debt to the City of each Person to whom or to which the Penalty Notice was given.

14. Where a Person has paid an Administrative Penalty that is then cancelled or reduced pursuant to this By-law, the City shall refund the amount cancelled or reduced.

General

15. Nothing in this By-law limits the City's right to enforce a by-law by any other legal means or to use any other process of enforcement available under law.

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16. The short title of this By-law is the "Administrative Penalty Process By-law".

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ADMINISTRATIVE MONETARY PENALTY PROCEDURE BYLAW (DRAFT)

WHEREAS Section 434.1 of the *Municipal Act* 2001, S.O. 2001, c. 25 (the "Act") authorizes and empowers local municipalities to enact municipal bylaws which may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative monetary penalty ("Administrative Monetary Penalty" if the municipality is satisfied that the person has failed to comply with a by-law of the municipality, which process is separate and apart from enforcement through the *Provincial Offences Act*, R.S.O 1990;

AND WHEREAS Council deems it reasonable and necessary to provide for a process to administer the application of AMPs, in the absence of any Regulations by the Province for non-parking bylaw offences;

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

1. Definitions

1.1 "Administrative Penalty" means an Administrative Monetary Penalty established by a by-law of the Township;

1.2 "Applicant" means a person who files a Request for Review in accordance with the provisions of this By-law;

1.3 "Enforcement Officer" means a (a) municipal by-law enforcement officer appointed by the Township and (b) a police officer employed by a police force having jurisdiction in Township of Melancthon;

1.4 "Notice" means a notice given pursuant to sections 11.1 to 11.3 herein;

1.5 "Person" includes an individual or a business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof;

2. Subject to the provisions of this by-law, each Person who contravenes a provision of a by-law to which this by-law applies shall, if given a Notice, be liable to pay to the Township an Administrative Penalty in the amount specified by the applicable contravened by-law, for each day or part of a day on which the contravention occurs.

3. An Enforcement Office who has reasonable grounds to believe that a Person has contravened any provision of a by-law may give to the Person a Notice.

4. The Notice shall be given to the Person as soon as is reasonably practicable after the contravention has occurred and shall include the following information:

a. the date the Notice is given;

b. a reference number that is unique to that Notice;

c. particulars of the contravention, including the date and location of the contravention, and the Person(s) to whom the Penalty Notice is being given;

d. the monetary amount of the Administrative Penalty;

e. the actions that must be taken by the person(s) named in the order to comply and any date by which compliance is required

f. such information as the Township determines is appropriate respecting the process by which the Person may exercise the Person's right to request a review of the Administrative Penalty; and

g. a statement advising that an Administrative Penalty will, unless cancelled or reduced pursuant to the review and appeal processes, constitute a debt of the Person to the Township.

4. A Person having received a written Notice from the Enforcement Officer shall;

(a) Pay the Administrative Penalty within thirty (30) days of the date of the Notice; or

(b) Deliver in writing within thirty (30) days of the Notice a Request for Review addressed to the Township's Chief Administrative Officer (address).

5. The Request for Review shall:

(a) Identify if the Request for Review is:

(1) To review the Notice issued by the Enforcement Officer;;

(2) To review the amount of the Administrative Penalty;

(3) To review the time to pay the Administrative Penalty.

(b) Set forth in detail the reasons for the Request for Review and attach any document(s) relied upon by the Applicant;

(c) Be signed and dated by the Person filing the Request for Review .

6. The Township's Chief Administrative Officer shall, on receipt of a Request for Review from an Applicant, place the Request for Review as submitted on an Agenda for Council of the Township of Melancthon to be heard within thirty (30) days of the date of the Request for Review and provide the Applicant and the Enforcement Officer with written notice of the date scheduled for the Review.

7. The Enforcement Officer shall, on receipt of the written notice provided for in paragraph 4, provide to the Chief Administrative Officer copies of any documents relied upon by the Officer in issuing the original Notice to the Applicant and said documents shall be provided to the Applicant prior to the Council meeting at which the Request for Review is scheduled.

8. At the review conducted by Council, Council shall:

(a) Hear from the Enforcement Officer , if present;

(b) Provide the Applicant with the opportunity to make oral submissions in support of the Request for Review.

9. Council on having considered the Request for Review shall render its decision and provide the Applicant with written notice of its decision. **[NTD: Timeline for rendering and issuing decision? How will notice of the decision be sent?]**

10. The decision of Council on a Request for Review is final. There is and shall be no right of appeal or review.

11. Notice

11.1 Subject to section 11.3, any notice or document respecting this By-law, including the Notice, may be given in writing in any of the following ways and is effective:

- a. when a copy is placed on or affixed in any manner to a Person's vehicle;
- b. when a copy is delivered to the Person to whom it is addressed;
- c. on the third (3rd) day after a copy is sent by registered mail or by regular lettermail to the Person's last known address;
- d. upon the conclusion of the transmission of a copy by facsimile transmission to the Person's last known facsimile transmission number; or
- e. upon the sending of the notice or document or a copy thereof by e-mail transmission to the Person's last known e-mail address

11.2 For the purpose of section 11.1, a Person's last known address, last known facsimile transmission number and last known e-mail address are deemed to include those provided by the Person pursuant to their Request for Review.

11.3 Any notice or document respecting this By-law to be given to the Township shall be in writing, shall be given in any of the following ways, and is effective:

- a. when a copy is delivered to the Clerk of the Township during regular business hours at its municipal office located at - _____
- b. on the third (3rd) day after a copy is sent by registered mail or by regular lettermail to "Chief Administrative Officer, Township of Melancthon - _____
- d. upon the sending of the notice or document or a copy thereof by e-mail transmission to **[NTD: Provide email address? May choose not to in case email changes]**

Financial Administration

12. No Officer who gives a Penalty Notice may accept payment of the Administrative Penalty respecting that Penalty Notice.

13. An Administrative Penalty that is affirmed or reduced or in respect of which the time for payment has been extended pursuant to this By-law is due and payable and constitutes a debt to the Township of each Person to whom or to which the Penalty Notice was given.

14. Where a Person has paid an Administrative Penalty that is then cancelled or reduced pursuant to this By-law, the Township shall refund the amount cancelled or reduced.

General

15. Nothing in this By-law limits the Township's right to enforce a by-law by any other legal means or to use any other process of enforcement available under law.

16. The short title of this By-law is the "Administrative Penalty Process By-law".



North Dufferin Community Centre Board of Management



Moved by Dave Besley.....

Seconded by Keith Lowry..... Date NOV 10....., 2020

Be it resolved that:

Where as; the Sierra Group has presented their final report and recommendations to the Townships of Mulmur and Melancthon and the NDCC Board of Management.

And where as; the report recommends that the preferred option is to replace the current facility with a new complex .

And where as; the current facility may be unusable without upgrades by 2025 .

Be it resolved; the NDCC Board of Management recommends that the Townships of Mulmur and Melancthon reach a consensus on moving forward with building plans for a new NDCC Complex.

And further, the municipalities in conjunction with the NDCC Board seek to be in a current and shovel ready state in order to take advantage of government funding opportunities immediately and begin fund raising activities in our respective communities.

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling		
Vice Chair Dave Besley		
Member Emma Holmes		
Member Debbie Fawcett		
Member Keith Lowry		
Member Nancy Noble		
Member Clayton Rowbotham		
Member Patricia Clark		

Carried/Lost: Chester Tupling
CHAIR

EB# 16.4.1
MAR 04 2021

EB# 15.3.2
FEB 18 2021

EB# 15.4.3
IAN 14 2021

EB# 13.4.2.1
DEC. 10 2020

EB# 15.4.2
NOV 19 2020



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

Denise B. Holmes, AMCT
CAO/Clerk

REPORT TO COUNCIL

FROM: Wendy Atkinson, Treasurer

SUBJECT: Budget 2021 - Draft #2

DATE: March 4, 2021

Strategic Plan Alignment

Strategic Objective - Quality of Life - 1.1. Maintain and improve local infrastructure;
Economic Stability - 4.1 Fiscal Responsibility, 4.4 Keep taxes reasonable

Background and Discussion

The 2021 Draft Capital and Operating Budget was presented to Council at the meeting held on February 18, 2021 with a 12.0 % increase. Discussion ensued and Staff were directed to take the monies for the new telephone system and the paving of the shoulders in Corbetton from the Municipal Modernization Funding. A few changes in the Road Budget were suggested and the Treasurer was advised to bring the budget back for further review at the March 4th Council meeting.

Financial

Based on these preliminary figures the amount to be raised through taxation is \$2,807,725.00 - an increase of \$42,325 or 1.53% (for every \$27,654.00 raised equals a 1% increase). Factoring in the minimal changes in assessment there will be a decrease to the Melancthon portion of the tax rate of approximately 0.308% (residential).

GB# 16.4.5
MAR 04 2021

Based on this budget the decrease for every 100,000 assessment is \$1.50 for Melancthon's portion of the residential tax rate:

i.e. - 100,000 x 2021 rate 0.483901% = \$483.90
-100,000 x 2020 rate 0.485397% = \$485.40
-\$ 1.50

Tax Scenario - (Melancthon rate only)

2020 House Assessed at 400,000 x 0.485397% = \$1,941.60
2021 House Assessed at 400,000 x 0.483901% = \$1,935.60

A house assessed at 400,000 with no change in assessment would see a decrease of \$6.00 per year or 0.308% (Melancthon residential rate only).

Respectfully submitted

Wendy Atkinson

Corporation of the Township of Melancthon
2021 Operating and Capital Budget - Draft 1

*2020 Actuals - Unaudited

Acct No.	REVENUE	2020 Budget	2020 Actual	2021 Budget
	Opening Surplus/(Deficit)			
	TAXATION			
01-4001-0700	Supplementary Taxation	85,000.00	94,871.93	85,000.00
	GRANTS			
01-4003-0100	Payment in Lieu	1,100.00	1,092.14	1,100.00
01-4004-0150	OMPF	173,500.00	173,500.00	174,900.00
01-4004-0300	RIDE Grant	6,640.00	-94.60	6,536.00
01-4004-0172	Court Security & Prisoner Transportation	1,810.00	1,810.00	1,500.00
01-4004-0500	Library Grant	4,452.00	4,452.00	4,452.00
01-4004-0156	OCIF Funding (Formula Component)	50,000.00	50,000.00	50,000.00
01-4004-0159	Safe Restart Agreement		70,800.00	18,000.00
01-4004-0700	Ontario Aggregate Lic. Fee	80,000.00	122,992.96	100,000.00
01-4030-0100	Drainage Superintendent	17,500.00		25,440.00
01-4004-0164	ICIP Grant (applied for Works Dept Roof Repair)			100,000.00
	ADMINISTRATION			
01-4010-0100	Tax Certificates	2,520.00	2,720.00	2,600.00
01-4010-0110	Tax Statement/Duplicate Tax Bill	500.00	532.70	500.00
01-4010-0115	Reminder/Overdue Notice Fee	2,400.00	2,388.00	2,400.00
01-4010-0200	Building Permit Approval	4,100.00	4,900.00	4,800.00
01-4010-0250	Site Alteration Permit Approval			
01-4010-0300	NSF Cheque Charge	140.00	70.00	70.00
01-4010-0400	Photocopies	35.00		
01-4015-0100	Dog Licenses	15,000.00	13,498.75	13,000.00
01-4066-0000	Lottery Licenses	20.00	20.00	20.00
01-4040-0100	Livestock Claim Grants	1,000.00	6,206.20	1,000.00
01-4064-0000	Business Licenses	1,000.00	1,100.00	1,000.00
01-4050-0460	Transfer from MMAH-2019 (new phone system)			10,000.00
	FIRE			
01-4012-0100	Fire Revenue		12,412.50	
01-4012-0300	Fire Permit Fee	4,125.00	4,155.00	4,125.00
	ROADS			
01-4020-0110	Roads Misc Revenue		2,717.67	
01-4020-0125	Entrance Permits	1,100.00	1,600.00	1,200.00
01-4020-0130	Wide Load Permits	800.00	1,040.00	1,000.00
01-4020-0200	Culverts			
01-4020-0140	Bretton Estates Snow Plowing	900.00	1,035.00	900.00
01-4020-0500	Shelburne Road Agreement	5,300.00		5,400.00
01-4020-0700	Transfer from Development Charge (Bridge 2003)		30,366.20	
01-4004-0703	Transfer from Gas Tax	100,000.00	100,000.00	200,000.00
01-4004-0704	Transfer from Roads Capital Reserve	100,000.00	100,000.00	
01-4004-0702	Transfer from Road Equipment Reserve - Truck			300,000.00
01-4060-0000	Transfer from Working Capital Reserve	430,037.00	430,037.00	150,000.00
01-4050-0460	Transfer from MMAH-2019 (Bridge 13 Deck Condition Survey)		8,237.47	
01-4020-0700	Transfer from Development Charge (5th Line)			39,000.00
01-4050-0460	Transfer from MMAH-2019 (Corbetton-paved shoulders)			38,669.00
	PLANNING			
01-4035-0100	Official Plan Amendment			
01-4035-0310	Site Plan Application Fees			
01-4035-0350	Zoning By-law Amendment	10,000.00	10,500.00	10,000.00
01-4035-0300	Consent Applications	10,000.00	7,000.00	7,000.00
01-4035-0325	Minor Variance	800.00	1,000.00	1,000.00
01-4035-0200	Zoning Requests	1,200.00	1,200.00	1,200.00
01-4035-0360	Change of Use Certificate Applications		1,000.00	
01-4035-0370	Telecommunication Facilities Application		150.00	
01-4035-0375	Pre-Application Consultation		3,250.00	
01-4035-0500	Professional Services Reimbursement		-12,729.55	
01-40350565	NWN Inc. - Reimbursement		10,000.00	
	OTHER			
01-4050-0100	Miscellaneous Revenue	500.00	-24.46	100.00
01-4050-0125	CHD Community Contribution	309,000.00	309,000.00	309,000.00
01-4050-0130	Plateau Community Contribution	33,000.00	33,438.50	33,000.00
01-4050-0135	DWP Community Contribution	260,000.00	268,995.76	265,000.00
01-4050-0200	Penalties and Interest on Taxes	91,000.00	105,841.09	95,000.00
01-4050-0300	Interest on Deposits	49,000.00	22,776.27	15,000.00
01-4050-0400	POA	35,000.00	7,838.68	10,000.00
01-4025-0220	Electronic Recycling Revenue	50.00	54.90	
01-4077-0000	Land Rental	2,550.00	2,550.00	2,550.00
01-4002-0100	Tile Drains		16,575.90	
01-4050-0460	Transfer from MMAH-2019 (NDCC Rec Study)		18,303.17	
01-4050-0460	Horning's Mill's Park (trsf frm MMAH-2019)	15,000.00	15,000.00	
01-4004-0166	Horning's Mills Park (trs Main St Revitalization)	15,000.00	15,000.00	
04-4050-0460	Corbetton Park (transfer from MMAH-2019)	15,000.00	15,000.00	
01-4004-0166	Corbetton Park (transfer Main St Revitalization)	10,000.00	10,000.00	
01-4050-0460	Horning's Mills Hall (trsf frm MMAH - 2019)	5,000.00	6,452.00	
01-4004-0166	Transfer from Main St Revitalization(Flags Unlimited)		8,956.94	
01-4050-0460	Transfer from MMAH-2019 (electronic signage)	20,000.00	20,000.00	
01-4050-0460	Transfer from MMAH-2019 (solar speed signs)	7,500.00		
01-4050-0460	Transfer from MMAH-2019 (HM Building Needs Assmt)			5,900.00
01-4013-0200	Transfer frm Dev Charges (solar speed signs)	7,500.00	6,250.60	
	Sub-Total	1,986,079.00	2,145,840.72	2,097,362.00
	Expenditures	4,751,479.62	4,299,319.80	4,905,087.00
	Amount to be raised through Taxation	-2,765,400.62	-2,153,479.08	-2,807,725.00

Taxation

01-4001-0100	Residential		2,038,992.92
01-4001-0200	Farmland		266,410.30
01-4001-0300	Commercial and Industrial		429,682.71
01-4001-0500	Managed Forests		22,402.28
01-4001-0600	Pipeline		7,913.46
			2,765,401.67

Schedule B

*2020 Actuals - Unaudited

Corporation of the Township of Melancthon
2021 Operating and Capital Budget - Draft 1

Acct. No.	Budget Expenditures	2020 Budget	2020 Actual	2021 Budget
	General Government			
	COUNCIL			
01-5001-1010	Salaries, Meetings	75,000.00	74,636.11	80,000.00
01-5001-1022	Training			
01-5001-1025	Receiver General	3,000.00	3,014.85	3,300.00
01-5001-1030	EHT	1,500.00	1,455.46	1,600.00
01-5001-1070	Mileage	1,900.00	691.90	1,000.00
01-5001-1080	Conferences/Conventions/Seminars	1,750.00	203.52	250.00
01-5001-1090	Meals	1,500.00	167.66	200.00
01-5001-2190	Miscellaneous	650.00	50.00	250.00
	Sub-total	85,300.00	80,219.50	86,600.00
	ADMINISTRATION			
01-5002-1010	Wages, Vacation Pay, Unused Sick Pay	295,000.00	287,100.88	300,000.00
01-5002-1020	Benefits	25,000.00	25,768.87	27,000.00
01-5002-1022	Training	1,200.00		1,200.00
01-5002-1025	Receiver General	15,000.00	13,601.54	15,000.00
01-5002-1026	Meetings	1,500.00	416.59	1,000.00
01-5002-1030	EHT	5,500.00	5,611.56	5,800.00
01-5002-1040	WSIB	7,200.00	7,613.97	7,800.00
01-5002-1064	OMERS Township Contribution	29,000.00	29,103.28	31,000.00
01-5002-1070	Mileage	1,850.00	1,158.50	1,500.00
01-5002-1080	Conferences			
01-5002-2025	Office Furniture	1,000.00		1,000.00
01-5002-2010	Office Supplies	6,100.00	6,263.18	6,500.00
01-5002-2020	Postage	5,500.00	5,350.56	6,000.00
01-5002-2030	Office Equipment	4,000.00	3,107.20	3,800.00
01-5002-2030	Office Equipment - New Phone System			10,000.00
01-5002-2035	Computer Program Updates & IT Services	10,000.00	8,463.53	10,000.00
01-5002-2036	Computers & Server		210.15	250.00
01-5002-2037	ESRI Enterprise License Agreement	2,700.00	3,000.00	3,000.00
01-5002-2040	Advertising	2,000.00	668.56	2,000.00
01-5002-2050	Audit	18,000.00	19,764.81	20,000.00
01-5002-2060	Memberships	3,800.00	3,820.28	3,900.00
01-5002-2070	Heating	3,000.00	1,872.67	2,800.00
01-5002-2080	Hydro	4,500.00	3,075.80	4,000.00
01-5002-2090	Telephone	2,500.00	2,367.33	2,500.00
01-5002-2094	Internet	1,450.00	1,288.03	1,400.00
01-5002-2095	Website Maintenance	250.00		250.00
01-5002-2099	Tow- Truck Licensing By-law			1,000.00
01-5002-2100	Professional Fees - Legal	15,000.00	10,470.41	15,000.00
01-5002-2102	Integrity Commissioner Services	2,000.00	4,263.06	5,000.00
01-5002-2103	Health and Safety Services	5,000.00	21.34	5,000.00
01-5002-2109	Employee Township Compensation Plan	1,900.00		6,800.00
01-5002-2110	Insurance	37,000.00	37,000.00	47,000.00
01-5002-2120	Elections			10,000.00
01-5002-2162	Bldg Maintenance	5,500.00	1,804.22	4,000.00
01-5002-2163	Office Cleaning	2,040.00	2,035.20	2,200.00
01-5002-2164	Landscaping & Grass Cutting	300.00	51.87	300.00
01-5002-2165	Water Sampling	125.00	59.46	125.00
01-5002-2170	COVID-19 Expenses		5,474.18	2,000.00
01-5002-2190	Other/Miscellaneous	2,200.00	1,350.35	5,000.00
01-5002-2193	MMAH-Modernization (Corbetton & HM Park, signage)	57,500.00	39,556.29	
01-5002-2193	MMAH-Modernization (Horning's Mills Hall)	5,000.00		
01-5002-2194	Main Street Revitalization (Corbetton & HM Park)	25,000.00	34,630.77	
01-5002-2200	Petty Cash	500.00	136.40	500.00
01-5002-2300	Bretton Estates		949.15	
01-5002-4010	Tax Write-Offs	75,000.00	80,763.91	75,000.00
01-5002-4015	Penny Rounding		(0.03)	
01-5002-4030	Bank Charges	1,200.00	1,200.96	1,250.00
01-5002-6135	Grants to Others	2,500.00		2,500.00
01-5002-6136	Erskine Clinic	5,000.00	5,000.00	5,000.00
01-5002-7011	Loan for Municipal Expansion	13,057.00	13,056.66	13,057.00
	Sub-total	700,972.00	667,451.49	668,432.00
	PROTECTION TO PERSONS/PROPERTY			
01-5003-6010	Mulmur Melancthon FD	103,225.00	105,149.16	107,250.00
01-5003-6020	Shelburne and District FD	108,800.62	108,890.62	113,005.00
01-5003-6030	Township of Southgate FD - Operating	25,725.00	25,725.00	52,000.00
01-5003-6031	Township of Southgate FD - Capital	7,000.00	7,000.00	8,000.00
01-5004-3050	Policing (2019 Actual 404,847-Adjustment 2017)	400,259.00	396,161.82	406,341.00
01-5004-3055	Policing - ESO	300.00	343.60	350.00
01-5004-3052	Policing - RIDE	6,640.00	(94.60)	6,536.00
01-5004-3053	Police Services Board	1,000.00		
01-5004-2300	Speed Vision Sign		6,250.60	
01-5004-6040	Nottawasaga Valley CA	12,568.00	12,567.78	12,794.00
01-5004-6050	Grand River CA	19,173.00	19,173.00	19,819.00
01-5004-6055	SWP			
01-5013-6140	Livestock Claims	1,000.00	6,286.20	1,000.00
01-5004-6150	Animal Control	3,000.00	755.04	2,500.00
01-5004-6155	By-law Enforcement	10,000.00	4,034.23	12,000.00
01-5006-3025	Street Lights LED	5,000.00	4,565.13	5,000.00
01-5006-3026	LED Street Light Repair	600.00	759.39	1,000.00
	Sub-total	704,290.62	697,566.97	747,595.00

	ROADWAYS			
	Road Budget	2,912,555.00	2,459,887.06	3,032,833.00
	Transfer to Reserves			
	Sub-total	2,912,555.00	2,459,887.06	3,032,833.00
	ENVIRONMENTAL SERVICES			
01-5007-2171	Levelling	7,500.00	237.37	7,500.00
01-5007-2105	Landfill Study/Monitoring	22,693.00	22,692.48	22,693.00
01-5007-2190	Miscellaneous		96.22	100.00
01-5007-7001	Rehabilitation Reserve	10,000.00	10,000.00	10,000.00
	Sub-total	40,193.00	33,026.07	40,293.00
	RECREATION			
01-5010-5055	Corbetton Park	2,500.00		2,500.00
01-5010-6060	Horning's Mills Park	4,900.00	2,716.18	4,900.00
01-5010-6065	Horning's Mills Community Hall	1,100.00	1,215.04	1,230.00
01-5010-6064	Horning's Mills Hall Building Needs Assessment			5,900.00
01-5010-6066	Horning's Mills Heritage Project	300.00	108.00	250.00
01-5010-6070	Centre Dufferin Recreation Complex	49,051.00	49,050.60	50,522.00
01-5010-6080	Dundalk Community Centre	14,000.00	14,000.00	14,000.00
01-5010-6100	North Dufferin Community Centre Bd of Management	53,651.00	54,410.44	55,000.00
01-5016-8902	Horning's Mills Cemetery			5,000.00
01-5016-8904	St. Paul's Cemetery			
	Sub-total	125,502.00	121,500.26	139,302.00
	LIBRARY			
01-5011-6110	Shelburne Library	56,817.00	56,817.00	57,802.00
01-5011-6120	Dundalk Library	8,350.00	8,274.00	8,350.00
	Sub-total	65,167.00	65,091.00	66,152.00
	PLANNING & DEVELOPMENT			
01-5012-2100	Professional/Legal Fees	45,000.00	55,421.18	50,000.00
01-5012-2103	Cannabis - NWN Scientific		30,110.58	
01-5012-2105	Melanchon Cannabis Regulation		254.40	
01-5012-2109	New Zoning By-law			
01-5012-2101	LPAT Appeals	25,000.00	25,142.44	15,000.00
01-5012-2304	Strada OPA/ZBA		407.04	
	Sub-total	70,000.00	111,335.64	65,000.00
	DRAINAGE			
01-5009-3060	Drainage Superintendent	35,000.00	35,213.91	50,880.00
01-5015-0100	Tile Drainage Principal & Int Pymts		16,575.90	
01-5009-3070	Nuisance Beaver & Beaver Dam Removal			3,000.00
	Sub-Total	35,000.00	51,789.81	53,880.00
	RESERVE			
01-5002-5041	Tax Rate Stabilization - HM Hall operating expenses		6,452.00	
01-5002-5042	Special Reserve Fund Emergency Relief	5,000.00	5,000.00	5,000.00
01-5002-6200	Trsf frm Development Chgs (solar speed signs)	7,500.00		
	TOTAL EXPENDITURES	4,751,479.62	4,299,319.80	4,905,087.00

**Corporation of the Township of Melancthon
Road Department 2021 Operating and Capital Budget - Draft 1**

***2020 Actuals - Unaudited**

Acct. No.	ADMINISTRATION	2020 Budget	2020 Actual	2021 Budget
01-5005-1010	Salaries and Wages	385,000.00	369,717.88	395,000.00
01-5005-1025	Receiver General, EHT & WSIB	42,500.00	39,885.35	42,500.00
01-5005-1020	Benefits	28,000.00	27,688.57	29,000.00
01-5005-1060	Short Term Disability			
01-5005-1064	OMERS Township Contribution	34,500.00	33,474.23	35,500.00
01-5005-1070	Mileage	120.00	30.00	100.00
01-5005-1022	Staff Training and Seminars	3,000.00		3,000.00
01-5005-2010	Office Supplies	500.00	106.62	300.00
01-5005-2036	GPS Monthly Tracking Expense	5,000.00	4,331.58	5,000.00
01-5005-2112	Asset Management Plan Support	9,000.00	8,222.21	5,650.00
01-5005-2112	Asset Management Plan Update			18,000.00
01-5005-2115	Road Management Plan			
01-5005-3105	Bridge Study/Inspections			16,895.00
	MISCELLANEOUS			
01-5005-2070	Utilities - Heat	14,000.00	7,509.99	10,000.00
01-5005-2080	Utilities - Hydro	5,000.00	4,445.07	5,000.00
01-5005-2090	Telephone	1,000.00	823.49	1,000.00
01-5005-2091	Mobile Phone	1,000.00	761.21	1,000.00
01-5005-2040	Advertising	700.00	(356.16)	500.00
01-5005-2041	Signs	5,000.00	5,182.27	5,000.00
01-5005-2110	Insurance	45,000.00	45,000.00	52,000.00
01-5005-2100	Legal Fees	6,000.00		5,000.00
01-5005-2050	Audit	10,000.00	10,000.00	10,000.00
01-5005-2060	Memberships	150.00	113.00	150.00
01-5005-2165	Materials and Supplies/Stock	8,500.00	4,441.14	7,000.00
01-5005-2166	Coveralls	5,000.00	4,908.78	6,000.00
01-5005-3000	Services and Rents/Misc	7,500.00	3,732.04	7,500.00
01-5005-2103	Health & Safety Services	5,000.00	21.34	5,000.00
01-5005-2104	Health & Safety Materials/Supplies	3,000.00		3,000.00
01-5005-2162	Building Maintenance	15,000.00	4,576.48	10,000.00
01-5005-2163	Sand Dome Repairs			
01-5005-2170	COVID -19 Expenses			1,000.00
01-5005-2185	Oil Separator Clean Out	1,500.00	1,590.00	2,000.00
01-5005-2192	Shop Tools	5,000.00	808.71	5,000.00
01-5005-2190	Miscellaneous	1,000.00	825.53	1,000.00
01-5005-3800	Contract Work	1,000.00	610.56	1,000.00
	EQUIPMENT			
01-5005-2150	Fuel - Clear	50,000.00	36,910.73	45,000.00
01-5005-2155	Fuel - Dyed	40,000.00	22,790.38	30,000.00
01-5005-3060	Water Tank		126.80	
01-5005-3070	Fuel - Patrol Trucks	12,000.00	9,422.56	12,000.00
01-5005-2180	Oil - Trucks and Grader	4,000.00		4,000.00
01-5005-3071	TR#1 - Repairs	3,500.00	5,623.18	5,000.00
01-5005-3073	TR#2 - Repairs	20,000.00	10,016.31	15,000.00
01-5005-3074	TR#3 - Repairs	5,000.00	8,081.67	10,000.00
01-5005-3075	TR#4 - Repairs	20,000.00	10,900.21	15,000.00
01-5005-3076	TR#5 - Repairs	20,000.00	24,270.90	15,000.00
01-5005-3077	TR#6 - Repairs	15,000.00	10,241.30	15,000.00
01-5005-3069	TR#7 - Repairs	3,000.00	118.04	5,000.00
01-5005-3079	GR#1 - CAT - Repairs	10,000.00	3,711.86	10,000.00
01-5005-3080	GR#2 - Repairs	15,000.00	17,612.99	15,000.00
01-5005-3081	Backhoe Repairs	2,500.00	789.89	3,000.00
01-5005-3082	Loader	2,500.00	321.05	2,500.00
01-5005-3083	John Deere Mower	1,000.00	305.28	1,000.00
01-5005-3084	Power Washer	1,500.00	4,635.11	3,000.00
01-5005-3085	Chain Saw	1,000.00	99.09	1,000.00
01-5005-3086	Roadside Mower			
01-5005-3500	Winter Control-Plow & Wing Parts	20,000.00	18,520.30	20,000.00
01-5005-7015	John Deere Grader Loan	33,233.00	33,232.38	33,233.00
01-5005-2191	Radio and Truck Licenses	10,200.00	9,935.30	10,200.00
01-5005-2195	Radio Maintenance & Repair	2,500.00	2,189.87	2,500.00
	NEW EQUIPMENT			
01-5005-7010	Vehicles - Truck			300,000.00
01-5005-7005	Equipment (accumulator)	15,000.00	10,888.32	12,000.00
	BRIDGES, CULVERTS, DRAINS			
01-5005-3100	Bridge & Culvert Mtce	20,000.00	10,422.97	20,000.00
01-5005-3111	Bridge #11		3,533.90	30,000.00
01-5005-3115	Bridge #13	33,275.00	27,088.47	200,000.00
01-5005-3116	Bridge #004 - Closure		488.45	
01-5005-3850	Drain Assessments New Reports	35,000.00	2,073.36	1,500.00
01-5005-3851	Road Crossings due to Drain Mtce	40,000.00		55,000.00
01-5005-7021	Culvert 2027 Loan Payment	40,908.00	40,907.52	40,908.00
01-5005-3178	30 Sideroad Culvert - emergency repair		53,515.57	
01-5005-3156	Culvert 2013	305,000.00	253,186.82	
01-5005-3165	Culvert 2021	20,000.00	9,517.35	
01-5005-3174	Culvert 2029	765.00		

	ROADSIDE				
01-5005-3215	Grass Mowing & Weed Spraying	5,000.00	4,986.46	5,500.00	
01-5005-3205	Brushing - Tree Trim and Removal	15,000.00	19,988.20	20,000.00	
01-5005-3206	Ditching	20,000.00	16,230.72	25,000.00	
01-5005-3322	Catch Basins	2,500.00		2,500.00	
01-5005-3610	Guide Posts & Hardware		1,652.30	2,000.00	
01-5005-3315	Shoulder Maintenance	5,000.00	3,819.74	5,000.00	
	HARDTOP				
01-5005-3304	Preventative Maintenance	53,326.00		25,728.00	
01-5005-3310	Cold Mix, Patching, Routine Mtce	82,220.00	18,144.65	45,000.00	
01-5005-3320	Sweeping, Flushing, Cleaning	5,000.00	4,508.99	5,500.00	
01-5005-3321	Line Painting		2,421.89	3,000.00	
	LOOSETOP				
01-5005-3700	Clearview Townline				
01-5005-3750	Townlines	1,000.00	179.10	1,000.00	
01-5005-3200	Roadside Maintenance		955.89		
01-5005-3210	Gravel Resurfacing	280,000.00	272,132.50	300,000.00	
01-5005-3211	Gravel Maintenance	20,000.00	16,652.34	20,000.00	
01-5005-3410	Dust Layer (Calcium Chloride)	140,000.00	106,245.22	150,000.00	
	WINTER CONTROL				
01-5005-3510	Sand and Salt	55,000.00	38,490.74	50,000.00	
01-5005-3505	Snow Removal/Blowing	3,000.00	1,223.66	3,000.00	
	ROAD IMPROVEMENTS				
01-5005-3140	4th Line O.S. - Pulverizing		4,940.43		
01-5005-3130	2nd Line SW - Rehabilitation	615,658.00	567,386.41		
01-5005-3137	5th Line O.S. - Cty Rd 17 - 15 Sideroad			150,000.00	
01-5005-3134	260 Sideroad - Hwy 10 to 2nd Line SW			300,000.00	
01-5005-3123	Corbetton - paved shoulders			38,669.00	
01-5005-3122	Church Street - Horning's Mills			50,000.00	
	RESERVE				
01-5005-5030	Replacement Equipment Reserve	150,000.00	150,000.00	100,000.00	
01-5005-5035	Building Maintenance Reserve	10,000.00	10,000.00	10,000.00	
	BUILDING IMPROVEMENTS				
01-5005-7041	Works Building Roof Replacement			100,000.00	
	TOTAL BUDGET	2,912,555.00	2,459,887.06	3,032,833.00	