



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING THURSDAY, JANUARY 13, 2022 - 9:00 A.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/81955587524?pwd=THVBVEk3VnArdWRWVU1eHY0UjV1Zz09>

Meeting ID: 819 5558 7524

Passcode: 006767

One tap mobile

+16475580588,,81955587524#,,,,*006767# Canada

+17789072071,,81955587524#,,,,*006767# 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: 819 5558 7524

Passcode: 006767

AGENDA

- 1. Call to Order**
- 2. Land Acknowledgement Statement**

We will begin the meeting by sharing the Land Acknowledgement Statement:

We would like to begin by acknowledging that Melancthon Township recognizes the ancestral lands and treaty territories of the Tionontati (Petun/Wyandot(te)), Haudenosaunee (Six Nations), and Anishinaabe Peoples. The Township of Melancthon resides within the lands named under the Haldimand Deed of 1784 and the Lake Simcoe-Nottawasaga Treaty (Treaty 18).

These territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

- 3. Announcements**
- 4. Additions/Deletions/Approval of Agenda**
- 5. Declaration of Pecuniary Interest and the General Nature Thereof**

- 6. Approval of Draft Minutes** – December 9, 2021
- December 21, 2021 – Special Meeting
- 7. Business Arising from Minutes**
- 8. Point of Privilege or Personal Privilege**
- 9. Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
- 10. Public Works**
 1. Accounts
 2. Health and Safety Policy Statement – Public Works
 3. Report from Kaitlin Chessell, Secretary Roads Sub Committee regarding Recommendations from December 16, 2021 Meeting
 4. 2021 OSIM Bridge Inspection Report
 5. Other
 6. Unfinished Business
 1. Memorandum from Denise Holmes, CAO/Clerk regarding Bretton Estates – Request for School Bus Stop
- 11. Planning**
 1. Applications to Permit
 2. Letter from Ministry of Municipal Affairs and Housing regarding Bill 13, the Supporting People and Businesses Act, 2021
 3. Email from Ontario Association of Committees of Adjustment & Consent Authorities regarding Bill 13, Supporting People and Businesses Act, 2021
 4. NEC Request for Comments on East Part of Lot 16, Concession 2 OS
 5. Other
- 12. Strategic Plan**
- 13. Climate Change Initiatives**
- 14. Police Services Board**
 1. PSB Communications (Councillor Hannon)
- 15. Committee/Board Reports & Recommendations**
 1. Corbetton Park Board Recommendations
 2. Environmental Sustainability Committee Draft Plan
- 16. Correspondence**

Board & Committee Minutes

1. Environmental Sustainability Committee – December 3, 2021
2. Shelburne & District Fire Board – December 7, 2021
3. Shelburne Public Library – November 16, 2021
4. GRCA Summary of General Membership – December 17, 2021
5. NVCA December 2021 Board Meeting Highlights
6. Shelburne & District Fire Board – November 2, 2021
7. Shelburne & District Fire Board – October 5, 2021

Items for Information Purposes

1. Report from Peter Routledge, Manager of Information Technology & Geographic Information System regarding Streamline County IT/GIS
2. Environmental Assessment Modernization Proposals
3. Email from Steve Murphy, Emergency Management Coordinator regarding Transit Feasibility Study Stakeholder Meeting
4. City of Kitchener Resolution regarding Conversion Therapy

5. Letter from Ministry of Environment, Conservation and Parks Updating Noise Prediction Methods used for Assessing Road and Rail Traffic
6. Letter from the Town of Penetanguishene regarding Concerning Rates of Recidivism
7. Dufferin County Press Release – 145th Warden Elected
8. Notice of OCIF 2022 Funding
9. Grand Valley & District Fire Board Press Release regarding Retirement of Kevin McNeilly, Fire Chief
10. Township of Mulmur Resolution regarding Truth and Reconciliation Calls to Action
11. NVCA Media Release – NVCA’s education programs help children protect their future
12. Environmental Assessment Modernization Decisions
13. Environmental Registry of Ontario – Proposal Posting
14. Town of Grand Valley Notice of Passing of a Zoning By-law
15. Township of Southgate Resolution of Support Annual Emergency Exercise Requirement
16. 2021 Municipal Partnership Report and Assessment Change Summary
17. GRCA Transition Plan under the Conservation Authorities Act
18. GRCA General Membership Attendance
19. Township of South Frontenac Resolution regarding Daylight Savings Time
20. SVCA’s 2022 Plan Review Fees
21. GRCA’s 2022 Fee Updates
22. Ministry of Municipal Affairs and Housing Extension of Emergency Orders and Provincial Response to the Omicron Variant
23. Letter from Multi-Municipal Wind Turbine Working Group regarding Wind Turbine Failures
24. Broader Public Sector: 2019 Energy Use and Greenhouse Gas Information is Available
25. Ministry of Municipal Affairs and Housing – Omicron Variant of COVID-19, Testing and Isolation Guidelines

Items for Council Action

1. Request from Alethia O’Hara-Stephenson to Raise the Pan African Flag and Proclaiming BHM February 2022
2. Shelburne & District Fire Board 2022 Capital Budget
3. CDRC funding Municipalities to Submit Content for the 2022 Spring/Summer Recreation Guide
4. Report from Denise Holmes, CAO/Clerk regarding 2023 Council Meeting Schedule
5. Admin Health and Safety Policy Statement
6. Petition for Drainage Works by Owner for Pt Lot 30, Con 1 OS – (Brubacher-Tupling)

17. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. By-law to Authorize the Borrowing to Meet, Until Taxes are Collected
 2. By-law to Provide for the Levy and Collection of Rates or Levies Required
 3. By-law to Authorize the Signing of an Electric Vehicle Charging Station Memorandum of Understanding
3. New/Other Business/Additions
 1. Canadian Agricultural Partnership Targeted Cost-Share Initiative Aimed at Increasing Deadstock Capacity (Deputy Mayor Besley)
 2. Town of Shelburne Report from Carey Holmes, Director of Financial Services/Treasurer – 5 Year Capital Plan 2022-2026 (Councillor McLean)

3. Councillor Hannon – Notice of Motion from December 9, 2021 – Moved by Hannon that the Corporation of the Township of Melancthon develop a complaint registry.
4. Appoint a Member of Council to the Inter-Municipal Working Group regarding the Dissolution of the Centre Dufferin Recreation Complex Board of Management and the Shelburne and District Fire Board of Management
5. Draft 2022 Spring/Summer Newsletter
6. Clarification on circulation of Committee Agenda packages (Councillor Mercer)
7. Centre Dufferin Recreation Complex Capital (Councillor Hannon)
8. Recording Council Meetings and posting them on YouTube (Councillor McLean)
4. Unfinished Business
 1. 2022 Draft Capital and Operating Budgets
 2. Township Diversity Policy
 3. Resignation Letter from Clayton Rowbotham for NDCC – Melancthon Member

18. Delegations

No Delegations for this meeting.

19. Closed Session

1. Approval of Draft Minutes – December 9, 2021
2. Business Arising from Minutes
3. Litigation or potential litigation, including matters before administrative tribunal, affecting the local board – Memo from the CAO/Clerk - Accident Liability Notice
4. Personal matters about an identifiable individual, including municipal or local board employees Tripp/Serbin Temporary ZBA Planning Fees (Councillor Mercer)
5. Personal matters about an identifiable individual, including municipal or local board employees – Memo from the CAO/Clerk - By-law Complaints Update for 2021
6. Personal matters about an identifiable individual, including municipal or local board employees - North Dufferin Community Centre – Update
7. Rise With or Without Report from Closed Session

20. Third Reading of By-laws

21. Notice of Motion

22. Confirmation By-law

23. Adjournment and Date of Next Meeting – Thursday, February 3, 2022 – 9:00 a.m.

24. On Sites

25. Correspondence on File at the Clerk's Office



The Corporation of
THE TOWNSHIP OF MELANCTHON

HEALTH AND SAFETY POLICY STATEMENT – PUBLIC WORKS

The Township of Melancthon is committed to the principle of conducting all operations safely in order to prevent injury, illness and incidents of violence and harassment in the workplace.

Accordingly, it is the policy of the corporation to promote and maintain standards of health and safety practices and procedures that comply with or exceed the requirements of the Ontario Occupational Health and Safety Act and its regulations and all other applicable legislation.

Both supervisors and employees share a number of specific responsibilities under the Act in contributing toward a healthy and safe workplace. Primary responsibilities of supervisors include but are not limited to ensuring that employees work in compliance with the law and with safe work practices and procedures as established by the corporation, ensuring that machinery and equipment is in safe operating condition, and ensuring that employees receive health and safety training appropriate to their specific job tasks.

Primary responsibilities of employees include but are not limited to protecting their own health and safety by working in compliance with the law and safe work practices and procedures as established by the corporation, and to report all unsafe or unhealthy conditions to his/her supervisor or person of authority.

The Township of Melancthon also expects all contractors, sub-contractors and their respective employees who work on behalf of the Township of Melancthon to meet or exceed the Corporation's Health and Safety work policies and procedures and to comply with applicable legislation.

A healthy and safe workplace is everyone's responsibility and the Township of Melancthon, as employer, will ensure that every reasonable precaution is taken to protect its employees.

Darren White, Mayor

Dated _____

Denise Holmes, C.A.O.

Dated _____

Bryan Hannon, Health and Safety Representative

Dated _____

Craig Micks, PW Superintendent

Dated _____

PW #10-2
IAN 13 2022



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

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: KAITLIN CHESSELL, SECRETARY ROADS SUB-COMMITTEE

**SUBJECT: RECOMMENDATIONS FROM ROADS SUB-COMMITTEE MEETING
DECEMBER 16TH, 2021**

DATE: JANUARY 6TH, 2022

8.2 General Business; Road Tour – December 6th, 2021 – Discussion and Recommendation regarding the various onsites visited during the Road Tour

The Roads Sub-Committee discussed that there were two options for Poulton Place in Corbetton when it comes to the development of the road. We can have a turnaround, or we can loop the road back around to Main Street. It was discussed that there would be significant cost savings if we went the route of a turnaround, but we would need to complete a survey to ensure we have enough land to create a turnaround.

Recommendation:

The Roads Sub-Committee recommends to Council that we proceed with getting a survey of Poulton Place.

8.5 General Business; Topcoat Paving for 2nd Line SW for 2022 as per Road Management Plan

The Roads Sub-Committee discussed that the Road Management Plan schedule has the top coating of 2nd Line SW from Highway 89 to 300 Sideroad and from 250 Sideroad to Ida Street scheduled for 2022. These were the two portions of the 2nd Line SW we paved in 2020 and they need to have the topcoat added to finish the road project. It

PN# 10-3

JAN 13 2022

was discussed that Craig would get comments from Arunas Kalinauskas at RJ Burnside and Associates regarding whether this needs to be completed in 2022 or if it could possibly be pushed off to 2023. Craig did advise the Committee that the longer we leave the road without the topcoat the more the traffic will put ruts in the pavement and 2nd Line SW is a high traffic road.

Recommendation:

The Roads Sub-Committee recommends to Council that this be discussed as part of the 2022 budget making process.

8.6 General Business; Winter Plan

The Roads Sub-Committee reviewed the Winter Plan as it was updated for the 2021–2022 winter season.

Recommendation:

The Roads Sub-Committee recommends to Council that we adopt the Winter Plan for 2021-2022.

8.7 General Business; New Grader and Dually Pick-up Truck 2022

Craig advised the Roads Sub-Committee that the one pickup truck that they currently have is getting old and will need to be replaced soon and a dually pick up truck would allow the Public Works Department to plow and sand the small streets in Horning’s Mills. Currently we are having some of the smaller steeper streets plowed by a contractor and this would eliminate the need for this as well as allow them to cold patch out of the pickup truck. Craig advised that the dealerships have said it would likely be 2023 before we could get a truck, but it would need to be ordered soon. Craig estimated the cost of this to be around \$100,000.

Recommendation:

The Roads Sub-Committee recommends to Council that we proceed with the purchase of a Dually Pick-up Truck for approximately 2023.

8.8 General Business; Draft Boundary Road Agreement – Southgate/Melancthon

In January 2021, Council reviewed a draft Boundary Agreement that was received from the Township of Southgate and the RSC recommended that it be sent to Council for direction to be sent to the Township’s insurance company and lawyer. Comments were

received from both and forwarded to the Township of Southgate for their review and changes to the Agreement. The Township of Southgate responded by advising that the incorrect version of the Agreement had been sent to the Township for review. The current Agreement will expire on December 31, 2022.

Recommendation:

The Roads Sub-Committee recommends to Council that Staff be given direction to forward to legal and insurance for review before it is executed.

Kaitlin Chessell

From: Roads
Sent: Monday, January 10, 2022 8:40 AM
To: Kaitlin Chessell
Subject: Fwd: 2nd Line SW Melancthon

Sent from my iPhone

Begin forwarded message:

From: Arunas Kalinauskas <Arunas.Kalinauskas@rjburnside.com>
Date: January 7, 2022 at 3:31:41 PM EST
To: Roads <roads@melancthontownship.ca>
Subject: 2nd Line SW Melancthon

Craig,

As requested I am happy to provide our comment on timing for constructing the top coat of asphalt on two segments of 2nd Line SW (north and south sections). My comments below are based on a conversations I had with the Township Staff and Henry Centen, Senior Transportation Engineer at Burnside.

As an update from the Burnside developed Melancthon Road Management Plan:

- North section of 2nd Line SW was pulverized, topped up with gravel and a base coat of asphalt was constructed
- South section of 2nd Line SW was pulverized, portion of the road segment was scraped back for Geogrid application and additional gravel and base coat of asphalt was constructed. Geogrid was used to provide some additional stability to the road base. Burnside provided construction inspection for the Geogrid application portion of the construction
- To help spread out Township costs Burnside recommended that the Township could delay constructing the top coat of asphalt on both the north and south sections of 2nd Line SW for a year or two.
- The Township asked Burnside if delaying the construction of the top coat of asphalt on 2nd Line SW for an additional year would harm the road. As the construction was relatively new and due to the decrease in traffic due to the COVID pandemic, Burnside agreed that an extra year delay should not significantly affect the over all lifecycle of the north and south sections of 2nd Line SW
- For summer 2022 construction the Township is asking once again if delay of constructing the top coat of asphalt on the north and south sections of 2nd Line SW will have any harmful effects to the lifecycle of these two road sections.
 - We understand that the traffic has increased once again back to no less than pre-pandemic time (Craig Micks).
 - We also understand that trucks are also travelling on these road sections (Craig Micks)
 - This can only cause potential more rapid degradation of the two road sections
 - Delaying construction of the top coat of asphalt on the north and south sections of 2nd Line SW can and effectively will decrease the potential lifecycle of these road sections.
 - The decision is the Townships to make.

- Burnside recommends that there not be any more delays to constructing the top coat of asphalt to the north and south sections of 2nd Line SW
- If the Township chooses to delay for another year, the following may result:
 - Cracking in the asphalt base coat – which will require additional costs to the asphalt top coat construction
 - Road edge cracking and chipping – which will require additional costs to the asphalt top coat construction
 - Reduced lifecycle of these two road sections
- Please note that the Township needs to review in the Spring 2022 if there are currently any cracks in the base coat of asphalt. If so these cracks will need to be corrected before a top coat of asphalt is constructed

We hope that the above provides the Township with sufficient information for Council to make a decision on the north and south sections of 2nd Line SW.

Stay Safe,
Arunas



Arunas Kalinauskas, B.Sc.
Business Manager - Asset Management &
GIS

R.J. Burnside & Associates Limited
15 Townline, Orangeville, Ontario L9W 3R4
Office: +1 800-265-9662 Direct Line: +1 519-
938-3071
www.rjburnside.com



COVID 19: We remain open for business

The health and safety of our employees and clients is of paramount importance. For our full COVID 19 response please [click here](#).

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Thank you.

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Schedule "A" to By-law 2021-xxx

Boundary Road Agreement

This agreement made in duplicate this _____ day of _____, 2021.

Between:

The Corporation of the Township of Melancthon

Hereinafter referred to as "**Melancthon**"

And

The Corporation of the Township of Southgate

Hereinafter referred to as "**Southgate**"

Whereas Sections 20, 29, 29.1 and 52 of the Municipal Act, 2001 (The "Act") make provisions for agreements between adjoining municipalities for the maintenance and repair of any highway or bridge forming the boundary between such municipalities, including the bridges thereon (hereinafter a "Boundary Road"); and

Whereas Boundary Roads exist between the jurisdictions of the Township of Southgate and the Township of Melancthon as set out in Schedule 'A'; and

Whereas it is deemed expedient and necessary for each municipality to be responsible for the year-round oversight, maintenance and repair of particular portions of existing Boundary Roads;

Now Therefore in consideration of the mutual covenants set out below with other good and valuable consideration (the receipt of which is acknowledged), the parties hereto agree each with the other as follows:

1. Definitions

Bridge: means a public bridge forming part of a highway on, over or across which a highway passes.

Capital Improvements: All work to be performed that is above and beyond that work required by Routine Maintenance standards or Winter Maintenance standards, including but not limited to items such as road construction, hot mix asphalt, resurfacing and shoulder gravelling associated with this resurfacing, bridge repairs or replacements, and any bridge surface treatment.

Highway: means a common or public highway, any part of which is intended for or

used by the public for the passage of vehicles and pedestrians and includes the areas between the lateral property lines thereof.

Level of Service: means the level of service as adopted by the council of the municipality for repair of a highway, as reflected in Schedule B attached hereto, as it may be amended from time to time.

Minimum Maintenance Standards: Shall mean those standards stipulated by Ontario Regulation 239/02 for the maintenance standards of repair for highways under municipal jurisdiction, as they may be amended from time to time.

Roadway: means that part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder.

Routine Maintenance: means those activities completed in the ongoing maintenance and repair of a highway or bridge and as described as follows:

- *Hardtop surface maintenance* includes frost heave repair, base repair, utility cut repair, hot and cold mix patching, shoulder maintenance, surface maintenance including crack sealing, slurry sealing and spray patching, surface sweeping, surface flushing and routine patrolling.
- *Roadside maintenance* includes vegetation management including roadside mowing, weed control, tree planting and removal, tree trimming, sidewalk maintenance, debris collection including debris and leaves, curb and gutter, guiderail and fence maintenance.
- *Stormwater management maintenance* includes roadside ditching, entrance culvert maintenance, maintenance of storm sewers and catch basins and inspections.
- *Structures* includes washing and component repairs for concrete and steel culverts, bridges of all types and pedestrian bridges.
- *Traffic operations* include pavement markings, illumination, signals and signs and safety devices.

Shoulder: means the area adjacent to a roadway, where there is no curb that may be paved or unpaved.

Winter Maintenance: includes snowplowing, combination plowing/ice control, ice control, de-icing, sanding, winging back, snow fencing, snow removal, standby, winter patrol, spring clean-up, sidewalk plowing and de-icing.

Winter Maintenance Season: means the continuous period of time between the second Monday of November and the second Friday of April annually. Each Party agrees that it shall also attend to winter events that occur prior to November the second Monday in November and after the second Friday in April until winter events have subsided at the end of each season. Both Parties acknowledge that the Level of Service stipulated by the parties to be provided during periods falling outside the Winter Maintenance Season will be a lower standard than that which is required by the parties during the Winter Maintenance Season, but that any Level of Service shall always meet

the Common Law test of reasonableness.

Non-Winter Maintenance Season: means the continuous period of time between after the second Friday in April to the second Monday in November annually.

2. Term

The parties agree to provide Winter Maintenance and Routine Maintenance services on those sections of the Boundary Road that they are individually responsible for, as set out in Schedule 'A' for a period of five (5) years commencing on the date this agreement is signed by both parties (the "Term").

The parties agree that this agreement shall automatically renew immediately prior to the expiration of the Term or any extension of the Term for a further one-year period on the same terms and conditions unless either Party provides 180 days' notice in writing of its intention to terminate the agreement at the expiration of the then current Term.

3. Insurance

3.1 Each Party shall at its own expense, obtain and keep in force during the Term of this agreement, insurance satisfactory to the other Party including the following terms and minimum coverage, which limits may be achieved by way of primary and/or umbrella or excess policies, and underwritten by an insurer licensed to do business in the Province of Ontario. Such policies shall include, but not be limited to:

- a) **Municipal General Liability Insurance** on an occurrence basis for an amount of not less than Ten Million Dollars (\$10,000,000.00) including:
 - i) Shall include but not limited to bodily injury, property damage and contractual liability;
 - j) The other Party shall be added as an Additional Insured with respect to the operations of the named insured;
 - ii) Contain a Cross liability and severability of Interest clauses;
 - iii) Policies shall not be invalidated as respect to the interests of the Additional Insured by reason of any breach or violation on any warranties, representations, declarations or conditions;
 - iv) Non-owned automobile coverage with a limit of no less than Ten Million Dollars (\$10,000,000.00);
 - v) Products and completed operations coverage with a limit of not less than Ten Million Dollars (\$10,000,000.00);
 - vi) A thirty-day written notice of cancellation or termination.
- b) **Standard OAP 1 Automobile Liability Insurance** for an amount not less than

Ten Million Dollars (\$10,000,000.00) on forms meeting statutory requirements covering all licensed vehicles used in any manner in connection with the performance of the terms of this Agreement.

- c) **Environmental Liability Insurance** subject to limits of not less than Five Million (\$5,000,000) inclusive per claim and shall include coverage for but not limited to, bodily injury including death, property damage and remediation costs which are reasonable and necessary to investigate, neutralize, remove, remediate (including associated monitoring) or dispose of soil, surface water, groundwater or other contamination.

- 3.2 Prior to execution of this agreement and upon the placement, renewal, amendment, or extension of all or any part of the insurance, each party shall provide the other party with confirmation of the insurance coverage required by this agreement. Insurance shall apply to the sub-contractor in the same manner as it would to each party to this agreement. Further, it is each party's obligation to ensure that the sub-contractor is aware of these obligations. Each party shall provide to the other party confirmation of the sub-contractor's insurance.
- 3.3 Both parties agree to immediately notify the other Party of any occurrence, incident or event which may reasonably be expected to expose either Party to material liability of any kind in relation to the Boundary Roads.
- 3.4 Each Party agrees that if either fails to take out or keep in force any such insurance referred to in this section, or should any such insurance not be approved by either Party, and should either Party not commence and proceed to diligently rectify the situation within forty-eight (48) hours after written notice by either Party, either Party has the right without assuming any obligation in connection therewith, to affect such insurance at the sole cost of either Party. Either Party shall be reimbursed as set out under the terms of this Agreement.

4. Indemnity

Each Party agrees to defend, indemnify and save and hold harmless the other Party from all claims, lawsuits, losses, expenses and costs, or any other liability imposed by statute or common law in any way connected to or in any way arising out of any actual or alleged breach, default or neglect of duty in respect of the winter maintenance and routine maintenance of the road sections for which they are responsible for, as referred to in this agreement.

5. Notice of Claim

In the event that either party receives a Statement of Claim, notice of claim or other information regarding a pending or possible claim by a third party with respect to liability for failure to keep the Road in repair or for damages or injuries sustained relating thereto such party shall immediately notify and provide to the other party such claim or notice of claim.

6. Maintenance and Repair of Highways – Scope of Work

6.1 The Municipalities hereby covenant and agree one to the other, to:

- a) Undertake all Winter Maintenance activities during each Winter Maintenance Season throughout the Term of the Agreement.
- b) In addition to the requirements set out in section 6.1a), attend to winter events that occur prior to November 15th and After April 1st until winter events have subsided at the end of each season throughout the Term of the Agreement. Both parties acknowledge that the level of service provided outside of the Winter Maintenance Season may be at a lower level than during the Winter Maintenance Season, but that it shall meet the minimum maintenance standards set forth in regulations made by the Minister of Transportation as contemplated in Section 44(4) of the Act (the “Minimum Maintenance Standards for Municipal Highways”) where such standards apply and in the event there is no applicable Maintenance Standard, it shall meet the standard of what is reasonable in the circumstances.
- c) To maintain and keep in good repair, any required Routine Maintenance during winter operations those highways listed in Schedule ‘A’ by meeting or exceeding the “Minimum Maintenance Standards for Municipal Roads” for the whole width of those highways listed.
- d) To be responsible for all removal of snow beyond the width of the road and shoulders if required.
- e) To be responsible to provide snow blowing services requirement within the right of way, if deemed necessary by one of the parties.
- f) To be responsible for drainage maintenance, including the clearing of ditches, curbs and gutters, catch basins and storm drains.
- g) To be responsible for the surface maintenance, including the repair of potholes, cracks and depressions and shoulder gravelling.
- h) To be responsible for all routine patrolling and maintenance activities throughout the entire Term of this Agreement. Routine maintenance shall be provided at service levels compliant with the Minimum Maintenance Standards set forth in Ontario Regulation 239/02 of the Act.
- i) To be responsible for any and all traffic signal devices at the intersections.

6.2 Location and Work to be Completed by each Party – The map attached hereto as Schedule ‘A’ indicates the location of the Boundary Road. Both parties acknowledge their road section responsibilities as per Schedule ‘A’.

7. Capital Costs

- 7.1 Subject to the further terms set out in this section, each municipality shall be responsible for one-half of any and all Capital Improvements on the Boundary Roads.
- 7.2 Prior to either Party completing any capital improvements each Party will identify the proposed Capital Improvement work to the other Party.
- 7.3 No new construction or major maintenance work (as distinguished from routine maintenance) of any kind on highways and bridges shall commence or be charged by one Party to this agreement to the other unless such construction or major maintenance work has first been approved by the Councils of both municipalities and included in their respective capital budgets for the year that the work is to commence.
- 7.4 If both parties agree that capital work is required, they will mutually agree upon how the work will be completed and the timing of such work to be completed.
- 7.5 Except in the case of emergencies, each Party shall notify the other Party at least two years in advance of any such capital improvement work proposed and the extent and cost of the capital improvement work shall be mutually agreed upon prior to proceeding with the work.
- 7.6 The Party who administers the work as determined in Section 7.4 shall invoice the other Party for one half of the capital cost no later than the 31st day of December in the year in which the work was completed. Payment of the invoice shall be made no later than thirty (30) days from receipt of the invoice.

8. Maintenance and Repair of Bridges

Both Parties hereby mutually acknowledge and agree that at the time of this agreement that there are two (2) bridges on the Melancthon-Southgate Townline. Grey County has jurisdiction of the closed bridge commonly known as the "Red Bridge" between Highway 89 and Southgate Road 04. The Towline bridge between Melancthon Sideroad 270 and Southgate Road 04 has also been closed to public travel.

9. Annual Review and Planning

Each year throughout the Term of the Agreement, after April 15th and not later than June 30th, the parties will meet to discuss any issues arising from this Agreement, including but not limited to the previous year's work and will identify and plan works for the upcoming year(s) as the case may be.

10. Payment

- 10.1 Melancthon and Southgate shall share equally all capital expenses connected with any new construction or major maintenance work (as distinguished from routine maintenance) carried out for all highways listed in Schedule 'A'.
- 10.2 Each Party will invoice the other as necessary for its share of the expenditures related to new construction or major maintenance work carried out for all highways listed in Schedule 'A' and as determined in accordance with paragraph 3 below of this agreement and the Party being invoiced shall pay the amount invoiced within thirty (30) days of receipt of such invoice.

11. Entrance Permits

Entrance Permits on Boundary Roads shall be processed by the municipality in which the land requiring the permit is located in consultation with the other municipality as to road safety conditions.

12. Notice

Any notice to be given under this Agreement shall be sufficiently given if delivered or if sent by prepaid first-class mail and addressed to:

The Clerk's Office
The Corporation of the Township of Southgate
185667 Grey Road 9
Dundalk, ON N0C 1B0

And to:

The Clerk's Office
The Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, ON

Receipt of notice shall be deemed on the earlier of the date of deliver or five (5) days following the date of mailing of the notice.

13. Arbitration

- 13.1 In the event of any dispute arising between the parties hereto relating to any matter which is the subject of this Agreement and cannot be settled within ninety (90) days, then the dispute will be submitted to arbitration by notice given by either Party to the other.
- 13.2 Upon such notice being given, the dispute shall be determined by the award of three arbitrators or a majority of them, one to be named by each Party within thirty (30) days of such giving notice and the third to be selected by these two arbitrators within seven (7) days after both have been nominated.
- 13.3 If either Party neglects or refused to name its arbitrator within the time specified or

to proceed with the arbitration, the arbitrator named by the other Party shall proceed with the arbitration.

13.4 The arbitrators shall have all the powers given by the Arbitration Act of Ontario and may at any time proceed in such manner as they may see fit on such notice as them deem reasonable in the absence of either Party if such Party fails to attend.

13.5 Each Party shall pay its own costs and shall share equally in the costs of the arbitration.

13.6 The cost of the arbitrators is not limited to those set forth under the Arbitration Act of Ontario and the arbitrators shall be able to charge their usual professional charges.

14. General

Notwithstanding anything in this agreement, neither Party shall be in default with respect to the performance of any of the terms of this agreement if any non-performance is due to any force majeure, strike, lock-out, labour dispute, civil commotion, act of God, government regulations or controls, inability to obtain any material or service or any cause beyond the reasonable control of the Party.

The rights and liabilities of the parties shall enure to the benefit of and be binding upon the parties and their respective successors and approved assigns.

If any provision, clause or part of this agreement or the application of this agreement under certain circumstances, is held by a court or tribunal of competent jurisdiction to be

invalid, the remainder of the agreement, or the application of that provision, clause or part under other circumstances shall not be affected.

In Witness Whereof the Corporate Seals of each of the parties hereto have been affixed duly attested by the respective officers authorized in that behalf.

The Corporation of the Township of Southgate

Per _____
Mayor

Per _____
Clerk

The Corporation of the Township of Melancthon

Per _____
Mayor

Per _____
Clerk

Schedule 'A' to the Boundary Road Agreement

Part 'A' Southgate Responsibilities

The Township of Southgate agrees to operate, maintain, renew, insure and administer for **routine and winter maintenance**:

Road Section	Maint. Class	Southgate Road ID	Melancthon Road ID
Southgate-Melancthon Townline from Southgate Road 12 to Melancthon 7 th Line for a distance of 0.8 kms	6	429	
Southgate-Melancthon Townline from Southgate Road 10 to Melancthon Sideroad 260 for a distance of 0.65 kms	4	522	
Southgate-Melancthon Townline from Melancthon 8 th Line southwest to Southgate Road 08 for a distance of 0.4 kms	4	524	

Covering a total distance of 1.85 kms.

The Township of Southgate agrees to operate, maintain, renew, insure and administer for **summer maintenance only**:

Road Section	Maint. Class	Southgate Road ID	Melancthon Road ID
Southgate-Melancthon Townline from Southgate Road 12 to Melancthon Sideroad 260 for a distance of 0.8 kms	6	429	
Southgate-Melancthon Townline from Southgate Road 10 to Melancthon 8 th Line for a distance of 0.4 kms.	4	522	
Southgate-Melancthon Townline from Melancthon Sideroad 270 to Southgate Road 04 for a distance of 0.5 kms;	6	111	
Southgate-Melancthon Townline from Southgate Road 04 to Highway 89 for a distance of 2.4 kms.	6	112	

Covering a total distance of 4.1 kms.

Part 'B' Melancthon Responsibilities

The Township of Melancthon agrees to operate, maintain, renew, insure and administer for **summer maintenance**:

Road Section	Maint. Class	Southgate Road ID	Melancthon Road ID
Southgate-Melancthon Townline from Melancthon Sideroad 260 to Melancthon Sideroad 270 for a distance of 2.35 kms	4&6	523, 111	

The Township of Melancthon agrees to operate, maintain, renew, insure and administer for **winter maintenance only**:

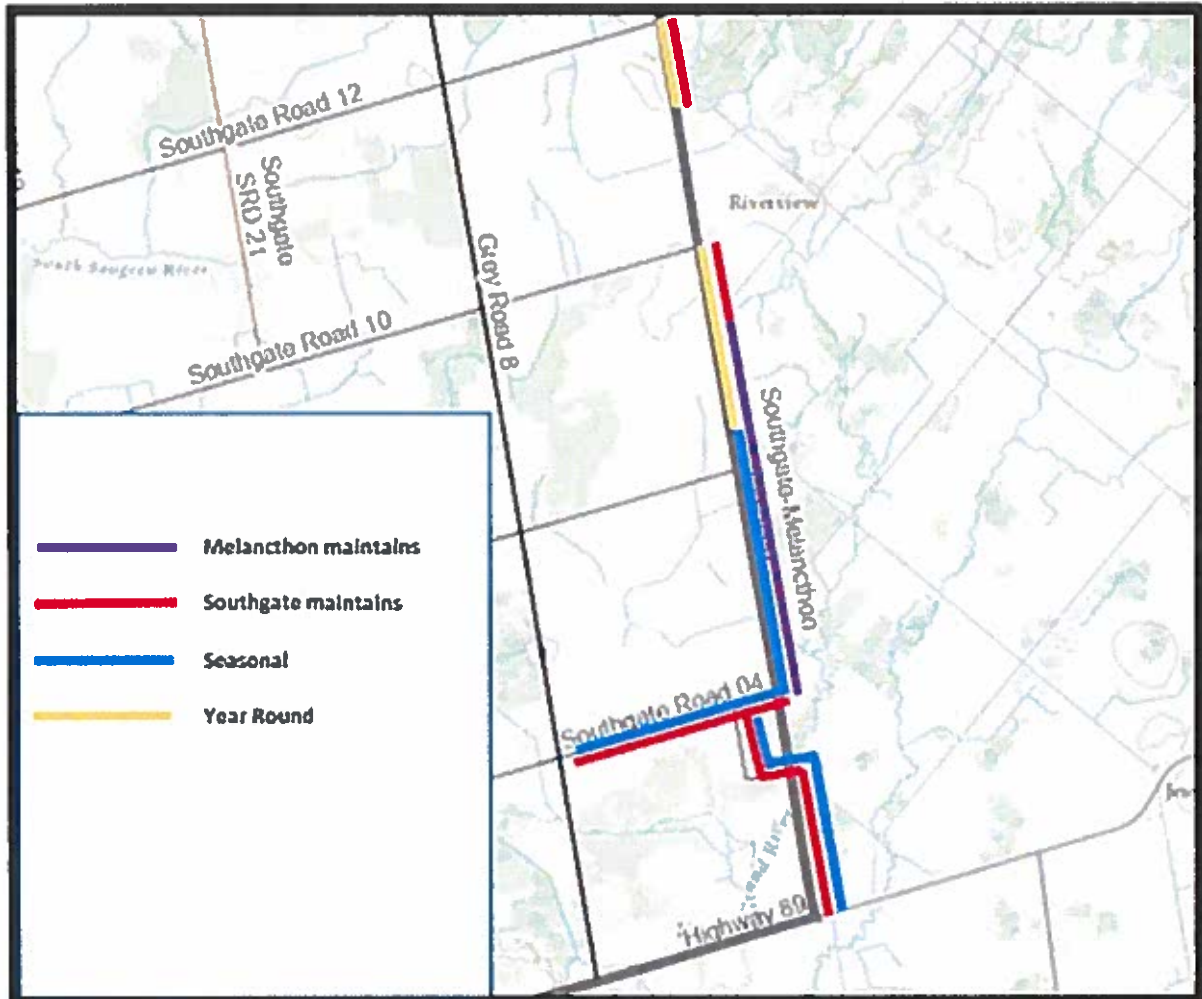
Road Section	Maint. Class	Southgate Road ID	Melancthon Road ID
Southgate-Melancthon Townline from Melancthon Sideroad 260 to Melancthon 8 th Line for a distance of 0.85 kms	6	524	

No Winter Maintenance

Road Section	Maint. Class	Southgate Road ID	Melancthon Road ID
Southgate-Melancthon Townline from Melancthon Sideroad 270 to Southgate Road 04 for a distance of 0.5 kms;	6	111	
Southgate-Melancthon Townline from Southgate Road 04 to Highway 89 for a distance of 2.4 kms.	6	112	

Covering a total distance of 2.9 kms.

Boundary Road Agreement Map



Schedule 'B' to the Boundary Road Agreement Winter Level of Service

Part 'A' Township of Southgate

Winter Operations Planning Document for Township of Southgate

This winter operations plan sets out a policy and procedural framework for ensuring that the "The Township of Southgate" continuously improves on the safe and sustainable delivery of winter maintenance services and the effective and efficient use of road salt in their winter maintenance operations. This plan supersedes all previous plans for the "The Township of Southgate".

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised.

This Winter Operations Plan for the "The Township of Southgate" was endorsed by "The Township of Southgate Council" on January 13, 2021.

1. Level of Service

The Township of Southgate provides the following level of service during the winter maintenance season, as set out in section 4.3 of the Winter Operations Planning Document for the Township of Southgate, in response to a winter event.

The minimum standard for clearing snow accumulation is:

1.1. Snow Accumulation and Ice Formation Policy

1.1.1. The standard for addressing snow accumulation is:

- a) After becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
- b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
 - i. to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
 - ii. on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4.

1.1.2. If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4

1.1.3. For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under subsection (1)(b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

- a) Patrolling highways.
- b) Performing highway maintenance activities.
- c) Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4.

1.1.4. The depth of snow accumulation on a roadway and lane width may be determined by,

- a) performing an actual measurement;
- b) monitoring the weather; or
- c) performing a visual estimate. O. Reg. 47/13, s. 4.

1.1.5. For the purposes of this section, addressing snow accumulation on a roadway includes, but is not limited to,

- a) plowing the roadway;
- b) salting the roadway;
 - i. the application of other chemical or organic agents to the roadway;
- c) applying abrasive materials to the roadway; or
- d) any combination of the methods described in clauses (a), (b), (b.1) and (c). O. Reg. 47/13, s. 4.

1.1.6. This section does not apply to that portion of the roadway designated for parking. O. Reg. 47/13, s. 4.

1.1.7. If at any time a municipality declares a weather emergency, then all roadways within the municipality are deemed to be in a state of repair in respect of any snow accumulation present, until the applicable time under the Table to this section expires following the end of the declared weather emergency.

1.2. Ice Formation:

1.2.1. The standard for attempting the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

- a) Monitor the weather in accordance with section 3.1.

- b) Patrol in accordance with section 3.
 - c) If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway to attempt to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 47/13, s. 5.
- 1.2.2. If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the earlier of,
- a) the time that the municipality becomes aware of the fact that the roadway is icy; or
 - b) the applicable time set out in the Table to this section for treating the roadway to prevent ice formation expires. O. Reg. 47/13, s. 5.
- 1.2.3. The standard for treating icy roadways after the municipality becomes aware of the fact that a roadway is icy is to treat the icy roadway within the time set out in the Table to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in the Table for treating the icy roadway expires. O. Reg. 47/13, s. 5.
- 1.2.4. For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 47/13, s. 5.
- 1.2.5. If at any time a municipality declares a weather emergency, then all roadways within the municipality are deemed to be in a state of repair in respect of any ice present, until the applicable time under the Table to this section expires following the end of the declared weather emergency.

Table: Snow Accumulation

Class of Highway	Depth	Time
1	2.5cm	4 Hours
2	5cm	6 Hours
3	8cm	12 Hours
4	8cm	16 Hours
5	10cm	24 Hours

Table: Ice Formation prevention and Icy Roadways

Class of Highway	Time
1	3 Hours
2	4 Hours
3	8 Hours
4	12 Hours
5	16 Hours

4.5. Winter Patrol

The Township of Southgate performs carries out winter patrols. Appendix 1 shows the route of representative roads to be patrolled in winter.

4.6.10. Weather Monitoring

In order to determine an effective winter event response and allocate the appropriate resources the Township of Southgate supplements their general observations with weather information from various sources which includes:

1 Infrared Thermometers

Observations from municipal staff, communication with staff of adjacent municipalities;

Customized weather forecasts which are updated 4 times/day from a Value Added Meteorological Service The Winter Web App Team at Ontario Good Roads Association

Part 'B' Township of Melancthon

Minimum Maintenance Standards



**Winter Operations Planning Document for
Township of Melancthon**

(Winter Season 2021-2022)

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A. Purpose

This winter operations plan sets out a policy and procedural framework for ensuring that the Township of Melancthon continuously improves on the safe and sustainable delivery of winter maintenance services and the effective and efficient use of road salt in their winter maintenance operations. This plan supersedes all previous plans for the Township of Melancthon.

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised.

This Winter Operations Plan for the Township of Melancthon was endorsed by “The Council of the Corporation of the Township of Melancthon” (e.g. Board of Supervisors, City council, etc.) on the .

B. Definitions

Anti-icing means the application of liquid de-icers directly to the road surface in advance of a winter event.

Continuous Winter Event Response is a response to a winter event with full deployment of manpower and equipment that plow/salt/sand the entire system.

De-icing means the application of solids, liquids, pre-treated material to the road surface after the on-set of the winter event.

Highway means a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

Paved Road means a road with an asphalt surface, concrete surface, composite pavement, or portland cement.

Pre-treat means the application of liquids (sodium chloride, calcium chloride, etc.) to dry salt or sand prior to being loaded for storage or applied to the road surface.

Pre-wetting means the application of liquids (sodium chloride, calcium chloride, etc.) at the spinner of the truck just prior to application to the road surface.

Public Works Superintendent is the person who is on duty at the time directing the snow/ice removal operations of the Township of Melancthon. These individuals

include: Director of Public Works, Deputy Public Works Director, Public Works Managers, and/or any other individual who may be assigned the responsibility of Public Works Superintendent.

Route of Representative Roads is another term used for patrol routes.

Salt Route is a collection of road segments, which during a winter storm will receive applications of salt to prevent the formation of a bond between snow and pavement, or if such a bond has already formed, to break that bond. Typically such routes have some sort of bare pavement level of service. Under certain circumstances (e.g. extremely cold pavement temperatures such that road salt would not be effective at bond breaking or prevention) sand may be applied to such routes to provide a temporary increase in grip.

Sand Route is a collection of road segments which during a winter storm will receive applications of sand to provide a temporary increase in grip. Typically such routes include gravel and other unpaved roads, where the use of salt or other freeze-depressant materials might impact road stability. The level of service on such routes would not have bare pavement as a service goal.

Spot Winter Event Response is a response to a winter event with only a partial deployment of manpower and equipment or with full deployment to only part of the system.

Surface Treated Road is road with bituminous surface treatment comprised of one or two applications of asphalt emulsion and stone chips over a gravel road.

Unpaved Road is a graded road with a gravel, stone or other loose traveling surface.

Winter Event is a weather condition affecting roads such as snowfall, windblown snow, freezing rain, frost or ice to which a winter event response is required.

Winter Event Response is a series of winter control activities performed in response to a winter event.

Winter Event Response Hours are the total number of person-hours per year (plowing, salting/sanding, winging back, etc.) to respond to winter events.

1. OBJECTIVE OF WINTER OPERATIONS MANAGEMENT

The Township of Melancthon is committed to providing safe and sustainable winter maintenance operations while continuing to improve those operations to provide safety and mobility for the traveling public. As an integral part of this effort the Township of Melancthon will strive to optimize the use of all winter maintenance

materials as they pursue the goal of a safe and sustainable transportation system.

The Township of Melancthon public works staff will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic as set out in the level of service policies and within the resources established by the Council of the Township of Melancthon.

2. POLICY STATEMENT

The Township of Melancthon will conduct safe and sustainable snowfighting to ensure, insofar as reasonably practicable, the safety and mobility of users of the municipal road network, in keeping with applicable state legislation.

The Township of Melancthon will provide efficient and cost effective winter maintenance to ensure, insofar as reasonably practicable, the safety of users of the municipal road network in keeping with applicable provincial legislation and accepted standards while striving to minimize adverse impacts to the environment. These commitments will be met by:

- Adhering to the procedures contained within the Winter Operations Plan;
- Reviewing and upgrading the Winter Operations Plan on an annual basis to incorporate new technologies and new developments;
- Committing to ongoing winter maintenance staff training and education; and
- Monitoring on an annual basis, the present conditions of the winter maintenance program, as well as the effectiveness of the Winter Operations Plan.

3. QUICK OVERVIEW OF THE TOWNSHIP OF MELANCTHON

- Type of Organization: Municipal
- Structural Level: Township
- Estimated Population (2016 Consensus): 3008
- Total Area: 310.79 Square kilometres
- Street Address:
 - 157101 Highway 10
 - Melancthon, Ontario L9V 2E6
 - Canada
- Telephone: 519-925-5525
- Website: www.melancthontownship.ca
- Public Works Superintendent: Craig Micks, 519-925-5525, 105
- Police:
 - O.P.P
 - Contact Person: Dispatch
 - Primary Phone: 519-925-3838
- Contractors:
 - Kidd Farms Inc:
 - Primary Contact Person: Bruce Kidd
 - Primary Phone: 705-440-7136
 - Contracted Tasks: Snow blowing as needed
 - 5th Line Repair:
 - Primary Contact Person: Kevin Fluney
 - Primary Phone: 519-939-3045
 - Contracted Tasks: Snow blowing as needed

4. WINTER MAINTENANCE PROGRAM

4.1. The System Maintained

The major activities related to winter maintenance are:

- Snow plowing
- Salt /sand application
- Snow removal
- Frost-control
- Drift-control

The Township of Melancthon is responsible for winter maintenance on:

Road Category	Surface and Area Type	Individual Length (Lane kilometres)	Total Length (Lane kilometres)
Class 3	Paved and Rural	71.6	71.6
Class 4	Paved & Unpaved and Rural	140.4	140.4
Class 5	Unpaved and Rural	210.8	210.8
Class 6	Unpaved and Rural	30.4	30.4

4.2. Level of Service

The Township of Melancthon provides the following level of service during the winter maintenance season, as set out in 4.3, in response to a winter event.

The minimum standard for clearing snow accumulation is:

4.2.1. Snow Accumulation and Ice Formation Policy

SNOW ACCUMULATION:

1. The standard for addressing snow accumulation is:
 - a. after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
 - b. after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
 - i. to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
 - ii. on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4.
2. If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.
3. For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under subsection (1)(b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:
 - a. Patrolling highways.
 - b. Performing highway maintenance activities.
 - c. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4.

4. The depth of snow accumulation on a roadway and lane width may be determined by,
 - o a. performing an actual measurement;
 - o b. monitoring the weather; or
 - o c. performing a visual estimate. O. Reg. 47/13, s. 4.
5. For the purposes of this section, addressing snow accumulation on a roadway includes, but is not limited to,
 - o a. plowing the roadway;
 - o b. salting the roadway;
 - i. the application of other chemical or organic agents to the roadway;
 - o c. applying abrasive materials to the roadway; or
 - o d. any combination of the methods described in clauses (a), (b), (b.1) and (c). O. Reg. 47/13, s. 4.
6. This section does not apply to that portion of the roadway designated for parking. O. Reg. 47/13, s. 4.
7. If at any time a municipality declares a weather emergency, then all roadways within the municipality are deemed to be in a state of repair in respect of any snow accumulation present, until the applicable time under the Table to this section expires following the end of the declared weather emergency.

ICE FORMATION:

1. The standard for attempting the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:
 - o a. Monitor the weather in accordance with section 3.1.
 - o b. Patrol in accordance with section 3.
 - o c. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway to attempt to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 47/13, s. 5.
2. If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the earlier of,
 - o a. the time that the municipality becomes aware of the fact that the roadway is icy; or
 - o b. the applicable time set out in the Table to this section for treating the roadway to prevent ice formation expires. O. Reg. 47/13, s. 5.

3. The standard for treating icy roadways after the municipality becomes aware of the fact that a roadway is icy is to treat the icy roadway within the time set out in the Table to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in the Table for treating the icy roadway expires. O. Reg. 47/13, s. 5.
4. For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 47/13, s. 5.
5. If at any time a municipality declares a weather emergency, then all roadways within the municipality are deemed to be in a state of repair in respect of any ice present, until the applicable time under the Table to this section expires following the end of the declared weather emergency.

TABLE
SNOW ACCUMULATION

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

TABLE
ICE FORMATION PREVENTION AND ICY ROADWAYS

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

The snow accumulation and ice-formation policies are attached herein as a separate document, in Appendix 3-1

4.2.2. Private Sidewalk Responsibility

There is no sidewalk maintenance in the winter.

4.2.3. Plowing Private Property

Private properties are the responsibility of respective owners.

4.3. Winter Season Maintenance

For Operational purposes, the Township of Melancthon assumes the winter season commences on 2020-Dec-01 and is completed by 2021-Mar-31 , while acknowledging that winter events may occur outside of this timeframe.

4.4. Winter Preparations

In the months prior to the start of the winter maintenance season, as identified in 4.3, the Township of Melancthon undertakes the following tasks to prepare for the upcoming winter season.

4.4.1. Prior to Winter Season

Prior to the winter season, if required, prepare and call tenders for the supply of materials (e.g. salt, sand, liquid, etc.), replacement parts (for plows, solid and liquid application equipment), value added meteorological services (VAMS) and contract equipment (e.g. plow trucks, spreader trucks, combination units, etc.).

Sometime prior to the winter season the Township of Melancthon will:

- Conduct a mandatory training session for staff and contract operators where all policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions will be discussed. Any issues resulting from the meeting with regard to the policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions shall be resolved either at the meeting or prior to the winter season.
- Train winter patrollers (or staff whose duties also include patrolling) on the route of representative roads to be patrolled, their duties during a winter event, record keeping requirements, callout procedures and the de-icing chemicals to be applied for the forecast weather conditions.
- Inspect equipment to ensure proper working order. Schedule and complete any and all equipment repairs.
- Arrange for the delivery of materials (salt, sand and liquid solution) and begin filling storage facilities. If liquid solution is mixed on site, begin mixing and filling storage tanks.
- Confirm that all guiderail, catchbasin, hazard and fire hydrant markers, steep hill, sharp curve ahead warning signs, bridges ices sign, if any, are in place. Any missing markers should be replaced prior to the winter session.

4.4.2. One Month Prior to the Winter Season

One month prior to the winter season the Township of Melancthon will:

- Assign equipment to staff.
- Calibrate material application equipment.
- Allow operators (staff and contract) time to familiarize themselves with any new equipment, material application rates, material application equipment and their route (driving the route and noting obstacles along the route).
- Assign staff to monitor and record weather forecasts on a daily basis. Upon the forecast of an approaching winter event, schedule a patrol of a route of representative roads. If a winter event is forecast prior to the start of the next scheduled shift a night and/or weekend patrol(s) of a route of representative roads should be scheduled. If a night or weekend patrol is scheduled the patroller should monitor and record the weather forecast and road conditions. The patrol person should be authorized to initiate a winter event response if conditions warrant a response.
- Have 75 % of the fleet ready to respond to a winter event.
- Have sufficient staff available to operate the fleet if conditions warrant a winter event response.

4.4.3. Two Weeks Prior to the Winter Season

Two weeks prior to the winter season the Township of Melancthon will:

- Begin regularly scheduled night patrol of representative roads
- Have 75 % of the fleet ready to respond to a winter event.
- Have staff available to operate the required complement of the fleet if conditions warrant a winter event response

4.4.4. At the Start of the Winter Season

At the start of the winter season:

- Implement the winter shift schedule.
- Begin patrolling representative roads in all roads/areas that the organization is responsible for
- Respond to winter events as per the winter operations plan.

4.5. Winter Patrol

During the winter maintenance season, 4.3, the Township of Melancthon carries out a winter patrol on a route of representative roads twice daily, 7 days a week. Between winter events a patrol of representative roads will occur during daylight hours and a second night patrol will be also be scheduled. The purpose of the patrol is to monitor and record weather and road conditions and mobilize winter maintenance operators and equipment should a winter event be observed and a winter event response is required. On the approach of a winter event or during a winter event the route of representative roads may be modified, insofar as

reasonably practicable, depending on the type and severity of winter event or the direction from which the storm approaches. The patrol person will be familiar with local conditions in their patrol area, and prepare a condition log of road and weather conditions as well as any actions taken during the shift. The winter patrol schedule parallels the designated winter season.

4.6. Operations

4.6.1. Staffing and Hours of Work

The Township of Melancthon has a full time employee assigned to each vehicle used for winter operations. Each vehicle is assigned a route for sanding/salting and/or plowing.

The Township of Melancthon adheres to the hours of service as dictated by Highway Traffic Safety Act, Reg. 555/06 (Ontario, Canada).

Staffing for Winter Maintenance				
Employee	Job Title	Reports to Facility	Assigned Route(s)	Assigned Equipment
Bryan Hannon	Equipment Operator	Melancthon Yard	Route #1, Route #2, Route #3, Route #4	Grader 1 - CAT, Grader 2 - John Deere, Loader - CAT, Plow Truck 2 - Western Star, Truck 7- GMC
Craig Micks	Public Works Superintendent	Melancthon Yard	Route #2, Patrol Route 1 - From Roads Superintendents House	Grader 2 - John Deere, Loader - CAT, Plow Truck 4 - Volvo, Truck 1 - Ford
James Shaw	Equipment Operator	Melancthon Yard	Route #1, Route #2, Route #3, Route #4	Loader - CAT, Plow Truck 4 - Volvo, Truck 7- GMC
Kyle Tipple	Equipment Operator	Melancthon Yard	Route #1, Route #2, Route #3, Route #4	Loader - CAT, Plow Truck 6 - International, Truck 7- GMC
Lorne Flear	Equipment Operator	Melancthon Yard	Route #3	Grader 1 - CAT, Grader 2 - John Deere, Loader - CAT, Plow Truck 6 - International, Truck 7- GMC
Paul Prentice	Equipment Operator	Melancthon Yard	Route #1, Route #2, Route #3, Route #4	Grader 1 - CAT, Grader 2 - John Deere, Loader - CAT, Plow Truck 5 - Volvo , Truck 7- GMC

Some of the key responsibilities associated with the management and overseeing of winter operations for this winter season are as below:

- Public Works Superintendent will receive issues and concerns of the citizens regarding snow and ice control efforts.
- Public Works Superintendent will be responsible for making operational decisions.
- Public Works Superintendent will be authority to which the field staff will communicate the field conditions to.
- Public Works Superintendent will be responsible for shift scheduling.
- Public Works Superintendent will (when physically possible) be responsible for providing appropriate signage and or barricades in case a road has to be closed due to severe winter storm.
- Public Works Superintendent will ensure media releases are sent to local news and radio stations advising of road closures.
- Paul Prentice will be second in command to the Public Works Superintendent.

4.6.2. Winter Material Used Annually

Primary Solid Material	Brand Name or Supplier	Expected Quantity this Season vs. Actual Quantity Last Season	Comes Pre-Mixed with	In-House Mix Added
Pretreated Sand	James Dick Construction	1700.0 Tonnes(Can) vs. 2036.0 Tonnes(Can)		Salt (NaCl) 3.0%

4.6.3. Application Rates

	Min. and Max. Ranges (Tonnes/lane-kilometre)		
	0.0 to -5.0 CELSIUS	-5.0 to -10.0 CELSIUS	-10.0 to -18.0 CELSIUS
Frost	150.0 - 570.0	150.0 - 570.0	150.0 - 570.0
Light Snow	150.0 - 570.0	150.0 - 570.0	150.0 - 570.0
Heavy Snow	285.0 - 570.0	150.0 - 570.0	150.0 - 570.0
Freezing Rain	285.0 - 570.0	570.0 - 570.0	570.0 - 570.0

4.6.4. Equipment - Winter Maintenance Fleet

The Township of Melancthon provides winter maintenance services on 8 routes with the equipment listed in Appendix 3.

VEHICLE NAME OR NUMBER	VEHICLE TYPE	ASSOCIATED ROUTES	ASSOCIATED EMPLOYEES	LOCATION /YARD
Grader 1 - CAT	Grader	Route #2, Route #3, Route #4, Route #1	Bryan Hannon, Lorne Flear, Paul Prentice	Melancthon Yard
Grader 2 - John Deere	Grader	Route #2, Route #3, Route #4, Route #1	Bryan Hannon, Craig Micks, Lorne Flear, Paul Prentice	Melancthon Yard
Loader - CAT	Other	Yard	Bryan Hannon, Craig Micks, James Shaw, Kyle Tipple, Lorne Flear, Paul Prentice	Melancthon Yard
Plow Truck 2 - Western Star	Tandem Axle	Route #4	Bryan Hannon	Melancthon Yard
Plow Truck 4 - Volvo	Tandem Axle	Route #2	Craig Micks, James Shaw	Melancthon Yard
Plow Truck 5 - Volvo	Tandem Axle	Route #1	Paul Prentice	Melancthon Yard
Plow Truck 6 - International	Tandem Axle	Route #3	Kyle Tipple, Lorne Flear	Melancthon Yard
Truck 1 - Ford	Other	Patrol Route 1 - From Roads Superintendents House	Craig Micks	Melancthon Yard
Truck 7- GMC	Other	Patrol Route 2 - From Melancthon Shop	Bryan Hannon, James Shaw, Kyle Tipple, Lorne Flear, Paul Prentice	Melancthon Yard

4.6.4.1. Mechanics

The Township of Melancthon does not have mechanics available to fix equipment issues.

4.6.5. Winter Maintenance Facilities

The Township of Melancthon provides winter maintenance services from the winter maintenance facilities listed below.

4.6.5.1. Melancthon Yard

Facility Type:
Patrol Yard

Facility Address:
157101 Highway 10, Melancthon, Ontario L9V 2E6, Canada

Facility Phone:
519-925-5525

Number of Front-end Loaders:
1

Year Built:
1965

Design and Logistics:

- All materials are handled in a designated area characterized by an impermeable surface
- Equipment is in place to prevent overloading of trucks
- System is in place for collection and/or treatment of wastewater from cleaning of trucks
- Control and diversion of external waters (not impacted by salt) is in place
- Ongoing clean-up of the site surfaces and spilled material is swept up quickly
- Risk management and emergency measures plans are in place

Material Storage Details:

- There is storage space available inside of this facility. It presently stores:
 - Salt & Sand Mix – 3000.0 Tonnes(Can)
- There is no storage space available outside of this facility.

Equipment Storage Details:

The following equipment is stored in this facility: - Backhoe - Water Truck - Grader - Grass Cutting Equipment - 1/2 ton Trailer - Multiple Plows

Equipment Washing Details:

We wash all equipment outside

Miscellaneous Material Details:

Site Drainage Details:

- There isn't any drainage and collection system for runoff of salt-contaminated waters at this facility
- The chloride concentration in the runoff is not monitored
- This site discharges to:
 - Containment system for removal
- Additional Site Storage Details

4.6.6. Parking Lots

The Township of Melancthon does not provide winter maintenances services to parking lots.

4.6.7. Snow Removal and Disposal

The Township of Melancthon does not have dedicated Disposal Site(s) in its jurisdiction.

4.6.8. Plow Routes

Appendix 2 contains maps of the salt/sand routes, anti-icing routes and plow routes.

4.6.9. Salt Vulnerable Areas

Certain locations within the area of responsibility of the Township of Melancthon have been identified as being potentially vulnerable to the over-application of road salt. These areas are shown on the route maps in the appendices. Accordingly, salt storage, snow disposal and material application in these areas will be strictly monitored and in some cases may be restricted in a variety of ways.

4.6.10. Weather Monitoring

In order to determine an effective winter event response and allocate the appropriate resources the Township of Melancthon supplements their general observations with weather information from various sources which includes:

- Meteorological Services:
 - Weather Network - www.theweathernetwork.com
- Observations from municipal staff, communication with staff of adjacent municipalities;
- Customized weather forecasts which are updated 5 times/day from a Value Added Meteorological Service Dufferin County - Wood Weather Net

4.6.11. Communications

Maintaining reliable internal communications is a critical component of winter operations. The Township of Melancthon uses the following:

- All winter maintenance vehicles are equipped with two way communications (radios, cell phone, etc.).

All citizen issues concerning snow and ice control efforts will be routed to Public Works Superintendent . The Public Works Superintendent will determine

appropriate follow-up responses to citizen inquiries.

The municipality provides external communication with the general public via:

- Twitter @melancthtwp
- Municipal 511
- Mail Chimp
- www.melancthtownship.ca
- Facebook - Township of Melancthon

4.6.12. Boundary Street Jurisdiction and Responsibility

The table below outlines the responsibilities of each agency has to the roads bordering with the Township of Melancthon. The agencies listed in the table have first response maintenance responsibility to these roads. If the Township of Melancthon has its snow routes open and serious problems remain on the boundary streets, The Township of Melancthon snow plows may assist based upon the judgement of Public Works Superintendent on duty.

TABLE

Organization, and Contact	Responsibility Details	Telephone Number
Municipality of Grey Highland, Herb Lemon	Director of Transportation and Environmental Services	519-986-2811 ext. 225
Township of Clearview, Mike Rawn	Director of Public Works	705-428-6230 ext. 243
Township of Mulmur, John Willmetts	Director of Public Works	705-466-3341 ext. 224
Township of Southgate, Jim Ellis	Public Works Manager	519-923-2110 ext. 250

4.6.13. Callout Procedures

Operational decisions will be made by the Public Works Superintendent or his/her designate with the aid of available forecasting, Level of Service policy, patrolling etc. However, it should be emphasized that decisions will be subjective and external input, whether in this plan or elsewhere, merely acts as an aid in determining if a call out of staff and equipment by the Public Works Superintendent to respond to a winter event is warranted.

It is vital therefore that the Public Works Superintendent records the prevalent conditions and relevant information when he/she makes a decision.

The patrol person shall inform the Public Works Superintendent of changing of road and weather conditions observed in the field. When a winter event response is required the Public Works Superintendent will contact staff as per the shift schedule. In the absence of the Public Works Superintendent the patrol person shall be his/her designate and initiate a call out in response to a winter event.

4.6.14. Road Closure and Procedures

In the event a road must be closed due to a severe winter storm, O.P.P will request signs be placed to close the road. Appropriate signage and barricades will be available at the patrol yard. Upon receiving a request from O.P.P to close a road to traffic, the Public Works Superintendent or his/her designate will organize manpower and equipment to place the signs and barricades. The Public Works Superintendent or his/her designate will contact the call centre and request that a media release (Appendix 5-1) be sent to the local news and radio stations advising of the road closure. Roads will be deemed to be closed once the signs and barricades are placed. When it is physically impossible to place signs and barricades to close a road, the Public Works Superintendent or his/her designate will advise O.P.P and request O.P.P permission to send the media release (Appendix 5-2).

4.6.15. Declaration of Emergency Parking Ban

Cars parked on the streets during a snow removal effort may be ticketed and/or towed away. A snow emergency parking ban may be declared by Public Works Superintendent , or their designee. The O.P.P and media will be notified when the parking ban is initiated.

4.6.16. Operating Instructions and Safety Rules

All individuals (whether local staff or contracted) shall abide by operating instructions and safety rules as stated in Appendix 6.

4.7. Decommissioning Winter Operations

After the winter season identified in 4.3 expires, the Township of Melancthon undertakes the following tasks to decommission winter operations:

4.7.1. Two Weeks After the Winter Season Ends

Two weeks after the winter season ends:

- Cease regularly scheduled winter night patrols.
- Continue monitoring and recording weather forecasts.
- Assign night patrol shift if forecast indicates an overnight winter event is probable.
- Decommission 2 % of the fleet.

4.7.2. One Month After the Winter Season Ends

One month after the winter season ends:

- Cease all winter highway maintenance operations
- Decommission the remainder of the equipment providing weather forecasts warrant the decommissioning.

4.8. Training

The Township of Melancthon provides winter operations training for all staff involved in the delivery of winter services.

Individuals in the following positions within and outside of the organization have been trained:

- Within Organization:
 - Manager(s)
 - Supervisor(s)
 - Operator(s)
 - Mechanic(s)
 - Patroller(s)

It is compulsory for all staff, including contractor staff, to attend the training session. All trained staff will verify that the training was received by either signing the “Record of Training” included in Appendix 7-1 or 7-2, or another verification document.

The in-house staff is trained:

- By the local organization itself

Current winter operations training(s) for in-house staff:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service – policies, practices and procedures
- Identification of Plow Routes – including variations for year to year and issues identified along the route
- De-icing chemicals – application procedures, rates, storage and handling
- Identification of vulnerable areas
- Yard and Equipment maintenance
- Snow plow training for new staff

4.9. Record Keeping

Full and accurate completion of the documents listed below, according to the applicable procedures, ensures that the municipality is protected from liability by providing solid documentation that procedures have been followed.

Staff is responsible for keeping the following records:

For Equipment Operators:

- CVOR Time Card
- Route Plowed and strategy used (plow only, salt/sand only, anti-ice, combination plowing/sanding/salting)

For Patrollers:

- Winter Patrol Record
- Call Out Diary
- Weather and/or RWIS Information Received

For Operations Supervisors:

- Operations Diary
- Incident/Collision Reports
- Total materials used
- Has Automatic Vehicle Location (AVL) system installed on fleet

The date will be recorded as YYYY-MMM-DD. It will be written in a numerical format (2021-Dec-22). The time shall be documented using the 24 hour clock format.

Always retain the original copy of documents regardless of their appearance. Writing must be legible for others to read and written in ink. Stains or dirt on the documents is not an issue. If a document requires correction then a line is to be

placed through the incorrect information without making it illegible and continue writing on the original document. Initial corrections or change in the colour of ink in a case where you change writing pens.

5. PLAN IMPROVEMENTS

The current winter maintenance policies, practices and procedures form the baseline or benchmark upon which improvements can be made to improve winter operations and/or the use and management of road salt.

Based upon the need to maintain continual service throughout the season, and the previous experience obtaining critical supplies and equipment at the height of the season, over the next ten years the Township of Melancthon plans to undertake a number of improvements that will be monitored and updated annually.

- Equipment
 - 2021-2022 Season: New Truck
 - 2022-2023 Season: New Grader

6. MONITORING AND UPDATING

Safe and sustainable winter operations includes, as one of its fundamental tenets, the monitoring and updating of winter operations plans, policies, practices and procedures (the “four Ps”) of the Township of Melancthon in an ongoing manner. To that end, the following continuous improvement cycle is used to refine the “four Ps” annually.



At the end of the winter season, as identified in 4.3, a meeting to review winter operations will be held each year with all winter operations staff to itemize all issues that arose during the winter season and discuss how these issues may be resolved. Prior to the start of the next winter season and with sufficient lead time to implement any changes, the Township of Melancthon shall train staff on the changes to equipment and/or winter maintenance policies, practices, and procedures.

The winter season of (2020/21) will be the benchmark year. Year over year achievement using the performance measures listed below will be measured against said benchmark year. Performance measures will be used to determine whether or not the objectives of the Winter Operations Plan and/or winter maintenance policies, practices, and procedures have been met.

Monitoring the severity of the winter season:

- % change (+/-) in the total annual Centimetres of snow accumulation from the benchmark year
 - Last Season: 0.0
 - This Season: 0.0
 - **% Change: +NaN**
- % change (+/-) in the total number of days with measurable snowfall from the benchmark year
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**
- % change (+/-) in the total number of days with freezing rain from the benchmark year
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**
- % change (+/-) in the total number of continuous winter event responses from the benchmark year
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**
- % change (+/-) in the total number of spot winter event response from the benchmark year
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**
- % change (+/-) in the total number of winter event hours from the benchmark year
 - Last Season: 0.0
 - This Season: 0.0
 - **% Change: +NaN**
- % change (+/-) in the total number of days that required salt operation from the benchmark year
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**

Monitoring the Salt Used:

- % change (+/-) in the total tons of salt purchased annually from the benchmark year
 - Last Season: 62.0
 - This Season: 71.0
 - **% Change: +14.52**
- % of applications where discharge rates exceeded
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**
- % change (+/-) in the total tons of salt applied annually per lane km per winter event
 - Last Season: 62.0
 - This Season: 71.0
 - **% Change: +14.52**

Ensuring customer satisfaction:

- % change (+/-) in the total number of winter event responses that met or exceed the level of service policy from the benchmark year
 - Last Season: 0
 - This Season: 0
 - **% Change: +NaN**
- % change (+/-) in the total number of complaints received regarding winter operations from the benchmark year
 - Last Season: 5
 - This Season: 7
 - **% Change: +40.00**

7. ADDITIONAL DETAILS

7.8 Significant Weather Event Policy

8. DISTRIBUTION OF THIS PLAN

This Plan shall be distributed to the following:

- Public Works Supervisors
- CAO
- Mayor & Township Council

9. DISCLAIMER

This Manual may be affected by at least one or more of the following events which could delay or alter snow and ice control by the Township of Melancton:

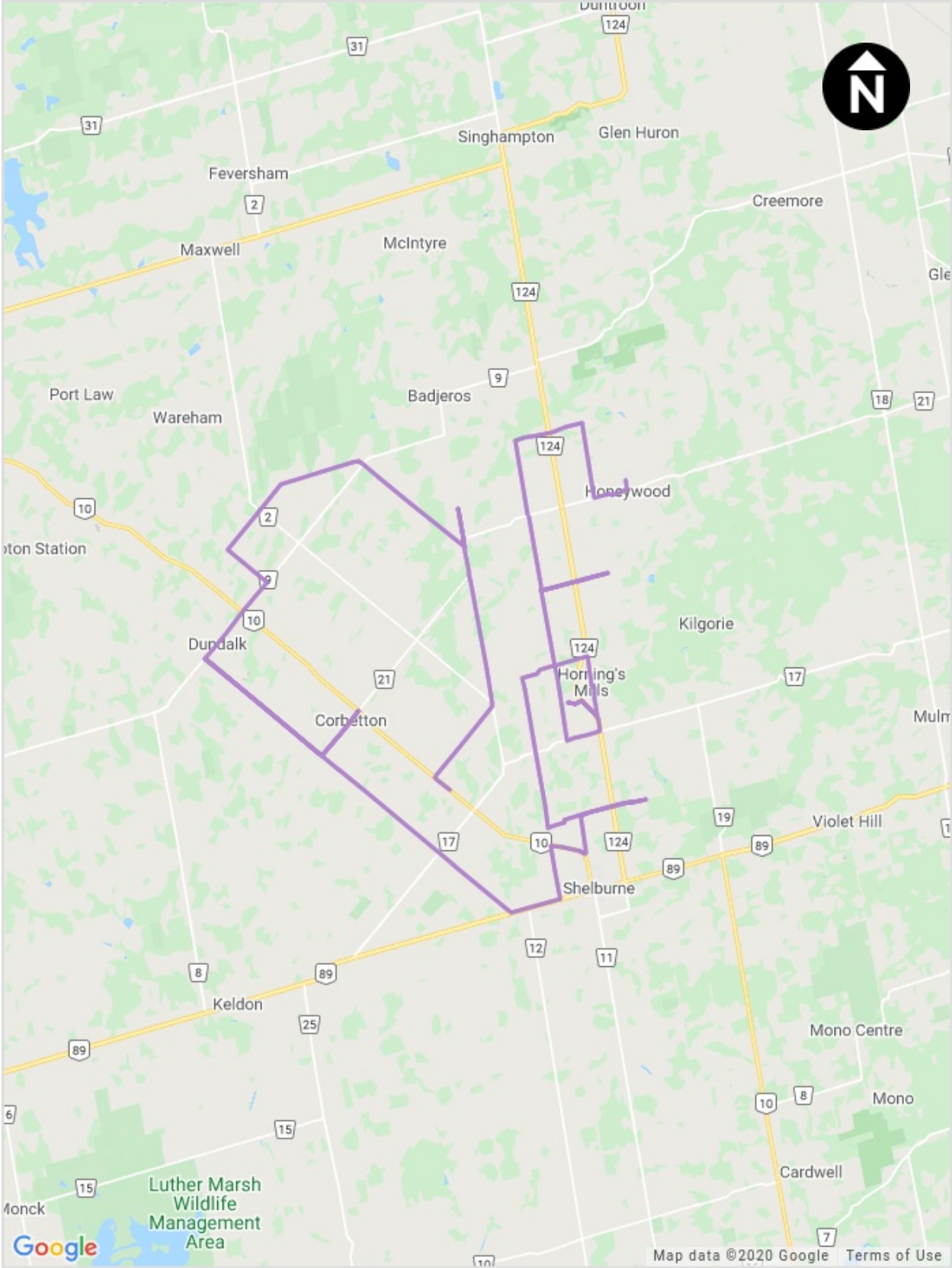
1. Equipment breakdown
2. Vehicles disabled in deep snow.
3. Weather so severe as to cause work to be stopped for the safety of all personnel.
4. Unforeseen conditions and emergencies.
5. Significant medical related emergencies.

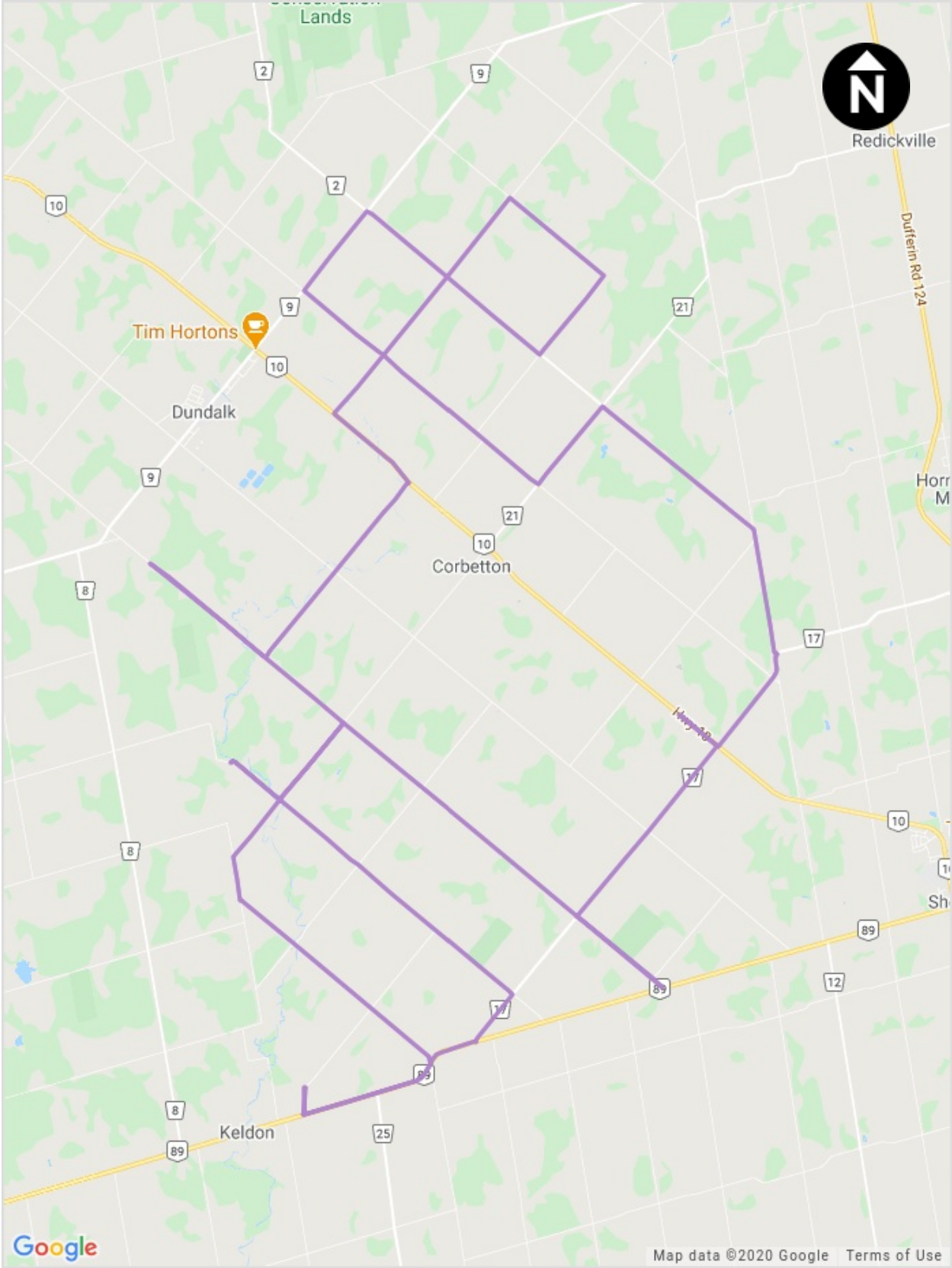
Appendix 1

Patrol Routes
(a.k.a. Routes of Representative Roads)

Patrol Route 1 - From Roads Superintendents House (Detail Capture 1 of 1)
Patrol Routes

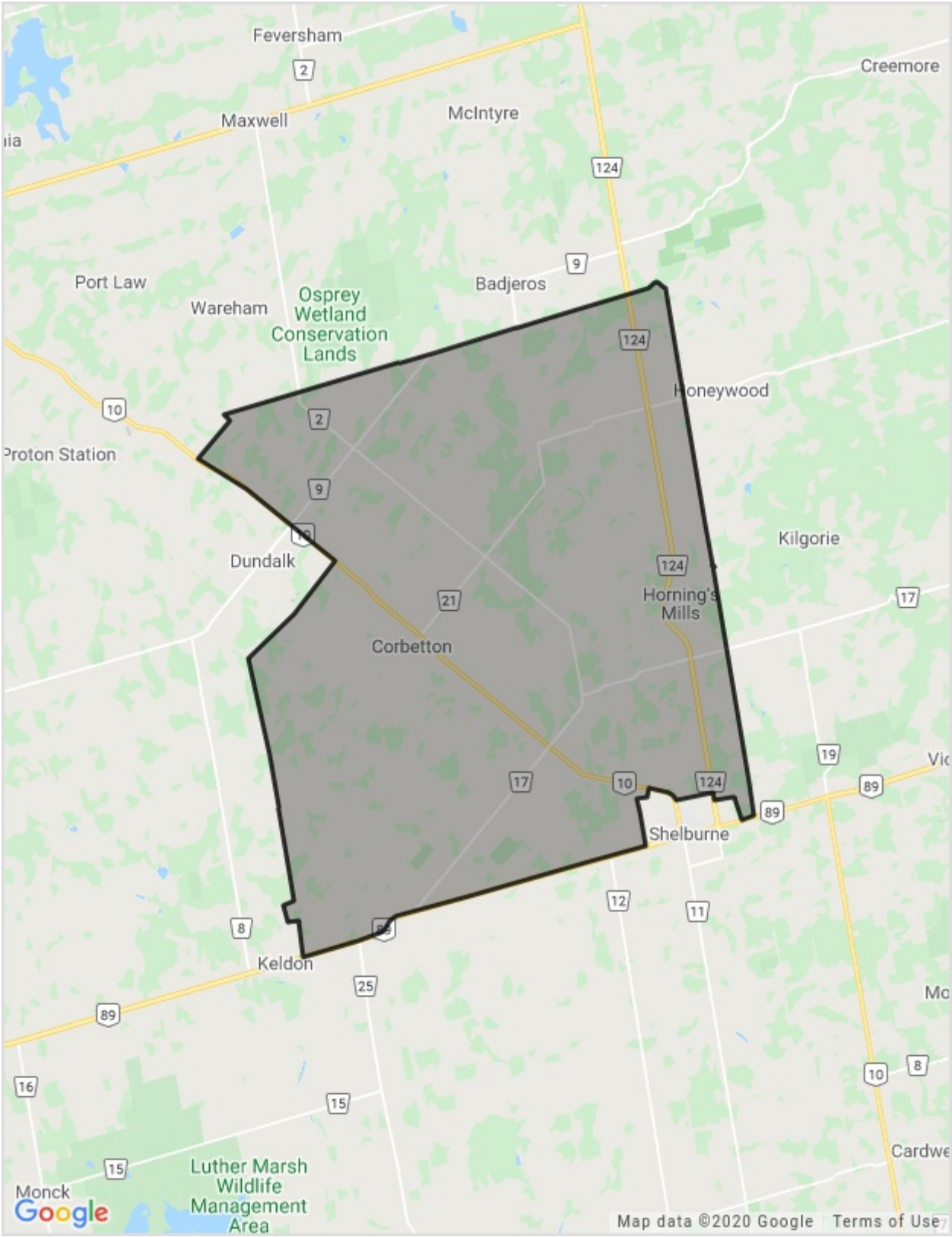
Patrol Distance: 121.26 Lane Kilometres

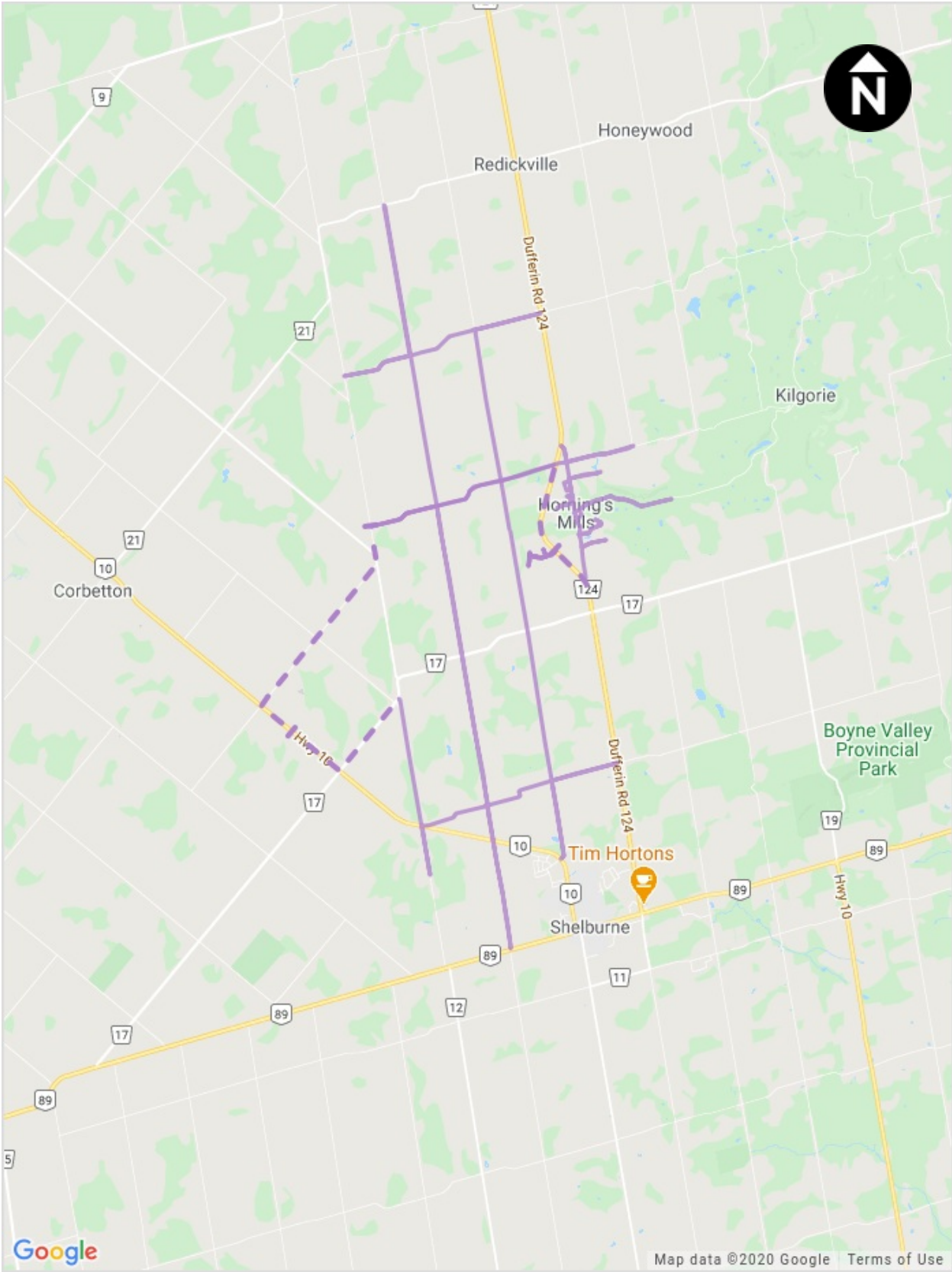




Appendix 2

Road and Sidewalk Routes

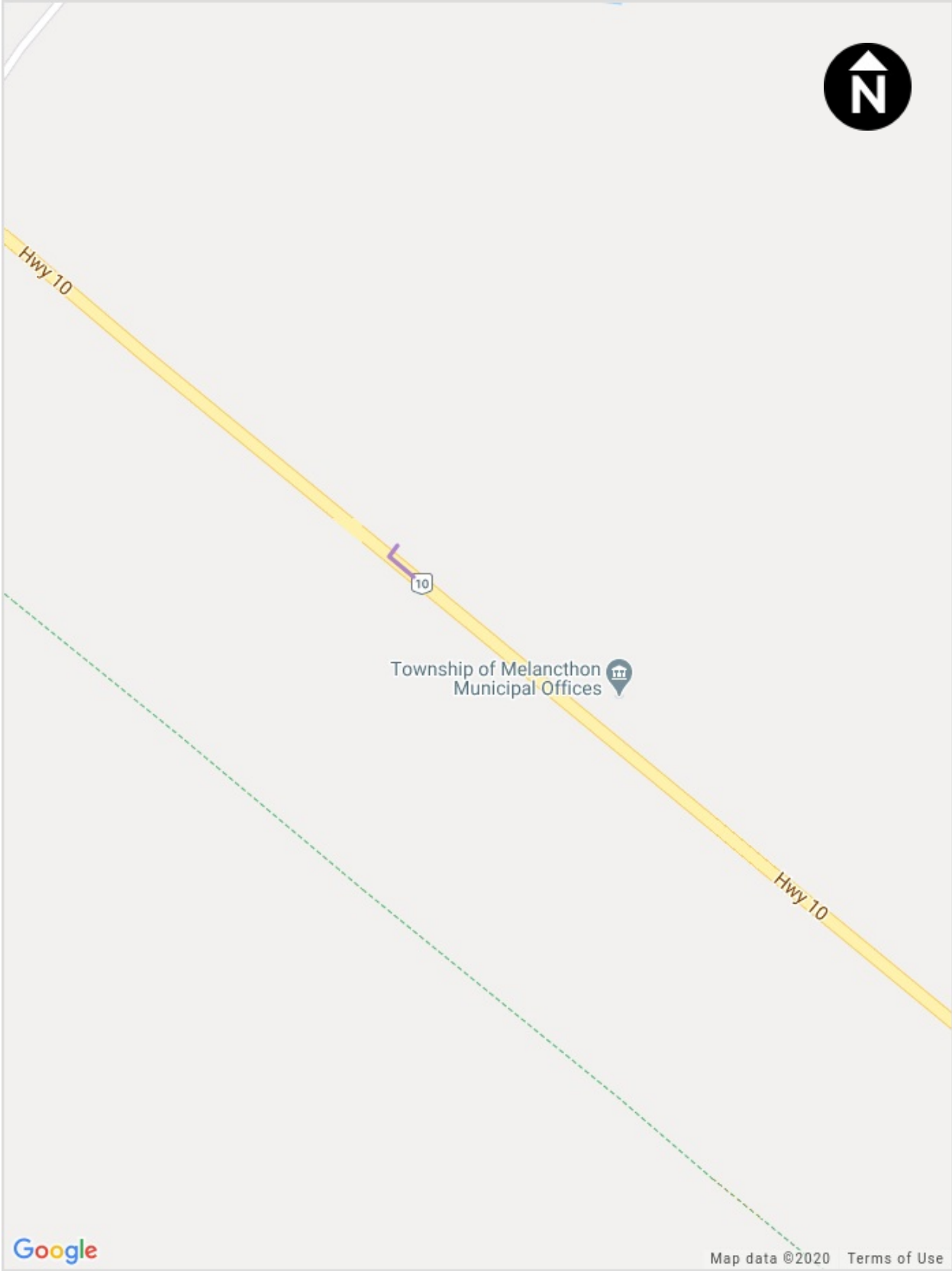












Appendix 3

Equipment List

Equipment	Type	Owned By	Electronic Controller Installed	Calibration Date	Pre-Wet Capability	Anti-Icing Capacity	Infrared Thermometer installed
Grader 1 - CAT	Grader	Township of Melancthon	N	N/A	N	N	N
Grader 2 - John Deere	Grader	Township of Melancthon	N	N/A	N	N	N
Loader - CAT	Other	Township of Melancthon	N	N/A	N	N	N
Plow Truck 2 - Western Star	Tandem Axle	Township of Melancthon	Y	2018-Dec-03	N	N	N
Plow Truck 4 - Volvo	Tandem Axle	Township of Melancthon	Y	2018-Dec-03	N	N	N
Plow Truck 5 - Volvo	Tandem Axle	Township of Melancthon	Y	2018-Dec-03	N	N	N
Plow Truck 6 - International	Tandem Axle	Township of Melancthon	Y	2018-Dec-03	N	N	N
Truck 1 - Ford	Other	Township of Melancthon	N	N/A	N	N	N
Truck 7- GMC	Other	Township of Melancthon	N	N/A	N	N	N

Equipment	Pre-Wet Capability	Anti-Icing Capacity	Other Features	Comments
Grader 1 - CAT	N	N		Grader plows and ice blades
Grader 2 - John Deere	N	N		Grader plows and ice blades
Loader - CAT	N	N		The loader loads the trucks with sand, cleans the yard and sometimes is used to shove back banks on the side of roads
Plow Truck 2 - Western Star	N	N	- solid salt application ready,- Has a spreader	Helps plow other routes as necessary
Plow Truck 4 - Volvo	N	N	- solid salt application ready,- Has a spreader	Helps plow other routes as necessary
Plow Truck 5 - Volvo	N	N	- Has a spreader	Helps plow other routes as necessary
Plow Truck 6 - International	N	N	- Has a spreader	Helps plow other routes as necessary
Truck 1 - Ford	N	N		Patrol & Maintenance Repair Truck
Truck 7- GMC	N	N		Patrol & Maintenance Repair Truck

Legend Y = Yes N = No

Appendix 5-1

Media Release
Road Closed



The Township of Melancthon

Date _____

Time _____

Media Release

Due to a severe winter storm *O.P.P* advise that the following roads in the Township of Melancthon are impassable due to (reason, e.g. “drifting and blowing snow”) and have been closed to traffic.

Street Name	From	To

O.P.P advise that these roads will remain closed until the storm subsides and driving conditions improve.

Appendix 5-2

Media Release Severe Weather



The Township of Melancthon

Date _____

Time _____

Media Release

Due to a severe winter storm *O.P.P* advise that many roads in the Township of Melancthon are impassable due to drifting and blowing snow. *O.P.P* advise that you do not drive until the storm subsides and driving conditions improve.

(Sometimes it is physically impossible to place signs and barricades to close a road, in this instance use this release when the roads have NOT been physically been closed by the placement of signs and barricades or an officer is present to redirect traffic)

Appendix 6

Operating Instructions and Safety Rules

The Township of Melancthon
OPERATING INSTRUCTIONS AND SAFETY RULES

1. WORK HOURS

For major storm events, two 12 hour shifts will be established at the discretion of the
(Director of Public Works and/or Deputy Director of Public Works)

2. SAFETY PROCEDURES

Safety is paramount during any snow storm. The following safety rules will be observed by all equipment operators.

A. Check your snow removal equipment prior to leaving the yard and also the following:

- 1) All work lights and emergency lights
- 2) Two-way radio
- 3) Snow plow and frame for damage
- 4) Sander
- 5) Rear view mirrors
- 6) Flags and reflectors
- 7) Windshield wipers
- 8) Heater and defroster
- 9) All necessary mapping for snow and ice removal
- 10) Vehicle Inspection Items
- 11) Liquid dispensing apparatus

B. Report any non-working equipment to a Supervisor immediately.

C. Use reasonable caution in operation of snow removal equipment.

D. Drive cautiously.

E. Utilize caution when operating in cramped quarters with parked cars on a street.

F. Know your route and any fixed objects covered by snow.

G. Obey all traffic laws.

H. Do not follow traffic too closely.

I. Slow down prior to turning—your plow will tend to push you where it wants to go.

J. Equipment involved in snow and ice control operations is emergency equipment, but you as the operator, must obey all traffic laws and provide right-of-way to other vehicles.

K. Do not attempt to tow private automobiles—offer assistance by way of radio contact to Dispatch or Supervisor.

L. Utilize caution when operating deicing equipment. Watch for overhead obstructions.

Lower box when necessary.

3. ACCIDENTS

Report all moving vehicle accidents immediately to your Supervisor. Depending on the severity of the accident and availability due to storm related issues, the (Police Department) will typically be called to evaluate the accident. Prior to leaving duty on the shift, a Motor Vehicle Accident Report & Review form and the internal Vehicle Damage Claim Report should be filled out. Your Supervisor will attempt to interview the driver at the end of the shift or within 24 hours after return to normal duties. Accident forms should be available from the on-duty Supervisor or dispatcher.

4. CARE AND USE OF EQUIPMENT

The snow plow operator is responsible for routine maintenance of the vehicle. Report any maintenance needed to the Supervisor or mechanic on duty. Check vehicle before and after use for any maintenance needed or damage to equipment. Fill out Operations Daily Inspection Check Sheet. The vehicle should be refuelled at the end of each operator's shift.

5. RADIO COMMUNICATIONS

Operators are to take duty instructions from the Public Works Dispatcher or Supervisor on duty. The Police may report road conditions or other issues to the Public Work's Dispatcher or Supervisor. It will be the role of the Public Works Supervisor to direct all winter maintenance related operations.

6. DAILY REPORTS

Upon completion of the shift, operators will be required to fill out a Daily Report sheet. This sheet will document location, date, mileage, and material usage.

Appendix 7-1

Record of Training



The Township of Melancthon

Record of Training

This statement certifies that the below named individual has successfully completed the in-house Winter Operations Training program as required by The Township of Melancthon Winter Operations Plan.

The Winter Operations Training program is comprised of the following modules:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service – policies, practices and procedures
- Identification of Plow Routes – including variations for year to year and issues identified along the route
- De-icing chemicals – application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Yard and Equipment maintenance

Employee Name _____ (Please print name)

Employee Signature _____ Date _____

Trainer Signature _____ Date _____

Supervisor Signature _____ Date _____

Appendix 7-2

Record of Training – Night Patroller



The Township of Melancthon

Record of Patroller Training

This certifies that _____ (employee name) has successfully completed the in-house Winter Operations –Patroller Training as required by the Township of Melancthon Winter Operations Plan.

The Winter Operations –Patroller Training workshop includes the following modules:

- Weather monitoring and forecasting results including: Road Weather Information System, Value Added Meteorological Service, eutectic temperature, pavement temperature, dew point
- Winter Shift Schedules
- Record Keeping
- Health and Safety
- Level of Service – policies, practices and procedures
- Identification of Plow Routes – including variations for year to year and issues identified along the route
- De-icing chemicals – usage, application rates, storage and handling
- Identification of road salt vulnerable and/or susceptible areas and the procedures to follow in those areas
- Call-out procedures
- Emergency contacts
- Yard and Equipment maintenance

Employee Name _____ (Please print name)

Date of Training _____

Location of Training _____

Trainer Signature _____

Supervisor Signature _____

Appendix 8-1

(Significant Weather Event Policy)



SIGNIFICANT WEATHER EVENT POLICY

Purpose

The purpose of this policy is to establish a protocol for the Declaration of a "Significant Weather Event" as defined in the Minimum Maintenance Standards for Municipal Highways (the "Maintenance Standards") from Ontario Regulation 239/02 under the *Municipal Act, 2001*, S.O. 2001, c. 25. Declaring a Significant Weather Event deems all roadways, or the portion of the road network impacted by the Significant Weather Event, in the Township of Melancthon in a state of repair with respect to snow accumulation and/or ice conditions such that it may take longer for the Public Works Department to achieve the Maintenance Standards. The Township of Melancthon will maintain the roadways as per the levels of service identified in the Maintenance Standards with respect to snow accumulation and/or ice conditions once the Significant Weather Event has ended.

Definitions

"Significant Weather Event" - means an approaching or occurring weather hazard with the potential to pose a significant danger to users of the highways within a municipality.

"Weather Hazard" - means the weather hazards determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program.

Authority

Section 4.1 of Ontario Regulation 239/02 under the *Municipal Act, 2001*, S.O. 2001 c. 25, provides the authority for the Township of Melancthon to declare a Significant Weather Event. A Significant Weather Event may be declared at the discretion of the Public Works Superintendent or the Chief Administrative Officer or his/her designate (the "Authorized Staff").

Policy Statement

Public safety is the utmost importance to the Council and Staff of the Township of Melancthon and for various reasons, it may be necessary to declare a Significant Weather Event to assist the Township in meeting its obligations under the Minimum Maintenance Standards.

Procedures for the Significant Weather Event

A Significant Weather Event may be declared by authorized Staff in response to an alert issued by Environment Canada under its Public Weather Alerting Program for an approaching or occurring weather hazard or in response to one of the following conditions:

- Significant snow accumulation on roadways during a twenty-four (24) hour period
- Ice formations on roadways that occurs with little or no warning
- Extreme cold temperature when de-icing operations will not be effective
- Declaration of a Significant Weather Event by the County of Dufferin

- A Significant Weather Event may otherwise be declared as a result of any other factor deemed relevant by Authorized Staff

If a Significant Weather Event is declared, the Township of Melancthon will continue to monitor the weather and will declare the end of the Significant Weather Event as soon as practicable after the relevant weather conditions have ceased.

The Declaration of the beginning of a Significant Weather Event shall be made public through one or more of the following:

- By posting a notice on the Township’s Website
- By making an announcement on Twitter or other social media platform
- Sending a notice out via the Township’s MailChimp
- Notification of Police and Emergency Services

Snow Accumulation - Roadways

If a Significant Weather Event is declared relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the Significant Weather Event is:

- To monitor the weather in accordance with the Maintenance Standards; and
- If deemed practicable by Authorized Staff, to deploy resources to address snow accumulation on roadways, starting from the time that the Authorized Staff deems it appropriate to do so.

If a Significant Weather Event is declared, all roadways or the portion of the road network impacted by the Significant Weather Event within the Township are deemed to be in a state of repair with respect to snow accumulation, until the applicable time in the ***Snow Accumulation on Roadways Table*** to Section 4 (attached as Schedule 1) expires following the declaration of the end of the significant weather event.

Following the end of the weather hazard in respect of which a Significant Weather Event was declared, the Authorized Staff shall,

- Declare the end of the Significant Weather Event when it is appropriate to do so, and
- Address snow accumulation on roadways in accordance with the Maintenance Standards

Ice Conditions - Roadways

If a Significant Weather Event is declared relating to ice conditions, the standard for addressing ice conditions on roadways until the declaration of the end of the Significant Weather Event is:

- To monitor the weather in accordance with the Minimum Maintenance Standards; and
- If deemed practicable by Authorized Staff, to deploy resources to address ice conditions on roadways, starting from the time that the Authorized Staff deems it appropriate to do so.

If a Significant Weather Event is declared, all roadways or the portion of the road network impacted by the Significant Weather Event within the Township are deemed to be in a state of repair with respect to ice conditions until the applicable time in the ***Treatment of Icy Roadways Table 2*** to Section 5 (attached as Schedule 1) expires following the declaration of the end of the significant weather event.

Following the end of the weather hazard in respect of which a Significant Weather Event was declared, the Authorized Staff shall,

- Declare the end of the Significant Weather Event when it is appropriate to do so, and
- Address snow accumulation on roadways in accordance with the Minimum Maintenance Standards

Approved by Council on: **March 19, 2020**

**Significant Weather Event Policy
Schedule 1**

Snow Accumulation - Roadways Table

<i>Class of Highway</i>	<i>Depth</i>	<i>Time</i>
<i>1</i>	<i>2.5 cm</i>	<i>4 hours</i>
<i>2</i>	<i>5 cm</i>	<i>6 hours</i>
<i>3</i>	<i>8 cm</i>	<i>12 hours</i>
<i>4</i>	<i>8 cm</i>	<i>16 hours</i>
<i>5</i>	<i>10 cm</i>	<i>24 hours</i>

Treatment of Icy Roadways Table 2

<i>Class of Highway</i>	<i>Time</i>
<i>1</i>	<i>3 hours</i>
<i>2</i>	<i>4 hours</i>
<i>3</i>	<i>8 hours</i>
<i>4</i>	<i>12 hours</i>
<i>5</i>	<i>16 hours</i>

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BURNSIDE

2021 OSIM Bridge Inspection Report

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

AW# 10.4

JAN 13 2022



BURNSIDE

2021 OSIM Bridge Inspection Report

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

**R.J. Burnside & Associates Limited
15 Townline
Orangeville, ON L9W 3R4 CANADA**

**December 2021
30052974.0000**



Distribution List

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Record of Revisions

Revision	Date	Description
0	Dec 23, 2021	Final Report

R.J. Burnside & Associates Limited

Report Prepared By:

Mack Chaisson

Mack Chaisson
Engineering Assistant, E.I.T.
MC:clr

Report Reviewed By:

Chris Knechtel

Chris Knechtel, P.Eng.
Project Manager



052974

Executive Summary

R.J. Burnside & Associates Limited (Burnside) was engaged by the Township of Melancthon to undertake the inspection of 50 bridge and culvert structures. It should be noted that Structure No. 004 on the 5th Sideroad was closed to through traffic in 2020 and the Township has requested to have it removed from their biennial inspection list while closed. The visual inspections were carried out on an element by element basis in accordance with the Ministry of Transportation - Ontario Structure Inspection Manual (OSIM). The inspections were completed under the direction of a Professional Engineer to assess their condition and identify any material defects, performance deficiencies, maintenance needs, additional studies and/or repairs/rehabilitation work required on a structure by structure basis.

Following the field inspections, recommendations were made based on the data collected and the review of the previous inspection reports. Depending on the condition of each structure, the remedial needs have been provided in three classifications; routine maintenance, additional investigations and repairs and rehabilitations (Capital Works).

The routine maintenance work often requires a minimal scope of work, and in most cases can be carried out by Township staff. The items included in the maintenance needs include recurring items that should be completed each year, i.e. cleaning winter sand/salt off bridge decks, and one time costs such as placing rip-rap in washouts on slopes adjacent to bridge wingwalls. The total estimated value of the work to be completed by the Township is **\$96,000.00**. We recommend that a general allowance to complete the works described above be included in the Township's annual road budget.

Additional studies, investigations and monitoring programs, as summarized in the report, are recommended to structures currently demonstrating severe material defects or performance deficiencies which may necessitate an inspector to require more detailed information. These investigations have been identified based on a "normal" or "urgent" priority.

The Capital Works needs include any repair, rehabilitation or replacement work which would typically be completed by a Township hired Contractor, to assist in extending the service life of a structure and increasing the Bridge Condition Index (BCI). In accordance with the OSIM, the capital works required are based on a priority of six to ten years, one to five years, within one year, and urgent and have been estimated as follows:

Capital Works Costs and Timeframes

Time Frame	Capital Cost
< 1 year	
1 – 5 years	\$1,788,000.00
6 – 10 years	\$2,733,000.00
TOTAL	\$4,521,000.00

It should be noted that these costs include recommended replacement costs for structures in need.

Taking into consideration the structures calculated BCI's, several structures have been identified for replacement or rehabilitation. Within the next 1 to 5 years, six (6) structures have been identified as requiring rehabilitation and one (1) structure has been identified for replacement.

The roadside safety needs include a general allowance for guide rail and/or end treatments at all bridge locations as required. The total estimated cost for roadside safety is \$2,186,000. However, this cost reduces to **\$365,000** if costs to install guide rail on narrow Township roads with a platform width of 8.0 m or narrower are excluded for the maintenance and safety concerns noted in Section 2.3 Roadside Safety portion of this report.

It should be noted that all of the aforementioned estimated costs throughout this summary and the report do not include property acquisition costs, utility relocation costs or engineering fees associated with road work beyond the wingwalls, unless specifically identified within the individual OSIM forms. All costs are also exclusive of HST.

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Appendix B	Structure Inventory and Cost Summaries
Appendix C	Structure Location Map
Appendix D	OSIM Forms and Photos

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1.0 Introduction

R.J. Burnside & Associates Limited (Burnside) has been engaged by the Township of Melancthon to undertake the inspection of 50 road bridge and culvert structures over the span of 3.0 m. It should be noted that Structure No. 004 on the 5th Sideroad was closed to through traffic in 2020 and the Township has requested to have it removed from their biennial inspection list while closed. The inspections have been completed in accordance with the Ministry of Transportation - Ontario Structure Inspection Manual (OSIM). Inspection of the Township's bridges and culverts are required every two years as per Ontario Regulation 104/97 which states "*The structural integrity, safety and condition of every bridge shall be determined through the performance of at least one inspection in every second calendar year under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual.*". These inspections assess the condition of the structure and identify any additional studies or repairs required. A map showing the location of all structures has been provided in Appendix C.

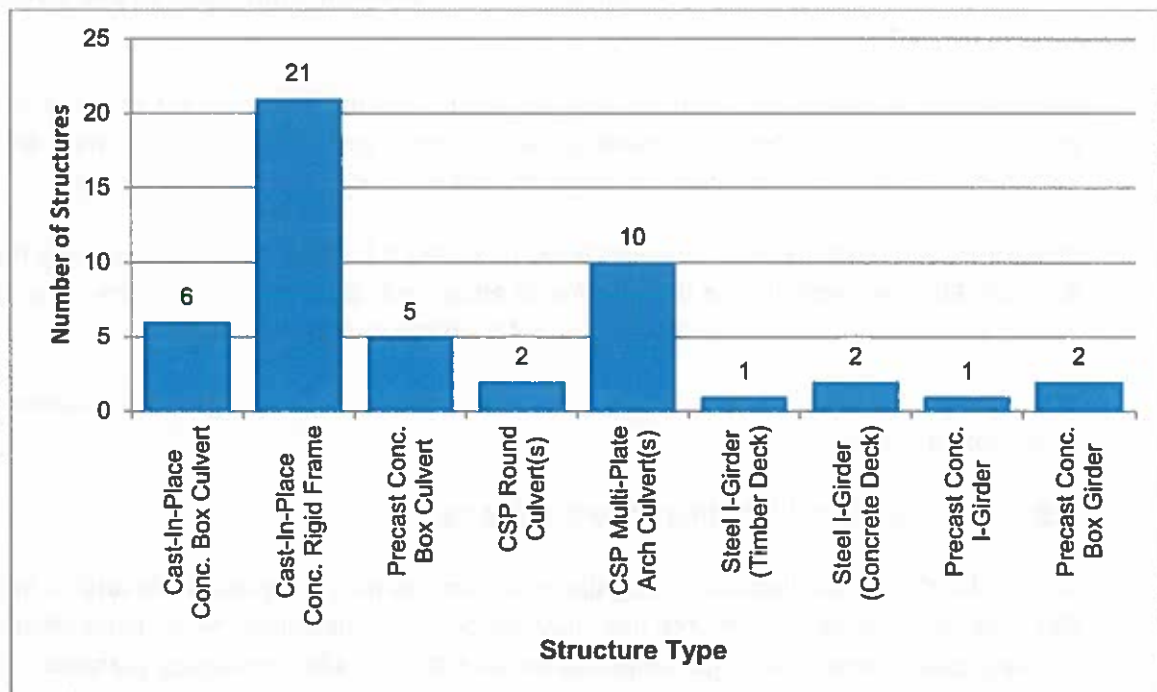
Burnside staff conducted a detailed element by element visual assessment of each bridge/culvert in order to identify any material defects, performance deficiencies and maintenance needs on a structure by structure basis. All data collected has been documented on the OSIM forms and provided in digital format in Appendix D. In addition, a brief written overview has been provided to clarify the OSIM data.

2.0 Inspection Observations and Recommendations

The following observations and recommendations were made during our recent inspection of the Township's structures. These inspections, along with a review of the previous reports have contributed to the recommendations provided.

The Township of Melancthon has an inventory of 50 structures, which is comprised of a variety of structure types. Figure 1 below summarizes the number and types of structures within the inventory.

Figure 1: Types of Structures



Depending on the condition of each structure, some level of remedial action is usually required. The recommendations for remedial work are provided in three classifications, routine maintenance, additional investigations, and repair, rehabilitation or replacement.

2.1 Routine Maintenance

Routine maintenance needs often require minimal effort to extend the service life of the structure. In most cases, routine maintenance can be undertaken by Township staff or locally contracted out. It is desirable to ensure that all maintenance needs identified at each structure be completed within the calendar year of receiving this Report.

Common structure defects were noted, to varying degrees, at most of the structures inspected. These common defects include:

- Minor erosion of slopes on culvert embankments and adjacent to bridge wingwalls.

- Excessive sand/granular material on deck surface due to winter maintenance or vehicle tracking.
- Clogged deck drains or lack of drainage.
- Erosion of stream banks at the water level.
- Debris collection and heavy vegetation at culvert and bridge openings.
- Lack of, damaged or non code-conforming guide rail.
- Minor asphalt defects (potholes, cracking).
- Lack of or missing hazard warning signs.

These general defects can be addressed within the Township's routine maintenance program and these issues can be added to the Township's in-house road and structure inspection routine.

Routine bridge sweeping, washing of decks, drains, joints, bearing seat areas and girders will improve a structures service life. Removal or trimming of vegetation and addressing minor erosion concerns regularly will pre-empt more serious issues.

The total estimated value of the work to be completed by the Township is approximately **\$96,000.00**. We recommend that a general allowance to complete the works described above be included in the Township's annual road maintenance budget.

A summary of maintenance needs is provided in Appendix B, along with estimated costs to complete the work.

2.2 Additional Studies/Investigations

As per the OSIM, additional investigations or surveys may be required to further assess the condition of certain elements that may not be fully determined by a visual inspection. In many cases, where a major rehabilitation of a structure is required or planned, the completion of additional studies or investigations will assist in developing appropriate rehabilitation programs. Studies or investigations may also be required where performance deficiencies are suspected. Typical investigations that may be required include:

- Deck condition surveys.
- Structure evaluations (Load Capacity).
- Monitoring of deformations, settlements and movement.
- Monitoring crack widths.

A summary of the additional investigations recommended for the Township are summarized in Table 1 below:

Table 1: Additional Investigations

Structure No./Name	Additional Investigation	Reasoning	Estimated Cost
001	Monitor Abutment Erosion	During Biennial Inspections – To determine if actively progressing	\$0.00
008	Monitor Crack Widths	During Biennial Inspections – To determine if wet cracks are from humidity or moisture penetration	\$0.00
2002	Monitor Barrel Deformations	During Biennial Inspections – To ensure culvert system is stable	\$0.00
2012	Monitor Wingwall Cracks and Movement	During Biennial Inspections – To ensure wingwall is stable	\$0.00
2021	Monitoring Program for Bolt Hole Cracks	During Biennial Inspections - To review temporary repair work and determine if actively progressing until structure is replaced	\$0.00
2026	Monitor Barrel Deformations	During Biennial Inspections – To ensure culvert system is stable	\$0.00
2029	Monitoring Program for Substructure Movement	During Biennial Inspections – To determine if actively progressing until structure is replaced	\$0.00
2031	Monitor Barrel Deformations	During Biennial Inspections – To ensure culvert system is stable	\$0.00
2032	Monitor Barrel Deformations	During Biennial Inspections – To ensure culvert system is stable	\$0.00
Total			\$0.00

A summary of recommended studies and costs is also included in Appendix B.

2.3 Roadside Safety

During our inspections, Burnside makes note of the condition and effectiveness of roadside safety measures on the approaches to the structures. Where no roadside safety systems are present, Burnside has a responsibility to identify that there should be consideration given to installing roadside safety systems, i.e., guide rail and end treatments.

Roadside safety system requirements are set out in the MTO - Roadside Safety Manual which is a guideline provided to be used as a risk assessment tool in establishing the need, type and extent of roadside safety measures.

As is discussed in more detail in the Manual, risk management is critical in assessing the need for roadside safety installations. At some structures, and on some roadways, the installation of guide rail systems may be seen as more of a hazard than not having a system. This may be a result of a reduction in road platform width, the ability to remove snow effectively, and the space available to place and anchor end treatments. Section 4.2.2.1 from the MTO - Roadside Design Manual states *that guide rail systems must be offset a minimum of 4.25 m from the roadway centerline, to provide clearance to snowplowing operations*. In addition, local use of a roadway by farm equipment and the location of driveway and field entrances around structures should also be considered in determining the need and effectiveness of guide rail systems.

In consideration of the above, costs to install guide rail on narrow Township roads with a platform width of 8.0 m or narrower have not been included in this report under the rehabilitation plan, unless bridge/road widening to 8.5 m or wider has been recommended as part of the rehabilitation plan. Installation of steel beam guide rail for replacement options is included within the replacement cost estimate.

For the purpose of this Report, where a high level review indicated that guide rail or guiderail components would be required (apparent substandard length of need, substandard end treatments, rigid barriers on the structure, small clear zone between the edge of road and edge of structure, etc.) a general allowance for a typical guide rail system installation has been provided, however, site specific and detailed assessments of need at each structure is not included in this Report. Where the need for a guiderail system was not evident based on high level review, an allowance for an investigation into the need for guiderail was provided. The total estimated current needs for costs relating to guide rail installation or investigation is **\$356,000.00**.

Where recommendations have been made for installation or corrective measures, Burnside has identified that the work is to be completed within 1-5 years. However, as each site has unique characteristics relating to the requirements of guiderail, Burnside also recommends that a further investigation and risk analysis of each of the identified sites be completed by the Township within one year to classify the structures as high, medium, or low priority for guide rail installation or improvements. The study may also outline a timeline for guide rail upgrades based on annual guide rail budget.

2.3.1 Pedestrian and Inspector Safety

During inspections, Burnside makes note of the condition and effectiveness of the pedestrian barricades installed at bridges and culverts. MTO Bulletin, BO2020-03 Guards on Structures, was issued on April 7, 2020 and provides recommendations for

the installation of guards on culvert ends and retaining walls for the safety of the public and inspectors.

The bulletin recommends that where an area is accessible to the public and an exposed height of greater than 0.6 m is present, a guard meeting the Ontario Building Code requirements shall be installed to protect the public from fall hazards. Additionally, in areas not accessible to the public and where exposed heights greater than 2.4 m are present, a guard shall be installed on culvert ends, or on top of retaining walls to protect inspectors from fall hazards.

It is further noted in the bulletin that a fall hazard risk assessment is to be completed and the need for guards determined by the MTO, or the Owner as appropriate. Installation of guards is recommended to be included as part of any major capital program, and in unique situations may be completed as a standalone installation if warranted.

Burnside has identified locations that could be considered high risk for pedestrians where the lack of guards, or poor condition of existing guards exist. Costs for replacement / installation of guards have been included in the recommended work programs.

2.4 Repair, Rehabilitation or Replacement

Recommended repair, rehabilitation or replacement work is provided on the OSIM form for each bridge and culvert. The recommended work is indicated for each element and outlines the priority and estimated construction cost. The priorities for the specified rehabilitation or replacement plans are typically identified on the OSIM forms as six to ten years, one to five years, within one year, and urgent.

The costs associated with the recommended work are based on the measured quantities of fair and poor element conditions and unit costs for similar and recent works. In many instances, where only minor works are required, the costs for mobilization, site access and or waterway control items (as required) are difficult to assess and may skew the costs of small scale works. This work is often best completed by grouping similar efforts together.

For repair programs that require a number of prolonged on-site activities, we have assigned a variable general cost that may range from \$20,000.00 to \$100,000.00, to address some of the mobilization, insurance, bonding and related costs of being on-site.

Where the recommended work is the replacement of the structure, these general costs are assumed to be included in the overall replacement cost.

Construction cost estimates do not include property acquisition, utilities relocation or support, or engineering fees associated for the works beyond the structure limits, unless specifically identified within the individual OSIM forms.

The total estimated cost for the capital works for all 50 structures within the Township, (including rehabilitation/repair and replacement costs) has been estimated as follows:

Table 2: Capital Works Costs and Timeframes

Time Frame	Capital Cost
< 1 year	-
1 – 5 years	\$1,788,000.00
6 – 10 years	\$2,733,000.00
TOTAL	\$4,521,000.00

The total, 10-year estimated capital costs, which includes the above as well as all other associated costs including maintenance, additional investigations, and roadside protection costs, is \$4,983,000.00. It should be noted that all costs are based on 2021 prices and do not account for inflation. A summary of the capital works needs can be found in Appendix B.

2.5 Load Postings and Recommendations

Load postings may be recommended for structures based on age, condition, noted performance deficiencies or based on the findings of a structural evaluation. There are currently no structures in the Township's inventory that have load postings.

Structure 004 previously had a load posting of 5 Tonnes but was closed to through traffic in 2020 and has been removed from the Township's biennial bridge inspection inventory while closed.

3.0 Bridge Condition Index

The Bridge Condition Index (BCI) for each structure has been determined based on the Ministry of Transportation Ontario (MTO) methodology followed in the MTO Document, MTO Bridge Condition index and Overall Measure of Bridge Condition, July 2009.

A new structure would have a BCI value of 100 and the value will decline over time. Monitoring the rate of decline in the BCI and comparing this with an anticipated rate of decline will provide the Township with valuable, long-term planning and asset management information. The reduction in BCI, in theory, is a function of many factors, including traffic volume, truck use, use of de-icing chemicals, exposure to the elements and the type of structure. Each bridge will decline at its own rate, but it is reasonable to expect that the decline begins slowly and accelerates as the structure gets older.

In addition, determining an individual BCI value at any point in time will allow the Township to make estimates of expected remaining service life and or establish target BCI criteria for major rehabilitations or replacements.

The Canadian Highway Bridge Design Code has a target service life of approximately 75 years, but it is recognized that maintenance, repair, and rehabilitations will be required along the way to reach or exceed this target.

As indicated, the BCI for a structure can range from 0 to 100 and a municipal bridge and culvert infrastructure can be organized into several ranges.

Good – BCI Range 70 to 100

A bridge with a BCI greater than 70 is generally considered to be in good to excellent condition, and repair or rehabilitation work is not usually required within the next five years. Routine maintenance, such as sweeping, cleaning and washing are still recommended.

Fair – BCI Range 50 to 70

A bridge with a BCI between 50 and 70 is generally considered to be in good to fair condition. Repair or rehabilitation work recommended is ideally scheduled to be completed within the next five years. This is the ideal time to schedule major bridge repairs for larger and/or critical structures from an economic perspective. The most effective improvement in a structure's service life can be achieved by completing repairs while in this range.

Poor – BCI Less than 50

A bridge with a BCI rating of less than 50 is generally considered poor with lower numbers representing structures nearing the end of their service life. The repair or

rehabilitation of these structures is ideally best scheduled to be completed within approximately one year. However, if it is determined that the replacement of the structure would be a more viable, practical or economical solution than repairing the structure, the structure can be identified for continued monitoring and scheduled for replacement within a one to ten year range. The lower the BCI the more of a priority, within the one to ten year range, the replacement becomes.

4.0 Structure Inventory Trends

Based on the biennial inspection of each structure, the Bridge Condition Index (BCI) is calculated for each structure. The Bridge Condition Index Distribution graph, shown in Figure 2 below, provides a summary of the current state of the Township's structures, and Figure 3 shows the historical trend of the state of the structures over past inspections where BCI information was available.

Figure 2: Bridge Condition Index Distribution (2021)

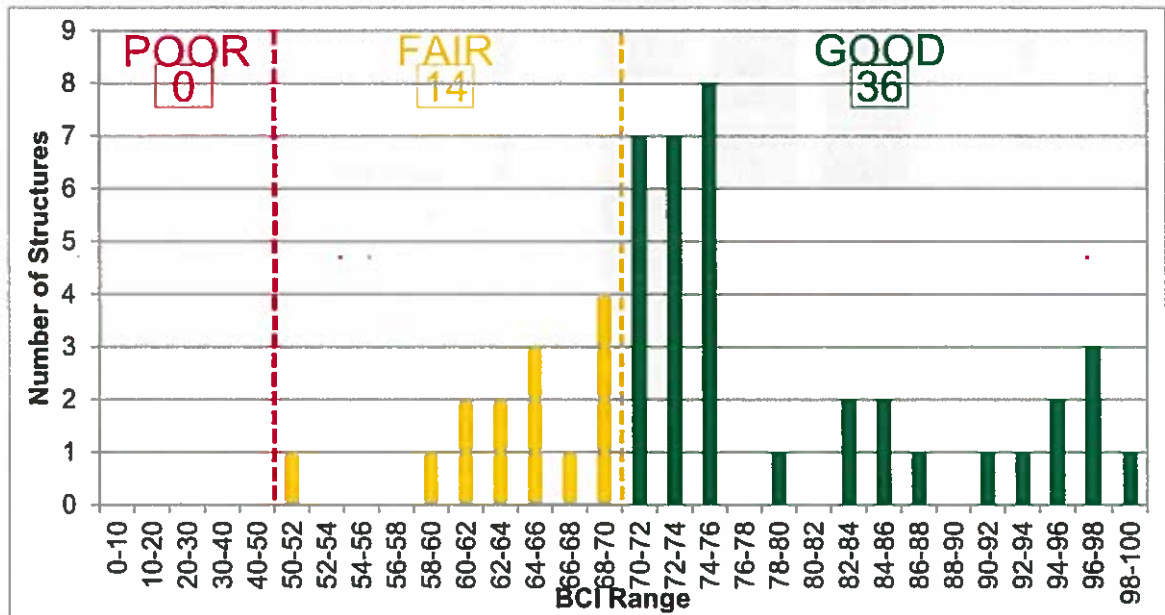
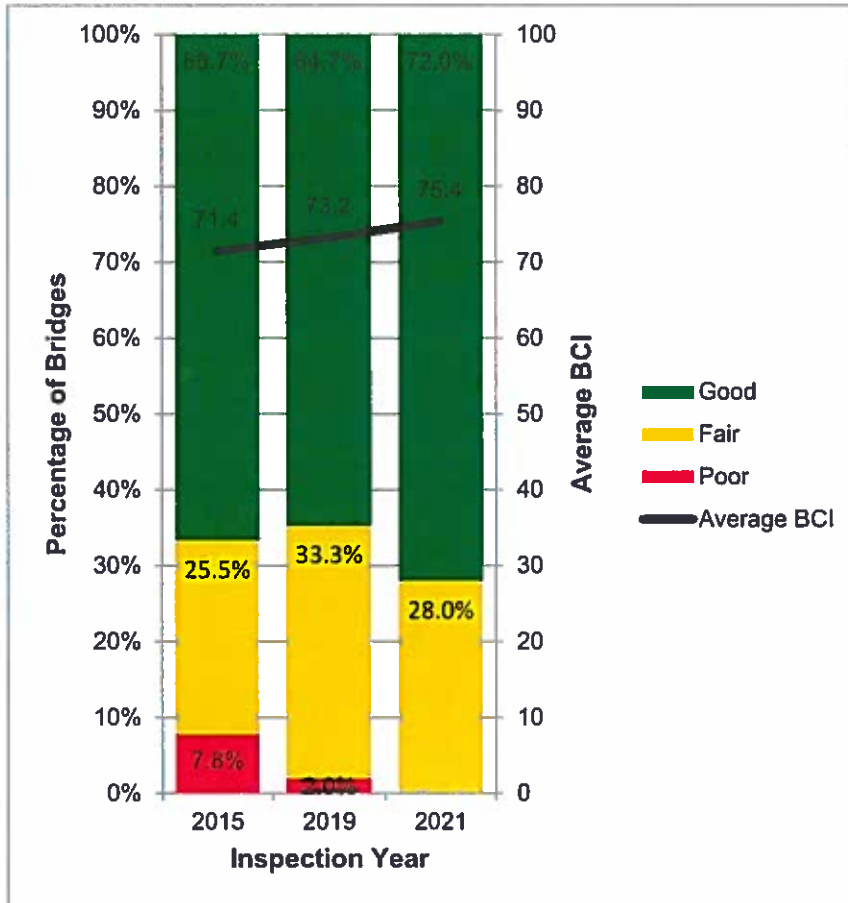


Figure 3: Bridge Condition Index Historical Trend



*Note: Structure 004 historical data included in 2015 & 2019 however removed for 2021 since structure is closed to traffic

Currently, approximately 72% of the Township’s structures are within the “good” range, with 28% of the structures classified as “fair” and 0% classified as “poor”, as illustrated in Figure 3 above. Of interest, the MTO has established a goal to have 85% of their structures in “good” condition (BCI \geq 70) by the year 2021, and to maintain that condition moving forward by addressing rehabilitations and replacements as necessary. Burnside recognizes that the above goal was not established by the Township. It should be noted that based on the current state of the inspected structures and the recent improvements made, the Township is only slightly underperforming on the management of their bridge assets when compared to the MTO’s established goal.

The trend in Figure 3 identifies that the overall average BCI of the Township’s inventory has generally increased over the last 6 years due to recently completed capital works projects completed since the 2015 inspections, which include the following:

- Structure No. 2028 – Main Street Replacement (2015);
- Structure No. 2010, 2020 & 2024 – Replacement (2016);

- Structure No. 15 – 2nd Line SW Rehabilitation (2017);
- Structure No. 10 – 280 Sideroad Rehabilitation (2018);
- Structure No. 2003 – 3rd Line Rehabilitation (2019);
- Structure No. 2021 – 2nd Line NE Temporary Repair (2019);
- Structure No. 2013 – 30th Sideroad Replacement (2020); and
- Structure No. 13 – 260 Sideroad Rehabilitation (2021).

Projects currently in design stage include:

- Structure No. 11 – 8th Line SW

Continued maintenance and completion of rehabilitative or replacement works as recommended in this report will help to continue this trend of overall improvement of the Township's bridge assets.

The MTO has also developed theoretical deterioration curves which can be used as a backdrop to estimate the remaining service life of a structure before replacement, or to establish a time frame for future rehabilitations.

For the purposes of this report, culverts and bridges less than 4.5 m in span are assumed not to have a rehabilitation cycle. These structures will be monitored and planned for replacement when their BCI drops below a lower limit of 40. However, even though our recommendation is to replace a structure, the costs to repair identified defects are included on the OSIM forms should the Township wish to repair these structures.

For structures with spans greater than 4.5 m, it has been assumed that a structure will be rehabilitated once during its lifetime. The rehabilitations are scheduled when the structures reach a target BCI of 60. However, for certain larger, more significant bridges, rehabilitation options may still be viable for BCI's lower than 60, but these will be considered on a site by site basis.

The estimated time until replacement or rehabilitation is required has been provided and the costs for all works required in the next ten years are identified.

5.0 Prioritization and Recommended Work

As an initial measure for prioritizing any required work, the structures have been ranked using their BCI values. A summary of the structures, in ascending order of BCI, along with their associated preliminary construction costs has been included in Appendix B. Two separate summary tables have been created to identify replacement and rehabilitation priority structures.

It should be noted that although the BCI is a good measure of the overall condition of the bridge, and therefore relative construction need, other factors are often considered when programming and prioritizing bridge work. Other factors that may be considered include:

- Traffic volume and number of trucks that regularly use the road.
- Load capacity restrictions at the site.
- Geometric restrictions (alignment or width).
- Pedestrian or cycling requirements.
- History of accidents or traffic conflicts.
- History of flooding or ice problems.
- Area growth and development.
- In conjunction with already planned road improvements.

The prioritized capital works plan and associated construction costs can be used for estimating future capital budgets. The budgets and rehabilitation work plans have been provided for the Township's highest priority structures. The structures provided below have been identified as requiring rehabilitation work or replacement in the next five years. The structures have been identified for rehabilitation or replacement based on their condition during the latest completed inspection (costs include engineering and contingency estimates).

Table 3: Top Priority Structures based on Condition Rating (BCI) (within 5 years)

Structure No./Name	Road Name	Recommended Work	Estimated Construction Cost	Years to Rehabilitation/ Replacement
Replacements				
2021	2 nd Line NE	Replace	\$598,500	5
Rehabilitations				
2023	4 th Line NE	Rehabilitate	\$193,000	1
7	7 th Line SW	Rehabilitate	\$211,000	3
18	2 nd Line NE	Rehabilitate	\$237,000	4
11	8 th Line SW	Rehabilitate	\$255,000	4
16	250 Sideroad	Rehabilitate	\$276,000	5
6	4 th Line SW	Rehabilitate (waterproof and pave)	\$37,000.00	1
Total			\$1,807,500	

The structures in the 10-year Capital Plan shown below in Table 3, have been ordered for rehabilitation or replacement based on their condition during the latest completed inspection, but also take into account additional factors through recent discussions with Township staff, such as low traffic volume roads, schedule reconstruction projects, close proximity and similar scope of work on priority structures, etc. It is recommended the Township budget **\$200,000 to \$250,000** in their annual capital works budget for bridges and culverts to work towards the 10-year capital plan needs.

Costing breakdown for planning and engineering design has been provided for the 10-year capital plan provided below. It should be noted that they may change and will need to be re-assessed during each OSIM inspection cycle. It should be noted that if structures can be lumped together and tendered under one contract (i.e., Structure 7 & 18 and 9 & 14) there will likely be cost savings above and beyond the estimates presented below.

Table 4: 10-Year Capital Plan

Structure No./Name	Road Name	Recommended Work	Estimated Cost
2022			
11	8 th Line SW	Construction - Rehabilitation	\$215,000
006	4 th Line SW	Construction – Waterproof and Pave	\$20,000
2023	4 th Line NE	Engineering - Design	\$18,000

Structure No./Name	Road Name	Recommended Work	Estimated Cost
2023			
2023	4 th Line NE	Construction - Rehabilitation	\$160,000
7	7 th Line SW	Engineering - Design	\$25,000
18	2 nd Line NE	Engineering - Design	\$25,000
2024			
7	7 th Line SW	Construction - Rehabilitation	\$175,000
18	2 nd Line NE	Construction - Rehabilitation	\$197,500
2025			
*2021	2 nd Line NE	Engineering - Design	\$40,000
2026			
*2021	2 nd Line NE	Construction - Replacement	\$450,000
2027			
9	8 th Line SW	Engineering – Design	\$25,000
14	4 th Line SW	Engineering - Design	\$35,000
2028			
9	8 th Line SW	Construction - Rehabilitation	\$230,000
14	4 th Line SW	Construction - Rehabilitation	\$275,000
2029			
2011	20 th Sideroad	Engineering - Design	\$45,000
2030			
2011	20 th Sideroad	Construction - Replacement	\$450,000
2031			
2017	2 nd Line NE	Engineering – Preliminary Design (determine if suitable for relining/invert paving)	\$10,000
2032	2 nd Line NE		\$10,000
Total			\$2,405,500

Note: Construction contingencies and costs for engineering construction supervision not included in the above noted costs

Structure No. 16 Rehabilitation has been omitted from the 10-Year Capital Plan at the request of the Township taking into consideration this bridge has been previously rehabilitated.

*Structure No. 2021 years to replacement to be updated following the 2023 biennial inspections depending on how the temporary welding steel reinforcing is performing.

6.0 Summary

The 2021 OSIM inspections were carried out by Burnside on behalf of the Township of Melancthon to identify the current condition of all the structures within the Township's inventory. The Summary Reports provided in Appendix A summarize the maintenance needs, additional investigations and capital works requirements for each structure. The capital works for each structure has been given a priority of six to ten years, one to five years, within one year and urgent, based on the current BCI.

The Township has done a very good job addressing their top priority poor condition structures over the past number of years. If a budget can be committed to the structures listed in the proposed 10-Year Capital Plan, this will allow the Township to focus more on maintaining their large bridge and culvert assets which are still in fair or good condition, opposed to having to resort to replacing these structures when they fall to poor condition, freeing up funds to be allocated to other Township projects and initiatives. The Township can then focus on proactive bridge and culvert planning with minimal costs to help extend the service life of structures when timing is appropriate.

We trust the summary report provides all the information that you require at this time. If you have any questions or comments, please do not hesitate to contact us.



BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Appendix A

Summary Reports

1.1 Structure No. 1

2021 BCI: 72.2

<u>Structure Name:</u>	Structure 001		
<u>Road Name:</u>	4th Line SW		
<u>Location:</u>	1 km North of Highway 89 (Lot 4, CON. 4 & 5 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.7 m
<u>Overall Structure Width:</u>	7.45m	<u>Roadway Width:</u>	6.8 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 001 is generally in good condition but is demonstrating signs of concrete deterioration and erosion specifically on the abutments, wingwalls and exposed portion of the foundation. The Township should consider installing rock protection along the abutments and wingwalls to prevent further concrete deterioration and help extend the service life of the structure. It is also recommended that erosion of the abutments & footings be monitored during future biennial inspections. The repairs listed above may be considered to help extend the lifespan of the structure; however, based on the current BCI, span, and low clearance a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 16 years.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation along curbs and around wingwalls and debris in watercourse	\$2,000.00
Erosion Control	Install rock protection along abutments and wingwalls	\$5,000.00
Maintenance Needs Total		\$7,000.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	N/A	\$2,500.00
Type B concrete repairs to soffit,	N/A	\$4,000.00
Type C concrete repairs to abutment walls, wingwalls,	N/A	\$5,000.00
Waterproof and pave	N/A	\$25,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$111,500.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities - Utility relocation	N/A	\$5,000.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$20,000.00

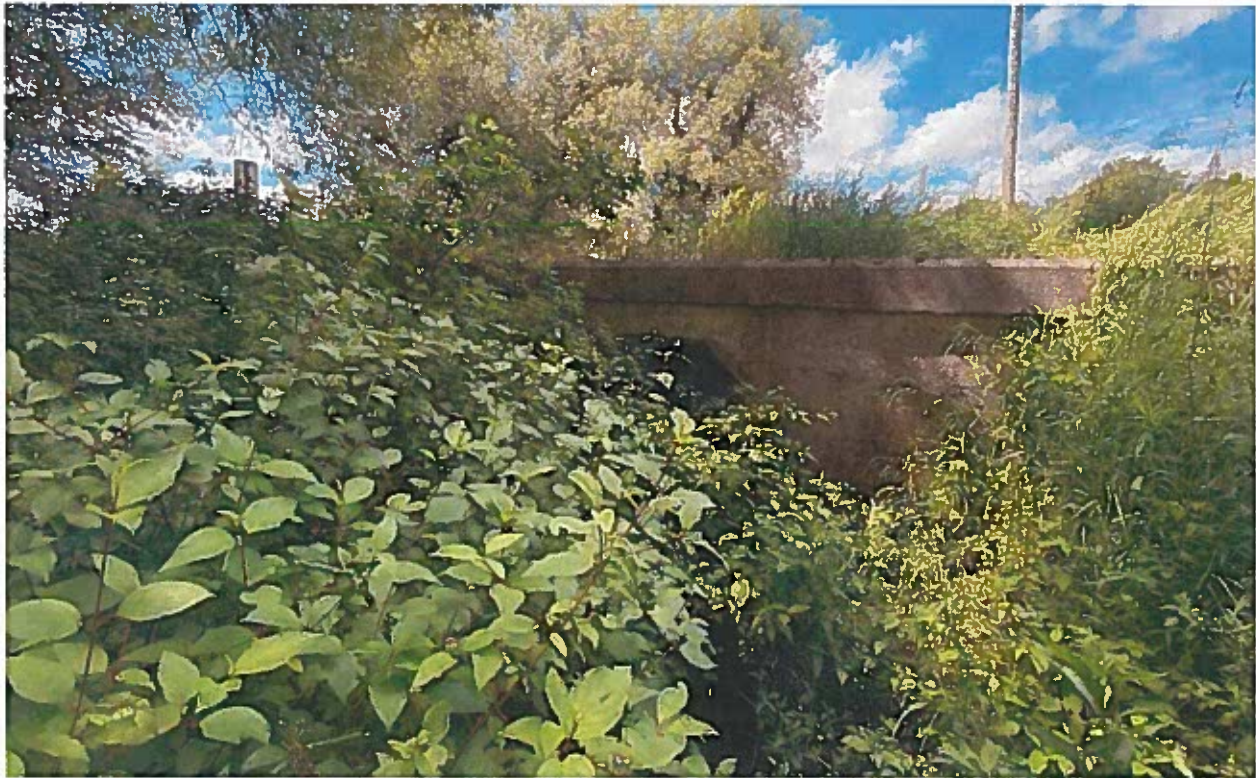
Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		\$131,500.00	\$370,000.00
Roadside Protection:		\$0.00	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	\$14,000.00	\$37,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00	\$37,000.00
Total Capital Work Cost		\$160,500.00	\$502,500.00

1.2 Structure No. 3

2021 BCI: 65.3

<u>Structure Name:</u>	Structure 003		
<u>Road Name:</u>	5th Sideroad		
<u>Location:</u>	100 m West of 4th Line (Lot 5/6, Con. 4 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.7 (skew = 4.25) m
<u>Overall Structure Width:</u>	8m	<u>Roadway Width:</u>	3.9 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 003 is generally in good to fair condition but is demonstrating signs of concrete deterioration, and moisture penetration through the deck based on delaminations noted on the soffit. Based on the current BCI, span, narrow driving platform and low clearance, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 13 years. However, the repairs listed above may be completed to help extend the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation along curbs and around structure	\$1,500.00
Erosion Control	Repair washout on NE & SE embankments, install rock protection along abutments	\$5,000.00
Maintenance Needs Total		\$6,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	N/A	\$6,000.00
Type B concrete repairs to soffit,	N/A	\$20,000.00
Type C concrete repairs to abutment walls, wingwalls,	N/A	\$8,000.00
Waterproof and pave	N/A	\$25,000.00
Add slope stabilization	N/A	\$12,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$146,000.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost		
Subtotal:		
	\$161,000.00	\$415,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$17,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$17,000.00
	Total Capital Work Cost	\$195,000.00
		\$557,500.00

1.3 Structure No. 5

2021 BCI: 72.8

<u>Structure Name:</u>	Structure 005		
<u>Road Name:</u>	2nd Line SW		
<u>Location:</u>	1.4 km North of County Road 17 (Lot 283 , CON. 2 & 3 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	7.8 m
<u>Overall Structure Width:</u>	8.7m	<u>Roadway Width:</u>	7.9 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 6 years.



Justification:

Structure 005 is generally in good condition but is beginning to demonstrate signs of concrete deterioration, and moisture penetration on the soffit indicating that water is likely penetrating through the existing wearing course and waterproofing system (if waterproofing was completed during original structure) and requires replacement. Based on the current BCI, minor rehabilitation should be considered as the BCI approaches 60 to ensure the structure does not deteriorate beyond repair. Concrete repairs, waterproofing and paving, and barrier replacement should be included in the rehabilitation project within approximately 6 years. Consideration should be given to investigating the need for a steel beam guide rail system with end treatments and structure connections to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Sweep deck wearing surface and remove vegetation along curb	\$1,000.00
Hazard Signs	Raise hazard warning signs at structure	\$500.00
Maintenance Needs Total		\$1,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type B concrete repairs to soffit,	6 to 10 years	\$10,000.00
Type C concrete repairs to abutment walls, wingwalls,	6 to 10 years	\$1,500.00
Replace barrier system	6 to 10 years	\$30,000.00
Waterproof and pave	6 to 10 years	\$25,000.00
General Items - Insurance, Mobilization, Access etc.	6 to 10 years	\$75,000.00
Rehabilitation Cost Subtotal		\$141,500.00

Estimate Value of Replacement Structure	\$750,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	6 to 10 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$156,500.00	\$765,000.00
Roadside Protection:	\$1,000.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$16,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$77,000.00
Total Capital Work Cost		\$977,500.00

1.4 Structure No. 6

2021 BCI: 78.6

<u>Structure Name:</u>	Structure 006		
<u>Road Name:</u>	4th Line SW		
<u>Location:</u>	1.7 km North of County Road 17 (Lot 281 & 11, Con. 4 & 5 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	10 m
<u>Overall Structure Width:</u>	7.9m	<u>Roadway Width:</u>	6.7 m
<u>Year of Construction:</u>	2003	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works estimated to be required within 10 years. Future structure rehabilitation should be considered.



Justification: Structure 006 is generally in good condition with only minor maintenance recommended at this time. The Township should consider waterproofing and paving the deck top to help maximize the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Sweep deck top and remove vegetation around wingwalls	\$1,500.00
Erosion Control	Install rock protection along abutments and wingwalls	\$8,000.00
Maintenance Needs Total		\$9,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Waterproof and pave	1 to 5 years	\$20,000.00
Rehabilitation Cost Subtotal		\$20,000.00

Estimate Value of Replacement Structure	\$800,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$20,000.00	\$800,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$2,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00
Total Capital Work Cost		\$1,018,500.00

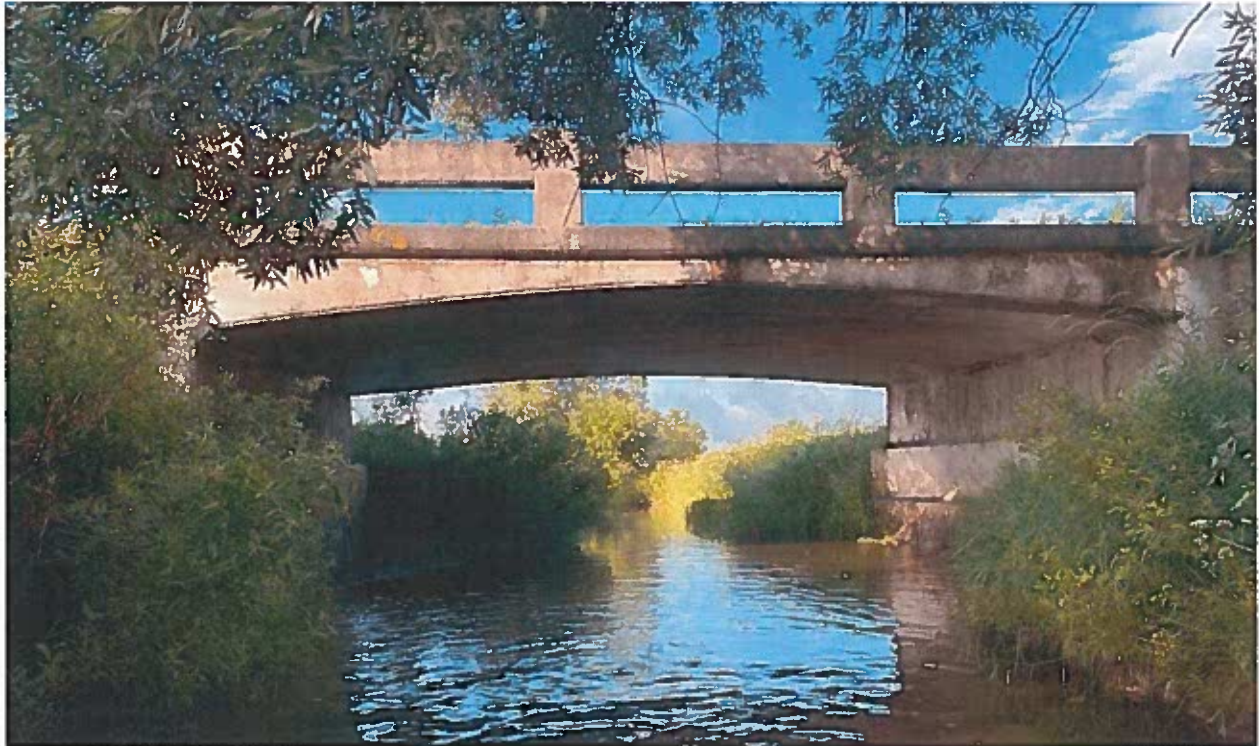
1.5 Structure No. 7

2021 BCI:

66.9

<u>Structure Name:</u>	Structure 007		
<u>Road Name:</u>	7th Line SW		
<u>Location:</u>	1.5 km South of 270 Sideroad (Lot 13, Con. 6 & 7 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	9.4 m
<u>Overall Structure Width:</u>	8.6m	<u>Roadway Width:</u>	7.4 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 3 years.



Justification:

Structure 007 is generally in good to fair condition but is demonstrating signs of concrete deterioration throughout, and moisture penetration on the soffit. A minor rehabilitation should be considered as the BCI approaches 60 to ensure the structure does not deteriorate beyond repair. Concrete repairs, waterproofing and paving, and barrier replacement should be included in the rehabilitation project within approximately 3 years. However, given the narrow, sub-standard driving platform width, consideration may be given to forgoing the rehabilitation and scheduling the replacement of the structure within 13 years.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation along curbs and around wingwalls	\$1,500.00
Hazard Signs	Replace hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$2,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	1 to 5 years	\$5,000.00
Type B concrete repairs to soffit,	1 to 5 years	\$10,000.00
Type C concrete repairs to abutment walls, wingwalls,	1 to 5 years	\$15,000.00
Replace barrier system	1 to 5 years	\$30,000.00
Waterproof and pave	1 to 5 years	\$25,000.00
General Items - Insurance, Mobilization, Access etc.	1 to 5 years	\$75,000.00
Rehabilitation Cost Subtotal		\$160,000.00

Estimate Value of Replacement Structure	\$800,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	1 to 5 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$175,000.00	\$815,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$18,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$82,000.00
		\$18,000.00
Total Capital Work Cost		\$211,000.00
		\$1,037,500.00

1.6 Structure No. 8

2021 BCI:

70.5

<u>Structure Name:</u>	Structure 008		
<u>Road Name:</u>	7th Line SW		
<u>Location:</u>	1.5 km South of 270 Sideroad (Lot 15, Con. 6 & 7 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	6.1 m
<u>Overall Structure Width:</u>	18.2m	<u>Roadway Width:</u>	6.9 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 008 is generally in good to fair condition. Wet cracks were noted on the soffit which indicate a potential of moisture penetration through the deck but may also be due to the humid environment within the barrel. These cracks should be monitored during future inspections and consideration may be given to removing the fill from over the culvert to waterproof the deck top surface and help extend the service life of the structure. If the Township wishes to complete this work and associated paving/concrete repairs, the work is recommended to be completed within 5 years. Otherwise, the Township may wish to forgo rehabilitation due to the narrow driving platform width and schedule to replace the structure in approximately 15 years. Consideration should be given to investigating the need for a steel beam guide rail system with end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove fill over exposed deck top ends	\$1,000.00
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$2,000.00

Additional Investigations	Priority	Estimated Cost
Monitoring Crack Widths,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	1 to 5 years	\$10,000.00
Type C concrete repairs to barrels,	1 to 5 years	\$10,000.00
Waterproof and pave	1 to 5 years	\$20,000.00
Add slope stabilization	1 to 5 years	\$8,000.00
General Items - Insurance, Mobilization, Access etc.	1 to 5 years	\$75,000.00
Rehabilitation Cost Subtotal		\$123,000.00

Estimate Value of Replacement Structure	\$550,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	1 to 5 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		\$138,000.00	\$565,000.00
Roadside Protection:		\$1,000.00	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	\$14,000.00	\$57,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00	\$57,000.00
Total Capital Work Cost		\$168,000.00	\$737,500.00

1.7 Structure No. 9

2021 BCI:

72.9

<u>Structure Name:</u>	Structure 009		
<u>Road Name:</u>	8th Line SW		
<u>Location:</u>	2.5 km North of HWY 89 (Lot 14, Con. 8 & 9 SW)		
<u>Structure Type:</u>	Precast Concrete Box Girder		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	10.4 m
<u>Overall Structure Width:</u>	8.8m	<u>Roadway Width:</u>	7.8 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 6 years.



Justification:

Structure 009 is generally in good condition but is demonstrating signs of concrete deterioration caused by the salt laden water leaking through the expansion joints. Based on the current BCI, a minor rehabilitation should be considered as the BCI approaches 60 to ensure the structure does not deteriorate beyond repair. Concrete repairs, waterproofing and paving, and expansion joint replacement should be included in the rehabilitation project within approximately 6 years. Additionally, the Township should consider conversion of the structure to a semi-integral configuration during the rehabilitation work in order to eliminate future maintenance and repairs associated with the expansion joint system (a cost estimate for this work can be provided upon request).

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Sweep deck top and flush expansion joints	\$1,500.00
Maintenance Needs Total		\$1,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to barrier/parapet walls interior, deck top, concrete end dams,	6 to 10 years	\$5,000.00
Type B concrete repairs to Girders, soffit,	6 to 10 years	\$5,000.00
Replace expansion joints	6 to 10 years	\$105,000.00
Waterproof and pave	6 to 10 years	\$25,000.00
General Items - Insurance, Mobilization, Access etc.	6 to 10 years	\$75,000.00
Rehabilitation Cost Subtotal		\$215,000.00

Estimate Value of Replacement Structure	\$850,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	6 to 10 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$230,000.00	\$865,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$23,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$87,000.00
Total Capital Work Cost		\$1,097,500.00

1.8 Structure No. 10

2021 BCI: 90.4

<u>Structure Name:</u>	Structure 010		
<u>Road Name:</u>	280 Sideroad		
<u>Location:</u>	LOT 11 & 12, CON 10 SW		
<u>Structure Type:</u>	Steel I-Girder (Timber Deck)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	10.38 m
<u>Overall Structure Width:</u>	5.5m	<u>Roadway Width:</u>	4.9 m
<u>Year of Construction:</u>	2000	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 010 was rehabilitated in 2018 and is generally in excellent condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Sweep deck top and flush expansion joints	\$1,500.00
Maintenance Needs Total		\$1,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$850,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		\$850,000.00
Roadside Protection:		\$56,000.00
Staging:		\$0.00
Environmental Assessment		\$2,500.00
Contingencies:	10%	\$85,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$85,000.00
Total Capital Work Cost		\$1,078,500.00

1.9 Structure No. 11

2021 BCI: 69.6

<u>Structure Name:</u>	Structure 011		
<u>Road Name:</u>	8th Line SW		
<u>Location:</u>	3.4 km North of HWY 89 (Lot 16, Con. 8 & 9 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	16.2 (skew = 19.8) m
<u>Overall Structure Width:</u>	8.5m	<u>Roadway Width:</u>	7.3 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 5 years.



Justification:

Structure 011 is generally in good to fair condition but is demonstrating signs of concrete deterioration on the deck top, and moisture penetration primarily through the deck construction joint. The rehabilitation of Bridge 11 is tentatively scheduled for 2022 and is currently in design phase. Based on the presence of swallow nests noted during the inspection, it is recommended that bird netting be installed on the structure in the season ahead of the scheduled rehabilitation work.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning sign in SW quadrant	\$250.00
Maintenance Needs Total		\$250.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	1 to 5 years	\$35,000.00
Type B concrete repairs to soffit,	1 to 5 years	\$20,000.00
Repair barrier system	1 to 5 years	\$5,000.00
Extend deck drains	1 to 5 years	\$2,500.00
Waterproof and pave	1 to 5 years	\$35,000.00
General Items - Insurance, Mobilization, Access etc.	1 to 5 years	\$75,000.00
Rehabilitation Cost Subtotal		\$172,500.00

Estimate Value of Replacement Structure	\$1,600,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	1 to 5 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental – Install Bird Netting	1 to 5 years	\$7,500.00
Other -		\$0.00
Total Associated Work Cost		\$22,500.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		\$195,000.00	\$1,622,500.00
Roadside Protection:		\$20,000.00	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	\$20,000.00	\$163,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$20,000.00	\$132,000.00
Total Capital Work Cost		\$255,000.00	\$1,976,000.00

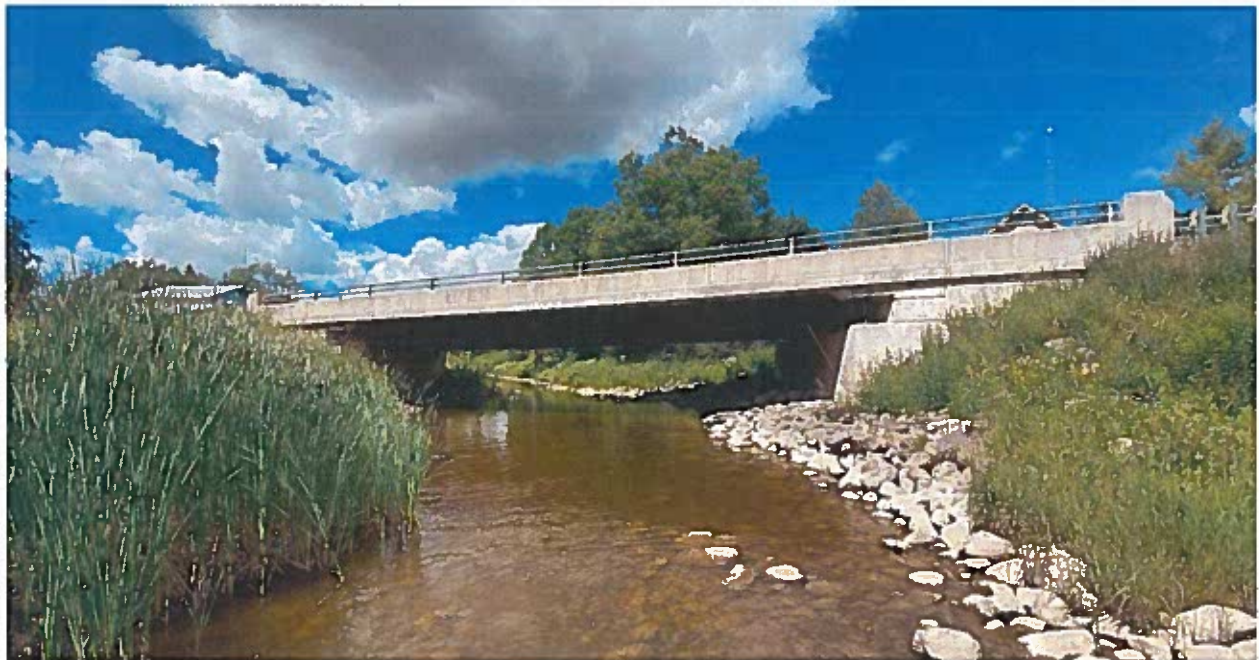
1.10 Structure No. 12

2021 BCI:

86.3

<u>Structure Name:</u>	Structure 012		
<u>Road Name:</u>	7th Line SW		
<u>Location:</u>	Lot 21, Conc. 6 & SW		
<u>Structure Type:</u>	Steel I-Girder (Concrete Deck)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	Clear=17.1 Skew=18 m
<u>Overall Structure Width:</u>	8.7m	<u>Roadway Width:</u>	7 m
<u>Year of Construction:</u>	2007	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works estimated to be required within 10 years. Future structure rehabilitation should be considered.



Justification: Structure 012, which was erected in 2007, is generally in excellent to good condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to maximize the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Rout and Seal	Rout and seal cracks in wearing surface	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$1,500,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

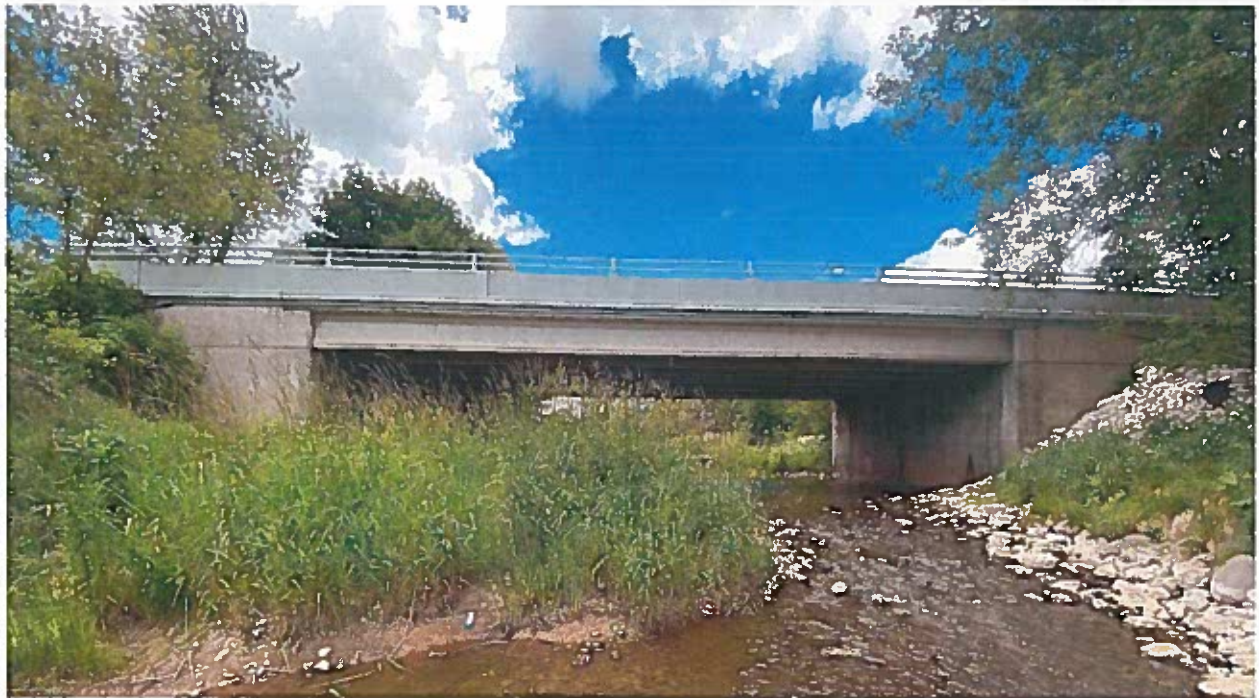
Total Capital Works Costs		
Cost		
Subtotal:		\$1,500,000.00
Roadside Protection:		\$56,000.00
Staging:		\$0.00
Environmental Assessment		\$2,500.00
Contingencies:	10%	\$150,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$125,000.00
Total Capital Work Cost		\$1,833,500.00

1.11 Structure No. 13

2021 BCI: 74.8

<u>Structure Name:</u>	Structure 013		
<u>Road Name:</u>	260 Sideroad		
<u>Location:</u>	200 m East of 7th Line SW (Lot 21 & 22, Con. 6 & 7 SW)		
<u>Structure Type:</u>	Precast Concrete I-Girder		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	17.8 m
<u>Overall Structure Width:</u>	10.7m	<u>Roadway Width:</u>	8.6 m
<u>Year of Construction:</u>	1968	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification: Structure 013 is generally in good condition with no capital works required at this time. A rehabilitation was completed in 2021 that consisted of concrete patch repairs, expansion joints replacement, waterproofing and paving, and erosion protection. Routine maintenance should be ongoing to help maximize the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$1,300,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost		
Subtotal:		\$1,315,000.00
Roadside Protection:		\$56,000.00
Staging:		\$0.00
Environmental Assessment		\$2,500.00
Contingencies:	10%	\$132,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$116,000.00
Total Capital Work Cost		\$1,621,500.00

1.12 Structure No. 14

2021 BCI: 71.1

<u>Structure Name:</u>	Structure 014	
<u>Road Name:</u>	4th Line SW	
<u>Location:</u>	500m North of 250 Sideroad (Lot 28, Con. 4 & 5 SW)	
<u>Structure Type:</u>	Precast Concrete Box Girder	
<u>Number of Spans:</u>	1	<u>Span Lengths:</u> 16.35 m
<u>Overall Structure Width:</u>	8.6m	<u>Roadway Width:</u> 7.7 m
<u>Year of Construction:</u>	1977	<u>Current Load Limit:</u> N/A

Recommendation: Minor Rehabilitation is recommended within 6 years.



Justification:

Structure 014 is generally in good condition but is demonstrating signs of concrete deterioration on the deck top and seized expansion joints. The majority of defects were noted to be in areas adjacent to leaking or unsealed joints in the barrier or deck. As such, a minor rehabilitation to seal the joints, waterproof and pave, and complete concrete repairs to help slow the rate of deterioration is recommended within the next 6 years. Additionally, the Township should consider conversion of the structure to a semi-integral configuration during the rehabilitation work in order to eliminate future maintenance and repairs associated with the expansion joint system (a cost estimate for this work can be provided upon request).

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Sweep deck top and flush expansion joints	\$1,500.00
Joint Sealant	Replace deteriorated barrier sealant joint	\$1,000.00
Hand Railing	Replace missing end cap	\$250.00
Maintenance Needs Total		\$2,750.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to barrier/parapet walls interior, deck top, concrete end dams,	6 to 10 years	\$20,000.00
Type B concrete repairs to Girders,	6 to 10 years	\$5,000.00
Waterproof and pave	6 to 10 years	\$30,000.00
Replace expansion joints	6 to 10 years	\$120,000.00
Install abutment rock protection	6 to 10 years	\$10,000.00
General Items - Insurance, Mobilization, Access etc.	6 to 10 years	\$75,000.00
Rehabilitation Cost Subtotal		\$260,000.00

Estimate Value of Replacement Structure	\$1,300,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	6 to 10 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost		
Subtotal:		
	Rehabilitation	Replacement
	\$275,000.00	\$1,315,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$28,000.00
		\$132,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$28,000.00
		\$116,000.00
Total Capital Work Cost		\$331,000.00
		\$1,621,500.00

1.13 Structure No. 15

2021 BCI: 74.2

<u>Structure Name:</u>	Structure 015		
<u>Road Name:</u>	2nd Line SW		
<u>Location:</u>	70m North of 250 Sideroad (Lot 249, Con. 2 & 3 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	15.3 m
<u>Overall Structure Width:</u>	7.45m	<u>Roadway Width:</u>	6.2 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 015, which was rehabilitated in 2017, is generally in good condition with no capital works required at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$1,300,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		N/A \$1,300,000.00
Roadside Protection:		N/A \$56,000.00
Staging:		N/A \$0.00
Environmental Assessment		N/A \$2,500.00
Contingencies:	10%	N/A \$130,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A \$115,000.00
Total Capital Work Cost		N/A \$1,603,500.00

1.14 Structure No. 16

2021 BCI: 70.5

<u>Structure Name:</u>	Structure 016		
<u>Road Name:</u>	250 Sideroad		
<u>Location:</u>	2 km West of Hwy 10 (Lot 250/251, Con. 1 SW)		
<u>Structure Type:</u>	Steel I-Girder (Concrete Deck)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	13.4 m
<u>Overall Structure Width:</u>	6.3m	<u>Roadway Width:</u>	5.3 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 5 years.



Justification:

Structure 016, which was rehabilitated in 1990, is generally in good condition but is demonstrating signs of concrete deterioration, and peeling/flaking of structural steel coating. Based on the current BCI, and the size of the structure, an additional minor rehabilitation should be considered as the BCI approaches 60 to ensure the structure does not deteriorate beyond repair. Concrete repairs, waterproofing and paving, abrasive blasting and re-painting structural steel, and erosion protection should be included in the rehabilitation project within approximately 5 years. However, given the narrow, sub-standard driving platform width, consideration may be given to forgoing the rehabilitation and scheduling the replacement of the structure within 15 years.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Sweep deck top	\$1,000.00
Handrail Maintenance	Repair Hand Railings	\$1,000.00
Hazard Signs	Raise hazard warning signs and install narrow structure signs	\$1,000.00
Maintenance Needs Total		\$3,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	1 to 5 years	\$10,000.00
Type C concrete repairs to abutment walls, wingwalls,	1 to 5 years	\$10,000.00
Abrasive blasting and painting required to Structural Steel (Full length),	1 to 5 years	\$85,000.00
Waterproof and pave	1 to 5 years	\$25,000.00
Install rock protection along abutments	1 to 5 years	\$10,000.00
General Items - Insurance, Mobilization, Access etc.	1 to 5 years	\$75,000.00
Rehabilitation Cost Subtotal		\$215,000.00

Estimate Value of Replacement Structure	\$1,100,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	1 to 5 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$230,000.00	\$1,115,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$23,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$23,000.00
Total Capital Work Cost		\$1,391,500.00

1.15 Structure No. 17

2021 BCI: 74.7

<u>Structure Name:</u>	Structure 017		
<u>Road Name:</u>	250 Sideroad		
<u>Location:</u>	370m West of Hwy 10 (Lot 250/251, Con. 1 SW)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	2	<u>Span Lengths:</u>	5.89, 5.89 m
<u>Overall Structure Width:</u>	12.8m	<u>Roadway Width:</u>	7.3 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 7 years.



Justification:

Structure 017 is generally in good condition with only roadside safety upgrades recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to replacing the guide rail with a current code conforming steel beam guide rail system and end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Replace guide rail, end treatments	1 to 5 Years	\$56,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$1,200,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$1,200,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$120,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$110,000.00
Total Capital Work Cost		\$1,488,500.00

1.16 Structure No. 18

2021 BCI: 69.1

<u>Structure Name:</u>	Structure 018		
<u>Road Name:</u>	2nd Line NE		
<u>Location:</u>	750m South of County Road 21 (Lot 15, Con. 2 & 3 NE)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	7.4 m
<u>Overall Structure Width:</u>	8.65m	<u>Roadway Width:</u>	7.45 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 5 years.



Justification:

Structure 018 is generally in good to fair condition but is demonstrating signs of concrete deterioration, and moisture penetration. Based on the current BCI, a minor rehabilitation should be considered as the BCI approaches 60 to ensure the structure does not deteriorate beyond repair. Concrete repairs, waterproofing and paving, barrier replacement, and erosion protection should be included in the rehabilitation project within approximately 4 years. However, given the narrow, sub-standard driving platform width, consideration may be given to forgoing the rehabilitation and scheduling the replacement of the structure within 14 years.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	1 to 5 years	\$2,500.00
Type B concrete repairs to soffit,	1 to 5 years	\$5,000.00
Type C concrete repairs to abutment walls, wingwalls,	1 to 5 years	\$15,000.00
Install thrie beam barrier system	1 to 5 years	\$45,000.00
Waterproof and pave	1 to 5 years	\$25,000.00
Install slope protection	1 to 5 years	\$10,000.00
General Items - Insurance, Mobilization, Access etc.	1 to 5 years	\$75,000.00
Rehabilitation Cost Subtotal		\$177,500.00

Estimate Value of Replacement Structure	\$600,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	1 to 5 years	\$15,000.00
Utilities - Utility Relocation	1 to 5 years	\$5,000.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$20,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$197,500.00	\$620,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$20,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$20,000.00
Total Capital Work Cost		\$237,500.00
		\$802,500.00

1.17 Structure No. 2001

2021 BCI: 70.7

<u>Structure Name:</u>	Structure 2001		
<u>Road Name:</u>	3rd Line		
<u>Location:</u>	2.5 km South of County Road 17 (Lot 6 Con. 2 & 3 O.S.)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.5 m
<u>Overall Structure Width:</u>	15.8m	<u>Roadway Width:</u>	7.9 m
<u>Year of Construction:</u>	1989	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2001 is generally in good condition but is demonstrating signs of light to moderate surface corrosion along the waterline. Based on the structure type and span a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 15 years. Consideration should also be given to replacing the guide rail with a current code conforming steel beam guide rail system with end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Replace Guide Rail, end treatments	1 to 5 Years	\$56,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		N/A \$400,000.00
Roadside Protection:		N/A \$56,000.00
Staging:		N/A \$0.00
Environmental Assessment		N/A \$2,500.00
Contingencies:	10%	N/A \$40,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A \$40,000.00
Total Capital Work Cost		N/A \$538,500.00

1.18 Structure No. 2002

2021 BCI:

75

<u>Structure Name:</u>	Structure 2002		
<u>Road Name:</u>	5th Sideroad		
<u>Location:</u>	200m East of 4th Line (Lot 5 & 6 Con. 3 O.S.)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.4 m
<u>Overall Structure Width:</u>	22.5m	<u>Roadway Width:</u>	6.5 m
<u>Year of Construction:</u>	1988	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2002 is generally in good condition with only minor maintenance recommended at this time. It is also recommended that the slight sag in the culvert barrel be monitored during future biennial inspections.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove tree growing close to inlet	\$1,000.00
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Other	Tighten loose nuts in barrel	\$250.00
Maintenance Needs Total		\$2,250.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$450,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:		
Engineering Design:	10%	\$45,000.00
	10% of first \$1M + 5% of cost above \$1M	\$45,000.00
Total Capital Work Cost		\$598,500.00

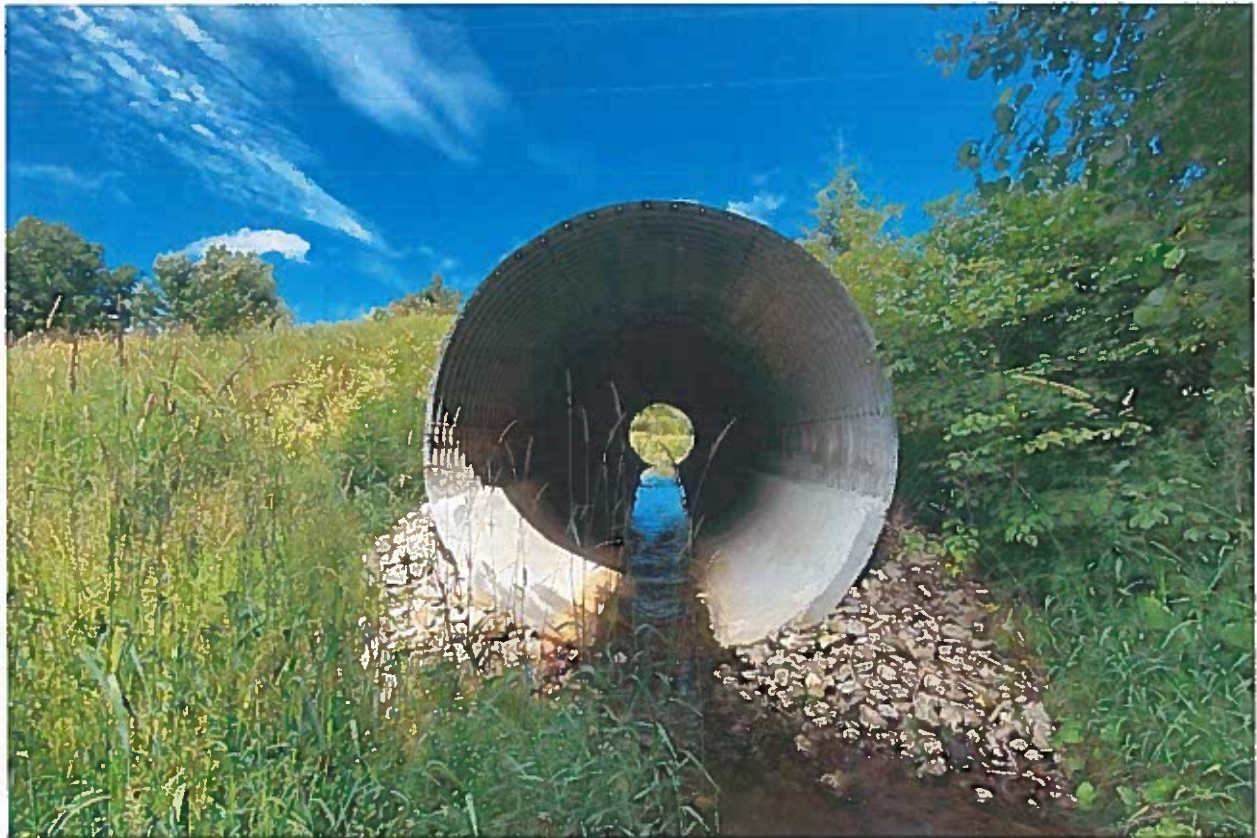
1.19 Structure No. 2003

2021 BCI:

75

<u>Structure Name:</u>	Structure 2003		
<u>Road Name:</u>	3rd Line		
<u>Location:</u>	1 km South of 5th Sideroad (Lot 4 Con. 2 & 3 O.S.)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.8 m
<u>Overall Structure Width:</u>	26m	<u>Roadway Width:</u>	7 m
<u>Year of Construction:</u>	1970	<u>Current Load Limit:</u>	N/A

Recommendation: Forgo rehabilitation and replace structure in future (replacement timeline estimated to exceed 10 yrs.).



Justification:

Structure 2003 is generally in good condition after steel reinforced invert paving was completed in 2019. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to repairing the 3-cable guide rail system to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Replace rotten posts and raise 3-cable guide rail	1 to 5 Years	\$6,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$550,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

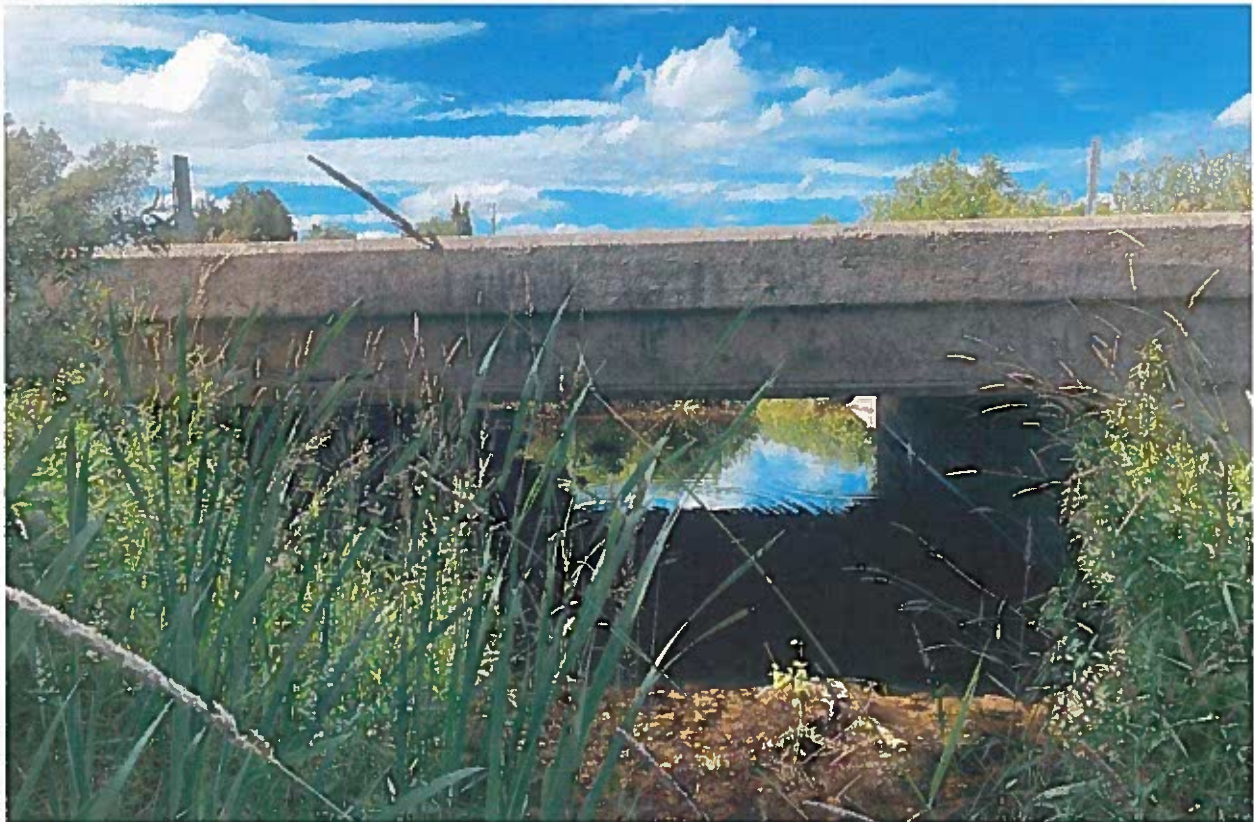
Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$565,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$57,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$57,000.00
Total Capital Work Cost		\$737,500.00

1.20 Structure No. 2004

2021 BCI: 73.9

<u>Structure Name:</u>	Structure 2004		
<u>Road Name:</u>	5th Sideroad		
<u>Location:</u>	300m West of county Road 124 (Lots 5 & 6, Con. 2 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	6.1 m
<u>Overall Structure Width:</u>	8m	<u>Roadway Width:</u>	7.4 m
<u>Year of Construction:</u>	1990	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 7 years.



Justification:

Structure 2004 is generally in good condition but is demonstrating signs of moisture penetration on the soffit. Based on the current BCI, a minor rehabilitation should be considered as the BCI approaches 60 to ensure the structure does not deteriorate beyond repair. Concrete repairs, waterproofing and paving, and erosion protection should be included in the rehabilitation project within approximately 7 years. However, given the narrow, sub-standard driving platform width, consideration may be given to forgoing the rehabilitation and scheduling the replacement of the structure within 17 years.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation around wingwalls	\$1,000.00
Stream and Waterways	Remove blockage at inlet and silt build-up	\$2,500.00
Maintenance Needs Total		\$3,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	6 to 10 years	\$1,000.00
Type B concrete repairs to soffit,	6 to 10 years	\$5,000.00
Type C concrete repairs to abutment walls, wingwalls,	6 to 10 years	\$1,000.00
Waterproof and pave	6 to 10 years	\$25,000.00
Add slope stabilization	6 to 10 years	\$8,000.00
General Items - Insurance, Mobilization, Access etc.	6 to 10 years	\$75,000.00
Rehabilitation Cost Subtotal		\$115,000.00

Estimate Value of Replacement Structure	\$550,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	6 to 10 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		\$130,000.00	\$565,000.00
Roadside Protection:		\$0.00	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	\$13,000.00	\$57,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00	\$57,000.00
Total Capital Work Cost		\$158,000.00	\$737,500.00

1.21 Structure No. 2005

2021 BCI: 94.7

<u>Structure Name:</u>	Structure 2005		
<u>Road Name:</u>	3rd Line		
<u>Location:</u>	1.1 km South of County Road 17 (Lot 8, Con. 2 & 3 O.S.)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	2.3 m
<u>Overall Structure Width:</u>	17m	<u>Roadway Width:</u>	8.4 m
<u>Year of Construction:</u>	2014	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2005 is generally in excellent condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. The Township may consider removing this structure from future biennial inspection lists since the span is less than 3 metres.

Maintenance Need	Element and Comments	Estimated Cost
Guide Rail	Tighten loose end treatment cables	\$500.00
Maintenance Needs Total		\$500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		N/A	\$350,000.00
Roadside Protection:		N/A	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	N/A	\$35,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A	\$35,000.00
Total Capital Work Cost		N/A	\$478,500.00

1.22 Structure No. 2006

2021 BCI: 73.9

<u>Structure Name:</u>	Structure 2006		
<u>Road Name:</u>	3rd Line		
<u>Location:</u>	70m South of 15th Sideroad (Lot 15, Con. 2 & 3 O.S)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3 m
<u>Overall Structure Width:</u>	8m	<u>Roadway Width:</u>	7.4 m
<u>Year of Construction:</u>	1990	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2006 is generally in good condition with only minor maintenance recommended at this time. Based on the current BCI, span of 3m (less than 4.5m), and low clearance a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 17 years.

Maintenance Need	Element and Comments	Estimated Cost
Rout and Seal	Rout and seal cracks in wearing surface	\$500.00
Hazard Signs	Install hazard warning sign at structure in SE corner	\$250.00
Bridge Cleaning	Remove silt and vegetation build-up in stream	\$2,000.00
Maintenance Needs Total		\$2,750.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$350,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	N/A	\$35,000.00
Engineering Design:	N/A	\$35,000.00
Total Capital Work Cost	N/A	\$478,500.00

1.23 Structure No. 2007

2021 BCI:

69.1

<u>Structure Name:</u>	Structure 2007		
<u>Road Name:</u>	15th Sideroad		
<u>Location:</u>	50m West of 3rd Line (Lot 15 & 16, Con. 3 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3 m
<u>Overall Structure Width:</u>	8m	<u>Roadway Width:</u>	7 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2007 is generally in good to fair condition but is demonstrating signs of moisture penetration through the cracks in the soffit. Based on the span and low clearance, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 15 years. Consideration should also be given to investigating the need for a steel beam guide rail system with end treatments to help protect oncoming traffic. The repairs listed above may be completed to help extend the lifespan of the structure but would not be considered economical as a standalone contract.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation around wingwalls	\$1,000.00
Erosion Control	Repair washout on SE embankment	\$1,000.00
Hazard Signs	Straighten hazard warning signs at structure, raise SE hazard warning sign	\$250.00
Maintenance Needs Total		\$2,250.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	N/A	\$5,000.00
Type B concrete repairs to soffit,	N/A	\$5,000.00
Waterproof and Pave	N/A	\$20,000.00
Add slope stabilization	N/A	\$8,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$113,000.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$128,000.00	\$365,000.00
Roadside Protection:	\$1,000.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$13,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$37,000.00
Total Capital Work Cost		\$497,500.00

1.24 Structure No. 2008

2021 BCI: 72.8

<u>Structure Name:</u>	Structure 2008		
<u>Road Name:</u>	15th Sideroad		
<u>Location:</u>	600m East of County Road 124 (Lots 15 & 16, Con. 1 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.7 m
<u>Overall Structure Width:</u>	9.25m	<u>Roadway Width:</u>	6.2 m
<u>Year of Construction:</u>	1970	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2008 is generally in good condition with only minor maintenance recommended at this time. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 16 years. The repairs listed above may be completed to help extend the lifespan of the structure but would not be considered economical as a standalone contract.

Maintenance Need	Element and Comments	Estimated Cost
Streams and Waterways	Remove fallen trees blocking inlet	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type B concrete repairs to soffit,	N/A	\$1,000.00
Type C concrete repairs to wingwalls,	N/A	\$3,500.00
Waterproof and pave	N/A	\$20,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$99,500.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost		
Subtotal:		
	Rehabilitation	Replacement
	\$114,500.00	\$415,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$12,000.00
		\$42,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00
		\$42,000.00
Total Capital Work Cost		\$141,500.00
		\$557,500.00

1.25 Structure No. 2009

2021 BCI: 85.7

<u>Structure Name:</u>	Structure 2009		
<u>Road Name:</u>	15th Sideroad		
<u>Location:</u>	1 km East of County Road 124 (Lot 16, Con. 1, O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	5.5 m
<u>Overall Structure Width:</u>	9.11m	<u>Roadway Width:</u>	8 m
<u>Year of Construction:</u>	2008	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2009 is generally in excellent to good condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to replacing the steel beam guide rail system, and end treatments to help protect oncoming traffic as well as installing a drip edge detail in the concrete soffit to help prevent future water damage.

Maintenance Need	Element and Comments	Estimated Cost
Rout and Seal	Rout and seal cracks in wearing surface	\$1,000.00
Other	Consider installing drip edge detail in soffit	\$2,500.00
Maintenance Needs Total		\$3,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Replace Guide Rail, end treatments	1 to 5 Years	\$56,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$600,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		N/A
Roadside Protection:		\$600,000.00
Staging:		N/A
Environmental Assessment		\$56,000.00
Contingencies:	10%	N/A
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$60,000.00
Total Capital Work Cost		\$778,500.00

1.26 Structure No. 2010

2021 BCI: 96.9

<u>Structure Name:</u>	Structure 2010		
<u>Road Name:</u>	3rd Line		
<u>Location:</u>	850m South of 20th Sideroad (Lot 19, Con 2 & 3, OS)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.89 m
<u>Overall Structure Width:</u>	19.6m	<u>Roadway Width:</u>	6.7 m
<u>Year of Construction:</u>	2016	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2010 was replaced in 2016 and is generally in excellent condition. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to investigating the need for steel beam guide rail with end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$400,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	N/A	\$40,000.00
Engineering Design:	N/A	\$40,000.00
	10%	
	10% of first \$1M + 5% of cost above \$1M	
Total Capital Work Cost		\$538,500.00

1.27 Structure No. 2011

2021 BCI:

61.2

<u>Structure Name:</u>	Structure 2011		
<u>Road Name:</u>	20th Sideroad		
<u>Location:</u>	2 km East of 5th Line (Lots 20 & 21, Con. 3 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.65 m
<u>Overall Structure Width:</u>	12.7m	<u>Roadway Width:</u>	6.5 m
<u>Year of Construction:</u>	1985	<u>Current Load Limit:</u>	N/A

Recommendation: Structure replacement is recommended within 8 years.



Justification:

Structure 2011 is generally in fair condition and is demonstrating signs of severe concrete deterioration, and moisture penetration. The overgrown vegetation and excess fill overtop of the wingwalls and fascia appear to be contributing to the concrete defects and should be removed to prevent further deterioration. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 7 years. The repairs listed above may be completed to help extend the lifespan of the structure but are not considered economical as a standalone contract.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation around guide rail, wingwalls, and fascia	\$5,000.00
Hazard Signs	Install hazard warning sign in NW corner	\$250.00
Guide Rail	Tighten loose end treatment cables	\$500.00
Maintenance Needs Total		\$5,750.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	N/A	\$2,500.00
Type B concrete repairs to soffit,	N/A	\$8,000.00
Type C concrete repairs to abutment walls, wingwalls,	N/A	\$25,000.00
Remove fill and waterproof	N/A	\$45,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$155,500.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	6 to 10 years	\$15,000.00
Utilities – Utility Relocation	6 to 10 years	\$5,000.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$20,000.00

Total Capital Works Costs		
Cost		
Subtotal:		
	Rehabilitation	Replacement
	\$175,500.00	\$470,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	
	\$18,000.00	\$47,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	
	\$18,000.00	\$47,000.00
Total Capital Work Cost		\$211,500.00
		\$622,500.00

1.28 Structure No. 2012

2021 BCI:

70.2

<u>Structure Name:</u>	Structure 2012		
<u>Road Name:</u>	30th Sideroad		
<u>Location:</u>	250m East of County Road 124 (Lots 30 & 31, Con. 1 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.65 m
<u>Overall Structure Width:</u>	7.45m	<u>Roadway Width:</u>	5.6 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: Structure replacement is recommended within 10 years.



Justification:

Structure 2012 is generally in good condition with the exception of wide cracks & movement noted in the wingwalls. It is recommended that the cracks & movement in the wingwalls be monitored during future biennial inspections. Based on the current BCI, span, and low clearance, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 10 years. The repairs listed above may be completed to help extend the lifespan of the structure but are not considered economical as a standalone contract.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation along curbs and around wingwalls	\$1,500.00
Hazard Signs	Replace damaged hazard warning signs at structure & install narrow bridge signs	\$1,000.00
Maintenance Needs Total		\$2,500.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements, Monitoring Crack Widths,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	N/A	\$3,500.00
Type B concrete repairs to soffit,	N/A	\$1,500.00
Type C concrete repairs to wingwalls,	N/A	\$4,000.00
Install wingwall reinforcement	N/A	\$8,000.00
Install barrier system	N/A	\$15,000.00
Waterproof and pave	N/A	\$20,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$127,000.00

Estimate Value of Replacement Structure	\$500,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
	Rehabilitation	Replacement
Subtotal:	\$127,000.00	\$500,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$13,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00
Total Capital Work Cost		\$658,500.00

1.29 Structure No. 2013

2021 BCI:

99.6

<u>Structure Name:</u>	Structure 2013		
<u>Road Name:</u>	30th Sideroad		
<u>Location:</u>	500m West of 3rd Line (Lots 30 & 31, Con. 3 O.S.)		
<u>Structure Type:</u>	Precast Concrete Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3 m
<u>Overall Structure Width:</u>	14.63m	<u>Roadway Width:</u>	8 m
<u>Year of Construction:</u>	2020	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2013 was replaced in 2020 and is generally in excellent condition with no capital works needed at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		N/A	\$400,000.00
Roadside Protection:		N/A	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	N/A	\$40,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A	\$40,000.00
Total Capital Work Cost		N/A	\$538,500.00

1.30 Structure No. 2014

2021 BCI: 73.4

<u>Structure Name:</u>	Structure 2014		
<u>Road Name:</u>	4th Line		
<u>Location:</u>	900m South of Melancthon-Osprey Townline (Lot 31, Con. 3 & 4 O.S.)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	4.85 m
<u>Overall Structure Width:</u>	8m	<u>Roadway Width:</u>	5 m
<u>Year of Construction:</u>	1950	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2014 is generally in good condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation along curbs	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$550,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities – Utility Relocation	N/A	\$5,000.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$5,000.00

Total Capital Works Costs		
Cost		
Subtotal:		\$555,000.00
Roadside Protection:		\$56,000.00
Staging:		\$0.00
Environmental Assessment		\$2,500.00
Contingencies:	10%	\$56,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$56,000.00
Total Capital Work Cost		\$725,500.00

1.31 Structure No. 2015

2021 BCI: 82.9

<u>Structure Name:</u>	Structure 2015	
<u>Road Name:</u>	10th Line Northeast	
<u>Location:</u>	300m Northeast of 5th Line (Lot 25, Con. 10 & 11)	
<u>Structure Type:</u>	Precast Concrete Box Culvert	
<u>Number of Spans:</u>	1	<u>Span Lengths:</u> 4 m
<u>Overall Structure Width:</u>	9.5m	<u>Roadway Width:</u> 6 m
<u>Year of Construction:</u>	2008	<u>Current Load Limit:</u> N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2015, which was constructed in 2008, is generally in excellent to good condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation along guide rail	\$500.00
Concrete Repair	Repair large spall on interior precast unit	\$1,500.00
Erosion Control	Place rock protection along abutments	\$2,000.00
Other	Install missing nuts/bolts in guide rail posts	\$250.00
Maintenance Needs Total		\$4,250.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		N/A \$450,000.00
Roadside Protection:		N/A \$56,000.00
Staging:		N/A \$0.00
Environmental Assessment		N/A \$2,500.00
Contingencies:	10%	N/A \$45,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A \$45,000.00
Total Capital Work Cost		N/A \$598,500.00

1.32 Structure No. 2016

2021 BCI: 71.1

<u>Structure Name:</u>	Structure 2016		
<u>Road Name:</u>	4th Line NE		
<u>Location:</u>	600m South of County Road 9 (Lot 30, Con. 4 & 5 NE)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	2.4 m
<u>Overall Structure Width:</u>	14.85m	<u>Roadway Width:</u>	6.6 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2016, which has been previously rehabilitated, is generally in good condition but is demonstrating signs of concrete deterioration, and moisture penetration. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 16 years. Consideration should be given to investigating the need for steel beam guide rail, and end treatments to help protect oncoming traffic. The Township may consider removing this structure from their biennial bridge inspection list since the span is less than 3m.

Maintenance Need	Element and Comments	Estimated Cost
Rout and Seal	Rout and seal cracks in wearing surface	\$500.00
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		N/A	\$350,000.00
Roadside Protection:		N/A	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	N/A	\$35,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A	\$35,000.00
Total Capital Work Cost		N/A	\$478,500.00

1.33 Structure No. 2017

2021 BCI: 58.9

<u>Structure Name:</u>	Structure 2017		
<u>Road Name:</u>	2nd Line NE		
<u>Location:</u>	1.4 km South of County Road 9 (Lot 28, Con. 2 & 3 NE)		
<u>Structure Type:</u>	CSP Round Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	2.5 m
<u>Overall Structure Width:</u>	17.2m	<u>Roadway Width:</u>	6.3 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: Structure replacement is recommended within 9 years.



Justification:

Structure 2017 is generally in fair to poor condition and is demonstrating signs of severe section loss > 10% along the waterline. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 9 years. Alternatively, the repairs listed above may be completed to help extend the lifespan of the structure. Consideration should be given to investigating the need for steel beam guide rail, and end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Erosion Control	Repair washouts on east embankments	\$1,500.00
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$2,500.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Culvert paving with shotcrete	N/A	\$100,000.00
Welded wire fabric	N/A	\$5,000.00
Add slope stabilization	N/A	\$8,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$188,000.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	6 to 10 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$203,000.00	\$365,000.00
Roadside Protection:	\$1,000.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$21,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$21,000.00
Total Capital Work Cost		\$497,500.00

1.34 Structure No. 2018

2021 BCI:

69.2

<u>Structure Name:</u>	Structure 2018		
<u>Road Name:</u>	2nd Line NE		
<u>Location:</u>	250m South of Sideroad 240 (Lot 26, Con. 2 & 3 NE)		
<u>Structure Type:</u>	Cast-In-Place Conc. Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	2.44 m
<u>Overall Structure Width:</u>	12.25m	<u>Roadway Width:</u>	6.3 m
<u>Year of Construction:</u>	1960	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2018 is generally in good to fair condition but is demonstrating signs of severe concrete deterioration on the culvert inlet. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 14 years. Consideration should also be given to installing a steel beam guide rail system with end treatments to help protect oncoming traffic. The repairs listed above may be completed to help extend the lifespan of the structure but would not be considered economical as a standalone contract. The Township may consider removing this structure from their biennial inspection list since the span is less than 3 metres.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove vegetation around hazard warning signs	\$500.00
Hazard Signs	Raise hazard warning signs at structure	\$500.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Install Guide Rail, end treatments	1 to 5 Years	\$56,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	N/A	\$5,000.00
Type C concrete repairs to barrels, inlet, outlet,	N/A	\$15,000.00
Waterproof and pave	N/A	\$20,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$115,000.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$130,000.00	\$365,000.00
Roadside Protection:	\$56,000.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$13,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$37,000.00
Total Capital Work Cost		\$497,500.00

1.35 Structure No. 2019

2021 BCI:

74.9

<u>Structure Name:</u>	Structure 2019	
<u>Road Name:</u>	4th Line NE	
<u>Location:</u>	2.5 km North of County Road 21 (Lot 23, Con. 4 & 5 NE)	
<u>Structure Type:</u>	Cast-In-Place Conc. Box Culvert	
<u>Number of Spans:</u>	1	<u>Span Lengths:</u> 5 m
<u>Overall Structure Width:</u>	18.4m	<u>Roadway Width:</u> 6.5 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u> N/A

- **Recommendation:** No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2019 is generally in good condition with only minor maintenance recommended at this time. The repairs listed above may be completed to help extend the lifespan of the structure but would not be considered economical as a standalone contract. Consideration should be given to installing steel beam guide rail with end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Install Guide Rail, end treatments	1 to 5 Years	\$56,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	N/A	\$5,000.00
Type C concrete repairs to barrels, inlet,	N/A	\$1,000.00
Waterproof and pave	N/A	\$20,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$101,000.00

Estimate Value of Replacement Structure	\$550,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		
	\$101,000.00	\$550,000.00
Roadside Protection:	\$56,000.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$11,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00
		\$55,000.00
Total Capital Work Cost	\$183,000.00	\$718,500.00

1.36 Structure No. 2020

2021 BCI: 96.6

<u>Structure Name:</u>	Structure 2020		
<u>Road Name:</u>	4th Line NE		
<u>Location:</u>	2.4 km North of County Road 21 (Lot 22, Con 4 & 5 NE)		
<u>Structure Type:</u>	Precast Concrete Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3 m
<u>Overall Structure Width:</u>	16.8m	<u>Roadway Width:</u>	6.5 m
<u>Year of Construction:</u>	2016	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:
Structure 2020 is generally in excellent condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to investigating the need for steel beam guide rail to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
	Rehabilitation	Replacement
Subtotal:	N/A	\$400,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$40,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$40,000.00
Total Capital Work Cost		\$538,500.00

1.37 Structure No. 2021

2021 BCI: 50.5

<u>Structure Name:</u>	Structure 2021		
<u>Road Name:</u>	2nd Line NE		
<u>Location:</u>	2 km North of Country Road 21 (Lot 21 Con. 2 & 3 NE)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	5.2 m
<u>Overall Structure Width:</u>	19.8m	<u>Roadway Width:</u>	6.3 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: Structure replacement is recommended within 5 years.



Justification:

Structure 2021 is generally in poor condition with bolt hole cracking throughout the culvert barrel. Based on the structure type a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 5 years. Steel reinforcement was welded to the bolt hole cracks in 2019 however, the Township should establish a monitoring program for the bolt hole cracking until the structure can be replaced. Consideration should be given to investigating the need for steel beam guide rail, end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove beaver dam west of culvert	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
Monitoring Crack Widths,	Normal	\$5,000.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$450,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	N/A	\$45,000.00
Engineering Design:	N/A	\$45,000.00
	10%	
	10% of first \$1M + 5% of cost above \$1M	
Total Capital Work Cost		\$598,500.00

1.38 Structure No. 2022

2021 BCI: 74.2

<u>Structure Name:</u>	Structure 2022		
<u>Road Name:</u>	4th Line NE		
<u>Location:</u>	150m North of county Road 21 (Lot 17, Con. 4 & 5 NE)		
<u>Structure Type:</u>	Cast-In-Place Conc. Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.1 m
<u>Overall Structure Width:</u>	18.5m	<u>Roadway Width:</u>	6.5 m
<u>Year of Construction:</u>	1980	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2022 is generally in good condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to investigating the need for steel beam guide rail, and end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$350,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$35,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$35,000.00
Total Capital Work Cost		\$478,500.00

1.39 Structure No. 2023

2021 BCI: 62.6

<u>Structure Name:</u>	Structure 2023		
<u>Road Name:</u>	4th Line NE		
<u>Location:</u>	400 m South of County Road 21 (Lot16, Con. 4 & 5 NE)		
<u>Structure Type:</u>	Cast-In-Place Conc. Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.6 m
<u>Overall Structure Width:</u>	14.1m	<u>Roadway Width:</u>	6.5 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: Minor Rehabilitation is recommended within 1 years.



Justification:

Structure 2023 is generally in fair condition and is demonstrating signs of severe concrete deterioration specifically at the culvert ends. The vegetation and fill overtop of the culvert ends appear to be contributing to the concrete deterioration and should be removed as soon as possible. Given the relatively small span, The Township may wish to continue monitoring the structure's BCI during future biennial inspections and consider replacement as the BCI reaches 40, which is estimated to occur in approximately 11 years. However, given that the culvert interior is generally in good condition, reconstructing the culvert ends, exposing the deck to repair and apply waterproofing, backfilling and paving would help extend the service life and is the recommended action. With the current BCI approaching 60, rehabilitation should be scheduled within 1-2 years. Consideration should also be given to investigating the need for steel beam guide rail, and end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove fill and overgrown vegetation over culvert ends and around hazard warning signs	\$2,000.00
Maintenance Needs Total		\$2,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	1 to 5 years	\$5,000.00
Type C concrete repairs to barrels, Reconstruct culvert ends	1 to 5 years	\$40,000.00
Waterproof and pave	1 to 5 years	\$25,000.00
General Items - Insurance, Mobilization, Access etc.	1 to 5 years	\$75,000.00
Rehabilitation Cost Subtotal		\$145,000.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	1 to 5 years	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$160,000.00	\$465,000.00
Roadside Protection:	\$1,000.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$16,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$16,000.00
Total Capital Work Cost		\$193,000.00
		\$617,500.00

1.40 Structure No. 2024

2021 BCI:

96.5

<u>Structure Name:</u>	Structure 2024		
<u>Road Name:</u>	2nd Line NE		
<u>Location:</u>	800 m South of Sideroad 240 (Lot 25, Con 2 & 3)		
<u>Structure Type:</u>	Precast Concrete Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3 m
<u>Overall Structure Width:</u>	17m	<u>Roadway Width:</u>	6.3 m
<u>Year of Construction:</u>	2016	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2024 was recently replaced in 2016 and is generally in excellent condition. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should be given to investigating the need for steel beam guide rail with end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		\$350,000.00
Roadside Protection:		\$56,000.00
Staging:		\$0.00
Environmental Assessment		\$2,500.00
Contingencies:	10%	\$35,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$35,000.00
Total Capital Work Cost		\$478,500.00

1.41 Structure No. 2025

2021 BCI: 65.5

<u>Structure Name:</u>	Structure 2025		
<u>Road Name:</u>	Sideroad 260		
<u>Location:</u>	3.2 km West of Highway 10 (Lot 260-261 Con.3 SW)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.1 m
<u>Overall Structure Width:</u>	19.1m	<u>Roadway Width:</u>	8.5 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2025 is generally in good to fair condition but is demonstrating signs of moderate to severe surface corrosion and section loss throughout the culvert barrel. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 13 years. Consideration should be given to investigating the need for steel beam guide rail, and end treatments to protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		\$400,000.00
Roadside Protection:		\$56,000.00
Staging:		\$0.00
Environmental Assessment		\$2,500.00
Contingencies:	10%	\$40,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$40,000.00
Total Capital Work Cost		\$538,500.00

1.42 Structure No. 2026

2021 BCI: 83.3

<u>Structure Name:</u>	Structure 2026		
<u>Road Name:</u>	8th Line SW		
<u>Location:</u>	1 km North of Highway 89 (Lot 11 Con.8 & 9 SW)		
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.4 m
<u>Overall Structure Width:</u>	17m	<u>Roadway Width:</u>	8 m
<u>Year of Construction:</u>	2008	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2026 is generally in excellent to good to excellent condition. However, several areas of minor localized deformations and cusping were noted but may be from original construction. The deformations and cusping should be monitored during future biennial inspections to ensure they are not actively progressing. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. Consideration should also be given to replacing the steel beam guide rail system and end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
N/A	N/A	\$0.00
Maintenance Needs Total		\$0.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Replace Guide Rail, end treatments	1 to 5 Years	\$56,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	N/A	\$365,000.00
Roadside Protection:	N/A	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$37,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$37,000.00
Total Capital Work Cost		\$497,500.00

1.43 Structure No. 2027

2021 BCI: 95

<u>Structure Name:</u>	Structure 2027		
<u>Road Name:</u>	15 Sideroad		
<u>Location:</u>	2 km West of County Road 124 (Lot 15 & 16, Conc. 2 OS)		
<u>Structure Type:</u>	Precast Concrete Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	3.6 m
<u>Overall Structure Width:</u>	10m	<u>Roadway Width:</u>	8.5 m
<u>Year of Construction:</u>	2015	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:
Structure 2027 is generally in excellent condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Guide Rail	Bury channel ends, tighten loose end treatment cables	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		N/A	\$400,000.00
Roadside Protection:		N/A	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	N/A	\$40,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A	\$40,000.00
Total Capital Work Cost		N/A	\$538,500.00

1.44 Structure No. 2028

2021 BCI: 92.5

<u>Structure Name:</u>	Structure 2028		
<u>Road Name:</u>	Main Street (County Road 14)		
<u>Location:</u>	0.5 km South of Sideroad 15 (Lot 15, Conc. 1 & 2 OS)		
<u>Structure Type:</u>	Precast Concrete Box Culvert		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	2.44 m
<u>Overall Structure Width:</u>	16.8m	<u>Roadway Width:</u>	6.5 m
<u>Year of Construction:</u>	2014	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2028 is generally in excellent condition with only minor maintenance recommended at this time. The Township should ensure routine maintenance is completed to help maximize the service life of the structure. The Township may wish to consider removing the culvert from the future bridge inspection list as the span of the new structure is less than 3 metres.

Maintenance Need	Element and Comments	Estimated Cost
Erosion Control	Install additional rock protection at inlet	\$1,000.00
Other	Trim exposed filter fabric on east retaining wall	\$250.00
Maintenance Needs Total		\$1,250.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		N/A	\$350,000.00
Roadside Protection:		N/A	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	N/A	\$35,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	N/A	\$35,000.00
Total Capital Work Cost		N/A	\$478,500.00

1.45 Structure No. 2029

2021 BCI:

74

<u>Structure Name:</u>	Structure 2029		
<u>Road Name:</u>	220 Sideroad		
<u>Location:</u>	0.5 km East of County Road 2 (Lots 36 & 37, Con. 5 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	2.42 m
<u>Overall Structure Width:</u>	8.04m	<u>Roadway Width:</u>	4.7 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2029 is generally in good condition but is demonstrating signs of potential movement/rotation of the south abutment and SE wingwall. Based on the span, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 17 years. However, if the movements/rotations in the substructure progress then the replacement timeline should be expedited. It is also recommended that a monitoring program be established to monitor the movement/rotation observed in the substructure. The repairs listed above may be completed to help extend the lifespan of the structure but would not be considered economical as a standalone contract.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Raise hazard warning signs at structure	\$500.00
Maintenance Needs Total		\$500.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements,	Normal	\$5,000.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	N/A	\$1,500.00
Type B concrete repairs to soffit,	N/A	\$1,500.00
Type C concrete repairs to abutment walls,	N/A	\$500.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$78,500.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$78,500.00	\$350,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$8,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00
Total Capital Work Cost		\$101,500.00
		\$478,500.00

1.46 Structure No. 2030

2021 BCI: 63.8

<u>Structure Name:</u>	Structure 2030		
<u>Road Name:</u>	240 Sideroad		
<u>Location:</u>	1.3 km East of 4th Line NE (Lots 26 & 27, Con. 5 SW)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	1.5 (2.5m skew span) m
<u>Overall Structure Width:</u>	8.2m	<u>Roadway Width:</u>	4.55 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2030 is generally in fair condition and is demonstrating signs of concrete deterioration and moisture penetration throughout. Based on the span, and sub-standard driving platform width, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 12 years. The repairs listed above may be completed to help extend the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Erosion Control	Install rock protection along abutments	\$2,500.00
Hazard Signs	Install narrow bridge sign on approach	\$250.00
Maintenance Needs Total		\$2,750.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top, curbs,	N/A	\$8,000.00
Type B concrete repairs to soffit,	N/A	\$5,000.00
Type C concrete repairs to abutment walls, wingwalls,	N/A	\$15,000.00
Waterproof and pave	N/A	\$20,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$123,000.00

Estimate Value of Replacement Structure	\$350,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost		
	Rehabilitation	Replacement
Subtotal:	\$138,000.00	\$365,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$14,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$15,000.00
		\$37,000.00
Total Capital Work Cost		\$167,000.00
		\$497,500.00

1.47 Structure No. 2031

2021 BCI: 85.2

<u>Structure Name:</u>	Structure 2031	
<u>Road Name:</u>	240 Sideroad	
<u>Location:</u>	0.5 km East of Highway 10 (Lot 240 & 241, Conc. 1 NE)	
<u>Structure Type:</u>	CSP Multi-Plate Arch Culvert(s)	
<u>Number of Spans:</u>	1	<u>Span Lengths:</u> 3.73 m
<u>Overall Structure Width:</u>	16m	<u>Roadway Width:</u> 6.7 m
<u>Year of Construction:</u>	2005	<u>Current Load Limit:</u> N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2031 is generally in excellent to good condition. It is recommended that the localized deformation in the culvert barrel be monitored during future biennial inspections to ensure it is not actively progressing. The Township should ensure routine maintenance is completed to help maximize the service life of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$1,000.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		N/A
Roadside Protection:		\$400,000.00
Staging:		N/A
Environmental Assessment		\$56,000.00
Contingencies:	10%	N/A
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$40,000.00
Total Capital Work Cost		\$538,500.00

1.48 Structure No. 2032

2021 BCI: 61.7

<u>Structure Name:</u>	Structure 2032		
<u>Road Name:</u>	2nd Line Northeast		
<u>Location:</u>	0.7 km North of Sideroad 280		
<u>Structure Type:</u>	CSP Round Culvert(s)		
<u>Number of Spans:</u>	2	<u>Span Lengths:</u>	1.8 m
<u>Overall Structure Width:</u>	14.6m	<u>Roadway Width:</u>	6 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2032 is generally in fair condition but is demonstrating signs of moderate to severe surface corrosion with section loss greater than 15% in localized areas. Based on the structure type, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 11 years. It is recommended that the deformations noted in the south culvert barrel be monitored during future biennial inspections to ensure they are not actively progressing. Consideration should also be given to investigating the need for a steel beam guide rail system, and end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Erosion Control	Repair erosion on NE embankment	\$1,000.00
Hazard Signs	Install hazard warning signs at structure	\$1,000.00
Maintenance Needs Total		\$2,000.00

Additional Investigations	Priority	Estimated Cost
Monitoring of Deformations, Settlements and Movements,	Normal	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
N/A	N/A	\$0.00
Rehabilitation Cost Subtotal		\$0.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -		\$0.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$0.00

Total Capital Works Costs		
Cost		
Subtotal:		N/A
Roadside Protection:		\$450,000.00
Staging:		N/A
Environmental Assessment		\$56,000.00
Contingencies:	10%	N/A
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$45,000.00
Total Capital Work Cost		\$598,500.00

1.49 Structure No. 2033

2021 BCI: 71.7

<u>Structure Name:</u>	Structure 2033		
<u>Road Name:</u>	7th Line SW		
<u>Location:</u>	0.25km South of 260 Sideroad		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>		<u>Span Lengths:</u>	3.65 (4.0m skew span) m
<u>Overall Structure Width:</u>	12.2m	<u>Roadway Width:</u>	6 m
<u>Year of Construction:</u>	Unknown	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2033 is generally in good condition however, the existing embankments are eroded, very steep and appear unstable. Based on the span, and low clearance, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 17 years. However, it is recommended that the Township consider constructing headwalls, retaining walls, and placing slope protection within 1 year to avoid potential failure of the embankments and loss of road material. Consideration should also be given to investigating the need for a steel beam guide rail system with end treatments to help protect oncoming traffic.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove tree growing over inlet	\$1,000.00
Hazard Signs	Raise hazard warning signs on west side of structure	\$250.00
Maintenance Needs Total		\$1,250.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
Investigate need for Guide Rail	1 to 5 Years	\$1,000.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type C concrete repairs to barrels, inlet, outlet,	N/A	\$5,000.00
Install headwalls & retaining walls	Within 1 year	\$50,000.00
Add slope stabilization	Within 1 year	\$12,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$70,000.00
Rehabilitation Cost Subtotal		\$137,000.00

Estimate Value of Replacement Structure	\$400,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	Within 1 year	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs			
Cost		Rehabilitation	Replacement
Subtotal:		\$152,000.00	\$415,000.00
Roadside Protection:		\$1,000.00	\$56,000.00
Staging:		N/A	\$0.00
Environmental Assessment		N/A	\$2,500.00
Contingencies:	10%	\$16,000.00	\$42,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$16,000.00	\$42,000.00
Total Capital Work Cost		\$185,000.00	\$557,500.00

1.50 Structure No. 2034

2021 BCI: 65.9

<u>Structure Name:</u>	Structure 2034		
<u>Road Name:</u>	Mulmur-Melancthon Townline		
<u>Location:</u>	North of 15th Sideroad (Lot 18, Conc. I/III)		
<u>Structure Type:</u>	Cast-In-Place Conc. Rigid Frame		
<u>Number of Spans:</u>	1	<u>Span Lengths:</u>	4.25 m
<u>Overall Structure Width:</u>	9.6m	<u>Roadway Width:</u>	5.5 m
<u>Year of Construction:</u>	1950	<u>Current Load Limit:</u>	N/A

Recommendation: No Capital Works is estimated to be required within the next 10 years.



Justification:

Structure 2034 is generally in good to fair condition but is demonstrating signs of concrete deterioration specifically on the original portion of the structure. Based on the span and low clearance, a rehabilitation is not recommended and replacement of the structure is recommended once the BCI reaches 40, in approximately 13 years. However, the repairs listed above may be completed to help extend the lifespan of the structure.

Maintenance Need	Element and Comments	Estimated Cost
Bridge Cleaning	Remove overgrown vegetation blocking waterway	\$2,500.00
Erosion Control	Repair erosion on SE embankment	\$1,000.00
Hazard Signs	Install additional hazard warning signs at structure	\$500.00
Maintenance Needs Total		\$4,000.00

Additional Investigations	Priority	Estimated Cost
N/A	N/A	\$0.00

Roadside Protection Repairs	Priority	Estimated Cost
N/A	N/A	\$0.00

Rehabilitation/Repair Required	Priority	Estimated Cost
Type A concrete repairs to deck top,	N/A	\$5,000.00
Type B concrete repairs to soffit,	N/A	\$15,000.00
Type C concrete repairs to abutment walls,	N/A	\$15,000.00
Waterproof and pave	N/A	\$25,000.00
Add slope stabilization	N/A	\$12,000.00
General Items - Insurance, Mobilization, Access etc.	N/A	\$75,000.00
Rehabilitation Cost Subtotal		\$147,000.00

Estimate Value of Replacement Structure	\$450,000.00
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Associated Work	Priority	Estimated Cost
Approaches -		\$0.00
Detours -		\$0.00
Traffic Control -	N/A	\$15,000.00
Utilities -		\$0.00
Right of Way -		\$0.00
Environmental -		\$0.00
Other -		\$0.00
Total Associated Work Cost		\$15,000.00

Total Capital Works Costs		
Cost	Rehabilitation	Replacement
Subtotal:	\$162,000.00	\$465,000.00
Roadside Protection:	\$0.00	\$56,000.00
Staging:	N/A	\$0.00
Environmental Assessment	N/A	\$2,500.00
Contingencies:	10%	\$17,000.00
Engineering Design:	10% of first \$1M + 5% of cost above \$1M	\$17,000.00
Total Capital Work Cost		\$617,500.00



BURNSIDE

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Appendix B

- **Structure Inventory and Cost Summaries**

TOWNSHIP OF MELANCTHON - STRUCTURE INVENTORY

Structure No.	Inspect. Year	Structure Name	Road Name	Location	Structure Type	Span(s) (m)	Width (m)	Deck Area (m ²)	Deterioration Curve	BCI
001	2021	Structure 001	4th Line SW	1 km North of Highway 89 (Lot 4, CON. 4 & 5 SW)	Cast-In-Place Conc. Rigid Frame	3.7	7.45	33.525	BR	72.16
003	2021	Structure 003	5th Sideroad	100 m West of 4th Line (Lot 5/6, Con. 4 O.S.)	Cast-In-Place Conc. Rigid Frame	3.7 (skew = 4.25)	8	46.4	BR	65.31
005	2021	Structure 005	2nd Line SW	1.4 km North of County Road 17 (Lot 283, CON. 2 & 3 SW)	Cast-In-Place Conc. Rigid Frame	7.8	8.7	80.04	BR-1	72.76
006	2021	Structure 006	4th Line SW	1.7 km North of County Road 17 (Lot 281 & 11, Con. 4 & 5 SW)	Cast-In-Place Conc. Rigid Frame	10	7.9	90.85	BR-1	78.61
007	2021	Structure 007	7th Line SW	1.5 km South of 270 Sideroad (Lot 13, Con. 6 & 7 SW)	Cast-In-Place Conc. Rigid Frame	9.4	8.6	92.45	BR-1	66.89
008	2021	Structure 008	7th Line SW	1.5 km South of 270 Sideroad (Lot 15, Con. 6 & 7 SW)	Cast-In-Place Conc. Rigid Frame	6.1	18.2	127.4	CC	70.47
009	2021	Structure 009	8th Line SW	2.5 km North of HWY 89 (Lot 14, Con. 8 & 9 SW)	Precast Concrete Box Girder	10.4	8.8	96.8	BR-1	72.93
010	2021	Structure 010	280 Sideroad	LOT 11 & 12, CON 10 SW	Steel I-Girder (Timber Deck)	10.38	5.5	61.88	BR	90.43
011	2021	Structure 011	8th Line SW	3.4 km North of HWY 89 (Lot 16, Con. 8 & 9 SW)	Cast-In-Place Conc. Rigid Frame	16.2 (skew = 19.8)	8.5	187	BR-1	69.55
012	2021	Structure 012	7th Line SW	Lot 21, Con. 6 & SW	Steel I-Girder (Concrete Deck)	Clear=17.1 Skew=18	8.7	189.66	BR-1	86.26
013	2021	Structure 013	260 Sideroad	200 m East of 7th Line SW (Lot 21 & 22, Con. 6 & 7 SW)	Precast Concrete I-Girder	17.8	10.7	203.3	BR-1	74.82
014	2021	Structure 014	4th Line SW	500m North of 250 Sideroad (Lot 28, Con. 4 & 5 SW)	Precast Concrete Box Girder	16.35	8.6	143.62	BR-1	71.14
015	2021	Structure 015	2nd Line SW	70m North of 250 Sideroad (Lot 249, Con. 2 & 3 SW)	Cast-In-Place Conc. Rigid Frame	15.3	7.45	129.63	BR-1	74.19
016	2021	Structure 016	250 Sideroad	2 km West of Hwy 10 (Lot 250/251, Con. 1 SW)	Steel I-Girder (Concrete Deck)	13.4	6.3	93.87	BR-1	70.46
017	2021	Structure 017	250 Sideroad	370m West of Hwy 10 (Lot 250/251, Con. 1 SW)	CSP Multi-Plate Arch Culvert(s)	5.89, 5.89	12.8	169.344	BR-1	74.75
018	2021	Structure 018	2nd Line NE	750m South of County Road 21 (Lot 15, Con. 2 & 3 NE)	Cast-In-Place Conc. Rigid Frame	7.4	8.65	69.2	BR-1	69.06
2001	2021	Structure 2001	3rd Line	2.5 km South of County Road 17 (Lot 6 Con. 2 & 3 O.S.)	CSP Multi-Plate Arch Culvert(s)	3.5	15.8	55.3	CS	70.68
2002	2021	Structure 2002	5th Sideroad	200m East of 4th Line (Lot 5 & 6 Con. 3 O.S.)	CSP Multi-Plate Arch Culvert(s)	3.4	22.5	76.5	CS	74.96
2003	2021	Structure 2003	3rd Line	1 km South of 5th Sideroad (Lot 4 Con. 2 & 3 O.S.)	CSP Multi-Plate Arch Culvert(s)	3.8	26	98.8	CS	75.00
2004	2021	Structure 2004	5th Sideroad	300m West of county Road 124 (Lots 5 & 6, Con. 2 O.S.)	Cast-In-Place Conc. Rigid Frame	6.1	8	54.4	BR-1	73.88
2005	2021	Structure 2005	3rd Line	1.1 km South of County Road 17 (Lot 8, Con. 2 & 3 O.S.)	CSP Multi-Plate Arch Culvert(s)	2.3	17	39.1	CS	94.66
2006	2021	Structure 2006	3rd Line	70m South of 15th Sideroad (Lot 15, Con. 2 & 3 O.S.)	Cast-In-Place Conc. Rigid Frame	3	8	28.8	BR	73.92
2007	2021	Structure 2007	15th Sideroad	50m West of 3rd Line (Lot 15 & 16, Con. 3 O.S.)	Cast-In-Place Conc. Rigid Frame	3	8	28.8	BR	69.13
2008	2021	Structure 2008	15th Sideroad	600m East of County Road 124 (Lots 15 & 16, Con. 1 O.S.)	Cast-In-Place Conc. Rigid Frame	3.7	9.25	40.7	BR	72.84
2009	2021	Structure 2009	15th Sideroad	1 km East of County Road 124 (Lot 16, Con. 1 O.S.)	Cast-In-Place Conc. Box Culvert	5.5	9.11	56.2998	BR	85.74
2010	2021	Structure 2010	3rd Line	850m South of 20th Sideroad (Lot 19, Con. 2 & 3 OS)	CSP Multi-Plate Arch Culvert(s)	3.89	19.6	76.3	CS	96.94
2011	2021	Structure 2011	20th Sideroad	2 km East of 5th Line (Lots 20 & 21, Con. 3 O.S.)	Cast-In-Place Conc. Rigid Frame	3.65	12.7	57.15	CC	61.15
2012	2021	Structure 2012	30th Sideroad	250m East of County Road 124 (Lots 30 & 31, Con. 1 O.S.)	Cast-In-Place Conc. Rigid Frame	3.65	7.45	32.035	BR	70.24
2013	2021	Structure 2013	30th Sideroad	500m West of 3rd Line (Lots 30 & 31, Con. 3 O.S.)	Precast Concrete Box Culvert	3	14.63	62.47	BR	99.62
2014	2021	Structure 2014	4th Line	900m South of Melancthon-Osprey Townline (Lot 31, Con. 3 & 4 O.S.)	Cast-In-Place Conc. Rigid Frame	4.85	8	44	BR	73.41
2015	2021	Structure 2015	10th Line Northeast	300m Northeast of 5th Line (Lot 25, Con. 10 & 11)	Precast Concrete Box Culvert	4	9.5	44.55	BR	82.89
2016	2021	Structure 2016	4th Line NE	600m South of County Road 9 (Lot 30, Con. 4 & 5 NE)	Cast-In-Place Conc. Rigid Frame	2.4	14.85	47.52	CC	71.10
2017	2021	Structure 2017	2nd Line NE	1.4 km South of County Road 9 (Lot 28, Con. 2 & 3 NE)	CSP Multi-Plate Arch Culvert(s)	2.5	17.2	43	CS	58.92
2018	2021	Structure 2018	2nd Line NE	250m South of Sideroad 240 (Lot 26, Con. 2 & 3 NE)	Cast-In-Place Conc. Box Culvert	2.44	12.25	36.75	CC	69.23
2019	2021	Structure 2019	4th Line NE	2.5 km North of County Road 21 (Lot 23, Con. 4 & 5 NE)	Cast-In-Place Conc. Box Culvert	5	18.4	106.72	BR	74.86
2020	2021	Structure 2020	4th Line NE	2.4 km North of County Road 21 (Lot 22, Con. 4 & 5 NE)	Precast Concrete Box Culvert	3	16.8	58.8	CC	96.62
2021	2021	Structure 2021	2nd Line NE	2 km North of County Road 21 (Lot 21 Con. 2 & 3 NE)	CSP Multi-Plate Arch Culvert(s)	5.2	19.8	102.96	CS	50.50
2022	2021	Structure 2022	4th Line NE	150m North of county Road 21 (Lot 17, Con. 4 & 5 NE)	Cast-In-Place Conc. Box Culvert	3.1	18.5	68.45	CC	74.19
2023	2021	Structure 2023	4th Line NE	400 m South of County Road 21 (Lot 16, Con. 4 & 5 NE)	Cast-In-Place Conc. Box Culvert	3.6	14.1	63.45	BR-1	62.56
2024	2021	Structure 2024	2nd Line NE	800 m South of Sideroad 240 (Lot 25, Con. 2 & 3)	Precast Concrete Box Culvert	3	17	59.5	CC	96.54
2025	2021	Structure 2025	Sideroad 260	3.2 km West of Highway 10 (Lot 260-261 Con.3 SW)	CSP Multi-Plate Arch Culvert(s)	3.1	19.1	59.21	CS	65.52
2026	2021	Structure 2026	8th Line SW	1 km North of Highway 89 (Lot 11 Con.8 & 9 SW)	CSP Multi-Plate Arch Culvert(s)	3.4	17	57.8	CS	83.26
2027	2021	Structure 2027	15 Sideroad	2 km West of County Road 124 (Lot 15 & 16, Con. 2 OS)	Precast Concrete Box Culvert	3.6	10	42	CC	94.99
2028	2021	Structure 2028	Main Street(County Road 14)	0.5 km South of Sideroad 15 (Lot 15, Con. 1 & 2 OS)	Precast Concrete Box Culvert	2.44	16.8	47.712	CC	92.51
2029	2021	Structure 2029	220 Sideroad	0.5 km East of County Road 2 (Lots 36 & 37, Con. 5 SW)	Cast-In-Place Conc. Rigid Frame	2.42	8.04	24.12	BR	74.01
2030	2021	Structure 2030	240 Sideroad	1.3 km East of 4th Line NE (Lots 26 & 27, Con. 5 SW)	Cast-In-Place Conc. Rigid Frame	1.5 (2.5m skew span)	8.2	52.07	BR	63.81
2031	2021	Structure 2031	240 Sideroad	0.5 km East of Highway 10 (Lot 240 & 241, Con. 1 NE)	CSP Multi-Plate Arch Culvert(s)	3.73	16	59.68	CS	85.22
2032	2021	Structure 2032	2nd Line Northeast	0.7 km North of Sideroad 280	CSP Round Culvert(s)	1.8	14.6	68.62	CS	61.74
2033	2021	Structure 2033	7th Line SW	0.25km South of 260 Sideroad	Cast-In-Place Conc. Rigid Frame	3.65 (4.0m skew span)	12.2	48.8	CC	71.69
2034	2021	Structure 2034	Mulmur-Melancthon Townline	North of 15th Sideroad (Lot 18, Con. IIII)	Cast-In-Place Conc. Rigid Frame	4.25	9.6	48	BR	65.85

TOWNSHIP OF MELANCTHON - CAPITAL WORKS BY BCI

Structure No.	Inspect. Year	Road Name	Deterioration Curve	BCI	Years to Rehab	Years to Replace	Total Cost of Rehabilitation	Total Cost of Replacement	Recommended Work	Maintenance Needs	Additional Investigations	Roadside Protection	Structure Repair/Replacement	Associated Work	Staging	Environmental Assessment	Contingency	Engineering Design	Capital Works Within 1 Year	Capital Works 1 - 5 Years	Capital Works 6 - 10 Years	10-Year Capital Works Cost
2021	2021	2nd Line NE	CS	50.50	N/A	5.25	N/A	\$ 598,500.00	Replace	\$ 1,000.00	\$ 5,000.00	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 598,500.00	\$ -	\$ 598,500.00
2017	2021	2nd Line NE	CS	58.92	N/A	9.46	\$ 246,000.00	\$ 497,500.00	Replace	\$ 2,500.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ 497,500.00	\$ 497,500.00
2011	2021	20th Sideroad	CC	61.15	N/A	7.50	\$ 211,500.00	\$ 622,500.00	Replace	\$ 5,750.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ 20,000.00	\$ -	\$ 2,500.00	\$ 47,000.00	\$ 47,000.00	\$ -	\$ -	\$ 622,500.00	\$ 622,500.00
2032	2021	2nd Line Northeast	CS	61.74	N/A	10.07	N/A	\$ 598,500.00	Replace	\$ 2,000.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
2023	2021	4th Line NE	BR-1	62.56	1.28	11.28	\$ 193,000.00	\$ 617,500.00	Rehabilitate	\$ 2,000.00	\$ -	\$ 1,000.00	\$ 145,000.00	\$ 15,000.00	N/A	\$ -	\$ 16,000.00	\$ 16,000.00	\$ -	\$ 193,000.00	\$ -	\$ 193,000.00
2030	2021	240 Sideroad	BR	63.81	N/A	11.91	\$ 167,000.00	\$ 497,500.00	Replace	\$ 2,750.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
003	2021	5th Sideroad	BR	65.31	N/A	12.66	\$ 195,000.00	\$ 557,500.00	Replace	\$ 6,500.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
2025	2021	Sideroad 260	CS	65.52	N/A	12.76	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2034	2021	Main Street County Road 141	BR	65.85	N/A	12.93	\$ 196,000.00	\$ 617,500.00	Replace	\$ 4,000.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 47,000.00	\$ 47,000.00	\$ -	\$ -	\$ -	\$ -
007	2021	7th Line SW	BR-1	66.89	3.45	13.45	\$ 211,000.00	\$ 1,037,500.00	Rehabilitate	\$ 2,500.00	\$ -	\$ -	\$ 160,000.00	\$ 15,000.00	N/A	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -	\$ 211,000.00	\$ -	\$ 211,000.00
018	2021	2nd Line NE	BR-1	69.06	4.53	14.53	\$ 237,500.00	\$ 802,500.00	Rehabilitate	\$ -	\$ -	\$ -	\$ 177,500.00	\$ 20,000.00	N/A	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 237,500.00	\$ -	\$ 237,500.00
2007	2021	15th Sideroad	BR	69.13	N/A	14.56	\$ 157,000.00	\$ 497,500.00	Replace	\$ 2,750.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
2018	2021	2nd Line NE	CC	69.23	N/A	14.61	\$ 214,000.00	\$ 497,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
011	2021	8th Line SW	BR-1	69.55	4.78	14.78	\$ 255,000.00	\$ 1,976,000.00	Rehabilitate	\$ 250.00	\$ -	\$ -	\$ 177,500.00	\$ 27,500.00	N/A	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 255,000.00	\$ -	\$ 235,000.00
2012	2021	30th Sideroad	BR	70.24	N/A	10.00	\$ 155,000.00	\$ 658,500.00	Replace	\$ 2,500.00	\$ -	\$ 56,000.00	\$ 500,000.00	\$ -	\$ -	\$ 2,500.00	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 658,500.00	\$ 658,500.00
018	2021	250 Sideroad	BR-1	70.46	5.40	15.23	\$ 276,000.00	\$ 1,391,500.00	Rehabilitate	\$ 3,000.00	\$ -	\$ -	\$ 215,000.00	\$ 15,000.00	N/A	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	\$ 276,000.00	\$ -	\$ 276,000.00
008	2021	7th Line SW	CC	70.47	N/A	15.47	\$ 168,000.00	\$ 737,500.00	Replace	\$ 2,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 57,000.00	\$ 57,000.00	\$ -	\$ -	\$ -	\$ -
2001	2021	3rd Line	CS	70.68	N/A	15.38	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2018	2021	4th Line NE	CC	71.10	N/A	16.10	N/A	\$ 478,500.00	Replace	\$ 1,500.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
014	2021	4th Line SW	BR-1	71.14	5.57	15.57	\$ 311,000.00	\$ 1,621,500.00	Rehabilitate	\$ 2,750.00	\$ -	\$ -	\$ 260,000.00	\$ 15,000.00	N/A	\$ -	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 311,000.00	\$ -	\$ 331,000.00
2033	2021	7th Line SW	CC	71.69	N/A	16.69	\$ 185,000.00	\$ 557,500.00	Replace	\$ 1,250.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
001	2021	4th Line SW	BR	72.16	N/A	16.08	\$ 160,500.00	\$ 507,500.00	Replace	\$ 7,000.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 20,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
005	2021	2nd Line SW	BR-1	72.76	6.38	16.38	\$ 189,500.00	\$ 977,500.00	Rehabilitate	\$ 1,500.00	\$ -	\$ 1,000.00	\$ 141,500.00	\$ 15,000.00	N/A	\$ -	\$ 16,000.00	\$ 16,000.00	\$ -	\$ 189,500.00	\$ -	\$ 189,500.00
2008	2021	15th Sideroad	BR	72.84	N/A	16.42	\$ 141,500.00	\$ 557,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
009	2021	8th Line SW	BR-1	72.93	6.46	16.46	\$ 276,000.00	\$ 1,097,500.00	Rehabilitate	\$ 1,500.00	\$ -	\$ -	\$ 215,000.00	\$ 15,000.00	N/A	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	\$ 276,000.00	\$ -	\$ 276,000.00
2014	2021	4th Line	BR	73.41	N/A	16.71	N/A	\$ 725,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ 5,000.00	\$ -	\$ 2,500.00	\$ 56,000.00	\$ 56,000.00	\$ -	\$ -	\$ -	\$ -
2004	2021	5th Sideroad	BR-1	73.48	6.94	16.94	\$ 158,000.00	\$ 737,500.00	Rehabilitate	\$ 3,500.00	\$ -	\$ -	\$ 115,000.00	\$ 15,000.00	N/A	\$ -	\$ 13,000.00	\$ 15,000.00	\$ -	\$ 158,000.00	\$ -	\$ 158,000.00
2008	2021	3rd Line	BR	73.92	N/A	16.96	N/A	\$ 478,500.00	Replace	\$ 2,750.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2029	2021	220 Sideroad	BR	74.01	N/A	17.00	\$ 101,500.00	\$ 478,500.00	Replace	\$ 500.00	\$ 5,000.00	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
016	2021	2nd Line SW	BR-1	74.19	N/A	30.19	N/A	\$ 1,603,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 1,300,000.00	\$ -	\$ -	\$ 2,500.00	\$ 130,000.00	\$ 115,000.00	\$ -	\$ -	\$ -	\$ -
2022	2021	4th Line NE	CC	74.19	N/A	19.19	N/A	\$ 478,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
017	2021	250 Sideroad	BR-1	74.75	7.37	17.37	N/A	\$ 1,488,500.00	Rehabilitate	\$ -	\$ -	\$ 56,000.00	\$ -	\$ -	N/A	\$ -	N/A	N/A	\$ -	\$ -	\$ -	\$ -
013	2021	260 Sideroad	BR-1	74.82	N/A	30.00	N/A	\$ 1,621,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 1,300,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 132,000.00	\$ 116,000.00	\$ -	\$ -	\$ -	\$ -
2019	2021	4th Line NE	BR	74.86	N/A	17.43	\$ 183,000.00	\$ 718,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ -	\$ -	\$ 2,500.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -
2002	2021	5th Sideroad	CS	74.96	N/A	17.76	N/A	\$ 598,500.00	Replace	\$ 2,250.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
2003	2021	3rd Line	CS	75.00	0.00	17.78	N/A	\$ 737,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 57,000.00	\$ 57,000.00	\$ -	\$ -	\$ -	\$ -
006	2021	4th Line SW	BR-1	78.61	14.80	24.80	\$ 37,000.00	\$ 1,018,500.00	Rehabilitate	\$ 9,500.00	\$ -	\$ -	\$ 70,000.00	\$ -	N/A	\$ -	\$ 2,000.00	\$ 15,000.00	\$ -	\$ 37,000.00	\$ -	\$ 37,000.00
2015	2021	10th Line Northeast	BR	82.89	N/A	28.19	N/A	\$ 598,500.00	Replace	\$ 4,250.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
2026	2021	8th Line SW	CS	83.26	N/A	22.37	N/A	\$ 497,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
2031	2021	240 Sideroad	CS	85.22	N/A	23.46	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2000	2021	15th Sideroad	BR	85.74	N/A	29.62	N/A	\$ 778,500.00	Replace	\$ 3,500.00	\$ -	\$ 56,000.00	\$ 600,000.00	\$ -	\$ -	\$ 2,500.00	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -
012	2021	7th Line SW	BR-1	86.26	19.63	29.63	N/A	\$ 1,833,500.00	Rehabilitate	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	N/A	N/A	\$ -	\$ -	\$ -	\$ -
010	2021	280 Sideroad	BR	90.43	N/A	39.17	N/A	\$ 1,078,500.00	Replace	\$ 1,500.00	\$ -	\$ 56,000.00	\$ 850,000.00	\$ -	\$ -	\$ 2,500.00	\$ 85,000.00	\$ 85,000.00	\$ -	\$ -	\$ -	\$ -
2028	2021	Main Street County Road 141	CC	92.51	N/A	37.51	N/A	\$ 478,500.00	Replace	\$ 1,250.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2005	2021	3rd Line	CS	94.66	N/A	28.70	N/A	\$ 478,500.00	Replace	\$ 500.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2027	2021	15 Sideroad	CC	94.99	N/A	39.99	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2024	2021	2nd Line NE	CC	96.54	N/A	41.54	N/A	\$ 478,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2020	2021	4th Line NE	CC	96.62	N/A	41.62	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2010	2021	3rd Line	CS	96.94	N/A	29.97	N/A	\$ 538,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2013	2021	30th Sideroad	BR	99.62	N/A	41.81	N/A	\$ 538,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -

Sub Totals										\$ 96,000.00	\$ 10,000.00	\$ 2,184,000.00	\$ 19,621,500.00	\$ 372,500.00	\$ -	\$ 95,000.00	\$ 2,098,000.00	\$ 1,992,000.00	\$ -	\$ 1,788,000.00	\$ 2,733,000.00	\$ 4,521,000.00
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TOWNSHIP OF MELANCTHON - REHABILITATION CAPITAL WORKS

Structure No.	Inspect. Year	Road Name	Deterioration Curve	BCI	Years to Rehab	Years to Replace	Total Cost of Rehabilitation	Total Cost of Replacement	Recommended Work	Maintenance Needs	Additional Investigations	Roadside Protection	Structure Repair/Replacement	Associated Work	Staging	Environmental Assessment	Contingency	Engineering Design	Capital Works Within 1 year	Capital Works 1 - 5 Years	Capital Works 6 - 10 Years	10-Year Capital Works Cost	
2023	2021	4th Line NE	BR-1	62.56	1.28	11.28	\$ 191,000.00	\$ 617,500.00	Rehabilitate	\$ 2,000.00	\$ -	\$ 1,000.00	\$ 145,000.00	\$ 15,000.00	N/A	\$ -	\$ 16,000.00	\$ 16,000.00	\$ -	\$ 193,000.00	\$ -	\$ 193,000.00	\$ 193,000.00
007	2021	7th Line SW	BR-1	66.89	3.45	13.45	\$ 211,000.00	\$ 1,037,500.00	Rehabilitate	\$ 2,500.00	\$ -	\$ -	\$ 160,000.00	\$ 15,000.00	N/A	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -	\$ 211,000.00	\$ -	\$ 211,000.00	\$ 211,000.00
018	2021	2nd Line NE	BR-1	69.06	4.53	14.53	\$ 237,500.00	\$ 802,500.00	Rehabilitate	\$ -	\$ -	\$ -	\$ 177,500.00	\$ 20,000.00	N/A	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 237,500.00	\$ -	\$ 237,500.00	\$ 237,500.00
011	2021	8th Line SW	BR-1	69.15	4.78	14.78	\$ 255,000.00	\$ 1,976,000.00	Rehabilitate	\$ 250.00	\$ -	\$ -	\$ 172,500.00	\$ 22,500.00	N/A	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 235,000.00	\$ -	\$ 235,000.00	\$ 235,000.00
016	2021	250 Sideroad	BR-1	70.46	5.40	15.23	\$ 276,000.00	\$ 1,391,500.00	Rehabilitate	\$ 3,000.00	\$ -	\$ -	\$ 215,000.00	\$ 15,000.00	N/A	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	\$ 276,000.00	\$ -	\$ 276,000.00	\$ 276,000.00
014	2021	4th Line SW	BR-1	71.14	5.57	15.57	\$ 331,000.00	\$ 1,621,500.00	Rehabilitate	\$ 2,750.00	\$ -	\$ -	\$ 260,000.00	\$ 15,000.00	N/A	\$ -	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 331,000.00	\$ -	\$ 331,000.00	\$ 331,000.00
005	2021	2nd Line SW	BR-1	72.76	6.38	16.38	\$ 189,500.00	\$ 977,500.00	Rehabilitate	\$ 1,500.00	\$ -	\$ 1,000.00	\$ 141,500.00	\$ 15,000.00	N/A	\$ -	\$ 16,000.00	\$ 16,000.00	\$ -	\$ 189,500.00	\$ -	\$ 189,500.00	\$ 189,500.00
009	2021	8th Line SW	BR-1	72.93	6.46	16.46	\$ 276,000.00	\$ 1,097,500.00	Rehabilitate	\$ 1,500.00	\$ -	\$ -	\$ 215,000.00	\$ 15,000.00	N/A	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	\$ 276,000.00	\$ -	\$ 276,000.00	\$ 276,000.00
2004	2021	5th Sideroad	BR-1	73.88	6.94	16.94	\$ 158,000.00	\$ 737,500.00	Rehabilitate	\$ 3,500.00	\$ -	\$ -	\$ 115,000.00	\$ 15,000.00	N/A	\$ -	\$ 13,000.00	\$ 15,000.00	\$ -	\$ 158,000.00	\$ -	\$ 158,000.00	\$ 158,000.00
017	2021	250 Sideroad	BR-1	74.75	7.37	17.37	N/A	\$ 1,488,500.00	Rehabilitate	\$ -	\$ -	\$ 56,000.00	\$ -	\$ -	N/A	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
006	2021	4th Line SW	BR-1	78.61	14.80	24.80	\$ 37,000.00	\$ 1,018,500.00	Rehabilitate	\$ 9,500.00	\$ -	\$ -	\$ 20,000.00	\$ -	N/A	\$ -	\$ 2,000.00	\$ 15,000.00	\$ -	\$ 37,000.00	\$ -	\$ 37,000.00	\$ 37,000.00
012	2021	7th Line SW	BR-1	86.26	19.63	29.63	N/A	\$ 1,893,500.00	Rehabilitate	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Totals										\$ 27,500.00	\$ -	\$ 88,000.00	\$ 1,621,500.00	\$ 147,500.00	\$ -	\$ -	\$ 179,000.00	\$ 194,000.00	\$ -	\$ 1,189,500.00	\$ 954,500.00	\$ 2,144,000.00	

TOWNSHIP OF MELANCTHON - REPLACEMENT CAPITAL WORKS

Structure No.	Inspect. Year	Road Name	Deterioration Curve	BCI	Years to Rehab	Years to Replace	Total Cost of Rehabilitation	Total Cost of Replacement	Recommended Work	Maintenance Needs	Additional Investigations	Roadside Protection	Structure Repair/Replacement	Associated Work	Staging	Environmental Assessment	Contingency	Engineering Design	Capital Works Within 1 year	Capital Works 1 - 5 Years	Capital Works 6 - 10 Years	10-Year Capital Works Cost
2021	2021	2nd Line NE	CS	50.50	N/A	5.25	N/A	\$ 598,500.00	Replace	\$ 1,000.00	\$ 5,000.00	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 598,500.00	\$ -	\$ 598,500.00
2011	2021	20th Sideroad	CC	61.15	N/A	7.50	\$ 211,500.00	\$ 622,500.00	Replace	\$ 5,750.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ 20,000.00	\$ -	\$ 2,500.00	\$ 47,000.00	\$ 47,000.00	\$ -	\$ -	\$ 622,500.00	\$ 622,500.00
2017	2021	2nd Line NE	CS	58.92	N/A	9.46	\$ 246,000.00	\$ 497,500.00	Replace	\$ 2,500.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ 497,500.00	\$ 497,500.00
2012	2021	30th Sideroad	BR	70.24	N/A	10.00	\$ 155,000.00	\$ 658,500.00	Replace	\$ 2,500.00	\$ -	\$ 56,000.00	\$ 500,000.00	\$ -	\$ -	\$ 2,500.00	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 658,500.00	\$ 658,500.00
2032	2021	2nd Line Northeast	CS	61.74	N/A	10.87	N/A	\$ 598,500.00	Replace	\$ 2,000.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
2030	2021	740 Sideroad	BR	63.81	N/A	11.91	\$ 167,000.00	\$ 497,500.00	Replace	\$ 2,750.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
003	2021	5th Sideroad	BR	65.31	N/A	12.66	\$ 195,000.00	\$ 557,500.00	Replace	\$ 6,500.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
2025	2021	Sideroad 260	CS	65.52	N/A	12.76	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2034	2021	Mulmur-Melancthon Townline	BR	65.85	N/A	12.93	\$ 196,000.00	\$ 617,500.00	Replace	\$ 4,000.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 47,000.00	\$ 47,000.00	\$ -	\$ -	\$ -	\$ -
2007	2021	15th Sideroad	BR	69.13	N/A	14.56	\$ 157,000.00	\$ 497,500.00	Replace	\$ 2,250.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
2010	2021	2nd Line NE	CC	69.23	N/A	14.61	\$ 214,000.00	\$ 497,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
2001	2021	3rd Line	CS	70.68	N/A	15.38	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
008	2021	7th Line SW	CC	70.47	N/A	15.47	\$ 168,000.00	\$ 737,500.00	Replace	\$ 2,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 57,000.00	\$ 57,000.00	\$ -	\$ -	\$ -	\$ -
001	2021	4th Line SW	BR	72.16	N/A	16.08	\$ 160,500.00	\$ 502,500.00	Replace	\$ 7,000.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 20,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
2018	2021	4th Line NE	CC	71.10	N/A	16.10	N/A	\$ 478,500.00	Replace	\$ 1,500.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2008	2021	15th Sideroad	BR	72.84	N/A	16.42	\$ 141,500.00	\$ 557,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
2033	2021	7th Line SW	CC	71.69	N/A	16.69	\$ 185,000.00	\$ 557,500.00	Replace	\$ 1,250.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
2014	2021	4th Line	BR	73.41	N/A	16.71	N/A	\$ 725,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ 5,000.00	\$ -	\$ 2,500.00	\$ 56,000.00	\$ 56,000.00	\$ -	\$ -	\$ -	\$ -
2006	2021	3rd Line	BR	73.92	N/A	16.96	N/A	\$ 478,500.00	Replace	\$ 2,750.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2029	2021	220 Sideroad	BR	74.01	N/A	17.00	\$ 101,500.00	\$ 478,500.00	Replace	\$ 500.00	\$ 5,000.00	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2019	2021	4th Line NE	BR	74.86	N/A	17.43	\$ 183,000.00	\$ 718,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ -	\$ -	\$ 2,500.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -
2002	2021	5th Sideroad	CS	74.96	N/A	17.76	N/A	\$ 598,500.00	Replace	\$ 2,250.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
2003	2021	3rd Line	CS	75.00	U	17.78	N/A	\$ 737,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 550,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 57,000.00	\$ 57,000.00	\$ -	\$ -	\$ -	\$ -
2022	2021	4th Line NE	CC	74.19	N/A	19.19	N/A	\$ 478,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2026	2021	8th Line SW	CS	83.26	N/A	23.37	N/A	\$ 497,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 350,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -
2031	2021	240 Sideroad	CS	85.22	N/A	23.46	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2015	2021	10th Line Northeast	BR	82.89	N/A	28.19	N/A	\$ 598,500.00	Replace	\$ 4,250.00	\$ -	\$ 56,000.00	\$ 450,000.00	\$ -	\$ -	\$ 2,500.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
2005	2021	3rd Line	CS	94.66	N/A	28.70	N/A	\$ 478,500.00	Replace	\$ 500.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2009	2021	15th Sideroad	BR	85.74	N/A	29.62	N/A	\$ 778,500.00	Replace	\$ 3,500.00	\$ -	\$ 56,000.00	\$ 600,000.00	\$ -	\$ -	\$ 2,500.00	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -
2010	2021	3rd Line	CS	96.94	N/A	29.97	N/A	\$ 538,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
013	2021	260 Sideroad	BR-1	74.82	N/A	30.00	N/A	\$ 1,603,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 1,300,000.00	\$ 15,000.00	\$ -	\$ 2,500.00	\$ 132,000.00	\$ 116,000.00	\$ -	\$ -	\$ -	\$ -
015	2021	2nd Line SW	BR-1	74.19	N/A	30.19	N/A	\$ 1,603,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 1,300,000.00	\$ -	\$ -	\$ 2,500.00	\$ 130,000.00	\$ 115,000.00	\$ -	\$ -	\$ -	\$ -
2028	2021	Main Street(County Road 14)	CC	92.51	N/A	37.51	N/A	\$ 478,500.00	Replace	\$ 1,250.00	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
010	2021	280 Sideroad	BR	90.43	N/A	39.17	N/A	\$ 1,078,500.00	Replace	\$ 1,500.00	\$ -	\$ 56,000.00	\$ 850,000.00	\$ -	\$ -	\$ 2,500.00	\$ 85,000.00	\$ 85,000.00	\$ -	\$ -	\$ -	\$ -
2027	2021	15 Sideroad	CC	94.99	N/A	39.99	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2024	2021	2nd Line NE	CC	96.54	N/A	41.54	N/A	\$ 478,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 350,000.00	\$ -	\$ -	\$ 2,500.00	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
2020	2021	4th Line NE	CC	96.62	N/A	41.62	N/A	\$ 538,500.00	Replace	\$ 1,000.00	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
2013	2021	30th Sideroad	BR	99.62	N/A	41.81	N/A	\$ 538,500.00	Replace	\$ -	\$ -	\$ 56,000.00	\$ 400,000.00	\$ -	\$ -	\$ 2,500.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
Sub Totals										\$ 68,500.00	\$ 10,000.00	\$ 2,138,000.00	\$ 18,000,000.00	\$ 225,000.00	\$ -	\$ 95,000.00	\$ 1,829,000.00	\$ 1,798,000.00	\$ -	\$ 598,500.00	\$ 1,778,500.00	\$ 2,177,000.00

TOWNSHIP OF MELANCTHON - MAINTENANCE NEEDS

Structure Name	Road Name	Maintenance Need	Estimated Maintenance Costs
001	4th Line SW	Remove vegetation along curbs and around wingwalls and debris in watercourse; Install rock protection along abutments and wingwalls	\$7,000.00
003	5th Sideroad	Remove vegetation along curbs and around structure. Repair washout on NE & SE embankments. Install rock protection along abutments	\$6,500.00
005	2nd Line SW	Sweep deck wearing surface and remove vegetation along curb. Raise hazard warning signs at structure	\$1,500.00
006	4th Line SW	Sweep deck top and remove vegetation around wingwalls. Install rock protection along abutments and wingwalls	\$9,500.00
007	7th Line SW	Remove vegetation along curbs and around wingwalls; Replace hazard warning signs at structure	\$2,500.00
008	7th Line SW	Remove fill over exposed deck top ends; Install hazard warning signs at structure	\$2,000.00
009	8th Line SW	Sweep deck top and flush expansion joints	\$1,500.00
010	280 Sideroad	Sweep deck top and flush expansion joints	\$1,500.00
011	8th Line SW	Install hazard warning sign in SW quadrant	\$250.00
012	7th Line SW	Rout and seal cracks in wearing surface	\$1,000.00
014	4th Line SW	Sweep deck top and flush expansion joints. Replace deteriorated barrier post and post. Replace missing end cap	\$2,750.00
016	250 Sideroad	Sweep deck top. Repair Hand Railings; Raise hazard warning signs and install narrow structure signs	\$3,000.00
2001	3rd Line	Install hazard warning signs at structure	\$1,000.00
2002	5th Sideroad	Remove tree growing close to inlet. Install hazard warning signs at structure. Tighten loose nuts in barrel	\$2,250.00
2003	3rd Line	Install hazard warning signs at structure	\$1,000.00
2004	5th Sideroad	Remove vegetation around wingwalls; Remove blockage at inlet and fill built-up	\$3,500.00
2005	3rd Line	Tighten loose end treatment cables	\$500.00
2006	3rd Line	Rout and seal cracks in wearing surface; Install hazard warning sign at structure in SE corner; Remove fill and vegetation build up in stream	\$2,750.00
2007	15th Sideroad	Remove vegetation around wingwalls; Repair washout on SE embankment; Straighten hazard warning signs at structure; raise SE hazard warning sign	\$2,250.00
2008	15th Sideroad	Remove fallen trees blocking inlet	\$1,000.00
2009	15th Sideroad	Rout and seal cracks in wearing surface; Consider installing curb edge detail in spots	\$3,500.00
2011	20th Sideroad	Remove vegetation around guide rail, wingwalls, and fascia; Install hazard warning sign in NW corner; Tighten loose end treatment cables	\$5,750.00
2012	30th Sideroad	Remove vegetation along curbs and around wingwalls; Replace damaged hazard warning signs at structure & install narrow bridge signs	\$2,500.00
2014	4th Line	Remove vegetation along curbs	\$1,000.00
2015	10th Line Northeast	Remove vegetation along guide rail; Repair large spill on interior precast unit; Place rock protection along abutments; Install missing nuts/bolts in guide rail posts	\$4,250.00
2016	4th Line NE	Rout and seal cracks in wearing surface; Install hazard warning signs at structure	\$1,500.00
2017	2nd Line NE	Repair washouts on east embankments; Install hazard warning signs at structure	\$2,500.00
2018	2nd Line NE	Remove vegetation around hazard warning signs; Raise hazard warning signs at structure	\$1,000.00
2019	4th Line NE	Install hazard warning signs at structure	\$1,000.00
2020	4th Line NE	Install hazard warning signs at structure	\$1,000.00
2021	2nd Line NE	Remove beaver dam west of culvert	\$1,000.00
2022	4th Line NE	Install hazard warning signs at structure	\$1,000.00
2023	4th Line NE	Remove fill and overgrown vegetation over culvert ends and around hazard warning signs	\$2,000.00
2025	Sideroad 260	Install hazard warning signs at structure	\$1,000.00
2027	15 Sideroad	Flush channel ends; Tighten loose end treatment cables	\$1,000.00
2028	Main Street (County Road 14)	Install additional rock protection at inlet. Trim exposed filter fabric on east retaining wall	\$1,250.00
2029	220 Sideroad	Raise hazard warning signs at structure	\$500.00
2030	240 Sideroad	Install rock protection along abutments; Install narrow bridge signs on abutments	\$2,750.00
2031	240 Sideroad	Install hazard warning signs at structure	\$1,000.00
2032	2nd Line Northeast	Repair erosion on NE embankment; Install hazard warning signs at structure	\$2,000.00
2033	7th Line SW	Remove tree growing over inlet; Raise hazard warning signs on west side of structure	\$1,250.00
2034	Malmur-Melancthon Townline	Remove overgrown vegetation blocking waterway; Repair erosion on SE embankment; Install additional hazard warning signs at structure	\$4,000.00
Total			\$86,000.00

TOWNSHIP OF MELANCTHON - ADDITIONAL INVESTIGATIONS REQUIRED

Priority	Structure Name	Road Name	Additional Investigations Required	Estimated Cost
Normal	001	4th Line SW	Monitoring of Deformations, Settlements and Movements,	\$0
Normal	008	7th Line SW	Monitoring Crack Widths,	\$0
Normal	2002	5th Sideroad	Monitoring of Deformations, Settlements and Movements,	\$0
Normal	2012	30th Sideroad	Monitoring of Deformations, Settlements and Movements, Monitoring Crack Widths,	\$0
Normal	2021	2nd Line NE	Monitoring Crack Widths,	\$5,000
Normal	2026	8th Line SW	Monitoring of Deformations, Settlements and Movements,	\$0
Normal	2029	220 Sideroad	Monitoring of Deformations, Settlements and Movements,	\$5,000
Normal	2031	240 Sideroad	Monitoring of Deformations, Settlements and Movements,	\$0
Normal	2032	2nd Line Northeast	Monitoring of Deformations, Settlements and Movements,	\$0
Total				\$10,000.00

TOWNSHIP OF MELANCTHON - CURRENT ROADSIDE SAFETY NEEDS

Structure Name	Road Name	Roadside Safety Need	Estimated Cost
005	2nd Line SW	Investigate need for Guide Rail	\$1,000.00
008	7th Line SW	Investigate need for Guide Rail	\$1,000.00
017	250 Sideroad	Replace guide rail, end treatments	\$56,000.00
2001	3rd Line	Replace Guide Rail, end treatments	\$56,000.00
2003	3rd Line	Replace rotten posts and raise 3-cable guide rail	\$6,000.00
2007	15th Sideroad	Investigate need for Guide Rail	\$1,000.00
2009	15th Sideroad	Replace Guide Rail, end treatments	\$56,000.00
2010	3rd Line	Investigate need for Guide Rail	\$1,000.00
2016	4th Line NE	Investigate need for Guide Rail	\$1,000.00
2017	2nd Line NE	Investigate need for Guide Rail	\$1,000.00
2018	2nd Line NE	Install Guide Rail, end treatments	\$56,000.00
2019	4th Line NE	Install Guide Rail, end treatments	\$56,000.00
2020	4th Line NE	Investigate need for Guide Rail	\$1,000.00
2021	2nd Line NE	Investigate need for Guide Rail	\$1,000.00
2022	4th Line NE	Investigate need for Guide Rail	\$1,000.00
2023	4th Line NE	Investigate need for Guide Rail	\$1,000.00
2024	2nd Line NE	Investigate need for Guide Rail	\$1,000.00
2025	Sideroad 260	Investigate need for Guide Rail	\$1,000.00
2026	8th Line SW	Replace Guide Rail, end treatments	\$56,000.00
2032	2nd Line Northeast	Investigate need for Guide Rail	\$1,000.00
2033	7th Line SW	Investigate need for Guide Rail	\$1,000.00
Total			\$356,000.00

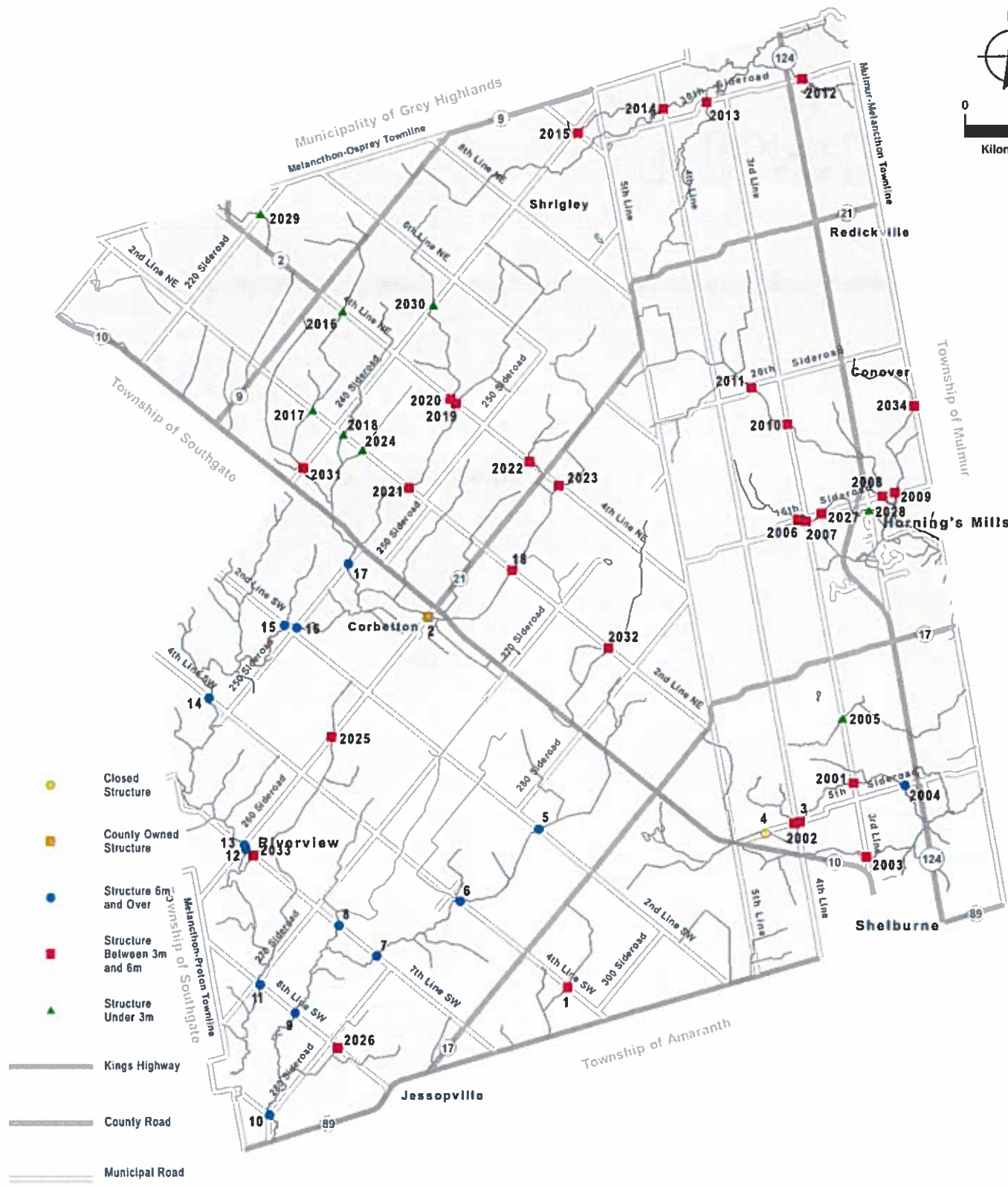


BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Appendix C

Structure Location Map



- Closed Structure
- County Owned Structure
- Structure 6m⁺ and Over
- Structure Between 3m and 6m
- ▲ Structure Under 3m

- Kings Highway
- County Road
- Municipal Road



Map Title
2021 BRIDGE INSPECTIONS
BRIDGE AND CULVERT LOCATIONS

Client
TOWNSHIP OF MELANCTHON

Drawn	Checked	Date	Figure No.
PS	MC	2021/11/26	
Scale		Project No.	
H 1:120,000		300052974	1



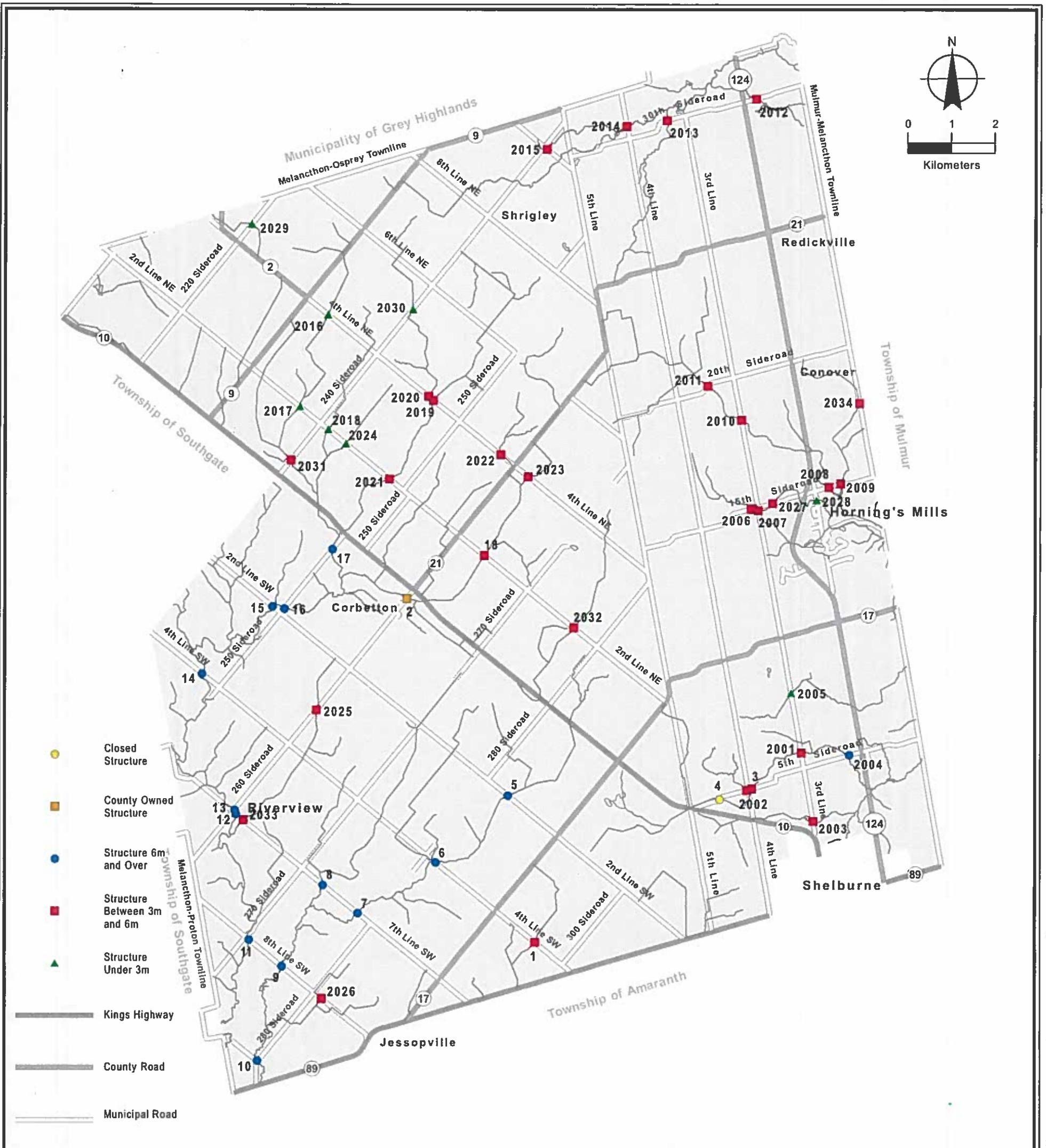
BURNSIDE


[THE DIFFERENCE IS OUR PEOPLE]

Appendix D

OSIM Forms and Photos

(Provided Separately)



	Map Title 2021 BRIDGE INSPECTIONS BRIDGE AND CULVERT LOCATIONS		
	Client TOWNSHIP OF MELANCTHON	Drawn PS Scale H 1:120,000	Checked MC Date 2021/11/26 Project No. 300052974



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: BRETTON ESTATES SUBDIVISION – REQUEST FOR SCHOOL BUS STOP

DATE: JANUARY 10, 2022

As per the direction from the December 9, 2021 Council meeting I contacted Stephen Christie, Township Solicitor and inquired with him if the Township could reopen the Bretton Estates Subdivision Agreement to assume a portion of Rutledge Heights so that children in the subdivision can be picked up there instead of County Road 124.

Mr. Christie advises that while it may be possible to assume a portion of road, it may not be advisable to do so from a liability standpoint. He goes on to further state that:

I am assuming that at this time, the M-Plan for this subdivision has not been registered. If this is the case, then these roads have not been dedicated to the Township. Without dedication or ownership, the Township is not in a position to assume the road for the purposes of the Municipal Act. Depending on the registration status, a conveyance of the roads from the Developer would be necessary which is not contemplated under the terms of the Subdivision Agreement. Certainly this would require amending the terms of the current Subdivision Agreement and cooperation from the Developer (whether or not the plan has been registered).

If the Township owns the roads or they have been dedicated through the registration of an M-Plan, the Municipal Act does allow the Township to assume the roads, however caution must be exercised as once they are assumed, the Township assumes not only the maintenance requirements but also the liability arising from the use of the roads. Practically, this may also be an issue if the roads (or portion thereof) cannot be immediately accessed from an assumed highway/road. Further, once assumed, the maintenance standards applicable to municipalities will also be in force which increases

PJ#10.6.1

JAN 13 2022

the potential liability of the Township. Would maintenance be an issue for the roads department?

As you note, the Subdivision Agreement states that among other requirements, 70% occupancy must be met before the roads are to be assumed by the Township. Presumably this is to ensure that the tax base from the new development is sufficient to cover the costs involved in maintaining the roadways that serve the subdivision. The Township may wish to consider whether or not the cost to assume part of the roads for buses is prohibitive at this time, depending on the occupancy rate.

In short, it is technically possible to assume part of the road for the purposes of enabling school bus pick ups, the Township needs to consider the cost to do so and the potential liability and responsibilities that would flow from doing so.

APPLICATIONS TO PERMIT FOR APPROVAL
January 13, 2022 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Windy Stream Farms - Alvin Martin Applicant: Aaron Bauman	098311 4th Line SW Lot 245-245, Con 4 SW	417.41 sq m (4493 sq ft)	On Farm Shop	Metal Fabrication Workshop	\$350,000.00	NO	approved

Plan # 11.1
JAN 13 2022

**Ministry of
Municipal Affairs
and Housing**

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

**Ministère des
Affaires municipales
et du Logement**

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



234-2022-61

Dear Head of Council:

The supply of housing in Ontario has not kept up with demand over the past decade and everyone has a role to play in fixing Ontario's housing crisis. More than ever, we need municipalities, non-profits and private industry to work with us to encourage the building of different kinds of housing – so that Ontario families have more affordable options.

To help support this important priority, I am pleased to provide you with an update on recent changes our government has made to help streamline and simplify Ontario's planning system.

Bill 13, the *Supporting People and Businesses Act, 2021*

Schedule 19 of Bill 13, the *Supporting People and Businesses Act, 2021* came into force December 2, 2021 upon royal assent.

Changes have been made to help streamline the planning system and, in some cases, help shorten approval timelines by providing municipal councils broader authority to allow more planning decisions to be made by committees of council or staff. Municipalities can now, subject to having appropriate official plan policies, delegate decisions dealing with minor amendments to zoning by-laws, such as temporary use by-laws and the lifting of holding symbols, should they choose to.

You can find more information about these changes on the Environmental Registry of Ontario (019-4419) and the Regulatory Registry (21-MMAH025) and some frequently asked questions are provided below.

At this time, I encourage you to review and update your existing delegation policies and consider exercising this new authority to help streamline your decision-making processes, and free up council's valuable time to focus on other more strategic matters.

Bill 276, the *Supporting Recovery and Competitiveness Act, 2021*

As you know, we also recently made *Planning Act* changes related to control of the division of land, including subdivision control, plans of subdivision, consents and validations through Bill 276, the *Supporting Recovery and Competitiveness Act, 2021*, which received Royal Assent on June 3, 2021. I am writing to confirm that Schedule 24 of Bill 276 and associated regulations came into force on January 1, 2022.

We are proud to make these changes, which will help save time and money for those involved in the land division approval process, including municipalities, landowners, purchasers and some lease holders. Our changes will continue to protect Ontarians when they buy and sell property, while making the rules of subdivision control clearer and simpler.

.../2

Plan # 11.2
IAN 13 2022

Your municipality may wish to consider whether adjustments to your land division application and review processes to align with the changes would be beneficial.

More information about these changes and the feedback we received during our consultation can be found on the Environmental Registry of Ontario ([019-3495 and 019-3958](#)) and Regulatory Registry ([Proposal 21-MMAH008 and Proposal 21-MMAH015](#)). Some frequently asked questions are provided below. Any further questions about the changes to the *Planning Act* and related regulations can be directed to ProvincialPlanning@ontario.ca.

Sincerely,

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

Steve Clark
Minister

c: Chief Administrative Officer

FAQs

Schedule 19 (Planning Act) to Bill 13, the Supporting People and Businesses Act, 2021

What changes have been made to the Planning Act?

- Changes to the Planning Act, Municipal Act, 2001 and City of Toronto Act, 2006 provide municipalities with discretionary authority to delegate additional decisions to committees of council or municipal staff for minor amendments to zoning by-laws like:
 - Temporary use by-laws
 - Lifting of holding provisions
- Before matters may be delegated, official plan policies will need to be developed to establish the type of minor zoning by-law amendments that may be delegated, such as authorization of temporary uses, the lifting of a holding symbol, and other minor zoning by-law amendments.

What types of “minor” amendments to a zoning by-law may be delegated?

- If a municipality would like to use this authority, official plan policies will need to be established to scope and define the types of “minor” zoning amendments that may be delegated. This could include matters like temporary use by-laws and by-laws lifting holding provisions.
- This approach is intended to allow for a locally tailored approach that reflects input from the public.

What types of conditions could council apply when delegating its authority?

- Council will have the ability to apply conditions on the delegation of its decision(s). These conditions would be determined locally when the official plan policies and implementing by-law for the delegation are being developed.

Will this new delegation authority alter the public meeting or appeal rights of the matters delegated?

- The delegation of additional planning matters would not alter any notice or public meeting requirements or limit appeal rights.

What other planning decisions can be delegated?

- Under the Planning Act, municipal council can delegate the following decisions to a committee of council, staff, or, in some cases, a committee of adjustment:
 - Community planning permit system permits
 - Approval of adopted lower-tier official plan amendments
 - Plans of subdivision and condominiums
 - Consents
 - Site plan
 - Validations
- Other planning matters, such as administrative functions related to by-laws, may be delegated by council based on the delegation provisions in the Municipal Act, 2001 (or City of Toronto Act, 2006).

Schedule 24 (Planning Act) to Bill 276, the Supporting Recovery and Competitiveness Act, 2021

What changes will be made to the Planning Act?

- The changes include technical, administrative and policy changes to provisions in sections 50, 51, 53, 54, 55 and 57 of the Planning Act related to control of the division of land, as well as other housekeeping or consequential changes.
- Upon proclamation, the changes will:
 - provide new exceptions to subdivision control and part lot control (i.e., exceptions from the need for land division approval) – for example, by preventing parcels from merging with other lands in certain circumstances
 - change the plan of subdivision process – for example, by aligning the requirements for public notice, information, and public meetings with other instruments under the Act
 - change the consent application process – for example, by requiring a municipality or the Minister, where requested, to issue a certificate for the retained land in addition to providing a certificate for the lands that are subject to the consent application, and
 - make other changes regarding subdivision control and its related processes – for example, by requiring that a decision on a validation conform with the same criteria which are applicable to consents.

What changes will be made with respect to “lot mergers”?

- Changes will be made to the subdivision control provisions to prevent lots from merging where lands were previously owned by, or abutted land previously owned by, joint tenants and where the ownership would have otherwise merged as a result of the death of one of the joint tenants.
- Outside of a “death of a joint tenant” scenario, lot mergers will continue to occur.

What changes will be made to the consent application process?

- Changes will be made to the consent application process to, for example:
 - permit a purchaser of land or the purchaser’s agent to apply for a consent
 - establish a new certificate of cancellation
 - provide for certificates to be issued in respect of retained land in addition to the lands that are subject to the consent application
 - provide for a standard two-year period during which the conditions of a consent must be satisfied, and
 - permit a consent application to be amended by an applicant prior to a decision about the consent being made by the consent-granting authority.
- Municipalities may need to modify or update certain administrative processes as a result of some of these changes.

What is a certificate for retained land?

- Changes to the Planning Act will provide for a consent-granting authority to issue a certificate for the retained land (the other part of the parcel approved through the land division process) resulting from certain consents.
- This certificate will show that the retained land has “consent” status.
- An applicant will need to specify in their application whether they are requesting a retained land certificate, and if so, require that a statement from a solicitor

confirming the extend of the owner's retained land be included as part of that application.

What is a certificate of cancellation?

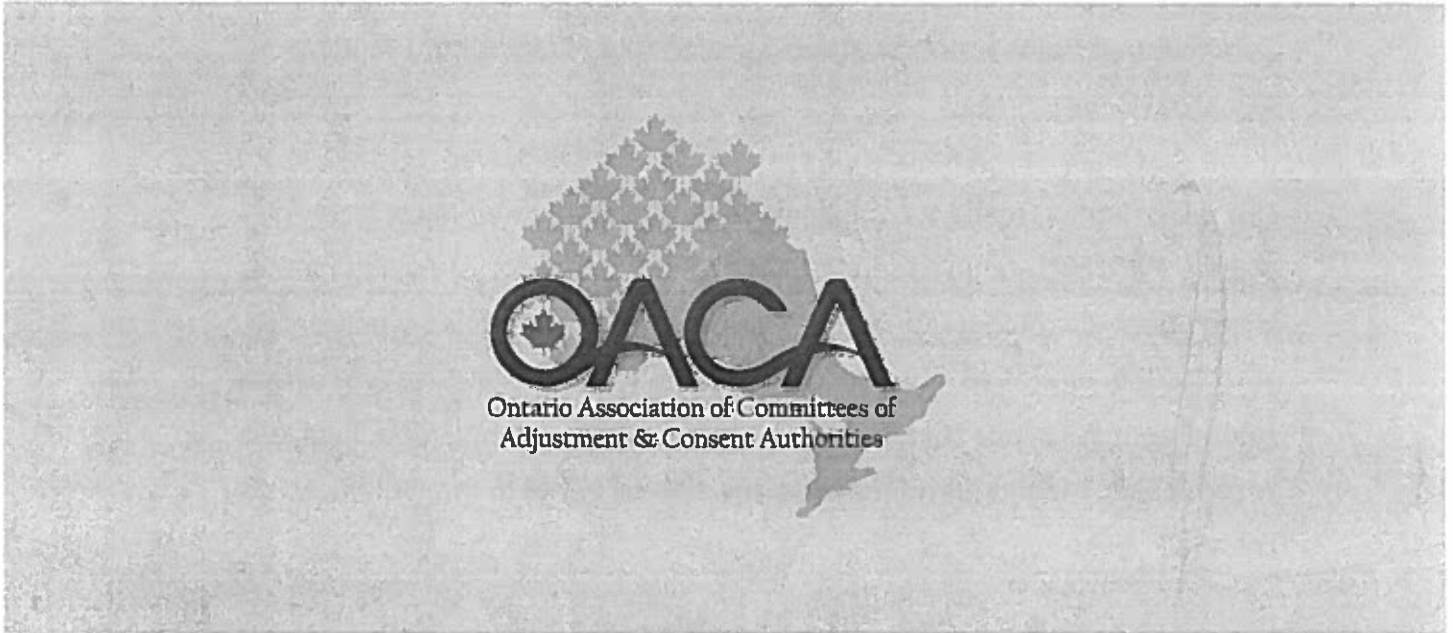
- In some situations, the original consent granted for a parcel of land may no longer be wanted or needed. This could occur, for example, where a parcel created by consent may need to be widened to accommodate a driveway. In these cases, the original consent may need to be cancelled to ensure the revised parcel will function as a single unit.
- Changes to the Planning Act will allow owners to apply to the consent-granting authority for a certificate of cancellation for a parcel that was previously severed with a consent. The consent-granting authority may also require the owner to apply as a condition of approval.
- Once a certificate of cancellation is issued, the parcel would be treated as though the previous consent had not been given. This could mean that the parcel would merge with neighbouring lands that are owned by the same person.

What considerations need to be applied to validation requests?

- A validation can be used in place of obtaining a consent to the contravening transaction (transfer or other transaction that was made in breach of the Planning Act requirements) in certain situations; for example, where the landowners at the time of the contravention are not available to sign the new transfer documents.
- The validation allows the validation authority to consider each situation on its merits and decide whether a request to validate title should be supported. The validation authority may, as a condition to issuing the validation, impose conditions as it considers appropriate.
- Bill 276 will make changes to require that a decision regarding a validation must conform with the same criteria which are applicable to consents, for example:
 - having regard to provincial interests and the land division criteria set out in the Planning Act
 - ensuring the validation is consistent with the Provincial Policy Statement and conforms, or does not conflict, with provincial plans, and
 - ensuring the validation conforms with all applicable official plans.

Denise Holmes

From: Ontario Association of Committees of Adjustment & Consent Authorities
<contactus@oaca.info>
Sent: Tuesday, December 14, 2021 4:15 PM
To: Denise Holmes
Subject: Bill 13, Supporting People and Businesses Act, 2021



Bill 13, Supporting People and Businesses Act, 2021

On December 2, 2021, Bill 13, Supporting People and Businesses Act, 2021 received Royal Assent. Once proclaimed, the following new section will be added under the Section 39 of the Planning Act:

Section 39.2 (new) That the council of a local municipality may, by by-law, delegate the authority to pass by-laws under section 34 that are of a minor nature to a committee of council or an individual who is an officer, employee or agent of the municipality. The Schedule also makes consequential amendments to the Municipal Act, 2001 and the City of Toronto Act, 2006.

The proposed amendments expand existing Planning Act powers and allow further use of delegated approval authority for matters that must currently be made by municipal council. Council will be allowed to delegate minor zoning by-law amendments subject to criteria established in their official plan to a committee of council (e.g., Planning Committee, Zoning by-law Committee, Committee of Adjustment) or municipal staff (e.g., Director of Planning, Municipal Clerk).

The minor zoning matters could include temporary use by-laws, lifting of holding symbols, and in essence a new “minor” category of zoning by-law amendment. It would be up to each municipality to determine whether to exercise this proposed new authority and the types of minor zoning by-law amendment decisions to delegate. The proposal would not impact current notice, public meeting requirements and appeal rights to the Ontario Land Tribunal.

As part of the Ministry's consultation on [Bill 13, Supporting People and Businesses Act, 2021](#), the Board reviewed the proposed legislation and provided following response on behalf of the Association:

"OACA generally supports the proposed amendment to permit the delegation of powers to further include an officer, employee or agent of the municipality for the purposes of approving approvals for temporary use by-laws, lifting of holding symbols and minor amendments to zoning by-laws that are technical/administrative in nature subject to the criteria established by the municipality in their respective Official Plan.

OACA would like to express concern that the term “minor zoning amendment” is not defined by the proposed changes to the Planning Act. Specifically, OACA feels that further clarification is required to define the term minor to include the

delegation of temporary use by-laws, removal of holding symbols and other matters that are administrative and technical in nature and outside the authority of the Minor Variance process regulated under Section 45 of the Planning Act.

The proposed changes to Section 39 of the Planning Act provide municipalities with the discretion to determine the types of "minor" zoning by-law amendment decisions to delegate to staff. If approved, these undefined provisions may place municipal staff in a position to render decisions on minor amendments to the zoning by-law to facilitate development approvals. This can be problematic in maintaining the openness and transparency of public participation in the local planning approval process. Our opinion is that the public interest is better served when the approval authority is made up of multi-panel, locally elected Councils and appointed Committees and Boards who incorporate public input into local development decisions. To support this position, it is important to highlight that committee of council and Committees of Adjustment are bound by statutory requirements and rules and procedures that ensure the principles of natural justice are upheld in the decision-making process.

OACA would like to highlight that the Planning Act currently contains provisions for municipalities to establish a Community Planning Permit System (CPPS). By incorporating this process, municipalities can streamline the development approval process to support local priorities. The CPPS combines the zoning, site plan and minor variance processes into one application and the authority to approve these applications can be delegated to a committee of Council or a municipal employee. Given that the creation of a CPPS is subject to public process, OACA supports this approach to further delegation to municipal staff.

In summary, OACA supports the proposed amendment to delegate powers to approve minor amendments to the zoning by-law requiring a public meeting only to committees of Council and any matters not requiring a public meeting

could be delegated an officer, employee, or agent of the municipality. OACA maintains the position any zoning amendments that require a public meeting especially those to facilitate development approvals be maintained with Council or a committee of Council, such as Committee of Adjustment. OACA understands that the proposed changes to Section 39 will not impact public notice and public meeting requirements.

Lastly, we ask that the Ministry consider providing further clarification in the proposed amendment to Section 39 to ensure that delegated authority to municipal staff be restricted to matters that are technical or administrative in nature, which may include the authority to approve temporary use by-laws and removal of holding symbols and minor zoning matters that are and outside the authority of the minor variance process regulated under Section 45 of the Planning Act."

You can view a full copy of OACA's submission under your profile on the OACA website (you will need to login to view).

Sean Kenney, OACA President



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• Municipal Planning Services Ltd. •

MEMORANDUM

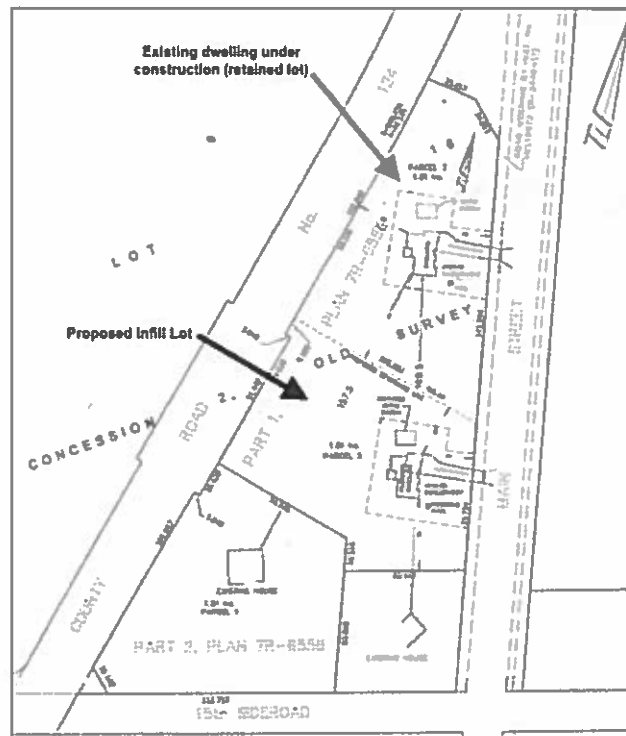
To: Mayor White and Members of Council
Copy: Ms. Denise Holmes, CAO
From: Chris Jones MCIP, RPP
Date: January 10, 2022
Re: NEC Permit M/R/2021-2022/591 (Baird)

The Township is in receipt of a notice from the NEC concerning a permit application for lands located in the East Part of Lot 16, Concession 2 O.S. with frontage on Main Street and Highway 124.

The purpose of the application is to facilitate the creation on one infill lot with a lot area of 1.01 ha (2.4 acres) and to construct a new dwelling with a floor area of 450 m² (4,843 ft²) on the severed lot.

A sketch of the proposed infill lot and proposed dwelling is provided in Figure 1.

Figure 1 – Proposed Infill Lot



TOWNSHIP OFFICIAL PLAN

The lands subject to the proposed severance are designated Rural in the Township's Official Plan.

Section 5.3.3 (e) of the Official Plan permits the creation of new lots through residential infilling providing the new lot is compliant with the policy definition of "residential infilling".

The salient aspect of the residential infill policy as it relates to this proposal is provided below:

...the creation of a new residential lot from parts of one or more similarly sized abutting residential lots containing dwellings that are a maximum of 200 metres apart and there is sufficient lot area for the severed and retained lots.

ANALYSIS

The severed and retained lots would have a lot area of 1 hectare and 2 hectares respectively and the distance between the existing dwellings is approximately 170 metres, which addresses the above-referenced policy requirement.

RECOMMENDATION

If Council is in agreement with the analysis of this report, it is recommended that Council support NEC permit application M/R/2021-2022/591.

Respectfully Submitted,



Chris D. Jones MCIP, RPP

Denise Holmes

From: Rde, Emma (NDMNRF) <Emma.Rude@ontario.ca>
Sent: Thursday, December 9, 2021 1:34 PM
To: Species at Risk (MECP); planner@dufferincounty.ca; planning@nvca.on.ca; Denise Holmes; Denise Holmes
Cc: Skinner, Jenna (NDMNRF)
Subject: 22-591 NEC Request for Comments
Attachments: 22-591.NEC.Request for Comments.pdf

Please find attached Niagara Escarpment Commission Request for Comments for file M/R/2021-2022/591.

We would appreciate receiving your comments via email to necowensound@ontario.ca by: **January 9, 2022**. If you require further information, please contact **Jenna Skinner** at Jenna.Skinner@ontario.ca

Thanks in advance,

Emma Rde
Administrative Coordinator
Niagara Escarpment Commission
1450 7th Avenue E, Owen Sound, ON, N4K 2Z1
Tel: 519-371-1001 Website: www.escarpment.org

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.

Emma Rde
Administrative Coordinator
Niagara Escarpment Commission
1450 7th Avenue E, Owen Sound, ON, N4K 2Z1
Tel: 519-371-1001 Website: www.escarpment.org

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Niagara Escarpment Commission

1450 7th Avenue East
Owen Sound, ON N4K 2Z1
Tel. No. (519) 371-1001
necowensound@ontario.ca
www.escarpment.org

Commission de l'escarpement du Niagara

1450 7^e avenue Est
Owen Sound, ON N4K 2Z1
No de tel. (519) 371-1001
necowensound@ontario.ca
www.escarpment.org



December 9, 2021

Via Email

County of Dufferin
Ministry of the Environment, Conservation and Parks
Nottawasaga Valley Conservation Authority
Township of Melancthon

REQUEST FOR COMMENTS

FILE NUMBER: M/R/2021-2022/591

APPLICANT: Dean Baird, Baird Consulting & Design
OWNER: Same as Applicant

LOCATION: Part Lot 16, Concession 2 OS
15 Side Road
Township of Melancthon, County of Dufferin
ARN 221900000117002

RELATED FILES: N/A

PROPOSED DEVELOPMENT:

To construct one storey plus walk-out ± 450 m² (4,844 ft²) single dwelling with a height-to-peak of ± 9 m (29.5 ft), a private sewage disposal system, and a ± 28 m (92 ft) driveway on a 1.01 ha (2.4 ac) proposed lot, to be severed from a 2.02 ha (5 ac) existing lot that contains a dwelling.

Note: Tree removal is proposed within the building envelope. A dwelling is currently under construction on the 2.02 ha (5 ac) existing lot and was approved under Development Permit M/R/2021-2022/47.

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: **January 9, 2022**. 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 Jenna Skinner at Jenna.Skinner@ontario.ca

(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)

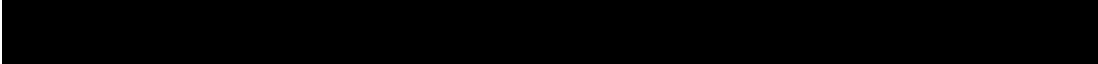
- Please ensure that the information you provide in this application is complete and accurate.
- Incomplete or inaccurate information will delay the processing of your application.
- Please contact your local Commission office if you have any questions about your proposal or this application.

1. OWNER (Required)

Name: BAIRD CONSULTING & DESIGN

Mailing Address: 515544 2ND LINE
Street/P.O. Box

AMARANTH ONTARIO L9V 1L6
City/Town Province Postal Code



2. APPLICANT or AGENT (if applicable)

Name: _____

Mailing Address: _____
Street/P.O. Box

City/Town Province Postal Code

Phone: _____ E-mail: _____

3. PROPERTY LOCATION & INFORMATION

Municipality: MELANCTHON Civic/Street Address #: _____
(Fire/Emergency #)

Lot: 16 Concession: 2 OS and/or Lot: _____ Plan: _____

Assessment roll number or PIN: _____ Lot Size: 2.02 HA

Date the property was purchased or future date of purchase: _____

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:

VANCANT LAND

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

SEVERANCE OF AN INFILL LOT OF 1.01 HA

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

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

i) Existing Lot:

Frontage 218.2M
Depth 100M +/-
Size 2.02 HA

ii) Proposed Lot:

Frontage 73.72 M
Depth 100 +/-
Size 1.01 HA

iii) Retained Lot:

Frontage 141.9 M
Depth 100 +/-
Size 1.01 HA

iv) Use of new Lot

- Agricultural
- APO
- Commercial
- Conservation
- Industrial
- Lot Addition
- Recreational
- Residential

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)
DWELLING		225 SQM +/-	450 SQM +/-	1 WITH W.O	9 M +/-

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.

PROPOSED DRIVEWAY INCLUDING ENTRANCE TO BE APROX 28M LONG. PROPOSED TREE REMOVAL, SEPTIC SYSTEM AND WELL AS PER ATTACHED SITEPLAN.

10. HOME BUSINESS, CHANGE OF USE, NEW USE

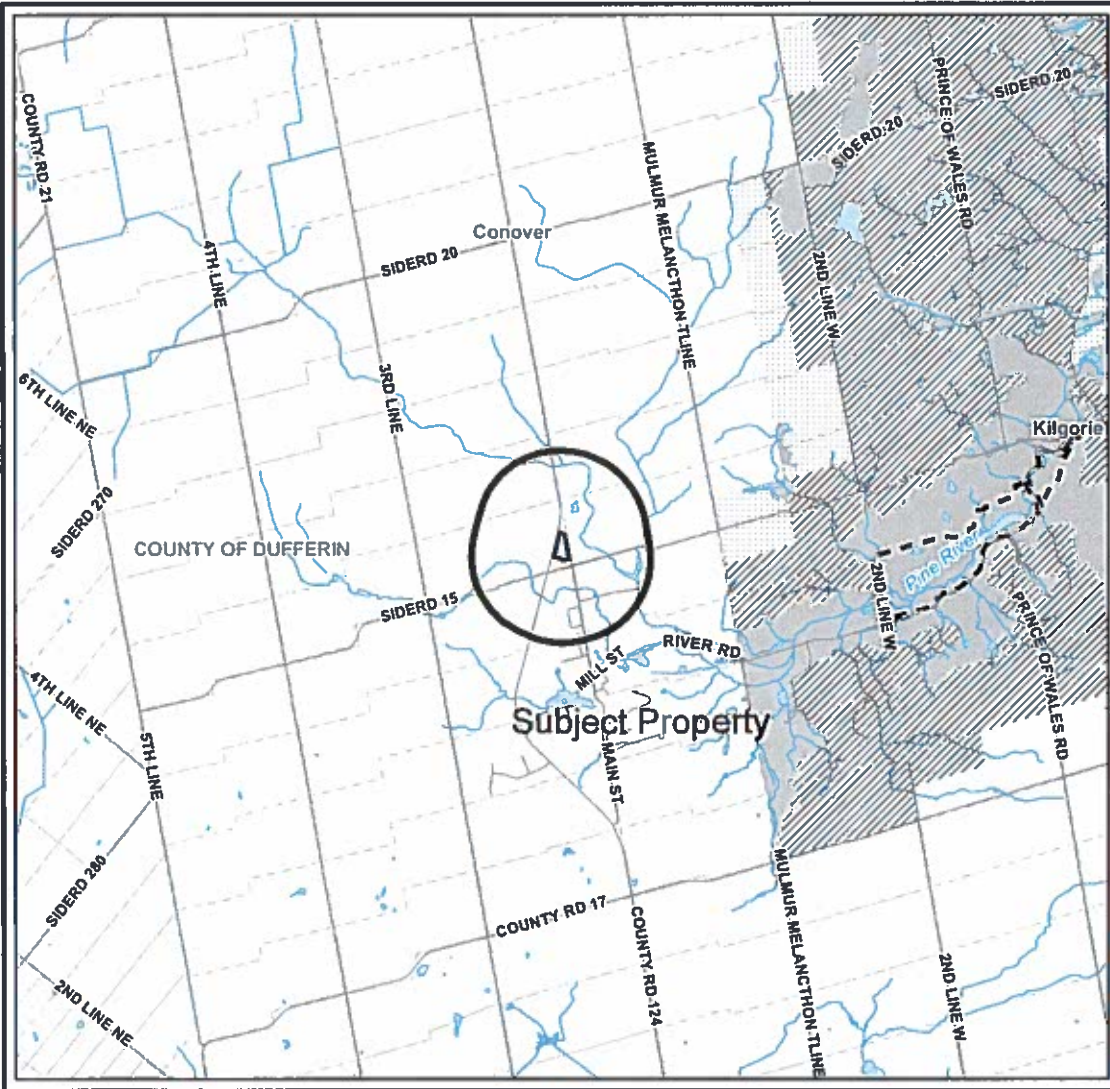
(e.g): Establishing a Home Business, Home Occupation, Home Industry or Bed and Breakfast business.
 Converting or changing the use or establishing a new use on a property or within any dwelling building or structure on a property.)

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.



Map 1A
Niagara Escarpment Plan
 221900000117000
 File: M/R/2021-2022/591

- 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
- 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" (Boundary) section of the Niagara Escarpment Plan.

Scale 1:50,000
 0 380 760 1140 1520
 Metres
 Printed on Jan 11, 2018
 THIS IS NOT A PLAN OF SURVEY
 This map is illustrative only. It may not be used as a precise indicator of location. It is not to be used as a guide to navigation. Data derived from various sources. Map compiled and produced by the Geographic Information Systems (GIS) Department of the Niagara Escarpment Commission, Ministry of Natural Resources.
Ontario
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Map 2 - Development Control

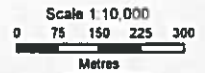
Lot Configuration

22190000117000

File: M/R/2021-2022/591

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

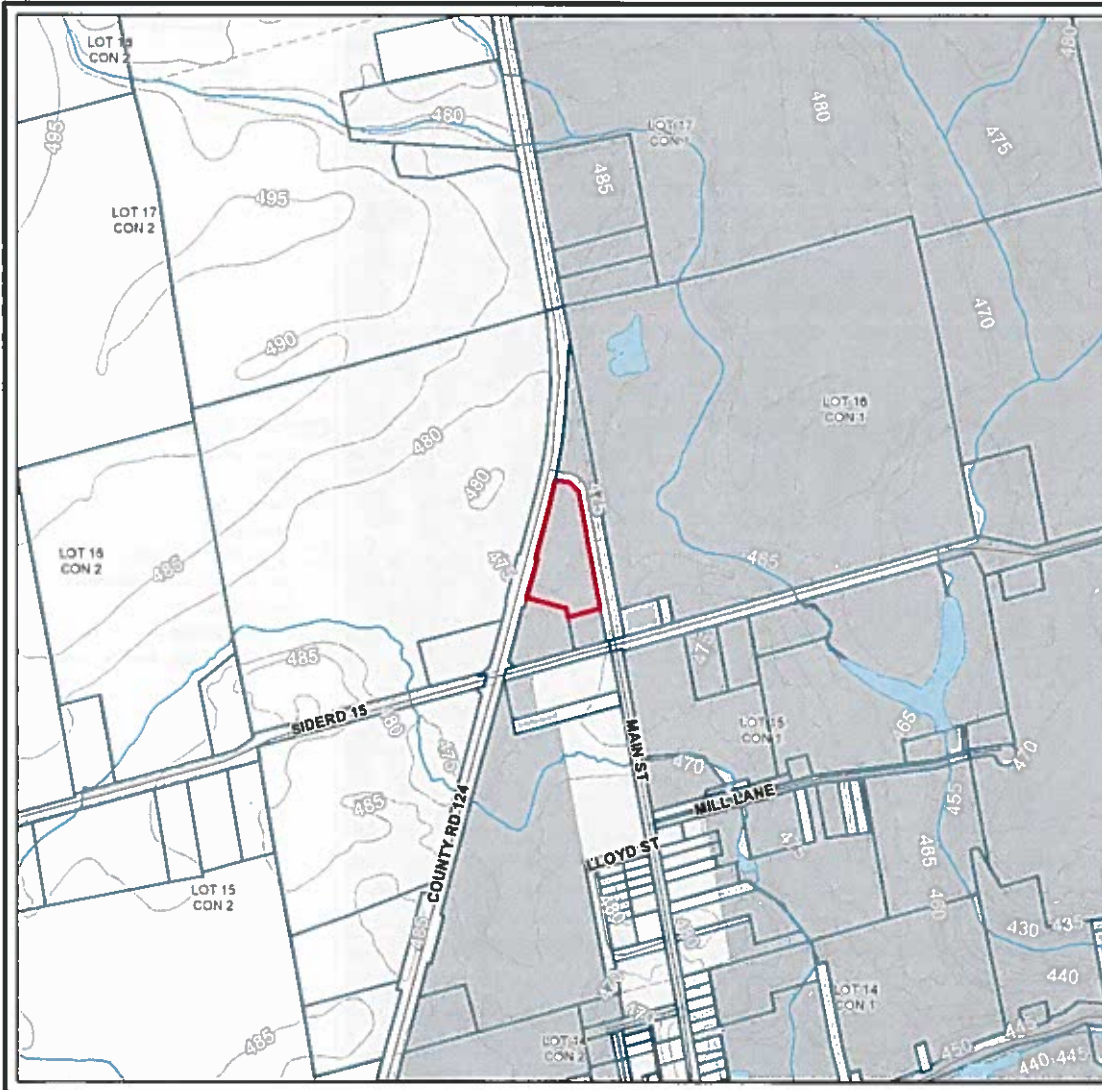
Area of Development Control Drawn for
Commissaries Only. Refer to the applications
Plans Required for an accurate interpretation
of the Development Control Area.

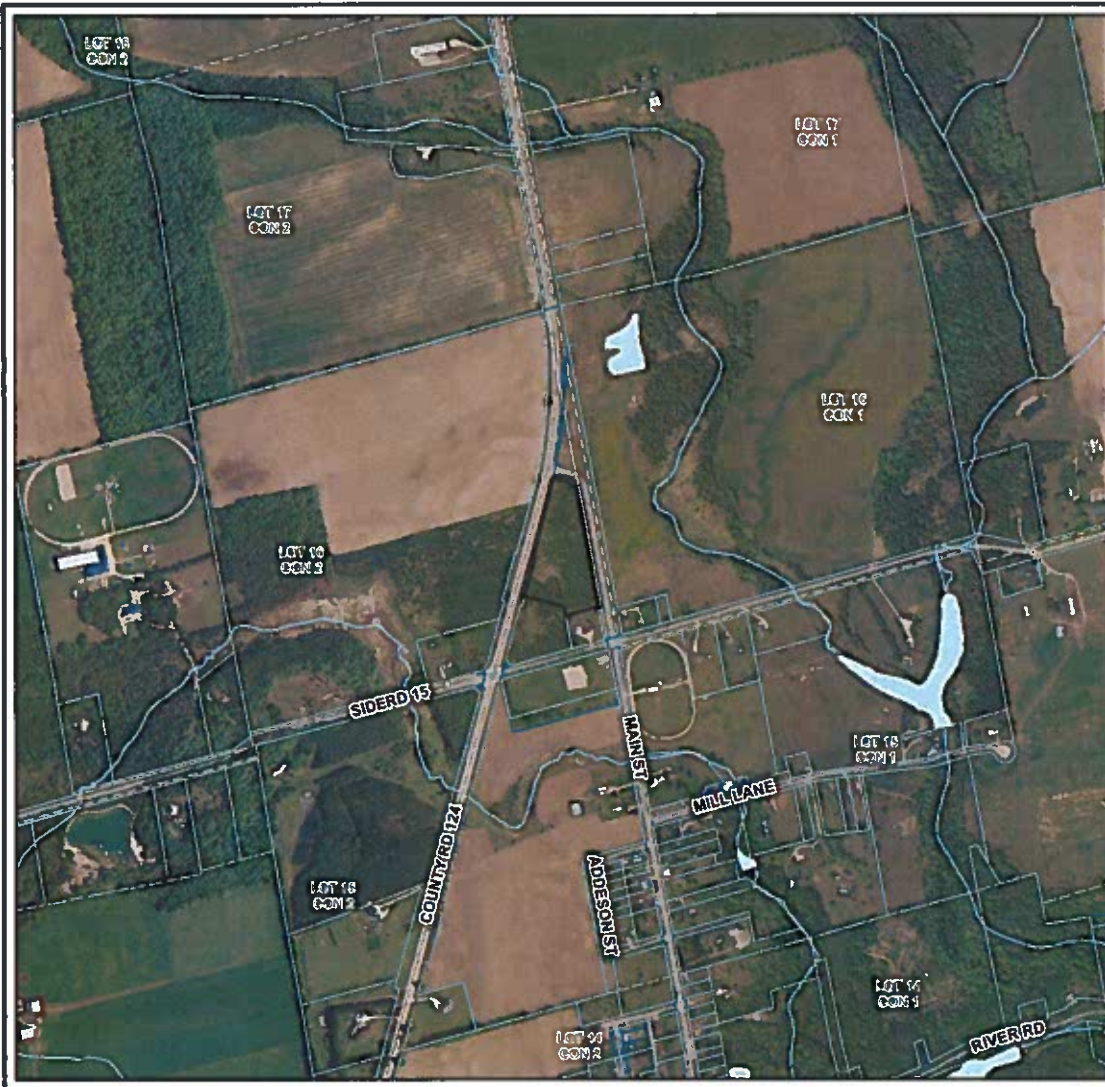


THIS IS NOT A PLAN OF SURVEY
This map is illustrative only. Do not rely on it as being an accurate indicator of reality.
Location of features not as a guide to navigation. Some derived from various sources.
Map symbols are prepared to the Geographic Information System (GIS) Department of the Ontario
Department of the Ontario Environment Commission
Ministry of Natural Resources

Ontario

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Map 2C
Orthophoto
 22190000117000
 File: M/R/2021-2022/591

- Subject Property
- Geographic Names**
- Roads
- Waterbodies
- Watercourse
- Upper Tier Municipality
- Lot and Concession Boundary
- Parcel Boundary
- Ownership Boundary
- Ontario_Imagery_Service_Extent

Orthophoto Date: 18/05/2017

Scale 1:10,000

0 75 150 225 300

Metres

Printed on: Jun 11 2018

THIS IS NOT A PLAN OF SURVEY
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Ontario

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Denise Holmes

From: Darren White
Sent: Friday, January 7, 2022 11:58 AM
To: Denise Holmes
Subject: Corbetton park recommendations

Recommended that fencing be installed along the east side boundary to separate the multi use trail and parking lot from the park, play surface and field and that funds for this come from the townships general funds.

Recommended that 20k \$ set aside for a pavilion/gazebo structure be included in the budget and the township move forward and obtain quotes/proposals for the structure as drawn.

Recommended that the township obtain pricing for and install basketball nets on the play surface and that the funds come from the Corbetton park account.

Recommended that the township obtain pricing for and install 3-4 solar powered pole mounted lights and that the funds come from the Corbetton park account.

Sent from my iPhone

Darren White

Warden
County of Dufferin
Mayor
Township of Melancthon

519 278 8234 cell
519 925 5525 office
dwhite@melancthontownship.ca

Environmental Sustainability Committee

Plan First Draft - December 3, 2021

Councillor M. Mercer

Township of Melancthon



C/B Rep# 2
JAN 13 2022

ESC
C/B# 8.1
JAN 07 2022

Understanding Environmental Sustainability

1

Encouraging biodiversity

2

Recognizing and dealing with invasive species

3

Mitigating climate change

4

Pursing strategies for sustainability that work in harmony with the environment and nature

Background

Environmental Sustainability Committee was established and has undertaken learning by inviting delegations to present on various topics of concern:

NVCA - invasive species

Phragfighters - Ernie Lynch on Phragmites

Dufferin County Forest - Caroline Mach on Invasive Species in Forests

Dufferin Climate Change - Sarah Wicks

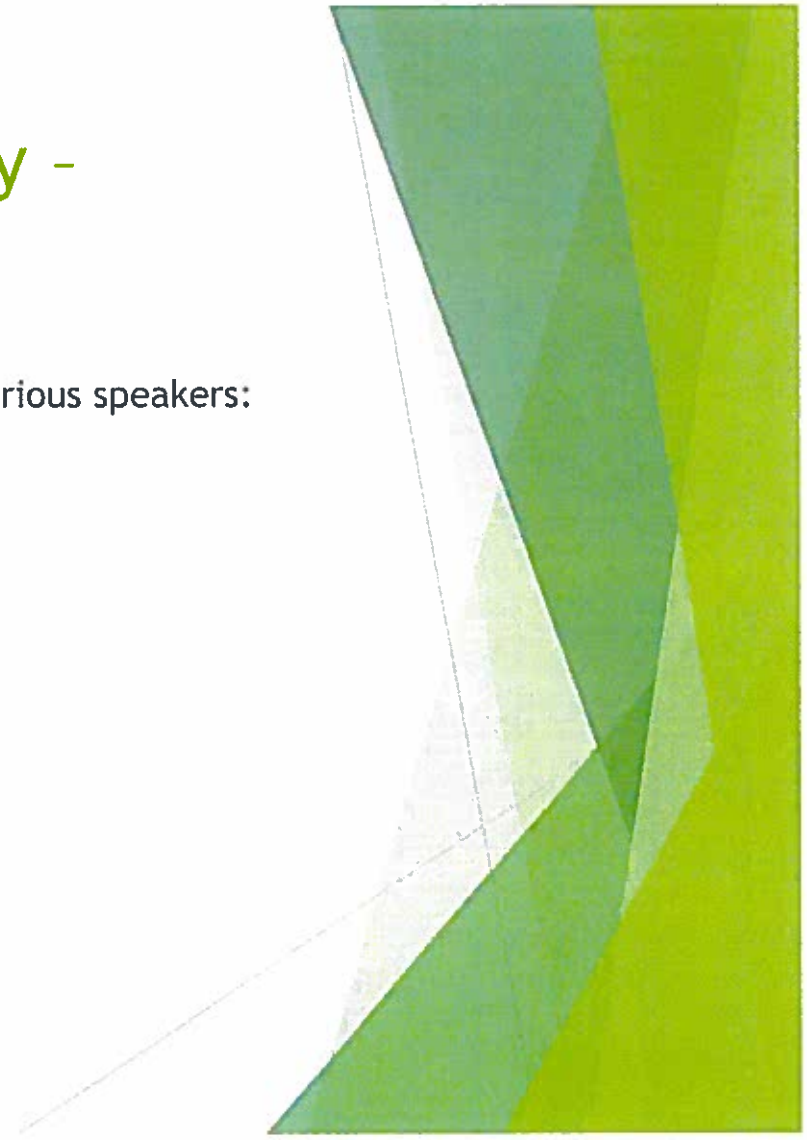
GRCA - Louse Heyming

Pollinator Gardens

NVCA - living snow fence

Environmental Sustainability Day - Declared June 5, 2021

- ▶ Held on the zoom platform as an online public event with various speakers:
 - ▶ Brian Horner: solar energy
 - ▶ NVCA: outdoor education
 - ▶ The New Farm: sustainable farming
 - ▶ Batwatch: bat colonies



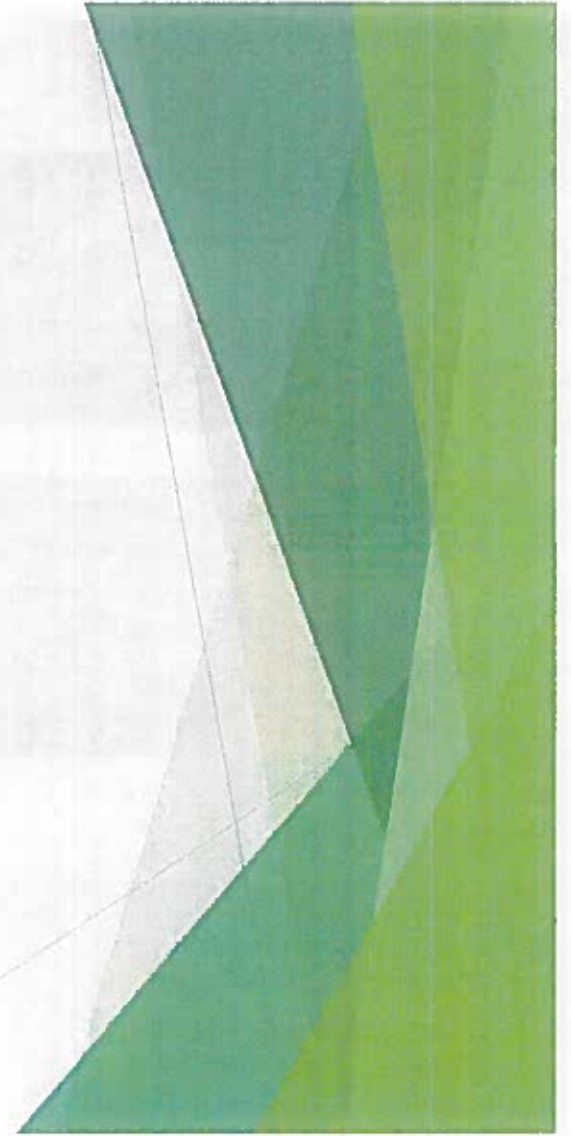
Four Areas of Focus for Melancthon

Invasive
species

Climate
Change
Initiatives

Protection of
Water

Sustainability



Background: Invasive Species

Threaten the survival of
wild animals and plant
life

Arrive and establish due
to lack of predators

Kill, crowd out, and
devastate native species
and ecosystems

Threaten wildlife,
woodlands, and
waterways

Cost Canada billions of
dollars in losses to
forestry, agriculture,
fisheries, and other
industries

(invasivespeciescentre.ca)

Types of Invasive Species



Plants



Animals



Insects



Pathogens



Fish and
Invertebrates



Insects



Aquatic
Plants

Invasive Species

Some issues are at a high level of concern such as phragmites and gypsy moth at various times

Some issues are of a medium concern in the township currently such as purple loosestrife and giant hogweed

Some issues are starting to appear in Melancthon such as dying Balsam Firs due to climate change

Some issues are not in Melancthon now such as zebra mussels

Invasive Species

On trees and forests: gypsy moth, emerald ash borer

In fields and grasses: phragmites, garlic mustard, giant hogweed

In wetlands: purple loosestrife

In water: water soldier, fanwort

These are a few examples of the hundreds of invasive species in Ontario

Invasive Species Solutions

Investigate and apply for available grants

Clean ups by roads staff for phragmites

Work with Phragfighters

Eradicate gypsy moth through public education

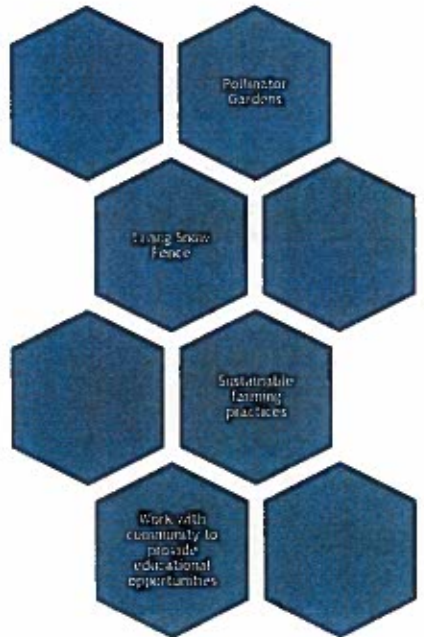
Climate Change Initiatives

Electric vehicles

Charging stations

Asphalt versus gravel

Clean ups of environment



Sustainability



Opportunities - 2022

Environmental Sustainability Day - early June of each year

Invasive Species - awareness and clean ups: Phragfighters, Roads Crew

Cedar Tree Fundraiser

Tree Planting Opportunities - through NVCA, Forests Ontario, Tree Canada

Climate Initiatives - clean ups, charging stations, electric vehicles, asphalt

Sustainability - pollinator gardens, farming practices

Generation Green - educating youth through schools, library and NVCA

Wildlife, Nature, and Healthy Environment - bat houses, mosquito control

Alternative Sources of Energy - solar, wind

Financials

- ▶ Treasurer presented information on available grants/funds
- ▶ Treasurer attends FCM's Sustainable Communities Conference 2021
- ▶ FCM offers various opportunities related to climate change, energy, sustainability, water, Green Municipal Fund

- ▶ Recommendation:
- ▶ Continue to investigate, and pursue available grants and funds
- ▶ Request \$5,000 from Council for 2022 initiatives



CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Environmental Sustainability Committee held a meeting on December 3, 2021 at 10:00 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, Sarah Culshaw, Treasurer/Deputy Clerk.

1. Chair Mercer called the meeting to order at 10:02 a.m

2. Land Acknowledgement Statement

Chair Mercer read the Land Acknowledgement Statement.

3. Additions/Deletions/Approval of Agenda

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

4. Delegations

1. 10:00 a.m. – Rick Grillmayer, NVCA regarding Living Snow Fence

Presentation attached to these minutes.

It was discussed that the land owner must want the wind break and willing to participate in the program. With large machinery snow fences can be a problem and there have been owner/tenant issues in the past. It was noted that seedlings do better than transplanting trees, transplanting has a low survival rate. Tall trees need a large root ball to have a chance at surviving, Rick explained how Nurseries start with seedling in pots and keep the root ball together to allow for transplanting. The County has identified County Road 124 and County Road 21 in Melancthon as the problem areas.

5. Declaration of Pecuniary Interest or Conflict of Interest

None.

6. Approval of Draft Minutes – November 5, 2021

- Moved by Hannon, Seconded by Mercer, the minutes of the Environmental Sustainability Committee held on November 5, 2021 be approved as circulated. Carried.

7. Business Arising from the Minutes

8. General Business

1. Tree Removal as a Community Friendly Venture

Bob Kamm #1

JAN 13 2022

2. Cedar Tree Fundraising

Items 1 and 2 were discussed under the delegation.

3. Planning, Budget, Grant/Funding

Chair Mercer presented a slide show regarding previously discussed items and focused on areas. More discussion around the slide show will take place at the January meeting. Chair Mercer will take a plan to the January Melancthon Council meeting and request \$5,000 be put in the budget for the Environmental Sustainability Committee for 2022. Some areas of discussion included retro fitting the Municipal office and Horning's Mills Hall with LED lighting, solar projects on the new building or the sand dome and micro wind projects on the land around the Municipal office.

4. Other/Addition(s)

9. Confirmation of Meeting

- 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.

9. Adjournment and Date of Next Meeting

- Moved by White, Seconded by Hannon, that we adjourn the Environmental Sustainability Committee at 10:55 a.m. to meet again on Friday January 7, 2022 at 10:00 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY



Living Snow Fence Program

Rick Grillmayer
Manager, Forestry
November 26, 2021



Our Mission: Working together to lead, promote, support and inspire innovative watershed management.



We have all been here and probably didn't like it.





Why don't they plant trees beside
the @!#\$ road?!





Design considerations for a living snow fence, or trees to stop the snow



Designing a living snow fence that will effectively trap snow*

Prevailing wind direction →



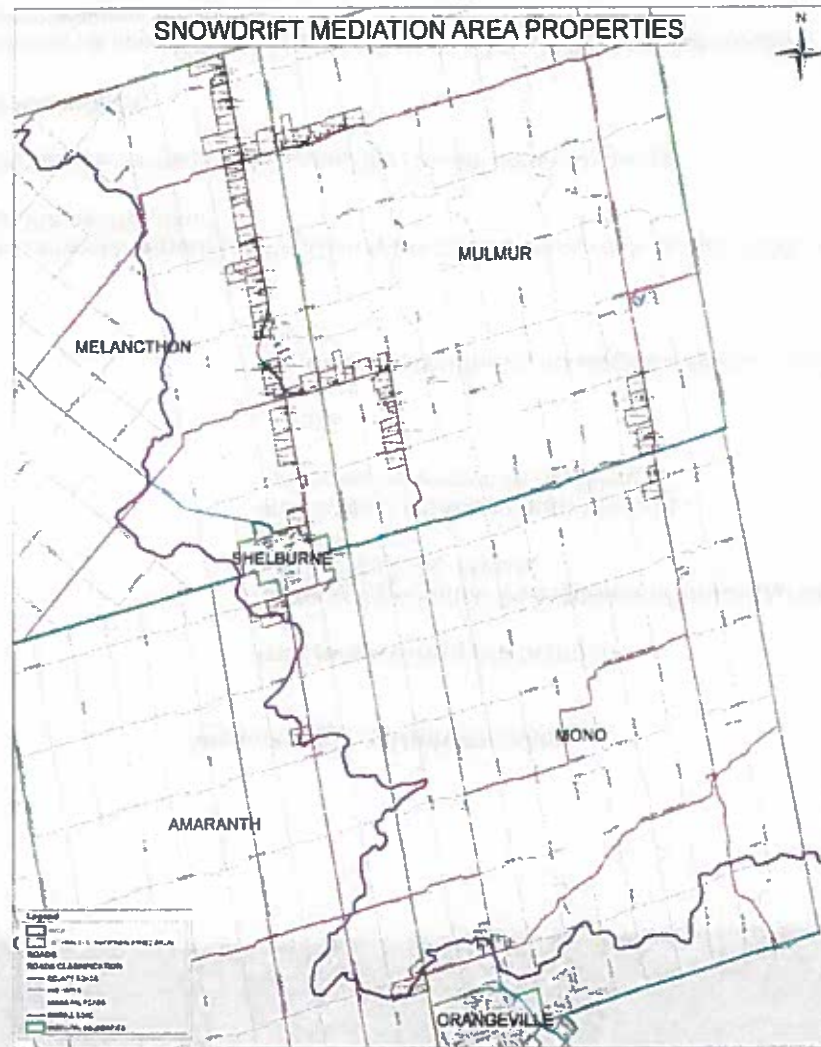
Plan ahead and consider the height of the trees at maturity.
As a general rule of thumb, the snow will be deposited on the leeward side of the row of trees for a distance of 3 times the height of the trees.

Snow accumulation area

Road or laneway



Dufferin County Living Snow Fence Program





Program made official in 2015

Memorandum of Understanding

BETWEEN:

The Delivery Partners being the:

Nottawasaga Valley Conservation Authority, hereinafter referred to as the "NVCA"

Grand River Conservation Authority, hereinafter referred to as the "GRCA"

and

The County of Dufferin, hereinafter referred to as "the County"

WHEREAS the Delivery Partners and the County are committed to work in partnership to deliver the Living Snow Fence Program.

NOW THEREFORE the Delivery Partners and the County agree as follows:

1. INTERPRETATION.

It is understood that the use of the term "partner" is not intended and does not create a partnership at law between the parties.

2. TERM.

This agreement shall be for a term commencing on the date that this agreement is executed by the parties until the 31st of December, 2021.



LSF – Simcoe County



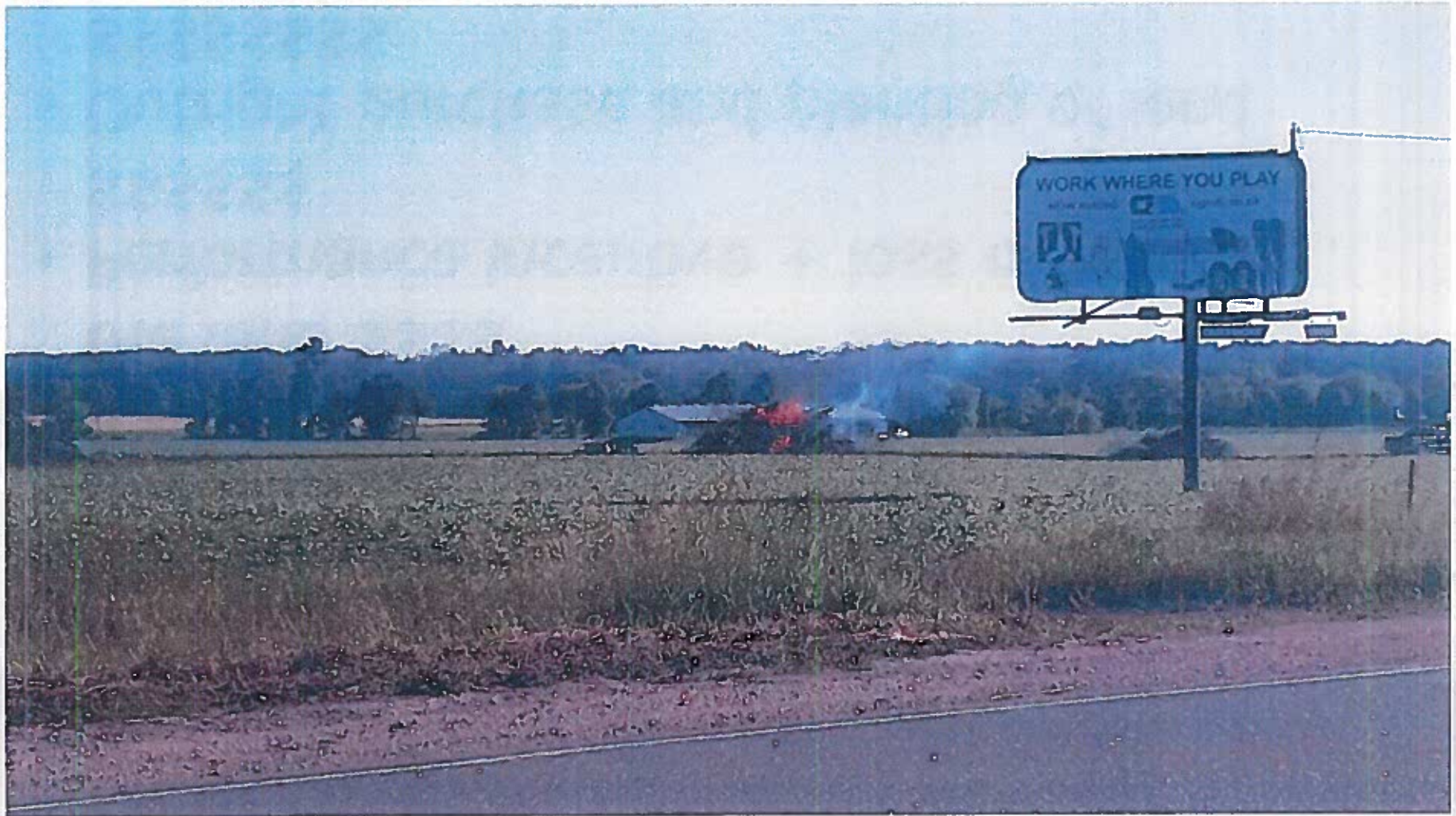


Tenant Conflicts





LSF work, but are a difficult sell





Possible solutions

- ▶ With an unlimited budget you can fix just about anything.
- ▶ A performance incentive tied to the value of the land \$\$\$\$
- ▶ Performance incentive + loss of revenue \$\$\$\$\$\$
- ▶ Outright purchase and planting of land \$\$\$\$\$\$\$\$\$\$



SHELBURNE & DISTRICT FIRE BOARD

December 7, 2021

The Shelburne & District Fire Department Board of Management meeting was held electronically (Zoom ID 878 2434 9346) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 7:01 pm.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by E. Hawkins – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by F. Nix – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 2, 2021 as circulated.

Carried

Bd Comm # 2

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 None.

8. **Unfinished Business**

8.1 **SDFD Washroom Renovation RFP**

The Chief updated the Board on the progress of the renovation and advised that we will need to hire painters in the new year to complete the renovations.

8.2 **2022 Capital Budget**

The Board discussed and will defer to January's meeting. The Secretary-Treasurer will modify the presented budget documents to include options with the cost of the fire hall removed.

9. **New Business**

9.1 None.

10. **Chief's Report**

10.1 **Monthly Reports (November 2021)**

There was a total of 15 incidents for the month of November.

10.2 **Update from the Fire Chief**

The Chief advised that there was 1 inspection completed. Participated in an evacuation drill at Shelburne LTC.

The Chief attended the O AFC Annual General meeting virtually. The Chief successfully completes Humber College Fire Service Management Certificate on Change Management. The Chief also registered the SDFD for OFM "12 days of Holiday Safety" radio contest with Country 105.

The Chief updated the Board on the purchase of the new Pumper and requested additional funds for the purchase.

Resolution # 3

Moved by F. Nix – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management authorizes the addition of \$13,000.00 to the purchase of the new pumper truck.

Carried

11. **Future Business:**

11.1 SDFD & MMFD Boundary.

12. **Accounts & Payroll – November 2021**

12.1 **Resolution # 4**

Moved by S. Martin – Seconded by J. Horner

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$37,411.80 for the period of October 29, 2021 to December 3, 2021, as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 5**

Moved by E. Hawkins – Seconded by H. Foster

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 # 6

Moved by W. Hannon – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:46 pm to meet again on January 4, 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 7, 2021

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	

*Minutes for Shelburne Public Library Board Meeting
Tuesday, November 16, 2021*

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

Also Present: Rose Dotten, CEO/ Head Librarian, and Gord Gallagher, Treasurer

Regrets: Mikal Archer, Sharon Martin

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 51-21 M. Mercer, 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 52-21 J. Hodder, P. Clark

Be it resolved that we approve the Agenda, as amended, of the November 16, 2021, meeting.

Carried

Motion 53-21 G. Little, P. Barclay

Be it resolved that we approve the minutes, as amended, of the board meeting dated October 19, 2021.

Carried

Motion 54-21 P. Barclay, G. Little

Be it resolved that we approve the Accounts Payable Register for October, 2021, with invoices and payments in the amount of \$30,456.03.

Carried

Bed Lamm #3
JAN 13 2022

CEO/ Head Librarian's Report:

- **Statistics—Including Social Media and e-resources**

Since we are using both curbside and in-house systems and e-resources, we have developed a different format for reporting our statistics. Attached is a summary of the Monthly Statistics for November, 2021.

As seen in the statistics presented, we have an extensive email list (approximately 2,500) of our adult Newsletter and Rose consistently has the Newspaper article in the Shelburne Free Press... thanks to their support.

- **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.

- **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 necessary to make the crafts.

- **Adult Programming**

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

Steve Anderson presented his book *Driven to Success*, in a virtual and on-site meeting presented by both the Shelburne Public Library and the Orangeville Public Library. It was held on Wednesday, October 20, 2021, from a link on the library website. Steve Anderson has written his memoirs about his journey from growing up in the Jane-Finch corridor to his current role as Legal Counsel for the TTC in Toronto and as Deputy Mayor of Shelburne. Copies of his book are for sale in the Shelburne Public Library.

Steve also did an extensive interview with Rose which is featured on our You Tube Channel.

Business

- **Draft 2022 Budget**

The draft 2022 Budget was presented to the board. Gord Gallagher, the Treasurer, was present at the meeting to answer any questions that the board had. The staff was very pleased to be able to present a budget with an under 2% budget increase and subsequent costs to the municipalities of 1.57%.

Motion: 55-21 S. Hall, G. Little

Be it resolved that the SPL Board approves the 2022 Budget in the amount of \$443,800.

Carried

- **Ongoing Library Protocols** - Discussion ensued about the issues of mandatory vaccinations for staff. The Board decided that this would be best carried forward as an agenda item for next month as we look at what Dufferin County and the other municipalities are implementing. It is important for our patrons and citizens to have a consistent policy in place. We now have the Town of Shelburne policy in hand and the CEO will present a document for board decision at the next meeting.

As to whether we will be required to ask patrons to be fully vaccinated, the provincial protocols do not mandate this for Public Libraries except for events and meetings.

Motion 56-21 P. Clark, J. Hodder

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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 December 21, 2021.

Carried

- **Donor Sign**

Rose presented a very rough draft of a possible sign to be placed in the library showing names of donors over the past 3 years. Rose also pointed out some of the issues that could arise from such a list, such as donors not wanting their names on the sign, etc.

Rose has undertaken to call all donors to ensure that the name on the Donor Sign reflects their wishes.

- **Land Acknowledgement**

Several board members brought forward the issue of reading a Land Acknowledgement before each meeting. Discussion ensued as to whether we should use the acknowledgement the Town of Shelburne uses. Rose will get that information from Jennifer Willoughby at the town office. Shane Hall will also facilitate this. The question arose as to whether the acknowledgement needed to be read at the beginning of each meeting. The board decided that it would be the appropriate action to take.

The following is the Land Acknowledgement that is read at the Town of Shelburne Council meetings:

“We would like to acknowledge the traditional territory of the Anishinaabe including the Ojibway, Potawatomi and Chippewa and the People of the Three Fires Confederacy.”

- **In Camera session – Not required**

Motion 57-21 M. Mercer, G. Little

That we now adjourn at 8:28 p.m., to meet again December 21, 2021, at 7 pm., or at call of the Chair.

Carried



Grand River Conservation Authority
Summary of the General Membership Meeting – December 17, 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-12-21-100 - Transition Plan - Requirement under Ontario Regulation 687/21
- GM-12-21-98 - Financial Summary
- GM-12-21-90 - Budget 2022 Levy Notifications to Member Municipalities
- GM-12-21-95 - Labour Relations Steering Committee
- GM-12-21-94 - Firewood Supply Tender Results
- GM-12-21-101 - Guelph Lake City Link Trail Improvements
- GM-12-21-92 - New Guelph Lake Nature Centre Update and Preliminary Redesign
- GM-12-21-96 - LDD Moth Update
- GM-12-21-C13 – Disposition - Town of Erin (closed agenda)

Information Items

The Board received the following reports as information:

- Minutes of the Ad-Hoc Conservation Authorities Act Committee – December 3, 2021
- GM-12-21-89 - Chair's Report of the Audit Committee
- GM-12-21-97 - Cash and Investment Status
- GM-12-21-93 - Per Diems and Honorariums for 2022
- GM-12-21-91 - Grand River Watershed Flood Warning System
- GM-12-21-99 - Current Watershed Conditions

For full information, please refer to the December 17, 2021 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 January 28, 2022.

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'.

Bel/Comm#4
JAN 13 2022



NVCA December 2021 Board Meeting Highlights

Next Meeting: NVCA Annual General Meeting held virtually on January 28, 2022.

For the full meeting agenda including documents and reports, visit [NVCA's website](#).

NVCA 2022 Budget Approved

The Board of Directors unanimously approved NVCA's 2022 budget at \$5,095,130.30 compared to the 2021 approved budget of \$4,949,422. This includes a \$89,768.15 increase to the municipal levy (shared among all 18 member municipalities), with the remainder coming from grants, fees for services, and other sources. Funds from municipal levy represent 50% of NVCA's revenues.

Over 97% permits and clearances approved within prescribed timelines

Between June 9, 2021 to November 23, 2021, 382 permits and clearances were approved. In the majority of instances (97.8%) NVCA staff met the prescribed timelines as outlined in the MNRF guideline document.

NVCA's permit application service timelines are governed by the Conservation Authority Liaison Committee (CALC), which requires NVCA to complete a policy review within 21 days, and complete a technical review within 30 days for minor applications and 90 days for major applications.

Applicants are encouraged to pre-consult with NVCA staff prior to submission of an application to determine complete permit application requirements for projects.

Housekeeping Changes to Fees for Planning and Permit Applications

In 2016, the NVCA Board of Directors approved the current [Policy to Charge Fees for Services Related to Planning and Permit Applications](#) and associated review fees.

In October 2021, staff performed housekeeping updates to the 2016 fees by seeking input from key stakeholders, including watershed municipalities the development sector (BILD).

Going forward, NVCA staff will review the fees annually and may as minimum recommend cost of living adjustments at future Board of Director's meetings.

Increase to NVCA's event booking fees

As per NVCA board direction, staff deliver recreational opportunities and event bookings to watershed residents and visitors through a fee-for-service basis.

The revenues that are generated through these programs are used to reduce the overall levy funds required by member municipalities to support conservation lands and infrastructure and are applied to general ownership costs, such as maintenance, health/safety, and infrastructure development.

The NVCA Board of Directors approved a fee increase to event booking fees.

Afternoon booking

Current	New
\$550	\$1,000

Celebration of Life (standard)

Current	New
\$1,125	2,250

Celebration of Life (speciality)

Current	New
\$1,125	\$6,000

Evening party

Current	New
\$2,250	\$2,250

Wedding

Current	New
\$4,620	\$6,000



SHELBURNE & DISTRICT FIRE BOARD

November 2, 2021

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 840 2297 3352) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 7:00 pm.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by G. Little – Seconded by S. Martin

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by M. Mercer – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of October 5, 2021 as circulated.

Carried

Belkomin # 6

JAN 13 2022

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 None.

8. **Unfinished Business**

8.1 **COVID-19 Vaccination Policy**

Resolution # 3

Moved by J. Horner – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management approves the COVID-19 Vaccination Policy as presented by the Fire Chief;

AND THAT the Fire Chief be directed to implement the COVID-19 Vaccination Policy effective December 1, 2021.

Carried

8.2 **SDFD Washroom Renovation RFP**

The Board discussed and reviewed the evaluation matrix.

Resolution # 4

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management receives the Chief Fire Hall Renovations Report:

AND THAT Creative Concepts Construction be awarded the contract for Fire Hall Renovations to meet RFP 2021-02 for construction price \$20,750.00 plus HST.

Carried

9. **New Business**

9.1 **Letter to Amend Communications Agreement**

The Board discussed and expressed concern for the possibility of Tillsonburg increasing prices every year.

Resolution # 5

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management receives the Letter to Amend Fire Communications Service Agreement from the Town of Tillsonburg;

AND THAT the Fire Chief be authorized to enter into negotiations with the Town of Tillsonburg.

Carried

8.3 **2022 Operating and Capital Budgets**

Resolution # 6

Moved by F. Nix – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2022 Operating Budget in the amount of \$587,475 which represents a 3.65% increase over 2021;

AND THAT \$35,000 from the operating reserve be used to offset the increase;

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

Carried

The Chief reviewed the Fire Services Report # 21-03 with the Board. The Chief was notified by Dependable that it would be 2024 before we could get a chassis for the replacement of Rescue 26. The Chief recommended the following:

- Replace Pumper 27 now
- Replace Rescue 26 in 2024
- Refurbish Tanker 25 in 2025
- Re-certify Ladder 28 for 10 years for \$10,000 per year starting in 2027

The Board deferred the Capital budget until the December Board meeting.

Resolution # 7

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management receives the Chief's Supply and Delivery of One Walk Around Rescue Report;

AND THAT the Chief be authorized to sole source the purchase of a replacement for Pumper 27 from Dependable Emergency Vehicles instead of the replacement for Rescue 26;

AND THAT the Chief be authorized to negotiate a contract for the purchase of a new pumper up to a cost of \$575,000.00

Carried

10. **Chief's Report**

10.1 **Monthly Reports (October 2021)**

There was a total of 25 incidents for the month of October.

10.2 **Update from the Fire Chief**

The Chief advised that there were 4 inspections completed. A Fire Escape Plan exercise was completed with students in JK – 3 from 3 (741 students) elementary schools. The Chief attended the Little family "Mini-Boo" event at Fiddle Park.

We are entering into a Red Cross Training Partner agreement to do all First Aid training in-house.

The Chief participated in the Dufferin County Emergency Exercise "Autumn Chill."

11. **Future Business:**

11.1 SDFD & MMFD Boundary.

12. **Accounts & Payroll – September 2021**

12.1 **Resolution # 8**

Moved by J. Horner – Seconded by S. Martin

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$18,754.45 for the period of October 1, 2021 to October 28, 2021, as presented and attached be approved for payment.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 9**

Moved by H. Foster – Seconded by E. Hawkins

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 # 10**

Moved by W. Hannon – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:22 pm to meet again on December 7, 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 November 2, 2021

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	



SHELburne & DISTRICT FIRE BOARD

October 5, 2021

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 853 5597 6054) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 7:00 pm.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by S. Grant – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 7, 2021 as circulated.

Carried

Bd/Comin # 7

JAN 13 2022

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 None.

8. **Unfinished Business**

8.1 **Closed Session**

Resolution # 3

Moved by E. Hawkins – Secdoded by M. Mercer

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following: personal matters about an identifiable individual, including municipal or local board employees.

Carried

Resolution # 4

Moved by W. Hannon – Secdoded by E. Hawkins

BE IT RESOLVED THAT:

We do now rise and report progress at 7:34 pm.

Carried

Resolution # 5

Moved by S. Martin – Secdoded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management approves a 1.5% increase effective September 1st, 2021 for the Fire Chief.

Carried

Resolution # 6

Moved by F. Nix – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management approves a Cost of Living Increase effective January 1, 2022 based on the Ontario CPI for the Fire Chief and Secretary-Treasurer.

Carried

8.2 Firefighter Compensation Review

The Chief reviewed the report with the Board. The Board directed the Chief to review the hourly rate for probationary firefighters for the next budget and to look into benefits for the firefighters.

Resolution # 7

Moved by G. Little – Seconded by H. Foster

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management receives the 2022 Wage Schedule:

AND THAT the following changes be approved:

- Change in title from Training Coordinator to Training Officer
- Change in title from Acting Captain to Lieutenant
- Change in annual stipend for Lieutenant from \$400 to \$500
- Removing Annual Stipend for Firefighters 1 to 4
- Change in Thursday Night Training pay from \$35/\$40 per night to hourly rate
- Change in Officer's Meeting pay from \$60 per meeting to hourly rate
- Change in Board meeting pay from \$100 per meeting to hourly rate
- Change "Loss of Days Pay" to "Approved Additional Training"
- Change Mileage expenses from \$0.50 per km to the Revenue Canada Rate; currently \$0.59 per km
- Cost of Living for every year forward started in 2023 for the firefighters.

Carried

8.3 2022 Operating and Capital Budgets

The Board briefly discussed.

9. **New Business**

9.1 **COVID-19 Vaccination Policy**

The Board directed the Chief to draft a policy similar to the County of Dufferin and bring it back to the November meeting.

9.2 **SDFD Washroom Renovation RFP**

The Chief advised the Board that the RFP closes on October 15th.

12. **Accounts & Payroll – September 2021**

12.1 **Resolution # 8**

Moved by S. Grant – Seconded by G. Little

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$27,276.64 for the period of September 1, 2021 to September 30, 2021, as presented and attached be approved for payment.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (September 2021)**

There was a total of 22 incidents for the month of September.

10.2 **Update from the Fire Chief**

The Chief advised that there are currently 2 inspections in progress and 2 completed. Firefighters participated in 6 training sessions. We returned to regular Thursday night training.

The Chief issued the RFP for Washroom renovations. The Chief attended the OAFCA annual conference and trade show virtually.

11. **Future Business:**

11.1 **SDFD & MMFD Boundary.**

13. **Confirming and Adjournment**

13.1 **Resolution # 9**

Moved by E. Hawkins – Seconded by M. Mercer

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 # 10**

Moved by S. Martin – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:25 pm to meet again on November 2, 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 October 5, 2021

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	



REPORT TO COMMITTEE

To: Chair Creelman and Members of General Government Services

From: Peter Routledge, Manager of Information Technology & Geographic Information Systems

Meeting Date: November 25th, 2021

Subject: **Streamline County IT/GIS Services with Local Municipalities**

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Service Efficiency and Value (SEV) - determine the right services for the right price

Purpose

The purpose of this report is to provide Council with an update on Strategic Action Plan Item Service Efficiency and Value 2.2. Streamline County IT/GIS Services with local municipalities.

Background & Discussion

The County of Dufferin provides IT and GIS services to four lower tier municipal partners (The Township of Amarnath, The Township of East Garafraxa, The Town of Shelburne, and the Township of Melancthon) as well as three other affiliated organizations (The Centre Dufferin Recreation Complex, The Shelburne Fire Department, and the Grand Valley & District Fire Department). There are unique memoranda of understanding (MOUs) with each organization and the County of Dufferin.

This report outlines the efforts underway to modify how the County provides IT services to local municipalities and organizations. The efforts include the creation of a working group to establish guidelines and procedures; the development of a sustainable cost

recovery model; and the updating of the memoranda of understanding to reflect the modifications. The establishment of the working group and the development of a new cost recovery model were both opportunities identified in the County of Dufferin Service Delivery Review, Part A7: Information Technology Services.

Under the existing MOUs, the IT/GIS team provides technical services at a rate of \$60/hour on a broke/fix basis as opposed to the holistic service which it has naturally evolved into. This is evident in the technical services that are currently being provided, listed in the cost recovery model, that were not specifically identified in the original MOUs. A broke/fix support arrangement is reactive (i.e., a service ticket is submitted and it is dealt with to resolution), is limited in scope, and requires less time; whereas, a holistic support service is proactive (i.e. verifying, without a request, that devices are compliant whether it be encryption or that a device has the appropriate security patch level), requires that there is a deep understanding of the client operational environment, and requires more time.

The service has naturally shifted to a holistic support model, less and less of the IT/GIS team's time has been accounted for because the majority of the work requirements would not traditionally be requested. It is the work that is needed to be done to make sure that our partner IT operations are running smoothly and are compliant. Compounding this problem is the fact that requests that are resolved in under 15 minutes do not get charged to the client as agreed to in our MOUs. This may not seem like a lot but over the last 2 years it is approximately \$12,000 in lost revenue or "free service"; however, even with this additional recovered cost it would still fall far short of cost of the efforts required to manage the additional IT operational environments of the four partners.

The IT operational environments of the four partners receiving support increases the user and device base (from the County's own) by over 25%. On the systems side the IT/GIS team is also required to support applications not native to the County, must maintain multiple Active Directories, understand multiple enterprise solutions, and must know and understand multiple environments. This has become more and more unmanageable with the current staffing levels as the demands have increased. What this means to the County is that there is less time to devote to the County of Dufferin's operations and priorities because the team is spread too thin. This adds to the increased importance of the development of a sustainable cost recovery model.

Meetings with the lower tier partners began as a group (as well as two 1:1 meetings) in September 2021 to discuss modifications to the MOUs to accurately identify the services

that are being provided and to agree on a more equitable and sustainable cost recovery model.

During these meetings a new costing model was agreed to in principle (see attachment); however, there has not been consensus on the actual cost adjustments. The model is based on an industry standard that charges per user and per device, a monitoring fee, and has other recovery costs built-in. This moves away from the broke-fix model that is currently in practice to a holistic model that will allow alignment of skills and growth within the County IT team to the partner's requirements in a more sustainable, manageable, and equitable way. There is still work to develop the proper metrics to allow adjustments from year-to-year to the model, so the "working group" should be formalized and continue to meet regularly.

The municipal partners have been asked to determine what they believe they should be paying and what is equitable with respect to IT/GIS service costs. The current situation is inequitable as it currently exists as the County is heavily subsidizing the IT/GIS services costs for these four partners; whereas the other four lower tier municipalities either have in-house IT/GIS services or have partnered with an external vendor (i.e., thereby assuming the full cost of their IT/GIS services).

An initial fee of \$100 per month, applied to users, devices, and monitoring, within the proposed model results in costs of \$204,000, which is approximately 1% of the overall revenue across the four partner municipalities. A small to medium sized organization typically would pay, on average, 5-7% of their gross revenue toward information technology; keeping this in mind, the 1% cost appears to be more fair.

It is understood that to go from a few hundred dollars for IT services to the new model may require a period of adjustment for our lower tier partners. For this reason, the committee may want to consider a phased approach to the adoption of the new model. This would also provide time to formalize the working group and to develop the appropriate metrics.

Recommendations

THAT the Report from the Manager of Information Technology & Geographic Information Systems dated November 16, 2021 titled Streamline County IT/GIS services with local municipalities, be received;

AND THAT the an updated IT cost recovery model be adopted;

AND THAT a permanent IT/GIS partner working group be established and that the terms of reference includes an annual report to committee;

AND THAT new memoranda of understanding with municipal partners be created reflecting the new costing model;

AND THAT the Manager of Information Technology & Geographic Information Systems continue to work with the current partners to determine options to phase in the new agreements;

AND THAT staff report back to the committee with an update in January 2022.

Respectfully Submitted By:

Peter Routledge
Manager of Information Technology & Geographic Information Systems

Reviewed by:
Sonya Pritchard
Chief Administrative Officer

Denise Holmes

From: EA Modernization (MECP) <EAModernization.MECP@ontario.ca>
Sent: Friday, November 26, 2021 6:44 PM
To: EA Modernization (MECP)
Cc: EA Modernization (MECP); Cross, Annamaria (MECP)
Subject: Environmental Assessment Modernization Proposals – Moving to a project list approach and Extending Environmental Assessment Act approvals for certain projects
Attachments: Moving to a Project List Approach under the Environmental Assessment Act.pdf; EA Modernization Proposal - Moving to A Project List Approach under the Environmental Assessment Act.pdf; Extending the expiry date for Environmental Assessment Act approvals for certain projects _ Environmental Registry of Ontario.pdf

Hello,

I am writing to provide you with information about the Ministry of the Environment, Conservation and Parks' ongoing efforts to modernize the environmental assessment program. As you may be aware, the ministry has been consulting on various aspects of environmental assessment modernization since 2019 including proposed amendments to eight class environmental assessments, some exemption regulations, and in September 2020, we began consultations on a proposed list of projects that would be subject to a comprehensive environmental assessment. On that note, I am writing to you today to let you know that we are now seeking input on the proposal for Moving to a project list approach under the Environmental Assessment Act that is attached and can be found here: <https://ero.ontario.ca/notice/019-4219> and the proposal to extend the expiry date of Environmental Assessment Act approvals for certain projects through Minister's Notices that is also attached and can be found here: <https://ero.ontario.ca/notice/019-4428>.

Proposed Comprehensive Environmental Assessment Projects Regulation (Designations – Part II.3 Projects)

Following the amendments to the *Environmental Assessment Act* made in July 2020, the ministry began work on the development of a number of regulations, including a regulation that will, if made, identify the projects that are subject to comprehensive environmental assessment requirements. We initially consulted on the proposed list of projects for comprehensive environmental assessments in fall 2020 and we are now consulting on the proposed comprehensive environmental assessment projects regulation and related actions, including posting on the Environmental Registry of Ontario for a 60-day public review and comment period. The notice for this proposal may be viewed here: <https://ero.ontario.ca/notice/019-4219>.

How can I learn more or comment on the proposed Comprehensive Environmental Assessment Projects regulation (Designations – Part II.3 Projects)?

In order to provide an opportunity for dialogue on the proposal, the ministry will be hosting webinars to provide an overview of the proposal, an opportunity to ask questions to the ministry and provide any comments or feedback for the ministry's consideration. You may register for an information webinar on December 17, 2021 by clicking on the following Eventbrite link: <https://www.eventbrite.ca/e/modernizing-ontarios-environmental-assessment-program-tickets-201142882777>. Once you have registered, you will receive an email with further details, including

login information. We are seeking your feedback on the proposal for the comprehensive environmental assessment projects regulation by January 25, 2022.

Comments can be shared directly with the ministry through the environmental registry or by e-mail at: EAModernization.mecp@ontario.ca.

Proposal to extend the expiry date of Environmental Assessment Act approvals for certain projects

The ministry is consulting on a proposal to extend the expiry date of *Environmental Assessment Act* approvals for certain projects. The amendments that were made to the *Environmental Assessment Act* in July 2020 included an unproclaimed provision imposing a 10-year expiry date for projects that are approved but do not have an expiry date and have not substantially commenced. Such an approval would expire on the later of the date the provision comes into force and 10 years from the date of approval. For example, for a project that was approved in 2009, if the approval has no expiry date and has not substantially commenced, it would expire on the date the new section of the *Environmental Assessment Act* comes into force.

The new section of the *Environmental Assessment Act* also allows the Minister to, by notice, extend the period within which the project is to be substantially commenced, extending the date of expiry. The Minister is proposing to issue Notices to extend the environmental assessment approval for nine projects by 10 years and is looking for feedback. Taking the example described above of a project approved in 2009, the proposal would extend the expiry date of the approval to 10 years from the date the notice is issued.

This proposal would ensure that old approvals would not remain valid indefinitely, unless the Minister exempts the project from the requirement or issues a notice to extend the expiry. The approvals for these projects would only expire when the expiry provisions under the *Environmental Assessment Act* come into effect.

Based on the ministry's detailed review of the conditions of the approval for these projects, we are satisfied that steps will be taken before a project proceeds to ensure environmental protection and oversight are in place.

The proposed extensions will ensure that the commitments made by proponents during consultation on these projects will be carried out. However, if at any time new information or a change in circumstance comes to the attention of the ministry, the Minister may consider this information and, where appropriate, may reconsider the approval and revoke or amend it.

If the proposed notices extending the expiry of the approval is given in respect of the nine projects, the approvals will not expire when the expiry date provisions in the *Environmental Assessment Act* are proclaimed into force.

In general, the conditions of approval for these projects are triggered prior to and during construction and during operation of the project. The conditions of approvals for these projects may be found in the "related files and links" sections of the environmental registry posting at <https://ero.ontario.ca/notice/019-4428>.

Below are the projects proposed for extension to their approval.

Projects proposed for the 10-year extension

Project Type	Proponent Name	Project Name	EAA Approval Date	EA requirement if approval expires
Landfill	The Corporation of H. Dodge Haulage Limited	H. Dodge Haulage Landfill Expansion	February 11, 2009	This project would be subject to an Individual EA process under the current requirements and if the proposed designating regulation is made would be subject to a comprehensive EA (Refer to https://ero.ontario.ca/notice/019-4219 for additional information)
Transit	The Regional Municipality of York	Markham North South Link Corridor Public Transit Improvements EA (Region of York proponent)	November 29, 2006	Regardless of whether the proposed designating regulation is made or not this project would be subject to the Transit Project Assessment Process (TPAP) or Municipal Class EA (MCEA)
Highway	Regional Municipality of York	Transportation Improvements: Donald Cousens Parkway (Markham) to Morningside Avenue (Toronto)	January 23, 2013	Regardless of whether the proposed designating regulation is made or not this project would be subject to the MCEA
Transit	Toronto Transit Commission	TTC Bloor Danforth Westerly Extension of Subway	October 27, 1994	Regardless of whether the proposed designating regulation is made or not this project would be subject to the TPAP
Transit	City of Niagara Falls and Niagara Parks Commission	Niagara Falls People Mover System	August 8, 2001	Regardless of whether the proposed designating regulation is made or not this project would be subject to the TPAP
Transit	Regional Municipality of	Ottawa-Carleton	May 17, 2000	Regardless of whether the proposed designating regulation

Project Type	Proponent Name	Project Name	EAA Approval Date	EA requirement if approval expires
	Ottawa-Carleton	Cumberland Transit Way (Now City of Ottawa)		is made or not this project would be subject to the TPAP or MCEA
Marina	City of Windsor	City of Windsor Downtown Marina	November 27, 1996	This project would be subject to an Individual EA process under the current requirements and if the proposed designating regulation is made no environmental assessment requirements would apply based on the proposed comprehensive EA threshold of establishing a works (e.g., marina) that alters at least 1 kilometre of shoreline and filling of 4 or more hectares of a lakebed or riverbed. Refer to https://ero.ontario.ca/notice/019-4219 for additional information.
Highway	Ministry of Transportation	MTO Highway 17 (Haley Station to Meath Hill)	August 25, 2004	Regardless of whether the proposed designating regulation is made or not this project would be subject to the Ministry of Transportation Class EA for Provincial Transportation Facilities
Electricity	Ontario Hydro (OH)	OH Eastern Ontario Transmission Route (East)	January 29, 1986	This project would be subject to an Individual EA process under the current requirements and if the proposed designating regulation is made would be subject to a comprehensive EA (Refer to https://ero.ontario.ca/notice/019-4219 for additional information)

How can I learn more or comment on the expiry date proposal?

We are seeking your feedback on the proposal to extend the expiry date for the approval of the above listed projects. Comments can be shared directly with the ministry by e-mail at EAmodernization.mecp@ontario.ca by January 25, 2022 and the proposal may be viewed on the Environmental Registry of Ontario at: <https://ero.ontario.ca/notice/019-4428>.

We are committed to keeping you apprised about the environmental assessment modernization initiative as it moves forward, including opportunities to provide input as we continue to build a strong environmental assessment program. We value your perspectives on the environmental assessment program and look forward to your feedback.

Sincerely,



Annamaria Cross
Director, Environmental Assessment Modernization
Environmental Assessment and Permissions Division
Ministry of the Environment, Conservation and Parks

Attachments;

- 1) Proposal for Moving to a project list approach under the Environmental Assessment Act (ERO 019-4219)
- 2) Environmental Assessment Modernization – Moving to a Project List Approach under the Environmental Assessment Act
- 3) Bulletin on Extending the expiry date of Environmental Assessment Act approvals for certain projects (ERO 019-4428)

Environmental Assessment Modernization

Moving to a Project List Approach Under the
Environmental Assessment Act

November 2021

Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks

Cette publication hautement spécialisée “Moving to a Project List Approach under the Environmental Assessment Act” n’est disponible qu’en anglais conformément au Règlement 671/92, selon lequel il n’est pas obligatoire de la traduire en vertu de la Loi sur les services en français. Pour obtenir des renseignements en français, veuillez communiquer avec le ministère de l’Environnement, de la Protection de la nature et des Parcs au eamodernization.mecp@ontario.ca.

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Purpose

The Ministry of the Environment, Conservation and Parks (ministry) is modernizing Ontario's almost 50-year-old environmental assessment (EA) program to support building safer and stronger communities.

Currently, we are consulting on a proposal to move to a project list approach for projects that will be subject to the highest level of environmental assessment (i.e. a comprehensive environmental assessment) under the *Environmental Assessment Act* (the Act). This document provides detailed information on the proposed regulations and related actions.

The proposal posting can be found at: <https://ero.ontario.ca/notice/019-4219>.

Part 1: Introduction to the Comprehensive Environmental Assessment Projects Regulation

The *Environmental Assessment Act* (EAA or the Act) was amended through the COVID-19 Economic Recovery Act, 2020 on July 21, 2020. The amendments enabled, among other things, the move to a project list approach. These amendments, once proclaimed, will provide the authority to designate projects or classes of projects and proponents as subject to comprehensive environmental assessment (under Part II.3) or streamlined environmental assessment (under Part II.4) of the Act through regulations.

Once proclaimed, the new parts of the Act will change the way the Act applies so it will only apply to designated projects. A designated project will also include enterprises or activities that are ancillary to the project, to ensure all aspects of a project are assessed at once, under one process.

The current proposal relates to the designation of projects that will be subject to the new comprehensive EA (Part II.3 of the Act). The ministry will be developing regulations and other actions related to the new streamlined EA (Part II.4 of the Act) and will be consulting on these in the future.

In the current proposal, we are proposing to designate the 'establishment' of certain things (like the establishment of a new, large landfill) and certain changes to those (such as a large expansion of a landfill) as comprehensive EA projects. The proposal includes a provision to clarify what 'establishing' does not include, such as planning. However, the ministry expects that an environmental assessment would still address the designing, constructing and operating of the thing being established. For some project types, the ministry will also expect that the closure/decommissioning of the facility be assessed as part of the environmental assessment, as is currently the case (e.g. landfills).

Once the [proposed comprehensive EA projects regulation](#) (Part II.3 designating regulation) has been finalized, those projects set out in the regulation will be required to complete a comprehensive EA to proceed, subject to certain proposed exemptions. All other projects that a proponent (public or private) is proposing to proceed with will not be subject to the Act unless:

- the project is subject to one of the existing class environmental assessment, subject to any exemptions;
- a proponent enters into a voluntary agreement to have its proposed project made subject to comprehensive EA requirements under the EAA;
- a regulation is made designating the specific project as a comprehensive EA project or a regulation is made amending the comprehensive EA projects regulation to add a class of projects.

We note that the authority to issue a section 16 Order to require a proponent to complete a comprehensive EA for a project which is going through a Class EA process will be maintained.

We are proposing complementary amendments to the Electricity Guide and the Waste Management Project Guide to reflect that the Minister is the only decision-making authority related to elevation requests, which are requests that a project following the screening process be elevated to an comprehensive EA, to provide consistency in the decision maker for such requests.

The waste, electricity and transit projects which are currently eligible to follow a streamlined EA process, and certain projects by Ontario Northland Transportation Company, are proposed to be able to continue to follow the applicable streamlined EA process until we are ready to move to and consult on a streamlined EA projects designating regulation and regulatory streamlined EA process for these types of projects. For the projects eligible to follow a streamlined process, the proposed comprehensive EA projects regulation will exempt these projects from comprehensive EA part of the Act, subject to the condition that they follow the applicable streamlined process, similar to how the existing regulations work today. Other than the proposal to update the EA requirements for landfill expansions (described further below), the waste, electricity and transit projects that are proposed to be exempted are generally those that are currently exempted under existing EAA regulations.

Under the Act, the government will continue to be able to consider and propose additional designations and additional exemptions in respect of specific projects or classes of projects where appropriate, subject to consultation.

Projects required to complete a comprehensive EA will be required to follow the process requirements set out in Part II.3 of the Act, which are not changed from the existing individual EA process under Part II. The following requirements have not been changed for those projects that will be subject to comprehensive EA:

- Consultation requirements during the environmental assessment process

- The requirements in the Act for proponents to assess and document the EA process, including the requirement to prepare a terms of reference and an environmental assessment that includes how any impacts will be mitigated
- The requirement to examine potential impacts of projects using the broad definition of the environment (natural, social, economic and cultural environment)
- The requirements for a project to obtain any other applicable permits or approvals (Environmental Compliance Approvals, etc.)

Part 2: Proposed List of Projects subject to a Comprehensive Environmental Assessment

Electricity projects

The ministry is proposing that electricity projects that currently require an individual EA would continue to require a full EA (comprehensive EA) under Part II.3 of the revised Act. We are proposing to update the list of activities for generation facilities, transmission lines and transmission stations which would be subject to EA requirements.

Currently, [Ontario Regulation 116/01 – Electricity projects \(O. Reg. 116/01\)](#) designates “establishing, constructing, operating, expanding or retiring” such facilities. We are proposing to designate “establishing” certain facilities in part to provide consistency between how we describe the activities associated with various project types that are designated in electricity, waste and other sectors. Changes to such facilities that are currently designated are generally proposed to continue to be designated.

The ministry also consulted on a proposal to change the thresholds that determine the type of EA process required for establishing a transmission line not associated with certain generation facilities. This notice can be found at: <https://ero.ontario.ca/notice/019-3937>.

O. Reg. 116/01 is proposed to be revoked as the provisions in it will be included in the proposed comprehensive EA projects regulation, with some updates.

The proposed comprehensive EA projects regulation will carry forward the designation of electricity projects that are currently designated by O. Reg. 116/01 as comprehensive EA projects, excluding those which are subject to a class EA (e.g. waterpower projects). Projects that are currently exempt subject to following the streamlined environmental assessment process (screening process incorporated by reference) would continue to be able to follow that streamlined process on the same basis.

Some of the electricity projects that would require a comprehensive EA include:

- Establishing a hydroelectric facility with a capacity greater than or equal to 200 megawatts;
- Establishing an electricity generating facility that uses coal for fuel or that uses oil for fuel with a capacity greater than or equal to 5 megawatts; and
- Establishing a transmission line 75 km or more in length and 345 kilovolts (kV) or greater in voltage and that is not associated with certain generation facilities.
 - These transmission lines are the projects that would be subject to a comprehensive EA if the ministry proceeds with the proposal that was recently posted concerning amendments to the Class EA for Minor Transmission Facilities. This proposal is further described below.

The electricity projects which are proposed to be subject to comprehensive EA requirements are set out in sections 7 and 8 of the proposed comprehensive EA projects regulation.

The electricity projects that are proposed to continue to be exempt subject to following the incorporated [Environmental Screening Process for Electricity Projects](#) (with complementary changes) are set out in sections 9 and 10 of the proposed comprehensive EA projects regulation.

These sections (7, 8, 9, 10) should be read in conjunction with the exceptions set out in section 11 of the [proposed comprehensive EA projects regulation](#).

Proposed Amendments to Class EA for Minor Transmission Facilities

We are also proposing to use terminology in the proposed comprehensive EA projects regulation that will better align with the Class EA for Minor Transmission Facilities, as well as making amendments to the Class EA to align it with other aspects of this regulatory proposal. For example, we are proposing to update the terminology to use the more general term *transmission station* rather than *transformer station* as a transformer station is a type of transmission station.

As noted, as part of a separate proposal, the ministry proposed to amend the Class EA for Minor Transmission Facilities so that it would apply to establishing transmission line projects that:

- have a voltage greater than or equal to 115 kilovolts but less than 345 kilovolts, greater than 2 kilometres in length; and
- have a voltage greater than or equal to 345 kilovolts and less than 75 kilometres in length.

This represents a change from the current requirements, which require an individual EA for the establishment of a transmission line that is:

- greater than 115 kV and less than 500 kV and greater than or equal to 50 km in length
- greater than or equal to 500 kV and greater than 2 km in length

For more information on [this proposal](#), please visit the environmental registry.

Waste management projects

We are proposing to require a comprehensive EA for waste management projects including:

Landfills:

- Establishing a landfill greater than 100,000 cubic metres.
- Changing a landfill to increase the total waste disposal volume by more than 375,000 cubic metres
- Changing a landfill to increase the total waste disposal volume by more than 100,000 cubic metres and less than or equal to 375,000 cubic metres if the change would increase the total waste disposal volume by more than 25%
- A change to a landfill that:
 - o involves the excavation of waste previously disposed of at the landfill; and
 - o the excavation would increase by more than 100,000 cubic metres the amount of waste that could be deposited at the site without any increase in the total waste disposal volume.

Hazardous or Liquid Industrial Waste Facilities:

- Establish a waste disposal site at which hazardous or liquid industrial waste is finally disposed of.
- A change to a landfill for hazardous waste or liquid industrial waste that:
 - o results in an increase in the total approved waste disposal volume of the site; or
 - o involves the excavation of previously disposed of waste.
- A change to a thermal treatment site at which hazardous waste or liquid industrial waste is subject to thermal treatment that increases the amount of waste that is authorized to be thermally treated at the site on any day.

We are also proposing corresponding updates to the thresholds for determining environmental assessment requirements for certain landfill expansions such that the following projects would be able to use the streamlined EA process for waste management projects:

- Changing a landfill to increase the total waste disposal volume by more than 100,000 cubic metres and less than or equal to 375,000 cubic metres if the change would increase the total waste disposal volume by less than or equal to 25%

Consistent with current requirements, changing a landfill to increase the total waste disposal volume by 40,000 cubic metres or more and less than or equal to 100,000 cubic metres would remain eligible to follow the streamlined EA process.

The proposed changes to environmental assessment requirements for landfill expansions are shown in the following table:

		Percentage increase in total waste volume	
		0 – 25 %	> 25%
Volumetric increase in total waste volume	40,000 to 100,000 cubic meters	Streamlined EA (no change)	Streamlined EA (no change)
	>100,000 to 375,000 cubic meters	Streamlined EA (Change from Comprehensive EA)	Comprehensive EA (no change)
	>375,000 cubic meters	Comprehensive EA (no change)	Comprehensive EA (no change)

Note: Expansion increases less than 40,000 cubic meters would continue to not be subject to the Act.

The proposed provisions will provide that proponents are not able to use the streamlined EA process to do a series of expansions over a defined period of time in order to avoid undertaking a comprehensive EA. The proposed updates to thresholds would not apply to hazardous or liquid industrial waste facilities.

Subject to the proposal relating to landfill expansions of certain sizes summarized above, the ministry is proposing to maintain the current EA requirements for waste projects. The projects which currently require an individual EA under [Ontario Regulation 101/07 - Waste Management Projects \(O. Reg. 101/07\)](#) would be designated as comprehensive EA projects, and the projects that are currently exempt subject to following the incorporated Environmental Screening Process for Waste Projects (with complementary changes) would continue to be able to follow that streamlined process on the same basis.

We are proposing to revoke O. Reg. 101/07 since its provisions will be included in the proposed comprehensive EA projects regulation, with some updates.

The waste management projects that would be subject to the comprehensive EA requirements are set out in sections 22 and 23 of the proposed comprehensive EA projects regulation.

The waste management projects that are proposed to continue to be exempt subject to following the incorporated [Environmental Screening Process for Waste Projects](#) are set out in sections 24 and 25 of the proposed comprehensive EA projects regulations.

These sections (22, 23, 24 and 25) should be read in conjunction with the exceptions in section 26 of the [proposed comprehensive EA projects regulation](#).

We are also proposing changes to the Guide for Waste Projects, including reflecting that the Minister will be the decision maker for ordering that a streamlined EA project be made subject to a comprehensive EA, for consistency with other streamlined processes.

Note: The proposed comprehensive EA projects regulation does not contain the draft regulatory language relating to landfill expansions detailed above. The ministry is proposing to include the provisions in the final regulation.

Transit projects

Public transit projects are able to follow a streamlined, time-limited proponent-driven, self-assessment process referred to as the transit projects assessment process (TPAP). The [Transit Projects and Metrolinx Undertakings regulation \(O. Reg. 231/08\)](#) exempts proponents of public transit projects from the requirements of the Environmental Assessment Act, and creates a process (the TPAP) that certain projects must follow in order to be exempt. Currently, the transit projects undertaken by municipalities, Ministry of Transportation and Metrolinx are subject to O. Reg. 231/08.

The ministry is proposing that the environmental assessment process set out under O. Reg. 231/08 continue to apply to those transit projects that the process currently applies to.

The proposal is to designate these projects, with appropriate changes, and continue to exempt them provided they follow the TPAP process (as amended and renamed). These projects are set out in sections 15 to 18 of the proposed comprehensive EA projects regulation. These sections (15, 16, 17 and 18) should be read in conjunction with the exceptions in section 19 and 20 of the [proposed comprehensive EA projects regulation](#).

For consistency purposes, we are proposing the following changes to the Metrolinx project designations:

- Adding the following criteria in the designations related to construction of a station, maintenance facility and storage yard if they are in or adjacent to a sensitive area, defined as:
 - i. an area of residential land use, or
 - ii. an environmentally-sensitive area such as an area that includes natural heritage features, cultural heritage or archaeological resources, recreational land uses or other sensitive land uses.

We are also proposing to remove the Metrolinx designation for “Construction of a new or extended Commuter Rail Line. Involves construction of a new rail corridor” since it is a duplication of the following designations:

- Construction of new Transit System i.e., involving construction of new infrastructure, which is proposed to be updated as constructing new linear components of a transit system and
- Reconstruction, widening or expansion of linear components of a transit system where the reconstructed facility will not be for the same purpose, use, and at the same location which is proposed to be updated

We are also proposing updates to transit project definitions including the definition of “linear components of a transit system” and the definition of “station.”

Until the class EAs which apply to transit projects (Class EA for Provincial Transportation Facilities and the Municipal Class EA) are replaced by a streamlined EA regulation for transit projects, we are proposing that proponents continue to have the choice to follow the amended and renamed TPAP or the applicable class EA process in respect of a designated project to which both processes applies.

We are also proposing to make it clear that establishing a new rail line of 50 km or more, will not be eligible to follow a streamlined process. Establishing a rail line (passenger or freight) that is 50 km or more in length is proposed to be subject to a comprehensive EA. The proposed railway project designations are summarized below.

The proposed changes will have no impact on the option for proponents to become co-proponents of a transit project that they are planning together.

Proposed Amendments to Ontario Regulation 231/08

We are proposing to amend O. Reg 231/08 to revoke Schedule 1 that lists the projects to which the Act applies, as this will be replaced by the proposed comprehensive EA projects regulation.

We are also proposing to make a few small changes to the assessment process. Specifically, the notification requirements set out in O. Reg. 231/08 are proposed to be amended to provide flexibility to allow proponents to provide notices about a project using methods aside from specifically requiring them to be published in newspapers. In addition, the ministry is proposing to include the ability for the Minister to amend or revoke conditions imposed in a notice given by the Minister that allows the proponent to proceed with the transit project.

We are proposing that the amended assessment process set out in O. Reg. 231/08 would apply not only to transit projects but also to certain Ontario Northland Transportation Commission-led projects (i.e. establishing a rail line 50 kms or more in length and certain rail and bus projects such as construction of stations and maintenance facilities) (see below for the description of the proposed designations for these projects). Some further updates to O. Reg. 231/08, including replacing the title of the streamlined process and the regulation, are proposed to be made to better reflect the application of the process.

You can read the [proposed amending regulation](#).

Proposed Related Amendments to Class Environmental Assessments for Transit Projects

We are proposing amendments to the transit project descriptions in the Class EA for Provincial Transportation Facilities and Municipal Class EA to align the descriptions with what is being proposed in the proposed comprehensive EA projects regulation. We are also proposing to amend these class EAs to change terminology and make other adjustments to align the Class EA with the proposed comprehensive EA projects regulation.

The Class EA for GO Transit Facilities is proposed to be revoked in conjunction with the making of the comprehensive EA projects regulation. This class EA is rarely relied on by Metrolinx as Metrolinx utilizes the assessment process under O. Reg. 231/08 instead.

Highway Projects

Currently, the planning of all new 400-series projects, also known as freeway or expressway projects, irrespective of length, are subject to individual EA requirements. The proposed comprehensive EA thresholds for highway projects is based on the thresholds of the federal government.

The ministry is proposing that the establishment of a new highway or extension of an existing highway of 75 km or more in length be made subject to the comprehensive EA requirements where the highway meets all of the following criteria:

- is at least 2 lanes in each direction;
- where travel in each direction is divided by a physical median strip;
- where access to the highway is provided primarily by grade separated interchanges; and
- where the posted speed for the highway is at least 80 km/hour.

The ministry is also proposing that a highway project described in the proposed designation and that is below 75 km, and is undertaken by the Ministry of Transportation or a municipality, be made subject to the streamlined EA process set out in the Class EA for Provincial Transportation Facilities (MTO Class EA) until a streamlined EA regulation for transportation projects is made, following consultation.

In accordance with the revised EAA, a designated comprehensive EA project would include projects that are ancillary to it, should they be known and planned (part of) at the time as the comprehensive EA project. The ancillary projects for the type of highway projects that are designated as comprehensive EA project could be patrol yards, track inspection stations etc.

The highway projects that will be subject to the comprehensive EA requirements are set out in section 28 of the [proposed comprehensive EA projects regulation](#).

Proposed Related Amendments to Class Environmental Assessment for Provincial Transportation Facilities

As noted above, currently the planning of all new 400-series highway projects are subject to an individual EA. If the threshold is adjusted, the MTO Class EA is proposed to be amended to align it with the proposed highway designation so that there is no gap in coverage for highway projects that meet all the designation criteria except for the length criteria of 75 km. The following amendments to the MTO Class EA are proposed in relation to the proposed designations in the comprehensive EA projects regulation:

- Include provisions so that the Class EA applies to a type of highway project that is described in the proposed designation, if it is less than 75 km and it is undertaken by the Ministry of Transportation or a municipality;
- Make the establishing of the type of highway that is described in the proposed designation (e.g., at least two lanes in each direction), other than length, and that is less than 75 km a Group A project; and
- Make changes in terminology and other adjustments to align with the proposed comprehensive EA projects regulation.

Those projects which do not meet the criteria for the proposed designation as set out in the proposed comprehensive EA projects regulation and are currently Group A projects under MTO Class EA will continue to be subject to Group A project requirements in this class EA.

Proposed Related Amendments to Municipal Class Environmental Assessment

The Municipal Class EA is also proposed to be amended to:

- Provide that the class EA will not apply to the highway projects that are proposed to be subject to the comprehensive EA requirements if undertaken by a municipality.
- Provide that the class EA will not apply to highway projects that are below 75 km and that meet the proposed comprehensive EA project criteria, if undertaken by a municipality, and instead the MTO Class EA will apply (see above).

We are also proposing to amend the Municipal Class EA to change terminology, and make other adjustments to align the class EA with the proposed comprehensive EA projects regulation.

Railway and certain other projects

Currently, regardless of length, a railway project that is intra-provincial, if it is undertaken by a public sector proponent would require an individual EA.

We are proposing to designate the establishment of a railway line (passenger or freight) of 50 km or more as a comprehensive EA project. This would include extensions of railway lines of 50 km or more, regardless of who the proponent is. The proposed comprehensive EA thresholds for railway projects is based on the thresholds of the federal government.

The establishment of a railway line by Ontario Northland Transportation Commission below 50 km in length is proposed to be subject to the project assessment process under the [proposed amendments to O. Reg. 231/08](#), rather than requiring an individual EA as is the case today. This will occur by designating and exempting these projects, subject to following the process set out in the proposed amendments to O. Reg. 231/08. Other ONTC-led railway or bus projects are also proposed to be designated and exempted, subject to the process, including the construction of a station, maintenance facility, or storage yard.

Railway line projects that would involve adding new tracks alongside and contiguous to an existing line (twinning projects), if undertaken by Metrolinx, ONTC, a municipality or MTO, irrespective of length, would also follow the process set out in the proposed amendments to O.Reg. 231/08.

For spur line and passing track (siding) projects, we are proposing that any of these projects below 1.5 km in length not to be subject to any EA requirements unless they are ancillary to the establishment of a line. A spur line is a type of secondary track that is used to allow customers at a location to load and unload railcars without interfering with other railroad operations. A passing track is a small stretch of railway track adjacent to the main line that is used to allow trains to pass through on the main line.

The proposed requirements for railway and certain other projects are set out in the sections 29 and 30 of the proposed comprehensive EA projects regulation. These sections (29, 30) should be read in conjunction with the exceptions set out in section 31 of the [proposed comprehensive EA projects regulation](#).

Waterfront Projects

Some waterfront projects can have significant effects and may be of high public interest involving substantial in-water works with the potential for significant environmental effects. An example of a large-scale project that completed an individual environmental assessment is the Don Mouth Naturalization and Port Lands Flood Protection Project.

The environmental assessment for the Don Mouth Naturalization and Port Lands Flood Protection Project was completed by the Toronto and Region Conservation Authority. This precedent-setting project is a key component of Waterfront Toronto and the City of Toronto's plans to renew and revitalize Toronto's waterfront and will allow development in the Lower Don Lands.

The ministry is proposing to require a comprehensive EA for projects in the Great Lakes-St Lawrence River System that involve certain lake or riverbed filling in combination with certain alterations to the shoreline.

The proposed designation would apply to establishing “works” or a combination of “works” that:

- alter at least one kilometer of shoreline in the *Great-Lakes-St. Lawrence River System*; and
- require at least four hectares of lakebed or riverbed in the Great Lakes-St. Lawrence River System to be filled.

The *Great Lakes-St. Lawrence River System* is proposed to be defined as the major water system consisting of Lakes Superior, Huron, St. Clair, Erie and Ontario and the St. Mary’s, Detroit, Niagara, St. Clair and St. Lawrence rivers, including the mouth of any tributary to one of these lakes or rivers.

The term “works” is proposed to be defined as anything that may be established on or near a waterfront and includes a berm, breakwall, marina, channel, island, beach, pier or riprap. A comprehensive EA would be triggered either by one or a combination of works proposed to be undertaken at the same time.

The waterfront projects that are proposed to be subject to the comprehensive EA requirements are set out in section 32 of the [proposed comprehensive EA projects regulation](#).

These types of waterfront projects were called conservation projects in our [policy proposal](#), but we have updated the terminology based on input received.

Proposed Related Amendments to Class Environmental Assessments

We note that there are some related amendments to relevant class EAs that will be needed to align with the proposed designation for waterfront projects. We are proposing to amend the Class EA for Remedial Flood and Erosion Control Projects, Municipal Class EA, Class EA for Resource Stewardship and Facility Development, and the Public Work (Government Property) Class EA, to make it clear that where an undertaking to which the class EA applies meets the criteria in the proposed designation, the undertaking would be subject to the comprehensive EA process rather than the Class EA.

Waterfront projects that are not proposed to be designated as comprehensive EA projects will only be subject to EA if the project is an undertaking to which one of the class EAs apply. The waterfront projects which are currently following a class EA will be considered in the future development of and consultation on a project list regulation for streamlined EAs that will replace the Class EAs.

Part 3: Proposed Revocation and Replacement of General Regulation 334

After the *Environmental Assessment Act* (the Act) was introduced in 1975, the General Regulation followed in 1976. Various amendments have been made to this regulation since then and it is now known as “Regulation 334 – General”. The regulation was amended over time to address the broad application of the Act (for example, to make certain entities subject to the Act such as the Ontario Northland Transportation Commission) and to exempt certain types of projects from the application of the EAA (for example, to ensure that small projects with a low potential for negative environmental impacts undertaken by municipalities and Conservation Authorities would not be subject to the Act).

The ministry is proposing to revoke Regulation 334 and replace it with a new regulation containing certain exemptions from the Act generally, or in some cases specifically from class EA requirements (Part II.1) of the Act. Certain exemptions are proposed to be carried forward in the new regulation, such as municipal waste pilot projects and projects undertaken by the Ministry of Northern Development, Mines, Natural Resources and Forestry that provide access to a renewable energy facility.

Some exemptions are proposed to be removed as a result of the change in the way the Act will apply, moving in this first phase to having the Act apply only to what is “designated” as a Part II.3 (comprehensive EA) project, “deemed” to be a Part II.3 (comprehensive EA) project, or an undertaking to which one of the class EA applies. Given the general focus on what the project is rather than on who is undertaking the project, the ministry is proposing that a number of exemptions in Regulation 334 not be recreated in the new regulation. For example, the \$3.5 million cost exemption for municipalities (s. 5(2)(a) of Regulation 334) is not proposed to be included in the new regulation as municipal projects subject to the Act are covered by a streamlined process or may be subject to the comprehensive EA regulation, nor are we proposing to include the development of campgrounds or conservation areas under \$1 million (s.8(2)(i) of Regulation 334). Developing campgrounds or conservation areas are not proposed to be subject to a comprehensive EA.

Other provisions in Regulation 334 are proposed to be included in the new regulation such as those which support innovation in the waste sector (municipal waste pilot projects).

References to Regulation 334 in class EAs, other regulations and guidance material are also proposed to be removed and where appropriate, reference to the new regulation will be included. Where a document refers to an exemption that the ministry is not proposing to continue, clarification amendments will be made.

You can read the proposed [Exemptions from the Act and Part II.1 of the Act Regulation](#). You can find more information on the key changes being proposed in the new regulation in Appendix 1.

Related Proposal to Revoke the Algonquin Land Claim Declaration Order

As part of environmental assessment (EA) modernization efforts, the ministry has exempted projects or activities related to land claim settlements, and other agreements with Indigenous communities dealing with land, from the requirements of the Act ([Land Claim Exemption](#)). That exemption excludes undertakings that are associated with the Algonquin Land Claim Settlement because they are the subject of a separate conditional exemption under the Act (Algonquin Land Claim Declaration Order). This Order provides that certain projects and activities related to the Algonquin Land Claim Settlement are not subject to the Environmental Assessment Act, subject to conditions (see link <https://www.ontario.ca/page/declaration-order-algonquin-land-claim>).

We are proposing to amend the Land Claim Exemption so that it will also apply to Crown undertakings related to any settlement of the Algonquin land claim, where consultation on particular undertakings has not yet commenced under the existing Algonquin Land Claim Declaration Order. The proposal is also to amend the Algonquin Land Claim Declaration Order so that it aligns with the proposed exemption. The Ministry of Indigenous Affairs (IAO) has a robust [Indigenous Land Claim Consultation Process](#) that provides a mechanism to address consultation with government agencies, Indigenous communities, and the public for these types of projects and activities. The process is proposed to be applied to projects and activities associated with any Algonquin land claim settlement where consultation has not commenced under the Algonquin Land Claim Declaration Order.

The proposal will align consultations regarding the proposed Algonquins of Ontario settlement with other land claims, reduce regulatory burden and eliminate duplication, consistent with environmental assessment modernization efforts.

The ministry is proposing that Crown undertakings being considered for inclusion in the Algonquin Land Claim Settlement continue to be eligible to use the process in the Declaration Order where consultation has commenced under the Algonquin Land Claim Declaration Order prior to the proposed amendment to the exemption referenced above. At this time, consultation has commenced under the Declaration Order for the review of potential environmental effects associated with:

- the proposed transfer of certain provincial lands to the Algonquins of Ontario including all Crown activities associated with the proposed transfer; and
- Provincial Park boundary amendments for:
 - The recommended addition to Lake St. Peter Provincial Park.
 - The recommended Whiteduck Provincial Park in the area of the Crotch Lake Conservation Reserve in Frontenac County.

If consultation begins under the Declaration Order for any other projects being considered for inclusion in the Algonquin Land Claim Settlement before the proposed exemption, if made, comes into effect, those projects would continue to be subject to the Declaration Order.

Background

An Indigenous land claim is a formal submission to Ontario from an Indigenous community stating that it has an outstanding legal entitlement in respect of land. The negotiations involving Ontario, Canada and the Algonquins of Ontario (AOO) are attempting to resolve the Algonquins of Ontario claim of Aboriginal title and rights over the Ottawa River and Mattawa River watersheds in Ontario, which is a 36,000 square kilometre area of eastern Ontario. For additional information, please visit Ontario.ca/algonquinlandclaim.

The Algonquin Land Claim Declaration Order was made in 2007 to enable proponent ministries subject to the EAA to follow a common process – similar in terms of consultation and assessment – thereby avoiding duplication. However, after 14 years, it now includes obsolete references and is no longer aligned with general land claims processes, and the ministry's modernization efforts.

Revisions to Ontario's broader approach, including the recent modernization of the *Environmental Assessment Act*, provide greater efficiencies than those that were provided under the Declaration Order. Crown activities related to the Algonquin land claim settlement for which consultation had not commenced under the Algonquin Declaration Order prior to the exemption coming into force are proposed to proceed under IAO's [Indigenous Land Claim Consultation Process](#) rather than under an environmental assessment process.

Part 4: Proposed Related Amendments and Revocations – Regulations and Orders

To facilitate the move to a project list approach under the *Environmental Assessment Act* (the Act), we are proposing related amendments to regulations and orders.

Related Amendments to and Revocations of Regulations (including Exemption Orders) and Declaration Orders made Under *Environmental Assessment Act*

The existing environmental assessment (EA) regulatory framework has applied broadly to the public sector, and to the private sector only where specifically made subject to the Act. This has led to the need for various site-specific and program-based declaration orders, and regulations (including exemption orders and designations under previous versions of the Act).

Declaration Orders, exemption regulations, and designating and exempting regulations set out the application of the Act to certain private sector activities and also provide various exemptions (conditional and unconditional) from the Act or parts of the Act for both private and public sector activities.

These tools are usually considered in situations including cases of emergency, when the proposal is in the public interest, where potential environmental effects are likely to be minimal, or where environmental impacts are already being adequately addressed.

Examples of these instruments include:

- Five-year emergency interim expansions for municipal waste management,
- Exemptions for ministries or public bodies in relation to the on-going operational maintenance and repair of certain facilities.
- Site-specific designations of certain developments to require an environmental assessment, for a variety of reasons.

Since 1976, several hundred Orders have been made. In 1998, Ontario Regulation 437/98 was made revoking 229 of the exemptions for reasons such as the projects had been completed, discontinued, retired or abandoned. The ministry has reviewed the remainder of the Orders in the context of EA Modernization. Our proposal in respect of each of the remaining Orders can be found in Appendix 2 including revocation and in some cases, a proposal to maintain an exemption.

There are several exemptions which we are proposing to revoke that may be of particular interest to some Indigenous communities or stakeholders. Several of these are highlighted below and the full list can be found in Appendix 2.

Wildlife Population and Habitat Management Activities (MNR-42) and Wildlife Rabies Control Program (MNR 62)

An EA process for wildlife management activities and the rabies control program has been provided under Declaration Orders MNR-42 and MNR-62 respectively. The Wildlife Population and Habitat Management Activities and the Wildlife Rabies Control Program subject to these Declaration Orders are not proposed to be designated as comprehensive EA projects and they are not subject to a class EA, therefore, the exemptions set out in the Declaration Orders are not necessary.

The Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) has existing program structures designed to support implementation of these programs since the Declaration Orders were made in 1985 and 1995, respectively. Revocation of the Declaration Orders will not affect consultation with Indigenous communities nor the NDMNRF's execution of the programs in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario. The Resource Stewardship and Facility Development (RSFD) Class EA would be amended to clarify that it does not apply to the activities addressed by the MNR-42 and MNR-62 Declaration Orders which are proposed to be revoked.

The control of deer population, including a herd reduction, and the proposal, program and plans in respect of those activities to reduce the deer population in Rondeau Provincial Park (MNR-60)

Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to any existing approved class EA. Exemption will not be necessary if the proposed regulation is made.

The responsible ministry, Northern Development and Mines, Natural Resources and Forestry (NDMNRF), has existing program structures designed to support implementation of the program described in the Order. NDMNRF will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario. Revocation of the Declaration Orders will not affect consultation with Indigenous communities.

Forest Fire Protection and Extra Fire Fighting Operations (MNR-01)

These activities are not proposed to be designated as comprehensive EA projects and they are not subject to a class EA, therefore, the exemption set out in the Declaration Order will no longer be necessary if the proposed comprehensive EA projects regulation is made.

The Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) has developed program structures designed to support implementation of this program since the Declaration Order was made. Revocation of the Declaration Order will not affect consultation with Indigenous communities nor the ministry's execution of the programs in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario.

The planning and implementing of Forest Management Activities south of the Ministry of Natural Resources' Forest Management Units, on Agreement Forests, private land under the Woodlands Improvement Act, and Crown Land (MNR 41)

In 2020, as part of environmental assessment modernization efforts, MECP exempted, by regulation, forest management activities within an area that includes sections of central and Northern Ontario, between the Quebec and Manitoba borders, from the *Environmental Assessment Act*.

These amendments to Regulation 334 under the Environmental Assessment Act regarding forest management activities, together with the related revocation of forestry related Declaration Orders MNR-71, MNR-74, and MNR-75 made it clear that NDMNRF is the primary source of direction for forest management in Ontario. Revocation of MNR-41 is proposed to align with the intent set out by the 2020 amendments to Regulation 334. Further, none of the activities to which MNR-41 applies are proposed to be designated as comprehensive EA

projects and they are not subject to a class EA, therefore, the exemption set out in the Declaration Order will no longer be necessary.

Remote Northern Airport Program (MTC 54 and MTC 58)

The Ministry of Transportation’s Remote Northern Airport Program has been the subject of a Declaration Order since as early as 1979. The program operates, maintains, reinvests, and manages 29 airports in Northern Ontario, providing the only year-round transportation to isolated Indigenous communities, including providing access to medical/medivac services, professional services (policing, social services, courts & legal services), general movement and emergency response.

To support the program and provide for transparency with Indigenous communities, the public, and other stakeholders, MTO has adopted environmental policies and procedures for construction of new airports, major expansions to existing airports, and improvement or relocation of airport access roads. These policies and procedures were most recently updated in December of 2016. These activities are not proposed to be designated as comprehensive EA projects and they are not subject to a Class EA, and as such the Declaration Order will no longer be necessary.

However, MTO will continue to apply the principles of the program described in the existing Declaration Order(s) and will consult with Indigenous communities about any proposed changes to the process for the Remote Northern Airport Program.

Related Amendments to Regulations made under Legislation other than Environmental Assessment Act

We are proposing to make complementary amendments to regulations that refer to the environmental assessment regulations proposed to be revoked or provisions of the EAA that have been amended (renumbered).

	Legislation	Regulation
1	<i>Building Code Act, 1992</i>	O. Reg. 332/12: Building Code
2	<i>Clean Water Act, 2006</i>	O. Reg. 287/07: General
3	<i>Electricity Act, 1998</i>	O. Reg. 97/99: Transfer Orders and Transfer By-Laws
4	<i>Environmental Bill of Rights, 1993</i>	O. Reg. 73/94: General
5	<i>Environmental Protection Act</i>	O. Reg. 1/17: Registrations under Part II.2 of the Act – Activities Requiring Assessment of Air Emissions
6	<i>Environmental Protection Act</i>	O. Reg. 63/16: Registrations under Part II.2 of the Act – Water Taking

	Legislation	Regulation
7	<i>Environmental Protection Act</i>	O. Reg. 359/09: Renewable Energy Approvals under Part V.0.1 of the Act
8	<i>Environmental Protection Act</i>	O. Reg. 206/97: Waste Disposal Sites, Waste management Systems and Sewage Works subject to Approval under or exempt from the Environmental Assessment Act
9	<i>Ontario Water Resources Act</i>	O. Reg. 387/04: Water Taking and Transfer
10	<i>Safe Drinking Water Act, 2002</i>	O. Reg. 205/18: Municipal Residential Drinking Water Systems in Source Protection Areas

The Ministry of Economic Development, Job Creation and Trade is responsible for O. Reg. 556/20 (Exemptions made under *Modernizing Ontario for People and Businesses Act, 2020*) and has proposed [an amendment](#) to revoke the sections of O. Reg. 556/20 which are currently exempting the ministry from the requirement to accept electronic submission of documents required under three of the EAA regulations, namely documents under O. Reg. 116/01, O. Reg. 101/07 and O. Reg. 231/08. The exemption from electronic submission requirements is unnecessary.

We are also proposing to revoke O. Reg. 254/06 – Plasco Demonstration Project made under the *Environmental Protection Act*. This regulation is no longer necessary as the related O. Reg. 253/06 made under EAA is being proposed to be revoked and the Environmental Compliance Approval which was issued to the Plasco Demonstration Project was revoked on May 30, 2016.

Part 5: Proposed Transition Regulation

As a further component of our work to modernize the EA program, the ministry is proposing a new regulation that would set out various transition provisions that would support the shift to the comprehensive EA project list regulation and certain other related modernization activities. The proposed regulation is entitled [general and transitional matters](#). The proposed regulation sets out what happens to undertakings that are currently proceeding with an application for approval under Part II of the Act (individual EA) when Part II.3 of the Act (comprehensive EA) is proclaimed and the comprehensive EA project list regulation is made.

For projects that are currently undergoing an individual EA and have submitted a proposed terms of reference to the ministry, we are proposing that the EA process continue at the highest level of assessment, as a comprehensive EA. This would allow the proponents to benefit from the steps taken to date on their EA, including submitting the terms of reference. Furthermore, the current deadlines for the EA process under the Deadlines regulation (O. Reg. 616/98) are proposed to continue to apply.

This proposed transition rule would apply to all undertakings currently undergoing individual EAs, including those that have been made subject to the EAA through a designating regulation, those that are proceeding as a result of a Part II Order (bump-up), and those which volunteered to complete the EA process by entering into a “voluntary agreement” with the ministry.

The Waasigan Transmission Line project, a new double-circuit 230 kilovolt line in northwestern Ontario by Hydro One would be transitioned under this rule. The ministry has proposed changes to the threshold for the Minor Transmission Facilities Class EA and if the proposed changes are made, these changes would not apply to the Waasigan Transmission Line project. The ministry consulted on [updating the environmental assessment requirements for certain transmission line projects](#) through a separate proposal. The individual EA process for this undertaking has already commenced (the proponent has submitted a terms of reference to the ministry).

The [proposed general and transitional matters regulation](#) will also provide for other matters, including:

- new provisions that would make the relevant part of the Municipal Class EA apply to private sector developers engaging in certain projects
 - Ontario Regulation 345/93 (Designation and Exemption — Private Sector Developers) is proposed to be revoked and replaced by the provisions in the proposed general and transitional matters regulation.
- Providing that an undertaking, in respect of which an order was issued under s. 16(1) of the EAA requiring the proponent to comply with Part II, is a Part II.3 project (i.e., a project subject to the comprehensive EA provisions). In other words, a proponent which followed a Class EA process and for which a bump-up order was made to require the completion of an individual EA (making it subject to Part II of the Act), would continue to be required to complete the comprehensive EA process (the new Part II.3 of the Act).
- Record keeping requirements for class EA made under Part II.1 of the Act prior to the amendments made by the *COVID-19 Economic Recovery Act, 2020*.

The proposed general and transitional matters regulation will contain some general provisions that are proposed to be moved out of Regulation 334 – General into the new proposed regulation.

Environmental Assessment Modernization

Moving to a Project List Approach under the
Environmental Assessment Act

APPENDICES

Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks

Appendix 1: Proposed Revocation and Replacement of General Regulation 334

Section and Description of Regulation 334 (made under EAA)	Proposed Action
1.1 A proponent who gives proposed terms of reference to the Ministry under section 6 of the Act shall do so on a form supplied by the Ministry.	The Act was amended to permit the Director to specify the form and manner of an application, which includes a proposed terms of reference. This provision is therefore no longer necessary.
2. An environmental assessment submitted to the Minister shall contain, in addition to the information required under subsection 6.1 (2) of the Act, a number of products including summaries, a list of studies, maps etc.	This requirement is included in the proposed general and transitional matters regulation . Aspects of the requirement relevant to paper applications have been removed in the revised <i>Environmental Assessment Act</i> to facilitate the move to electronic submission of applications.
3. Lists 12+ corporations/commissions etc. which are deemed to be “public bodies” such as Ontario Energy Board and OCWA.	This provision is included in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 1) and includes updates to the names of the ‘public bodies’ and removal of references to those bodies which do not exist any longer including: <ul style="list-style-type: none"> • Ontario Telephone Development Corporation. • Ontario Transportation Development Corporation. • Toronto Area Transit Operating Authority. • Ontario Transportation Capital Corporation.
4. Any project that did not, in the past, require approval under the Act can continue to operate and can be “retired” without the need for an EA.	This provision is carried forward as an exemption from Part II.1 of the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 7) The proposed comprehensive EA projects regulation would not designate operation or retirement of things. However, the exemption is required as some class EAs (e.g. Resource Stewardship and Facility Development Class EA)

Section and Description of Regulation 334 (made under EAA)	Proposed Action
	will continue to apply to operating and closure activities.
<p>5. (1) This section does not apply to an undertaking of a body listed in section 3 that may be found to be a local board as defined in the Municipal Affairs Act or to be a board, commission or other local authority exercising power in respect of municipal affairs.</p> <p>(1.1) Describes what can and cannot count towards the \$3.5 million in (2)(a) below</p> <p>(2) An undertaking by a municipality is exempt from section 5 of the Act where,</p> <p>(a) it has an estimated cost of not more than \$3,500,000;</p> <p>(b) it is an undertaking by a Board of Education</p> <p>(c) it is a Drainage Act works;</p> <p>(d) it is a small scale, temporary waste disposal site/transfer station.</p> <p>(e) it is a road or a water crossing that provides access to a REA project</p> <p>(f) it is a municipal non-profit housing project</p> <p>(g) REVOKED</p> <p>(h) it's a project provided for in a subdivision agreement between a municipality and a subdivider;</p> <p>(i) certain on-site and off-site stormwater management projects; or</p> <p>(j) it is a transfer of land initiated by the owner of the land in a hardship situation, or as part of an arrangement whereby the municipality is to provide a fence in return for a transfer of land.</p> <p>(6) The obtaining land, where the acquisition conditional on compliance with the Act, exempt from section 5 of the Act.</p>	<p>The exemptions in the following provisions of this section are proposed to be carried forward as exemptions from Part II.1 of the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation: (2)(b), (2)(c), (2)(e), (2)(h), 2(i) (see section 8)</p> <p>The exemptions in the following provisions are not proposed to be continued: (2)(a), (2)(d), (2)(f), (2)(j), and (6)</p> <p>With the move to a project list approach, the Act will apply to those projects that will be designated by regulation and designations will be based on activity rather than on proponentcy. A general exemption such as the \$3.5M cost trigger (regardless of the nature of the project) is not in keeping with the move to a project list approach.</p>
6. (1) All undertakings and classes of undertakings by or on behalf of Her Majesty	These exemptions are carried forward as exemptions from Part II.1 of the Act in the

Section and Description of Regulation 334 (made under EAA)	Proposed Action
<p>in right of Ontario and carried out by, certain ministries (11 +) are exempt from section 5 of the Act.</p> <p>(2) All undertakings and classes of undertakings by or on behalf of Her Majesty in right of Ontario and carried out by an agent of Her Majesty in right of Ontario who is not,</p> <ul style="list-style-type: none"> (a) a Minister of the Crown; (b) acting on behalf of a Minister of the Crown; or (c) defined as a public body, <p>are exempt from section 5 of the Act.</p>	<p>proposed Exemption from the Act and Part II.1 of the Act Regulation, and includes updates to ministry names (see section 9)</p>
<p>7. Despite section 6, an undertaking carried out that relates to Government property by the ministries listed above are not exempt from the Act.</p>	<p>This provision is carried forward in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 9(2))</p>
<p>7.1 (1) The following undertakings by or on behalf of the Ontario Infrastructure and Lands Corporation are exempt from the Act:</p> <ol style="list-style-type: none"> 1. Undertakings that are not in respect of Government property 2. Undertakings in respect of Government property that consist of a disposition of any interest in land or severance of land (e.g. sale or lease of land such as cottage lots belonging to Government) <p>(2) Undertakings in respect of forfeited property carried out by the Minister responsible for the <i>Forfeited Corporate Property Act, 2015</i> or by Ontario Infrastructure and Lands Corporation are exempt from the Act.</p>	<p>These exemptions are carried forward as exemptions from Part II.1 of the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see sections 11, 12)</p> <p>The exemptions respecting disposition of interest in land or severance of land and forfeited property will not need to be carried forward if the proposed July 2020 amendments to relevant class EAs are approved.</p>
<p>7.2 The following are exempt from the Act: Transactions regarding securities, debts, etc. associated with Hydro One</p>	<p>Undertakings covered by this exemption are implemented and, therefore, the exemption is spent (no longer required)</p> <p>Undertakings covered in this exemption are not proposed to be in the comprehensive EA projects regulation and no class EA applies.</p>

Section and Description of Regulation 334 (made under EAA)	Proposed Action
<p>8. Provides a series of exemptions from the Act that apply to conservation authorities in order to allow for them to undertake certain routine work such as flood proofing, municipal tree replacement, conservation services, development of conservation areas and campgrounds having a cost of \$1,000,000 or less, and other projects.</p>	<p>These exemptions are proposed to not be carried forward.</p> <p>Undertakings covered by this exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption would not be necessary if the proposed regulation is made.</p> <p>Cost trigger will not continue for the conservation services and the development of conservation areas and campgrounds.</p> <p>Reg 334 exemption provisions (s.8) were included prior to the approval of the Class EA for Remedial Flood and Erosion Control Projects.</p>
<p>8.1 Exemption for certain forestry activities.</p>	<p>These exemptions are proposed to not be carried forward.</p> <p>Forest management activities are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption would not be necessary if the proposed regulation is made.</p>
<p>9. Making a loan, giving a grant etc. is exempt from section 5 of the Act.</p>	<p>These exemptions are proposed to not be carried forward.</p> <p>Undertakings covered by the exemptions are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption would not be necessary if the proposed regulation is made.</p>
<p>10. Despite any exemption in Regulation 334, if terms of reference are submitted for the undertaking, the Act applies.</p>	<p>This provision is proposed to not be carried forward.</p> <p>The provision is no longer necessary.</p>
<p>11. Exemption for research undertakings</p>	<p>This exemption is proposed to be carried forward as an exemption from the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 2)</p>

Section and Description of Regulation 334 (made under EAA)	Proposed Action
	Maintaining the provision will ensure certain research undertakings continue to be exempt from EA requirements.
11.1 Exemption for municipal waste pilot project sites	<p>This exemption is proposed to be carried forward as an exemption from the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 5)</p> <p>Maintaining the provision will ensure municipal waste pilot projects continue to be exempt from EA requirements.</p>
12. Mobile PCB destruction facility on Crown lands Exemption	<p>This exemption is proposed to not be carried forward.</p> <p>Locating a mobile PCB destruction facility on particular lands is not proposed to be in the comprehensive EA projects regulation and is not subject to an existing approved class EA.</p> <p>Exemption would not be necessary if the proposed comprehensive EA projects regulation is made.</p>
13. Despite the repeal of Regulation 293 of the Revised Regulations of Ontario, 1980, any part of an undertaking for which an Environmental Assessment has not been submitted and that was exempt under clause 5 (5) (a) or 9 (2) (a) of that regulation on the 12th day of April, 1987, remains exempt.	<p>This exemption is proposed to not be carried forward.</p> <p>These are legacy provisions which are no longer necessary.</p>
14. Certain exemptions in Regulation 334 do not apply to undertakings designated by O. Reg. 116/01 (Electricity Projects)	<p>This provision is proposed to not be carried forward.</p> <p>This provision is addressed in the proposed comprehensive EA projects regulation.</p>
14.1 Exemption for undertakings related to land claim settlement agreements and other agreements with Indigenous communities about land	<p>This provision is proposed to be carried forward as an exemption from Part II.1 of the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 13)</p> <p>We are proposing to update the exemption so that it would also apply to Crown undertakings</p>

Section and Description of Regulation 334 (made under EAA)	Proposed Action
	related to any settlement of the Algonquin land claim where consultation has not yet commenced.
15. A renewable energy project undertaken by the Crown, municipality or public body in respect of a renewable energy project is exempt, unless it's a waterpower project.	<p>This provision is proposed to not be carried forward.</p> <p>Undertakings covered by this exemption are not proposed to be in the comprehensive EA projects regulation. Exemption is no longer necessary.</p>
15.0.1 Activities by the Crown that are only for the purposes of implementing a renewable energy project or a renewable energy testing project	<p>This provision is proposed to be carried forward as an exemption from the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 3)</p> <p>Maintaining this exemption will ensure the exemption for Crown projects being carried out only for the purposes of implementing a renewable energy project or renewable energy testing project can continue.</p> <p>Renewable energy projects are regulated under other legislation and regulations.</p>
<p>15.0.2 Undertakings by the Ministry of Natural Resources and Forestry related to a road or water crossing that provides access to a renewable energy project</p> <ol style="list-style-type: none"> 1. A King's Highway, a secondary highway or an industrial road designated under the Public Transportation and Highway Improvement Act or a road under the jurisdiction of a statute labour board or a local roads board. 2. Or if it is a renewable energy generation facility using waterpower as its primary power source 	<p>This provision is proposed to be carried forward as an exemption from the Act in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 4)</p> <p>Maintaining these exemptions will ensure that the undertakings in the provision can continue as those undertakings are related components of a renewable energy projects and those projects are regulated under other legislation and regulations.</p>
15.1 Names/identifies proponents in respect of two class EAs.	The provisions authorizing municipalities, private developers and MHSTCI to proceed in

Section and Description of Regulation 334 (made under EAA)	Proposed Action
<p>(Authorizes private sector developers engaging in certain kinds of undertakings in municipalities to proceed in accordance with the Municipal Class Environmental Assessment and authorizes all municipalities to proceed in accordance with that class EA as well. Also authorizes the Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTCI) to proceed in accordance with the Ministry of Infrastructure Class EA)</p>	<p>accordance with the named class EAs are proposed to be carried forward in the proposed general and transitional matters regulation.</p> <p>The updates to ministry and class EA names will also provide clarity.</p>
<p>15.2 The prohibitions in the EAA for issuing an authorization in advance of approval under the Act do not apply to the Minister of Municipal Affairs with respect to any order that he or she may make under section 47 (Minister’s Zoning Orders) of the Planning Act.</p>	<p>This provision is proposed to be carried forward in the proposed Exemption from the Act and Part II.1 of the Act Regulation (see section 6)</p> <p>This will maintain provisions that will allow the orders to be issued in advance of approval or compliance with prescribed requirements.</p>
<p>16. Provides for public records of class EAs and their approvals to be maintained.</p>	<p>This provision is included in the proposed general and transitional matters regulation, after required amendments to align with recent amendments to EAA.</p> <p>Maintaining and updating the provision will ensure the public record keeping rules apply for class EA documents as well.</p>

Appendix 2: Proposed Related Amendments and Revocations – Regulations and Orders made under the Environmental Assessment Act

Regulations

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
1	O. Reg 697/21	Bradford Bypass Project	<p>Maintain exemption</p> <p>The Bradford Bypass Project, other than early works, is exempt from the Act if the proponent complies with section 3 (of the regulation) and the Bradford Bypass Project assessment process.</p> <p>See Environmental Registry of Ontario posting # 019-1883</p>
2	O. Reg 551/21	Thermal Treatment Site Exemption	<p>Maintain exemption</p> <p>See Environmental Registry of Ontario posting # 019-3370</p>
3	O. Reg. 539/21	Designation and Exemption: Reid Road Reservoir Quarry	<p>Maintain designation and exemption</p> <p>Amend to designate project as a Part II.3 project and make consequential amendments.</p> <p>See Environmental Registry of Ontario posting # 019-2876</p>
4	O. Reg. 341/20	Ontario Line Project Conditional exemption	<p>Maintain exemption</p> <p>Requires complementary amendments to reflect revised EAA provisions/sections.</p>
5	O. Reg. 230/12	Exemption - Ontario Northland Transportation Commission Divestment/Dissolution	<p>Revoke</p> <p>Undertakings in the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA.</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
			Exemption will not be necessary if the proposed regulation is made.
6	O. Reg. 444/11	Designation - Highland Companies (3191574 Nova Scotia Limited) Melancthon Quarry	Revoke Designation was specific to Highland Companies, which has dissolved. If a future quarry application is made by anyone for the subject lands, Aggregate Resources Act would apply and if the potential environmental impacts were significant enough, the proposed project could be designated under the EA Act
7	O. Reg. 497/09	Exemption - Ipperwash Provincial Park	Revoke Spent – Undertaking implemented (park boundaries rescinded, and lands transferred)
8	O. Reg. 231/08	Transit Projects and Metrolinx Undertakings	Retain and Amend See description of proposed amendments and draft regulation
9	O. Reg. 101/07	Waste Management Projects	Revoke Proposed comprehensive EA projects regulation would replace this regulation.
10	O. Reg. 253/06	Designation and Exemption - Plasco Trail Road Inc. Thermal treatment undertaking	Revoke Plasco specific - Corporation dissolved. Activities no longer being engaged in at the site
11	O. Reg. 196/04	Designation of Activities of Synfuel Technologies, Inc. Relating to Generating and Transmitting Electricity Using Petroleum Coke as an Undertaking	Revoke Synfuel specific - Project abandoned and corporation dissolved.
12	O. Reg. 4/03	Designation - Recycling Specialities Inc. Landfill Site	Revoke

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
			Designations in proposed comprehensive EA projects regulation would govern.
13	O. Reg. 389/01	Designation - J. W. Sheldrick Sanitation Limited Smithville Site	Revoke Designations in proposed comprehensive EA projects regulation would govern
14	O. Reg. 116/01	Electricity Projects	Revoke Proposed comprehensive EA projects regulation would replace this regulation.
15	O. Reg. 565/00	Designation - Mayer Landfill Site	Revoke Designations in proposed comprehensive EA projects regulation would govern
16	O. Reg. 491/00	Designation - Kirkland Lake Waste Disposal Site	Revoke Designations in proposed comprehensive EA projects regulation would govern
17	O. Reg. 151/00	Designation - Clarington Waste Processing Centre Ltd. Landfill Site	Revoke Designations in proposed comprehensive EA projects regulation would govern
18	O. Reg. 493/99	Designation - H. Dodge Haulage Ltd. Landfill Site	Revoke Designation is spent as proceeding with the undertaking was approved under Part II of the EAA on February 11, 2009. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project.
19	O. Reg. 367/99	Designation - Canadian Waste Services Inc. Richmond and Warwick landfill sites	Revoke Designations in proposed comprehensive EA projects regulation would govern
20	O. Reg. 616/98	Deadlines	Maintain

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
			Requires complementary amendments to reflect new EAA provisions
21	O. Reg. 437/98	Revocation Order Under Section 3.2 (revoking various orders)	Revoke Spent
22	O. Reg. 153/98	EFW Facility at 7656 Bramalea Road, Brampton	Revoke Designations in proposed comprehensive EA projects regulation would govern
23	O. Reg. 369/97	Designations - Lafèche Environment Inc. (1222024 Ontario Limited) Township of Roxborough, United Counties of Stormont, Dundas and Glengarry	Revoke Designation is spent as proceeding with the undertaking was approved under Part II of the EAA on February 24, 2019. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project.
24	O. Reg. 222/97	Designation – Browning-Ferris Industries Limited Ridge Landfill; Parts of Lots 13 to 16, Concession 4, Township of Harwich in the County of Kent	Revoke Designation is spent as proceeding with the undertaking was approved under Part II of the EAA on June 24, 1998. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project.
25	O. Reg. 221/97	Designation - Notre Development Corporation Adams Mine, Township of Boston in the District of Timiskaming	Revoke Regulation is unnecessary as the <i>Adams Mine Lake Act, 2004</i> prohibits the designated activity
26	O. Reg. 220/97	Designations - St. Thomas Sanitary Collection Service Limited and Advance Container of Canada Limited, a Division of Green Lane Environmental Group Ltd. Green Lane Landfill; Part of Lots 21, 22 and 23, Concession III, Township of Southwold in the County of Elgin	Revoke Designation is spent as proceeding with the undertaking was approved under Part II of the EAA on November 21, 1996. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project.

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
27	O. Reg. 29/97	Designation - Fibre Environmental and Ecology Limited Quinte Sanitation Landfill; Parts of Lots 17 and 18, Concession 1, Township of Sidney, in the County of Hastings	Revoke Designations in proposed comprehensive EA projects regulation would govern
28	O. Reg. 8/96	Exemption - The Corporation of The Township of Chapleau - CHAP-TP-1 Township of Chapleau landfill site; Part of Lot 1, Concession 5, Township of Chappise	Revoke Spent – Undertaking implemented (site closed)
29	O.Reg. 520/95	Exemption – Ministry of Natural Resources, Ministry of Health and Ministry of Agriculture, Food and Rural Affairs – MNR-62 Wildlife rabies control program exemption	Revoke Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made. The responsible ministry, Northern Development and Mines, Natural Resources and Forestry, has existing program structures designed to support implementation of the program described in the Order. Northern Development and Mines, Natural Resources and Forestry will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario.
30	O. Reg. 511/95	Exemption - Waste Management Planning - MOEE-46	Revoke Spent - time limited exemption

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		Exemption from the Act regarding proponents needing to consider incineration	
31	O. Reg. 498/95	Exemption - The Corporation of The Township of Edwardsburgh Edwardsburgh Township Waste disposal site; eastern part of Lot 18, Concession V, in the Township of Edwardsburgh	Revoke Spent – Undertaking implemented (site closed)
32	O. Reg. 391/95	Designation - Taro Aggregates Ltd. Disposing solid non-hazardous waste from industrial, commercial and institutional sources on Lots 25 and 26, Concession VI, City of Stoney Creek, Regional Municipality of Hamilton-Wentworth	Revoke Designation is spent as proceeding with the undertaking was approved under Part II of the EAA on July 15, 1996. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project.
33	O. Reg. 290/95	Exemption - The Municipality of Metropolitan Toronto and Toronto Transit Commission The relocation of the Southern Terminus of the Bathurst Streetcar Route situated on the grounds of the Canadian National Exhibition	Revoke Spent – Undertaking implemented
34	O. Reg. 765/94	Exemption - The Metropolitan Toronto and Region Conservation Authority - MTRC-A-2 Creating public open space and public facilities including a stormwater management system and the waterfront drive right of way utilizing	Revoke Spent – Undertaking implemented

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		lakefill as required and shoreline stabilization with significant emphasis on environmental enhancement, in the area of the City of Etobicoke (Etobicoke) known as the "Motel Strip"	
35	O. Reg. 702/94	<p>Exemption - The Corporation of the Township of Stephen - STEP-TP-1</p> <p>The expansion, operation and closure of the existing Township of Stephen Landfill located on part of Lot 3, Concession 14, in the Township of Stephen, County of Huron</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
36	O. Reg. 701/94	<p>Exemption - The Corporation of The Townships of Rolph, Buchanan, Wylie, Mckay and The Village of Chalk River - BUCH-TP-1</p> <p>The expansion, operation and closure of the existing Township of Buchanan Landfill located on part of Lot 5, Concession VII, in the Township of Buchanan, County of Renfrew</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
37	O. Reg. 444/94	<p>Exemption - Ministry of Transportation - MTO-63</p> <p>Extraction of aggregate materials within the Puslinch Crown Resource Management Area approved under the Act in 1980</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
38	O. Reg. 350/94	Exemption – The Regional Municipality of Sudbury – SUDB-RG-2 Interim expansion, operation and closure of the Onaping Falls landfill site	Revoke Spent – Undertaking implemented
39	O. Reg. 235/94	Exemption – County of Victoria – VICT-CT-1 Victoria County landfill interim operation and closure	Revoke Spent – Undertaking implemented
40	O. Reg. 231/94	Exemption – City of Port Colborne and Town of Fort Erie – PC-M-2 Acquisition of land	Revoke Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
41	O. Reg. 690/93	Exemption - Niagara College of Applied Arts and Technology - CU-AA-05 Establish and operate a permanent college of applied arts and technology on Part of Lot 2, Concession 10 (formerly in the Township of Grantham) in the Town of Niagara-on-the-Lake	Revoke Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to any existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
42	O. Reg. 685/93	Exemption - Ministry of Natural Resources - MNR-60 The control of deer population, including a herd reduction, and the proposal, program and plans in respect of those activities to reduce	Revoke Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to any existing approved class EA. Exemption will not be necessary if the proposed regulation is made.

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		the deer population in Rondeau Provincial Park	The responsible ministry, Northern Development and Mines, Natural Resources and Forestry, has existing program structures designed to support implementation of the program described in the Order. Northern Development and Mines, Natural Resources and Forestry will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario. Revocation of the Declaration Orders will not affect consultation with Indigenous communities.
43	O. Reg. 445/93	<p>Exemption - Township of Asphodel - ASPH-T-1/1</p> <p>Continued operation as an interim measure and closure of the existing and approved Township of Asphodel Landfill Site, situated on parts 1, 2, 3 and 4, lots 17 and 18, Concession IV and parts 5, 6, 7, 8, 9, 10 and 11, lots 17 and 18, Concession V, in the County of Peterborough</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
44	O. Reg. 414/93	<p>Exemption - The Corporation of The City of Port Colborne - PC-M-1</p> <p>The expansion, operation and closure of the existing landfill located on Part of Lot 29, Concession 3, in the City of Port Colborne</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
45	O. Reg. 393/93	Exemption - The Regional Municipality of Sudbury - SXUDB-RG-1	<p>Revoke</p> <p>Designation is spent as proceeding with the undertaking was approved under</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		Operating and closing the Sudbury Landfill Site at lots 7, 8 and 9, Concession 4, Township of Neelon, City of Sudbury, Regional Municipality of Sudbury	Part II of the EAA March 10, 1999. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project
46	O. Reg. 345/93	Designation and Exemption - Private Sector Developers Relative to Schedule C projects of the Municipal Class Environmental Assessment	Revoke Provisions in the proposed new General and Transitional Matters regulation would replace this regulation.
47	O. Reg. 299/93	Exemption - The Town of Kincardine - KINC-T-1 Continued operation, as an interim measure, and closure of the existing and approved Town of Kincardine Valentine Avenue Landfill Site, situated on parts of lots "A" and "B", Concession "A", Plan 61, Town of Kincardine, County of Bruce.	Revoke Spent – Undertaking implemented
48	O. Reg. 191/93	Exemption - La Cité Collégiale - MCU-4 Establish and operate a permanent campus for college of applied arts and technology at 800 Carson Road in the City of Ottawa,	Revoke Activities are either implemented or not proposed to be in the comprehensive EA projects regulation and are not subject to any existing approved class EA.
49	O. Reg. 163/93	Designation - Unitec Disposals Inc. Disposing of waste or sewage on its site located on or adjacent to the west half of Lot 22, Concession XII, Township of Moore in the County of Lambton.	Revoke Spent – Undertaking implemented (site closed)

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
50	O. Reg. 144/93	<p>Exemption – The Metropolitan Toronto and Region Conservation Authority – MTRCA-4</p> <p>Modifications to Colonel Samuel Smith Master Plan</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
51	O. Reg. 74/93	<p>Exemption - The Corporation of the Township of Alice and Fraser, the Corporation of the City of Pembroke, the Corporation of the Township of Petawawa, the Corporation of the Township of Pembroke, the Corporation of the Township of Stafford, the Corporation of the Township of Wilberforce, the Corporation of the Village of Petawawa, the Corporation of the CFB PETAWAWA-ALIC - TP-1</p> <p>Continue to operate the Alice & Fraser waste disposal site and extend the existing fill contours and operate as an interim measure, the existing approved Alice & Fraser Landfill Site located on parts of lots 23, 24, 25 and 26, Concession 1, Township of Alice and Fraser, County of Renfrew</p>	<p>Revoke</p> <p>Designation is spent as proceeding with the undertaking was approved under Part II of the EAA on March 19, 2008. Section 38 (3) of the EAA would deem the undertaking to be a Part II.3 project.</p>
52	O. Reg. 71/93	<p>Designation - Laidlaw Environmental Services Ltd.</p> <p>Constructing and operating a rotary kiln incinerator on Lot 9, Concession X, Township of Moore, County of Lambton</p>	<p>Revoke</p> <p>Designations in proposed comprehensive EA projects regulation would govern</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
53	O. Reg. 718/92	<p>Exemption - The Corporation of the City of Brockville - BROC-C-3</p> <p>Continued operation and closure of the existing and approved City of Brockville Landfill site, situated on part of lots 16 and 17, Concession 11, City of Brockville</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
54	O. Reg. 717/92	<p>Exemption - The Corporation of the Township of South Gower - GOW-TP-1</p> <p>The interim expansion, operation and closure of the existing South Gower Township landfill located on Lot 6, Concession VI, in the Township of South Gower</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
55	O. Reg. 716/92	<p>Exemption – The Corporation of the Town of Kapuskasing – KAP-T-2</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
56	O. Reg. 664/92	<p>Exemption – The Corporation of the Town of Brantford – BRAN-TP-1</p> <p>Alter the approved final contours of Biggar’s Lane Landfill Site and extend the service area</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
57	O. Reg. 585/92	<p>Exemption - Ministry of The Environment - MOE-31/5</p> <p>Managing the contaminated wastes which may be found in the soil and groundwater both in and around the former Chemical Waste Management Limited property at site 7, Lot</p>	<p>Revoke</p> <p>Spent - the Order it amended has been revoked. This order extended and amended a condition of an order which has been revoked (O. Reg 437/98)</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		6, Concession 9, Smithville Industrial Park, Township of West Lincoln, Regional Municipality of Niagara	
58	O. Reg. 492/92	<p>Exemption - Ministry of Transportation - MTO-62</p> <p>The acquisition and leasing of three kilometres of abandoned rail right-of-way property in the City of St. Thomas</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
59	O. Reg. 305/92	<p>Exemption - Ministry of Transportation - MTC-61</p> <p>The design, acquisition of property, construction, operation and maintenance of the Leamington Diversion, a staged four-lane divided expressway.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
60	O. Reg. 304/92	<p>Exemption - Ministry of Transportation - MTC-60</p> <p>The design, provision and construction of a new two-lane, undivided highway from the Thunder Bay Expressway/Harbour Expressway Intersection in the City of Thunder Bay, westerly to the East Limit of Kakabeka Falls in the Township of O'Connor.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
61	O. Reg. 292/92	<p>Exemption – Township of Roxborough – ROXB-TP-1</p> <p>Interim expansion, operation and closure of the Roxborough Township landfill site</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
62	O. Reg. 291/92	<p>Exemption - The Corporation of the County of Lambton - LAMB-CT-1</p> <p>The expansion of the existing approved waste disposal landfill site located on part of Lot 12, Concession 3, in the City of Sarnia-Clearwater, County of Lambton.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
63	O. Reg. 290/92	<p>Exemption – The Corporation of the City of Peterborough – PETE-C-1/1</p> <p>Modification to the design and operation of landfill site</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (landfill constructed)</p>
64	O. Reg. 232/92	<p>Exemption - Township of Asphodel - ASPH-T-1</p> <p>Continued operation as an interim measure and closure of the existing and approved Township of Asphodel Landfill Site, situated on Parts 1, 2, 3 and 4, lots 17 and 18, Concession IV and Parts 5, 6, 7, 8, 9, 10 and 11, lots 17 and 18, Concession V, in the County of Peterborough.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
65	O. Reg. 118/92	<p>Exemption - The Town of Lindsay - LIND-T-1</p> <p>The continued operation, as an interim measure, and closure of the existing and approved Town of Lindsay-Ops Landfill Site, situated on the east half of Lot 26, Concession 5, Township of Ops.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
66	O. Reg. 26/92	<p>Exemption - City of Hamilton - HAM-C-1</p>	<p>Revoke</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		The remediation of the Hamilton Harbourfront on the former Lax Property	Spent – Undertaking implemented
67	O. Reg. 723/91	<p>Exemption - The Corporation of the Town of Fort Erie - FORT-E-T-2</p> <p>The extended use, as an interim measure, of the existing approved Bridge Street Sanitary Landfill site located on lots 7 and 8, Concession 4, in the Town of Fort Erie, Regional Municipality of Niagara.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
68	O. Reg. 697/91	<p>Exemption – The Corporation of the Town of Keewatin – KEEW-T-1</p> <p>Interim extension, operation and closure of Keewatin landfill.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
69	O. Reg. 627/91	<p>Exemption – The Corporation of the City of Toronto – TORO-C-5</p> <p>Decommissioning of the former Toronto Refiners and Smelters Ltd properties in the vicinity of 28 Bathurst Street</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (decommissioning completed)</p>
70	O. Reg. 626/91	<p>Exemption - Ministry of The Environment - MOE-44</p> <p>Activities related to the characterization, cleanup and/or remedial work being carried out by the Ministry of the Environment in Howey Bay of Red Lake.</p>	<p>Revoke</p> <p>Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
71	O. Reg. 622/91	<p>Exemption - City of Windsor - WIND-C-2</p> <p>Developing a waterfront park, covering approximately 35 acres, bounded by Riverside Drive, Viale Udine, Devonshire Road and the Detroit River.</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
72	O. Reg. 309/91	<p>Exemption - The Corporation of the Township of Goderich, the Corporation of the Town of Goderich, the Corporation of the Town of Clinton and the Corporation of the Township of Colborne - GODE-T-1</p> <p>Expansion of the service area for the Mid-Huron Landfill Site, located at the intersection of Huron Road No. 31 and Highway 8 in the Township of Goderich on Part of lots 13, 14 and 15, Huron Road Concession, and Part of Lot 82, Maitland Concession</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>
73	O. Reg. 280/91	<p>Exemption - Ministry of Transportation - MTC-59</p> <p>Acquiring property for, designing, constructing, operating and maintaining GO Train service and associated facilities on an alignment from the GO Train station at Brock Street in the Town of Whitby</p>	<p>Revoke</p> <p>Spent – Undertaking implemented</p>
74	O. Reg. 148/91	<p>Exemption - The Corporation of the City of Guelph - GUEL-C-1</p> <p>The continued operation, as an interim measure, and closure of the existing and</p>	<p>Revoke</p> <p>Spent – Undertaking implemented (site closed)</p>

	Regulation Number	Regulation Name and Brief Description	Proposed Action: Revoke or Retain
		approved, City of Guelph Eastview Road Sanitary Landfill Site, situated on the south half of lots 4 and 5, Concession 5, Division "C", City of Guelph and the north half of lots 4 and 5, Concession 5, Division "C", Township of Guelph.	
75	R.R.O. 1990, Reg. 334	General	Revoke Would be replaced by the proposed new Exemptions from the Act and from Part II.1 of the Act Regulation

Orders

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
1	O.C. 1900/2007	Projects and Activities being considered for inclusion in the Algonquin Land Claim Settlement Algonquin Land Claim (eastern Ontario)	Maintain exemption Amend the current Land Claim Exemption described in Ontario Regulation 511/21 that was incorporated into Regulation 334 so that it would apply to Crown undertakings related to any settlement of the Algonquin land claim, subject to the following transition: Where consultation commenced under the Declaration Order for projects being considered for inclusion in the Algonquin Land Claim Settlement before the proposed exemption, if made, comes into effect, the projects would continue to be subject to the Declaration Order.
2	O.C. 1381/2019	Bell Boulevard Road Widening Project, City of Belleville	Revoke Spent – Undertaking Implemented

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
3	O.C. 3333/76	Land Acquisition for Water Control Facilities – CA – GR-01 Grand River Conservation Authority	Revoke Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
4	O.C. 1950/2009	Canadore College, Parry Sound campus construction	Revoke Spent –Undertaking Implemented
5	O.C. 1800/93 O. Reg. No. 725/93	Township of Clarence 5-year interim landfill site expansion- CLAR-TP-01	Revoke Spent –Undertaking Implemented
6	O.C. 1426/2010	Port of Prescott Expansion, Rehabilitation and Future Development Area	Revoke Spent – Undertaking Implemented
7	O.C. 1360/91 O. Reg. No. 309/91	The Corporation of the Township of Goderich Mid-Huron Landfill site - GODE-T-01	Revoke Spent –Undertaking Implemented (site closed)
8	O.C. 579/2002	Halton Waste Management Site - Energy from Waste facility – HALT-RG-02	Revoke Proposed designations for waste projects will apply if a proponent proceeds with the activities covered by this order.
9	O.C. not showing on record	Corporation of the Town of Hanover Proposed Undertaking to Provide an Expansion to a Sanitary Landfill Site – Order correcting the description of the site – HAN-01	Revoke Spent – Undertaking Implemented Current approvals (ECA) are in place
10	O.C. No.2113/90	The Regional Municipality of Hamilton-Wentworth - the Mohawk/Golflinks Interchange	Revoke Spent –Undertaking Implemented

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
	O. Reg. No. 563/90	section of the Mountain East-West and North-South Transportation Corridor Project – HR-RG-01	
11	O.C. 996/98	Removing a Condition of Approval for the LaSalle Landfill Site – CWS-01	Revoke Spent – Undertaking Implemented (site closed)
12	O.C. 1690/2007	Corporation of the Town of Marathon Landfill – MAR 01	Revoke Undertaking has not proceeded; Proposed designation in the comprehensive EA projects regulation would govern if proponent seeks to proceed.
13	O.C. 499/77	Reconstruction Program Old Fort William in Thunder Bay – MCR- 01	Revoke Spent – Undertaking Implemented
14	O.C. 2892/76	Upgrades to Facilities at Provincial Colleges and Universities – MCU-01 Upgrading existing facilities at Provincial Colleges and Universities.	Revoke Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
15	O.C. not showing on record	Cochrane Registry Office Addition - MGS 45	Revoke Spent –Undertaking Implemented
16	O.C. 2886/76	Selecting and Acquiring a Site for Edwardsburgh Industrial Park – MITA 01	Revoke Spent –Undertaking Implemented
17	O.C. No.1009/81	Ontario Northland Transportation Commission (ONTC) Activities – MNA 04	Revoke Certain ONTC activities are proposed to be subject to EA as set out in the proposed comprehensive EA projects

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
	O. Reg. No. 285/81	Construction, operations, and maintenance activities of ONTC.	regulation. Order will no longer be necessary or appropriate if the proposed regulation is made.
18	O.C. 1523/2002	Moosonee Channel Dredging	<p>Revoke</p> <p>Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p>
19	O.C. No. 2091/90	Red Squirrel Road Extension – MNR C-2	<p>Revoke</p> <p>Undertakings covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p>
20	O.C. 2891/76	Forest Fire Protection and Extra Fire Fighting Operations – MNR 01	<p>Revoke</p> <p>Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p> <p>The responsible ministry, Northern Development, Mines, Natural Resources and Forestry, has existing program structures designed to support implementation of the program described in the Order. These will ensure continued oversight and protection of the environment</p>

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
21	O.C. 673/81 O. Reg. 164/81	MNR Mineral Survey Activities – MNR 33 Mineral survey activities of the Ontario Geological Survey including seismic surveys, drilling and other geophysical/geochemical surveys except: a) Seismic projects which include the use of explosives b) Drilling projects which require the use of cutting oil; and Any project which requires road construction	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made. The Ontario Geological Survey of the Ministry of Northern Development, Mines, Natural Resources and Forestry is responsible for ensuring compliance with regulatory requirements to ensure protection of the environment.
22	O.C. 2733/84 O. Reg. No. 711/84	Ministry of Natural Resources seismic survey activities which includes the use of explosives as wave generation sources – MNR 35/3	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
23	O.C. No.3385/82 O. Reg. No. 12/83	Planning and Implementation of Forest Management in Southern Ontario – MNR 41	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made. The responsible ministry, Northern Development, Mines, Natural Resources and Forestry, has existing program structures designed to support implementation of the program

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
			described in the Order. Northern Development, Mines, Natural Resources and Forestry will continue to execute the program in a transparent manner that ensures appropriate environmental protection and oversight. Revocation of the Declaration Orders will not affect consultation with Indigenous communities.
24	O.C. 305/85 O. Reg. No. 109/85	Wildlife Population and Habitat Management conducted by the Ministry of Natural Resources - MNR-42	<p>Revoke</p> <p>Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p> <p>The responsible ministry, Northern Development, Mines, Natural Resources and Forestry, has existing program structures designed to support implementation of the program described in the Order. Revocation of the Declaration Orders will not affect consultation with Indigenous communities. Northern Development, Mines, Natural Resources and Forestry will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario.</p>
25	O.C. 1035/78	Valley East Town, Township of Clarence Water Servicing Program - Town of Valley East (McCrea Heights) Provincial Water Works Project – MOE-10	<p>Revoke</p> <p>Spent –Undertaking Implemented</p>

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
26	O.C. 2210/78	Township of Stephen and Hay Water Works - Activity of constructing the Police Village of Dashwood Provincial Water Works Project – MOE-11	Revoke Spent – Undertaking Implemented (now decommissioned)
27	O.C. 1295/79	The Village of Erie Bay and Village of Eriean Water Works Project - Activity of constructing and operating combined Provincial Water Works Project – MOE-15	Revoke Spent – Undertaking Implemented
28	O.C. 3125/79	Haileybury Town, Reconstruction of the Farr Creek Dam - Activity of the emergency reconstruction of the Farr Creek Dam – MOE 18	Revoke Spent – Undertaking Implemented
29	O.C. 1914/2005	Clean-up and Remedial Work Province wide exemption permitting clean-up and/or remedial work to be carried out by MOE under orders/decisions issued under the EPA, OWRA or the Pesticides Act – MOE- 41.2 (extension to MOE 41/2)	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
30	O.C. 1798/77	Serpent River Provincial Water Works Program Provincial Water Works Program, consisting of financing and providing water softening equipment – MOE-6	Revoke Undertaking(s) covered by the exemption are either implemented or not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
31	O.C. 2890/76	Toronto Area Operating Authority – certain operating and construction activities – MTCF-6	Revoke <i>Toronto Area Transit Operating Authority Act was repealed on May 12,</i>

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
			2011 (Authority no longer exists); order no longer of any effect.
32	O.C. 1047/79	Toronto Area Transit Operating Authority – certain operating and construction activities MTC- 6/2	Revoke <i>Toronto Area Transit Operating Authority Act</i> was repealed on May 12, 2011; order no longer of any effect
33	O.C. 2138/79	Construction and Maintenance of a portion of Ministry of Transportation and Communications Capital Construction Program – MTC-1/2 Permits related to upgrading and maintenance of provincial road network. Replaced Exemption Order MTCA-1.	Revoke The Ministry of Transportation’s Class EA for Provincial Transportation Facilities applies to the certain of the undertakings described in the Order.
34	O.C. 2890/76	Remote Northern Communications Activities – MTCC-3	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved Class EA. Exemption will not be necessary if the proposed regulation is made. MTO has existing program structures designed to support implementation of the program described in the Order. Revocation of the Declaration Orders will not affect consultation with Indigenous communities. MTO will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario.

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
35	O.C. 1357/79	<i>Remote Airport Construction and Maintenance – MTC- 4/2</i> (minor construction projects and technical installations)	<p>Revoke</p> <p>Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p> <p>MTO has existing program structures designed to support implementation of the program described in the Order. Revocation of the Declaration Orders will not affect consultation with Indigenous communities. MTO will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario.</p>
36	O.C. 1847/90 O. Reg. No. 407/90	Remote Northern Airport Program – MTC-58 Remote Northern Airport Program – major construction projects.	<p>Revoke</p> <p>MTO has existing program structures designed to support implementation of the program described in the Order. Revocation of the Declaration Order will not affect consultation with Indigenous communities. MTO will continue to execute the program in a transparent manner that ensures environmental, recreational, and economic benefits for the people of the Ontario.</p>
37	O.C. 498/77	Parkway Belt West Development Plan – MTEI-03	<p>Revoke</p> <p>Plans, including the Parkway Belt West Development Plan are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption</p>

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
			will not be necessary if the proposed regulation is made.
38	O.C. 498/77	Planning, designing, and construction of Housing and Site Access Roads at Temagami (Goward) Townsite Mobile Home Park – MTEI-04	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
39	O.C. 498/77	Ontario Land Corporation Land Acquisition Exemption – MTEI-06	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
40	O.C. 927/87 O. Reg. No. 222/87	North Bay City Landfill Expansion Interim – NORT-C-01	Revoke Undertaking Implemented (site closed)
41	O.C. 2887/76	Operation of Transformer Stations Associated with Parkway Belt – OH-11	Maintain Exemption Certain undertakings in the Order have been implemented, while certain have yet to be implemented. Those yet to be implemented are proposed to continue to be exempted.
42	O.C. 2918/84 O. Reg. No. 747/84	OH 31 - Planning, Design and Construction of 230kV Conductors & Insulators	Revoke Certain undertakings in the Order have been implemented and can be considered spent for those purposes. Future implementation of other aspects of the Order are not proposed to be in the comprehensive EA projects

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
			regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
43	O.C. 1859/90 O. Reg. No. 397/90	Establishing, operating and closure of a waste disposal site (known as Site VIB) in the City of Brampton - PEEL-RG-01	Revoke Designations for waste sites in the proposed comprehensive EA projects regulation, if made, will apply if the activities covered by this exemption are proceeded with in the future
44	O.C. 2603/90 O. Reg. No. 658/90	Suspension – Establishing, operating and closure of a waste disposal site (known as Site VIB) in the City of Brampton - PEEL-RG-01 This Order suspended the activity in O.C. 1859/90	Revoke Designations for waste sites in the proposed comprehensive EA projects regulation, if made, will apply if the activities covered by this exemption are proceeded with in the future
45	O.C. 1815/2007	Acquisition of Lands in the Township of Uxbridge (1) – PIR/MMAH-01	Revoke Spent – Undertaking Implemented
46	O.C. 1298/2006	Acquisition, Transfer and Disposition of Land in Haldimand County (1) – PIR-02	Maintain Exemption Certain undertakings in the Order are subject to the Public Work Class EA so this exemption is proposed to be maintained.
47	O.C. 238/2007	Durham Consolidated Courthouse – PIR-01	Maintain Exemption Undertakings in the Order (certain land acquisition) are subject to the Public Work Class EA. The exemption is required in relation to potential acquisitions in the future.
48	O.C. 37/2010	Acquisition, demolition, maintenance, management and disposition of 445 Argyle	Maintain Exemption Certain undertakings in the Order are subject to the Public Work Class EA so

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
		St S, Oneida Township (Caledonia) – PIR-04	this exemption is proposed to be maintained.
49	O.C. 1868/80 O. Reg. No. 675/80	Acquiring land for the Redhill Creek Expressway (Hamilton-Wentworth) – RMHW-01	Revoke Undertaking(s) covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
50	O.C. 582/97	Construction of an interchange connection to the Queen Elizabeth Way & development and implementation of improvements to the N/S alignment of the Red Hill Creek Expressway – RMHW-02	Revoke Spent – Undertaking Implemented
51	O. Reg. No. 1122/80	South Cayuga Sewage Works and Waste Disposal Sites	Revoke Undertaking Implemented (site closed)
52	O.C. 1910/2005	Toronto Waterfront Revitalization Corporation's Toronto Waterfront Parks Project (development and redevelopment of parks along the central Toronto waterfront at five locations, including the West Don Lands, East Bayfront, Commissioners Park, Don Greenway and Lake Ontario Park)	Maintain Exemption Certain undertakings in the Order would be subject to the proposed comprehensive EA projects regulation, so this exemption is proposed to be maintained.
53	O.C.. 948/98	Physical Changes on Spadina Avenue and Amending Procedure for Future Changes – TTC-05	Revoke Spent – Undertaking Implemented
54	O.C. 2292/2004	Toronto Transit Commission's (TTC) Union Station Second	Revoke

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
		Platform and Concourse Improvements Project	Spent – Undertaking Implemented
55	O.C. 1546/2010	University of Waterloo Stratford Campus	Revoke Spent – Undertaking Implemented
56	O.C. 626/2021	Transformer Station at Stelco's Lake Erie Works Steel Plant in Nanticoke	Maintain Exemption
57	O.C. 986/2004	Cardiff Transformer Station - Construction of a new 230 kilovolt transformer station	Revoke Spent – Undertaking Implemented
58	O.C. 1850/2003	Our Colleagues Conservation Reserve -MNR-72	Revoke Spent - Undertaking Implemented.
59	O.C. 193 / 2006	Peawanuck Winter Road Disposition (MNR-73)	Revoke Spent - Undertaking Implemented
60	O.C. 792/2018	Sunderland emergency well The Order is extended until December 31, 2021.	Maintain Exemption Undertaking is part of an approved class EA. The matters in the Order have yet to be completed so this exemption is proposed to be maintained.
61	O.C. 399/2018	York-Durham sewage system modifications	Maintain Exemption Multiple compliance related conditions, including annual reporting, that remain on-going so this exemption is proposed to be maintained.
62	O.C. 1505/98	Lindsay Jail Facility (SGCS-3)	Revoke Spent - Undertaking of construction implemented Certain other activities covered by the exemption are not proposed to be in the

	Order in Council Number	Exemption/Declaration Order Name/Description	Proposed Action: Revoke or Maintain Exemption
			comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.
63	O.C. 1395/97	Maplehurst Correctional Facility Expansion (SGCS-1)	<p>Revoke</p> <p>Spent - Undertaking of construction implemented</p> <p>Certain other activities covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p>
64	O.C. 806/2019	The construction and maintenance of a memorial to honour the heroes of the war in Afghanistan on the south lawn of the legislative grounds at Queen's Park (MTCS-2)	<p>Revoke</p> <p>Spent – Undertaking of construction implemented</p> <p>Certain other activities covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA.</p>
65	O.C. 578/98	Penetanguishene Jail Facility (SGCS-2)	<p>Revoke</p> <p>Spent - Undertaking of construction implemented</p> <p>Certain other activities covered by the exemption are not proposed to be in the comprehensive EA projects regulation and are not subject to an existing approved class EA. Exemption will not be necessary if the proposed regulation is made.</p>



Environmental Registry of Ontario

Moving to a project list approach under the Environmental Assessment Act

<u>ERO (Environmental Registry of Ontario) number</u>	019-4219
Notice type	Regulation
Act	Environmental Assessment Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal
Proposal posted	November 26, 2021
Comment period	November 26, 2021 - January 25, 2022 (60 days) Open
Last updated	November 26, 2021

This consultation closes at 11:59 p.m. on:
January 25, 2022

Proposal summary

We are proposing regulations and related actions to move toward a project-list approach for projects that will require a comprehensive environmental assessment under the *Environmental Assessment Act*.

Proposal details

Overview of proposed regulations and related actions

The July 2020 amendments to the *Environmental Assessment Act* (EAA) enabled, among other things, the move to a project list approach, which means that projects that require a comprehensive environmental assessment (EA) (previously known as an individual EA (environmental assessment)) will be listed in the regulation rather than being based mainly on who is proposing the project.

Taking this approach will better align Ontario with other jurisdictions across Canada, who use project lists to determine the types of projects that must complete an EA (environmental assessment). The shift to a Comprehensive EA (environmental assessment) Project List would ensure environmental safeguards are in place and allow us to align some of our thresholds with those of the federal government for key sectors.

Under the proposal, most project types that currently require a comprehensive EA (environmental assessment) will continue to need one. However, we are proposing a few changes to allow some projects to instead follow a streamlined process which will continue to ensure environmental oversight and robust consultation prior to the project being able to proceed.

To move to a project list approach, we are proposing the following:

- designating and exempting regulation: new regulation identifying the projects that would be subject to comprehensive EA (environmental assessment) requirements

(comprehensive **EA (environmental assessment)** projects regulation); this regulation would also replace *O. Reg. (Ontario Regulation) 101/07* (Waste Management) and *O. Reg. (Ontario Regulation) 116/01* (Electricity Projects), and the exemption in *O. Reg. (Ontario Regulation) 231/08* (Transit Projects and Metrolinx Undertakings). The Waste Projects and Electricity Projects regulations would be revoked, and the Transit Projects regulation would be amended.

- amendments to *O. Reg. (Ontario Regulation) 231/08* (to maintain the Project Assessment Process in *O. Reg. (Ontario Regulation) 231/08*)
- amendments to class environmental assessments (to ensure alignment between class **EAs (environmental assessments)** and the projects that would be subject to comprehensive **EA (environmental assessment)** requirements) and revoking the Class **EA (environmental assessment)** for **GO (Government of Ontario)** Transit Facilities
- new regulation exempting some projects from the **EAA (Environmental Assessment Act)** (this new regulation will replace Regulation 334 General)
- complementary amendments to regulations made under statutes other than the **EAA (Environmental Assessment Act)**
- complementary amendments to and revocations of regulations and orders made under the **EAA (Environmental Assessment Act)**
- new transitional and general matters regulation, which sets out transition rules and general matters.

A summary of these proposed regulations and related actions is set out below. You can read more details on the proposed regulations, class **EA (environmental assessment)** amendments, and amendments to and revocation of regulations and orders in the attached document [Moving to a Project List Approach under the Environmental Assessment Act](https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20) (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20>). The drafts of the key proposed regulations are also attached to this notice.

Background

On July 21, 2020, the *COVID-19 Economic Recovery Act, 2020* was passed. It included:

- amendments to the *Environmental Assessment Act* (EAA)
- related consequential amendments

You can read the Environmental Registry notice for these amendments at <https://ero.ontario.ca/notice/019-2051> (<https://ero.ontario.ca/notice/019-2051>).

These amendments enable the next steps in modernizing Ontario's environmental assessment program, helping to:

- ensure strong environmental oversight
- facilitate Ontario's economic recovery

On September 11, 2020, we proposed a list of projects which would be subject to comprehensive **EA (environmental assessment)** requirements under the new Part **II (two)** 3 of the **EAA (Environmental Assessment Act)** (policy proposal). You can read the Environmental Registry notice at <https://ero.ontario.ca/notice/019-2377> (<https://ero.ontario.ca/notice/019-2377.%20>)

In that notice, we indicated we would seek input on a draft regulation based on feedback we received on the proposed project list.

Proposed comprehensive EA (environmental assessment) projects regulation

The sections below provide a summary of the proposed comprehensive EA (environmental assessment) projects regulation that would identify the projects subject to a comprehensive EA (environmental assessment).

For detailed information on each of the matters below, we have attached:

- Moving to a Project List Approach under the *Environmental Assessment Act* (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20>), and
- the proposed comprehensive (https://prod-environmental-registry.s3.amazonaws.com/2021-11/EAA%20Regulation%20%28Part%20II.3%20Projects%20-Designations%20and%20Exemptions%29_Consultation%20Draft_1.pdf) EA (environmental assessment) projects regulation (https://prod-environmental-registry.s3.amazonaws.com/2021-11/EAA%20Regulation%20%28Part%20II.3%20Projects%20-Designations%20and%20Exemptions%29_Consultation%20Draft_1.pdf) as well as other related proposed regulations

Waste management, electricity and transit projects

We are proposing to revoke the:

- Electricity Projects regulation (*O. Reg. (Ontario Regulation) 116/07*);
- Waste Management Projects regulation (*O. Reg. (Ontario Regulation) 101/07*),

And to amend and rename the:

- Transit Projects and Metrolinx Undertakings regulation (*O. Reg. (Ontario Regulation) 231/08*)

These three regulations designate:

- projects that require an individual EA (environmental assessment) (now known as a comprehensive EA (environmental assessment))
- projects that are eligible to follow a “streamlined” EA (environmental assessment) process, namely projects that require an individual EA (environmental assessment) but are conditionally exempt subject to following the streamlined process, such as the electricity or waste management screening processes, or the transit project assessment process, and
- projects that are unconditionally exempt from EA (environmental assessment) requirements

We are proposing to continue the waste, electricity and transit project designations through the proposed comprehensive EA (environmental assessment) projects regulation, including providing access to a streamlined process for some projects and unconditional exemptions for others consistent with the requirements below.

We are also proposing some adjustments due to the structure of the new regulation and

clarification of some terminology.

Electricity projects

We are proposing that electricity projects, including those below, be required to complete a comprehensive [EA \(environmental assessment\)](#):

- transmission stations that are designed to operate at a voltage of 500kV (kilovolts) or more and that are not associated with certain generation facilities
- hydroelectric facilities with a capacity of greater or equal to 200 megawatts
- generating facilities that use oil, with a capacity greater than 5 megawatts
- Project Modifications – significant modifications to electricity projects will continue to require a comprehensive [EA \(environmental assessment\)](#), consistent with current provisions as noted in section 8 of the proposed comprehensive [EA \(environmental assessment\)](#) projects regulation.

The ministry recently consulted on a proposal to update the thresholds that determine the type of environmental assessment process required for establishing a transmission line not associated with generation. The information on this proposal can be found at <https://ero.ontario.ca/notice/019-3937> (<https://ero.ontario.ca/notice/019-3937>).

With the exception of the proposal to adjust the thresholds for transmission line projects, the electricity projects that currently require a comprehensive [EA \(environmental assessment\)](#) would continue to require one. We are proposing updated descriptions of the activity that would trigger the [EA \(environmental assessment\)](#) requirements. The proposed change is that the establishment of the project would be subject, rather than the planning, design, operation, etc. This proposed change would provide consistency with other project types.

We will also maintain the ability to use the streamlined process for those projects that are currently designated and conditionally exempted subject to following the streamlined process. We are not proposing to make any changes to the projects that are unconditionally exempt.

The new regulation will update some terminology for consistency, and make corresponding changes to the Guide for Electricity Projects including reflecting that the Minister is the only decision-making authority related to elevation requests, which are requests that a project following the screening process be elevated to a comprehensive [EA \(environmental assessment\)](#).

Waste management projects

We are proposing to require a comprehensive [EA \(environmental assessment\)](#) for projects including:

Landfills:

- Establishing a landfill greater than 100,000 cubic metres.
- Changing a landfill to increase the total waste disposal volume by more than 375,000 cubic metres
- Changing a landfill to increase the total waste disposal volume by more than 100,000 cubic metres and less than or equal to 375,000 cubic metres if the change would increase the total waste disposal volume by more than 25%
- A change to a landfill that:

- involves the excavation of waste previously disposed of at the landfill; and
- the excavation would increase by more than 100,000 cubic metres the amount of waste that could be deposited at the site without any increase in the total waste disposal volume.

Hazardous or Liquid Industrial Waste Facilities:

- Establish a waste disposal site at which hazardous or liquid industrial waste is finally disposed of.
- A change to a landfill for hazardous waste or liquid industrial waste that:
 - results in an increase in the total approved waste disposal volume of the site; or
 - involves the excavation of previously disposed of waste.
- A change to a thermal treatment site at which hazardous waste or liquid industrial waste is subject to thermal treatment that increases the amount of waste that is authorized to be thermally treated at the site on any day.

We are also proposing corresponding updates to the thresholds for determining environmental assessment requirements for certain landfill expansions such that the following projects would be able to use the streamlined EA (environmental assessment) process for waste management projects:

- Changing a landfill to increase the total waste disposal volume by more than 100,000 cubic metres and less than or equal to 375,000 cubic metres if the change would increase the total waste disposal volume by less than or equal to 25%

Consistent with current requirements, changing a landfill to increase the total waste disposal volume by 40,000 cubic metres or more and less than or equal to 100,000 cubic metres would remain eligible to follow the streamlined EA (environmental assessment) process.

The proposed revisions will provide that proponents are not able to use the streamlined EA (environmental assessment) process to do a series of expansions over a defined period of time in order to avoid undertaking a comprehensive EA (environmental assessment). The proposed updates to thresholds would not apply to hazardous or liquid industrial waste facilities.

Note: The proposed update is not incorporated into the proposed comprehensive EA (environmental assessment) projects regulation attached to this proposal notice.

Except for the proposed updates relating to landfill expansions of certain sizes summarized above, the waste projects which currently require a comprehensive EA (environmental assessment) would continue to require one. We would maintain the ability to use the streamlined process for projects that are currently designated and exempted subject to following the streamlined process. We are not proposing to make any changes to the projects that are unconditionally exempt.

We are also proposing changes to the Guide for Waste Projects, including reflecting that the Minister will be the decision-maker for ordering that a streamlined EA (environmental assessment) project be made subject to a comprehensive EA (environmental assessment), for consistency with other streamlined processes.

Advanced Recycling Projects

Advanced recycling and energy recovery technologies can help ensure valuable resources contained in waste - like hard-to-recycle plastics - can be kept in the economy and out of landfills. The government continues to consider how best to streamline environmental assessment requirements and other environmental approvals to reflect that advanced recycling will play an important role in meeting Ontario's waste diversion goals.

Note: No changes to environmental assessment requirements for these technologies are incorporated into the proposed comprehensive EA (environmental assessment) projects regulation attached to this proposal notice.

Transit projects

For transit projects, except for certain new passenger rail projects as noted below, we are proposing to generally maintain the types of projects set out in O. Reg. (Ontario Regulation) 231/08 (Transit Projects and Metrolinx Undertakings). The proposed comprehensive EA (environmental assessment) projects regulation will designate the projects that are currently captured by O. Reg. (Ontario Regulation) 231/08 and exempt them subject to following the streamlined process set out in the amended and renamed Transit Project Assessment Process (TPAP) or the applicable class EA (environmental assessment).

We are proposing some adjustments to the designations largely to update the terminology for consistency and provide for consistency among proponents subject to the streamlined process.

We are proposing to amend and rename the Transit Projects and Metrolinx Undertakings regulation (O. Reg. (Ontario Regulation) 231/08):

- to retain the streamlined process, until a new regulation for streamlined transit projects and the related assessment process is made,
- re-name the streamlined process, to reflect that it will be available for certain Ontario Northland Transportation Commission (ONTC) projects,
- clarify notification requirements, and
- adjust the process to include the ability for the Minister to amend or revoke conditions imposed in a notice given by the Minister to allow the proponent to proceed with a transit project.

The proposed minor amendments to the transit project definitions align with the proposed comprehensive EA (environmental assessment) projects regulation and the relevant class EAs (environmental assessments), including the Class EA (environmental assessment) for Provincial Transportation Facilities and Municipal Class EA (environmental assessment).

We are also proposing:

- to revoke the Class EA (environmental assessment) for GO (Government of Ontario) Transit Facilities since this class EA (environmental assessment) is rarely used by Metrolinx as they follow TPAP (Transit Project Assessment Process) instead
- to make new rail lines of 50 km (kilometres) or greater subject to comprehensive EA (environmental assessment) requirements as further summarized below.

Highway projects

We are proposing to require a comprehensive EA (environmental assessment) for:

- establishing new highways of 75 km (kilometres) or more in length meet specific criteria set out in regulation

Highway projects less than 75 km (kilometres) would be subject to the streamlined EA (environmental assessment) process set out in the Class EA (environmental assessment) for Provincial Transportation Facilities (MTO Class EA) which is proposed to be amended to apply to those projects.

This represents a change from current requirements which requires the planning of all new freeways, namely 400 series, irrespective of length, to complete a comprehensive EA (environmental assessment).

This proposed approach would align Ontario's distance with that used by the federal government under the impact assessment legislation for a new all-season public highway that requires a new right of way.

Railway and certain other projects

We are proposing to require a comprehensive EA (environmental assessment) for the following projects:

- establishing a new railway line (passenger or freight) of 50 km (kilometres) or more.

We are also proposing that the establishment of railway lines (passenger or freight) below 50 km (kilometres) in length and other rail and bus projects by the Ontario Northland Transportation Commission, such as stations, maintenance facilities and storage yards be eligible to follow the renamed TPAP (Transit Project Assessment Process) process. Certain ONTC (Ontario Northland Transportation Commission) projects which would be constructed to support ONTC bus services are also proposed to be designated. These changes will provide better alignment with other public sector proponents and jurisdictions to promote consistency and clarity.

Railway line projects that would involve adding new tracks alongside and contiguous to an existing line, if undertaken by Metrolinx, ONTC (Ontario Northland Transportation Commission), a municipality or MTO (Ministry of Transportation), irrespective of length, would also follow the streamlined process.

This represents a change from current requirements, as new railway projects may or may not trigger an EA (environmental assessment) process based on who is undertaking the project and whether they are eligible to follow a streamlined process.

You can read:

- **Moving to a Project List Approach under the *Environmental Assessment Act*** (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20>) for additional information, and
- the **proposed comprehensive** (https://prod-environmental-registry.s3.amazonaws.com/2021-11/FAA%20Regulation%20%28Part%20II.3%20Projects%20-Designations%20and%20Exemptions%29_Consultation%20Draft_1.pdf) EA (environmental assessment) projects regulation (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/FAA%20Regulation%20>)

[28Part%20II.3%20Projects%20-Designations%20and%20Exemptions%20-%20Consultation%20Draft_1.pdf](#)

- the proposed amending regulation (regulation amending (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20Amending%20O.%20Reg.%20%28Transit%20Projects%20and%20Metrolinx%20Undertakings%29%20-%20Consultation%20Draft.pdf>) *O. Reg. (Ontario Regulation) 231/08*) (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20Amending%20O.%20Reg.%20%28Transit%20Projects%20and%20Metrolinx%20Undertakings%29%20-%20Consultation%20Draft.pdf>)

Waterfront projects

We are proposing to make certain waterfront projects in the Great Lakes-St. Lawrence River System subject to comprehensive [EA \(environmental assessment\)](#) requirements. These projects would involve establishing “works” (e.g. [example](#)) berm, marina, channel, island, beach, pier, wall or riprap), which meet both of the proposed criteria below:

- alter at least 1 [km \(kilometres\)](#) of shoreline, and
- require at least 4 [ha \(hectares\)](#) of lakebed or riverbed to be filled

We are proposing that this designation apply to waterfront projects in the Great Lakes-St. Lawrence River System, which would be defined as the major water system consisting of:

- Lakes Superior, Huron, St. Clair, Erie and Ontario, and
- St. Marys, Detroit, Niagara, St. Clair and St. Lawrence rivers.

This represents a change from current requirements, where new waterfront projects may or may not trigger an [EA \(environmental assessment\)](#) process based on who is undertaking the project and whether they are eligible to follow a streamlined process. Waterfront projects which do not meet the proposed comprehensive [EA \(environmental assessment\)](#) thresholds might have requirements under a class [EA \(environmental assessment\)](#) process.

Mineral development projects

Mineral development projects are not included in the proposed comprehensive [EA \(environmental assessment\)](#) projects regulation. Ontario has a long history of regulating mineral development and has a deep understanding of the nature and type of environmental effects that mineral development can potentially create in some circumstances, as well as how to manage such potential effects.

We considered the ability of the current regulatory framework to address what an [EA \(environmental assessment\)](#) process for a mine would generally require, including public and Indigenous consultation requirements that already apply as part of the existing regulatory obligations. This information helped inform our decision on whether mineral development projects should be included in the proposed comprehensive [EA \(environmental assessment\)](#) projects regulation.

Mineral development projects will continue to have requirements under streamlined [EA \(environmental assessment\)](#) processes (as applicable), and proponents can continue to voluntarily carry out a comprehensive [EA \(environmental assessment\)](#) and fulfill other project-related requirements that would be triggered under legislation other than the [FAA \(Environmental Assessment Act\)](#). In the past 10 years, nine proponents have volunteered to

carry out a comprehensive EA (environmental assessment) for their mineral development projects. There will continue to be the authority to make specific projects subject to the comprehensive EA (environmental assessment) requirements.

Proposed amendments to Class Environmental Assessments

Until a project list is in place to designate the projects that would be subject to the streamlined environmental assessment (EA) requirements under Part II (two).4 of the *Environmental Assessment Act* (EAA), projects which are subject to a class EA (environmental assessment) will continue to be required to comply with the class EA (environmental assessment). Amendments to certain class EAs (environmental assessments) will be required to align with the proposed projects and thresholds for certain types of projects that are proposed to be made subject to the comprehensive EA (environmental assessment) requirements.

The list below identifies the class EAs (environmental assessments) which we are proposing to amend to align with the comprehensive EA (environmental assessment) project designations.

Transportation

- Class EA (environmental assessment) for Provincial Transportation Facilities (MTQ (Ministry of Transportation) Class EA (environmental assessment))
- Municipal Class EA (environmental assessment)

Electricity

- Class EA (environmental assessment) for Minor Transmission Facilities

Transit

- Municipal Class EA (environmental assessment)
- Class EA (environmental assessment) for Provincial Transportation Facilities

Waterfront projects

- Class EA (environmental assessment) for Remedial Flood and Erosion Control Projects
- Class EA (environmental assessment) for Resource Stewardship and Facility Development Facilities
- Municipal Class EA (environmental assessment)
- Government Property Class EA (environmental assessment)

In addition, we are proposing related amendments to be made to all of the class EAs (environmental assessments) to facilitate the transition to the new framework. This includes updating terminology and referencing of provisions in the revised EAA (Environmental Assessment Act), adding text to enhance clarity about which proponents and projects are subject to a comprehensive EA (environmental assessment) or the specific class EA (environmental assessment).

Note: The class EA (environmental assessment) amendments that are being proposed to ensure alignment between class EAs (environmental assessments) and the proposed comprehensive EA (environmental assessment) projects regulation are separate and in

addition to the class **EA (environmental assessment)** amendments which the ministry proposed in July 2020. Those proposed amendments remain under review. For more information, you can refer to the **Environmental Registry of Ontario posting 019-1712** (<https://ero.ontario.ca/notice/019-1712>).

Proposed amendments to regulations and orders

Regulation 334

Regulation 334 is a general regulation under the *Environmental Assessment Act* (EAA) which sets out provisions that affect how the Act applies to certain types of projects.

In keeping with the phased approach to modernizing the **EA (environmental assessment)** framework and the application of the **EAA (Environmental Assessment Act)** to projects designated as comprehensive **EA (environmental assessment)** projects, many of the provisions of this regulation will not be necessary or are not consistent with the new framework. We are proposing to revoke and replace this regulation with a new regulation.

This also includes a proposal to amend the Land Claim Exemption (currently found in *Regulation 334*) so that it applies to undertakings related to any settlement of the Algonquin land claim where consultation on particular undertakings has not yet commenced under the Algonquin Land Claim declaration order. The proposal is also to amend the Algonquin Land Claim declaration order so that it would align with the proposed exemption. The Ministry of Indigenous Affairs (IAO) has a robust **Indigenous Land Claim Consultation Process** (https://files.ontario.ca/iao_land-claims-negotiation-process_en_2020_03_02.pdf) that provides a mechanism to address consultation with government agencies, Indigenous communities, and the public for these types of projects and activities. The process is proposed to be followed for projects and activities associated with any Algonquin land claim settlement where consultation has not yet commenced under the Algonquin Land Claim Settlement Declaration Order.

You can read:

- The attached document **Moving to a Project List Approach under the Environmental Assessment Act** (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20>)
- the **proposed new general regulation (Exemptions from the Act)** (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/EAA%20Regulation%20-%20Exemptions%20from%20the%20Act%20and%20from%20Part%20II.1%20of%20the%20Act%20-%20Consultation%20Draft.pdf>)

Regulations and declaration orders made under *Environmental Assessment Act*

The existing Environmental Assessment (EA) regulatory framework has, for a variety of reasons, required the implementation of over 100 instruments in the form of site-specific and program-based:

- declaration orders
- exemption orders
- regulations

These documents set out whether or not the *Environmental Assessment Act* (EAA) applies to the subject matter of the instrument (undertaking) and some include conditions associated with the exemption of the undertaking (conditional exemptions).

We are proposing to:

- make complementary amendments to some of these, such as cross-referencing the revised sections of the EAA (Environmental Assessment Act), so they continue to be effective
- maintain some so that they continue to provide a framework for some activities
- revoke others to align with the modernized EA (environmental assessment) framework

Complementary amendments - regulations made under legislation other than *Environmental Assessment Act*

We are proposing to make complementary amendments to some regulations made under statutes other than the EAA (Environmental Assessment Act) that refer to the environmental assessment regulations proposed to be revoked, or to the provisions of the EAA (Environmental Assessment Act) that have been revised.

Proposed transition regulation

We are also proposing a new regulation that would set out the various transition rules, including how individual EAs (environmental assessments) that are underway would continue as comprehensive EAs (environmental assessments) once the regulation is in place.

We are proposing that where an individual EA (environmental assessment) is underway (*i.e. (that is)* the proponent has submitted a proposed Terms of Reference to the ministry), the transition provisions will provide that the EA (environmental assessment) process continues uninterrupted once the comprehensive EA (environmental assessment) projects regulation is made.

You can read:

- The proposed general and transitional matters regulation (<https://prod-environmental-registry.s3.amazonaws.com/2021-11/FAA%20Regulation%20-%20General%20and%20Transitional%20Matters%20-%20Consultation%20Draft.pdf>).

Proclamation

For the purposes of the proposed regulations and related actions in moving to a project list approach under the *Environmental Assessment Act* (EAA), several sections of the EAA (Environmental Assessment Act), will be proclaimed in conjunction with the making of the proposed regulations and implementing all related actions. The sections that will be proclaimed will:

- Replace the existing application provision in section 3 of the EAA (Environmental Assessment Act) with an application section making the EAA (Environmental Assessment Act) apply only to designated projects,
- Repeal Part II (two) of the EAA (Environmental Assessment Act), and
- Add Part II (two).3

Regulatory impact statement

There are no anticipated direct costs or new administrative burdens associated with the proposed comprehensive [EA \(environmental assessment\)](#) projects regulation and related actions. While the proposal could result in a minor, temporary increase in administrative costs mostly associated with the time taken to learn about the proposed regulatory framework, the impact to the regulated community is anticipated to be negligible.

The proposed framework will provide clarity and transparency for the regulated community and others when it comes to determining which projects would be subject to the requirements of the *Environmental Assessment Act*. This would result in a net reduction in the administrative burden on the regulated community.

Supporting materials

Related files

[Consultation Draft - Regulation amending O.Reg. 231/08 \(Transit Projects and Metrolinx Undertakings \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20Amending%20O.%20Reg.%20%28Transit%20Projects%20and%20Metrolinx%20Undertakings%29%20-%20Consultation%20Draft.pdf\)\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20Amending%20O.%20Reg.%20%28Transit%20Projects%20and%20Metrolinx%20Undertakings%29%20-%20Consultation%20Draft.pdf) pdf (Portable Document Format file) 213.09 KB

[Consultation Draft - Exemptions from the Act Regulation \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20Exemptions%20from%20the%20Act%20and%20from%20Part%20II.1%20of%20the%20Act%20-%20Consultation%20Draft.pdf\)\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20Exemptions%20from%20the%20Act%20and%20from%20Part%20II.1%20of%20the%20Act%20-%20Consultation%20Draft.pdf) pdf (Portable Document Format file) 204.46 KB

[Consultation Draft - General and Transitional Matters Regulation \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20General%20and%20Transitional%20Matters%20-%20Consultation%20Draft.pdf\)\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20-%20General%20and%20Transitional%20Matters%20-%20Consultation%20Draft.pdf) pdf (Portable Document Format file) 531.64 KB

[EEA Regulation \(Part II.3 Projects -Designations and Exemptions\) Consultation Draft 1.pdf \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20%28Part%20II.3%20Projects%20-Designations%20and%20Exemptions%29%20-%20Consultation%20Draft%201.pdf\)\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/EEA%20Regulation%20%28Part%20II.3%20Projects%20-Designations%20and%20Exemptions%29%20-%20Consultation%20Draft%201.pdf) pdf (Portable Document Format file) 344.21 KB

[Moving to a Project List Approach under the Environmental Assessment Act.pdf \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20Act.pdf\)\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/Moving%20to%20a%20Project%20List%20Approach%20under%20the%20Environmental%20Assessment%20Act.pdf) pdf (Portable Document Format file) 1.19 MB

Related links

[Environmental Assessment Act, R.S.O. 1990, c. E.18](https://www.ontario.ca/laws/statute/90e18)
(<https://www.ontario.ca/laws/statute/90e18>)

Related ERO (Environmental Registry of Ontario) notices

[Clarifying the authority to change the classes of projects to which a class environmental assessment process applies \(/notice/019-4189\)](#)

[Proposed Project List for comprehensive environmental assessments under the Environmental Assessment Act \(EAA\) \(/notice/019-2377\)](#)

[Environmental assessment modernization: amendment proposals for Class Environmental Assessments \(/notice/019-1712\)](#)

[Proposed Environmental Assessment Act \(EAA\) Amendments in the COVID 19- Economic Recovery Act \(/notice/019-2051\)](#)

[Discussion paper: modernizing Ontario's environmental assessment program \(/notice/013-5101\)](#)

[Updating environmental assessment requirements for transmission lines \(/notice/019-3937\)](#)

[Extending the expiry date for Environmental Assessment Act approvals for certain projects \(/notice/019-4428\)](#)

View materials in person

Important notice: Due to the ongoing COVID-19 pandemic, viewing supporting materials in person is not available at this time.

Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the [ERO \(Environmental Registry of Ontario\)](#) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

Submit by mail

EA Modernization Project Team
Environmental Assessment Modernization
Branch

135 St Clair Ave West
4th Floor
Toronto, ON
M4V 1P5
Canada

**Connect with
US**

Contact

EA Modernization Project Team

 EAmmodernization.mecp@ontario.ca

Extending the expiry date for Environmental Assessment Act approvals for certain projects

ERO (Environmental Registry of Ontario) number 019-4428

Notice type

Bulletin

Act

Environmental Assessment Act, R.S.O. 1990

Posted by

Ministry of the Environment, Conservation and Parks

Bulletin posted

November 26, 2021

Last updated

November 26, 2021

This notice is for informational purposes only. There is no requirement to consult on this initiative on the Environmental Registry of Ontario. Learn more about the [types of notices \(/page/glossary#section-4\)](#) on the registry.

Bulletin summary

We are proposing to extend the expiry date for Environmental Assessment Act approvals by 10 years for certain projects once the relevant amendments to the Act come into effect. This extension will allow the projects to proceed (subject to any other permits and approvals required) instead of requiring a new environmental assessment to be completed.

Why consultation isn't required

We are proposing to extend the expiry date for Environmental Assessment Act approvals for 9 infrastructure projects by 10-years through Minister's notices.

These Minister's notices are not classified instruments under the Environmental Bill of Rights, 1993, so there is no requirement to consult on the Environmental Registry of Ontario (ERO). However, we want to hear your comments. Send us any feedback using the email address listed in the "Connect with us" section of this notice by January 25, 2022.

Bulletin details

We are proposing to extend the expiry date of Environmental Assessment Act approvals for nine infrastructure projects, including three highways, two transit projects and a marina. The ministry has reviewed the conditions of the approvals for these nine specific projects and has determined that the appropriate environmental protection measures are still in place so these projects can continue without needing to complete a new environmental assessment for up to 10 years. These projects are also subject to any other permits and approvals required.

By providing an extension for these nine projects, we are allowing these important infrastructure projects to be built without delay to support our province's growing communities and economic recovery.

Background

On July 21, 2020, the COVID-19 Economic Recovery Act, 2020 was passed and included amendment to the Environmental Assessment Act (EAA) and related consequential amendments (See [ER019-2051 \(https://ero.ontario.ca/notice/019-2051\)](https://ero.ontario.ca/notice/019-2051)) These amendments enabled the next steps in modernizing Ontario's environmental assessment program, helping to ensure strong environmental oversight and facilitate Ontario's economic recovery.

The amendments to the EAA:

- provide for a 10-year expiry date for approvals of projects that:
 - do not already have an expiry date
 - have not substantially started within 10 years (or an extended period if the Minister grants an extension) of approval being obtained
- give the Minister the authority to issue a notice that extends the expiry for certain older projects

This expiry date of 10 years, or any extended expiry date, will apply to approvals issued before the expiry date provision comes into force, if these older approvals do not have an expiry date.

Proposal to extend the expiry date of Environmental Assessment Act Approvals for nine projects

We are proposing to extend the expiry by 10-years from the date notices are issued for nine projects. The proposed extensions would be granted through Minister's notices and the approval for these projects will not expire upon proclamation of the expiry date provisions in the EAA.

Information about these nine projects is outlined in the table below.

The extension will ensure that the commitments made by proponents during consultation on these projects will be carried out and subject to any other permits and approvals required. However, if at any time new information or a change in circumstance comes to the attention of the ministry, the Minister may consider this information and, where appropriate, may reconsider the approval and revoke or amend it.

Rationale for proposed expiry date extension

An individual environmental assessment has generally been required for large-scale, complex projects with the potential for high impact to the environment. This is the highest level of assessment and involves a two-step process:

1. The terms of reference (the work plan)
2. The environmental assessment

In order to proceed with a project:

- the terms of reference must be approved by the Minister

- the proponent requires Minister and Cabinet approval to proceed with the undertaking following the environmental assessment process

An individual environmental assessment also involves substantial investments in time and money including extensive public consultation to ensure that concerns are:

- identified early
- considered
- addressed where appropriate

There are a number of reasons a project may not have been built after approval, such as:

- the proponent's ability to secure funding
- delays in obtaining proper authorizations before construction
- a change in the forecasted need for the project to accommodate future growth

In considering whether to extend the expiry, the ministry considered how to ensure continued environmental protection and oversight in relation to the infrastructure projects that matter most to Ontario communities.

We have also decided not to propose an expiry date extension for 18 projects (see 'related files' section of this notice for a list). This is due to a combination of:

- **the passage of time and inactivity**
- the proponent advising they are no longer considering the project
- the project has been replaced by another
- the project having substantially commenced (if a project has already substantially commenced, the approval will not expire).

Projects proposed for expiry date extension

The proponents for the projects below requested their project approvals remain in place, as they intend to proceed with the projects at some point in the future.

Proponents were also asked to:

- confirm whether the assessment of environmental impacts in the EA remains valid
- describe whether there have been any changes to the environment (natural, cultural, built environment) at and near the project since approval was received

Based on the ministry's detailed review of the conditions of the approval for these kinds of projects, we are satisfied that steps will be taken (subject to any other permits and approvals required) before a project proceeds to ensure environmental protection and oversight are in place. No significant changes were identified.

For the Ottawa-Carleton Cumberland Transit Way project, we note there is now residential development on previously vacant land. There are conditions of the existing approval that will ensure the environment is protected including conditions related to noise and stormwater management.

If the approvals for these projects below are extended, the approval will not expire when the expiry date provisions are proclaimed in conjunction with Minister's notices being issued, and the projects will continue to be subject to the conditions in their approvals.

Additional information about each project including PDF copies of conditions of approval and any joint board decision, where applicable, may be found in the 'related files' section of this notice.

Projects proposed for the 10-year extension

Project Type	Proponent Name	Project Name	EAA Approval Date	EA Act requirement if approval expires
Landfill	The Corporation of H. Dodge Haulage Limited	H. Dodge Haulage Landfill Expansion	February 11, 2009	This project would be subject to an Individual EA process under the current requirements and if the proposed designating regulation is made would be subject to a comprehensive EA (Refer to https://ero.ontario.ca/notice/019-4219 (https://ero.ontario.ca/notice/029-4219) for additional information)
Transit	The Regional Municipality of York	Markham North South Link Corridor Public Transit Improvements EA (Region of York proponent)	November 29, 2006	Regardless of whether the proposed designating regulation is made or not this project would be subject to the Transit Project Assessment Process (TPAP) or Municipal Class EA (MCEA)
Highway	Regional Municipality of York	Transportation Improvements: Donald Cousens Parkway (Markham) to Morningside Avenue (Toronto)	January 23, 2013	Regardless of whether the proposed designating regulation is made or not this project would be subject to the MCEA
Transit	Toronto Transit Commission	TTC Bloor Danforth Westerly Extension of Subway	October 27, 1994	Regardless of whether the proposed designating regulation is made or not this project would be subject to the TPAP

Project Type	Proponent Name	Project Name	EAA Approval Date	EA Act requirement if approval expires
Transit	City of Niagara Falls and Niagara Parks Commission	Niagara Falls People Mover System	August 8, 2001	Regardless of whether the proposed designating regulation is made or not this project would be subject to the TPAP
Transit	Regional Municipality of Ottawa-Carleton	Ottawa-Carleton Cumberland Transit Way (Now City of Ottawa)	May 17, 2000	Regardless of whether the proposed designating regulation is made or not this project would be subject to the TPAP or MCEA
Marina	City of Windsor	City of Windsor Downtown Marina	November 27, 1996	This project would be subject to an Individual EA process under the current requirements and if the proposed designating regulation is made no environmental assessment requirements would apply based on the proposed comprehensive EA threshold of establishing a works (e.g., marina) that alters at least 1 kilometre of shoreline and filling of 4 or more hectares of a lakebed or riverbed. Refer to https://ero.ontario.ca/notice/019-4219 (https://ero.ontario.ca/notice/019-4219) for additional information.
Highway	Ministry of Transportation	MTO Highway 17 (Haley Station to Meath Hill)	August 25, 2004	Regardless of whether the proposed designating regulation is made or not this project would be subject to the Ministry of Transportation Class EA for Provincial Transportation Facilities

Project Type	Proponent Name	Project Name	EAA Approval Date	EA Act requirement if approval expires
Electricity	Ontario Hydro (OH)	OH Eastern Ontario Transmission Route (East)	January 29, 1986	This project would be subject to an Individual EA process under the current requirements and if the proposed designating regulation is made would be subject to a comprehensive EA (Refer to https://ero.ontario.ca/notice/019-4219 (https://ero.ontario.ca/notice/029-4219) for additional information)

Supporting materials

Related files

[Notice of approval for the TTC Bloor Danforth project \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/Notice%20of%20approval_TTC%20Bloor%20Danforth%20Westerly%20Extension%20of%20Subway_AODA.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/Notice%20of%20approval_TTC%20Bloor%20Danforth%20Westerly%20Extension%20of%20Subway_AODA.pdf)
pdf.(Portable.Document.Format.file) 94.15 KB

[Projects not proposed for extension to their Environmental Assessment Act approvals \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/Projects%20not%20proposed%20for%20extension_AODA.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/Projects%20not%20proposed%20for%20extension_AODA.pdf)
pdf.(Portable.Document.Format.file) 127.41 KB

[Notice of Approval for the Donald Cousens to Morningside project \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/Notice%20of%20approval%20-%20Donald%20Cousens%20to%20Morningside%20EA_AODA.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/Notice%20of%20approval%20-%20Donald%20Cousens%20to%20Morningside%20EA_AODA.pdf)
pdf.(Portable.Document.Format.file) 184.61 KB

[The Joint Board Consolidated Hearings Act, 1981, Ontario Hydro, Eastern Ontario Transmission System Expansion, Reasons for Decision, Route Stage \(East Section\); Before D.S. Colbourne; B.E. Smith; D.H. McRobb, January 14, 1986 \(https://prod-environmental-registry.s3.amazonaws.com/2021-11/H1_Reasons%20for%20Decisions%20Ottawa%20to%20St%20Lawrence%20EA%201986_AODA_1.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2021-11/H1_Reasons%20for%20Decisions%20Ottawa%20to%20St%20Lawrence%20EA%201986_AODA_1.pdf)
pdf.(Portable.Document.Format.file) 5.25 MB

Related links

[Notice of approval for H. Dodge Haulage Landfill Expansion project \(https://www.ontario.ca/page/approval-h-dodge-haulage-landfill-expansion-environmental-](https://www.ontario.ca/page/approval-h-dodge-haulage-landfill-expansion-environmental-)

[assessment\)](#)

[Notice of approval for the Markham North-South Corridor Public Transit Improvem...
\(https://www.ontario.ca/page/approval-markham-north-south-corridor-public-transit-improvements-environmental-assessment\)](https://www.ontario.ca/page/approval-markham-north-south-corridor-public-transit-improvements-environmental-assessment)

[Notice of approval for the Niagara People Mover Transit System project
\(https://www.ontario.ca/page/approval-niagara-people-mover-transit-system-environmental-assessment\)](https://www.ontario.ca/page/approval-niagara-people-mover-transit-system-environmental-assessment)

[Notice of approval for the Ottawa-Carleton Cumberland Transitway project
\(https://www.ontario.ca/page/approval-ottawa-carleton-cumberland-transitway-environmental-assessment\)](https://www.ontario.ca/page/approval-ottawa-carleton-cumberland-transitway-environmental-assessment)

[Notice of approval for the Windsor Marina project\(https://www.ontario.ca/page/approval-windsor-marina-environmental-assessment\)](https://www.ontario.ca/page/approval-windsor-marina-environmental-assessment)

[Notice of approval for the Highway 17 Haley Station to Meath Hill project
\(https://www.ontario.ca/page/approval-highway-17-haley-station-meath-hill-environmental-assessment\)](https://www.ontario.ca/page/approval-highway-17-haley-station-meath-hill-environmental-assessment)

Related ERO (Environmental Registry of Ontario) notices

[Proposed Project List for comprehensive environmental assessments under the Environmental Assessment Act \(EAA\)\(/notice/019-2377\)](#)

[Updating environmental assessment requirements for transmission lines\(/notice/019-3937\)](#)

[Clarifying the authority to change the classes of projects to which a class environmental assessment process applies\(/notice/019-4189\)](#)

[Proposed Environmental Assessment Act \(EAA\) Amendments in the COVID 19- Economic Recovery Act\(/notice/019-2051\)](#)

[Discussion paper: modernizing Ontario's environmental assessment program\(/notice/013-5101\)](#)

[Moving to a project list approach under the Environmental Assessment Act\(/notice/019-4219\)](#)

View materials in person

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Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Connect with us

Contact

Sharifa Wyndham-Nguyen

 **416-219-2902**

 **eamodernization.merp@ontario.ca**

Denise Holmes

From: Steven Murphy <smurphy@dufferincounty.ca>
Sent: Wednesday, December 1, 2021 8:44 AM
To: David Forsey; lindsay.butcher@alzheimerdufferin.org; info@cmhapeel.ca; info@cfspd.com; choicesyouth@rogers.com; l.barbour@DAFHT.ca; jennifer.moore@dcafs.on.ca; Kurtis Krepps; norah@familytransitionplace.ca; sbrooker@fapeel.org; orangeville@georgiancollege.ca; mriedler@hospicedufferin.com; heather@orangevillefoodbank.org; terry.r.ward@opp.ca; info@shipshey.ca; jennifer.stolz@ugdsb.on.ca; Marlene.Jantzi@wdgpublichealth.ca; info@workforceplanningboard.com; nmartin@amaranth.ca; sstone@eastgarafraxa.ca; Denise Holmes; tatkinson@mulmur.ca; mtownsend@townofgrandvalley.ca; fred.simpson@townofmono.com; rosmond@orangeville.ca; dmorrissey@shelburne.ca; lpost@orangeville.ca; Tom Reid; Michelle Dunne; Alanna Damp; Adam Duhatschek; Mark Early; Charles Fitzsimmons; Timothy Chan
Cc: Mark Kluge; Lyn Allen - FTP; Lynette Pole-Langdon - FTP; Brennan Solecky - FTP (brennan@familytransitionplace.ca); Heidi Vanderhorst; Carol Maitland; Chad Smith; Deby Boodoo; Brenda Burman
Subject: Transit Feasibility Study Stakeholder Meeting
Attachments: TTR_DufferinTransit_Ph2-2021-11-30.pdf

Good morning all,

We wanted to take a moment to express the gratitude both Tom and I have for your contributions to our Transit Feasibility study. Our consultants, IBI Group, have prepared a thorough document which they will present to County Council next Thursday, December 9, 2021 at 2:00 pm. You can watch the presentation live on our Youtube channel <https://www.youtube.com/channel/UCCx9vXkywflJr0LUVkKnYWQ>

In the meantime we wanted you to have the opportunity to review the report (attached) and ask any questions that you may have.

Chi Miigwetch for your ongoing commitment to our community.

Steve Murphy | Emergency Management Coordinator | Office of the Chief Administrative Officer

County of Dufferin | Phone: 519-941-2816 Ext. 2401 | Mobile: 519-938-7215
smurphy@dufferincounty.ca | 55 Zina St, Orangeville, ON L9W 1E5

Serving with humility and gratitude upon the traditional territory and ancestral lands of the Tionontati, Attawandaron, Haudenosaunee and Anishinaabe peoples.

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Report

Transit Feasibility Study Report

County of Dufferin Transit Feasibility Study



Prepared for County of Dufferin
by IBI Group
November 30, 2021

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Executive Summary

Dufferin County is in a unique position to explore the opportunity for a county-wide rural transit system. The County currently lacks a transportation system that provides basic mobility for all urban and rural residents and is projected to grow significantly in population with approximately 30% more residents between 2016 and 2036¹. However, with recent advancements in transit technologies and the new ubiquity of smartphones, dispersed rural areas can feasibly be served by some types of public transit systems that would not have been an option in the past.

In an effort to improve transportation equity and mobility in Dufferin, County Council directed staff to study all reasonable options, preferred routes and costs associated to provide transit service for Dufferin County. IBI Group was retained by Dufferin County in April 2021 to conduct a transit feasibility analysis. The study serves two purposes: determine the case for transit in the County and develop a plan to initiate a service should it be deemed feasible.

The need for transit in Dufferin County is revealed through a needs and opportunities assessment that explored the performance of peer transit systems, coverage of existing transit in the County and provincial and municipal policies and initiatives. Also considered in the assessment is the demographic composition and travel patterns of Dufferin County residents to understand the potential ridership base.

A strategic framework has been developed to guide the design and implementation of a future transit service. The framework is informed by the needs and opportunities assessment and engagement with stakeholders in the County and members of the public. The vision for the future service is as follows:

The future public transportation service will help urban and rural residents sustainably meet their essential transportation needs by providing an equitable and accessible service in a manner that is fiscally responsible.

Through applying the goals developed as part of the strategic framework, an **on-demand transit solution is selected as the most appropriate delivery approach for a county-wide service**. This type of service delivery model provides the

¹ Population projection from the Provincial Growth Plan for the Greater Golden Horseshoe

IBI GROUP REPORT
TRANSIT FEASIBILITY STUDY REPORT
Prepared for County of Dufferin

greatest benefit in dispersed areas with lower demand, limit County up-front investment, and can adapt to changing travel patterns.

The transit service should be delivered by a third-party contractor retained via a competitive Request for Proposals process. Responses to the RFP should be open to private transit operators, taxi companies, and technology companies.

The proposed service is a curb-to-curb on-demand service that is available to all residents in Dufferin County. It would operate five days a week (Monday to Friday) between 8:00 a.m. and 6:00 p.m. The coverage area for the proposed service is the entirety of Dufferin County, not including trips both starting and ending within the Town of Orangeville. The purpose of this exclusion is to not duplicate or compete with the existing Orangeville Transit service. A zone-based fare structure is recommended, which would allow all residents to travel within their municipality or to the closest urban centre for \$10 (\$8 concession fare).

The County should require the contractor to provide two light-duty vehicles that meet the requirements of an accessible public transit vehicle.

Annual ridership for the first full year of service is projected at 5,500 based on 2,520 annual service hours and a projected net municipal investment of \$320,286. Costs are expected to decrease thereafter with the introduction of gas tax funding. Exhibit E.1 provides a multi-year estimate of the revenue and operating costs.

IBI GROUP REPORT
TRANSIT FEASIBILITY STUDY REPORT
 Prepared for County of Dufferin

Exhibit E1: Five-Year Budget Estimates for Proposed Service

Item	Plan Year				
	2022 ¹	2023	2024	2025	2026
Dufferin County Population	68,480	69,670	70,890	72,120	73,380
Service Area Population	35,560	36,380	37,210	38,050	38,920
Annual Revenue Hours	840	2,520	2,520	2,520	2,520
Annual Ridership	1,870	5,500	5,595	5,690	5,790
Revenue					
Fare Revenue	\$19,000	\$56,000	\$56,900	\$57,900	\$58,900
Capital and Operating Costs					
Operating Contract (@ \$70/hr, adjusted at 3% annual inflation)	\$118,000	\$353,000	\$363,000	\$374,500	\$385,700
County Staff Salaries (adjusted at 3% annual inflation)	\$49,200	\$76,000	\$78,300	\$80,650	\$83,050
Software Platform ²	\$20,000	\$ -	\$ -	\$ -	\$ -
Marketing and Communications ³	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Expenses	\$207,200	\$439,000	\$451,300	\$465,150	\$478,750
Gas Tax ⁴	\$0	\$62,714	\$193,414	\$199,350	\$205,179
Net Municipal Investment⁵	\$188,200	\$320,286	\$200,986	\$207,900	\$214,671
1. 4 months, effective September 1, 2022					
2. The cost to maintain the platform will be included in the operating contract					
3. Updating the marketing and communications plan is included in the County staff time.					
4. Available after one year of operation; amount to be confirmed					
5. Municipal Contributions assume maximum gas tax contributions (75% of municipal costs plus revenue)					

1 Introduction

Dufferin County lacks a county-wide public transportation service that can provide basic mobility for residents. In an effort to improve transportation equity and mobility in the County, County Council directed staff to study all reasonable options, preferred routes and costs associated to provide transit service for Dufferin County on October 8, 2020. IBI Group was retained by Dufferin County in April 2021 to conduct a transit feasibility analysis.

The purpose of this study is to determine whether there is a case for the County to provide its own transit service and develop a plan to initiate transit service should it be deemed feasible.

1.1 Background

Dufferin County finds itself at the intersection of a number of challenges and opportunities faced by rural communities across the country. Until now, traditional transportation solutions have been the only option to provide service to some, but not all County residents, creating a barrier to equitable mobility. The collective impact of these challenges and opportunities has encouraged a rethink of transportation service provision. Some of the notable challenges and opportunities include:

- **A Dispersed Population:** As with many other rural municipalities in Ontario, Dufferin County includes a mix of small rural communities and larger urban areas over a wide geographic region. This creates an inherently challenging environment for transportation—and, in particular, transit—as trip origins and destinations are often dispersed across significant distances.
- **Aging:** The County is experiencing an aging of its population, with forecasts indicating that older adults (55+) will make up approximately 36% of the County's residents by 2041. As reported in the County's recent Age-Friendly Needs Assessment & Strategic Plan, transportation for older adults is the top priority to make the community more age-friendly.

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- **Growth:** As a municipality just beyond the periphery of the Greater Toronto Area (GTA), the County is expected to see rapid growth in the coming decades—some 30% more residents between 2016 and 2036 according to the Provincial Growth Plan for the Greater Golden Horseshoe. Most of this growth is directed by the County’s Official Plan to the urban settlement areas of Orangeville, Shelburne and Grand Valley and is permitted to be accommodated with resource-effective development. While this new growth may bring increased prosperity, it will also introduce new transportation needs and opportunities that differ from those of the past and present.
- **Transit “Gaps”:** Existing transit services in the County leave several gaps in demand and are not able to meet all the needs of potential users. Orangeville transit operates within the Town’s boundaries and currently does not have the fleet capacity to service communities outside of Orangeville. Routes 1 & 2 of the Grey Transit pilot project connect Orangeville, Shelburne, and Owen Sound and provide a much-needed regional transportation service but do not address the local travel demands within Dufferin County. Other existing services operate for a select clientele and are constrained by funding models to expand their service to all residents in the County.
- **Renewed Interest in Rural Transit:** The Province has been actively funding rural and inter-community transit through the Community Transportation Grant program, building interest and operating experience for these types of services. There is also active Provincial involvement in planning for rural transportation as part of the Greater Golden Horseshoe Transportation Plan, and the Connecting the Southwest Transportation Plan that consider new ways of connecting people, jobs, and goods across large areas more efficiently.
- **New Technologies:** Recent advances in mobile computing, vehicle dispatching algorithms, and the near-ubiquity of smartphones has resulted in an increase in the efficiency of certain types of rural public transit. This means that some services that would not have been feasible in the past can now be offered more cost-effectively to the benefit of rural municipalities and their residents.

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- **COVID:** The COVID-19 pandemic has turned some of the most fundamental mantras of transportation planning on their heads, as people travel in different ways, at different times, and for different reasons than they did one year ago. The coming years will reveal how many of these changes are permanent, and to what degree transportation will revert to the way things used to be.

This is the context in which the County has elected to study the feasibility of operating its own public transportation service. If proven feasible, such a service would improve basic levels of accessibility and help meet the needs a changing population, particularly those that are most vulnerable.

1.2 Objectives

The primary objective of this report is to serve as a resource and roadmap for effective decision-making regarding a future transit service by the County of Dufferin. To meet the objective, the report includes the following:

- Establishment of the need for transit via a needs and opportunities assessment;
- A plan to initiate a future county-wide transit service; and
- Recommendations, presented as a clear schedule of actions, for the County to take towards implementation.

1.3 Report Structure

This report is structured around the following sections:

- Section 2 is an overview of the needs and opportunities for a future transit service;
- Section 3 presents the strategic framework for a future transit service including the vision, goals and objectives;
- Section 4 identifies and assess potential service delivery approaches to inform the type of service that would be most appropriate for Dufferin County;

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- Section 5 presents service design options in terms of service area, operating hours, fare policies, ridership, revenue and operating costs and evaluates the options using criteria based on the strategic framework to arrive at a preferred service design;
- Section 6 presents the proposed transportation service including coverage area, booking protocol, ride prioritization, legislative requirements, fare structure, operating costs and vehicle and technology considerations;
- Section 7 presents the implementation plan for the proposed transportation service;
- Section 8 is financial analysis of the ridership, revenue and operating costs required to implement the proposed service and funding opportunities;
- Section 9 presents future considerations for the proposed transportation service including possible service enhancements;
- Section 10 is a summary of the two phases of public and stakeholder engagement that took place during the feasibility study;
- Section 11 is a summary of the transit feasibility study, presenting recommendations for County Council to consider for a future transportation service.

2 Needs and Opportunities

This section identifies the current and future need for transit service within Dufferin County and the opportunities that such a transit service would present. To support this objective, the assessment includes:

- **A peer review** of transit systems in operating environments similar to Dufferin County;
- **An outline of the policy framework** that would guide transit service provision in the County;
- **A demographic analysis** of the County's population to understand the potential market for the potential transit service;
- **An evaluation of existing and planned transit services** offered by others to define the current role of transit in the County and identify challenges and opportunities for service provision;
- **An analysis of existing travel patterns and key connection points** to inform service design and integration; and
- **Identification of future opportunities** for transit service within the County.

2.1 Peer Review

The precedent established by other rural transit systems is an informative way of establishing the potential utilization and performance of a transit service in Dufferin County. The services selected for this peer review include conventional fixed and flexible route transit services and door-to-door accessible services. The selected transit services serve communities that have similar size, demographics, character, and/or population density as Dufferin County.

The services reviewed include:

- **Ride Norfolk** – a transit service operating daily in Simcoe and Brantford, and connecting other communities within Norfolk County to Simcoe on alternating days. The service is entirely fixed-route and the fleet is fully accessible.

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- **Deseronto Transit** - an accessible inter-municipal fixed-route service connecting Deseronto to Napanee, Belleville, Tyendinaga Territory and Prince Edward County. Some trips operate early in the morning or late in the evening.
- **Muskoka Community Transit** - a transit service connecting communities on Highway 11 five days per week, and two once-weekly rural connector routes. The service operates 3 trips per day on Highway 11, and 2 trips per day on rural connectors. Fares are variable and based on distance travelled. Additional stops are available on request near the rural connector routes.
- **Bancroft Community Transit** - a door-to-door accessible transportation service for residents of Bancroft and north Hastings County. Service is provided by a non-profit organization, and users must be referred to Bancroft Community Transit by participating community agencies.
- **Simcoe County Linx** – an inter-city transit service connecting communities within Simcoe County. Service is provided Monday-Friday on all routes. Fares are variable and based on the distance travelled by customers. Customers can connect to GO Transit at Barrie and Bradford. Linx does not provide local transit service in larger cities of Simcoe County, as they have their own municipal systems. Linx+ provides door-to-door paratransit service for customers who cannot use the fixed-route service.

2.1.1 Key Characteristics

Exhibit 2.1 presents a summary of each of the studied services and the communities they operate in. Dufferin County has a population of approximately 61,735 over an area of 1,486.31 square kilometres. Of the County's population, approximately 32,835 people live outside of Orangeville.

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Exhibit 2.1: Key Characteristics of Peer Transit Services

System	Description	Service area	Annual revenue hours	Service span	Average fare	Ridership (linked trips)	Annual rides per capita
Ride Norfolk	Accessible, fixed routes operating in different zones on different days 3 total buses	1,648.0 km ² Population 31,000 (service area only)	4,759	Weekdays: 07:45-18:30	\$3.83	10,698	0.3
Deseronto Transit	Accessible, fixed-route service with on-demand option 2 routes, 4 buses	1,897.9 km ² Population 48,725	6,930	Weekdays: 05:00-23:59 Weekends: 05:00-17:00	\$9.07	10,799	0.2
Muskoka Community Transit	3 total routes with flex and flag stops 2 once/week routes	4,765 km ² Population 60,599	3,123	Weekdays: 06:30-19:25	\$14.65	3,312	0.1
Bancroft Community Transit	Door-to-door service 3 vehicles total	2,941.5 km ² Population 14,583	1,300	Weekdays: 9:30-16:30	\$3.25	5,576	0.4
Simcoe County Linx	5 routes 16 total vehicles	4,841 km ² Population 158,377	26,127	Weekdays: 5:30-21:00	\$1.17	91,140	0.6

Source: Canadian Urban Transit Association, Ontario Urban Transit Fact Book (2019)

2.1.2 Key Findings

The key findings of the peer review include:

- The operations of peer systems are **contracted** to third party operators. Contracted operations can be a way of minimizing costs through competitive bids. This may also allow municipalities that do not have transit operations experience to lean on the expertise of companies that are accustomed to running a transit system.
- All five peer systems use **zone-based** fare structures. Zone-based fares can be a way to offset the high cost of long distances in rural transit systems, as longer trips will cost more. The Corridor 11 bus in Muskoka is a good example of this. Fares can be as low as \$7 for shorter round trips, or as high as \$30 for a round-trip from Huntsville to Orillia—a distance of 92 km in each direction. Not all rural systems do use zone-based fares, however – T:GO Transit in the area of Tillsonburg, for example, charges a flat fare of \$10 for each inter-community round trip.
- The studied systems have reduced **operating hours** when compared to urban transit systems, which are more likely to operate all day, every day. Both Ride Norfolk and Muskoka Community Transit operate systems with occasional service to more remote parts of the service area, complimented by every-day service to communities where ridership and demand are higher. Bancroft Community Transit ends service early in the day and only operates weekdays, while Deseronto Transit operates every day of the week. Simcoe County Linx operates weekdays only, though it may expand to weekend service in the future.
- The mean annual 2019 **ridership** of the peer systems in Norfolk, Deseronto, Bancroft, and Muskoka was 7,596 linked trips. Of the studied systems, Simcoe County Linx has the highest ridership, but it also has the highest population base and access to major centres. Deseronto Transit and Ride Norfolk have the highest ridership of the primarily rural systems. Muskoka Community Transit has the lowest overall ridership, which may be understandable given how geographically vast its service area is, with the additional challenge of many residents living on long private roads that cannot be served by transit.

2.2 Policy Review

The policy framework that guides the provision of transit in the County consists of provincial and county policies and initiatives. The purpose of reviewing the policy framework is to align the potential transit service with the County's strategic priorities and build on previous studies and plans rather than duplicate them.

2.2.1 Provincial Policies and Initiatives

The Province of Ontario provides strategic direction regarding transportation planning and has advanced policy that encourages the development of transit and sustainable land use development patterns. The **Provincial Policy Statement (2020)** and the **Growth Plan for the Greater Golden Horseshoe (2020)** serve as core regional growth management policies that inform the settlement pattern in Dufferin County. The PPS emphasizes the importance of maintaining and improving connectivity of transportation systems and modes, both within jurisdictional boundaries and across them, while the Growth Plan includes more specific transit supportive policy statements to create complete communities.

Additionally, the Province is developing a **Greater Golden Horseshoe Transportation Plan** and a **Southwestern Ontario Transportation Plan**. One of the near-term goals of the GGH Transportation Plan focuses on expanding user choice by improving transit availability, reducing barriers to transit access, and supporting Mobility as a Service. As part of this goal, the province is continuing to support seven municipalities in the GGH through the Ontario Community Transportation Grant Program and is opening up the intercommunity bus sector to improve transportation options and support economic recovery.

The Province recently repealed the *Public Vehicles Act, 1990* and the *Ontario Highway Transport Board Act, 1990* under the ***Better for People, Smart for Business Act, 2020***. The purpose of the repeal was to modernize the intercommunity bus sector, support economic recovery and improve transportation options in Ontario by reducing red tape and regulatory burdens for transportation vehicles. The repeal should make it easier for new carriers to step in and address transportation service gaps.

2.2.2 County and Municipal Policies and Initiatives

The **Dufferin County Official Plan** provides the strategic direction for the County and includes transit-supportive policies. The Official Plan supports a more efficient

use of the road network to enable the future implementation of transit. A Municipal Comprehensive Review of the Official Plan is underway and involves developing a Transportation Master Plan.

The **Age-Friendly Needs Assessment & Strategic Plan** provides key insights to the challenges faced by the older population and transportation opportunities.

Dufferin's Climate Action Plan includes actions to expand public transit options within and between local and regional municipalities and supports the electrification of public transit vehicles. The **Dufferin County Transportation Report** indicates that the County is looking for a rural transportation solution that is collaborative, cost-effective and sustainable, with cost being the greatest barrier to date.

The study team reviewed a comprehensive selection of County and Local Municipality transportation and transit policies, initiatives and background studies and found a broad support for introducing transit in the region to address the current barriers to transportation.

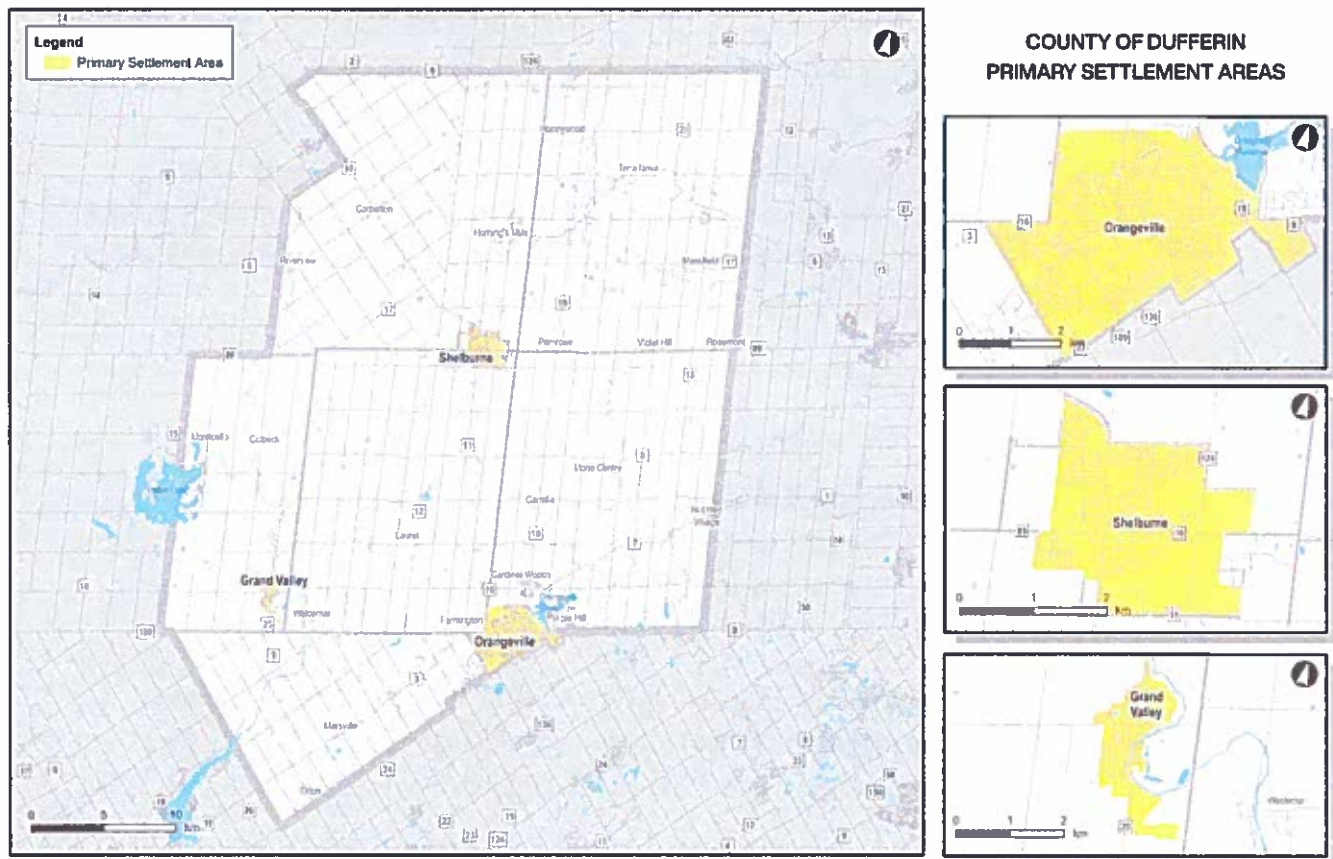
2.2.3 Key Findings

The key findings from these policies and initiatives include:

- There is strong provincial investment in transit in rural areas through the Community Transportation Grant and the emphasis placed on transit availability and solutions for smaller communities in the GGH Transportation Plan Discussion Paper;
- The County's Official Plan supports the future implementation of transit through the policies that protect for transit infrastructure rights-of-way and recommend a more efficient use of the road network; and
- Some of the existing studies done at the County and lower-tier municipal level identify transit as a priority for Dufferin. The studies discuss initiatives in similar rural municipalities such as RIDE WELL, Grey Transit Route, and Innisfil's partnership with Uber as opportunities for feasible transit service in Dufferin.

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Exhibit 22: Map of Dufferin County and Primary Settlement Areas



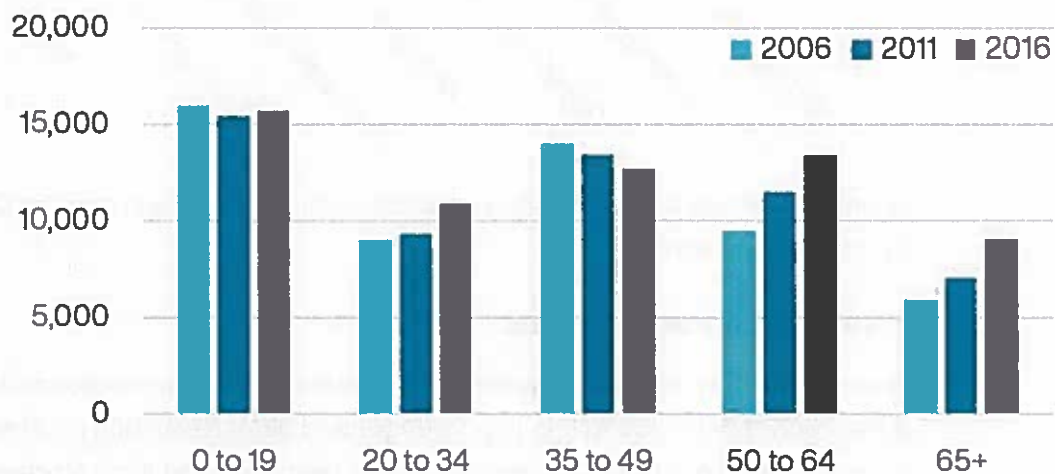
2.3 Demographic Analysis

As of 2016, Dufferin County was home to 61,735 residents and 24,354 jobs.² The County experienced strong population growth of 8% between 2011 and 2016, which is almost double compared to the provincial growth rate of 4.5%.

2.3.1 Population Characteristics

Exhibit 2.3 shows population by age cohort from 2006 to 2016 for the County. Approximately 15% of Dufferin's residents are above the age of 65 and 36% of residents are above the age of 50. Between 2011 and 2016, the age cohort of 65+ saw the most growth at 22%, while the 20-34 and 50-64 cohorts grew at the same rate of 14%. As the County's population continues to grow, an effective transit model would need to serve a range of users and provide an essential form of mobility to the senior population.

Exhibit 2.3: Population by Age Group and Census Year



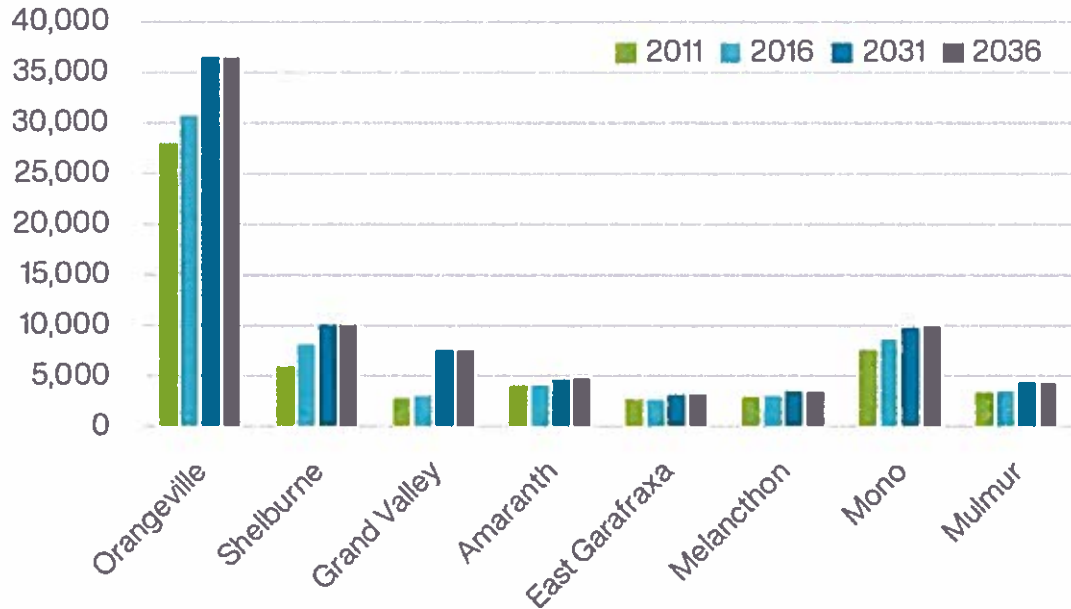
Source: IBI Group Analysis of Census Data for Dufferin Division

The County is expected to see rapid growth in the coming decades—some 30% more residents and 25% more jobs between 2016 and 2041 according to the Provincial Growth Plan for the GGH. As of 2016, the primary population centres in the County include Orangeville, Shelburne, and Mono. The County's Official Plan growth projections for 2036 indicate that these three municipalities will remain the largest with expected growth between 13-20%. However, to accommodate future

² Source: Statistics Canada, 2016 Census of Population and Dufferin County Economic Development Strategic Plan (2017).

population the County also projects Grand Valley to grow by over 60% by 2036. Short- and long-term transit solutions for the County will need to consider how and where the County is growing to reach current and future demand for the service. Current and projected population by lower-tier municipality is shown in Exhibit 2.4.

Exhibit 2.4: Historic and Forecast Population by Lower-Tier Municipality



Source: IBI Group Analysis of Census Data for Dufferin Division and the Dufferin County Official Plan

2.3.2 Vulnerable Residents

Transit can also provide an essential mobility service to those who can not afford to drive, cannot drive due to age (e.g. younger and older residents) or choose not to drive for safety or other concerns (e.g. older residents). Exhibit 2.5 presents age and low-income statistics for Ontario, Dufferin County, and the lower-tier municipalities. In comparison to the province, the County has a younger population on average, a lower share of older adults (65+) and less residents that fall under the low-income cut-off, after tax measure. With respect to the older population, Mono and Mulmur have a higher percentage of residents aged 65+ compared to the rest of the County and the province. Of the lower-tier municipalities, Orangeville, Melancthon and Mulmur have more than four percent of their population classifying as low-income, based on the 2016 Census low-income cut-off, after tax measure.

Exhibit 2.5: Age and Low-Income Statistics

Location	Average Age	65+ Population (%)	Low-Income Cut Off (%)
Orangeville	38.7	14.7	4.6
Shelburne	37.3	14.3	3.7
Grand Valley	39.2	12.3	3.7
Amaranth	40.4	14.5	3.1
East Garafraxa	41.0	14.5	1.9
Melanchthon	38.9	12.6	4.3
Mono	42.7	17.5	2.7
Mulmur	43.7	18.1	4.2
Dufferin County	39.6	14.7	3.9
Ontario	41.0	16.7	9.8

Source: Statistics Canada, 2016 Census of Population

2.3.3 Key Findings

Dufferin County is experiencing strong population growth that is projected to continue in the next 20-30 years. The demographic composition of the County can be described as follows:

- Between 2011 and 2016, the County saw 8% population growth, which is almost double compared to the province. A large portion of the population growth is a result of the aging population (50+), but the County did experience growth in the 20 to 34 age range suggesting more younger families are moving to the County.
- Dufferin County is projected to increase its population and employment by more than 30% and 25%, respectively, between 2016 and 2041. Majority of the population growth will be focussed in the urban areas of Orangeville, Shelburne, Mono and Grand Valley. To accommodate the future population in urban settings, Grand Valley is projected to grow by over 60% by 2036.
- Compared to the province, the County has a younger population on average, a lower share of older adults (65+) and less residents that fall

under the low-income cut-off, after tax measure. Mono and Mulmur have a larger share of older adults compared to the County.

2.4 Existing and Planned Service Review

There are several existing transportation service providers currently operating within the boundaries of Dufferin County. Municipal transit, regional transit, and other specialized transportation providers in Dufferin County present opportunities for any future Dufferin transit service.

Major trip generators for transit in small communities are focused on areas that provide essential goods and services, community connections and employment. For Dufferin County, most of these trip generators are in the northeast and southwest ends of Orangeville. Shelburne has some trip generators that serve a portion of the community's daily trips are generally located in the downtown area or along County Road 124.

2.4.1 Orangeville Transit

Orangeville Transit is the municipal transit service for the Town of Orangeville. It operates a fleet of smaller midibus vehicles on three routes: Orange, Blue, and Green. The three routes serve different areas of the town, intersecting together at a central transfer point on Fourth Street north of Broadway. A future transfer point is planned at the Edelbrock Centre on Centre Street. All three routes operate from 7:15 AM until 8:15 PM on weekdays, and until 5:45 PM on Saturdays. Each route is scheduled to leave the main transfer point at the same time, making it easier for customers to connect from one route to another.

2.4.2 GO Transit

GO Transit operates one route in Dufferin County, Route 37, which connects Orangeville to Brampton GO Station via Highway 10. This route stops only at major arterial streets within the City of Brampton; on Highway 10, the bus stops at major crossroads and in Caledon Village before making its way to Orangeville.

Within Orangeville, Route 37 operates a similar counterclockwise loop as the Green Route of Orangeville Transit along Hansen Boulevard, Blind Line, and Broadway. A Park & Ride facility is provided at the last stop on the loop, at a historic train station on Townline near the intersection with Mill Street. As of July 2021, GO Transit

operates eight daily trips from Orangeville to Brampton, and six daily trips from Brampton to Orangeville.

2.4.3 Grey Transit Route

Grey County's transit service operates a service along Highway 10 within the boundaries of Dufferin County. Routes 1 & 2 of the Grey Transit Route (GTR) travel on Highway 10 between Owen Sound and Orangeville, with stops including Chatsworth, Markdale, Flesherton, Dundalk, and Shelburne. The two routes are split at Dundalk; Route 1 travels from Owen Sound to Dundalk, while Route 2 travels from Dundalk to Orangeville.

GTR operates three trips per day on Route 1, and four trips per day on Route 2, from Monday to Friday. Some trips allow for continuous travel through Dundalk with synchronized departure times, but that is not possible on all trips. As of July 2021, provincial funding has been extended to allow the service to operate until at least 2025.

2.4.4 Dufferin County Community Support Services

Dufferin County Community Support Services (DCCSS) is a non-profit agency funded by Central West Local Health Integration Network, and operated by Dufferin County. The main office of DCCSS is located in Shelburne. DCCSS provides many services to seniors and people with disabilities in Dufferin County, including transportation to and from medical appointments.

2.4.5 TOK Coach Lines

TOK Coach Lines is a private intercity coach bus operator. TOK operates routes connecting Union Station in downtown Toronto with other municipalities in Ontario, including Orangeville. One route operated by TOK serves both Orangeville and Grand Valley within the boundaries of Dufferin County. This route connects to Union Station, Pearson Airport, and other localities such as Hanover, Walkerton, Kincardine, Port Elgin, and Southampton.

The COVID-19 pandemic has reduced TOK Coach Lines to operating their service four days per week: Monday, Wednesday, Friday, and Sunday. The Southampton-Toronto route operates one westbound trip and one eastbound trip per day of service.

2.4.6 Key Findings

There are numerous providers of public transportation and specialized transit options that currently exist in Dufferin County, including:

- Local transit service in Orangeville provided by Orangeville Transit;
- Regional transit service connecting Orangeville to Brampton, Owen Sound, and Pearson Airport/Toronto provided by GO Transit, Grey Transit Route, and TOK Coach Lines;
- Specialized medical transportation provided by DCCSS and The Shelburne Transporter; and
- Student transportation provided by Wellington-Dufferin Student Transportation Services.

These services present an opportunity for collaboration and partnership with any new public transportation system operated by the County.

2.5 Travel Pattern Analysis

2.5.1 Trip Generators

This subsection of the travel pattern analysis considers the major trip generators within Dufferin County that shape some of the travel patterns discussed below. The purpose of identifying the trip generators is to ascertain where a future transit service would be most beneficial. The majority of trip generators are located in established urban areas of the County (i.e. Orangeville, Shelburne) as these are the regional centres that provide access to essential goods and services and employment to the urban communities and adjacent rural municipalities.

Major trip generators include large format retail, employment clusters, community facilities and institutions. These land uses are considered major trip generators for transit in small communities because they provide essential goods and services to residents and are a source of traditional and service-based employment. Senior centres can also be considered major trip generators for transit service as the older population can face greater barriers to driving.

2.5.2 The Transportation Tomorrow Survey

The 2016 Transportation Tomorrow Survey (TTS) provides insight into the travel patterns within the Greater Toronto and Hamilton Area (GTHA) and broader Greater Golden Horseshoe (GGH), including Dufferin County. Exhibit 2.6 provides a high-level summary of where, when and how residents of Dufferin County travel and where residents work. The analysis defines Dufferin Residents as those living in Dufferin County, excluding the Town of Orangeville.

The majority (67%) of trips by Dufferin residents that start in Dufferin also end in the County, suggesting that residents can access employment and services without leaving the region. Likewise, the majority of residents (54%) also work within Dufferin County, followed by rest of GGH and Peel Region.

Time of travel is also important to highlight as it can inform the design of a future transit service. Almost all travel within the County (87%) occurs between 6 a.m. and 7 p.m., with the greatest share of trips occurring within a shorter time interval between 3 p.m. and 7 p.m. (30%).

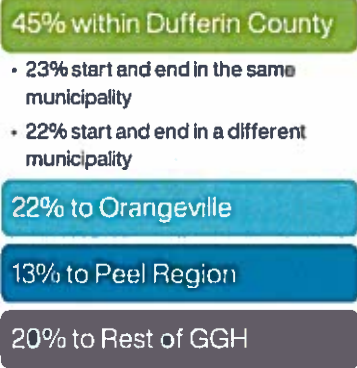
2.5.3 Key Findings

Travel in Dufferin County is described by the following patterns:

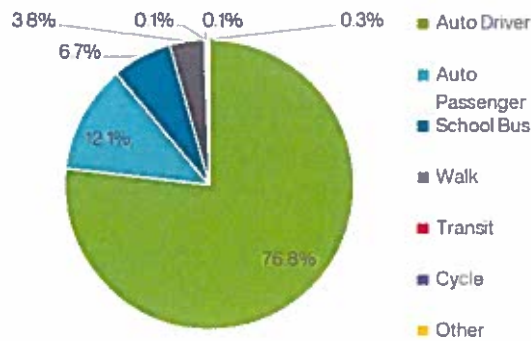
- Major trip generators for transit in small communities are focused on areas that provide essential goods and services, community connections and employment (i.e. Orangeville, Shelburne). This means that the travel patterns to be served by a new transit service would be predominantly oriented towards moving rural residents to or from larger centres;
- Majority of trips (67%) by Dufferin residents start and end in the County and their primary mode of travel is by car, including auto passengers; and
- More than half of Dufferin Residents (54%) work within the County.

Exhibit 2.6: Travel Pattern Analysis for Dufferin County

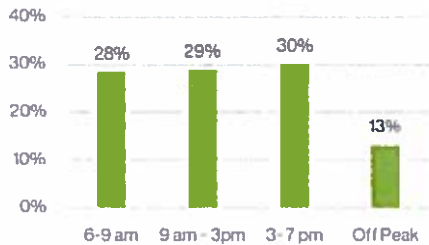
Where do Dufferin Residents Travel?



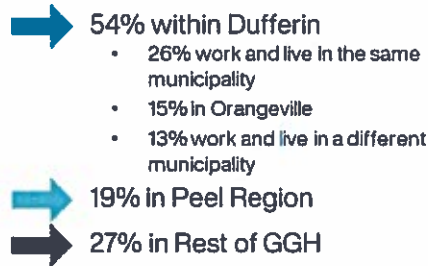
How do Dufferin Residents Travel?



When do Dufferin Residents Travel?



Where do Dufferin Residents Work?



Note: Dufferin Residents in this analysis is defined as those living in Dufferin County, excluding the Town of Orangeville.
 Source: IBI Group Analysis of 2016 Transportation Tomorrow Survey

2.6 Needs and Opportunities

The first study objective was to determine whether there is case for the County to provide its own transit service. The preceding sub-sections highlight a number of important findings about recent trends, current operations, and general context that help to justify the need for such a service, as highlighted below.

2.6.1 The Need for Transit

- **Gaps in existing transportation system:** Current transportation offerings create an equity barrier to low-income, senior and rural residents in the County. There are limited reliable and affordable options for transportation into urban areas (i.e. Orangeville and Shelburne) and non-medical transport in the County.
- **Meeting the needs of an aging population:** Residents aged 65 and older represent the County's fastest-growing demographic and, while many of these residents will continue to drive into old age, they represent a potential market for transit. In fact, the Age-Friendly Needs Assessment conducted by urban Metrics for the County identified transportation as the top priority to improve age-friendliness in Dufferin County. As such, the design of any potential transit system will need to be cognizant of the unique needs of this demographic group in terms of destinations of interest, service design, and other dimensions.
- **New technologies:** Recent advances in mobile computing, vehicle dispatching algorithms, and the near-ubiquity of smartphones have resulted in an increase in the efficiency of certain types of rural public transit. This means that some services that would not have been feasible in the past can now be offered more cost-effectively to the benefit of rural municipalities and their residents.
- **Supportive policy framework:** The Dufferin Climate Action Plan emphasizes the need to shift to active and public transportation modes by expanding public transit options within and between local and regional municipalities. The Official Plan is supportive of transit and building a road network that enables efficient movement of people and goods. The Provincial Growth Plan and transportation plans underway

for the GGH and southwestern Ontario support transit initiatives to improve mobility and create more sustainable communities.

2.6.2 Opportunities

- **Leveraging supportive policies:** The regional and Provincial policy environment is supportive of transit, and recent initiatives by the Provincial and Federal governments have introduced funding for rural transit specifically. This environment is conducive to the initiation of new transit service, provided there is sufficient local interest and investment to fund the service.
- **Building on the success of other rural systems:** The aforementioned interest in rural public transportation has resulted in a growing number of rural transit service offerings, including Grey Transit Route that operates in Dufferin and Wellington County's RIDE WELL service. These systems present valuable case studies for the potential deployment of transit in Dufferin County to inform the development of financial projections, marketing and communications, service design, and several other elements of a potential future transit system.
- **"Priming the pump" in developing communities:** The number of residents in the County is forecast to grow by 30% by 2041, with the potential for more rapid growth as settlement patterns change in the fallout of the COVID-19 pandemic. These residents represent a new market for transit, and providing service to developing communities presents an opportunity to build a rider base as these communities grow.
- **Responding to local travel patterns:** Two thirds of trips by Dufferin residents (excluding Orangeville residents) start and end within the County. Of those trips, more than a third end in Orangeville. These travel patterns suggest an environment that is conducive to effective and efficient transit service, one in which residents make, on average, relatively short trips to a relatively small area.
- **Building on an existing foundation:** Between local service in Orangeville, GO Transit, and the Grey Transit Route inter-community service, County residents are accustomed to seeing public transit in

their community. The presence of these services means that transit is not an entirely new concept to a substantial portion of the County, and also presents an opportunity to build off and complement a successful base.

These findings confirm the need for transit in Dufferin County and highlight opportunities associated with the development of a potential transit system.

3 Strategic Framework

A Strategic Framework, including the Vision, Goals Objectives, was developed to describe the future state of transit in Dufferin County. The Vision, Goals and Objectives are based on industry best practices and informed by the policy review conducted in the needs and opportunities assessment and the stakeholder engagement session as part of the first phase of engagement.

3.1 Vision

The **Vision** is focused on describing the overall outcome of the transit service and is as follows:

The future public transportation service will help urban and rural residents sustainably meet their essential transportation needs by providing an equitable and accessible service in a manner that is fiscally responsible.

The Vision was updated following the second phase of stakeholder engagement to better reflect the consideration for urban and rural residents.

3.2 Goals

The **Goals** are separate aspects of the future outcome that map back to the vision and are used to evaluate transit service delivery approaches (Section 5).

Equitable: Enables all residents to access basic services at an affordable price.

Connected: Sustainably connects residents to essential goods, services and community hubs and increases the number of places that people have access to by connecting to other transit providers.

Accessible: Meets the needs of people with mobility issues or other challenges that impact the ability to use personal vehicles.

Affordable: Represents cost-effective County and tax-payer spending on capital and operating costs and leverages partnership and grant opportunities.

3.3 Objectives

The **Objectives** are specific ways of measuring the outcome of the Goals and are used to evaluate transit service design options to arrive at a preferred design (Section 6).

Equitable:

- Provides an affordable transit service that reflects customers' ability to pay.
- Connects residents to "lifeline" services throughout Dufferin County.

Connected:

- Connects to community hubs within the built-up areas of Dufferin County.
- The service design limits non-revenue travel and facilitates direct routing to mitigate the environmental impact.
- The service connects to other transit service providers including Orangeville Transit, GO Transit and Grey Transit Route.

Accessible:

- Transit vehicles are low-floor accessible for all transit routes, or a parallel accessible transit service is provided.
- Transit signage, information and booking are designed to be accessible and user-friendly.
- Transit information and booking is available for customers with and without access to the internet.

Affordable:

- The service minimizes capital, operating and operating costs per passenger.
- The service leverages funding and partnership opportunities.

4 Service Approach

4.1 Service Type

The following service types were evaluated for their applicability to Dufferin County, and rated according to how well they could accomplish the vision and goals of the future transit service:

- Conventional fixed route;
- Flexible route;
- On-demand transit;
- Hybrid fixed route/on-demand;
- Rideshare and taxi vouchers;
- Specialized transit (exclusively); and
- Volunteer driver networks.

4.1.1 Conventional Fixed Route

This type of service is characterized by a defined route and a defined schedule. Customers can determine where and when the bus is coming by consulting its schedule. The bus will not depart from its route to reduce customer walk distance, as that would compromise its reliability. Fixed transit routes are good for connecting major centres and destinations and in built-up urban areas, but are less effective in dispersed areas, where the number of potential customers is lower and walking distances to stops higher.

Exhibit 4.1: Orangeville Transit Bus



A system based around fixed routes is unlikely to be able to serve all residents of Dufferin County, due to its dispersed population. Many rural fixed-route transit systems, such as Ride Norfolk, are based around connecting towns with a critical mass of residents and jobs. Dufferin has a low population density outside of Orangeville and Shelburne, and fixed routes are unlikely to generate enough ridership to be viable. Furthermore, the two corridors that are most able to sustain fixed-route service are already served by GTR (Orangeville-Shelburne-Dundalk) and GO Transit (Orangeville-Caledon-Brampton).

4.1.2 Flexible Route

A flexible route is similar to a fixed route, as it normally follows a defined route on a defined schedule. However, the bus is able to deviate a certain distance away from the normal route if a customer asks the operator to do so, or if the customer books the deviation ahead of time. Departure times are typically provided from a series of set time points that the route will always serve. Deviation requests are easier for a transit provider to accommodate if they are made further in advance. A flexible route will allow for wider service coverage than a fully fixed route, but the deviations made by a flexible route can also cause travel time impacts for other customers on the bus. An example of this type of service is provided by Muskoka Community Transit with its Rural Community Connector service.

Exhibit 4.2: Muskoka Community Transit Vehicle



A system of flexible routes could serve the County's dispersed population more equitably than a system of fixed routes, but this service type otherwise encounters many of the same challenges. Flexible routes would be able to serve an increased coverage area compared to fixed routes, but a route can only deviate so much before its reliability is compromised. As such, a flexible route system would not be able to cover all residents of the County in a sustainable way; it could only serve some corridors and some residents within walking distance.

4.1.3 Demand Responsive (On-Demand) Transit

Demand responsive, or on-demand transit is a type of transit service that does not operate on a fixed route or a fixed schedule. Customers request or book trips using either an app on a mobile device, or by calling a customer service centre. On-demand transit has less certainty for a customer in terms of when the bus arrives, but it has more flexibility in its routing, which may allow for a customer to travel more directly to their destination. On-demand transit services can be more cost-efficient in lower-density, lower-demand areas, as the bus will only go out to a pickup or drop-off location if a customer requests it. An example of this type of service is provided by the City of Stratford Transit on Saturdays, when the fixed-route network is replaced by a demand-responsive service.

Exhibit 4.3: Stratford Transit On-Demand Bus



Demand responsive, or on-demand transit is good at serving lower-demand, lower-density areas like Dufferin County in a cost-effective manner. Vehicles only go out when and where they are needed, and vehicles which allows them to be utilized more effectively than a bus that must follow a fixed route and schedule regardless of where customers need it to be. Longer trips on demand responsive transit are more expensive to operate, and a customer's wait time will be limited by the number of vehicles in service at once, so these are important considerations in how the service should be designed. Each hour of in-service or on-call time for an operator and vehicle adds cost to operating the system.

4.1.4 Hybrid Approach – Fixed Route & On-Demand

Different types of transit services can be combined into one system. Fixed-route transit works best in areas of higher demand, while on-demand transit works better in areas of lower demand. As a regional transit operator, York Region Transit is an example of this—on-demand transit “zones” fill in the gaps between transit routes that run on higher-demand corridors. This type of service model can be a reasonable solution where lower-demand areas exist between higher-demand corridors. An example of this type of service is provided by York Region Transit, which operates a mixture of fixed routes on high-demand corridors, and on-demand service areas where demand is lower.

Exhibit 4.4: Vehicles Operated by York Region Transit



A system that combines fixed routes on higher-demand corridors with demand responsive transit in more dispersed areas can provide additional service to higher-demand areas while providing service coverage to lower-demand areas. Every vehicle that is operating at a given time adds an additional cost to operating the system, so the two types of service would each need to be viable in terms of ridership. Highway 10, the busiest corridor in the County, already has transit service at this time.

4.1.5 Rideshare & Taxi Vouchers

Municipalities may also partner with existing private transportation providers that are already operating in their jurisdiction, such as rideshare and taxi companies. These companies employ drivers who can be hired by anyone, either by booking a trip on a mobile app (rideshare) or calling a dispatch office (taxi). The cost of hiring a rideshare vehicle or a taxi exceeds that of a typical transit fare. Municipalities partnering with these companies can subsidize customers' trips in order to bring down the cost to the customer to a level more in line with a public transit service. An example of this type of service is provided by the Town of Innisfil, which has partnered with Uber for its transportation service.

Exhibit 4.5: Customer Boarding a Rideshare Vehicle



Rideshare systems and taxi vouchers have similar positive and negative attributes; the main difference between the two is the booking interface. Rideshare apps also allow for the pooling or sharing of customer trips, though this capability isn't currently being used due to COVID-19. Contracting service to a rideshare or taxi company provides a similar service to customers as demand-responsive transit but requires less start-up infrastructure from the municipality. Rather than paying to operate a service, the County would subsidize the trips of an individual customer.

In Innisfil's example, customers are limited to a maximum of 30 trips per month to keep costs down. Due to the COVID-19 pandemic, Uber trips in Innisfil are not currently being shared between customers, which does increase vehicle miles travelled per customer. There are pros and cons to this approach. It requires less direct involvement from the County but depends on factors such as vehicle and

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driver availability that are outside the County's control. This can make finding wheelchair-accessible vehicles more complex, as it is up to an individual rideshare driver to determine their vehicle.

4.1.6 Specialized Transit (Exclusive)

A specialized transit service is similar to an on-demand transit system, but it requires customers to meet eligibility criteria. Specialized transit systems are designed to be fully accessible for people with disabilities and will often transport customers door-to-door. Because the cost per trip of a specialized transit service is very high, access to the system is restricted to those who need it most. Many larger transit agencies will operate a parallel specialized transit system to provide service for those who cannot use other transit routes due to physical or other limitations. Under the AODA, it is mandatory for transit providers to provide specialized transportation for anyone who is not able to use conventional transit because of a disability. An example of a specialized transit system restricting potential customers is Bancroft Community Transit (BCT), which requires customers to be referred to BCT by a participating social agency in north Hastings County.

Exhibit 4.6: Bancroft Community Transit Vehicle



A specialized transit system may be necessary in parallel to a transit system in Dufferin County, depending on the accessibility of the chosen service delivery. A specialized transit service requires customers to be eligible. It would provide highly accessible door-to-door service to those who qualify, but would not provide transportation to all County residents. A system that only provides specialized transit service would be in line with the Bancroft approach of allocating limited resources to those with the highest need.

4.1.7 Volunteer Driver Networks

Networks of volunteer drivers are another potential way to transport residents in rural municipalities. Rural Rides, a registered charity operating near Moncton in New Brunswick, employs a network of volunteer drivers to transport clients to medical appointments, shopping, and appointments with government or social programs. As with specialized transit systems, Rural Rides requires clients to be eligible for the service and registered as a client. The service provided by Rural Rides is a very worthwhile cause, but it is not recommended for a public service agency to depend on volunteers to provide a public service, as the availability of drivers cannot be guaranteed. Carpooling incentives, or other types of travel demand management, could be an option for Dufferin County to pursue in order to address some demand for transportation in the County, particularly for work purposes.

4.2 Service Type Evaluation

The service types are evaluated in Exhibit 4.7 using Harvey Balls (○◐◑◒◓) to determine how well a potential service type aligns with each goal. The more filled-in a circle is, the more it accomplishes the goal.

- **Fixed routes** could serve major destinations, but would not serve all residents of Dufferin County equitably. A fixed-route service that was designed to not duplicate the existing services would be too expensive for the level of demand due to the low population density of the County, and some residents would not have access to the service. **Overall low suitability.**
- **Flexible routes** would provide slightly more service coverage for customers, but still could not serve all residents of the County. Customer trips would be slower overall due to the need to build flexibility into the route schedule. The cost would be too high relative to the level of demand. **Overall moderate suitability.**
- **Demand-responsive**, or on-demand transit would be able to cover the whole County with a lower number of vehicles compared to a system based around fixed routes. Costs would be lower due to the flexibility of vehicle routing, as they would only go where they are needed at a given time. A start-up cost would be required to set up the technology

required for such a system. **Overall high suitability. Carried forward to service design.**

- **A hybrid system** based on fixed routes and on-demand could provide similar service coverage as an on-demand system, but different vehicles would be required for each of the fixed route and on-demand components. The cost of operating such a system would be too high for the level of demand that exists. This approach could be considered in the future if clear corridors of high demand emerge. **Overall moderate suitability.**
- **Rideshare or taxi voucher** transportation, like on-demand transit, could cover the large area of Dufferin County with a smaller number of vehicles and at a lower cost. Rather than following a fixed schedule, vehicles would only go out to where a customer is waiting at a given time. Overall cost would be reduced due to the lower amount of start-up infrastructure required. **Overall high suitability. Carried forward to service design.**
- An exclusively **specialized transit** system would limit services to only residents with the highest amount of need. The system would operate in a manner similar to on-demand, but the eligibility of potential customers would be restricted. It is important to provide a service that addresses the unique needs of residents who are disabled, but operating a system exclusively for these customers would restrict the overall utility of the service. **Overall moderate suitability.**
- **Volunteer driver networks** would provide a system that is very low-cost to the County, but could not reliably or consistently serve County residents. This type of service is not recommended. **Overall low suitability.**

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Exhibit 4.7: Service Type Evaluation

Service Type	Equitable	Connected	Accessible	Affordable	Overall
Fixed Route	☐	●	☐	☐	☐
Flexible Route	☐	●	☐	☐	●
Demand Responsive	●	●	●	☐	●
Hybrid (Fixed + On-Demand)	●	●	●	○	●
Rideshare & Taxi Vouchers	●	●	●	●	●
Specialized Transit Exclusive	☐	☐	●	●	●
Volunteer Driver Networks	☐	○	○	●	☐

5 Service Design and Evaluation

The purpose of this section is to detail the development and evaluation of service design options based on the two highest-ranking service delivery approaches from Section 4: Demand Responsive Transit and Rideshare/Taxi Vouchers. The evaluation informs the recommended public transportation service for the County.

5.1 Service Design Development

Three service designs were developed to intentionally conceptualize a low, medium and high investment scenario for the County. The service options were designed for an open-ended Request for Proposals (RFP) process to allow transportation network companies (e.g. Uber, Lyft), taxi companies or partnerships between vehicle operators and software platforms to respond. All three options are based on providing users with curb-to-curb travel and have varying service characteristics:

- **Option 1** is a demand-responsive system. It has the longest service span (7 days/week) and the lowest general fares (\$5 per trip). It is the most expensive to operate.
- **Option 2** is a rideshare/taxi voucher system. It has the shortest service span (4 days/week) and the highest general fares (estimated at \$1.96/km with a \$10 subsidy). It is the least expensive to operate, as the County would only be subsidizing individual customer trips.
- **Option 3** is a demand-responsive system. It has an average service span (5 days/week) and zone-based general fares (\$10 or \$15 per trip) that are in between Options 1 and 2. It requires a moderate investment from the County to operate.

Exhibit 5.1 outlines the three service design options in terms of the following service parameters:

- Route network and stops;
- Service schedule including days, hours and frequency;
- Infrastructure requirements;

- Fare policies, rates and fare collection requirements; and
- Capital, operating and maintenance costs.

The service designs, including service schedule, fare structure and rates, were informed by peer transit systems and were intentionally selected per option to generate a low, medium and high investment scenario for the County.

5.2 Service Design Evaluation

An evaluation of the three service design options presented in Exhibit 5.1 was conducted to identify the design that will best meet the needs of the County. Evaluation criteria that align with the Goals and Objectives, as discussed in Section 3, were developed to assess the design options. The evaluation is summarized in Exhibit 5.2.

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Exhibit 5.1: Service Design Concepts

Service Parameter	Option 1	Option 2	Option 3
Route Network and Stops			
Service Area	County of Dufferin but restricts service within Orangeville.		
Pick-up and Drop-off restrictions	Curb-to-curb Service Able to pick-up and drop-off in Orangeville but cannot provide service within Orangeville itself.		
Service Schedule			
Service Span	Mon-Fri: 6:30 a.m. - 8 p.m. Sat-Sun: 7:30 a.m. - 6:30 p.m.	Mon, Wed, Fri: 9 a.m. - 6 p.m. Sat: 10 a.m. - 5 p.m.	Mon-Fri: 8 a.m. - 6 p.m.
Infrastructure Requirements			
Stops	Stops are not needed. Could make use of Orangeville Transit and GO Transit stops and shelters as necessary.		
Fare Policies and Rates			
Fare Policies	Residents are not restricted by distance but are restricted to 30 trips per month (one-way trips)		
Fare Rates (one-way trip)	\$5 general fare \$4 concession fare	\$1.96 per km \$10 general subsidy \$15 concession subsidy	General zone-based fare of \$10 or \$15 Concession zone-based fare of \$8 or \$12
Fare Collection	Booking for people with and without access to smart phones required. Third party service provider to set up and maintain booking platform.		
Annual Ridership and Revenue			
Ridership	10,100	3,800	5,600
Revenue	\$46,000	\$0	\$57,000
Capital and Annual Operating Costs			
Setup Costs	\$15,000-\$25,000		
Operating Cost	\$636,000	\$45,000	\$353,000
Net Operating Cost	\$590,000	\$45,000	\$296,000

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Exhibit 6.2: Service Design Evaluation

Goals and Objectives	Evaluation Criteria	Option 1	Option 2	Option 3
Equitable				
Provides an affordable transit service that reflects customers' ability to pay.	Average fare per one-way trip	\$5 general fare \$4 concession fare \$4.60 average fare	\$23.50 estimated average fare (\$10 general subsidy and \$15 concession subsidy)	General zone-based fare of \$10 or \$15 Concession zone-based fare of \$8 or \$12 \$10.20 average fare
Connects residents to "lifeline" services throughout Dufferin County.	Number of "lifeline" services accessible to users	All options connect residents to any location within the County.		
Connected				
Connects to community hubs within the built-up areas of Dufferin County.	Number of community hubs accessible to users	All options connect residents to any location within the County.		
The service design limits non-revenue travel and facilitates direct routing to mitigate the environmental impact.	Service design efficiency	Demand-responsive transit can pool rides with users generally travelling in the same direction. This is made easier for the scheduling software when trips are booked ahead of time.	Rideshare service can pool rides with users generally travelling in the same direction. This is possible with taxi companies, but less common. There is a risk to the model that a taxi company may not be able to provide ride pooling, which would reduce the service efficiency and increase the environmental impact.	Demand-responsive transit can pool rides with users generally travelling in the same direction. This is made easier for the scheduling software when trips are booked ahead of time.
The service connects to other transit service providers including Orangeville Transit, GO Transit and Grey Transit Route.	Number of connections to other transit service providers	All options connect residents to all transit service providers within the County, including Orangeville Transit, GO Transit and Grey Transit Route.		

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Goals and Objectives	Evaluation Criteria	Option 1	Option 2	Option 3
Accessible				
Transit vehicles are low-floor accessible for all transit routes, or a parallel accessible transit service is provided.	Transit vehicles are low-floor accessible or a parallel accessible transit service is provided.	The evaluation criteria would be requirements in the RFP, and as such all feasible proposals will need to meet the accessible objectives established by Dufferin County.		
Transit signage, information and booking are designed to be accessible and user-friendly.	Communications materials are AODA compliant and the booking platform is accessible.			
Transit information and booking is available for customers with and without access to the internet.				
Affordable				
The service minimizes capital, operating and operating costs per passenger.	Capital costs Operating costs (annual) Net operating cost per passenger	\$15,000-\$25,000 \$636,000 \$58 per passenger	\$15,000-\$25,000 \$45,000 \$12 per passenger	\$15,000-\$25,000 \$353,000 \$53 per passenger
The service leverages funding and partnership opportunities.	Project eligibility for provincial and federal grants	All three options could be eligible for provincial and federal funding for transportation grants.		

Connected and Accessible

The three options are equivalent in their ability to meet the objectives of the Connected and Accessible goals because the service model is unchanged between the options. It is worth noting that an operator that uses an advanced routing software to pool trips occurring in generally the same direction will better meet the objective of limiting non-revenue service travel, which could limit the overall environmental impact of the system. This software is standard for transportation network companies and not as common for taxi companies, but there is the possibility of an existing taxi company pairing with a software provider to enhance the quality of the service that could be offered.

Although the fare structure is not directly evaluated under the connected goal, the three differing fare options could impact residents' perceived connectedness to the entire County. With Option 1 residents are not impacted because the trip cost is the same for all destinations. With Option 2 there is a greater barrier associated with destinations that are farther away because the user cost increases with distance, possibly impacting some residents' ability to travel farther or more frequently within the County. With Option 3 residents are only somewhat impacted if they choose to travel farther than within their municipality or the closest urban centre.

Equitable and Affordable

In terms of equitable and affordable service, the first option provides the most affordable fare for customers but requires the greatest annual operating investment from the County. The annual investment is a direct product of the fare subsidy and the annual operating hours, which constitutes the highest level of investment compared to the other options. Operating hours for Option 1 are 89.5 hours per week compared to 50 hours per week for Option 3, while the predicted revenue is the lowest overall due to the affordable fare structure. Subsidies are lower for Option 3, which collects a higher fare from customers, and for Option 2, which significantly limits the subsidy paid by the County. Operating seven days a week at 11-13.5 hours per day can provide a comprehensive service but is uncommon to launch a new service at such a level. The uptake in ridership during off-peak hours and days (i.e. night time and weekend service) could be limited and result in lower service efficiency.

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The second option provides the least equitable service as the general per trip subsidy of \$10 does not substantially cover the cost of an average trip (estimated at \$23.50 after incorporating the fare subsidy). This service would not sufficiently address the current barriers to transportation, aside from providing a better source of reliability compared to the existing offerings. The projected ridership is lower compared to the other options because it is directly linked to the proposed service span. However, it does not provide an equitable transportation service for potential customers, as travel within Dufferin County would remain expensive. Although Option 2 requires the least annual investment from the County, the service will not meet the needs of residents to be a worthwhile investment.

Option 3 provides the greatest balance between providing equitable service and maintaining County affordability. The fare by zone model yields greater revenue to the County compared to Option 1, while also providing a substantially lower per trip user cost compared to current transportation options. Launching a service at 40 hours per week Monday to Friday would allow ridership to gain traction before the County considers extending operating hours or adding weekend service.

The extent to which each option meets the strategic goals is qualitatively described at a high level in Exhibit 5.3 as well as evaluated based on qualitative scale (+, =, -). If the option meets the objective and evaluation criteria, its score is equal. If the option goes beyond the objective or falls short of meeting the objective, its score is positive or negative, respectively.

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Exhibit 5.3: High-level Evaluation

Project Goal	Option 1	Option 2	Option 3
Equitable	Lowest fare of considered options Most affordable to all potential customers	Highest fare of considered options Not affordable to many potential customers	Mid-range fare compared to other options Affordable to many potential customers
Score	+	-	=
Connected	Connects rural Dufferin County to important services Residents can travel throughout County with minimal restrictions	Connects rural Dufferin County to important services Residents are incentivized to travel to closer destinations as fares increase by distance	Connects rural Dufferin County to important services Residents can travel throughout County, but travel close to home is cheaper
Score	=	=	=
Accessible	Accessible vehicles for customers with mobility needs Curb-to-curb service	Accessible vehicles for customers with mobility needs Curb-to-curb service	Accessible vehicles for customers with mobility needs Curb-to-curb service
Score	=	=	=
Affordable	Highest cost to municipality Lowest revenue collected by municipality Cost may increase if additional vehicle is needed	Lowest cost to municipality Highest revenue collected by municipality Cost may increase if additional vehicle is needed	Moderate operating cost and total revenue for municipality Cost may increase if additional vehicle is needed
Score	-	+	=

Option 3 provides an equitable service to residents at a relatively affordable level of investment from the County. The option meets all the project goals and would substantially reduce the barriers to transportation that currently exist in Dufferin.

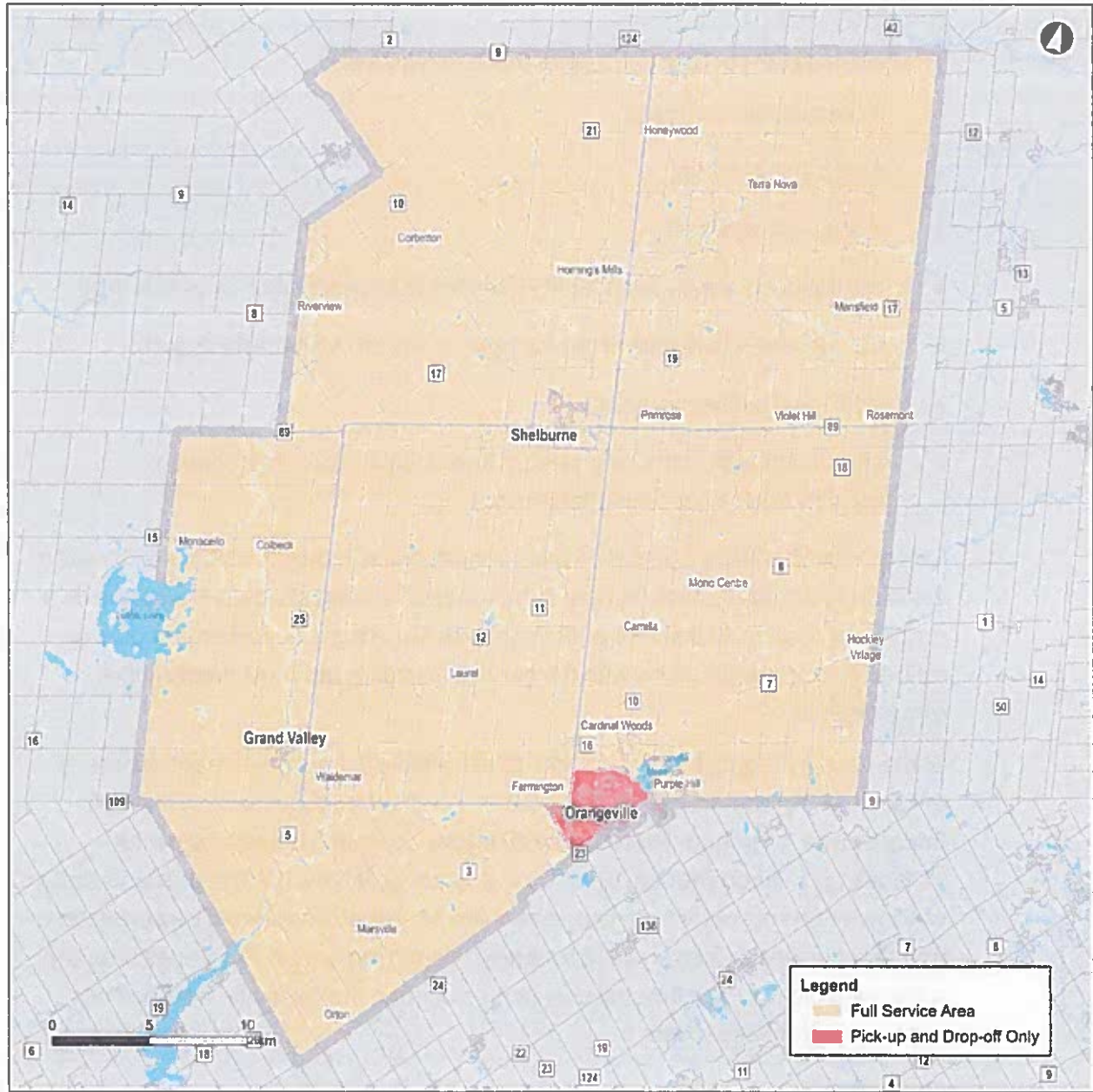
6 Proposed Service

The proposed transportation service is Option 3: a curb-to-curb on-demand service that is available to all residents in Dufferin County. It would operate five days a week (Monday to Friday) for a ten-hour service span between 8:00 a.m. and 6:00 p.m., totalling 2,520 annual operating hours. The span takes into consideration operating hours of the existing transit services in the County, peer transit systems and services and institutions in the County. Service would not operate on statutory holidays.

6.1 Coverage Area

One of the goals of the future transit service is to enable all residents to access basic services at an affordable price. To meet this goal, the coverage area for the proposed service is the entirety of Dufferin County, not including trips both starting and ending within the Town of Orangeville, as shown in Exhibit 6.1. The purpose of this exclusion is to not duplicate or compete with the existing Orangeville Transit service. The service population would therefore be all residents in Dufferin County, excluding those that live in Orangeville, or approximately 31,001 people as of the 2016 Census.

Exhibit 6.1: Coverage Area



6.2 Booking Protocol

Demand response services typically offer two types of trips: recurring trips, to and from specific locations at the same time, or one-time trips. These are typically referred to as subscription trips and casual trips, respectively. A prevalence of subscription trips can be detrimental to the system as it may limit opportunities for

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spontaneous travel. The proportion of subscription to one-time trips can be an indicator of high demand.

The booking protocol should require that users provide:

- a day and date of travel;
- a pick-up address;
- a drop-off address;
- the trip purpose (should identify if the trip is a subscription or casual trip);
- a preferred arrival time (if the purpose of the trip is an appointment);
- additional passengers; and
- any special instruction (e.g. related to pick-up or drop-off location; mobility device accommodation etc.).

Return trips should be booked as two separate trips. This information will be used in the ride prioritization and scheduling process. Booking should be available on a mobile application, website or over the phone. Booking requirements should be refined through discussions with the service operator, but must meet AODA requirements.

Same-day, on-request booking should be available to improve attractiveness of the service. For pre-scheduled trips, cancellations should be made at least 24 hours before the scheduled trip, during regular operating hours to allow for scheduling to accommodate other trips. Any cancellations outside the cancellation window or no shows for both pre-scheduled or casual trips should be penalized to limit reoccurrence. Conversely, if trips are delayed more than 10 minutes after the scheduled pick-up window, the user should contact the driver via the booking platform or the dispatcher.

6.3 Ride Prioritization

Although the proposed service will have no restrictions on trip type, trip prioritization can be applied to ensure essential travel is accommodated as a first priority. Trips for medical appointments, education and work trips, grocery shopping and other necessities of life should be prioritized over social trips, and trips will be grouped whenever possible to increase productivity. Subscription trips

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should also be evaluated periodically if they impact the capacity to accommodate casual trips. Trips will be prioritized on a first come, first-served basis based on the trip purpose, attributes of the user, and whether or not the trip is a recurring trip as shown in concept in Exhibit 6.2. The details of this prioritization framework can be established in consultation with the service provider and adjusted to reflect emerging ridership patterns..

Exhibit 6.2: Conceptual Ride Prioritization Framework

Priority Rank	Trip Purpose	User Attributes	Trip Type
1	Medical Appointments Social services Prescribed therapy (e.g. occupational therapy, physiotherapy)	Users with mobility difficulties (e.g. cognitive, physical and sensory impairments.), with or without attendants	One-time trip (one-way or return)
2	Essential shopping (groceries, prescriptions)	Users over the age of 55	Recurring trip (one-way or return)
3	Education or work trips Personal business (banking, legal services etc.) Advance ticketed events	All other users	
4	Recreational trips Social outings Grooming Religious services Non-essential shopping All other trip purposes		

6.4 AODA Requirements

This sub-section outlines the legislative requirements for providing public transportation services, and suggests supporting policies for the implementation of the service.

6.4.1 Legislative Requirements

The provision of public transportation in Ontario is guided by various regulations which outline the municipal obligations when providing public transportation service. The main regulations guiding the provision of a public transportation service and their requirements are:

- The **Accessibility for Ontarians with Disabilities Act (AODA), 2005**, which requires that all public transportation services are compliant with the Act. AODA aims to have a fully accessible province by 2025. To be compliant with the Act, all public transportation services must work to remove barriers from their operations and provide convenient services for all users, including those with disabilities. The legal obligations for a public transportation service operating in the Province are outlined in Ontario Regulation (O. Reg.) 191/11 and include:
 - Providing an alternative accessible method of transportation if the conventional service provided is not accessible and a specialized service is not provided;
 - Providing information on the accessibility equipment and features on their vehicles, routes and services in an accessible format;
 - Accessibility training for employees and volunteers;
 - Developing public emergency preparedness and response policies that provide for the safety of all users;
 - Developing equitable fare policies including allowing support persons accompanying a person with a disability to travel for free;
 - Developing accessibility plans that include processes for managing, evaluating and taking action on customer feedback;
 - Ensuring there is clearly marked priority seating on all vehicles;

- Establishing booking policies that either provide same day service to the extent that it is available or accept booking requests up to three hours before the published end of the service period on the day before the intended day of travel; and
- Providing accessible means to accept bookings.
- **Accessible Vehicle Act, 1990 O. Reg. 629** which identifies the features required to ensure a public transit vehicle is accessible;
- **Ontario's Canadian Content for Transit Vehicle Procurement Policy, 2008**, requires that all transit vehicles procured with provincial funding must have at least 25% Canadian content. Specialized transit buses are exempted from this requirement and instead the transit operator and entity (in this case the County) would apply a 5% price preference to the price for the submission with the highest percentage of Canadian content; and
- **The Municipal Freedom of Information and Protection of Privacy Act, 1990**, requires municipalities to protect the privacy of individual's personal information existing in government records, and gives individuals the right to request access to municipal government information, including most general records and those containing their personal information.

6.4.2 Actions

To support the implementation of the proposed public transportation service, the County should take the steps:

- Adopt accessibility training procedures for all staff associated with implementing the public transportation service, including those developing marketing and promotional materials;
- Adopt operating policies that are compliant with the O. Reg. 191/11 requirements for fare policies, booking procedures, and communications; and
- Establish policies and procedures for the monitoring the compliance of the service with the legislative requirements outlined in Section 6.4.1.

6.5 Fare Structure

When selecting a fare policy, a number of key principles should be considered:

- Public transportation benefits the community as a whole, and it is appropriate for the community to support the service financially;
- Fares are a source of revenue for the system, and the cost of collecting them should not be higher than the revenue;
- Fares should be kept low enough to be affordable and attractive for users;
- Cash fares should be allowed in consideration of occasional users of the service;
- If fare products are considered, they should offer a discount compared to cash fares to incentivize their purchase;
- Fares should be perceived by the public as supporting the level of service offered (i.e. users are more supportive of fare increases if level of service is improved); and
- Fares should be reviewed annually, or every two years to maintain small regular adjustments as opposed to occasional significant changes.

A zone-based fare structure is recommended and is consistent with many of the peer systems reviewed. Users can pay a lower fare to travel within a community and a higher fare to travel between communities. A zone-based fare is more equitable for a system covering a large service area because it more closely reflects the costs of operation and ensures that short trips do not have to subsidize long trips.

The proposed service would have a fare schedule as set out in Exhibit 6.3. The fare schedule divides the County into three fare zones, ensuring that all County residents can travel to either Orangeville or Shelburne for \$10.

Trips between municipalities and to the nearest urban area (Orangeville or Shelburne depending on the trip origin) would cost \$10 one-way and trips to other municipalities or the further urban area would cost \$15 one-way. There are some exceptions, where trips to or from Mono or Amaranth would cost \$10 one-way to Orangeville or Shelburne because of their central location within the County.

Concession fares would be offered to equity-deserving groups, including seniors, students, and low-income residents. All \$15 general fares are reduced to \$12 and all \$10 fares are reduced to \$8.

Exhibit 6.3: Proposed Fare Schedule for One-way Trips

To <-> From		General Fare	Concession Fare
Within the same municipality (except within Orangeville)		\$10	\$8
Melancthon Mulmur	Shelburne	\$10	\$8
Mono Amaranth	Orangeville Shelburne	\$10	\$8
East Garafraxa Grand Valley	Orangeville	\$10	\$8
All other trips		\$15	\$12

The proposed fare structure also includes a monthly cap of 30 one-way trips per customer. The purpose of a trip cap per rider is to ensure the service is available within the proposed service standards to all County residents. This has been implemented by peer systems as well. Residents from equity-deserving groups that rely on the service to meet their essential needs could apply for an exception to the monthly cap.

The proposed fare schedule takes into consideration the costs of current transportation offerings in the County, costs of rural peer transit systems, and the affordability to the County. It is not recommended to increase the fares as it would reduce the ability for the service to be equitable and address current transportation barriers in the County.

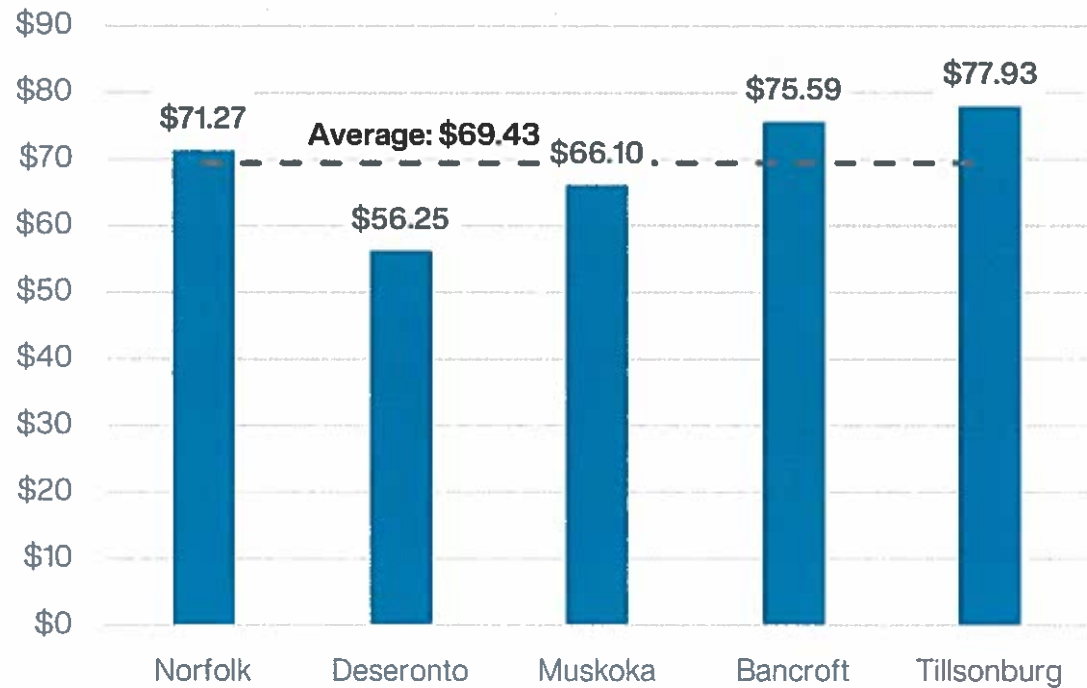
6.6 Operating Costs

Operating costs for the service have been estimated at \$70 per revenue vehicle hour, based on a review of the hourly operating costs of comparable peer systems. Five peer systems were considered in the projected hourly operating costs: Norfolk, Deseronto, Muskoka, Bancroft, and Tillsonburg. The average of these systems was calculated to be \$69.43 per hour, which was rounded up to \$70 for

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the purpose of this analysis. Exhibit 6.4 summarizes the cost per hour of the reviewed peer transit systems.

Exhibit 6.4: Operating Costs Per Hour of Peer Systems



The proposed service would operate for an estimated 2,520 hours per year, based on a weekday service span of 8:00 a.m. to 6:00 p.m. The cost of operating this service over a full calendar year is estimated at \$353,000. With an estimated annual ridership of 5,500 trips, the service is projected to earn approximately \$57,000 in annual revenue to offset the operating cost. Exhibit 6.5 presents the estimated operating costs and projected revenues of the recommended system.

Exhibit 6.5: Summary of Service Characteristics, Revenue and Operating Costs

Proposed Transportation Service	Total
Population (2016)	61,735
Population excluding Orangeville (2016)	31,001
Days of Operation	5 days/week
Hours of Operation	10 hrs./day
Annual Operating Hours	2,520
Annual Ridership	5,500
Revenue and Cost Estimates	
Average Fare Paid (one way)	\$10.20
Annual Fare Revenue	\$57,000
Operating Costs (@ \$70/hr)	\$353,000

6.7 Vehicle Considerations

Given the recommended service span, estimated ridership and county geography, two light-duty vehicles would be appropriate for the service. One vehicle would not be able to provide adequate service with reasonable wait times and user reliability because of the expansive geography of the County. As well, only having one vehicle could result in service issues should unexpected maintenance be required.

The service must be accessible to users with mobility devices as it would be the only county-led public transportation service available. Therefore, the vehicles will need to be lift-equipped to accommodate users with mobility devices. The vehicles should have a capacity for two or more wheelchairs or mobility devices. A spare vehicle with similar characteristics should be available in the event of capacity constraints on the main vehicle, or for maintenance activities.

The County has the option to purchase or lease vehicles for the service or require the contractor to provide vehicles. The option for the County to own or lease the vehicles will incur expenses for procurement and could cause contractual issues. It is recommended that the County require the contractor to provide vehicles that meet the requirements of an accessible public transit vehicle.

6.8 Technology Considerations

Demand-response transit services require processes and procedures for booking, scheduling, and dispatching trip requests from users. Historically, these processes have been manual, requiring a user to call an operator to “book” a trip, which the operator/dispatcher then schedules and dispatches. This is consistent with how most taxi companies operate, although some are moving towards more automation. As the technology available for booking, scheduling and dispatching has become more sophisticated, it is possible for the process to become partially or fully automated. This is consistent with transportation network companies (e.g. Uber, Lyft) that use advanced software to increase ridesharing and routing efficiency. To compete with transportation network companies and provide more efficient service, taxi companies or vehicle operators can partner with software companies offer automated scheduling, dispatch and ridesharing.

As part of tendering the proposed transportation service, the County would require the proponent to provide a software system that provides automated scheduling and dispatch for both prescheduled and on-demand trips, options for driver communications, and user information applications (e.g. website or mobile application). The proponent would also be required to provide a phone-booking system for residents without access to a smartphone or the internet.

Initial start-up costs associated with the software system can range from \$15,000-\$25,000 based on providers that work within the province. An annual licensing fee is also required and is included within the \$70 per vehicle per service hour operating cost assumed for this study.

7 Implementation Plan

The purpose of this section is to provide guidance to the County on how to operate, market and monitor the proposed public transportation service, as well as provide a timeline for implementation.

7.1 Service Delivery Model

The proposed service delivery model is for a private firm to operate the service under contract to the County with the private contractor providing drivers, vehicles and overall management of the service. It is recommended that the County contract the service through a competitive RFP process.

The main benefits of utilizing a private firm under contract are the time and cost savings. The RFP process also allows the County the flexibility to invite respondents to propose “value added” services that may enhance the operation and delivery of the service. A competitive bid process also ensures that the cost to operate the service reflects market conditions while also providing the flexibility to modifying services without incurring high capital costs or to alter the level of service as needed.

The RFP would include a full description of the service to be provided, performance expectations and accountability. The RFP should be developed to be flexible and allow for various service providers to respond, including rideshare services, taxi companies and partnerships between vehicle operators and digital platform providers.

As part of project team and stakeholder discussions, sustainability is suggested to be included as part of the scoring criteria as it is not explicitly included in the goals and objectives of the future service.

With a contracted service, the County is responsible for oversight of the contract and service as well as some supportive administrative tasks as outlined in the delivery structure below.

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7.1.1 Delivery Structure

This sub-section identifies the administrative and staffing needs required by the County to support the provision of the proposed public transportation service with input from other stakeholders as identified in Exhibit 7.1.

Exhibit 7.1: Recommended Administrative Roles and Responsibilities

Task	Province	Dufferin County	Local Municipalities	Contractor
Planning				
Approving a service strategy (including operating model, service levels and coverage areas)		✓	✓	
Developing supporting policies and procedures (e.g. fares, training, licensing)		✓	✓	
Marketing and Promotion		✓	✓	
Funding				
Gas Tax Funding	✓			
Local Funding		✓		
Operations and Management				
Scheduling and Dispatch				✓
Service delivery as specified by the County				✓
Contract Management		✓		
Operations Management		✓		✓
Fare Collection/Fare product distribution				✓
Customer Service		✓		✓
Fleet Maintenance				✓
Operator training, Labour relations				✓

7.1.2 Staff Resource Requirements

To support these tasks the County will require administrative staff resources for the planning, management, and marketing of the service. As there is currently no staff at the County level dedicated to these tasks, one full-time employee (FTE) would be required to initiate the service, coordinate operations with the contractor and fulfill reporting requirements. The main responsibilities of this position will include:

- Administration and monitoring of contracts and operating agreements. This may include periodic inspection of the vehicles used for service;
- Marketing and communications, including preparing and distributing customer information and promotional materials, communicating service disruptions, and updating (or coordinating updates to) the website;
- Coordinating the distribution of any fare products (e.g. passes, transit tickets);
- Responding to customer enquiries and feedback;
- Reconciliation of ridership and revenue – including coordinating the daily collection of fare revenues from the contractor. This task can be incorporated into the operator contract to streamline administrative costs;
- Regularly reviewing and updating supporting policies and procedures as needed;
- Preparing all necessary reports and documentation on the performance of the service for Council updates, the Ministry of Transportation (MTO), the Canadian Urban Transit Association (CUTA), and other agencies that request information on the service; and
- Reviewing the eligibility requirements for receiving funding from other levels of government (e.g. gas tax) and exploring additional funding options as required.

The resource commitment of 1 FTE will be required to launch of the service and during operations. Their time will be used to assist with contract management, marketing, and communication.

7.2 Marketing and Communications

A marketing and communications plan is integral to raising awareness of a future transit service. Increasing awareness of an on-demand service can be particularly challenging because their operating patterns make them less visible than fixed route services.

A simple way to make the service more visible is by developing recognizable branding. The purpose of branding is to develop an image of the service to potential users. It involves two key considerations:

- a brand message, which should convey the vision, goals and objectives of the services; and
- a visual identity, which makes the service recognizable and confirms its authenticity.

The brand message is communicated to users through their experience of the service (i.e. in the day-to-day operation) and influences their perception of the system. The vision, goals and objectives of the service should be communicated internally, so that all staff are aware of them, and the actions being taken toward meeting them. The visual identity should be applied to all the materials used for the service, including vehicle livery, marketing materials, and on-line communications.

For the launch of the service, branding should be paired with targeted marketing to make people more aware of the service. Targeted marketing can take two main forms: community based marketing, and media advisories or paid advertising. Community based marketing would primarily involve communicating with existing services that work with the demographic groups that would benefit most from the service, such as seniors and low-income residents. This is a more engaged form of promotion, and requires on-going two-way communication with community groups. In addition to communicating through existing service providers, it will be important for the service to be promoted at community events, such as festivals and farmers markets. Media advisories and paid advertising (including targeted social media advertising) can be a one-time undertaking to promote the launch of the service.

Following the launch of the service, it is important to communicate information about the service on an on-going basis to help grow ridership. The following tasks are recommended as part of the marketing and communications plan:

- **Develop Customer Information Materials** including a website and a transportation service brochure. These will incorporate all the essential information about the service, such as hours of operations, coverage area, fare structure and where to purchase fare media.
 - **Website:** The website should also include a trip booking form, contact information, service policies, a feedback form and rider alerts. It should be promoted on the County's website landing page, as well as on the local municipalities' websites. Transit information can also be incorporated into the transportation webpages of the My Dufferin Service Directory, Headwaters Communities in Action, and the Central West Heath Line, among others.
 - **Print Brochure:** The brochure should be available on the vehicle, at service agencies and retailers, County offices and other municipal facilities, and should feature the visual brand.
- **Establish a Customer Information Line** for feedback. This should be a dedicated telephone number for customer information that is coordinated by the contractor and staffed during the regular business hours. An email address or comment form on the website can also be provided for the same purpose.
- **Update Council Regularly** regarding the performance of the transportation service and any other relevant occurrences.
- **Create Special Promotion Days** that allow people to try the service for special fares or to community-wide events.
- **Maintain Regular Community Involvement** to promote the benefits of a public transportation system and communicate service changes or disruptions. This can include regular communication with community agencies, and the media.

7.2.1 Resource Requirements

Financial and administrative resources will be required to support and implement the marketing and communications plan. The main cost will be developing the branding of the service, which will require retaining the services of branding professionals if none are available at the County. The typical cost to develop a

brand for this purpose and scale is approximately \$10,000. In addition to the branding, a special promotional budget of \$10,000 should be established for the launch of the service, including development and distribution of promotional materials. In terms of staffing resources, there should be expected to be high volumes of customer enquiries with the launch of the service, and for the first few months of service.

An annual budget for on-going promotional activities should be established based on the promotional activities selected (e.g. the special promotion days). The full-time employee will be required to manage and update the marketing and communication plan. This budget can be supplemented by cross-promotional activities with other County services and local businesses and community services.

7.3 Monitoring and Reporting

On the basis of contracting out the service to a third party, the County would be responsible for monitoring the operations and maintenance of the service, as well as reporting on the performance of the service to Council, residents and transit associations.

The contract for services should outline the information the contractor must provide, including usage metrics and public feedback.

Exhibit 7.2 identifies the recommended performance indicators that should be collected to monitor the performance of the system and who should be responsible for collecting it.

The purpose of collecting this data is to identify usage trends, including common destinations, usage peaks, service utilization, and the cost effectiveness of the service. In addition, these metrics can be shared by trade associations such as CUTA and the Ontario Public Transit Association (OPTA). It is useful for benchmarking the system against peer communities, and monitoring trends. It is also useful for regular updates to Council on the service, and for Gas Tax funding eligibility.

Exhibit 7.2: Recommended Performance Indicators

Recommended Performance Indicators	Collected By
Operating Data	
Revenue Vehicle Kilometres	Contractor
Total Vehicle Kilometres	Contractor
Revenue Vehicle Hours	Contractor
Total Vehicle Hours	Contractor
Passenger Data	
Total annual ridership	Contractor
Ridership by month	Contractor
Number of passengers by trip purpose	Contractor
Percentage of subscription trips	Contractor
Percentage of on-demand/day-of trip requests	Contractor
Passenger pick-up and drop-off locations	Contractor
Advance cancellations	Contractor
No shows/Cancelled at the door	Contractor
Unaccommodated trips	Contractor
Number and nature of complaints	Contractor
Operating Expenses	
Administrative costs (County)	County
Number of employees (by role)	County/Contractor
Contract costs (including software licensing)	County
Maintenance	Contractor
Fuel	Contractor
Capital Expenses	
Vehicles purchases	Contractor
Initial software configuration	County
Other capital expenses	County
Operating Revenue and Funding Contributions	
Total operating revenue	County
Federal contributions	County
Provincial contributions	County
Municipal contributions	County

7.3.1 Service Standards

Service standards provide the framework and support for decision-making for improving or modifying service. They guide resource allocation as the community changes, and can be used to evaluate the service to ensure it continues meeting the needs of the population. The following service standards are recommended for the system:

- **Service Span** should accommodate a majority of trip requests within the 10-hour day. If a significant portion of unaccommodated trips are requested outside of the hours of operation, the service span should be reviewed.
- **Service utilization** should eventually reach the projected 2.2 trips/hour. Some strategies to improve service utilization include minimizing no-shows and same-day cancellations by introducing penalties and improving scheduling and dispatch methods to allow same day trip accommodation.
- **Wait times** are defined by the length of the pick-up and drop off window. This window should be short enough to minimize in-vehicle travel time for users while allowing flexibility for operations. To begin, the service should aim to provide consistent wait times.

7.4 Implementation Timeline

The following implementation actions are outlined in Exhibit 7.3 to guide the County from the presentation of this report to Council in December 2021, tendering the service, and officially launching the proposed public transportation service. The time leading up to launching the service is estimated at eight months, dependent on Council approval and staff resources.

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Exhibit 7.3: Implementation Timeline

Action	Notes
Winter 2021/2022	
Present report to Council	
Council approval and budget approval	
Establish implementation date	
Development procurement strategy and refine service plan to develop RFP	
Prepare RFP and Contract Documents	
Council approval for RFP and Contract	
Issue RFP	Allow 4 weeks for responses
Spring 2022	
RFP Closes	
Evaluate bids and award contract	
Finalize contract with successful bidder	
Develop system branding	
Summer 2022	
Prepare communication and information materials	e.g. website, promotional materials
Targeted marketing	Paid advertising; community based marketing; promotional efforts to gain publicity
County to identify and prepare administrative roles related to the service	
September 2022	
Launch new public transportation service	Plan promotional events around service launch
On-going after launch	
Monitor performance and report to Council regularly	
Provide contract and service oversight	
Work with contractor to improve efficiency and consider service enhancements discussed in Section 9.2	

8 Financial Plan

8.1 Funding Opportunities

Federal and provincial funding opportunities for public transit projects are outlined in the following sub-sections.

8.1.1 Provincial Community Transportation Grant

The provincial Community Transportation Grant is a funding program to support areas of Ontario that are unserved or underserved by transit services. Municipalities can use the funding to plan, implement and operate public transportation services in their community. The program was initiated with a five-year funding term (2018-2023) and was subsequently extended in 2021 to provide funding until 2025. The application period for the grant program closed in 2018 and is **presently not a viable funding source**.

Given the provincial support for addressing transportation barriers and improving access and availability of transit in the GGH Transportation Plan Discussion Paper, there could be opportunities for the province to introduce a second intake to allow other municipalities to benefit from the grant. The Ministry of Transportation is exploring all options for an additional intake of the program. Communications from municipalities, such as Dufferin County, that are considering launching a rural transit system could help to support or influence the province's decision.

8.1.2 Federal Rural Transit Solutions Fund

The federal Rural Transit Solutions Fund is targeting the development of transit solutions in rural, remote, northern and Indigenous communities to improve mobility within and between communities. The fund is available for five years beginning in 2021. Eligible applicants can seek grants of up to \$50,000 in support of project planning; up to \$3 million to cover capital costs (e.g. purchase of a vehicle or digital platforms); and up to \$5 million to support zero-emission transit solutions (e.g. purchase of a zero-emission vehicle(s)). The federal contribution, from this program and other programs, is limited at 80% of capital expenses.

The application period for the planning program was open from August 6, 2021 to October 8, 2021. Subsequent calls for applications, including the capital program,

are planned to be released at a later date. Until such a time, this fund is **not a viable funding source**.

8.1.3 Canada Community-Building Fund

Canada Community-Building Fund, previously named the Federal Gas Tax Fund, is a source of infrastructure capital funding for provincial and municipal governments. The funding is distributed from the federal government to the province and then to AMO (Association of Municipalities of Ontario) before being distributed to the municipalities. Municipal allocation is based on population per capita. Dufferin County is scheduled to receive \$1.958 million in 2022 and \$2.043 million in 2023. Public transit infrastructure is eligible for funding under this program.

Dependent on the existing and planned allocation of the County's funding for 2022 and 2023, the County could recommend allocating a portion of the funding for any capital investment incurred from a future transit service. As such, this fund is a **viable funding source for capital expenditures**.

8.1.4 Investing in Canada Infrastructure Program (ICIP) – Public Transit Stream

The Public Transit stream of ICIP provides funding for planning and feasibility studies and capital investments in public transit. The program was originally designed to allocate funding based on ridership and population for established transit systems. As part of the COVID-19 Resilience stream, funding eligibility was expanded to include inter-community transit projects that are not connected to an existing transit system. These projects were required to start construction by September 30, 2021. As such, this is **no longer a viable funding source**.

It is recommended that Dufferin County consider applying for funding under the Public Transit stream of ICIP if the future transit service requires capital investment.

8.1.5 Provincial Gas Tax Funding

Ontario's Dedicated Gas Tax Funds for Public Transportation Program (Gas Tax) supports public transit in municipalities across Ontario by providing two cents per litre of provincial gas tax to improve and expand transit. Funding can be used for capital and operating costs for public transit, but the program requires a transit system to be established before a municipality can apply for funding. The funding allocation is capped at 75% of the net municipal investment and is based on 70

percent ridership and 30 percent municipal population. **This is a viable funding source after the first year of operation.**

It is recommended that Dufferin County apply for the provincial Gas Tax program once a future transit service is in operation.

In order to be eligible for the Gas Tax program, the County must adopt a by-law or resolution committing to ongoing financial support of public transit. The by-law or resolution should include the expected municipal contributions that are being committed. MTO requires ridership data to be collected and reported to CUTA.

8.1.6 Other Considerations

The current federal funding initiatives for public transit are solely focused on capital investment in a new or existing system. It is worth noting that the County could consider the opportunity to acquire their own transit vehicles to supply to a private operator. This consideration is not recommended to be explored further due to potential risks and responsibilities for the County, including vehicle maintenance or expanded contract oversight, vehicle supply issues, and contractual conflicts with a future service provider.

As a long-term consideration that would require further analysis, the County could explore the opportunity to invest in electric vehicles for a transit system. In addition to the federal Rural Transit Solutions Fund for electric vehicles, the federal Zero Emission Transit Fund is a potential source of capital funding to acquire electric vehicles.

8.2 Budget Estimates

This section provides start-up capital costs, operating costs, and high level considerations for the recommended service and other considerations to expand the service in the medium and long term.

Given the operating model, the main County costs for start-up will be the software platform and website design and branding.

The main operating costs for the first five years will be:

- Administrative costs for 1.0 FTE;
- Marketing and communication costs; and

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- Operator contract costs (which will include fuel, labour, maintenance, logistics and vehicles).

Exhibit 8.1 provides a multi-year estimate of the revenue and operating costs. The population growth rate is based on the Dufferin County Official Plan population projections for 2016-2036. The service area population represents Dufferin County residents excluding the Town of Orangeville. The annual revenue hours have been kept constant, assuming a 5-year operating contract. County staff wages are based on an estimate of similar positions in peer municipalities.

The maximum gas tax contribution (75% of net municipal investment) is assumed. The Gas Tax allocation formula is based on a 70/30 split between ridership and population, to accommodate for the disparities in funding between high growth and low growth areas. Changes in the Provincial Gas Tax Funding Program may have an impact on future allocations. The cost estimates below assume no changes to the program, and would need to be reviewed if that does not remain constant.

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Exhibit 8.1: 5-Year Budget Estimates for Proposed Service

Item	Plan Year				
	2022 ¹	2023	2024	2025	2026
Dufferin County Population	68,480	69,670	70,890	72,120	73,380
Service Area Population	35,560	36,380	37,210	38,050	38,920
Annual Revenue Hours	840	2,520	2,520	2,520	2,520
Annual Ridership	1,870	5,500	5,595	5,690	5,790
Revenue					
Fare Revenue	\$19,000	\$56,000	\$56,900	\$57,900	\$58,900
Capital and Operating Costs					
Operating Contract (@ \$70/hr, adjusted at 3% annual inflation)	\$118,000	\$353,000	\$363,000	\$374,500	\$385,700
County Staff (adjusted at 3% annual inflation)	\$49,200	\$76,000	\$78,300	\$80,650	\$83,050
Software Platform ²	\$20,000	\$ -	\$ -	\$ -	\$ -
Marketing and Communications ³	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Expenses	\$207,200	\$439,000	\$451,300	\$465,150	\$478,750
Gas Tax ⁴	\$0	\$62,714	\$193,414	\$199,350	\$205,179
Net Municipal Investment⁵	\$188,200	\$320,286	\$200,986	\$207,900	\$214,671
1. 4 months, effective September 1, 2022					
2. The cost to maintain the platform will be included in the operating contract					
3. Updating the marketing and communications plan is included in the County staff time.					
4. Available after one year of operation; amount to be confirmed					
5. Municipal Contributions assume maximum gas tax contributions (75% of municipal costs plus revenue)					

The net municipal investment for the calendar year 2022 will be approximately \$188,200, which includes a marketing and communications budget, 1.0 FTE, and the operating contract for 2022. This accounts for 4 months of service and approximately 4 months of County administrative staff time.

9 Future Considerations

This section identifies future considerations for the County prior to launching the proposed transportation service and during operations, including potential enhancements to the service.

9.1 Southwest Community Transit (SCT)

SCT is an association of member municipalities and non-profit organizations in Southwest Ontario and works with the South Central Ontario Region Economic Development Corporation (SCOR EDC) to increase travel connections between under-served areas, rural communities and urban areas. SCT's mandate involves the following actions:

- Promote inter-community connections between the member transportation services;
- Identify operating efficiencies and capital savings by pooling members' resources, and
- Present a unified voice to the province to support the sustainability of public transportation service in southwest Ontario.

Dufferin County should explore the opportunity to become a member of SCT to leverage the network's expertise in launching and operating rural transportation systems and benefit from pooling resources to increase operating efficiencies and incur potential savings. Grey County is currently a member of SCT.

9.2 Potential Service Enhancements

Following the launch of the service, the County will monitor and track service uptake in terms of total ridership, ridership per revenue service hour, total revenue, and revenue per service hour based on the performance indicators provided by the operator. Should the County experience substantial growth in users and frequency of trips, the following measures can be explored to enhance the service.

9.2.1 Future Fixed Route

If trip patterns and demand indicate a common set of origin-destination pairs, the County could explore augmenting service to provide a fixed route option. This would likely occur between the major urban centres of the County (i.e. Orangeville, Shelburne) and could provide operating efficiencies and improve user reliability.

The County should rely on the performance indicators of the system to evaluate the need to introduce a fixed route service. Full vehicle capacity, increased user wait times and observed common travel patterns with pick-up and drop-off locations and time of day travel consistencies could warrant the evaluation.

The introduction of a fixed route option would use one of the two vehicles already in service. The second vehicle would continue to fulfill on-demand service requests. Dependent on the number and frequency of the on-demand requests, user wait times could increase beyond the acceptable service standards. In this case and after detailed evaluation, the County could consider adding a third vehicle to the service. An additional vehicle would have an associated cost of \$70 per revenue vehicle hour for the entire service span or potentially for a shorter service span that aligns with observed travel patterns.

9.2.2 Operating Hours

The operating hours of the proposed service design concept are Monday to Friday, 8 a.m. to 6 p.m. The operating hours were informed by a peer review of similar ridesharing services and neighbouring transit systems and by balancing forecast ridership with County operating costs. The extension of service hours should be informed by performance indicators including ridership growth and frequent user requests for service outside of the existing operating hours. Each additional revenue service hour would incur a cost of \$70 per vehicle.

As part of the public engagement, some survey respondents indicated interest in potential service outside of the proposed operating hours. From the phase 1 survey, long operating hours (early morning and evening service) and weekend service were in the top four most important characteristics of a transit service.

9.2.3 Service Area Expansion

A third consideration for the County to explore is the expansion of the service area of the future transit system. The recommended option provides service within the municipal boundaries of Dufferin County. Travel within Orangeville is excluded, but

users can be picked-up and dropped-off in Orangeville. This restriction is intentional to not duplicate or compete with the existing Orangeville Transit service.

The County could explore expanding the service area to certain towns outside of the municipal boundaries to increase regional mobility and ridership potential. From the phase 1 survey, respondents indicated the most interest in Brampton and Alliston for locations outside of the County. It is not recommended to explore providing service to Brampton as it would duplicate the existing GO Transit service.

Providing service to Alliston could improve connectivity between Dufferin County and Simcoe County as Alliston is currently served by Simcoe County Linx Route 5 which connects Alliston to Bradford GO Station. Alliston may also appeal to potential customers due to its high concentration of employment. A more expensive fare may be warranted to account for the longer average trip distance between Dufferin County and Alliston and greater probability of non-revenue travel if trips are dispersed throughout the service hours. Longer trips from more distant parts of Dufferin County to Alliston may require a fare as high as \$25-\$30.

A service expansion including service to Alliston would likely require a third vehicle to be added to the service to maintain service standards. Consistent with the other considerations, the cost would be an additional \$70 per revenue service hour for the extra vehicle. The County could consider only introducing the expanded service on certain days of the week to reduce the total additional operating cost.

9.2.4 Additional Transit Partnerships

As identified earlier in the report, there are several other transit services that already operate in Dufferin County, but do not provide service coverage throughout the entire County. Notably, these services include GO Transit between Orangeville and Brampton, and Grey Transit Route (GTR) between Orangeville and Dundalk. The County may want to consider promoting these existing fixed-route services, or entering into a funding agreement to increase the level of service on these routes. This could provide additional benefits to transit users throughout the County, including users of a demand-responsive Dufferin transit system.

10 Public and Stakeholder Engagement

Consultation with the public and stakeholders in and surrounding the County of Dufferin was imperative to developing a comprehensive understanding of the transit needs in the area, feasibility of a service, and important considerations for the design of a future service. For this study, public and stakeholder engagement was organized in two phases, with the first phase occurring in August and October 2021 and the second phase occurring in late October and early November 2021. Both phases of engagement involved a stakeholder meeting and a public opinion survey. A full summary of the feedback received is detailed in Appendix A.

Phase 1 engagement focused on confirming needs and opportunities and receiving feedback on any gaps and areas for improvement. The feedback informed the development of the vision, goals and objectives and the service concepts and delivery options.

Phase 2 engagement focused on presenting the strategic framework, service delivery approaches, and service design options to the stakeholders and conducting a second public opinion survey on service preferences. The feedback from the stakeholders and public informed the selection of the preferred transit service design and the associated prioritization plan.

Due to COVID-19 pandemic restrictions and precautions, all consultation events and meetings throughout the study were hosted virtually.

The County set up a study webpage on the Join in Dufferin engagement platform to host study materials and the public opinion surveys.

Figure 10.1: Join in Dufferin Engagement Platform



10.1 Engagement Key Takeaways

Key takeaways from the public and stakeholder engagement in Phase 1 include:

- Accessible transit to connect rural areas of the County with urban areas would fill a current gap in the transportation system and benefit residents, especially seniors and people with disabilities, to access essential goods and services and maintain community connections;
- Key destinations include Orangeville, Shelburne and access to GO transit in Orangeville to travel to Brampton and the rest of the GTA; and
- Survey participants indicated that affordable fares, long operating hours, fixed schedule and weekend service are the most important transit characteristics.

Key takeaways from the public and stakeholder engagement in Phase 2 include:

- Safety and reliability are of utmost importance to potential users. Reliability is understood in terms of expected wait times, receiving a vehicle on time when booked in advance, and consistent fares (i.e. a trip between Grand Valley and Orangeville always costs the user the same price); and
- A future transit service should be available to all County residents, including those without access to a smartphone or the internet, and should focus on providing service within the County before expanding to neighbouring regions.

11 Conclusions and Recommendations

This section provides a summary of the Transit Feasibility Study and presents the recommendations for the County to initiate a public transportation service.

11.1 Conclusions

The purpose of the study was to determine whether there is a case for the County to provide its own transit service and develop a plan to initiate transit service should it be deemed feasible. The study has reached the following conclusions:

- **There is a need for a County-wide transit service:** The case for transit was determined through the needs and opportunities assessment that reviewed peer transit systems, existing transit in the County and the provincial, county and municipal policy framework to support such an investment. The assessment also analyzed current travel patterns and the demographic composition of the County to understand the potential ridership base. The need for transit is supported by the following key factors.
 - Gaps in existing transportation system create equity barriers to low-income, rural and senior residents, with the latter being the fastest-growing demographic in the County.
 - New technologies account for advances in mobile computing, vehicle dispatching algorithms, and the near-ubiquity of smartphones has resulted in the uptake of cost-effective rural transit systems.
 - Uptake of rural transit systems set a precedent for the province and can inform the County's deployment of its own system.
 - Population growth as a result of developing communities and the fallout of COVID-19 represents a new market for transit and providing service to developing communities presents an opportunity to build a rider base as these communities grow.

- Local travel patterns are conducive to transit as majority of trips stay within the County and a large portion end in Orangeville, indicating there is a market for county-wide service.
- A supportive policy framework at the County and Provincial level calling on the need to expand public transit options and funding opportunities from the federal and provincial governments.
- **An on-demand transit solution is the most appropriate service delivery approach:** This type of service delivery model provides the greatest benefit in dispersed areas with lower demand, limit County up-front investment, and can adapt to changing travel patterns.
- **The transit service should be delivered by a third-party contractor** retained via a competitive Request for Proposals process. Responses to the RFP should be open to private transit operators, taxi companies, and technology companies.
- **The preferred service design is a curb-to-curb on-demand model** operating from Monday to Friday, 8 a.m. to 6 p.m. within Dufferin County, but exclude travel within Orangeville itself. Users would be able to be picked-up and dropped-off in Orangeville. Annual ridership for the first full year of service is projected at 5,500 based on 2,520 annual service hours and a projected net municipal investment of \$320,286. Costs are expected to decrease thereafter with the introduction of gas tax funding.
- **County stakeholders and the public highlighting the need for accessible, affordable and reliable transit** that reaches all areas of the County and the desire for the service to connect with existing transit services.

11.2 Recommendations

The following recommendations provide a guide for the County to launch a county-wide public transportation service should Council decide to endorse the service.

- Dependent on approval from Council, the County should move forward with the development of an RFP as outlined in Section 7.1 Service Delivery Model.

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- The development and tendering of the RFP and initiation of the proposed service should follow the implementation plan discussed in Section 7 and the timeline outlined in Section 7.4, which indicates an eight-month lead up to service launch.

The proposed service should have the following characteristics to best suit the County's needs:

- The County should adopt the strategic framework for the future transportation service as presented in Section 3;
- Booking protocol:
 - Booking should be available via a mobile application, website and over the phone and should be automated. Booking protocol must meet AODA requirements and details should be refined with the service operator;
 - Establish a cancellation policy that outlines a minimum window to cancel trips and penalties for late cancellations to reduce no-shows; and,
 - Consider adopting the ride prioritization framework outlined in Exhibit 6.1.
- Fare Policy:
 - Adopt a zone based fare with as outlined in Section 6.5, such that all residents can travel within their municipality or to the closest urban centre for \$10 (\$8 concession fare); and
 - The average fare should be approximately \$10.20.
- Vehicle Selection:
 - The County should require the contractor to provide two vehicles that meet the requirements of an accessible public transit vehicle; and
 - The maintenance of the vehicles will be the responsibility of the contractor and included in their operating costs.
- Operating Model:

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- Contract out the operation of the service to a third party through a competitive RFP process; and
 - Retain 1FTE for the lead up to the launch of the service and for the operation oversight and administration of the service.
- Technology Directions:
 - Require the contractor to provide a software system that provides automated scheduling and dispatch for both prescheduled and on-demand trips, options for driver communications, and user information applications (e.g. website or mobile application).
- Marketing and Communications:
 - Establish an annual budget for on-going promotional activities; and
 - Dedicate the management and update the marketing and communication plan to the 1FTE.
- Supporting Policies:
 - Adopt a by-law or resolution committing to ongoing financial support of public transit; and
 - Adopt accessibility training procedures for all staff associated with implementing the public transportation service, including those developing marketing and promotional materials.
- Regularly report the performance of the system to Council, CUTA, OPTA and other transportation agencies as required.

Appendix A – Engagement Summary

Engagement Summary

This section presents a summary of the two phases of engagement, including the purpose of each phase, the stakeholder sessions and the public opinion surveys.

Phase 1 Engagement

Phase 1 engagement focused on confirming the needs and opportunities identified in Task 1 and receiving feedback on any gaps and areas for improvement. The feedback informed the development of the vision, goals and objectives and the service concepts and delivery options.

Stakeholder Engagement Session 1

The first stakeholder engagement session was held on August 18th, 2021 from 1:30 – 3:00 p.m. The session was hosted by IBI Group and the County of Dufferin on Microsoft Teams. 15 stakeholders attended the session and represented a variety of stakeholders in the County including: elected government, County departments, lower-tier municipal staff, community services, public health services, and post-secondary education.

Stakeholders identified the following transit needs, including issues and gaps with the current services, during the engagement session:

- Residents face challenges with accessing services and employment in urban areas (Orangeville, Grand Valley and Shelburne) if they do not have their own transportation;
- The current accessible transportation services do not have enough capacity to meet the demand and the services require users to book in advance (up to 2-3 weeks in some cases);
- There is a need for on-demand service that is not restricted to healthcare access and is available to all residents in the County;
- Affordability is a key concern for lower-income and vulnerable residents; and
- Access to other transit services including Orangeville Transit and GO Transit is important.

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Stakeholders identified the following opportunities during the engagement session:

- Better access to Orangeville would help residents meet their shopping needs and could support local businesses;
- Accessible transit service would help rural areas that have been historically underserved and help older residents maintain community connections;
- Better transportation connections between communities would increase housing opportunities for post-secondary students; and
- Electric vehicles, although likely more expensive, could help meet the County's climate goals and the federal government's Zero Emission Transit Fund could be a potential source of funding.

Public Engagement and Survey Findings

The study webpage, hosted on the County's engagement platform, was launched for the first phase of engagement on October 1, 2021. Project materials were uploaded to the webpage to provide an overview of the study and inform the public of the findings from the needs and opportunities assessment.

A public opinion survey was hosted on the Join in Dufferin engagement page from October 1-15, 2021. Hard-copy surveys were also distributed by County stakeholders. The survey included nine multiple choice questions and one open-ended question.

The survey had a good level of participation with a total of 209 responses. 170 of the responses were submitted via the Join in Dufferin platform and the remaining 39 responses were hard-copy surveys that were submitted to the project team via County stakeholders.

Exhibit A.1 shows the distribution of the home location of survey respondents in comparison to the municipality's population proportionate to the total population of Dufferin County. Shelburne, Mono and Amaranth have the great variances with Shelburne being over represented in the survey responses and Mono and Amaranth being underrepresented.

In analysing the responses, it should be kept in mind that the survey results may show bias toward transit needs and priorities of those living in Orangeville and

Shelburne, which are already served by transit via Orangeville Transit and Grey Transit Route. This does not align with part of the study objective to determine the need for transit in areas of the County that are not already served by transit.

Exhibit A.1: Survey Respondent Location Distribution

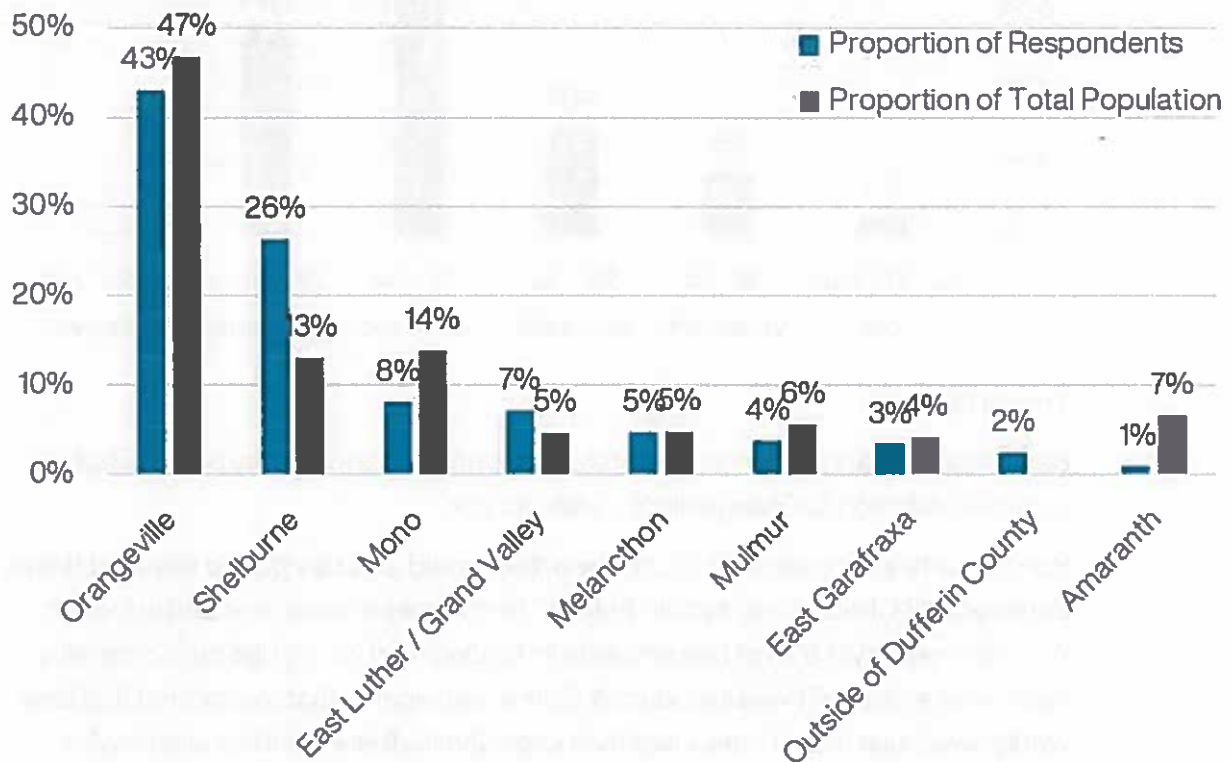
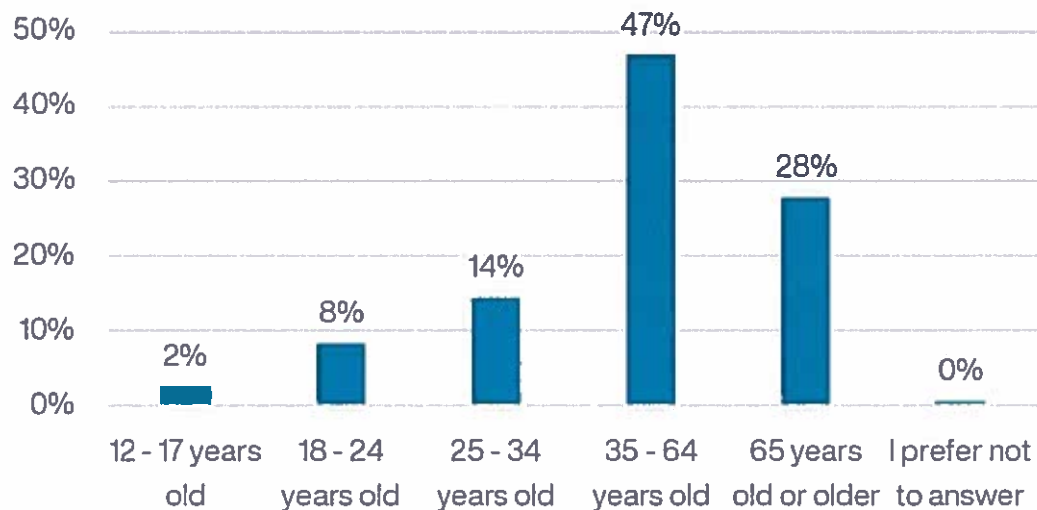


Exhibit A.2 shows the population distribution of the survey respondents. Majority of respondents were 35 years and older. Almost all of the hard-copy surveys were filled out by respondents aged 65 years and older, indicating the importance of providing an alternative to the online survey to engage with seniors in the County.

29% of survey participants indicated that they do not have access to a vehicle, while 18% inconsistently have access and 53% always have access.

Exhibit A.2: Survey Respondent Age Distribution



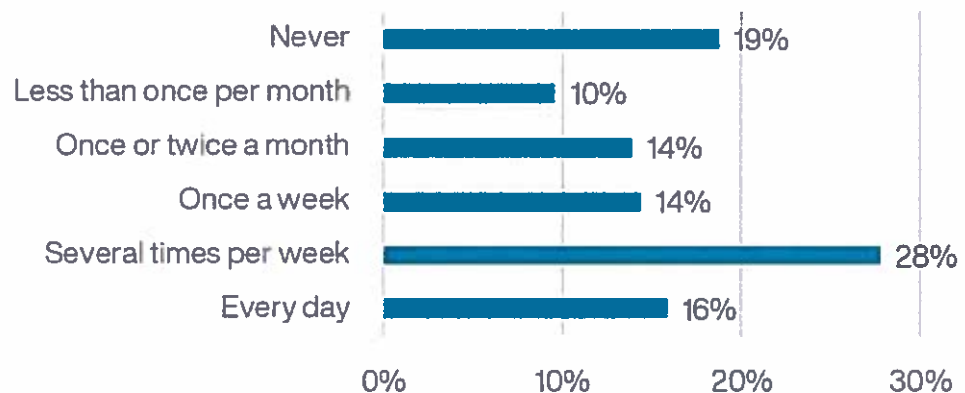
Transit Needs

89% of participants responded that they thought Dufferin County needs a transit service in addition to Orangeville’s transit service.

Survey participants were asked, “How often would you use public transit if it was introduced? Choose one option below.” Responses are summarized in Exhibit A.3, with majority (58%) of respondents indicating they would use public transit at least once a week if it was introduced. Some participants that responded that they would never use transit noted that they know family, friends and/or clients who would use transit if it was introduced.

Exhibit A.3: Response to Predicted Transit Use

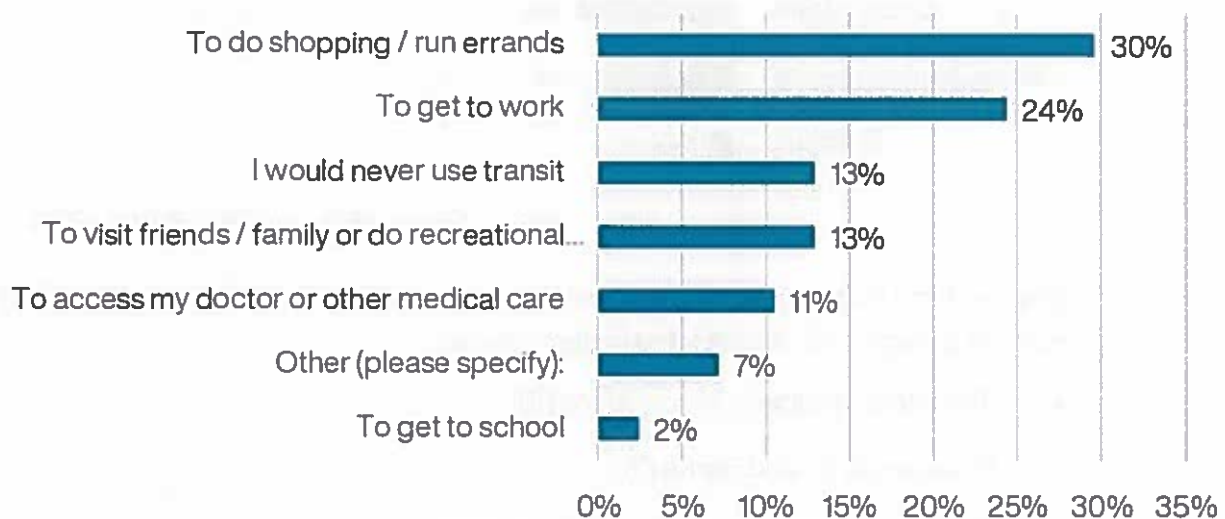
How often would you use public transit if it was introduced?



Survey participants were asked, **“What would you use transit for the most if it was introduced? Choose one option below.”** The top responses, as shown in Exhibit A.4, include to do shopping/run errands and to get to work. Of the respondents that selected “Other (please specify)”, their responses included: travel to/from appointments; to provide travel options for family members; to access GTA and the airport; and for shopping.

Exhibit A.4: Response to Predicted Purpose for Transit

What would you use transit for the most if it was introduced? Choose one option below.



Transit Preferences

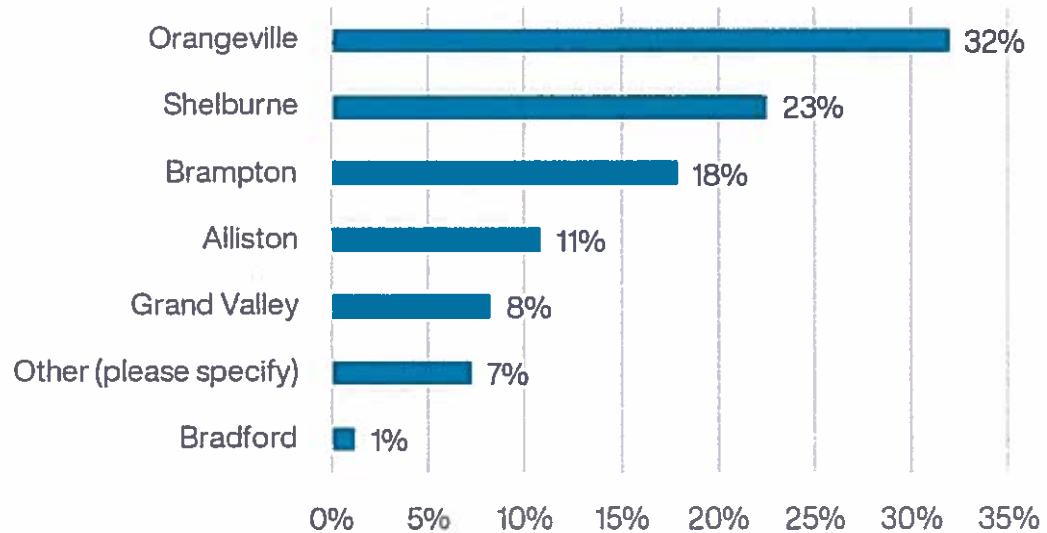
One of the questions was focused on gauging whether respondents are more interested in a fixed schedule or a door-to-door and on-demand transit service.

- 69% of respondents prefer transit to follow a fixed schedule, even if that means walking to a bus stop.
- 31% of respondents prefer transit to pick them up as close to their home as possible, even if that means the time the bus arrives varies.

Survey participants were asked, **“What destinations would be the most important for you to get to on transit if it was introduced? Choose up to 3.”** Orangeville and then Shelburne were selected as the top locations, as shown in Exhibit A.5.

Exhibit A.5: Response to Transit Destinations

What destinations would be the most important for you to get to on transit if it was introduced? Choose up to 3.



Respondents that selected “Other” specified interest in the following locations, with number of respondents indicated in parentheses:

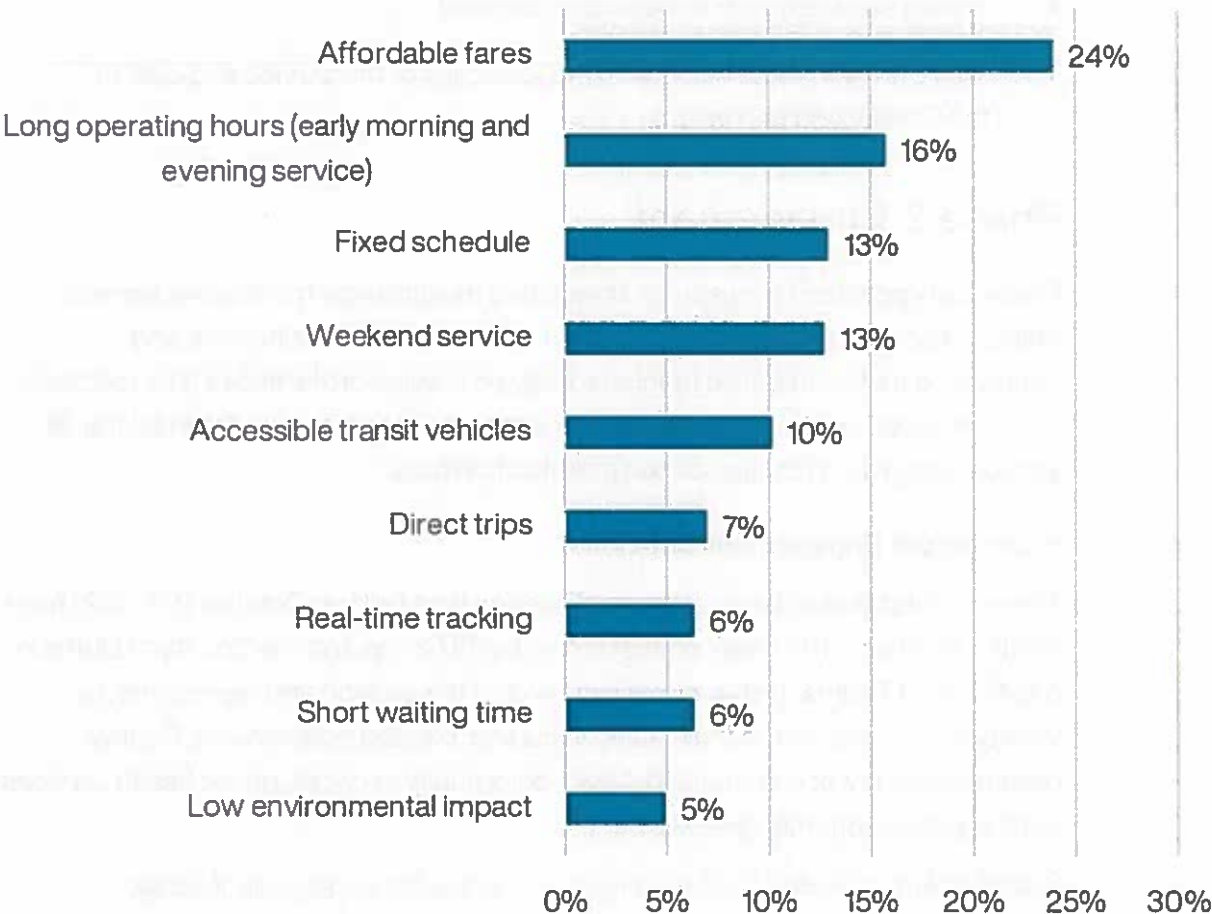
- Toronto and subway connections (10);
- Newmarket (4) and Barrie (3);
- Guelph (3), Fergus, and London/Cambridge;
- Mississauga (2), Vaughan and the airport;
- Dufferin County municipalities including Mono, Amaranth, and East Garafraxa; and
- Rural towns including Dundalk (2), Arthur, Erin and Creemore.

Survey participants were also asked, “Which of the following transit characteristics would you consider to be the most important? Choose up to 3.”

Responses are summarized in Exhibit A.6, with survey participants valuing affordable fares, long operating hours, fixed schedule, and weekend service the most. Respondents were less interested in a short waiting time and a low environmental impact.

Exhibit A.6: Response to Transit Characteristics

Which of the following transit characteristics would you consider to be the most important? Choose up to 3.



Lastly, survey respondents were asked, "If there is anything else you would like to share about a future transit service, please add it here." Responses are summarized as follows:

- Connections between rural areas in the County and built-up areas (Orangeville, Shelburne) are very important for accessibility and maintaining community;
- Service within Shelburne and between the built-up areas of the County is important;

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- Connections to GO service in Orangeville is important. Enhanced GO service is wanted in the County to reach Brampton faster;
- Weekend service would be beneficial;
- Transit service needs to be accessible; and
- There are some concerns with the feasibility of the service and cost to the County and tax payers.

Phase 2 Engagement

Phase 2 engagement focused on presenting the strategic framework, service delivery approaches, and service design options to the stakeholders and conducting a second public opinion survey on service preferences. The feedback from the stakeholders and public informed the selection of the preferred transit service design and the associated prioritization plan.

Stakeholder Engagement Session 2

The second stakeholder engagement session was held on October 27th, 2021 from 10:00 – 11:30 a.m. The session was hosted by IBI Group and the County of Dufferin on Microsoft Teams. 11 stakeholders attended the session and represented a variety of stakeholders in the County including: elected government, County departments, lower-tier municipal staff, community services, public health services, and regional economic development.

Stakeholders provided the following input during the engagement session:

- The vision does not explicitly address rural residents;
- Environmental considerations of a future transit service are important to the County, but it is understood that a future service would be more focused on providing essential transportation to residents who need it most. Including sustainability criteria in the tendering process is a consideration;
- Safety and reliability are of utmost importance to potential users. Reliability is understood in terms of expected wait times, receiving a vehicle on time when booked in advance, and consistent fares (i.e. a trip

between Grand Valley and Orangeville always costs the user the same price);

- Eligibility-based systems are not preferred because they can lead to further barriers in accessing transportation;
- A future service must be able to be booked without the use of a smartphone; and
- A future service should focus on providing service within Dufferin County only, unless a substantial number of survey respondents indicated a preference for service outside of the County.

Public Engagement and Survey Findings

A second public opinion survey was hosted on the Join in Dufferin engagement page from November 1-10, 2021. Hard-copy surveys were also distributed by County stakeholders. The survey included seven multiple choice questions and one open-ended question.

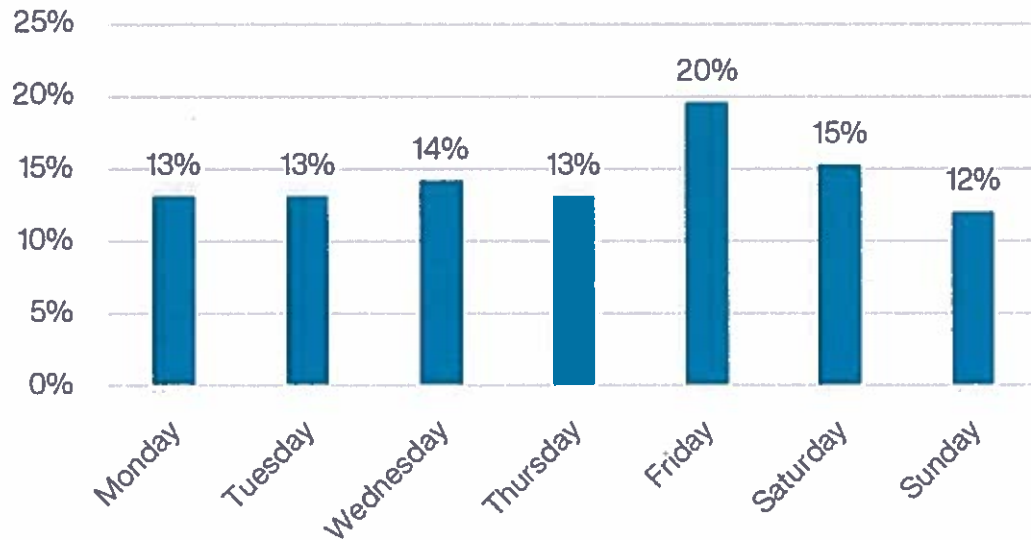
The second public opinion survey only received 22 responses. The responses are presented in the section with the acknowledgement that it does not represent a large enough sample of the County to inform substantive trends or conclusions.

Of the 22 respondents, 17 were 35-64 years old, two were 65 years or older, and the remaining three respondents were each in the younger age categories of 12-17, 18-24, and 24-34. 77% respondents indicated that they have access to a vehicle, while the remaining 23% have access sometimes, but not consistently.

Participants were asked, **"If Dufferin County introduces a public transit service, which days of the week would be most important for your travel needs? Choose up to 5 days."** Responses are summarized in Exhibit A.7. Friday and Saturday were selected as the most important days for the respondents' travel needs.

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Exhibit A.7: Response to Preferred Travel Day of the Week



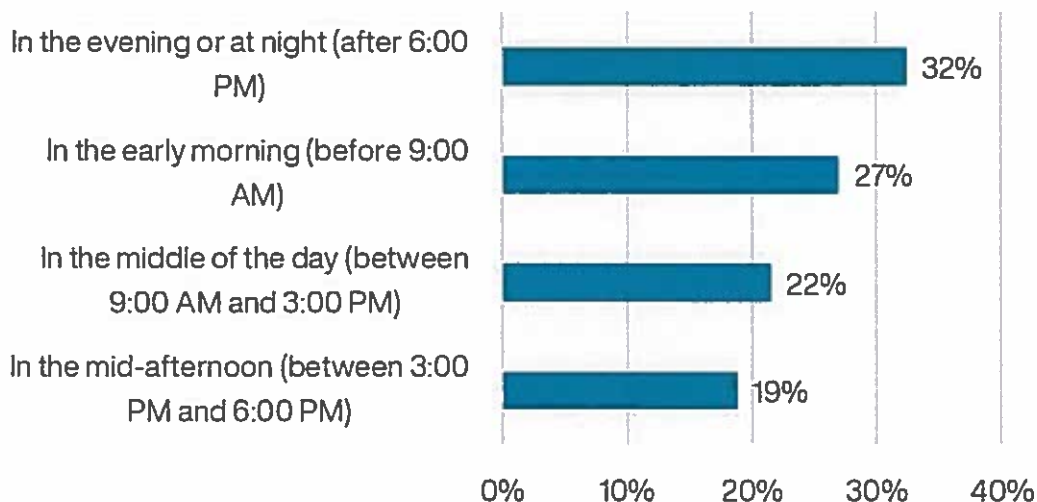
Participants were asked to indicate their preference on the frequency of service:

- 60% indicated that they need transit to run as many days of the week as possible, even if that means it doesn't run all day; and
- 40% indicated that they need transit to run all day and into the evening, even if that means it doesn't run every day of the week.

Participants were also asked, "If Dufferin County introduces a public transit service, what time of day would you expect to use it most? Choose up to 2 options." Responses are summarized in Exhibit A.8, with late evening and early morning selected as the most expected times of the day for transit use.

Exhibit A.8: Response to Expected Time of Use

If Dufferin County introduces a public transit service, what time of day would you expect to use it most? Choose up to 2 options.



The last two questions asked survey participants about their need for affordable fares and their position on a zone-based fare structure.

- 77% of participants indicated that they need fares to be affordable, even if that means I have to share a trip with others.
- 73% of participants agreed that longer trips should pay higher fares, and shorter trips should pay lower fares.



CHRISTINE TARLING
Director of Legislated Services & City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7809 Fax: 519.741.2705
christine.tarling@kitchener.ca
TTY: 519-741-2385

December 1, 2021

The Right Honourable Justin Trudeau
Prime Minister of Canada
80 Wellington Street
Ottawa ON K1A 0A2

Dear Prime Minister:

This is to advise that City Council, at a meeting held on November 22, 2021, passed the following resolution regarding conversion therapy:

"WHEREAS Conversion practices or conversion "therapy" (also known as "reparative therapy", "reintegrative therapy" or "aversion therapy") include any treatment, practice, or sustained effort that has the intended effect of denying, repressing, discouraging or changing a person's non-heterosexual sexual orientation, noncisgender gender identity or gender expression, or any behaviours associated with a gender other than the person's sex assigned at birth; and,

WHEREAS all such practices are unscientific, dangerous and proven to cause harm to their victims; and,

WHEREAS such practices are opposed by more than 50 professional associations, including the Canadian Association the Canadian Association of Social Workers, Canadian Psychiatric Association, Canadian Professional Association for Transgender Health, Canadian Psychological Association, College of Registered Psychotherapists of Ontario, as well as the United Nations and World Health Organization; and,

WHEREAS Bill C-6-2020, An Act to Amend the Criminal Code (Conversion Therapy), which proposed five conversion therapy related offences, was an historic piece of legislation preceded by decades of advocacy by conversion practice survivors, that progressed to the second reading stage in the Senate before dying on the order paper when an election was called in August 2021; and,

WHEREAS several cities across Canada have adopted bylaws to prohibit conversion practices or are in the process of doing so, including the City of Kingston and the City of Thunder Bay in Ontario; and,

Info # 4
JAN 13 2022

WHEREAS the City has adopted a Strategic Plan with a theme of being a “Caring Community”, which includes a commitment to supporting our diverse populations, including the removal of social stigmas and where possible being more equitable and inclusive; and,

WHEREAS Kitchener continues to seek opportunities to demonstrate leadership in making all those within our community feel equal and included;

THEREFORE BE IT RESOLVED that Kitchener City Council formally denounce conversion practices as dangerous and harmful, perpetuating myths and stereotypes about sexual orientation and gender identity and expression; and,

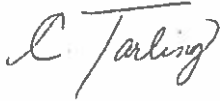
THEREFORE BE IT FURTHER RESOLVED that the City of Kitchener request our Office of Equity, Anti-Racism and Indigenous Initiatives explore ways to support conversion therapy survivors and those at risk; and,

THEREFORE BE IT FURTHER RESOLVED that Kitchener City Council direct City staff to continue to monitor legislative developments at the federal and/or provincial orders of government pertaining to conversion therapy, and in conjunction with any actions taken by them and our regional and municipal partners locally, bring a report to Council outlining any further legislative and/or policy actions which may be contemplated by the municipality to further prohibit conversion practices, and,

THEREFORE BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Right Honourable Prime Minister of Canada, Minister of Housing, and Diversity and Inclusion, Minister of Justice, Minister for Women and Gender Equality and Youth, and area Members of Parliament urging creation of a new bill within the first 100 days of their mandate which will include a “no consent” provision to protect Canadians of all ages; and,

THEREFORE BE IT FINALLY RESOLVED that a copy of this resolution be forward to the Honourable Premier of Ontario, area Members of Provincial Parliament, the Association of Municipalities of Ontario, and all other municipalities in Ontario encouraging both the Province and other municipalities to also formally denounce and take action to prohibit conversion practices against all persons regardless of age."

Yours truly,



C. Tarling
Director of Legislated Services
& City Clerk

- c: Hon. Ahmed Hussen, Minister of Housing, Diversity and Inclusion
- Hon. David Lametti, Minister of Justice
- Hon. Marci Ien, Minister for Women and Gender Equality and Youth
- Hon. Doug Ford, Premier of Ontario
- Tim Louis, MP (Kitchener-Conestoga)
- Raj Saini, MP (Kitchener Centre)
- Marwan Tabbara, MP (Kitchener South-Hespeler)
- Laura Mae Lindo, MPP (Kitchener Centre)
- Mike Harris, MPP (Kitchener Conestoga)
- Amy Fee, MPP (Kitchener South-Hespeler)
- Monika Turner, Association of Municipalities of Ontario
- Ontario Municipalities

Denise Holmes

From: Denise Holmes
Sent: Monday, December 6, 2021 3:45 PM
To: Denise Holmes
Subject: FW: NPC 306 Stakeholder Letter
Attachments: Official_NPC 306_Stakeholder Letter.pdf

From: Lue, Constance (MECP) <Constance.Wright-Lue@ontario.ca>
Sent: Monday, December 6, 2021 3:41 PM
Subject: NPC 306 Stakeholder Letter

Good afternoon.

On behalf of Heather Malcolmson, Director – Client Services and Permissions Branch, please see the attached letter to inform you that the Ministry of the Environment, Conservation and Parks is updating the noise prediction methods used for assessing road and rail traffic to protect Ontarians from excessive noise levels and ensure that our noise pollution control methods are effective and based in current science.

With thanks,

Constance Lue
For Heather Malcolmson

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement, de la
Protection de la nature et des Parcs

Client Services and
Permissions Branch

Direction des services à la clientèle et
des permissions

1st Floor
135 St. Clair Avenue W
Toronto ON M4V 1P5
Tel.: 416 314-8001
Fax.: 416 314-8452

Rez-de-chaussée
135, avenue St. Clair Ouest
Toronto ON M4V 1P5
Tél. : 416 314-8001
Télééc. : 416 314-8452

December 6, 2021

Dear noise practitioners and stakeholders:

This letter is to inform you that the Ministry of the Environment, Conservation and Parks is updating the noise prediction methods used for assessing road and rail traffic to protect Ontarians from excessive noise levels and ensure that our noise pollution control methods are effective and based in current science.

The new guideline will ensure that proponents use up to date noise prediction methods when determining sound levels caused by road and rail traffic. This will result in more accurate noise predictions compared to the 1995 methods that are currently in place. Also, proponents who have been asking for permission from the ministry to use newer noise prediction methods will no longer have to seek this approval.

Without changing established noise limits, the new guideline will allow proponents to make realistic predictions of noise impact with updated technology in a way that is consistent with current methodologies. The updates will allow us to protect our environment better from the adverse effects of noise.

For further details on NPC-306, please access the link to the policy proposal on the Environmental Registry of Ontario: <https://ero.ontario.ca/notice/019-3239>

If you have any further questions, please contact Mary Ianni, Program Support Coordinator at Client Services and Permissions Branch, Environmental Assessment and Permissions Division by email mary.ianni@ontario.ca or by phone 437-788-6772.

Sincerely,



Heather Malcolmson
Director, Client Services and Permissions Branch



Environmental Registry of Ontario

Updates to Noise Methods for Assessing Road and Rail traffic

<u>ERO (Environmental Registry of Ontario) number</u>	019-3239
Notice type	Policy
Act	Environmental Assessment Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal
Proposal posted	December 1, 2021
Comment period	December 1, 2021 - January 15, 2022 (45 days) Open
Last updated	December 1, 2021

This consultation closes at 11:59 p.m. on:
January 15, 2022

Proposal summary

We are replacing the Noise Pollution Control Publication 206 (NPC-206) guideline with the Noise Pollution Control Publication 306 (NPC-306), so we can provide updated guidance on the methods and software for determining the impacts of noise due to road and rail projects.

Proposal details

As outlined in our Made-in-Ontario Environment Plan, the ministry is committed to protecting Ontario's air, and ensuring we have strong environmental standards that are protective of human health and the environment.

As part of this commitment, the ministry is working to ensure cleaner air for all Ontarians by regulating air contaminants released by certain industrial and commercial facilities.

To protect Ontarians from excessive noise levels and ensure that our noise pollution control methods are effective and based in current science, the Ministry of the Environment, Conservation and Parks is updating guidance on methods and technologies for determining the impacts of noise from roads and railways.

Our updated Noise Pollution Control Publication guideline will ensure the use of up-to-date noise prediction methods and software when determining sound levels caused by road and rail traffic.

The proposed updates would:

- require proponents to use updated noise methods to determine sound levels due to road and rail traffic
- reflect advancements in noise prediction methods since the last update to the guideline in 1995 that was based on an old platform (DOS system)

- adopt the use of noise prediction methods currently supported by leading jurisdictions including the United States Federal Highway Administration, United States Federal Transit Administration and United States Federal Railroad Administration
- ensure the ministry's guidance on noise prediction methods remain protective of human health and the environment

The new methods will lead to more accurate noise predictions and design of acoustic barriers, which will enhance environmental protection from the adverse effects of noise. They should also result in overall cost savings for the proponent, as they would be designing acoustic barriers and exterior building components based on more accurate and up-to-date predictions of road and rail traffic noise. The noise assessments are done for the noise component of an environmental approval subject to the *Environmental Protection Act* as well as the assessment of road and rail projects planned under the *Environmental Assessment Act*.

The new guideline does not impose any additional requirements or does not change the established noise limits.

Supporting materials

Related files

[Draft Guideline Noise Pollution Control Publication 306 \(NPC-306\) \(https://prod-environmental-registry.s3.amazonaws.com/2021-03/FINAL%20version%20of%20Guideline%20NPC%20306%20-%20Feb%2025%202020.docx\)](https://prod-environmental-registry.s3.amazonaws.com/2021-03/FINAL%20version%20of%20Guideline%20NPC%20306%20-%20Feb%2025%202020.docx)
(Microsoft Word Open XML Format Document file) 37.3 KB

Related links

[Environmental Noise Guideline Stationary and Transportation Sources - Approval... \(https://www.ontario.ca/page/environmental-noise-guideline-stationary-and-transportation-sources-approval-and-planning\)](https://www.ontario.ca/page/environmental-noise-guideline-stationary-and-transportation-sources-approval-and-planning)

View materials in person

Important notice: Due to the ongoing COVID-19 pandemic, viewing supporting materials in person is not available at this time.

Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERQ ([Environmental Registry of Ontario](#)) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)


Submit by mail

Mary Ianni
Client Services and Permissions Branch
135 St. Clair Avenue West
Floor 1
Toronto, ON
M4V 1P5
Canada

Connect with US

Contact

Mary Ianni

 [437-788-6772](tel:437-788-6772)

 mary.ianni@ontario.ca



Town of / Ville de Penetanguishene
Police Services Board

December 7, 2021

Hon. Doug Downey
Attorney General
McMurtry-Scott Bldg 11th Floor
720 Bay Street
Toronto, ON M7A 2S9

Delivered by Email:
attorneygeneral@ontario.ca

Dear Hon. Doug Downey;

RE: Concerning Rates of Recidivism

At the Penetanguishene Police Services Board meeting held on June 14, 2021, members of the board received a quarterly report from the Southern Georgian Bay OPP Detachment Commander. Within the report, the board noticed that the crime rate numbers were surprisingly high. The Detachment Commander explained that a major contributing factor to the high crime rate was that a high number of offenders were often being released by the courts and therefore given the opportunity to re-offend.

Following the meeting, the Detachment was able to research the recidivism rates for the catchment area in order to get a better understanding of the circumstances. Prior to the COVID-19 pandemic (August 2018 to February 2020) to post pandemic (March 2020 to September 2021) there was increase of 11% in recidivism rates. In Penetanguishene alone, there were a total of 12427 charges that were analyzed (29% criminal and 71% Provincial) with 519 persons who had charges withdrawn in the same time period.

These recidivism rates were concerning for the Police Services Board for two reasons. The first being that it's obvious that no lesson is learnt by most offenders when they are provided with multiple chances. The second being that this recidivism cycle that's being created continues to cause more work for the police which then takes them away from other important duties.

We're aware that the analysis of rates demonstrates an increase since the pandemic, and fully recognize that the COVID-19 pandemic could have been a contributing factor to the increase in rates. However, since the pandemic restrictions seem to be lifting, we're hopeful that the recidivism rates lessen as well.

Our hope is to bring awareness to the recidivism rates, advocate for the Southern Georgian Bay OPP and finally, enact change within the provincial court system to help minimize these rates. It would be most helpful not only to the Southern Georgian Bay OPP but all detachments across the province if the provincial court system could help minimize





recidivism rates by monitoring and recording the offenders who continue to reoffend and highly consider recidivism when sentencing.

We're hopeful that by raising awareness of the high recidivism rates within our detachment, it may persuade change within the provincial court system related to offender sentencing. Please feel free to reach out to the undersigned bcummings@penetanguishene.ca should you have any questions.

THE CORPORATION OF THE TOWN OF PENETANGUISHENE

Brian Cummings, Board Chair
Penetanguishene Police Services Board

CC: Hon. Sylvia Jones, Solicitor General
Inspector Joseph Evans, OPP
Interim Executive Director, Bruce Chapman, OAPSB
Council of the Town of Penetanguishene
Chief Administrative Officer, Jeff Lees, Town of Penetanguishene
All municipalities in Ontario

/kc





PRESS RELEASE

County of Dufferin
W&M Edelbrock Centre
30 Centre Street
Orangeville, ON L9W 2X1

For Immediate Release: December 9, 2021

Dufferin County Elects 145th Warden

On Thursday, December 9, 2021, the 145th Warden of the County of Dufferin was selected. Shelburne Mayor, Wade Mills, was elected as the 2022 Head of Council. This is Wade Mills first term as Warden.

Council also selected the four chairs to lead the standing committees of County Council.

Orangeville Mayor Sandy Brown was selected as Chair of the Infrastructure and Environmental Services Committee.

The General Government Services Committee will be lead again by Mayor of Mono John Creelman.

Grand Valley Deputy Mayor Philip Rentsch will oversee the Health and Human Services Committee.

Janet Horner, Mayor of Mulmur, will chair the Community Development and Tourism Committee.

Darren White, Mayor of Melancthon, was appointed to the Diversity, Equity, and Inclusion Community Advisory Committee.

County Council meetings are currently held by video conference and live streamed as well as record on YouTube (www.youtube.com/DufferinOne). Meetings are held the second Thursday of each month at 2:00 p.m.

Ministry of Infrastructure

Ministère de l'Infrastructure



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

777, rue Bay, 4 étage, Suite 425
Toronto (Ontario) M5G 2E5

December 2021

File #: OCIF FC2-M-0233

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

Dear Denise Holmes:

RE: Ontario Community Infrastructure Fund Formula-Based Component Agreement Between Her Majesty the Queen in Right of Ontario The Corporation of the Township of Melancthon effective November 9, 2016 (the "Agreement")

IMPORTANT - This enclosed funding allocation should be kept confidential and should not be shared in any public forums (except for your municipal council) or communicated to the media. The Province will provide information and a date when the funding for all municipalities will be publicly communicated.

Pursuant to section F1.2 of the Agreement, enclosed please find an Allocation Notice which sets out the amount of Funds the municipality named in the subject line of this letter is eligible to receive under the Agreement in the 2022 Funding Year. Subject to the terms and conditions of the Agreement, the Province will provide the Funds in accordance with section F2.1 of the Agreement. Capitalized terms used but not defined in this letter and the Revised Allocation Notice have the meanings ascribed to them in the Agreement.

Staff will be contacting you in the near future on reporting required to meet the conditions of the Agreement in respect of the amount of Funds received in 2021.

Redesign of the Ontario Community Infrastructure Fund (OCIF):

As you may be aware, the Ministry of Infrastructure procured a third-party consultant to review OCIF for potential enhancements. The consultant engaged with the municipal sector, including the Association of Municipalities Ontario, in its development of recommendations that informed the Ministry's redesign of OCIF.

I am pleased to advise you of the following changes to OCIF, which include changes reflected in your 2022 allocation as well as changes that will be reflected in 2023 allocation notices and future years:

Info #8
JAN 13 2022

2022 OCIF allocations:

- Increase OCIF funding by \$1 billion over the next five years (an additional \$200 million per year);
- Increase the minimum grant amount from \$50,000 to \$100,000; and
- Introduce a funding cap, which sets the funding maximum for any municipality to \$10 million, or 2.5 per cent of the total fund.

The above changes will address communities' needs to renew and rehabilitate their core infrastructure and better support small and medium-sized municipalities.

2023 OCIF allocations:

- Starting with the 2023 allocations, the formula will be calculated using forward-looking Current Replacement Values (CRVs) and CRV estimates to approximate requirements to maintain municipal core infrastructure assets, instead of closing cost balance values from the Financial Information Return.
- A smoothing mechanism will be implemented to limit year-over-year changes in funding to ± 15 percent of the previous year's allocation.

The above changes ensure that funding is targeted to address core infrastructure needs while also providing stability and certainty to recipients.

2024 and onwards:

- The Ministry of Infrastructure will begin working with partners across government to develop and implement a more standardized method of collecting CRVs and other data from asset management plans, and to minimize administrative burden. CRVs will be used to inform future OCIF allocations, and data from asset management plans will be used to gain insights on municipalities' level of asset management investments and the state of good repair across core infrastructure.

Should you have any questions regarding the above, please do not hesitate to contact your Project Analyst, Roger Scott, directly at 226-979-6124 or via email at Roger.Scott@ontario.ca.

Sincerely,

Trevor Fleck
Director, Infrastructure Program Policy Branch

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

Revised Allocation Notice

Ministry of Infrastructure

The Corporation of the Township of Melancthon

December 2021

Disponible en français

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

The Corporation of the Township of Melancthon

Formula-Based Funding Allocation

The amount of Funds the municipality named on this Revised Allocation Notice is eligible to receive under the Agreement in the 2022 Funding Year is as follows:

2022 formula allocation	\$108,537.00
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Terms and Conditions

The provision of Funds to the Recipient are subject to the terms and conditions of the Agreement.



Grand Valley & District Fire Board

c/o Town of Grand Valley
5 Main Street North
Grand Valley, ON L9W 5S6
FIRE DEPT: 519-928-3460
OFFICE: 519-928-5652
kmirska@townofgrandvalley.ca



For immediate release:
December 10, 2021

RETIREMENT OF KEVIN MCNEILLY, FIRE CHIEF FOR GRAND VALLEY & DISTRICT FIRE DEPARTMENT



GRAND VALLEY, ON – After nearly 45 years in public service, Grand Valley & District Fire Department Chief Kevin McNeilly will retire from the joint Municipalities of Grand Valley, Amaranth, and East Garafraxa on January 10, 2022.

After serving as an Officer and Chief of Training for the City of Brampton, an Interim Fire Chief of Kincardine Fire & Emergency Services Department, McNeilly was appointed to the position of Fire Chief for Grand Valley & District Fire Department in September 2012.

Chief McNeilly was committed to improving safety of the firefighters and the communities they serve. He has enhanced the Department's resources with the purchase of new equipment, including a 2014 International Tanker/Pumper, a 2018 Argo Avenger ATV with a trailer to enable water rescue, and new auto extraction equipment ("Jaws of Life"). His focus on continuous training led to designing and building a new Training Facility in May 2015. He leaves behind a long-term plan that will allow steady growth of the entire department.

In preparation for his retirement, Chief McNeilly will support Cpt. Justin Foreman that will take over the position of a Fire Chief for GV&DFD on December 13, 2021.

Cpt. Foreman, born and raised in Grand Valley, discovered his passion for firefighting in the Junior Firefighter Program and later while serving Grand Valley for 5 years as a Volunteer Fire Fighter. In 2001, he relocated to Orangeville Fire Department, where he currently serves as Fire Captain.

Info # 9
JAN 13 2022



Grand Valley & District Fire Board

c/o Town of Grand Valley
5 Main Street North
Grand Valley, ON L9W 5S6
FIRE DEPT: 519-928-3460
OFFICE: 519-928-5652
kmirska@townofgrandvalley.ca



On behalf of the Grand Valley & District Fire Board, the Town of Grand Valley, the Township of Amaranth, the Township of East Garafraxa and all the residents, we congratulate Chief McNeilly on his retirement and wish him all the best for many years to come, and welcome back Chief Foreman to the community!

-30-

Inquires can be directed to:

Stephen Miles

Councillor for Town of Grand Valley, Chair of Grand Valley & District Fire Board

smiles@townofgrandvalley.ca



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

Local (705) 466-3341
Toll Free from 519 only (866) 472-0417
Fax (705) 466-2922

December 13, 2021

RE: Truth and Reconciliation Calls to Action

At the meeting held on December 8, 2021, Council of the Township of Mulmur passed the following resolution regarding the Truth and Reconciliation Commission's Calls to Action.

Moved by Boxem and Seconded by Cufaro

WHEREAS the Truth and Reconciliation Commission released 94 Calls to Action to redress the legacy of residential school and advance the process of reconciliation;

AND WHEREAS the Council of the Corporation of the Township of Mulmur has reviewed the Calls to Action directed at municipal government;

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Mulmur take the following actions to address the Truth and Reconciliation Commission's Calls to Action directed at municipal government;

- THAT Council supports the implementation of Jordan's Principal;
- THAT Council permanently waives administrative fees related to name changes and revision of official documents for residential school survivors;
- THAT Council requests an update from the Central West Local Health Integration Network and Headwaters Health Care Centre to provide an update on the steps taken to address the Truth and Reconciliation Commission's Call to Action #23 and encourage cultural competency training for all healthcare professionals in Dufferin County be completed by the end of 2022;
- THAT Council further calls for the Ontario Government to take action on addressing the Truth and Reconciliation Commission's Call to Action #23;
- THAT Council requests an update from the Caledon Dufferin Victim Services on the steps taken to address the Truth and Reconciliation Commission's Call to

Info #10
JAN 13 2022

Action #40 to create adequately funded and accessible Aboriginal-specific victim programs and services in Dufferin County;

- THAT Council further calls for the Ontario Government to take action on addressing the Truth and Reconciliation Commission's Call to Action #40, specifically making these programs and services available within Aboriginal communities;
- THAT Council calls upon the Ontario Government to take action on the Truth and Reconciliation Commission's Call to Action #43 and move forward with passing Bill 76, the United Nations Declaration on the Rights of Indigenous People Act;
- THAT Council commits to ensuring that Mulmur's policies and bylaws do not rely on the colonial concepts of terra nullius;
- THAT Council commits to providing the National Council for Reconciliation, annual reports and current data as requested;
- THAT Council commits to providing skill-based training and/or information sessions including but not limited to intercultural competency, conflict resolution, human rights and anti-racism for all elected officials, residents and staff of the Township of Mulmur;
- THAT Council requests an update from the Dufferin Peel Catholic School Board and Conseil Scolaire Catholique MonAvenir on the steps taken to address the Truth and Reconciliation Commission's Call to Action #64;
- THAT Council recognizes the recent funding and commitment made by the Ontario Government to address the Truth and Reconciliation Commission's Calls to Action #62 and #63 and urges the Ontario Government to also address the Truth and Reconciliation Commission's Call to Action #64 by including curriculum on comparative religious studies in denominational schools;
- THAT Council further their commitment to commemorating the legacy of residential schools and honouring residential school survivors by annually recognizing September 30th as the National Day for Truth and Reconciliation;
- THAT Council open the first Council meeting in September each year with a moment of silence to pay respect to the innocent lives lost within the Canadian Residential School system;
- THAT Council direct staff to work in collaboration with the Dufferin County Cultural Resource Circle to encourage Dufferin County residents to share their

stories with the National Centre for Truth and Reconciliation, Mulmur Township and local libraries;

- THAT Council direct staff to request educational materials from the Museum of Dufferin, Indigenous Sport & Wellness Ontario, and/or other applicable agencies for distribution to Mulmur residents telling the national story of Aboriginal athletes in history;
- THAT Council direct staff to amend the Community Grant Policy to include a section to support Aboriginal athletic development/growth and support for the North American Indigenous Games and encourage the Ontario Government to provide financial support;

THEREFORE IT FINALLY BE RESOLVED THAT this motion be forwarded to the Premier of Ontario, Ministry of Health and Long-Term Care, Ministry of the Attorney General, Ministry of Indigenous Affairs, Ministry of Education, Caledon Dufferin Victim Services, Central West Local Health Integration Network, Headwaters Health Care Centre, Local Libraries, Dufferin Peel Catholic School Board, Conseil Scolaire Catholique MonAvenir, Dufferin Caledon MPP Sylvia Jones, Dufferin County and all Ontario municipalities.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planner Coordinator
Township of Mulmur



MEDIA RELEASE

FOR IMMEDIATE RELEASE

NVCA's education programs help children protect their future

UTOPIA, Ontario (December 13, 2021) – Hosted at the Tiffin Centre for Conservation, the Nottawasaga Valley Conservation Authority (NVCA) provides nature programming for children ages 2.5 – 12.

In these programs, children develop a sense of wonder, appreciation and respect for the natural world. They will learn that a healthy environment helps plants and animals thrive, how humans are connected with nature and rely on the environment to survive.

"Children who come to Tiffin are encouraged to activate their knowledge base to make their own observations about nature. As nature changes everyday, there is always something new to notice, and reflect upon," said Naomi Saunders, Manager of Education at NVCA. "At NVCA, we believe that the more time children spend in nature, the more beneficial it is for our environment and subsequently for all human health."

Through regular and repeated exposure, children will learn about how things in nature work. Tiffin's Outdoor Educators ask children questions to highlight what they already know, for example how plants and animals interact with each other, or what qualifies as important habitat.

"As we have an increasingly technological and media driven world, sometimes it's hard to pull children away from screens," continued Saunders. "In our programs, children become comfortable with nature without their devices. Often times, they bring their curiosity home and discover nature, even in their own backyards."

Registration is now open for many Tiffin Education programs, including the new Tiffin Nature Program, Winter Camp Tiffin, PA Day Camps. For more information or to register, please visit [NVCA's website](https://www.nvca.on.ca).

- 30 -

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

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

Denise Holmes

From: EA Modernization (MECP) <EAModernization.MECP@ontario.ca>
Sent: Tuesday, December 14, 2021 5:50 PM
To: EA Modernization (MECP)
Cc: EA Modernization (MECP); Cross, Annamaria (MECP)
Subject: Environmental Assessment Modernization Decisions: Updating EA Requirements for Transmission Lines and Clarifying the Authority to Amend a Class EA
Attachments: Decision Notification_Clarifying the Authority to Amend a Class Environmental Assessment.pdf; Decision Notification - Updating Environmental Assessment Requirements for Transmission Lines.pdf

Hello,

Please find attached notification letters about two decisions that are part of our environmental assessment modernization initiatives:

1) Updating Environmental Assessment Requirements for Transmission Lines

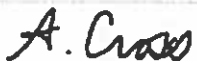
The new regulation (Ontario Regulation 852/21) that amends the Class Environmental Assessment for Minor Transmission Facilities, comes into effect on January 1, 2022. The amendments update the environmental assessment requirements for critical transmission infrastructure, while maintaining strong environmental protections.

2) Clarifying the Authority to Amend a Class Environmental Assessment

A minor amendment was made to the *Environmental Assessment Act* to make it clearer that the Act's authority includes changing the types of projects that can follow a class environmental assessment process.

Please do not hesitate to contact the ministry at EAModernization.mecp@ontario.ca with any questions you may have.

Sincerely,



Annamaria Cross
Director, Environmental Assessment Modernization
Environmental Assessment and Permissions Division
Ministry of the Environment, Conservation and Parks

Greetings,

On October 7, 2021, the ministry wrote to you to about a minor amendment that was being proposed to the *Environmental Assessment Act* to support the ministry's environmental assessment modernization initiative. I am writing to you today to let you know the change has been approved and took effect on December 2, 2021.

The *Environmental Assessment Act* already included the authority to amend a class environmental assessment by Minister's amendment or by regulation. The change to the Act makes it clearer that the authority includes changing the types of projects that can follow a class environmental assessment process. All comments and feedback received were considered in making a decision on this proposal.

We are committed to seeking input from Indigenous communities, the public and other stakeholders before making a change to a class environmental assessment to allow additional project types to begin following that process. In the event the authority is used to change the types of projects that are subject to a class environmental assessment process, that proposed change would be consulted on.

Projects that follow a class environmental assessment process will still require:

- consultation with Indigenous communities, the public and other stakeholders;
- assessment of environmental impacts;
- development of mitigation measures; and
- documentation of the findings in a report.

Details of the decision are available on the Environmental Registry of Ontario here

<https://ero.ontario.ca/notice/019-4189>.

We will be in touch as we continue to modernize environmental assessment in Ontario.

Please do not hesitate to contact me at EAModernization.mecp@ontario.ca with any questions you may have at any time.

Sincerely,

Annamaria Cross
Director, Environmental Assessment Modernization
Ministry of the Environment, Conservation and Parks

Hello,

I am writing to provide you information on the Ministry of the Environment, Conservation and Parks' ongoing efforts to modernize Ontario's environmental assessment program. On July 5, 2021, the ministry posted a proposal to update the environmental assessment requirements for establishing electricity transmission line projects. I am writing to you today to let you know that these changes have been approved.

The changes to the environmental assessment requirements for critical transmission infrastructure to support expanded access to lower carbon energy sources from Ontario's electricity grid, promote regional economic development and shorten-times for building critical infrastructure projects across the province.

The amendments to the Class Environmental Assessment for Minor Transmission Facilities will come into effect on January 1, 2022. They will allow more projects to follow the streamlined class environmental assessment process instead of needing to complete an individual/comprehensive environmental assessment. It will update thresholds for individual/comprehensive environmental assessments for transmission line projects that align with the designation threshold under federal environmental assessment laws for new international electrical transmission lines. Accordingly, the planning, design and constructing of the following types of transmission line projects will be subject to the Class Environmental Assessment for Minor Transmission Facilities:

- Transmission lines that are capable of operating at a nominal voltage of 115 kV or more but less than 345 kV, and are more than 2 km in length.
- Transmission lines that are capable of operating at a nominal voltage of 345 kV or more but less than 500 kV, and are more than 2 km but less than 75 km in length.

Transmission lines 75 km or more in length and 345 kV or greater in voltage are required to complete an individual environmental assessment.

Details of the decision are available on the Environmental Registry of Ontario here:

<https://ero.ontario.ca/notice/019-3937>.

More information our other efforts to modernize the environmental assessment program can also be found here: <https://www.ontario.ca/page/modernizing-ontarios-environmental-assessment-program>.

We are committed to keeping you apprised about the environmental assessment modernization and working with you to build a strong environmental assessment program for Ontario. We value your perspectives on the environmental assessment program.

Sincerely,

Annamaria Cross
Director, Environmental Assessment Modernization
Ministry of the Environment, Conservation and Parks

Denise Holmes

From: Permissions Modernization (MECP) <permissions.modernization@ontario.ca>
Sent: Wednesday, December 15, 2021 12:57 PM
To: Therrien, Dean (MECP)
Subject: Environmental Registry of Ontario - Proposal Posting - Streamlining Environmental Permissions for Microbreweries and Nanobreweries Through Self-Registration and Exemptions (Municipalities M-Z)

Good afternoon:

The Ministry of the Environment, Conservation and Parks (ministry) has posted a proposal notice on the Environmental Registry of Ontario (ERO) to streamline environmental permissions for microbreweries and nanobreweries through self-registration, exemptions and the removal of unnecessary technical reporting requirements. Microbreweries would continue to be required to follow standard operational requirements that help prevent potential impacts of air emissions, odour, noise and dust on the surrounding community. These changes would reduce burden and cost for small-scale breweries, maintain the protection of the environment and human health, and encourage expansion and growth in the sector.

The proposal notice is now available for public comment until January 29, 2022.

Our proposed changes and their benefits

The Ontario government is focused on supporting the growth of new and existing small businesses. Microbreweries and nanobreweries are small businesses that provide economic opportunities for entrepreneurs, local employment and the tourism and hospitality industry.

All breweries currently require an environmental permission through self-registration on the Air Emissions - Environmental Activities and Sector Registry (AE EASR). Self-registration under the AE EASR requires a licensed engineering practitioner to sign and seal an Emission Summary and Dispersion Modelling report (i.e., an air emissions report), and complete noise, odour, and fugitive dust reports prior to registration.

The ministry completed a technical assessment of the daily and annual beer production from small-scale breweries. The ministry found that microbreweries and nanobreweries, using standard processes and operating within daily and annual production limits, are expected to comply with ministry air emission limits. The technical assessment also found that potential nuisance odour and noise from these facilities can be mitigated by common operational practices and equipment. Therefore, the ministry is proposing to remove the regulatory requirement for microbreweries and nanobreweries to complete unnecessary facility specific air emissions, odour, noise and dust reports.

The ministry is proposing to facilitate the removal of unnecessary technical reporting requirements by implementing an Environmental Activities and Sector Registry (EASR) regulation specific to microbreweries. The EASR would require microbreweries to self-register and follow standard operational requirements that would mitigate potential impacts on the surrounding community from air emissions and nuisance odour, noise and dust.

The ministry is also proposing to exempt nanobreweries from self-registration requirements as the level of beer production is low and expected to comply with ministry emission limits. A Best Management Practices (BMP) document is included in the proposal to support nanobreweries in making decisions on operational practices and equipment that will reduce or prevent potential nuisance odour and noise impacts on the surrounding community. The BMP is available to review along with the proposal on the ERO.

You can submit comments online through the [ERO proposal posting](#) or by submitting comments to Dean Therrien, Senior Program Advisor, Programs and Policy Development Unit, Client Services and Permissions Branch at dean.therrien@ontario.ca by January 29, 2022. The feedback that we receive during this consultation period will help inform the final regulatory amendments. The ministry will provide details soon on an upcoming webinar to support the proposal.

We look forward to your participation and in receiving feedback from you and your staff on this ministry initiative.

Thank you,

Heather Malcolmson
Director, Client Services and Permissions Branch

Streamlining environmental permissions for microbreweries and nanobreweries through self-registration and exemptions

Environmental Registry of Ontario number	019-4062
Notice type	Regulation
Act	Environmental Protection Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal
Proposal posted	December 15, 2021
Comment period	December 15, 2021 - January 29, 2022 (45 days) Open
Last updated	December 15, 2021

This consultation closes at 11:59 p.m.

on:

January 29, 2022

Proposal summary

This proposal is to streamline environmental permissions for microbreweries and nanobreweries where environmental risks are low. This aligns with ministry oversight that is proportional with potential risks to the environment and human health and reduces burden and cost for these small-scale breweries.

Proposal details

Overview

The ministry is proposing to help remove unnecessary technical reporting requirements by implementing an Environmental Activities and Sector Registry (EASR) regulation specific to microbreweries. Microbreweries will continue to

be required to follow standard operational requirements that help prevent potential impacts of air emissions, odour, noise and dust on the surrounding community.

The ministry is also proposing to exempt nanobreweries from self-registration requirements as the level of beer production is low and expected to comply with ministry emission limits. A Best Management Practices (BMP) document would support nanobreweries in making decisions on operational practices and equipment that will reduce or prevent potential nuisance odour and noise impacts on the surrounding community.

This proposed approach:

- reduces burden and cost on microbreweries and nanobreweries
- aligns with ministry oversight that is proportional with potential risks to the environment and human health

Current environmental permissions framework for microbreweries and nanobreweries

Breweries currently require an environmental permission through self-registration on the [Air Emissions - Environmental Activities and Sector Registry \(https://www.ontario.ca/page/air-emissions-easr-regulation-resources\)](https://www.ontario.ca/page/air-emissions-easr-regulation-resources) (A/E EASR). Self-registration under the A/E EASR (Air Emissions, Environmental Activities and Sector Registry) requires a licensed engineering practitioner to sign and seal an Emission Summary and Dispersion Modelling report (i.e. (that is) an air emissions report), and complete noise, odour, and fugitive dust reports before registering.

The proposed framework for microbreweries and nanobreweries

The Ontario government is focused on supporting the growth of new and existing small businesses. Microbreweries and nanobreweries are small businesses that provide economic opportunities for:

- entrepreneurs
- local employment
- the tourism and hospitality industry

The ministry completed a technical assessment of the daily and annual beer production from small-scale breweries. The ministry found that microbreweries and nanobreweries, using standard processes and operating within daily and annual production limits, are expected to comply with ministry air emission limits.

The technical assessment also found that potential nuisance odour and noise from these facilities can be mitigated by common operational practices and equipment. Therefore, the ministry is proposing to remove the regulatory requirement for microbreweries and nanobreweries to complete unnecessary facility specific air emissions, odour, noise and dust reports.

The ministry is proposing to help remove unnecessary technical reporting requirements for microbreweries by implementing an Environmental Activities and Sector Registry (EASR) regulation specific to microbreweries. The EASR (Environmental Activities and Sector Registry) would require microbreweries to

- self-register
- follow standard operational requirements that will mitigate potential impacts on the surrounding community from air emissions and nuisance odour, noise and dust

The ministry is also proposing to exempt nanobreweries from self-registration requirements as their low level of beer production is expected to comply with ministry emission limits. A Best Management Practices (BMP) document would inform nanobreweries on operational practices and equipment that will reduce or prevent potential nuisance odour and noise impacts on the surrounding community.

This proposed approach:

- reduces burden and cost on microbreweries and nanobreweries
- aligns with ministry oversight that is proportional with potential risks to the environment and human health

Additionally, the ministry is proposing to clarify that the current exemption to commercially produce beer without requiring an environmental permission or self-register exclusively applies to brew pubs.

Discussion paper and best management practices document

The ministry has included a discussion paper as part of this ERQ (Environmental Registry of Ontario) proposal posting to support the proposal to streamline environmental permissions for microbreweries and nanobreweries through self-registration and exemptions. This discussion paper includes the full list of proposed eligibility and operational requirements for an EASR (Environmental Activities and Sector Registry) specific to microbreweries and conditions related to the proposed exemption for nanobreweries.

Also included in this proposal is a best management practices (BMP) document to support nanobreweries in making decisions on operational practices and equipment that will reduce or prevent potential nuisance odour and noise impacts from the facility on the surrounding community. The BMP (Best Management Practices) document will also inform on practices that can be followed should a complaint related to nuisance odour, noise and/or dust occur.

Feedback received on the discussion paper and the BMP (Best Management Practices) will be used to develop and finalize:

- an EASR (Environmental Activities and Sector Registry) regulation specific to microbreweries
- any regulatory amendments necessary to create the exemption for nanobreweries
- any regulatory amendments necessary to clarify that the current *O. (Ontario) Reg. (Regulation) 524/98* exemption to commercially produce beer without requiring an environmental permission or self-registration exclusively applies to brew pubs

Supporting materials

Related files

[Best Management Practices to Support Mitigation of Impacts to Surrounding Communities from Microbreweries and Nanobreweries \(https://prod-environmental-registry.s3.amazonaws.com/2021-12/Best%20Management%20Practices%20-%20Small%20Scale%20Breweries%20Dec%202021.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2021-12/Best%20Management%20Practices%20-%20Small%20Scale%20Breweries%20Dec%202021.pdf)
pdf (Portable Document Format file) 569.3 KB

Proposal to Streamline Environmental Permissions (Air/Noise) for Microbreweries and Nanobreweries Discussion Paper
(<https://prod-environmental-registry.s3.amazonaws.com/2021-12/Discussion%20Paper%20-%20Small%20Scale%20Breweries%20Dec%202021%200.pdf>)
pdf.(Portable.Document.Format.file) 577.43 KB

Related links

Air Emissions EASR Regulation Resources

(<https://www.ontario.ca/page/air-emissions-easr-regulation-resources>)

O. Reg. 524/98: Environmental Compliance Approvals – Exemptions from Section 9 ... (<https://www.ontario.ca/laws/regulation/980524>)

Environmental land use planning guides

(<https://www.ontario.ca/page/environmental-land-use-planning-guides>)

Ontario Craft Brewers Association

(<https://www.ontariocraftbrewers.com/>)

Related ERO (Environmental Registry of Ontario) notices

Modernizing environmental compliance practices of the Ministry of the Environment, Conservation and Parks (/notice/019-2972)

Guideline to address odour mixtures in Ontario (/notice/019-2768)

View materials in person

Important notice: Due to the ongoing COVID-19 pandemic, viewing supporting materials in person is not available at this time.

Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](/page/commenting-privacy)

Submit by mail


Dean Therrien
Client Services and Permissions
Branch
135 St Clair Ave West
1st Floor
Toronto, ON
M4V 1P5
Canada

Connect with

JS

Contact

Dean Therrien

 [416-417-2631](tel:416-417-2631)

 Dean.Therrien@ontario.ca



CORPORATION OF THE TOWN OF GRAND VALLEY
5 MAIN STREET N., GRAND VALLEY, ONTARIO, L9W 5S6
Phone: 519-928-5652
www.townofgrandvalley.ca

File: ZONING BY-LAW 2009-10 UPDATE
DATE OF PASSING: December 14, 2021
DATE OF NOTICE: December 17, 2021
LAST DAY TO APPEAL: Monday January 17, 2022

NOTICE OF THE PASSING OF A ZONING BY-LAW

TAKE NOTICE that the Council of the Town of Grand Valley passed By-law 2021-80 on December 14, 2021, under section 34 of the Planning Act, 1990, c.P. 13, as amended,

AND TAKE NOTICE THAT any person or public body may, not later than 4:30PM on:

Monday January 17th, 2022

appeal to the Ontario Land Tribunal (OLT) (<https://olt.gov.on.ca/>) by filing with the Town Clerk, a notice of appeal, setting out the objection to the By-law and the reasons in support of the objection, accompanied by the applicable fee made payable to the Minister of Finance.

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

PURPOSE & EFFECT OF BY-LAW

The purpose and effect of By-law 2021-80, is to update of The Town's current Zoning By-law 2009-10. The amendment does not change any zoning (with limited exceptions) and does not impact any existing development rights or permissions. It improves the structure, format and usability of the Town's Zoning By-law 2009-10, while at the same time addressing certain administrative matters.

SUBJECT LANDS

All properties within the Town.

COPY OF THE BY-LAW

The Zoning By-law is available on the Town's website under **Zoning By-law Update 2021** via this link: <https://www.townofgrandvalley.ca/en/doing-business/zoning.aspx>. Please contact the Town Office at 519-928-5652 during regular business hours (9:00 AM to 4:30 PM) or the Town Planner, Mark H. Kluge, at mkluge@townofgrandvalley.ca, for more information.

Meghan Townsend
CAO, Clerk/Treasurer
Dated: December 17th, 2021

Info #14
JAN 13 2022

Denise Holmes

From: Holly Malynyk <hmalynyk@southgate.ca>
Sent: Thursday, December 16, 2021 11:36 AM
To: doug.fordco@pc.ola.org; steve.clark@pc.ola.org; sylvia.jonesco@pc.ola.org; 'bill.walkerco@pc.ola.org'
Subject: Township of Southgate - Resolution of Support Annual Emergency Exercise Requirement
Attachments: Twp of Southgate Resolution of Support - Annual Emergency Exercise Requirement.pdf

Good morning,

At its Regular meeting held on December 15, 2021, the Council of the Corporation of the Township of Southgate considered the above noted matter and passed a resolution endorsing and supporting an amendment to *Ontario Regulation 380/04* under the *Emergency Management and Civil Protection Act* to provide an exemption to the annual exercise requirement for municipalities that have activated their Emergency Control Group in response to an emergency that year. Please find a letter of endorsement attached for your consideration.

Thank you.

Holly Malynyk

Customer Service and Support

Township of Southgate

📍 185667 Grey County Road 9, Dundalk, ON N0C 1B0

☎ 519-923-2110 ext. 233 | Fax 519-923-9262

✉ hmalynyk@southgate.ca | www.southgate.ca

Township of Southgate
Administration Office
185667 Grey County Road 9, RR 1
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

December 16, 2021

To whom it may concern:

**Re: Resolution of Support – Simcoe County Resolution re: Annual
Emergency Exercise Requirement**

Please be advised that at the December 15, 2021 Regular Meeting of Council, the following motion was carried:

No. 2021-765

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Whereas *Ontario Regulation 380/04: Standards under the Emergency Management and Civil Protection Act* sets the municipal standards for emergency management programs in Ontario and requires municipalities to conduct an annual exercise with their Emergency Control Group in order to evaluate the municipality's emergency response plan and procedures, O. Reg. 380/04, s. 12 (6);

Whereas Emergency Management Ontario previously granted municipalities exemption for the annual exercise requirement when the municipality experienced an actual emergency with documented proof of the municipality actively engaging their emergency management procedures and plan in response to the emergency;

Whereas on August 5, 2021 the Chief, Emergency Management Ontario issued a memo to Community Emergency Management Coordinators stating that effective immediately, the Chief, EMO would no longer be issuing exemptions to the O. Reg. 380/04 requirement to conduct an annual exercise;

Whereas municipalities experience significant costs and burden to staff resources when faced with the response to an actual emergency and activation of their Emergency Control Group and/or Emergency Operations Centre;

Whereas a municipality's response to an actual emergency is more effective than an exercise in evaluating its emergency response plan and procedures as mandated by O. Reg. 380/04;

Whereas planning, conducting and evaluating an emergency exercise requires

significant time and effort for the Community Emergency Management Coordinator and Municipal Emergency Control Group that is duplicated when the municipality experiences a real emergency;

Now Therefore Be It Resolved That the Corporation of the Township of Southgate hereby requests the Province of Ontario to amend *Ontario Regulation 380/04* under the *Emergency Management and Civil Protection Act* to provide an exemption to the annual exercise requirement for municipalities that have activated their Emergency Control Group and/or Emergency Response Plan in response to an actual emergency that year in recognition of the significant resources used to respond to the emergency and the effectiveness of such response in evaluating the municipality's emergency response plan and procedures; and

That a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Sylvia Jones, Solicitor General, Grey-Bruce MPP Bill Walker, and all other municipalities in Ontario.

Carried

If you have any questions, please contact our office at (519) 923-2110.

Sincerely,



Lindsey Green, Clerk
Township of Southgate

cc: Premier of Ontario Honourable Doug Ford
Minister of Municipal Affairs and Housing Honourable Steve Clark
Solicitor General Honourable Sylvia Jones
Grey Bruce MPP Bill Walker
All Municipalities in Ontario

Denise Holmes

From: Jon Hebden <jon.hebden@mpac.ca>
Sent: Friday, December 17, 2021 10:51 AM
To: Denise Holmes
Subject: MPAC: 2021 Municipal Partnership Report and Assessment Change Summary
Attachments: 2021 Municipal Partnerships Report.pdf; 2219 Township of Melancthon.pdf



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Good afternoon Denise,

Please see the following communication from Chris Rickett, Director, Municipal and Stakeholder Relations regarding the 2021 Municipal Partnership Report and Assessment Change Summary.

Please don't hesitate to contact me with any questions you may have.

Happy Holidays!

Jon Hebden, MIMA, CMO
Account Manager
Kitchener, Municipal and Stakeholder Relations
Office: 226 317-0274
Mobile: 519 841-8203

mpac.ca
Municipal Property Assessment Corporation

4271 King Street East, Suite 100, N2P 2E9

To: Chief Administrative Officers, Chief Financial Officers, Treasurers,
and Tax Administrators

From: Chris Rickett, Director, Municipal and Stakeholder Relations

We understand this has been another challenging year for everyone, but our commitment to support our municipal partners through the pandemic has been as important as ever. To highlight our work together, we are pleased to share with you our **2021 Municipal Partnership Report** as well as the attached Assessment Change Summary – a high-level summary of the assessment changes within your municipality.

The 2020 tax year was the last year in the current 4-year assessment cycle, based on 2016 CVA. As a result of the Ontario Government's continued postponement of the Assessment

Update, both the 2021 and 2022 tax years will be based on the fully phased-in January 1, 2016 current values. There will be no phased-in growth in 2022.

Although the valuation base year remains the same, the assessment roll may still change from 2021 to 2022 due to changes in state and condition of properties. As with any other year, MPAC continued to conduct business, including updating property information, capturing new assessment, analyzing sales, completing tax applications and managing Requests for Reconsideration and appeals.

We plan to share this report (not the Assessment Change Summary) with all Municipal Clerks in January for sharing with your councils.

On behalf of MPAC and our Municipal and Stakeholder Relations team, we wish you all the very best this holiday season.

We look forward to working with you in 2022.

Regards,

Chris

Chris Rickett, BES, MPA
Director, Municipal and Stakeholder Relations
Valuation and Customer Relations
Mobile: 416 723-5809

mpac.ca
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101 L1V 0C4

2021 MUNICIPAL PARTNERSHIPS REPORT

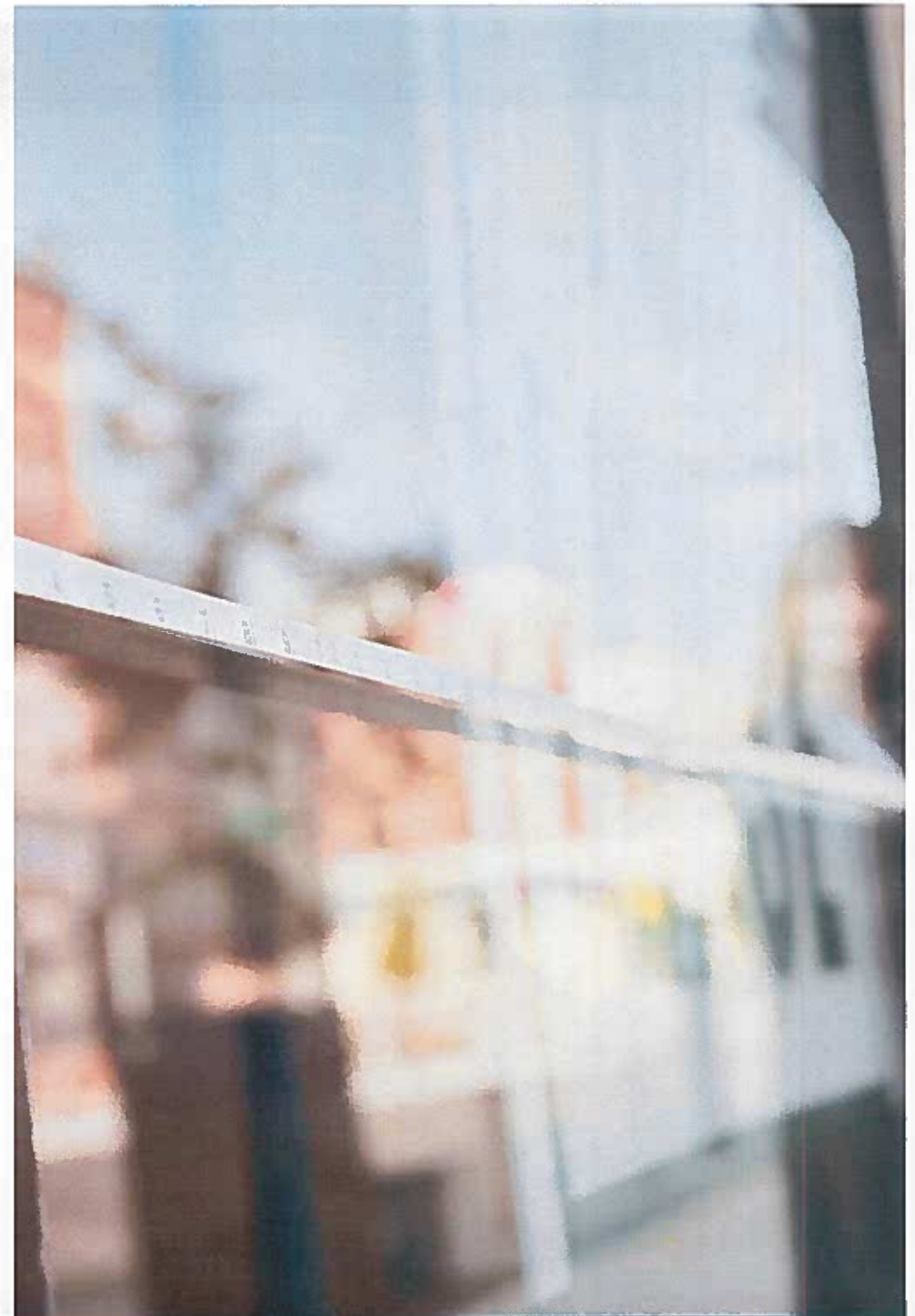


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2021: RISING RISING TO THE CHALLENGES OF THE PRESENT, AND LOOKING TOWARD THE FUTURE

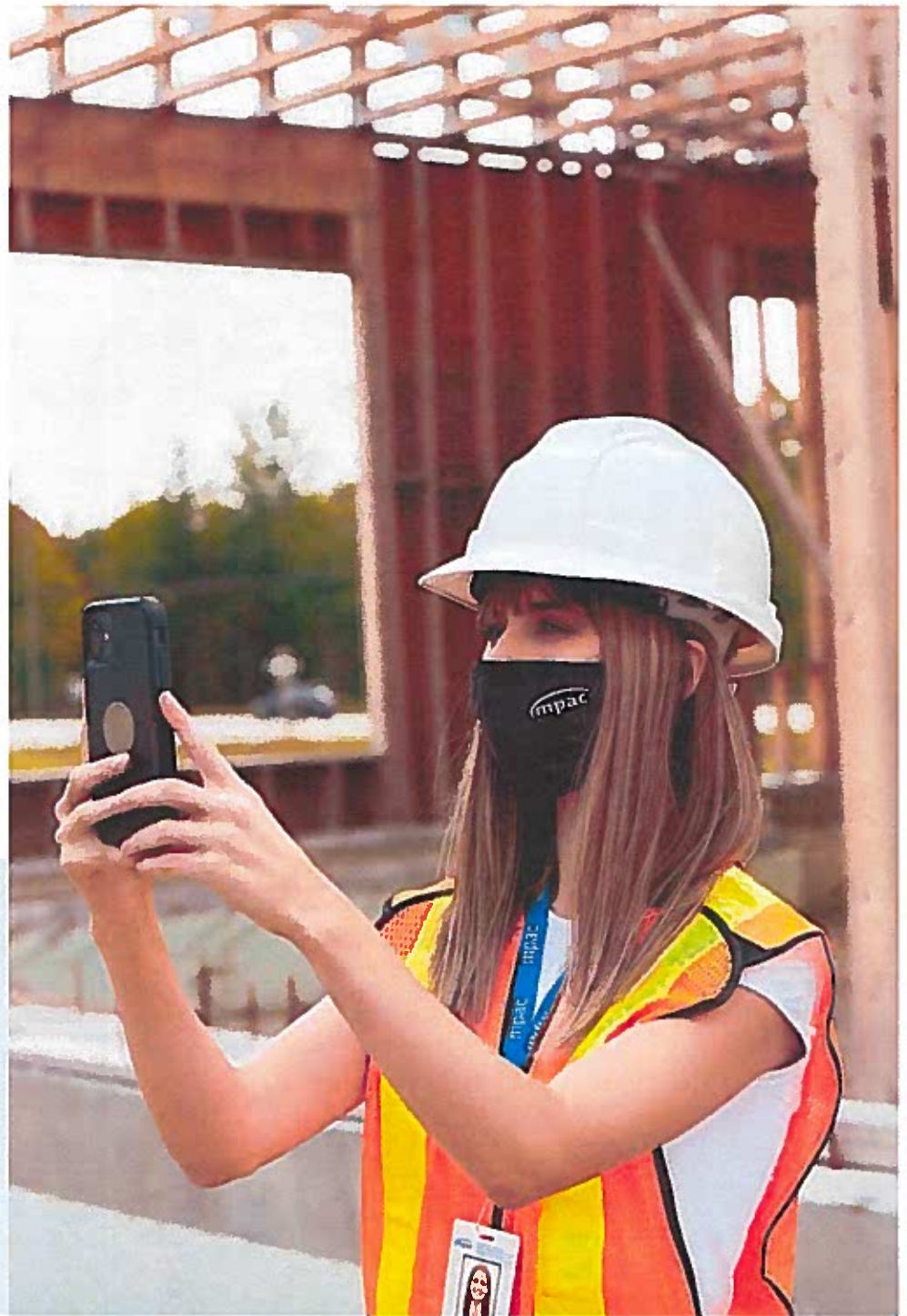
As the pandemic continued to unfold this year, we've remained focused on delivering the services Ontario municipalities rely on. We've also looked beyond the challenges and demands of our current reality, and toward what property assessment looks like in a post-pandemic world.

We may have spent the year apart, but we've worked with our municipal partners like never before. Together, we laid the groundwork for technological innovation, modernization and more efficient services.



"During this time of uncertainty, we have continued to control MPAC's budget to limit costs. MPAC's Board of Directors approved the 2022 operating budget with no increase to the provincial levy, for the second year in a row. While each municipality's annual levy amount is determined by a formula set out in the *Assessment Act*, there is no total levy increase for 2022."

Alan Spacek
Chair, MPAC Board of Directors



MAINTAINING ONTARIO'S PROPERTY DATABASE

MPAC maintains a one-of-a-kind, comprehensive database of information for each of the more than 5.4 million properties in Ontario. We continuously update these records each and every day so that municipal tax bases are kept current and municipal financial decisions can be based on the most accurate data possible.

Our work to maintain Ontario's property data set includes:

- ✓ Supporting our municipal partners and property owners
- ✓ Analyzing the market and observing COVID-19 impacts on property sectors
- ✓ Processing severances and consolidations and assessing new construction, additions and renovations
- ✓ Addressing Requests for Reconsideration and appeals
- ✓ Responding to vacancy and tax applications from municipalities
- ✓ Tracking school support



“Soon after a tornado hit the City of Barrie in July, we had a series of meetings with MPAC and put together a plan for how we would address damage to properties and tax relief applications. We’ve been having weekly check-ins with MPAC to review what’s happening with properties and building permits, sharing information and establishing consistent messages to support property owners who suffered damage to their property.”

Grace Marsh
Acting Manager, Property Tax and Revenue, City of Barrie

New assessment

CAPTURING \$38 BILLION IN NEW ASSESSMENT

We know that the value of new construction, additions and renovations continues to be an important source of municipal revenue during the pandemic. This year, we continued to work with municipalities to validate property information in new ways, including through the digital submission of building plans.

Thanks in large part to this collaboration, we were able to access the information required to add more than \$38 billion in new assessment to municipal assessment rolls across Ontario this year.



"Staying on top of property assessment trends is an important way we make sure we're ready to capture new assessment quickly when building permits are closed, so we can provide municipalities with new revenue sources."

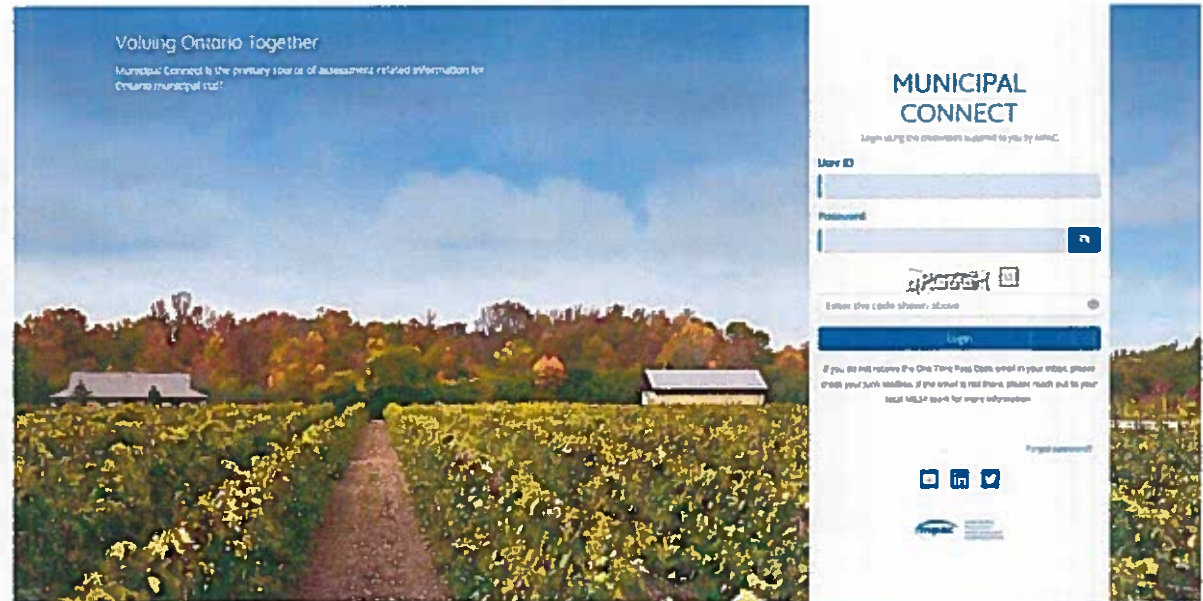
Carmelo Lipsi
Vice-President and Chief Operating Officer, MPAC

INNOVATIVE DATA SHARING

One of the most important ways we support all 444 municipalities in Ontario is by providing them access to Municipal Connect, a sophisticated data-sharing platform. Together with our partners, we reimagined the platform to provide more convenient access to high-quality property data.

Built by our IT team and subject matter experts in just six months, the new Municipal Connect launched this year and brings the tools municipal users requested to their fingertips.

It also laid the groundwork for elements of our 2021-2025 Strategic Plan, including expanded use of MPAC data to support municipal operations and planning, and the creation of further collaboration tools to support municipalities and other public and private sector partners in using our data to find solutions and make even smarter decisions.



“I have been impressed with the engagement and constructive development process that has been applied at Municipal Connect Working Group meetings. The MPAC development team sought insights about how best to meet municipal needs, applied changes where possible, and described any restrictions. This dialogue and consideration supported the development of an innovative new Municipal Connect.”

Tammy Sikma
Enterprise Applications Manager, County of Peterborough

DIGITAL PERMITTING IN ONTARIO

We are the only organization with data on all building permits in Ontario, and we process about 300,000 building permits each year on properties of all types, from condos to distribution centres.

Modernizing and digitizing permit collection and exchange can create internal efficiencies for municipalities and help us capture new assessment faster, resulting in new municipal revenues sooner.

We work with a number of e-permitting providers to support municipalities in automating permit submissions into our systems. However, we know many municipalities still rely on paper-based systems. In 2020, we conducted a market scan and found that only 27 per cent of municipalities had an end-to-end e-permitting solution.

We are working with municipalities to digitize their permitting process and collaborating with sector associations, like the Association of Municipalities of Ontario's (AMO) business services arm, Local Authority Services (LAS), to further advance the consideration and adoption of [e-permitting in the municipal sector](#).

"Our move to a digital e-permitting solution was always the plan, but COVID-19 put the plan into overdrive. Ensuring information was easily available with a few clicks was the only way to go—the industry is already doing work electronically and we were the hold up. This change will pay dividends in the near future as our municipality continues to grow and staff pressures increase."

Mary Hasan
Director of Finance/Treasurer, Township of Puslinch



Small business subclass



HELPING MUNICIPALITIES EVALUATE THE NEW OPTIONAL SMALL BUSINESS SUBCLASS

Together with the municipal sector, we published a [Small Business Property Subclass Report](#) to support municipalities in their evaluation and potential use of the new optional tax subclass made available by the Province.

Key stakeholders contributed to the report, including representatives from Ontario municipalities, the Association of Municipalities of Ontario (AMO), Municipal Finance Officers' Association (MFOA), Ontario Municipal Tax and Revenue Administrators (OMTRA), Toronto Association of Business Improvement Areas (TABIA), and Ontario Business Improvement Area Association (OBIAA).

We also sent an online survey to Finance and Economic Development staff across all 444 municipalities to inform the group's work.

"The Small Business Subclass report provides significant guidance for municipalities who are considering implementing the subclass. It should prove to be a very useful tool in defining small businesses and identifying appropriate properties, as well as assisting in the development of local policies."

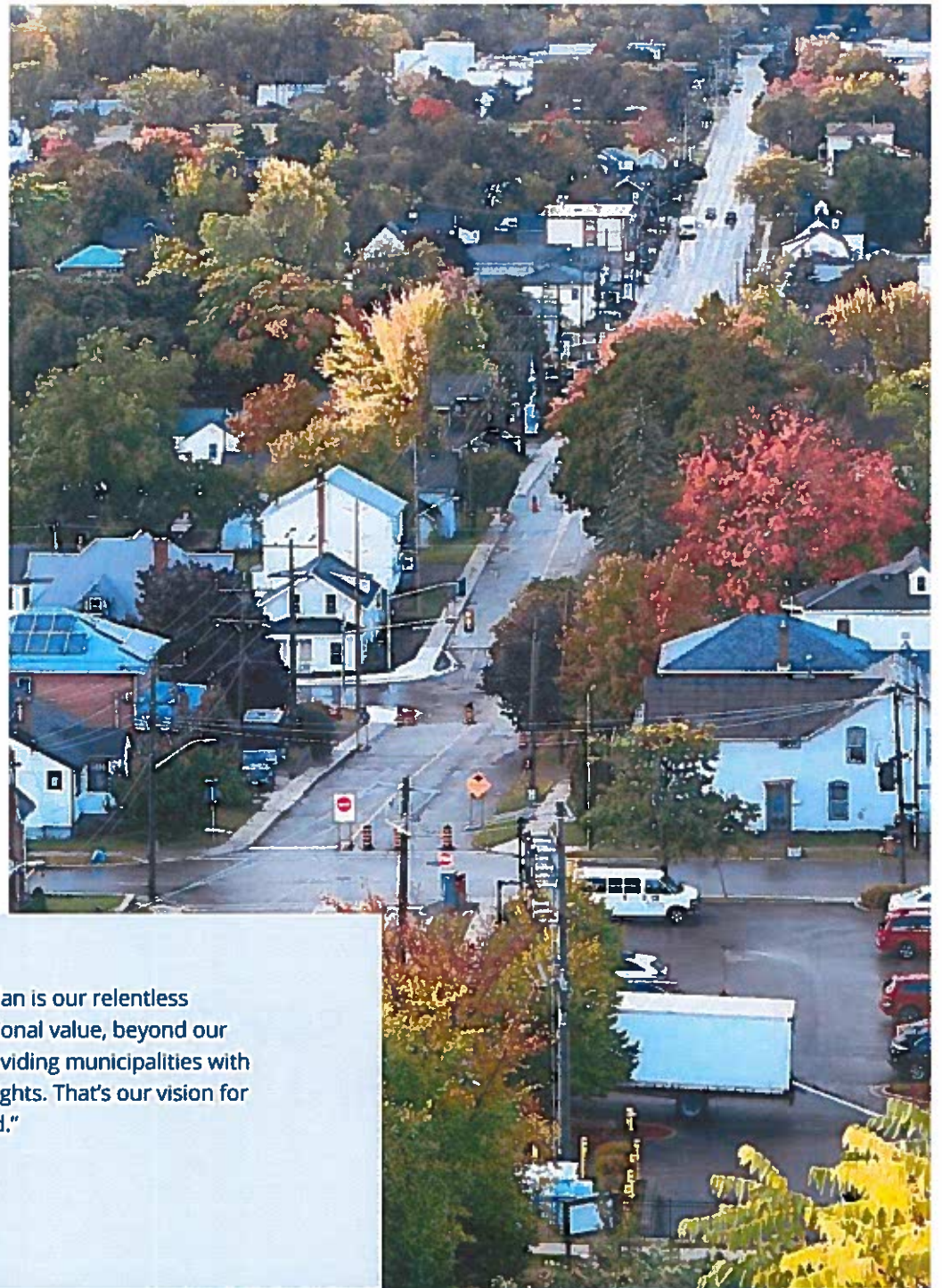
Donna Herridge
Executive Director, Municipal Finance Officers' Association

EVOLVING OUR SERVICES TO DELIVER MORE VALUE TO ONTARIO

The pandemic has driven us to be more innovative, efficient and future-forward thinking than ever, and we've formalized that way of working through our new [2021-2025 Strategic Plan](#).

Over the next several years our focus will be on:

- ✓ Modernizing our operations
- ✓ Strengthening our relationships with municipalities
- ✓ Supporting property owners
- ✓ Attracting and retaining top talent
- ✓ Unlocking new revenue streams to offset the levy impact for Ontario municipalities



"The cornerstone of our 2021-2025 Strategic Plan is our relentless focus on delivering the greatest possible additional value, beyond our foundational assessment role. That means providing municipalities with value-added data, analytics and actionable insights. That's our vision for property assessment in a post-pandemic world."

Nicole McNeill
MPAC President

LOOKING AHEAD

As part of its 2021 Fall Economic Statement, the Ontario Government announced a continued postponement of the assessment update.

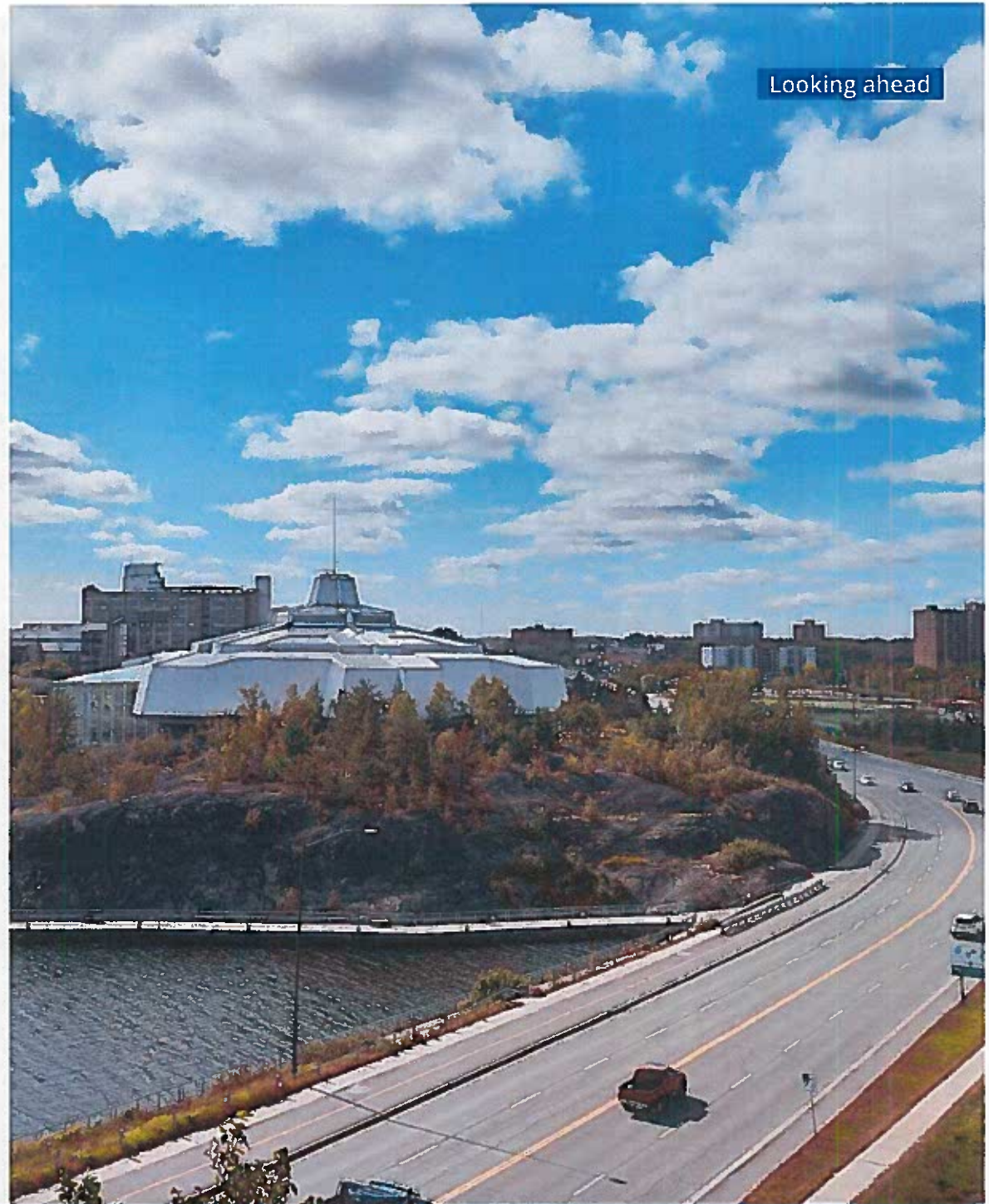
This means that property taxes for the 2022 and 2023 taxation years will continue to be based on the January 1, 2016 valuation date. Property assessments will remain the same as they were for the 2021 tax year, unless there have been changes to the property.

We will continue to provide you with market analysis and insights, stay ready to deliver the assessment update when called upon, and work every day to maintain Ontario's property database, which includes the timely assessment of new construction, additions and renovations.

Next year, we will lean into our partnerships that are driving technological innovation to provide municipalities with the best possible products, modernization of the broader sector and more efficient services.

We will keep working hard to help all Ontarians better understand who we are, what we do and the ways we support property owners to understand their assessment.

And most importantly, we will do our part to support communities on the path to better days ahead.



CONTACT US

E-NEWSLETTER

Subscribe to our municipal e-newsletter, [InTouch](#).

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[mpac.ca](#)

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WEBINARS

Our [webinars](#) are held the first Thursday of each month at 1 p.m. to address provincial issues and trends. Watch your email for registration details.

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Assessment Change Summary Township of Melancthon

The following chart provides a snapshot comparing the assessed value at the beginning of one taxation year (2021), to the assessed value at the beginning of the next taxation year (2022).

Property Tax Class (RTC) Description	RTC	Based on 2016 Current Value Assessment (CVA)			
		Destination CVA <i>At time of roll return for 2021 Tax Year</i>	2022 Tax Year <i>Destination CVA at time of roll return for 2022 Tax Year</i>	Percent Change <i>2021 - 2022 Tax Year</i>	Percent of Total CVA <i>Distribution of CVA between classes for 2022 Tax Year</i>
Residential	R	427,788,300	431,872,000	0.95%	57.37%
Commercial	C	7,423,200	7,669,600	3.32%	1.02%
Commercial (New Construction)	X	3,050,300	3,050,300	0.00%	0.41%
Industrial	I	11,022,900	11,754,200	6.63%	1.56%
Industrial (New Construction)	J	26,576,400	27,442,300	3.26%	3.65%
Pipeline	P	1,937,000	1,939,000	0.10%	0.26%
Farm	F	249,652,300	251,367,400	0.69%	33.39%
Managed Forests	T	3,039,100	3,252,500	7.02%	0.43%
PIL - Residential	R	225,000	225,000	0.00%	0.03%
PIL - Commercial	C	509,000	509,000	0.00%	0.07%
PIL - Landfill	H	119,000	119,000	0.00%	0.02%
Exempt	E	12,813,600	13,553,300	5.77%	1.80%
TOTAL		744,156,100	752,753,600	1.16%	100.00%

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Friday, December 17, 2021 2:10 PM
To: ca.office@ontario.ca; clerks@brantford.ca; stephen.o'brien@guelph.ca; clerk@hamilton.ca; heather.boyd@brant.ca; csenior@oxfordcounty.ca; eeichenbaum@haldimandcounty.on.ca; pberfelz@northperth.ca; kevin.klingenberg@norfolkcounty.ca; graham.milne@halton.ca; regionalclerk@regionofwaterloo.ca; lisa.campion@erin.ca; mtownsend@townofgrandvalley.ca; chickey@amaranth.ca; kokane@centrewellington.ca; sstone@eastgarafraxa.ca; aknight@get.on.ca; mbaron@mapleton.ca; Denise Holmes; ebell@pertheast.ca; admin@puslinch.ca; lgreen@southgate.ca; kwallace@wellington-north.com; Kevin Davis; mayor@guelph.ca; mayor@hamilton.ca; david.bailey@brant.ca; khewitt@haldimandcounty.on.ca; gary.carr@halton.ca; kristal.chopp@norfolkcounty.ca; mayor@swox.org; kredman@regionofwaterloo.ca; allan.all@erin.ca; ssoloman@townofgrandvalley.ca; bcurrie@amaranth.ca; KLinton@centrewellington.ca; Guy Gardhouse; Chris White; g davidson@mapleton.ca; Darren White; tkasenberg@northperth.ca; Mayor@pertheast.ca; jseeley@puslinch.ca; jwoodbury@southgate.ca; Joe Nowak; alennox@wellington-north.ca; dmilliner@southgate.ca; mgivens@wellington-north.com; tcampbell@pertheast.ca; michael.bradley@brant.ca; bhutchings@brantford.ca; mbaron@mapleton.ca; jwilson@townofgrandvalley.ca; nmartin@amaranth.ca; blauckner@regionofwaterloo.ca; sstone@eastgarafraxa.ca; Denise Holmes; agoldie@centrewellington.ca; cao@guelph.ca; cao@erin.ca; iroger@get.on.ca; gschwendinger@puslinch.ca; ksnell@northperth.ca; Jane.MacCaskill@halton.ca; Janette.smith@hamilton.ca; mduben@oxfordcounty.ca; cmanley@haldimandcounty.on.ca; al.meneses@norfolkcounty.ca
Cc: Kim Gavine; Samantha Lawson
Subject: Submission of Grand River CA Transition Plan - O.Reg 687/21 under the Conservation Authorities Act
Attachments: GM-12-21-100 - GRCA Staff Report & Final Transition Plan_Requirement under O Reg 687_21.pdf

Greetings Conservation Authority Office and Grand River watershed participating municipalities Clerks, Heads of Council and CAOs:

Please be advised that at the regular meeting held on December 17, 2021, the GRCA General Membership passed the following motion:

*THAT the Grand River Conservation Authority Transition Plan be approved;
AND THAT the Transition Plan be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks.*

Accordingly, the Grand River Conservation Authority Transition Plan is attached for your information and as official submission to the Ministry of Environment, Conservation and Parks. In accordance with O.Reg 687/21 under the *Conservation Authorities Act*, the Transition Plan will also be posted on our website.

Should you have any comments on the plan or questions regarding the requirement under O.Reg 687/21 to circulate this information to our participating municipalities, please reach out directly to Samantha Lawson.

Kind regards,

Eowyn Spencer
Executive Assistant
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Office: 519-621-2763 ext. 2240
Toll-free: 1-866-900-4722

Grand River Conservation Authority

Report number: GM-12-21-100

Date: December 17, 2021

To: General Membership of the Grand River Conservation Authority

Subject: Final Transition Plan – Requirement under Ontario Regulation 687/21

Recommendation:

THAT the Grand River Conservation Authority Transition Plan be approved;

AND THAT the Transition Plan be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks.

Summary:

Not applicable.

Report:

Under *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services*, each conservation authority is required to create a Transition Plan that outlines the steps to develop an inventory of programs and services (category 1-3) and to enter into agreements with participating municipalities to fund category 2: Municipal programs and services. The Transition Period starts on the date the regulation was released and ends on January 1, 2024.

On November 26, 2021, the draft Transition Plan was presented to the Board and circulated to all participating municipalities. Other than minor amendments to wording, no comments or concerns were received on the draft plan.

Once the Transitional Plan is approved, the plan will be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks prior to the legislative deadline of December 31, 2021. The Transition Plan will also be posted on the Grand River Conservation Authority's website for public access.

Financial Implications:

Not applicable.

Other Department Considerations:

Not applicable.

Submitted by:

Samantha Lawson
Chief Administrative Officer

Grand River Conservation Authority Transition Plan

Date: November 26, 2021

Amendments:

Background

In 2015, the Province initiated a review of the *Conservation Authorities Act*. Since then, Bill 139 (2017), Bill 108 (2019) and Bill 229 (2020) have been passed that included several amendments to the Act. The purpose of these amendments are to provide greater transparency, consistency, accountability and governance for Conservation Authorities. On October 4, 2021 the Ministry of Environment, Conservation and Parks (MECP) released the Phase 1 regulations to implement a portion of the amendments that were made to the *Conservation Authorities Act*. *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services* was part of this grouping and requires the Grand River Conservation Authority (GRCA) to have a Transition Plan that outlines the steps to be taken to develop an inventory of programs and services and to enter into agreements with participating municipalities to fund municipal driven programs and services through a levy. It also establishes the transition period and timelines to enter into those agreements.

The purpose of the Transition Plan is to prepare the GRCA and participating/watershed municipalities for the change to the budgeting process based on the delivery and funding of the three categories of programs and services. These categories include:

1. mandatory programs and services where municipal levy could be used without any agreement;
2. programs and services subject to municipal approval and municipal funding through a MOU;
3. other programs and services an Authority determines are advisable, with alternate funding (e.g., provincial, federal, municipal agreement and/or self-generated revenue)

Under Regulation 687/21, the transition period is to be completed no later than January 1, 2024.

There are two main components to the transition period. The first part is to develop a Transition Plan which consists of a workplan/timeline for the completion of major milestones during the transition period, process of consulting and negotiating with municipalities on Memorandums of Understandings (MOUs) for the delivery of municipal requested programs and services and a draft inventory of programs and services offered by the GRCA. This Transition Plan is to be completed and submitted to MECP no later than December 31, 2021 and posted to the GRCA's website.

A final version of the inventory for programs and services is required to be circulated to participating municipalities and submitted to the MECP no later than February 28, 2022. The inventory for programs and services must also be posted to the GRCA's website.

The second part of the transition period includes developing, , negotiating and finalizing agreements (MOUs) with municipalities in accordance with the regulation for municipal programs and services. These agreements must be in place (Municipal Council and the General Membership approved) by January 1, 2024.

General Membership of the GRCA Approval Process

The General Membership of the GRCA is required to approve the Transition Plan and the Inventory of Programs and Services prior to the submission to MECP, circulation to municipalities and posting on the GRCA's website.

Recognizing the amount of work and input required by the GRCA to meet the transition date of January 1, 2024, the General Membership established an Ad-Hoc Governance Committee (Resolution No. 21-03 -January 22, 2021) to provide input and direction to staff on adapting to the changes of the *Conservation Authorities Act* and subsequent Regulations. This committee will meet regularly throughout the transition period.

Tracking of negotiations and milestones throughout the transition period will be provided to the Ad-hoc Committee for consultation and to the General Membership for approval. These quarterly reports will then be submitted to MECP and posted to the GRCA's website. Once the MOUs are approved by the General Membership and Municipal Council, these agreements will be made available to the public on the GRCA website.

The final submission report to MECP will contain all approved MOUs and the final Inventory of Programs and Services. This submission is due on January 31, 2024 and is the end of the transition period. The 2024 GRCA budget will reflect the revised funding framework.

Municipal Consultation Process

The GRCA has 38 watershed municipalities and 22 participating municipalities within its jurisdiction. Participating municipalities contribute to the general levy and also appoint members to the GRCA Board of Directors. The following are designated under the *Conservation Authorities Act* as GRCA participating municipalities:

- Town of Grand Valley
- Township of Amaranth
- Township of Melancthon
- Township of East Garafraxa
- Township of Southgate
- Township of Mapleton
- Township of Wellington North
- Township of Centre Wellington
- Town of Erin
- Township of Guelph/Eramosa
- Township of Puslinch
- City of Guelph
- Region of Waterloo
- Municipality of North Perth
- Township of Perth East
- Halton Region
- City of Hamilton
- Oxford County
- County of Brant
- City of Brantford
- Haldimand County
- Norfolk County

All participating municipalities will be circulated a copy of the approved GRCA Transition Plan.

Consultation with the participating municipalities will be ongoing throughout the transition period. Key contacts and timelines/meetings will be established with all participating municipalities and other interested watershed municipalities. Input received through these discussions and negotiations will be incorporated into the Inventory of Programs and Services on a continuous basis. GRCA staff will also be available to attend any council meeting, where requested.

Adjacent Conservation Authority Consultation Process

The GRCA shares municipal boundaries with 10 adjacent Conservation Authorities. It will be important to maintain contact and consult with senior staff at adjacent Conservation Authorities during the development of their Transition Plans, Inventory of Programs and Services and also when negotiating MOUs with shared municipalities. Wherever possible, staff will strive for consistency amongst the adjacent Conservation Authorities on terminology, conditions of agreements, etc.

The GRCA shares municipal boundaries with the following Conservation Authorities:

- Maitland Valley Conservation Authority
- Credit Valley Conservation
- Niagara Conservation Authority
- Hamilton Conservation Authority
- Conservation Halton
- Nottawasaga Valley Conservation Authority
- Grey Sauble Conservation
- Saugeen Conservation
- Upper Thames Conservation Authority
- Long Point Conservation Authority

Timelines and Deliverables during the Transition Period

Chart 1 and 2 provide a list of activities, deliverables and points of contact that the GRCA will complete in order to come into conformance with the new regulations. Any changes to timelines will require consultation with the Ad-hoc Committee, approval from the GRCA General Membership and identification/justification in the quarterly reports submitted to the MECP. Should the GRCA require an extension to the transition period, a request must be submitted to MECP prior to October 1, 2023 and approved by the General Membership.

End of Transition Period

As of January 1, 2024 all required MOUs will be in place and the new funding framework will be incorporated into the GRCA 2024 budget. The transition period will end unless the GRCA has requested an extension from the MECP.

A final report is to be submitted to MECP and each participating municipality by January 31, 2024 including the final version of the Inventory of Programs and Services and confirmation that the GRCA has entered into all necessary cost apportioning agreements. This final report will also be posted on the GRCA website.

Year	Task	2021				2022	
		Sept.	Oct.	Nov.	Dec.	Jan	Feb
Part 1: Transition Plan	Draft Transition Plan and determine process for consultation with participating municipalities (identification of other municipalities to be consulted)	X	X	X	X		
	Preliminary meetings with participating municipal staff on new regulations, timelines and initial discussion on municipal process and needs to complete required deliverables (where possible)	X	X	X	X		
	Internal consultation and creation of Programs and Services (P&S) Inventory, categorization P&S, determine high level costing		X	X	X		
	Prepare/update list of current municipal MOUs		X	X	X		
	Meet with Ad-hoc Committee* on draft Transition Plan and P&S Inventory, setting guiding principles and expectations for transition period		X	X	X		
	Meeting with adjacent Conservation Authorities to discuss timelines and P&S Inventory to facilitate consistent approach to January 1, 2024 deadline (where possible)		X	X	X		
	Presentations to Municipal council on new regulations and draft documents (when requested).			X	X	X	X
	Obtain approval from GRCA Board on Transition Plan			X	X		
	Circulation of Transition Plan to participating municipalities and other municipalities by request				X		
	Posting of Transition Plan to GRCA website				X		
	Submit Transition Plan to MECP				X		
	Meet with Ad-hoc Committee* on draft P&S Inventory (feedback incorporated from municipal/CA discussions)			X	X	X	
	Obtain approval from GRCA Board on P&S Inventory					X	
	Circulate P&S Inventory to participating and other municipalities						X
	Submit P&S Inventory to MECP						X
	Post P&S inventory to website						X

*Ad-Hoc Governance Committee, General Membership of the Grand River Conservation Authority

Year	2022												2023												2024
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Part 2: MOUs/Agreements	Identify existing MOUs and prepare amendments to address regulations	X	X	X																					
	Draft template MOU for P&S Inventory that do not have any agreements			X	X	X	X																		
	Negotiate with participating municipalities and other municipalities on new MOUs	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X			X	X			
	Meet with Ad-hoc Committee* to provide update/seek direction on negotiation/consultation process				X			X			X				X				X				X		
	Provide status reports to GRCA Board		X				X			X			X			X		X				X			
	Meet with adjacent CAs to discuss shared MOUs (where possible)	X	X	X			X	X	X		X	X	X			X	X	X							
	Submit 1 st progress report to MECP		X																						
	Submit 2 nd progress report to MECP						X																		
	Submit 3 rd progress report to MECP									X															
	Submit 4 th progress report to MECP												X												
	Submit 5 th progress report to MECP														X										
	Submit 6 th progress report to MECP																	X							
	Submit 7 th progress report to MECP																								
	Present to Municipal Councils on MOUs, P&S Inventory, etc.(where requested)																X	X	X	X	X	X	X	X	X
	Process for draft 2024 GRCA Budget																		X	X	X	X	X	X	X
	GRCA Board approval/ Municipal Council approval of MOUs																	X	X	X	X	X	X	X	X
Posting of MOUs to GRCA website																								X	
Final Submission to MECP																								X	

*Ad-Hoc Governance Committee, General Membership of the Grand River Conservation Authority

Denise Holmes

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Monday, December 20, 2021 10:11 AM
To: Amanda Knight - Township of Guelph/Eramosa (aknight@get.on.ca); Andrew Grozelle; Ashley Carter; chickey@amaranth.ca; Chloe Senior; Denise Holmes; Evelyn Eichenbaum; Graham Milne (Graham.Milne@halton.ca); Heather Boyd; Janet Pilon; Karren Wallace; Kerri O'Kane; Lindsey Green; Lisa Campion; Manny Baron; Meghan Townsend; Nina Lecic; Office of the Clerk (clerks@brantford.ca); Patricia Berfelz; Regional Clerk; Stephen.OBrien@guelph.ca; Susan Stone (sstone@eastgarafraxa.ca)
Cc: Karen Armstrong
Subject: Notification of GRCA General Membership Attendance
Attachments: GRCA Members' Attendance - 2021 as at December 17.pdf

Hello Grand River Watershed Member Municipalities,

In accordance with Grand River Conservation Authority By-Law 1-2021 section c.11, attached is the semi-annual members' attendance record. This message should be received by all Clerks; please forward if it has been sent to you in error and advise me of the updated contact information.

Please feel free to contact me with any concerns.

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
Members Attendance
January 1 - December 31, 2021**

First Name	Last Name	January 22	February 26	March 26	April 23	May 28	June 25	July 23	August 27	September 24	October 22	November 26	December 17	Total Attendance
Marcus	Adili	x	x	x	x	x	A		x	A	x	A	A	7
Les	Armstrong	A	x	x	A	x	x		x	x	A	x	x	8
Bruce	Banbury	x	x	x	x	x	x		x	x	x	x	x	11
Robert	Bell	x	x	x	x	x	x		x	x	x	x	x	11
Richard	Carpenter	x	x	x	x	x	x		x	x	x	x	x	11
John	Challinor II	x	x	x	x	x	x		x	x	x	x	x	11
Brian	Coleman	x	x	x	x	x	x		x	x	x	x	x	11
Bernie	Corbett	x	x	x	x	x	x		x	x	A	x	x	10
Kevin	Davis	x	x	A	x	x	A		x	A	A	x	x	7
Cathy	Downer		x	x	x	x	A		x	A	x	x	x	8
James A.	Erb	x	x	x	x	x	x		x	x	x	x	x	11
Susan	Foxton	x	x	x	x	x	x		x	x	x	x	x	11
Guy	Gardhouse	x	x	x	x	x	x		x	x	x	x	x	11
Joan	Gatward	x	x	x	x	x	x		x	x	x	x	x	11
Rodrigo	Goller	x												1
Michael	Harris	x	A	x	x	x	x		A	A	A	x	A	6
Helen	Jowett	x	x	x	x	x	x		x	x	x	x	x	11
Daniel	Lawrence	x	x	x	x	x	x		x	x	x	x	x	11
Geoff	Lorentz	x	x	x	x	x	x		A	A	A	A	A	6
Ian	MacRae	x	x	x	x	x	x		x	x	x	x	x	11
Kathryn	McGarry	x	x	x	A	A	x		x	x	x	x	x	9
Jane	Mitchell	x	x	x	x	A	x		x	x	x	x	A	9
Joe	Nowak	x	x	x	x	x	x		A	x	x	x	x	10
Jerry	Smith	x	x	x	x	x	x		x	x	x	x	x	11
Warren	Slauch	x	x	x	x	x	x		x	x	x	x	x	11
Bruce	Whale	x	x	x	x	x	x		x	x	x	x	x	11
Chris	White	x	x	x	x	x	x		x	x	x	x	x	11
Total		25	25	25	24	24	23	0	23	21	21	24	22	

x = Present A = Absent

Audit Committee February 17, 2021			Audit Committee November 26, 2021		
Guy	Gardhouse	x	Guy	Gardhouse	x
Chris	White	x	Chris	White	x
Sue	Foxton	x	Sue	Foxton	x
Helen	Jowett	x	Helen	Jowett	x
Jane	Mitchell	x	Jane	Mitchell	x
John	Challinor	x	John	Challinor	x
Brian	Coleman	x	Brian	Coleman	x
Ad-Hoc CA Act Committee June 15, 2021			Ad-Hoc CA Act Committee September 9, 2021		
Chris	White	x	Chris	White	x
Sue	Foxton	x	Sue	Foxton	x
John	Challinor	x	John	Challinor	x
Michael	Harris	x	Michael	Harris	A
Helen	Jowett	x	Helen	Jowett	A
Ad-Hoc CA Act Committee October 29, 2021			Ad-Hoc CA Act Committee December 3, 2021		
Chris	White	x	Chris	White	x
Sue	Foxton	x	Sue	Foxton	x
John	Challinor	x	John	Challinor	x
Michael	Harris	x	Michael	Harris	x
Helen	Jowett	x	Helen	Jowett	x

**Meetings shaded have been held virtually and do not pay mileage*



December 20, 2021

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

Dear Premier:

Re: Daylight Savings Time

Please be advised that the Council of the Corporation of the Township of South Frontenac passed the following resolution at their regular meeting held November 16, 2021.

Moved by Mayor Vandewal

Seconded by Councillor Sleeth

That the Council of the Corporation of the Township of South Frontenac support Bill 214 passed by the Legislative Assembly of Ontario in 2020 to make Daylight Saving Time standard time.

And that this resolution be forwarded to the Premier of Ontario, the Premier of Quebec, and all Ontario Municipalities, asking that further discussions with Quebec and New York State take place in order for the Eastern Time Zone to remain at standard time and to discontinue Daylight Savings Time in this zone. Carried.

South Frontenac Council is aware that the Attorney General will only enact the bill in coordination with the Province of Quebec and New York State. We strongly encourage other Ontario municipalities to support this initiative to discontinue the changing of the clocks twice a year.

We look forward to receiving any updates on this matter.

Yours truly

Angela Maddocks
Clerk

c.c. Francois Legault, Premier of Quebec

Denise Holmes

From: Brandi Walter <b.walter@svca.on.ca>
Sent: Tuesday, December 21, 2021 1:51 PM
To: Denise Holmes
Subject: SVCA's 2022 Plan Review Fees
Attachments: 2021_12_21_Melancthon_2022_Fees.pdf; 2021_12_21_Melancthon_2022_Fee_Schedule.pdf

Dear Denise,

Please find attached, SVCA's 2022 Plan Review Fees. Fee free to contact this office, should you have any questions.

Kind Regards,



Brandi Walter
Environmental Planning Coordinator
1078 Bruce Rd. 12, Box 150
Formosa ON N0G 1W0
Cell: 519-369-4282
E-mail: b.walter@svca.on.ca
www.saugeenconservation.ca

****COVID-19 Notice:** Saugeen Valley Conservation Authority continues to monitor the COVID-19 pandemic situation in Ontario. The health, safety, and well-being of our stakeholders, the general public, and members of staff continues to be a top priority. There has been no interruption to our services; however the Administration office in Formosa is open by appointment only. All staff continue to be accessible via e-mail or cell phone as required. Contact information is available on the SVCA website here: [Contact Information for Staff \(svca.on.ca\)](http://www.svca.on.ca)

PRIVACY DISCLAIMER: This e-mail (including any attachments) may contain confidential, proprietary, and privileged information and unauthorized disclosure or use is prohibited. If you received this e-mail in error, please notify the sender and delete this e-mail from your system. SAUGEEN VALLEY CONSERVATION AUTHORITY. Thank You!

 Please consider the environment before printing this page.



1078 Bruce Road 12, P.O. Box 150, Formosa ON Canada N0G 1W0
Tel 519-367-3040, Fax 519-367-3041, publicinfo@svca.on.ca, www.svca.on.ca

SENT ELECTRONICALLY ONLY (dholmes@melancthontownship.ca)

December 21, 2021

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

ATTENTION: Denise Holmes, Clerk / CAO

Dear Ms. Holmes:

RE: Saugeen Valley Conservation Authority 2022 Plan Review Fees

In 2017, the Township of Melancthon and the Saugeen Valley Conservation Authority (SVCA) signed a Memorandum of Understanding relating to Plan Review. This Agreement describes the framework within which the SVCA provides specific *Planning Act* application review and technical clearance services to the Township.

This Memorandum of Understanding also includes a Fee Schedule, which is automatically updated annually on a percentage basis, in a manner consistent with the Statistic Canada "Consumer Price Index" (CPI) for the previous calendar year, if the index shows an increase. Such fee increases shall be implemented when the change is at least \$10.00 for a category (if less than \$10.00 then the fee increase is deferred and added to the subsequent year increase).

Please find enclosed a copy of the 2022 Fee Schedule prepared by SVCA staff, which will become effective January 1, 2022.

Should questions arise, please do not hesitate to contact this office.

Yours Sincerely,

Brandi Walter
Environmental Planning Coordinator
Saugeen Conservation

BW/
Encl.



Watershed Member Municipalities
Municipality of Arran-Elderslie, Municipality of Brockton, Township of Chatsworth, Municipality of Grey Highlands,
Town of Hanover, Township of Howick, Municipality of Morris-Turnberry, Municipality of South Bruce,
Township of Huron-Kinloss, Municipality of Kincardine, Town of Minto, Township of Wellington North,
Town of Saugeen Shores, Township of Southgate, Municipality of West Grey



1078 Bruce Road 12, P.O. Box 150, Formosa ON Canada N0G 1W0
 Tel 519-367-3040, Fax 519-367-3041, publicinfo@svca.on.ca, www.svca.on.ca

SVCA 2022 PLAN REVIEW FEE SCHEDULE – Township of Melancthon

The SVCA Plan Review Fee Schedule is based on the Statistics Canada Consumer Price Index (CPI) for each calendar year.

The Fee Schedule will be updated on January 1st of every year by the SVCA.

TYPE OF APPLICATION	2022 FEES
Official Plan Amendment	\$260
Zoning By-law Amendment	\$260
Consent (per each new lot created)	\$260
Minor Variance	\$190
Draft Plan of Subdivision	\$80 per lot or block/ \$610 minimum. Maximum \$7340
Draft Plan of Condominium	lesser of \$80 per unit or \$1480/ha with a minimum flat fee of \$610 Maximum \$7340
Site Plan Application	lesser of \$80 per unit or \$1480/ha with a minimum flat fee of \$610 Maximum \$7340
Private "Multi-Lot" Residential Developments	\$80 per lot or block/ \$610 minimum. Maximum \$7340
Other Types of Applications	\$190.00

* CPI for the previous calendar year 4.9% (Ontario October 2020 - October 2021)

Notes and Definitions

1. The SVCA reserves the right to waive the application fee or reduce the fee on a case by case basis.
2. Fees for multiple joint applications made at the same time for the same parcel and for the same development proposal for Official Plan Amendments, Zoning By-law Amendments, Minor Variances and Consents will be discounted as follows:

First Application	Full fee per Application Review Fee above
Additional Applications	50% of full Application Review Fee per lot/application

Note: The first Application Review Fee shall always be the higher of the applicable fees.



Watershed Member Municipalities
 Municipality of Arran-Elderslie, Municipality of Brockton, Township of Chatsworth, Municipality of Grey Highlands,
 Town of Hanover, Township of Hawick, Municipality of Morris-Turnberry, Municipality of South Bruce,
 Township of Huron-Kinloss, Municipality of Kincardine, Town of Minto, Township of Wellington North,
 Town of Saugeen Shores, Township of Southgate, Municipality of West Grey

Denise Holmes

From: Planning <planning@grandriver.ca>
Sent: Tuesday, December 21, 2021 3:05 PM
Cc: Melissa Larion; Nancy Davy; Fred Natolochny
Subject: Notice of GRCA 2022 Fee Updates
Attachments: 2022 Fee Schedule & Notes - AODA.pdf

Good Afternoon,

Please find attached a copy of the 2022 Grand River Conservation Authority Permit, Plan Review, and Inquiry Fee Schedule, which will be implemented throughout the Grand River Watershed **effective January 1, 2022**

Please ensure that copies of the attached fee schedule and notes are available to your planning and building staff, and prospective applicants. If you are not the correct contact to distribute to these staff, please kindly pass along.

Thank you in advance for your cooperation. Should you have any questions about these fees, please do not hesitate to contact Fred or Melissa, copied in this email.

On behalf of our team, we wish you a safe and happy holiday season!

Sincerely,

Ashley Gallaughier
Resource Management Technical Assistant
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
P: (519) 621-2763 x2320
www.grandriver.ca | [Connect with us on social](#)

GRCA Permit, Plan Review, Title Clearance and Inquiry Fee Schedule January 1st, 2022

Please refer to the **Fee Notes** outlined below for more details.

Permit Fee Schedule	
Note: Applicants are encouraged to apply online on the GRCA Permits Application Page.	
Minor - Low risk of impact on natural hazards or natural feature. No technical reports required	
• Fee for Development Applications	\$445
• Fee for Alterations or Interference with Wetlands, Shorelines and Watercourses Applications	\$445
Standard - Moderate risk and/or potential impact on natural hazards or natural features. Detailed report and/or plans, site visit required	
• Fee for Development Applications	\$650
• Fee for Alterations or Interference with Wetlands, Shorelines and Watercourses Applications	\$1,140
Major - Requires one or more reports (Environmental Impact Study, Hydraulic Analysis, Stormwater Management, Geotechnical, etc.)	
• Fee for Development Applications	\$9,835
• Fee for Alterations or Interference with Wetlands, Shorelines and Watercourses Applications	Culvert/Bridge replacement \$6,450 All other applications \$9,835
Large Fill - over 1,000m³	\$9,835 plus \$0.50/m ³
Works initiated prior to GRCA approval	2 times the fee for the category
Rural Water Quality Programs or GRCA projects	\$90
Expired Permit	\$90
Plans amended to an approved permit	\$90

Inquiry Schedule	
Title Clearance, Real Estate and other Inquiry Fee (per request)	\$245/property

Plan Review Fee Schedule	
Subdivision and Vacant Land Condominium	
• Base fee	\$2,410
• Per net hectare	\$1,255/hectare
• Applicant driven modification	\$1,605
• Final clearance for registration of each stage: technical review required	\$6,450
• Final clearance Processing Fee: no reports or review required	\$245
• Fourth (4 th) and subsequent submission for review (same report)	\$555
Official Plan and/or Zoning Bylaw Amendment	
• Major	\$2,405
• Minor	\$445

Plan Review Fee Schedule (Continued)	
Consent	
• Major	\$1,140
• Minor	\$445
Minor Variances	
• Major	\$650
• Minor	\$290
Site Plan Approval Applications	
• Major	\$3,380
• Minor	\$445
Complex Applications	\$9,835
Below Water Table Aggregate Applications	
• No features of interest within 120 metres of licence limit	\$9,835
• Features of interest within 120 metres of licence limit	\$41,200
Above Water Table Aggregate Applications	
• No features of interest within 120 metres of licence limit	\$445
• Features of interest within 120 metres of licence limit	\$9,835

2022 Fee Notes

1. All fees are made payable and submitted directly to Grand River Conservation Authority.
2. Applicants are encouraged to consult with staff prior to submission of all applications to determine the extent and nature of the information required to accompany the application, and to determine the appropriate fee.
3. Applicants are encouraged to submit Permit applications through the GRCA's online Permit Application System
4. Permit applications that fall into one or more categories will be charged one fee, at the highest rate.
5. Plan review applications that fall into one or more categories will be charged one fee, at the highest rate.
6. The Conservation Authority may provide a refund or require the applicant submit additional funds for a permit or plan review fee if it is found that an incorrect fee has been submitted.
7. Minor Categories – Low risk of impact on natural hazards or natural features. Plans required. No technical reports or site visits required.
8. Standard Permit Category – Moderate hazard risk and/or potential impact on natural hazards or natural features. Detailed plans required. Scoped technical reports and/or site visits required.
9. Major Permit Category– High hazard risk and/or potential impact to natural hazards or natural features. Detailed plans required. One or more technical report required (Environmental Impact Study, Hydraulic Analysis, Storm Water Management, Geotechnical, etc.). Development permit applications for: golf courses, trailer parks, campgrounds, lifestyle communities will be considered as a major permit.
10. Major Plan Review Category– High or Moderate hazard risk and/or potential impact on natural hazards or natural features. Detailed plans required. One or more technical reports (may be scoped) are required, and a site visit may be required.
11. Complex Plan Review Category - Planning Act (e.g. OPA/ZC) and/or Site plan applications for: golf courses, trailer parks, campgrounds, lifestyle communities.
12. Large Fill - The fee is applicable to material placed within the Conservation Authority's regulated areas. Grading associated with Planning Act approvals is not considered a large fill application.
13. Major permit applications that have previously paid application or clearance plan review fees to the GRCA will be charged fees under the Minor or Standard category.
14. Permit fees are non-refundable, except where review indicates that no permit is necessary.
15. Expired permit - After a permit has expired, a new application must be submitted. For applications to replace a prior permit received within one year of expiry a fee of \$85 is required. Permits that have expired within the last year can be renewed through the GRCA online Permit Application System. Any changes to the plans or a lapse of more than one year will require a full review and the Schedule of Fees in effect at the time will apply.
16. The subdivision or vacant land condominium base fee including per net hectare fee will be capped at \$31,520.
17. The net hectare fee will be based on the initial submission and will exclude lands outside of the development limit (e.g. natural hazard, natural heritage areas and buffers). Stormwater management facilities and other open space or park uses are to be included in the net hectare fee calculation.
18. At the submission of a subdivision or vacant land condominium application, 70% of the base fee and per net hectare is required. Prior to issuance of conditions of draft plan approval, the remaining 30% of the fee is required.
19. A Processing Fee will apply for a clearance letter for a subdivision or condominium application where no technical review/reports (e.g. no Erosion and Sediment Control plan, SWM brief, etc.) are required.
20. For Aggregate Applications, features of interest include all Natural Heritage, Natural Hazard and surface water features.
21. Responses to Title Clearances, Real Estate and other Inquiries includes: Correspondence and mapping related to natural hazards and areas regulated under Ontario Regulation 150/06.

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100

**Ministère des Affaires
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100



December 22, 2021

MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks

SUBJECT: Extension of Emergency Orders and Provincial Response to the Omicron Variant

I am writing to you today about the Ontario government's ongoing work to protect Ontarians in the fight against COVID-19, including the rapidly spreading Omicron variant, and to ask you to consider any additional support that can be provided to help your local public health unit maximize vaccinations to protect the most vulnerable and all Ontarians. While cases were always expected to rise, the increased transmissibility of the Omicron variant is requiring rapid adjustments to a changing situation and could put additional strain on Ontario's hospital capacity.

Vaccinations

To protect Ontario's progress in the fight against COVID-19, the Ontario government is rapidly accelerating its booster dose rollout by expanding eligibility to all individuals aged 18 and over, as well as shortening the interval to three months following an individual's second dose beginning Monday, December 20, 2021.

Public health units are at the forefront of this critical effort and municipalities can play a key role in supporting stretched public health resources. Public health units will need facilities to deliver vaccination clinics, including municipally-run facilities, and human resources in areas such as clinic management, operations and logistics, project management, data entry, and customer service.

I know that our public health units have valued your collaboration in this fight so far and I know many of you will have reached out already to your local Medical Officer of Health to offer your continued partnership in maximizing the delivery of critical vaccinations that will keep Ontarians safe and the economy open.

To enhance requirements related to proof of vaccination, the Ontario government also announced on December 10, 2021 a suite of new measures related to:

- Delaying the lifting of proof of vaccination requirements beyond January 17, 2022, aligned with the reopening plan that stipulated that doing so was contingent on the absence of concerning trends.
- Effective January 4, 2022, requiring the use of the enhanced vaccine certificate with QR code and the Verify Ontario app in settings where proof of vaccination is required. The QR code can be used digitally or by printing a paper copy. Individuals can download their enhanced certificate with QR code by visiting <https://covid-19.ontario.ca/book-vaccine/>.
- Strengthening the verification process for medical exemptions and clinical trial exemptions by requiring a certificate with a QR code. Organizations and businesses that are under the provincial proof-of-vaccination system will be advised to no longer accept physician notes as of January 10, 2022.
- Effective December 20, 2021, requiring proof of vaccination for youth aged 12 to 17 years participating in organized sports at recreational facilities.

Public Health Measures

As you may know, the Government has extended all emergency orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA)* until March 28, 2022. As the province continues to respond to the COVID-19 pandemic, these extensions provide the government with the necessary flexibility to address the ongoing risks and effects of the COVID-19 pandemic and ensure important public health and workplace safety measures remain in place.

The Omicron variant has led to new challenges in Ontario's response to managing the COVID-19 pandemic. In consultation with the Chief Medical Officer of Health, the government has approved amendments to O. Reg. 364/20: Rules for Areas at Step 3 and at the Roadmap Exit Step, which came into effect on Sunday, December 19th.

In addition, effective December 19, 2021, to mitigate COVID-19 transmission that can occur at social gatherings, **the province is also reducing social gathering limits from 25 people to 10 people indoors, and outdoor gatherings are being reduced from 100 people to 25.** Social gatherings associated with weddings, funerals and religious services, rites or ceremonies are subject to these limits.

For further details, please see O.R. 364/20 as amended (<https://www.ontario.ca/laws/regulation/200364>).

Local Medical Officers of Health continue to have the ability to issue advice, recommendations or letters of instruction as well as Section 22 orders under the Health Protection and Promotion Act, and municipalities may enact by-laws, to target specific transmission risks in the community.

Compliance and Enforcement

As a reminder, for offences under the Reopening Ontario Act (ROA), police and other provincial offences officers, including First Nation Constables, special constables, and municipal by-law officers, have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the Provincial Offences Act (POA) or to proceed under Part III of the POA by laying an information.

The ministry recognizes that municipalities have been a key partner in the defence against this virus through the coordinated compliance and enforcement activities in an effort to reduce the presence of COVID-19 in our communities. The Ontario government is continuing to help workplaces stay safe and stay open by carrying out COVID-19 safety campaigns. These campaigns are developed in consultation with local public health units, and bylaw enforcement departments, and support Ontario's *Plan to Safely Reopen Ontario*.

The campaigns include visits to workplaces that present heightened risk factors for potential transmission of COVID-19, including restaurants and banquet halls, gyms and fitness centres, personal care services, meeting and event spaces, mall-based retail, cinemas and performing arts centres. We so appreciate the collaboration of our municipal partners closely with provincial enforcement officers and public health officers to coordinate enforcement activities in your communities. If you are interested in having a provincial team support local compliance and enforcement activities in your community, please contact William (BJ) Alvey, Manager and Executive Advisor of Regulatory Compliance Ontario by email at: William.BJ.Alvey@ontario.ca or by phone at 905-572-7648.

Thank you for your support and for joining our shared commitment to work together to protect the health and well-being of Ontarians.

Sincerely,



Kate Manson-Smith
Deputy Minister

Denise Holmes

From: Julie Reid <deputyclerk@arran-elderslie.ca>
Sent: Thursday, December 23, 2021 7:47 AM
To: Denise Holmes
Cc: sylvia.jones@ontario.ca
Subject: Letter from the MMWTWG regarding Wind Turbine Failures
Attachments: Attachement_Details on Wind Turbine Failures.pdf

Multi-Municipal Wind Turbine Working Group
TOM ALLWOOD, COUNCILLOR, GREY HIGHLANDS, CHAIR
STEVE ADAMS, COUNCILLOR, BROCKTON, VICE-CHAIR
1925 BRUCE ROAD 10, BOX 70, CHESLEY, ON NOG 1L0
519-363-3039 FAX: 519-363-2203
deputyclerk@arran-elderslie.ca

December 14, 2021

Township of
Melancthon

Denise B. Holmes
dholmes@melancthontownship.ca

RE: Wind Turbine Failures

Dear Mayor and Council:

I am writing to share information compiled by the Multi-Municipal Wind Turbine Group (MMWTWG) on some recent catastrophic failures of wind turbines. Because you are a municipality with an operating wind turbine project, we expect this information will be of interest to you.

The MMWTWG was initially created in 2009 by municipalities in Bruce, Grey and Huron Counties to share information on wind turbine projects being proposed or operating in our municipalities. The organization is a joint committee with elected and citizen representatives from the member municipalities. Since its formation, we have been monitoring the operation of wind turbines and advocating on behalf of our residents adversely affected by the wind turbines.

The group has seen the number of catastrophic wind turbine failures increase, and is deeply concerned about the associated implications. At the same time, there has been no public response from the provincial government that indicates these potentially serious incidents are being investigated either in the context of public and/or workplace safety.

As a result, we have compiled the attached overview of a range of failures based on statements from project operators, pictures and other available information. This assessment of these events points to a variety of causes. Based on these observations, the attached document also outlines a list of recommendations for action by the provincial government.

We suggest that your Council review these attached summaries to see how they might apply to the wind turbine project(s) in your municipality. It may be possible for the municipality to review the situations with the owner of each project to confirm that appropriate activities are underway to ensure public safety.

If you agree with the recommendations for action by the provincial government, we ask that you communicate your support to David Piccini, Ontario Minister of Environment, Conservation and Parks.

When these projects were approved and built, provincial regulations limited municipal input into the projects and the supervision of their construction. This self-regulation process led to some serious problems for the municipalities in our role of protecting the health of our citizens. Now that further gaps in this process are becoming evident, the province needs to take responsibility for addressing the mistakes that were made.

Yours truly,

Tom Allwood,
Chair, Multi-Municipal Wind Turbine Working Group
Councillor, Municipality of Grey Highlands

C.C.

Honourable David Piccini, Minister of Environment, Conservation and Parks,
minister.mecp@ontario.ca

Honourable Monte McNaughton, Minister of Labour, Training and Skills Development,
minister.mltsd@ontario.ca

Hon. Sylvia Jones, MPP, Dufferin-Caledon – sylvia.jones@ontario.ca

Wind Turbine Failures

Based on the number of catastrophic wind turbine failures, the Multi Municipal Wind Turbine Working Group (MMWTWG)¹ is deeply concerned about the associated implications. While the wind power industry reports that each is an isolated incident, there are now too many incidents for this response to be credible. At least 10 known turbines failures have happened in Ontario since 2007. Each of these resulted in significant portions of blades or the tower hitting the ground at some distance from the turbine base.

At the same time, there has been no public response from the provincial government that indicates these potentially serious incidents are being investigated either in the context of public and/or workplace safety. To date, there has been no information shared with MMWTWG member municipalities.

As a result, we have been working with several people that have technical experience with industrial applications of power and rotating equipment. We have developed our own assessment of the failures based on statements from project operators, pictures and other available information. This assessment of the following events points to a number of different causes:

- **Bow River** – Pictures suggest that tower collapse was linked to a bolt failure of tower sections.
- **Skyway 8** – Rotor failure occurred shortly after the installation of an experimental device.
- **Raleigh Wind** – Published information from the project owner indicates that the tower collapse is related to a single blade failure. Marks on the tower suggest that the blade struck the tower.
- **Sumac Ridge** – Blade fractures, no explanation available.
- **Kingsbridge 1** – Fire in the nacelle spread to the blades resulting in wide debris scatter.
- **Huron Wind** – Blade failure with the location of the debris thrown by this failure highlighting the inadequacy of current setbacks from property lines.

Another recent incident in New Brunswick adds to our concerns:

- **Kent Hills, NB** – Project operator linked the collapse of tower to a foundation failure.

Collectively, the assessments of these situations increased our concern that action is required to formally investigate these incidents. We believe they clearly demonstrate that the current setback distances are inadequate to protect the public and they will increase as tower heights and blade lengths increase.

Faced with continued public inaction by the provincial government, the MMWTWG decided to prepare this summary of available information relative to these failures with a goal of sharing the information with other municipalities that host wind turbine projects to enable them to better protect their citizens.

The MMWTWG recommends that the provincial government needs to:

¹ The MMWTWG formed in 2009 by member municipalities in Bruce, Grey and Huron Counties to share information on wind turbine projects being proposed or operating in our municipalities. The working group is a joint committee with elected and municipally-appointed citizen representatives from the member municipalities.

1. **Establish a formal public process for investigations of wind turbine failures** so that the cause can be firmly determined. These would involve third-party independent engineers starting with initial inspection procedures through to the public release of the final report;
2. **Complete comprehensive inspections of existing projects** to identify any project that shows signs of similar weaknesses;
3. **Establish requirements for on-board predictive maintenance equipment** for operating wind turbines to allow early identification of problems and establish protocols for information transfer to the MECP for review and sharing with the host municipality.
4. **Review the emergency response procedures** submitted by the proponents of wind turbine projects as part of the approval process to ensure that the plans are current and responsive to the types of failures being experienced; and
5. **Increase the setbacks from property lines** to a minimum of tower height plus blade length for new towers or repowering of existing sites to at least reflect the impact of a tower collapse while recognizing additional distances would be required to protect against ice throw and debris scatter like that seen in the Huron Wind failure where debris with the dimensions of a car were found 2.5 times the height of the tower plus blade length.

We suggest that Councils review these attached summaries to consider how they apply to the wind turbine project(s) in your municipality. It may be possible for the municipality to review the situations with the owner of each project to confirm that appropriate activities are underway to ensure public safety.

If you agree with the recommendations for action by the provincial government we ask that you communicate your support to David Piccini, Ontario Minister of Environment, Conservation and Parks.

When these projects were approved and built, provincial regulations limited municipal input into the projects and the supervision of their construction. This self-regulation process led to some serious problems for the municipalities. Now that further gaps in this process are becoming evident, the province needs to take responsibility for addressing the mistakes that were made.

Attachment 1: Bow Lake, Algoma Region, Ontario

Project Details:

Owners:

Batchewana First Nation – 50%

DIF Infrastructure V – 50%

BluEarth Renewables - operator

Location: Northwest of Sault Ste Marie

Capacity: 58.3 MW

Commissioned:

Phase 1: May 2015

Phase 2: April 2016

Equipment – GE Energy 1.6 MW

Height – 80 m tower; 50 metre blades

Date of Failure: August 28, 2021

Assessment of Failure:

The pictures strongly suggest that the failure mechanism was fatigue of the bolts holding the tower together. There is no evidence of buckling, tearing of the steel plate or general deformation at the adjoining section flanges.

A portion of one blade was found located on the ground near the tower base. The other two blades appear to have remained attached to the rotor as it collapsed into the adjacent trees.

Even though the tower contained 60 gallons of flammable petrochemical lubricants, the MECP Environmental Officer did not visit the site until 3 days after the accident took place.

Potential Learnings:

Tower bolt failures can have many potential causes; i.e. wrong bolts, excessive cyclical loading beyond design criteria, improper installation method regarding torque application, inadequate bolt maintenance checks during regular maintenance etc.

Fatigue damage cannot be seen until a crack develops. Since all aspects of the other towers seem to be identical, it would seem necessary to replace all their tower section bolts.



Attachment 2: Skyway 8, Grey County, Ontario

Project Details:

Owner: Capstone Infrastructure

Location: South west of Dundalk

Capacity: 9.5 MW

Commissioned: August 2014

Equipment

3 - Vestas V100- 1.8 MW

2 - Vestas V100- 2.0 MW

Height – 80 m tower; 50 metre blades

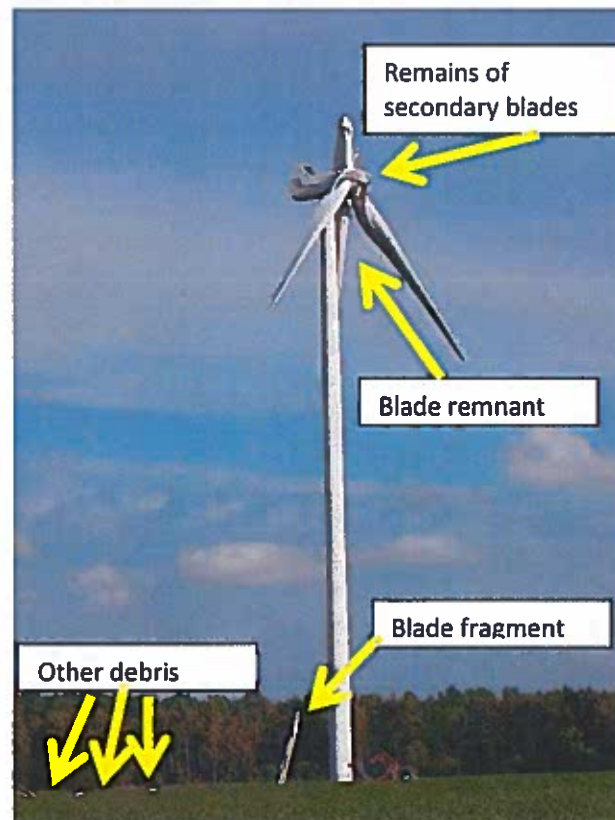
Modification – Biome Renewables secondary blades installed on this turbine in early 2021.

Date of Failure: June 30, 2021

Assessment of Failure:

This turbine was retrofitted approximately 3 months prior to the failure with a secondary rotor of three curved blades that fastened to the hub between the existing blades. This experimental device was not part of the original design and was added to increase power output. The failure resulted in the separation of one of the secondary blades and one of the existing blades. Although the exact sequence of the failure is not known, the most likely scenario is that the experimental blade partly separated, impacting the main blade which then failed.

MECP approved the change but there is no public information confirming that the turbine could handle the additional static and dynamic loads imposed by the secondary rotor.



Learnings:

This turbine was located only 195m from the road, Grey Rd. 8. The road closure that was immediately put in place for public safety confirms that existing setback requirements are insufficient. The failure raises many questions concerning how this project was executed and the engineering safety margins for the original wind turbine design.

Attachment 3: Raleigh Wind, Chatham-Kent

Project Details:

Owner:

2018 – Terraform Power

2020 – Brookfield Renewables

Location: South of Chatham

Capacity: 78 MW

Commissioned: January, 2011

Equipment: 52 - GE 1.5 MW

Height – 80 m tower;

42 metre blades

Date of Failure: Jan. 19, 2018

Assessment of Failure:

The company reported that their investigations indicated that the failure was caused by a single faulty blade.

This tower at Chatham-Kent buckled at approximately its midpoint and fell toward the wind. It was found with one blade wrapped around the tower base and markings on the tower that were above the fold line.

Based on the evidence of publicly available pictures, it seems that the most likely scenario for this catastrophic failure was that the tower was struck by a blade which weakened it such that it collapsed.

Learnings:

If the failure was indeed caused by a blade strike on the tower, this raises questions as to how this occurred. This suggests that the clearance may not have been adequate for the conditions encountered during operation. Alternately the blade may have started to separate and this caused it to get so close to the tower that it made contact with it. There may be other possibilities and variations as well.

Chatham-Kent Ward 2 Councillor Frank Vercooteren told CBC News at the time that he believed that the setback from roads was insufficient to protect public safety.



Attachment 4: Sumac Ridge, Kawartha Lakes

Project Details:

Owner:

2016: wpd

2021: Capstone Infrastructure

Location: Southwest of Peterborough

Capacity: 10.5 MW

Commissioned: November, 2017

Equipment: 5 - Senvion MM92 2.05 MW

Height – 80 m tower;

46 metre blades

Date of Failure: April 20, 2019

Assessment of Failure:

Residents reported hearing a grinding sound followed by a loud explosion at 9 a.m. on the morning of the incident.

It was found that one of the blades of the turbine had shattered. Parts of the blade fell to the ground while other pieces were still dangling off of the remaining sections of the blade. The nearby road was closed to ensure public safety.

Initial speculation was that the failure may have been related to the strong winds associated with the storm that moved through the area on the previous weekend.

The investigation and follow up on this incident was hampered as Senvion had filed for bankruptcy protection on April 9 – just before incident.

Learnings:

The blade that failed was relatively new having been in operation for only 1.5 years. This highlights the fact that failures can occur at any time during the life of a wind turbine.

If the failure was related to the strong winds, it raises questions concerning the design safety margins.



Attachment 5: Kingsbridge 1, Ashfield-Colborne-Wawanosh

Project Details:

Owner: Capital Power

Location: North of Goderich

Capacity: 40 MW

Commissioned: 2006

Equipment: Initially 21 – Vestas V80 with the failed turbine being replaced with a Vestas V 90.

Height – 80 m tower; 45m blades

Date of Failure: April, 2013

Assessment of Failure:

The fire started at about 1 am and burned for about two hours. Most of the nacelle was completely destroyed. The intensity of the fire also ignited the blades.

The fire department was called to the site but there was not much that they could do given the elevation of the fire and risks posed by burning pieces of the nacelle and the blades that were falling off of the towers.

Blades continued to rotate and could not be stopped due to the fire in control mechanisms.

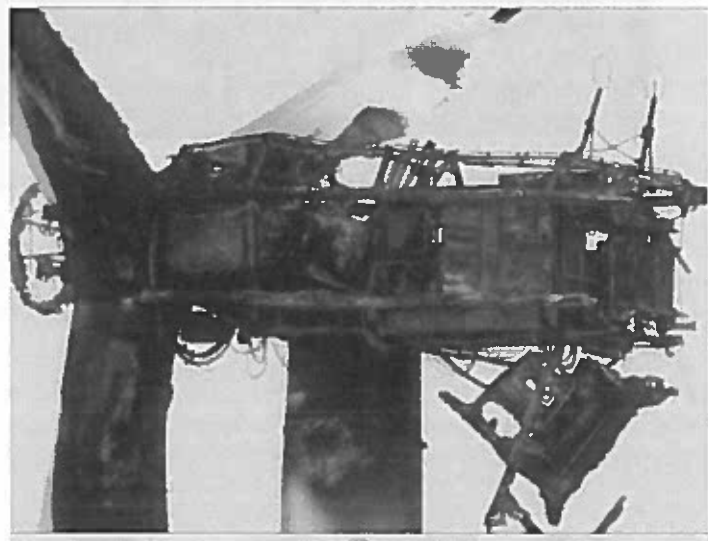
A representative of the operator addressed ACW Council the following day and indicated that elements of the turbine were found over 200 metres from the tower.

As the fire occurred in early spring, the ground was wet and there were no crops to be set on fire when burning elements fell off of the tower.

Learnings:

This failure highlights the need for fire identification and suppression systems to be installed within the nacelles of all wind turbines.

Had this fire occurred when dry crops were in the field below the turbine, the fire progression would have been more serious.



Attachment 6: Huron Wind, Bruce County

Project Details:

Owners:

TC Energy

OMERS

Location: North of Kincardine

Capacity: 9.0 MW

Operational: November 2002

Equipment – 5 Vestas V80 - 1.8 MW

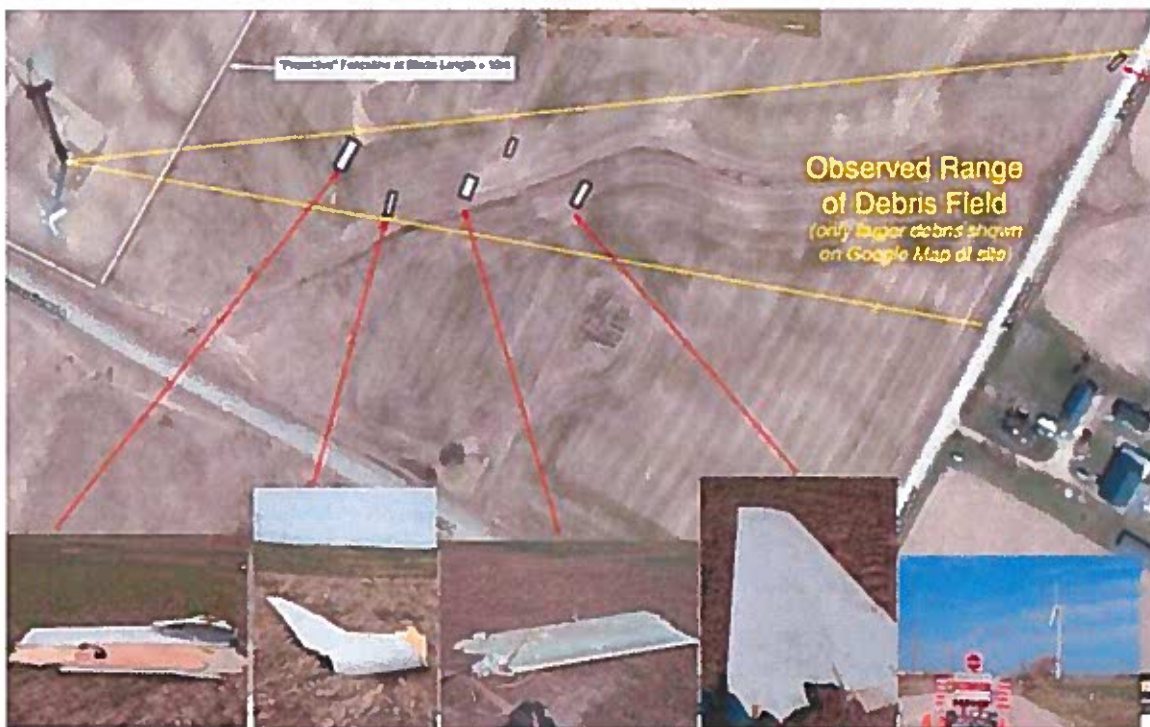
Height – 65 m tower; 40 metre blades

Date of Failure: May 4, 2018

Assessment of Failure:

Immediate access to the site allowed full documentation of the debris created by this blade failure.

The map below compares the limit of the protected area of 50 m with the actual locations of debris from the blade failure. Large pieces of debris found 280 m from the tower.



Debris at 150m
from tower -
1.3m X 3.6m

Debris at
170m from
tower

Debris at 210 m
from tower
1.2m X 3.0m

Debris at
280m from
tower
1.2m X 3.0m

Concession 4
closed to danger

Attachment 7: Kent Hills, New Brunswick

Project Details:

Owner: Trans Alta Renewables

Location: Southwest of Moncton, NB

Site shared with ATV/snowmobile trails

Capacity: 167 MW

Commissioned in Phases:

Dec 2008 – 25 turbines; Nov 2010 – 24 turbines; Oct 2018 – 5 turbines

Equipment – Vestas V90 3 MW

Height – 80 m tower; 45 metre blades

Date of Failure: October 14, 2021

Assessment of Failure:

As confirmed by the operator, this tower collapse was linked to a foundation failure (sub-surface crack propagation). The tower itself seems to have all the sections intact and bolted together. Basically, the pictures indicate that the top part of the foundation directly below the tower base was no longer adequately supporting the tower.

A close-up picture of the foundation shows the failed surfaces consists of concrete rubble and rebar. There does not seem to be evidence of the long primary anchor bolts that should fasten to the flange at the base of the tower and then be embedded deep into the concrete foundation.

Earlier pictures taken of wind turbines in this project indicate that numerous anchor bolts had been installed in the concrete bases. This is highly unusual and suggests that they were added when problems with the foundations became evident.

Potential Learnings:

The foundation problem(s) that caused the failure are very likely not an isolated case. Foundation failures can result from many factors i.e., faulty design, quality control, construction techniques, procedures etc.

This failure raises many questions that relate to how likely it is that the other foundations have the same problems. As well, it raises the question of public safety and the need for safe separation distances.



Attachment 8: History of Turbine Failures in Ontario

The following table documents the known equipment failures at Ontario wind turbine projects that resulted in wind turbine blades hitting the ground so that members of the public may have been harmed if present in locations outside any protective exclusion zone. While the industry response to each failure is that the situation is unique and an exception, the table confirms that this is not the case.

#	Date	Project	Type	Equipment	Age at Failure
1	April 2007	Port Burwell	Blade Failure	GE 1.5	11 months
2	January 2008	Prince Wind	Blade Failure	GE 1.5	2.1 years
3	April 2013	Kingsbridge 1	Fire	Vestas V80	7 years
4	August 2015	Goshen	Blade Failure	GE 1.62	6 months
5	April 2017	Bornish	Blade Failure	GE 1.62	3 years
6	January 2018	Raleigh	Tower Collapse	GE 1.62	7 years
7	May 2018	Huron Wind	Blade Failure	Vestas V80	15.4 years
8	April 2019	Sumac Ridge	Blade Failure	Senvion MM92	1.3 years
9	June 2021	Skyway 8	Blade Failure	Vestas V100	6.9 years*
10	August 2021	Bow Lake	Tower Collapse	GE 1.62	6 years

*100 days after secondary blades installed.

These situations are similar to the operating experience with wind turbines in other jurisdictions. It suggests that the positioning of wind turbines relative to other adjacent activities needs to anticipate the potential for failure either the blades or the tower and other dangers such as ice throws or fires. Analysis of these failures indicates that the current Ontario setback of blade length plus 10 metres is not sufficient to protect the wider public.

The failures also indicate that there needs to be a program of ongoing monitoring of operation of these wind turbines with public reporting of the results of inspections and remedial actions ordered to address faults identified.

Denise Holmes

From: BPSsupport@ontario.ca
Sent: Thursday, January 6, 2022 10:11 AM
To: Denise Holmes
Subject: Broader Public Sector (BPS): 2019 Energy Use and Greenhouse Gas Information is Available on Ontario's Data Catalogue

Broader Public Sector (BPS): 2019 Energy Use and Greenhouse Gas Information is Available on Ontario's Data Catalogue

Dear Denise:

The Ministry of Energy) is pleased to share that the following has been posted in the Ontario's Data Catalogue website:

- *The 2019 energy consumption and greenhouse gas (GHG) emission reports submitted by the Broader Public Sector (BPS) organizations in 2021; and*
- *The 2019 weather normalized energy intensity benchmarks.*

The Data Catalogue posting provides your organization, and all Ontarians, with a single window to the energy use and GHG emission information reported by BPS organizations over the life of the regulation. The data set can be used to compare the energy use and GHG emissions in your buildings to similar buildings across the province and help identify potential conservation opportunities and cost savings.

Should you have any questions about the BPS regulation and its reporting requirements or need to update your organization's contact information, please contact us at: BPSsupport@ontario.ca.

Thank you for your ongoing cooperation in providing important information that helps the province and stakeholders develop new policies and programs.

Many thanks,

Team BPS

Ministry of Energy

Objet: Rapports de 2019 sur l'énergie et les émissions de gaz à effet de serre du secteur parapublic maintenant sur le site Web du Catalogue des données de l'Ontario

BonjourDenise:

Le ministère de l'Énergie, est heureux de vous informer que les rapports suivants ont été affichés sur le site Web du Catalogue des données de l'Ontario :

- *Rapports de 2019 sur la consommation d'énergie et les émissions de gaz à effet de serre soumis par les organisations du secteur parapublic en 2021;*
- *Les indicateurs de l'intensité énergétique normalisée en fonction des conditions météorologiques de 2019.*

Le Catalogue des données permet à votre organisation et à tous les Ontariens de consulter au même endroit les informations sur la consommation d'énergie et les émissions de GES soumises par les organisations du secteur parapublic durant toute la durée de validité du règlement. Les données peuvent être utilisées pour comparer la consommation d'énergie et les émissions de GES de vos bâtiments à celles des bâtiments semblables dans la province et vous aider à relever les possibilités d'économies d'énergie et de coûts.

Si vous avez des questions sur les règlements concernant le secteur parapublic et ses exigences en matière de production de rapports ou si vous devez mettre à jour les coordonnées de votre organisation, veuillez communiquer avec nous : BPSsupport@ontario.ca.

Merci de votre coopération continue à nous fournir des renseignements importants qui aident la province et les intervenants à élaborer de nouvelles politiques et de nouveaux programmes.

Merci,

L'équipe du secteur parapublic

Ministère de l'Énergie

Ministry of Municipal
Affairs and Housing

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100

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777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100



January 7, 2022

MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks

SUBJECT: Omicron Variant of COVID-19, Testing and Isolation Guidelines, and Emergency Work Deployment Order O.Reg.157/20

I am writing today to provide updated information related to the ongoing pandemic and Ontario's response to protect against the Omicron variant. I will start by acknowledging that Ontario is very grateful for the continued partnership with Ontario's municipalities. Local leaders and public servants have been at the forefront of the response to COVID for going on two years now and your leadership and resiliency have been remarkable.

Ontario Temporarily Moving to Modified Step Two of the Roadmap to Reopen

On January 3, 2022, Ontario announced that in response to recent trends that show an alarming increase in COVID-19 hospitalizations, the province will return to a modified version of Step Two of the Roadmap to Reopen effective Wednesday, January 5, 2022 at 12:01 a.m. for at least 21 days (until January 26, 2022).

Among a range of measures this includes reduced limits for social gatherings and indoor organized public events, closures and restrictions for businesses and organizations, and a requirement for remote work unless the nature of the work requires employees to be onsite.

I encourage you to review, with your legal counsel, the rules for areas in Step Two which are set out in O Reg 263/20: Rules for Areas in Step 2. Subsection 1 (7) of Schedule 1 of the regulation provides that nothing in the order precludes operations or delivery of services by any governments (which includes municipalities).

The measures also include a return to remote learning for Ontario students until January 17, 2022. During this period free emergency childcare will be provided for school aged children of eligible frontline workers. The list of eligible workers is set out in Schedule 4 of O. Reg. 263/20 which can be found at: <https://www.ontario.ca/laws/regulation/200263#BK8>

Municipalities have the flexibility to determine what local procedures work best for them to maintain continuity of operations and decision-making while complying with all applicable laws and public health measures. In addition, local Medical Officers of Health may issue Section 22 orders under the *Health Protection and Promotion Act* or instructions under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* to apply public health and workplace safety measures.

New Testing and Isolation Guidelines

On December 30, 2021, in consultation with the Chief Medical Officer of Health, Ontario updated its COVID-19 testing and isolation guidelines. These updates, based on emerging evidence from Canada and other jurisdictions, are focused on ensuring resources are available for the highest-risk settings and the most vulnerable and help keep critical services running.

For further information, I encourage CAOs and Clerks to review the detailed information on the updates to testing and isolation guidelines found [here](#) and [here](#).

Work Deployment Order

I would like to take this opportunity to remind you that the municipal work deployment order ([O. Reg. 157/20](#)) under the *Reopening Ontario Act, 2020*, remains in place at this time to provide municipalities with the flexibility to deploy certain of their staff to where they are needed most. As you know, this is a temporary measure that is reviewed regularly and, if determined to be necessary can be renewed after each 30-day period.

Moreover, as you and others in your organization consider whether and how you will exercise the authority under this emergency order, I would ask that you consider the following:

- In making staffing decisions, first provide opportunity for full-time work to existing part-time staff before seeking out and employing extra full-time staff from outside your organization.
- In redeploying staff, should there be a difference in the terms and conditions of work, in the different departments of the organization, the expectation is that staff will not receive a lower wage than their home position.
- The *Occupational Health and Safety Act* and existing rights under the *Employment Standards Act* will continue to apply.
- Municipalities, as employers, are required to comply with all provincial orders, as well as any guidance and safety standards prescribed by the province for COVID-19. They are also responsible for ensuring that any staff being reassigned to new duties have the required training and skills.

For municipalities who are relying on the order to deploy staff, it is important to work collaboratively and engage in good faith with bargaining agents when using the order's authority, and to develop longer-term staffing plans and identify related resource needs for when the order is no longer in effect.

Municipalities are encouraged to review this and other applicable orders (available on the Government's Emergency Information webpage at: [Ontario.ca/alert](https://www.ontario.ca/alert) and work with their legal counsel for advice and understanding of the flexibility and obligations this and other orders provides municipalities, as employers.

Vaccine Boosters and Proof of Vaccination Updates

To protect Ontario's progress in the fight against COVID-19 and slow the spread of the Omicron variant, the government is taking actions, including rapidly accelerating its booster dose rollout, and enhancing proof of vaccination requirements, which will impact businesses and organizations. Your continued support in the delivery of vaccinations remains critical to our shared success.

As of Monday, December 20, 2021, individuals aged 18 and over are eligible to schedule their booster dose appointment. At this time, this does not change the definition of fully vaccinated.

Please reference the full set of guidance which is found here. Please continue to check regularly for updates on this site as situation change.

Proof of vaccination requirements at select businesses and organizations will remain in effect beyond January 17, 2022.

Starting January 4, 2022, it will be mandatory for individuals to use the enhanced vaccine certificate with QR code and for businesses to use the Verify Ontario app in settings where proof of vaccination is required, except for nine First Nations communities who can still show their vaccine receipt. Individuals will continue to need to show a piece of identification that matches their name and date of birth to their enhanced COVID-19 vaccine certificate when required.

Thank you for your continued support in protecting the health and well-being of Ontarians while delivering the services they depend upon.

Sincerely,



Kate Manson-Smith
Deputy Minister

Denise Holmes

From: [REDACTED]
Sent: Friday, January 7, 2022 3:24 PM
To: Denise Holmes
Subject: Re: Flag Raising Policy
Attachments: Melancthon Black History Month Proclamation.docx; delegation-request-form Melancthon.pdf

Hi Denise,

Please find attached a draft proclamation. Please note that a similar statement was used and approved by orangeville last year and pretty much the same language was just drafted for Amaranth, so feel free if approved to amend the wording to make it your own. Also I'm not sure if you wanted me to complete a delegation for the flag raising or simply respond by email with a request so please accept this email as a request to add to the agenda for council meeting to request raising the Pan African Flag and Proclaiming BHM february 2022.

I've also attached the delegation form just in case.
Please note that I have a flag that I can provide once approved.

Regards,
Alethia

On Fri, Jan 7, 2022 at 8:54 AM Denise Holmes <dholmes@melancthontownship.ca> wrote:

Good morning Alethia,

Happy New Year to you too!

I have attached the Township's Flag Raising Policy. We have a Council meeting next Thursday and I am working on the Agenda package today. If you could please send your request to me, I can include in the package.

Thank you!

Denise B. Holmes, AMCT

CAO/Clerk, Township of Melancthon

519-925-5525 Ext. 101

From: [REDACTED]
Sent: Thursday, January 6, 2022 8:59 PM
To: Denise Holmes <dholmes@melancthontownship.ca>
Subject: Flag Raising Policy

Hello Denise,

Happy New Year to you and your loved ones. Hope the year finds you well.

Last year when I appeared before Council I believe there was interest in raising the PAN African Flag and proclaiming Black History Month. Could you please let me know the process for submitting a request to have Council consider raising the Flag.

Regards,

Alethia

--

President & Founder, Dufferin County Canadian Black Association | www.dufferincountycba.org

Author of: [Optimizing Employee Engagement Through Effective Ethical Leadership](#)

Contributing author to: I know Why, Moving the world and The Life i'm Meant to Live

--

President & Founder, Dufferin County Canadian Black Association | www.dufferincountycba.org
Author of: [Optimizing Employee Engagement Through Effective Ethical Leadership](#)
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TOWNSHIP OF MELANCTHON
DELEGATION REQUEST FORM

Request for Delegation, any written submissions and background information for consideration by Council must be submitted to the Clerk's Office by 12:00 noon on the Thursday, **prior to the requested meeting.**

REQUEST DATE: January 7, 2022

NAME: Alethia O'Hara-Stephenson

PHONE: [REDACTED]

ADDRESS: 718 Halbert Drive, Shelburne, ON L9V 2S5

EMAIL ADDRESS: [REDACTED]

SIGNATURE [REDACTED]

Purpose of Delegation Request (state position taken on issue, if applicable).

To Request raising of the Pan African Flag for Black History Month and to Proclaim BHM in the
the Township of Melancthon. Melancthon was home to one of the first black settlers William and

Mary Ghant who settled in Melancthon. Lot 285 on the 1st Concession S. W of the Toronto and Sydenham
Road in Melancthon Township

REMINDER - DELEGATIONS ARE ALLOWED 10 MINUTES TO SPEAK

Personal information contained on this form is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act*. This sheet and any additional information provided will be placed on the Council Agenda. The Agenda is a public document and forms part of the permanent public record. Questions about this collection should be directed to the Clerk at 519-925-5525.

TOWNSHIP OF MELANCTHON
157101 HIGHWAY 10
MELANCTHON, ONTARIO
L9V 2E6
519-925-5525 Fax - 519-925-1110 Email info@melancthontownship.ca

M:\MyFiles\Forms\Delegation Request Form.wpd

Whereas, Black History Month is an opportunity to acknowledge and honour the contributions of Black Canadians, both past and present and recognize their significant contributions made to the Township of Melancthon and Canada; and

Whereas, during Black History Month, we celebrate the many achievements and contributions made by Black Canadians to our collective economic, cultural, social, and political development; and

Whereas, the Township of Melancthon recognizes and values the significant contributions and advances that Black Canadians have made and continue to make to Canadian society and recognize the quest of Black Canadians for equal opportunity and freedom from discrimination in Canada; and

Whereas, this proclamation coincides with the United Nations declaration of the International Decade for People of African Descent from 2015 -2024, which encourages national regional and international co-operation in relation to the full enjoyment of economic, social cultural, civil and political rights by people of African Descent, and their full and equal participation in all aspects of society; and

Now Therefore, I, Mayor Darren White, on behalf of Council, do hereby proclaim February 2022 as "Black History Month" in the Township of Melancthon and encourage all residents to celebrate our diverse heritage and culture and continue our efforts to make Melancthon an inclusive community for all.

Denise Holmes

From: Nicole Hill <nhill@sdfd.ca>
Sent: Wednesday, January 5, 2022 7:21 PM
To: Carey Holmes; hboston@mulmur.ca; Les Halucha; Sarah Culshaw; agordon@amaranth.ca
Cc: Denise Holmes; dmorrissey@shelburne.ca; nmartin@amaranth.ca; tatkinson@mulmur.ca; mark.early@townofmono.com
Subject: FW: Scan From Canon Copier
Attachments: 0794_001.pdf

Hello,

The following motion was approved at last night's Fire Board meeting:

Moved By: G. Little Seconded by: S. Martin

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2022 Capital Budget in the amount of \$222,500.00.

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

Carried

I've also attached a copy of the Capital Budget.

Regards,
Nicole Hill

SHELburnE & DISTRICT FIRE DEPT
CAPITAL PLAN
2021 - 2031

Opt 2

CAPITAL PLAN

YEAR	ADOPTED																
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Opening Balance	\$ 528,683.55	\$ 638,686.73	\$ 240,336.73	\$ 405,219.23	\$ 135,220.86	\$ 22,597.56	\$ 202,968.10	\$ 486,982.17	\$ 705,321.94	\$ 1,018,703.70	\$ 1,279,379.55	\$ 1,425,139.19	\$ 3,211,688.18	\$ 3,630,231.93	\$ 3,229,577.86	\$ 2,838,766.09	\$ 2,396,788.73
Transfers In																	
Plus: Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plus: Special Capital Levy (prev \$93,000)	\$ 185,000.00	\$ 222,500.00	\$ 260,000.00	\$ 297,500.00	\$ 312,375.00	\$ 327,993.75	\$ 344,393.44	\$ 361,613.11	\$ 379,693.76	\$ 398,678.45	\$ 418,612.38	\$ 439,542.99	\$ 461,520.14	\$ 484,596.15	\$ 508,825.86	\$ 534,267.26	\$ 560,980.62
Plus: Surplus from Previous Year	\$ 20,003.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plus: Sale of Pumper	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plus: Bell Tower Lease	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Transfers Out																	
Less: Re-certify E-One Aerial Truck - Ladder 28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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
Less: Replace Fire Pick Up - Car 21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Purchase Pumper Truck - Pump 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000.00	\$ -	\$ -	\$ -	\$ -
Less: Replace Pumper Truck - Pump 27	\$ -	\$ 566,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Rescue Truck - Rescue 26	\$ -	\$ -	\$ -	\$ 525,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Refurbish Tanker Truck - Tanker 25	\$ -	\$ -	\$ -	\$ -	\$ 315,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Purchase Fire SUV - Car 22	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Replace SCBA's	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Generator	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -
Less: Truck Exhaust Control System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Contamination Room Reno	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Repave Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Purchase Extrication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Washroom Renovation	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Building Replacement/Addition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Communication Equipment	\$ 7,500.00	\$ 10,000.00	\$ 10,500.00	\$ 11,025.00	\$ 11,576.25	\$ 12,155.06	\$ 12,762.82	\$ 13,400.96	\$ 14,071.00	\$ 14,774.55	\$ 15,513.28	\$ 16,288.95	\$ 17,103.39	\$ 17,958.56	\$ 18,856.49	\$ 19,799.32	\$ 20,789.28
Less: Protective Clothing	\$ 13,000.00	\$ 17,500.00	\$ 18,375.00	\$ 19,293.75	\$ 20,258.44	\$ 21,271.36	\$ 22,334.93	\$ 23,451.67	\$ 24,624.26	\$ 25,855.47	\$ 27,148.24	\$ 28,505.66	\$ 29,930.94	\$ 31,427.49	\$ 32,998.86	\$ 34,648.80	\$ 36,381.24
Less: New Equipment	\$ 17,000.00	\$ 17,850.00	\$ 18,742.50	\$ 19,679.63	\$ 20,663.61	\$ 21,696.79	\$ 22,781.63	\$ 23,920.71	\$ 25,116.74	\$ 26,372.58	\$ 27,691.21	\$ 29,075.77	\$ 30,529.56	\$ 32,056.04	\$ 33,658.84	\$ 35,341.78	\$ 37,108.87
Less: SCBA Filling Station	\$ -	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 638,686.73	\$ 740,336.73	\$ 405,219.23	\$ 135,220.86	\$ 22,597.56	\$ 202,968.10	\$ 486,982.17	\$ 705,321.94	\$ 1,018,703.70	\$ 1,279,379.55	\$ 1,425,139.19	\$ 3,211,688.18	\$ 3,630,231.93	\$ 3,229,577.86	\$ 2,838,766.09	\$ 2,396,788.73	\$ 1,922,587.50
Annual Expense	\$ 102,500.00	\$ 633,350.00	\$ 102,617.50	\$ 574,898.38	\$ 432,498.29	\$ 155,123.21	\$ 67,879.37	\$ 150,773.34	\$ 73,812.00	\$ 145,502.60	\$ 280,352.73	\$ 5,083,870.37	\$ 887,563.89	\$ 91,442.08	\$ 125,514.19	\$ 99,789.90	\$ 2,094,279.39

Rolling Stock List of Vehicles	Year to Replace
2004 International Rescue Truck	2024
1999 Freightliner Pumper Truck	2022
2009 Tanker Truck	2024
2017 Ford Explorer	2025
2012 E-One Aerial Truck	2037
2012 Ford F150 Crew Cab	2030
2018 Spartan Metrolist-X Pumper	2033

As per NFPA 1901
Pumpers 15 yr as 1st run 10 yr more as 2nd run
Rescue 15 yr
Aerial 15 yr
Tankers 15 yr
Pickups/SUVs 15 yr

Special Capital Levy
\$37,500/year for 3 yr
5% annually from 2025 onward

Ongoing capital purchases increasing at 5% annually

Equipment Replacement Dates	Year to Replace
2016 SCBA	2031
2018 Extrication Equipment	2033
2009 Extrication Equipment	2034
Generator	2035

Denise Holmes

From: Emily Francis <efrancis@shelburne.ca>
Sent: Monday, January 3, 2022 1:54 PM
To: Denyse Morrissey; Nicole Martin; Recreation@townofmono.com; Melissa Kenney; Denise Holmes; ClerksOffice@townofmono.com; info@amaranth.ca; Sarah Culshaw; Catherine Goustos
Cc: Chris Gerrits; Kim Fraser
Subject: 2022 Spring/Summer Recreation Guide

Hello everyone,

The Shelburne Free Press is producing a 2022 Spring/Summer Recreation Guide for distribution on Thursday March 3rd, 2022.

As in the previous editions, all four (4) CDRC funding municipalities are invited to submit approx. a half page of content to be included in this guide at no cost. If you are interested in additional space, please contact Debbie at deb.freeman@hotmail.com.

If you are interested, please submit your content to me via email by **Friday January 28th, 2022.**

Let me know if you have any questions

I hope everyone had a safe and happy holiday!

Emily Francis
CDRC Recreation Program Coordinator

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



The Corporation of
THE TOWNSHIP OF MELANCTHON
157101 Hwy. 10, Melancthon, ON, L9V 2E6

REPORT TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL
FROM: DENISE HOLMES, CAO/CLERK
DATE: DECEMBER 22, 2021
SUBJECT: 2023 COUNCIL MEETING SCHEDULE

RECOMMENDATION

Be it resolved that Council confirm the 2023 Council meeting dates on the "Melancthon Council Meeting Schedule - 2023". And further, that Council can always add additional Committee of the Whole, special, public and/or emergency meetings during the year as required and make amendments to the 2023 schedule as required.

STRATEGIC PLAN ALIGNMENT

Strategic Objective – Effective Governance – 5.1 Improve local autonomy

PURPOSE

The purpose of this Report is to confirm the Council meeting dates for 2023.

BACKGROUND AND DISCUSSION

As per the Township's Procedural By-law No. 16-2015, Section 5 states that "During the regular Council meeting in January, Council will review and confirm the next year's tentative meeting dates". It is appropriate to confirm the meeting dates well in advance so that all members are aware of them to avoid conflicts.

All regular Council meetings are scheduled for the first and third Thursdays of the month commencing at 5:00 p.m. and as such, these dates are outlined on the 2023 Council Meeting Schedule with the exception of January, July, August and December. Historically, Council has only held one meeting for the month of January due to the Christmas Holiday Office Closure and one meeting in August, due to holidays, etc. Since 2019, Council has held one meeting in July, August, and December and this proved to work well for both Council and Staff.

Act #4
JAN 13 2022

The meeting in January has typically been held on the third Thursday of the month but in 2022 it was held on the second Thursday and I am recommending that we follow suit for 2023 and the January meeting be held on the 12th at 9:00 a.m., so that it does not conflict with the County Council meeting which would be held in the evening on that date. This will still allow Staff ample time to prepare the Agenda package, as Staff will be back to work on January 3rd, 2023. This would also leave a couple weeks in between the January meeting and the first meeting in February to allow Staff time to prepare the tax bills for mailing at the end of January. The meetings to be held in July and August will also be held on the 2nd Thursday for consistency purposes, as well as the meeting in December. The meeting in December (14th) will start at 9:00 a.m. so that it does not conflict with the County Council meeting.

Since 2018, the Township has held one day meeting and one evening meeting for the months of February, March and April. The day meeting started at 9:00 a.m. and was held the 1st Thursday of the month. The evening meeting started at 5:00 p.m. and was held the 3rd Thursday of the month to accommodate Committee of Adjustment planning applications. I am recommending that we continue on with one day meeting and one evening meeting for the months of February, March and April 2023.

FINANCIAL

There is no direct budget impact as Council meetings are included in each Council member's annual remuneration and any Staff overtime will be accounted for in the 2023 Budget.

Respectfully submitted,

Denise B. Holmes, AMCT, CAO/Clerk



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

MELANCTHON COUNCIL MEETING SCHEDULE - 2023

January 12th - 9:00 a.m.

February 2nd - 9:00 a.m. and February 16th - 5:00 p.m.

March 2nd - 9:00 a.m. and March 16th - 5:00 p.m.

April 6th - 9:00 a.m. and April 20th - 5:00 p.m.

May 4th and May 18th - 5:00 p.m.

June 1st and June 15th - 5:00 p.m.

July 13th - 5:00 p.m.

August 10th - 5:00 p.m.

September 7th and September 21st - 5:00 p.m.

October 5th and October 19th - 5:00 p.m.

November 2nd and November 16th - 5:00 p.m.

December 14th - 9:00 a.m.



The Corporation of
THE TOWNSHIP OF MELANCTHON

HEALTH AND SAFETY POLICY STATEMENT

The Township of Melancthon is committed to the principle of conducting all operations safely in order to prevent injury, illness and incidents of violence and harassment in the workplace.

Accordingly, it is the policy of the corporation to promote and maintain standards of health and safety practices and procedures that comply with or exceed the requirements of the Ontario Occupational Health and Safety Act and its regulations and all other applicable legislation.

Both supervisors and employees share a number of specific responsibilities under the Act in contributing toward a healthy and safe workplace. Primary responsibilities of supervisors include but are not limited to ensuring that employees work in compliance with the law and with safe work practices and procedures as established by the corporation, ensuring that machinery and equipment is in safe operating condition, and ensuring that employees receive health and safety training appropriate to their specific job tasks.

Primary responsibilities of employees include but are not limited to protecting their own health and safety by working in compliance with the law and safe work practices and procedures as established by the corporation, and to report all unsafe or unhealthy conditions to his/her supervisor or person of authority.

The Township of Melancthon also expects all contractors, sub-contractors and their respective employees who work on behalf of the Township of Melancthon to meet or exceed the Corporation's Health and Safety work policies and procedures and to comply with applicable legislation.

A healthy and safe workplace is everyone's responsibility and the Township of Melancthon, as employer, will ensure that every reasonable precaution is taken to protect its employees.

Darren White, Mayor

Denise Holmes, C.A.O.

Dated _____

Dated _____

Kaitlin Chessell, Health and Safety Representative

Dated _____

Act #5
JAN 13 2022



Petition for Drainage Works by Owners Form 1

Drainage Act, R.S.O. 1990, c. D.17, clause 4(1)(a) or (b)

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Township of Melancthon

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

The following properties require an outlet for the installation of tile drainage:

- Pt. W½ Lot 30, Con. 1 OS
- Pt. E½ Lot 30, Con. 2 OS

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name) Brubacher	(First Name) Ion	Telephone Number 705 444-7494 ext.
--	----------------------------	--

Address	
Road/Street Number 269504	Road/Street Name Grey Road 9, R. R. #1, Badjeros, ON N0C 1A0

Location of Project			
Lot Pt. Lots 30 - 31	Concession 1 OS	Municipality Melancthon	Former Municipality (if applicable) N/A

What work do you require? (Check all appropriate boxes)

- Construction of new open channel
- Construction of new tile drain
- Deepening or widening of existing watercourse (not currently a municipal drain)
- Enclosure of existing watercourse (not currently a municipal drain)
- Other (provide description ▼)

Name of watercourse (if known)
No existing watercourse

Estimated length of project
350 m

General description of soils in the area
Silt loam

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only
- Surface water drainage only
- Both

Petition filed this 13th day of December, 2021

Name of Clerk (Last, first name) Holmes, Denise	Signature 
---	---

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number 1	Property Description East Pt. Lot 30, Con. 2 OS	518580 County Road 124
Ward or Geographic Township Melancthon Township		Parcel Roll Number 2219 000 002 05100

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

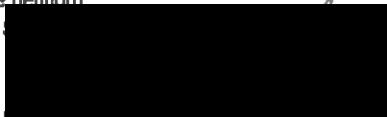
Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print) Brubacher, Ion		I have the authority to bind the Corporation. Date (yyyy/mm/dd) 2021/12/10
Name of Corporation Scotch Pine Industries Inc.		
Position Title President		

Number 2	Property Description Pt. Lots 29 & 30, Con. 1 OS	518567 County Road 124
Ward or Geographic Township Melancthon		Parcel Roll Number 2219 000 002 02400

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print) Tupling, Aaron Philip		Date (yyyy/mm/dd) 2021/12/08
--	--	--

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation. Date (yyyy/mm/dd)
Position Title	

Check here if additional sheets are attached

Clerk initial **OBK**

Petitioners become financially responsible as soon as they sign a petition.

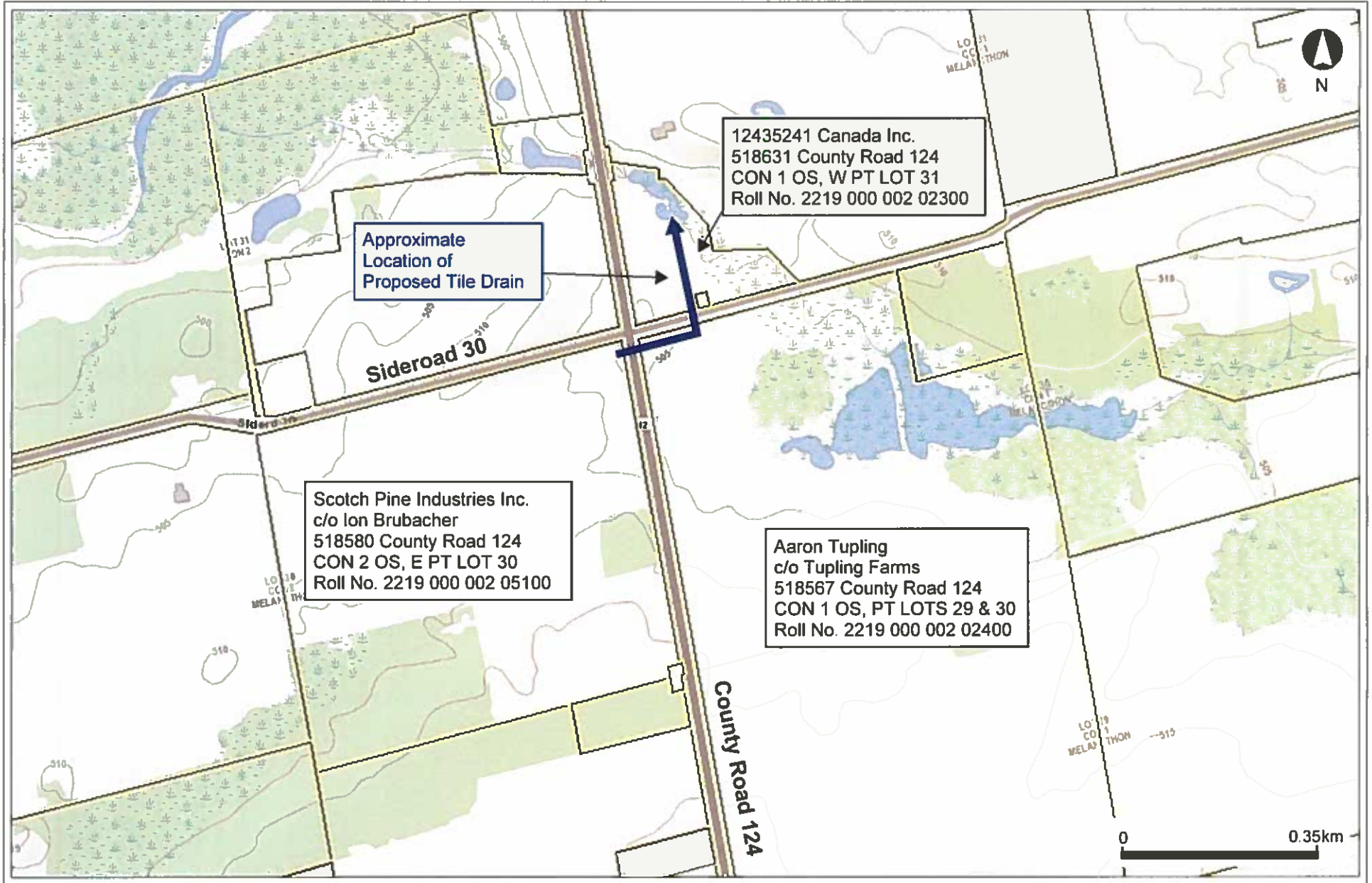
- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act, R.S.O. 1990, c. D. 17 subs. 8(1)*
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act, R.S.O. 1990, c. D. 17 subs. 10(4)*
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act, R.S.O. 1990, c. D. 17 s. 43*
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act, R.S.O. 1990, c. D. 17 s. 61.*

Notice of Collection of Personal Information

Any personal information collected on this form is collected under the authority of the *Drainage Act, R.S.O. 1990, c. D. 17* and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 828-3552.

BRUBACHER-TUPLING PETITION UNDER THE DRAINAGE ACT



THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. 1-2022

A By-Law to authorize the borrowing of \$3,053,964.19

WHEREAS the Council of the Corporation of the Township of Melancthon (herein called "the Corporation") deems it necessary to borrow the sum of \$3,053,964.19 to meet, until taxes are collected, the current expenditures of the Corporation for the year 2021.

AND WHEREAS the estimated revenues of the Corporation as set forth in the estimates adopted for the year 2021 and further defined by Subsection 4 of Section 407 of the Municipal Act S.O. 2001, Chapter 25 were \$6,107,928.38

AND WHEREAS the amount that may be borrowed at any one time for the purposes mentioned in Section 407 of the Municipal Act, S.O. 2001, Chapter 25, together with the total of any similar borrowing that have not been repaid, shall not exceed from January 1st to September 30th of the year, 50 per cent of the total, and from October 1st to December 31st, 25 per cent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the year, 2022

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

1. The Head and Treasurer are hereby authorized on behalf of the Corporation to borrow from time to time by way of promissory note from the Chartered Banks (herein called "the bank"), a sum or sums to meet, until revenues are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in the said Section 407 and to give on behalf of the Corporation a promissory note or notes sealed with the Corporate Seal and signed by the Head and Treasurer for the monies so borrowed with interest at the prevailing rate from time to time of the Bank. The amount borrowed shall not exceed in aggregate for the period January 1st to September 30th and for the period October 1st to December 31st.
2. All Sums borrowed pursuant to the authority of this By-law as well as all other sums borrowed in this year and in any previous years from the Bank for any or all of the purposes mentioned in the said Section 407 shall, with interest, thereon, be a charge upon the whole or any part or parts of the revenues of the Corporation for the current year or for any preceding years, as and when such revenues are received.
3. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed as aforesaid, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
4. The Bank shall be entitled to rely as to the authority of any borrowing on a copy of this By-law certified by the Clerk and on financial statements furnished to the Bank from time to time by the Treasurer.
5. This By-law shall remain in full force and be binding on the Corporation as against the Bank until a copy, certified by the Clerk under the Corporate Seal, of a By-law repealing or replacing this By-law, shall have been received by the Bank duly acknowledged by it in writing.

By-Law read a first and second time this 13th day of January, 2022.

By-Law read a third time and passed this 13th day of January, 2022.

.....
MAYOR

.....
CLERK

ENB # 17.2.1
JAN 13 2022

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER

-2022

BEING A BY-LAW TO PROVIDE FOR THE LEVY AND COLLECTION OF RATES OR LEVIES REQUIRED FOR THE TOWNSHIP OF MELANCTHON FOR THE INTERIM LEVY FOR THE YEAR 2022 AND TO PROVIDE FOR THE MAILING OF NOTICES DEMANDING PAYMENT OF TAXES FOR THE INTERIM LEVY FOR THE YEAR 2022

WHEREAS the Municipal Act, 2001, provides for Interim Tax levies;

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

1. THAT the Interim Tax Levy for 2022 on all Property Classes shall be set by levying 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year, including annualized supplementary taxes, and local charges and/or area rates.
2. THAT the taxes shall be payable in two instalments as follows:
February 22, 2022 and May 24, 2022
3. THAT any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the Municipal Act.
4. THAT the Treasurer as the Collector of Taxes for the Township of Melancthon is hereby authorized to mail or cause to be mailed the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
5. THAT the said payment of taxes shall be payable at the office of the Tax Collector of the Township of Melancthon or any other place designated by the said collector.

BY-LAW READ A FIRST AND SECOND TIME THIS 13th DAY OF JANUARY, 2022

BY-LAW READ A THIRD TIME AND PASSED THIS 13th DAY OF JANUARY, 2022

MAYOR

CLERK

GB# 17.2.2

JAN 13 2022

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER _____ - 2022

**BEING A BY-LAW TO AUTHORIZE THE SIGNING OF AN ELECTRIC
VEHICLE CHARGING STATION MEMORANDUM OF
UNDERSTANDING BETWEEN THE COPORATION OF THE COUNTY
OF DUFFERIN AND THE COPRORAATION OF THE TOWNSHIP OF
MELANCTHON**

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

1. THAT the Head of Council and Clerk are hereby authorized to execute a Memorandum of Understanding with the Corporation of the County of Dufferin for the operation and maintenance of Electric Vehicle Charging Stations, in substantially the same form as attached hereto as Schedule "A" to this By-law.

BY-LAW READ A FIRST AND SECOND TIME THIS 13TH DAY OF JANUARY, 2022.

BY-LAW READ A THIRD TIME AND PASSED THIS 13TH DAY OF JANUARY, 2022.

MAYOR

CLERK

CP# 17.2.3
JAN 13 2022

MEMORANDUM OF UNDERSTANDING

Charge Up in Dufferin – EV Charging Station Network Implementation

This Memorandum of Understanding (“MOU”) is made and entered into as of January 13, 2022

BETWEEN:

THE CORPORATION OF THE COUNTY OF DUFFERIN

(the “County”)

And

[THE CORPORATION OF THE TOWNSHIP OF MELANCTHON]

(the “Local Municipality”)

RECITALS:

- A. The County and the Local Municipality wish to enter into an MOU for the purpose of increasing public access to electrical vehicle (“EV”) charging stations.
- B. The County submitted a request for proposal to Natural Resources Canada’s (NRCan) Zero-Emission Vehicle Infrastructure Program (ZEVIP) fund on September 18, 2019 to help fund the installation of a Dufferin electric vehicle charging network to meet growing EV charging demands and support the County’s greenhouse gas reduction target of net-zero by 2050.
- C. To be eligible, the funding required a minimum installation of 20 charging stations. To meet the minimum, The County invited all member municipalities to partner on the application by providing a letter of support in principle with a commitment to provide two parking spaces, adequate power supply, and access to the property. The municipalities of East Garafraxa, Grand Valley, Melancthon, Mono, Mulmur, Orangeville, and Shelburne agreed to join the County in the application.
- D. The County received funding from NRCan’s ZEVIP. The County was informed that the application was successful on December 20, 2019. The County has added funding to support this program under the project name *Charge Up in Dufferin*.
- E. The Local Municipality has publicly accessible property, as described herein, to contribute for EV charging stations.
- F. The purpose of this MOU is to: identify and delineate the roles and responsibilities of each party as they relate to the installation, operation, and maintenance of public-access EV charging stations and; to grant the County access and installation rights for EV charging stations.

1. TERM & RENEWAL:

- 1.1. The term of this MOU is for three (3) years; from December 1, 2021 to November 30, 2024.

- 1.2. Neither party shall have a right to terminate this MOU during the term.
- 1.3. At least six months prior to the end of term, the County and the Local Municipality shall meet and enter into good faith negotiations on the terms of renewal. The County and the Local Municipality may renew and/or amend the terms of this MOU in writing for the next term.
- 1.4. If the County and the Local Municipality cannot come to terms on renewal, this MOU will terminate at the end of the three year term at which point, the County will have the right to remove the EV charging stations above the surface with no obligations for further removal below the surface or to physically remediate a charging station site.

2. COUNTY RESPONSIBILITIES UNDER THIS MOU:

- 2.1. Other than the contribution of property, the County is covering all remaining project-related costs, as well as operation and maintenance costs of the EV charging stations.
- 2.2. To provide the following for a minimum of three years, after which this MOU will be revisited:
 - a. Install, own and operate the EV charging station infrastructure. The stations are expected to be installed and commissioned by December 2021.
 - b. Manage all aspects of the *Charge Up in Dufferin* network, including the finances, design, installation, commissioning, and regular and preventative maintenance (as outlined by the manufacturer recommendations) of the EV charging stations.
 - c. Ensure timely maintenance of the EV charging stations to keep in working order.
 - d. Cover all costs related to maintenance and operation of the EV charging stations.
 - e. Collect all user fees, as outlined in the Dufferin User Fee bylaw and in accordance to Dufferin County's Electric Vehicle Charging Station Policy.
 - f. Install and maintain signage communicating rules and bylaws of station operation.
 - g. Reimburse [The Corporation of the Township of Melancthon] for hydro usage at the EV charging station at a rate of \$0.15/kWh.

3. [THE CORPORATION OF THE TOWNSHIP OF MELANCTHON] RESPONSIBILITIES UNDER THIS MOU:

- 3.1. The Local Municipality shall provide:
 - a. A parking space for each station and site access at:
[157101 Highway 10, Melancthon, ON L9V 2E6]

[CONSIDER INSERTING A SITE DRAWING, IF AVAILABLE]
 - b. A permission to enter right of access to the County for the purposes of installation, inspection, maintenance, and removal by the County for charging stations at the address(es) identified in 3.1a.
 - c. A dedicated, maintained and reliable power supply at all times to service EV charging stations.

- d. Regular property maintenance, such as snow removal and garbage collection, at the location of the EV charging stations at the address listed above to ensure safe, unobstructed public access.
- e. Ensure clear visibility of all wayfinding signage, EV charging station signage and pavement markings.
- f. Report any operational issues related to the EV charging stations and its components to the County who will complete documentation for further action.
- g. Pay all hydro invoices directly to the utility. The County will reimburse **The Corporation of the Township of Melancthon** for hydro usage at the EV charging station at a rate of \$0.15/kWh.

4. USER FEES:

- 4.1. The County shall have the right to charge user fees for the use of the EV Charging Stations at rates set out in the County's fees and charges bylaw. The County retains the right to amend the user fees from time to time by amendment to its by-law. At the time of execution, the following are the current user fees:

Service	Level-2 Charging Stations
EV station use for first two hours	Free-of-charge
EV station per hour after hour two	\$2 per hour

- 4.2. Local Municipality vehicles shall be charged the same rates as any other member of the public without free access or free use.
- 4.3. The County may use the fees collected in accordance with its by-law and the provisions of the *Municipal Act, 2001*.

5. RECIPROCAL INDEMNIFICATION:

- 5.1. The Local Municipality shall indemnify and hold harmless the County, its officers, Council members, partners, agents, and employees from and against all actions, claims, demands, losses, costs, damages, suits, or proceedings whatsoever which may be brought against or made upon the County and against all losses, liabilities, judgments, claims, suits, demands, or expenses which the County may sustain, suffer, or be put to resulting from or arising out of the Local Municipality's negligent acts, errors or omissions in the performance or rendering of any of the services required to be performed under this MOU by the Local Municipality's, its agents, officials, and employees. This indemnification includes any legal costs incurred by the County on a substantial indemnity basis.
- 5.2. The County shall indemnify and hold harmless the Local Municipality, its officers, Council members, partners, agents, and employees from and against all actions, claims, demands, losses, costs, damages, suits, or proceedings whatsoever which may be brought against or made upon the Local

Municipality and against all losses, liabilities, judgments, claims, suits, demands, or expenses which the Local Municipality may sustain, suffer, or be put to resulting from or arising out of the County's negligent acts, errors or omissions in the performance or rendering of any of the services required to be performed under this MOU by the County, its agents, officials, and employees. This indemnification includes any legal costs incurred by the Local Municipality on a substantial indemnity basis.

6. NOTICE:

- 6.1. Any notice required to be given or served on any party under this MOU must be in writing and delivered personally, electronically or by prepaid registered mail, addressed to the party respectively as set out below. Service of notice is effective on the next business day following the date of personal delivery and electronic delivery or, in the case of a registered letter, on the third business day following the date of mailing,

to the County at:

The Corporation of the County of Dufferin
30 Centre Street
Orangeville, ON
L9W 2X1
Attention: Scott Burns
Email: sburns@dufferincounty.ca

to the Local Municipality at:

[157101 Highway 10 Melancthon, ON L9V 2E6]

Attention: **[Denise Holmes]**
Email: **[dholmes@melancthontownship.ca]**

or to such other addresses as any party may designate by written notice to the other parties.

7. COUNTERPARTS:

- 7.1. This MOU may be executed in any number of counterparts, each of which is deemed to be an original but all of which taken together constitute an original Agreement, and will be effective when one or more counterparts have been signed by each of the parties to the Agreement and delivered to each of the parties.

8. ELECTRONIC SIGNATURES:

- 8.1. The parties may sign this MOU by means of electronic signature, as provided for under the *Electronic Commerce Act, 2000*.

THE CORPORATION OF THE COUNTY OF DUFFERIN

SIGNATURE:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

**[THE CORPORATION OF THE TOWNSHIP OF
MELANCTHON]**

SIGNATURE:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Canada



Ontario

November 19, 2021

Denise Holmes
CAO/Clerk
Township of Melancthon
dholmes@melancthontownship.ca

Dear Ms. Holmes:

I am writing to let you know about a new Canadian Agricultural Partnership (CAP) targeted cost-share initiative of up to \$700,000 aimed at increasing deadstock management capacity throughout the province. The application intake will be open from November 18, 2021 to December 13, 2021. You can find additional information, including how to apply, on the OMAFRA website at www.omafra.gov.on.ca/english/cap/index.htm.

In light of the recent loss of on-farm deadstock pickup services in certain areas of the province, my ministry, in partnership with the government of Canada, is launching this CAP initiative to support livestock producers, waste management facilities, municipalities and other agri-businesses such as livestock auction barns, assembly yards, deadstock transporters, collectors, renderers, and veterinary clinics in increasing capacity for deadstock management. Given these increased pressures, this initiative offers a higher cost-share rate than our usual deadstock funding, that being 50% reimbursement of eligible expenses as opposed to 35%, up to a maximum of \$25,000 per applicant.

The initiative provides cost-share funding, to support planning, establishing, and/or managing deadstock to increase capacity for deadstock management. Specifically expenses eligible for cost-share reimbursement include:

Assessments and Planning

- Qualified third-party services to provide an initial operational plan or assessment of an applicant's deadstock capacity (e.g., deadstock management plan, environmental plan/assessment).

.../2

Deadstock Facility Upgrades and Equipment

- Establishment of an on-site facility to handle and store deadstock efficiently and securely as a preventive measure to reduce the risk of introduction and spread of disease to animals and humans, including, but not limited to:
 - Purchase, modification, or construction of a deadstock management system (e.g., composter, digester, incinerator [**subject to regulatory requirements and restrictions**], in-ground vessel, waste management bins) and associated runoff management equipment/systems,
 - Digester modifications or components that enable the taking of deadstock (e.g. pretreatment equipment)
 - New construction or modifications to structures or buildings to facilitate the handling, storage and removal of deadstock, or to securely store deadstock in a manner that prevents access or scavenging by wildlife and vermin, and;
 - New freezer or cooler systems for the temporary storage of deadstock and parts thereof, or specified risk materials.

Please note that expenses must meet the requirements of the Ontario Regulation 105/09, under the *Food Safety and Quality Act, 2001* (FSQA), and Ontario Regulation 106/09 under the *Nutrient Management Act, 2002* (NMA), (or any applicable requirements under the Safe Food for Canadians Act for federally registered plants) and be suitable for use. The undertaking of these activities for cost-share funding may still be subject to regulatory approvals.

Our government is committed to supporting the agri-food sector and rural communities in Ontario.

I encourage you to take advantage of this funding opportunity and submit an application for your project. Together, we can ensure Ontario's communities thrive.

Please accept my best wishes.

Sincerely,



Marie-Claude Bibeau
Minister of Agriculture
and Agri-Food Canada



Lisa M. Thompson
Minister of Agriculture, Food
and Rural Affairs



A People Place, A Change of Pace
SHELBURNE
ONTARIO, CANADA

Meeting Date: Monday, December 13, 2021
To: Mayor & Members of Council
From: Carey Holmes, Director of Financial Services/Treasurer
Report: Financial Services 2021-13
Subject: **5 Year Capital Plan 2022-2026**

Recommendation

Be it Resolved that Council of the Town of Shelburne receives the staff report FS 2021-13 with respect to the 5 Year Capital Plan 2022-2026; and that

Council authorizes the Treasurer to transfer to and from reserves, as necessary at year end, in order to close finished projects and to set aside unspent funds to complete unfinished 2021 projects in 2022.

Background

In 2019 Council adopted a set of Strategic Priorities for the period of 2019-2022, which identified goals as Sustainable, Engaged and Livable.

Target 1 of the Sustainable Goals was to develop a financial plan with a key performance indicator (KPI) of completing and adopting a long-term financial plan.

Financial Plans can vary in length. They are generally 10 years in length, should be at least 5 and are recommended to be updated annually. It is

important to remember that a long-term financial plan, capital or otherwise is a living document like any other forecasting document. Capital plans identify all major purchases and projects, the year of the proposed expenditure along with funding sources and any financing necessary – however it is not uncommon to see a long-term financial plan that does not identify funding sources, especially in the latter years.

Capital plans do not necessarily only include tangible items, they also should include items such as studies and front ending engineering designs. A capital plan should include and align with Asset Management Plans and any other long term studies such as Development Charges, Roads Needs Studies, Parks and Recreation Master Plans etc.

A Capital Plan should not be an exercise in collecting a list of assets. Condition ratings of existing assets should be used to determine replacement periods rather than simply relying on age-based ratings. Criteria should be established to determine if a project is worthy of making the list and should also align with established service, maintenance, and growth levels.

The further into the future that a plan goes, the higher the probability of change occurring exists as well as a higher level of uncertainty. Examples of change include changes in the market supply chain and demand issues, changes in prices or funding opportunities, changes in priorities, changes in elected leadership, changes in population growth and diversity, legislation changes and most recently as an example affecting the world today – an unforeseen pandemic that appears to have changed everything.

One benefit to a long-term financial plan is that it allows council and staff to see the big picture and changes decision making from short term to long term. A stable long term financial plan also allows for priority setting and promotes tax rate stability.

Analysis

The Town's annual budget document has traditionally contained the extension of 3 years estimated future costs for both operating and capital expenditures in addition to estimated revenue sources.

Staff have reviewed the 3-year extensions and have added 2 additional years to complete a 5-year capital plan for the town.

Attached as Appendix 1 is a more in depth 5-year capital plan for the period of 2022-2026.

The year 2021 has been included in the attached plan as an example to show how much things can change from one year to the next and is part of the reason why staff have decided to introduce a 5-year plan for the period of 2022-2026 rather than 10 as originally indicated.

The plan provides a continuity schedule for planned expenses as well as potential funding sources. The subsequent pages in the report provide the background detail for each of the years 2022-2026.

A place holder in the capital budgets for 2023 and 2024 has also been added for potential changes regarding two third party boards. The consultation process with the municipalities represented on two boards was commenced in 2021 and will continue in 2022. While the Town's Service Delivery Review (SDR) did not complete any additional analysis regarding the recommendation to dissolve of the boards of management of the Centre Dufferin Recreation Centre (CDRC) and the Shelburne and District Fire Department (SDFD) they have been identified respectively in the years 2023 and 2024. No estimated dollar value for either service area to become a direct service of the Town has been assigned.

Looking beyond 2026 staff are noting that there are significant items on the radar that will require advance planning for funding such as additional replacement purchases of large equipment items such as plow trucks, pumphouse and well generators, an additional works yard phased expansion as well as a fire hall expansion – with both additions being identified in the 2020 DC study as taking place in 2028. Beyond 2030 also begins to see replacements of such items this term of council has just purchased such as the 2019 utility truck for water.

Financial Impact & Changes

There is no direct financial impact to adopting the 5 Year Capital Plan. At this time staff are recommending that this report be received until the 2022 draft budget has been adopted so that any changes with respect to 2022 can be made prior to adoption of the 5-year plan.

Annual Operating and Capital Budgets will continue to be adopted by council on a yearly schedule.

Staff are requesting at this time that council allow for the Treasurer to transfer to and from reserves, as necessary at year end, in order to close finished capital and operating projects and to set aside unspent funds into reserves to complete unfinished 2021 projects in 2022. These transfers are identified in the estimated year end column for 2021 and allow for the cash-based budget to be balanced at year end.

Council Strategic Priorities

Council's Strategic Priorities has three Goals - Sustainable, Engaged and Livable. There is a total of 12 targets within the three Goals.

This report aligns with the Sustainable Goals within the Targets:

Target T1 Develop a Long-Term Financial Plan

Target T2 Municipal Services Review and Evaluation

Target T3 Invest and Fund Critical Infrastructure for Future

Supporting Documentation

Appendix 1 – 5 Year Capital Plan 2022-2026

Respectfully Submitted & Prepared by:

Carey Holmes, Director of Financial Services / Treasurer

Reviewed by:

Denyse Morrissey, CAO

CORPORATION OF THE TOWN OF SHELBURNE

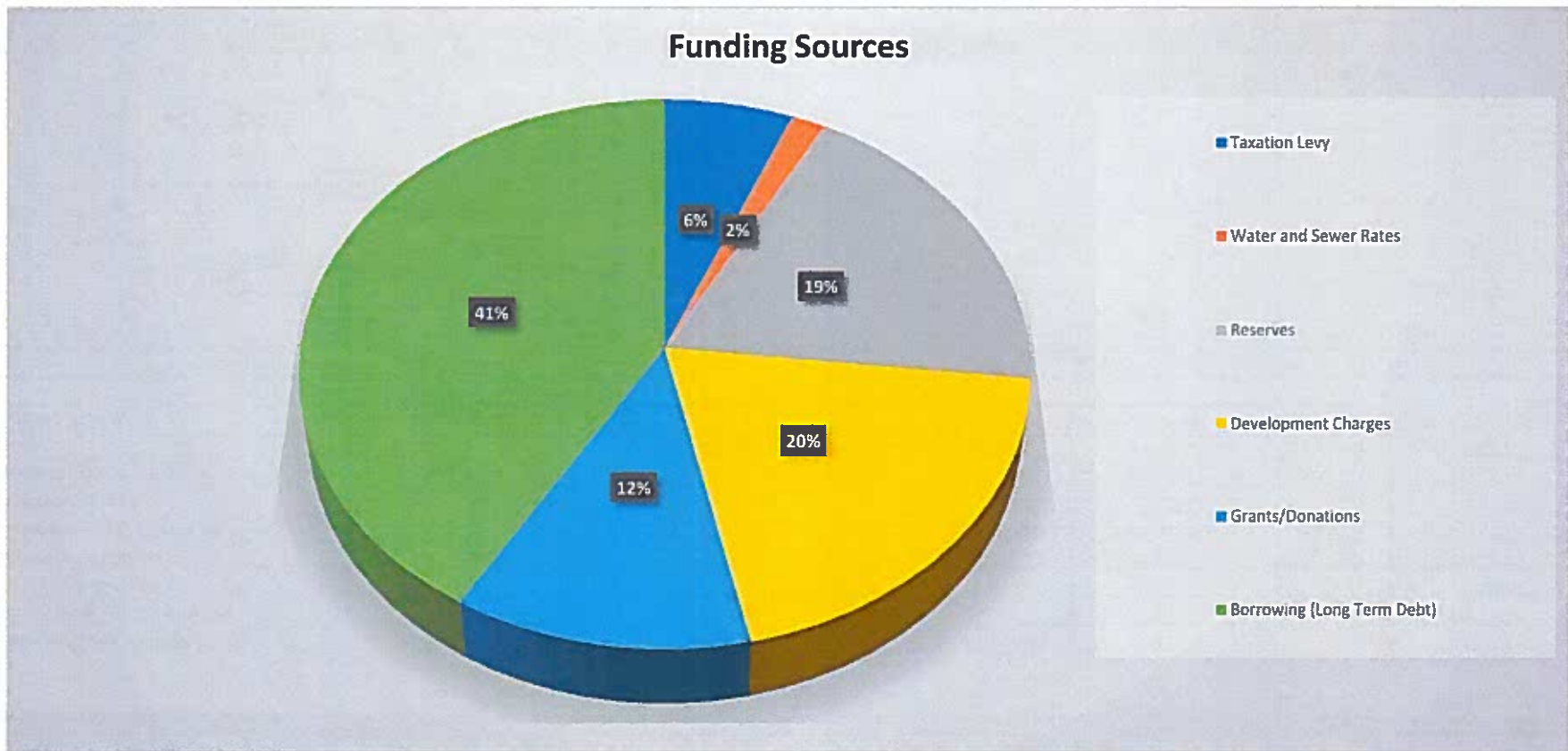
2022-2026	DRAFT 5 - Year Capital Plan - Continuity Schedule						
	2021	2022	2023	2024	2025	2026	TOTAL
General Government	\$ 202,197	\$ 30,000	\$ 219,000	\$ 105,000	\$ 35,000	\$ -	\$ 591,197
Planning & Development	\$ 75,000	\$ 341,045	\$ 250,000	\$ -	\$ 75,000	\$ -	\$ 741,045
Protection Services	\$ -	\$ -	\$ 20,000	\$ -	\$ 55,000	\$ -	\$ 75,000
Transportation Services	\$ 2,687,757	\$ 2,602,951	\$ 1,132,000	\$ 1,041,200	\$ 4,292,863	\$ 6,536,115	\$ 18,292,886
Environmental Services	\$ 55,000	\$ 13,658,502	\$ 57,000	\$ 12,250,000	\$ 12,050,000	\$ 12,000,000	\$ 50,070,502
Health Services	\$ -	\$ -	\$ 23,000	\$ 15,020	\$ 27,000	\$ -	\$ 65,020
Recreation & Culture	\$ 38,800	\$ 1,106,418	\$ 773,000	\$ 230,000	\$ 1,050,000	\$ 30,000	\$ 3,228,218
Debt	\$ 448,694	\$ 775,880	\$ 798,147	\$ 821,052	\$ 844,648	\$ 858,946	\$ 4,547,367
GRAND TOTAL	\$ 3,507,448	\$ 18,514,796	\$ 3,272,147	\$ 14,462,272	\$ 18,429,511	\$ 19,425,061	\$ 77,611,235



* the Debt figures include Principal Payments only - includes the new Water Tower & the potential borrowing for Well 3, but does not include WPCP debt

CORPORATION OF THE TOWN OF SHELBURNE

	5 - Year Capital Plan - Funding Sources						
	2021	2022	2023	2024	2025	2026	TOTAL
Taxation Levy	\$ 8,650	\$ 194,687	\$ 350,000	\$ 489,220	\$ 2,284,567	\$ 1,523,000	\$ 4,850,124
Water and Sewer Rates	\$ 84,123	\$ 304,039	\$ 225,958	\$ 231,001	\$ 236,200	\$ 191,553	\$ 1,272,875
Reserves	\$ 407,557	\$ 5,001,616	\$ 444,000	\$ 2,250,000	\$ 3,272,046	\$ 3,303,000	\$ 14,678,219
Development Charges	\$ 1,410,218	\$ 2,744,259	\$ 1,682,924	\$ 3,043,164	\$ 3,683,071	\$ 2,750,907	\$ 15,314,543
Grants/Donations	\$ 1,596,900	\$ 2,161,625	\$ 569,265	\$ 448,887	\$ 953,626	\$ 3,656,601	\$ 9,386,904
Borrowing (Long Term Debt)	\$ -	\$ 8,108,570	\$ -	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 32,108,570
TOTAL	\$ 3,507,448	\$ 18,514,796	\$ 3,272,147	\$ 14,462,272	\$ 18,429,511	\$ 19,425,061	\$ 77,611,235



* Long term borrowing for the WPCP may be offset by acquiring funding through grant opportunities and/or front ending agreements with developers

2021		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES							FUNDING SOURCE					
	Growth New Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
TH Health & Safety Upgrades	Replace	\$ 10,000									\$ 10,000			
TH Window Replacements (Covid)	Replace	\$ 30,450											\$ 30,450	
Replace Elevator Door	Replace	\$ 22,933									\$ 22,933			
Generator for Townhall	New	\$ 90,000									\$ 90,000			
HVAC upgrades (Chiller) Covid	Replace	\$ 79,264											\$ 79,264	
Master Servicing Study (Yr 1 of 3)	New		\$ 75,000									\$ 75,000		
Resurfacing - Mixed Streets	Replace				\$ 262,000								\$ 262,000	
Resurfacing - Main St Connecting Link	Replace				\$ 548,233						\$ 54,624		\$ 262,000	\$ 491,609
420 Victoria Street Clean-Up	Replace				\$ 200,000						\$ 200,000			
F450 PU Truck with Blade/Sander	Replace				\$ 60,000				\$ 14,356		\$ 65,644			
Trackless Sidewalk Machine (Parks)	Growth				\$ 168,000							\$ 168,000		
Bus Shelters	New				\$ 25,000				\$ 25,000					
Tennis/Pickleball Court	New							\$ 200,000				\$ 200,000		
Splash Pad (2021-2022 Two Yr Project)	New							\$ 200,000				\$ 200,000		
Jack Downing Park	Replace							\$ 20,000			\$ 20,000			
Well 3 Arsenic Remediation	Replace					\$ 1,770,000					\$ 548,666		\$ 1,223,334	
Water Storage New Tower	Growth					\$ 3,481,600					\$ 561,600	\$ 400,000	\$ 2,500,000	
Sewer Infiltration Corrections	Replace					\$ 100,000				\$ 100,000				
SCADA System Software	New					\$ 160,000					\$ 157,440	\$ 2,560		
Fiddlers Glen Sewer Pump Rebuild	Replace					\$ 40,000			\$ 20,000		\$ 20,000			
SCADA System Software	New					\$ 82,000					\$ 60,000	\$ 22,000		
Trench Box	Replace					\$ 15,000				\$ 15,000				
Victoria Street Watermain Rehab	Replace					\$ 105,000				\$ 33,000	\$ 72,000			
Community Garden	New							\$ 28,800					\$ 28,800	
Temporary Cricket Pitch	New							\$ 10,000			\$ 10,000			
Hwy 10 & Col Phillips Signalization	Growth				\$ 1,502,874							\$ 941,008	\$ 561,866	
Rear Mount Hydraulic Sander					\$ 8,650				\$ 8,650					
TOTAL		\$ 232,647	\$ 75,000	\$ -	\$ 2,792,757	\$ 5,733,600	\$ -	\$ 458,800	\$ 48,006	\$ 168,000	\$ 1,890,907	\$ 2,008,568	\$ 1,453,989	\$ 3,723,334

GRAND TOTAL \$ 9,292,804

\$ 9,292,804

Carry Over / Postponed / Cancelled / Swept up in bigger project \$ 6,234,050

*Budgeted Amounts - Not Actuals

2021		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES							FUNDING SOURCE					
	Growth, New, Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
TH Health & Safety Upgrades	Replace	\$ 10,000									\$ 10,000			
Replace Elevator Door	Replace	\$ 22,933									\$ 22,933			
Generator for Townhall	New	\$ 90,000									\$ 90,000			
HVAC upgrades (Chiller) Covid	Replace	\$ 79,264											\$ 79,264	
Master Servicing Study (Yr 1 of 3)	New		\$ 75,000									\$ 75,000		
Resurfacing - Mixed Streets	Replace				\$ 262,000								\$ 262,000	
Resurfacing - Main St Connecting Link	Replace				\$ 546,233						\$ 54,624		\$ 491,609	
420 Victoria Street Clean-Up	Replace				\$ 200,000						\$ 200,000			
Trackless Sidewalk Machine (Parks)	Growth				\$ 168,000							\$ 168,000		
Fiddlers Glen Sewer Pump Rebuild	Replace					\$ 40,000				\$ 20,000	\$ 20,000			
Trench Box	Replace					\$ 15,000				\$ 15,000				
Community Garden	New							\$ 28,800					\$ 28,800	
Temporary Cricket Pitch	New							\$ 10,000						
Hey 10 & Col Phillips Signalization	Growth				\$ 1,502,874							\$ 941,008	\$ 561,866	
Rear Mount Hydraulic Sander					\$ 8,650				\$ 8,650					
TOTAL		\$ 202,197	\$ 75,000	\$ -	\$ 2,687,757	\$ 55,000	\$ -	\$ 36,800	\$ 8,650	\$ 35,000	\$ 407,557	\$ 1,184,008	\$ 1,423,539	\$ -
GRAND TOTAL		\$ 3,058,754							\$ 3,058,754					

*Budgeted Amounts - Not Actuals

2022		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES						FUNDING SOURCE						
	Growth, New, Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
Safely Access Starway to Rooftop	New	\$ 30,000									\$ 30,000			
Master Servicing Study (Yr 2 of 3)	New		\$ 75,000								\$ 75,000			
Parks & Recreation Master Plan	New		\$ 65,000								\$ 65,000			
Transportation Master Plan	Growth		\$ 178,045								\$ 178,045			
Downtown Revitalization Project	New		\$ 25,000						\$ 2,500		\$ 15,000		\$ 7,500	
Sandhill Court Reconstruction	Replace				\$ 560,000								\$ 560,000	
F450 PU Truck with Blade/Sander	Replace				\$ 99,438						\$ 99,438			
Resurfacing - Mixed Streets	Replace				\$ 260,842								\$ 260,842	
Resurfacing - Owen Sound Connecting Lk	Replace				\$ 950,585						\$ 95,059		\$ 855,526	
Replace 2009 Intern'l Plow Truck Yr 1	Replace				\$ 300,000				\$ 150,000		\$ 150,000			
420 Victoria Street Clean-Up	Replace				\$ 400,000						\$ 400,000			
Audible Pedestrian Crossings (x2)	New				\$ 32,086						\$ 32,086			
Bestley Drain Cleanout	Replace					\$ 93,187			\$ 42,187		\$ 51,000			
Tennis/Pickleball Court	New							\$ 200,000			\$ 200,000			
Splash Pad (2021-2022 Two Yr Project)	New							\$ 700,000			\$ 400,000	\$ 300,000		
Jack Downing Park Revitalization	Replace							\$ 56,000			\$ 56,000			
Off Leash Dog Park	New							\$ 92,000			\$ 32,000	\$ 60,000		
Replacement Zero Turn mower	Replace							\$ 15,000			\$ 15,000			
Hyland Park Fencing	New							\$ 15,264			\$ 15,264			
Walters Creek Playground Equip	Replace							\$ 28,154			\$ 28,154			
Well 3 Arsenic Remediation	Replace					\$ 3,802,060					\$ 546,666	\$ 146,824	\$ 3,108,570	
Water Storage New Tower	Growth					\$ 7,184,255					\$ 1,014,509	\$ 1,169,746	\$ 5,000,000	
Victoria Street Watermain Rehab	Replace					\$ 105,000				\$ 33,000	\$ 72,000			
Water SCADA System Software	Growth					\$ 82,000					\$ 60,000	\$ 22,000		
Replace 2008 Water Truck	Replace					\$ 132,000					\$ 132,000			
Sewer Infiltration Corrections	Replace					\$ 100,000			\$ 100,000					
Sewer SCADA System Software	New					\$ 150,000					\$ 157,440	\$ 2,560		
WPCP Design - Engineering	Replace					\$ 2,000,000					\$ 2,000,000			
TOTAL		\$ 30,000	\$ 341,045	\$ -	\$ 2,602,951	\$ 12,658,502	\$ -	\$ 1,106,418	\$ 194,687	\$ 133,000	\$ 5,001,816	\$ 2,317,175	\$ 1,983,868	\$ 8,108,570
GRAND TOTAL		\$ 17,738,916						\$ 17,738,916						

2023		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES						FUNDING SOURCE						
	Growth, New, Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
Space Planning (Yr 1 of 2)	Growth	\$ 60,000							\$ 60,000					
Folding Machine	Replace	\$ 9,000							\$ 9,000					
Sound & Lighting Equip Grace Tipping Hall	Replace	\$ 150,000							\$ 75,000				\$ 75,000	
4 Town Gateway Entrance Signs	Replace		\$ 100,000						\$ 20,000		\$ 30,000		\$ 50,000	\$ 50,000
Master Servicing Study (Yr 3 of 3)	New		\$ 75,000						\$ 25,000					
Additional By-Law Car	Growth			\$ 20,000					\$ 10,000		\$ 10,000			
Resurfacing - Mixed Streets	Replace				\$ 262,000									\$ 262,000
Replace 2005 Trackless - in service 2009	Replace				\$ 183,000				\$ 107,000		\$ 76,000			
Replace 2009 Intern'l Plow Truck Yr 2	Replace				\$ 150,000						\$ 150,000			
Replace 2013 GMC Pick Up	Replace				\$ 37,000				\$ 37,000					
Generator for Shop	New				\$ 70,000							\$ 70,000		
2 Bay Addition at Works Yard	Growth				\$ 310,000						\$ 155,000		\$ 155,000	
Additional Cold Storage Building	Growth				\$ 120,000							\$ 120,000		
Cemetery - 48 Unit Columbarium	New						\$ 23,000				\$ 23,000			
Official Plan Review	New		\$ 50,000									\$ 50,000		
Zoning By-Law Review	New		\$ 25,000									\$ 25,000		
Additional Zero Turn Mower - Parks	Growth							\$ 18,000				\$ 18,000		
Water Locator on New Water Truck	New				\$ 7,000				\$ 7,000					
Sewer Infiltration Corrections	Replace					\$ 50,000				\$ 50,000				
Identified in DC Study														
Bike Racks throughout town	New							\$ 75,000				\$ 75,000		
Hyland Village Park Facilities	New							\$ 500,000				\$ 500,000		
Greenwood Parking Lot	New							\$ 180,000				\$ 180,000		
Identified in the SDR														
Disbandment of CDRC Board of Mgmt	Replace													
TOTAL		\$ 219,000	\$ 250,000	\$ 20,000	\$ 1,132,000	\$ 57,000	\$ 23,000	\$ 773,000	\$ 350,000	\$ 50,000	\$ 444,000	\$ 1,243,000	\$ 387,000	\$ -
GRAND TOTAL		\$ 2,474,000							\$ 2,474,000					

2024		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES						FUNDING SOURCE						
	Growth, New, Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
Computer Server (every 5 yrs)	Replace	\$ 15,000							\$ 15,000					
Town Hall Space Planning (Yr 2 of 2)	Growth	\$ 40,000							\$ 40,000					
Further Capital Costs to Townhall	Growth	\$ 50,000							\$ 50,000					
Resurfacing - Mixed Streets	Replace				\$ 282,000								\$ 282,000	
New Plow Truck - Addition to Fleet	Growth				\$ 300,000						\$ 30,000	\$ 270,000		
Pick Up Truck/Trailer shared with parks	Growth				\$ 110,000						\$ 20,000	\$ 90,000		
Replace 2003 Dodge Pick Up	Replace				\$ 40,000				\$ 40,000					
Replace 2012 Ford Pick UP	Replace				\$ 40,000				\$ 40,000					
Replace 2007 John Deere Riding Mower	Replace				\$ 20,000				\$ 20,000					
Replace 2008 John Deere Riding Mower	Replace				\$ 20,000				\$ 20,000					
Replace Tandem Aude Parks Trailer	Replace				\$ 5,000				\$ 5,000					
Replace 1997 Snowblower for Trackless	Replace				\$ 15,000				\$ 15,000					
Replace 5 Way Plow for Trackless	Replace				\$ 7,000				\$ 7,000					
Replace Mower Deck	Replace				\$ 24,100				\$ 24,100					
Replace Power Rake	Replace				\$ 8,100				\$ 8,100					
Replace Rear Mount Sander	Replace				\$ 7,000				\$ 7,000					
Replace 2005 Trackless - in service 2005	Replace				\$ 183,000				\$ 183,000					
Cemetery Road Works Expansion	New						\$ 15,020		\$ 15,020					
Sewer Infiltration Correctors	Replace					\$ 50,000				\$ 50,000				
Old Water Tower Refining / Painting	Replace					\$ 200,000					\$ 200,000			
<u>Identified in DC Study</u>														
Cricket Pitch (Permanent)	New							\$ 230,000				\$ 230,000		
<u>Identified in the SDR</u>														
Disbandment of SDFD Board of Mgmt	Replace													
<u>WPC - Upgrades - Year 1</u>	Growth					\$ 12,000,000					\$ 2,000,000	\$ 2,000,000		\$ 8,000,000
TOTAL		\$ 105,000	\$ -	\$ -	\$ 1,041,200	\$ 12,250,000	\$ 15,020	\$ 230,000	\$ 489,220	\$ 50,000	\$ 2,250,000	\$ 2,590,000	\$ 262,000	\$ 8,000,000
GRAND TOTAL		\$ 13,841,220							\$ 13,841,220					

2025		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES							FUNDING SOURCE					
	Growth, New, Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
Townhall Makeup Air Unit	Replace	\$ 35,000							\$ 35,000					
Replace By-Law Vehicle	Replace			\$ 25,000							\$ 25,000			
Urbanization of Pinegrove	Replace				\$ 3,278,063				\$ 1,531,017		\$ 1,247,046		\$ 500,000	
Resurfacing - Mixed Streets	Replace				\$ 262,000								\$ 262,000	
Repl. 2011 International Plow/Dump Truck	Replace				\$ 325,000				\$ 325,000					
Repl. 2006 Trackless - in service 2011	Replace				\$ 190,000				\$ 190,000					
Repl. 2007 Snowblower for Trackless	Replace				\$ 15,000				\$ 15,000					
Repl. Wood Chipper	Replace				\$ 16,000				\$ 16,000					
Repl. 2 Hustler Zero Turn Mowers from 2016	Replace				\$ 30,000				\$ 30,000					
Repl. 5 Position Plow Trackless attachment	Replace				\$ 7,300				\$ 7,300					
Repl. 2015 Rear Mount Hydraulic Sander	Replace				\$ 9,000				\$ 9,000					
Repl. 2015 Gearbox Ribbon Snowblower for	Replace				\$ 18,500				\$ 18,500					
Repl. 2008 Backhoe Breaker	Replace				\$ 10,500				\$ 10,500					
Repl. 2009 Plow attachment & 2009 Mower	Replace				\$ 50,000				\$ 50,000					
Repl. 2010 Salt/Sand Spreader	Replace				\$ 6,500				\$ 6,500					
Rpl. 2004 John Deere Utility Tractor/Mower	Replace						\$ 27,000		\$ 27,000					
Roads Needs Study	New		\$ 25,000						\$ 6,250			\$ 18,750		
DC Background Study	New		\$ 50,000									\$ 50,000		
Salt Management Study & Plan	New				\$ 75,000							\$ 75,000		
Sewer Infiltration Corrections	Replace					\$ 50,000				\$ 50,000				
Identified in DC Study														
Fieldgate Park Facilities	New							\$ 750,000				\$ 750,000		
Greenwood Park - Additional Field	Growth							\$ 300,000				\$ 300,000		
Fire Master Plan	New		\$ 30,000						\$ 7,500			\$ 22,500		
WVDC - Usareket - Year 2	Growth					\$ 12,000,000					\$ 2,000,000	\$ 2,000,000		\$ 8,000,000
TOTAL		\$ 35,000	\$ 75,000	\$ 55,000	\$ 4,292,863	\$ 12,050,000	\$ 27,000	\$ 1,050,000	\$ 2,264,567	\$ 50,000	\$ 3,272,046	\$ 3,216,250	\$ 762,000	\$ 8,000,000
GRAND TOTAL		\$ 17,584,863							\$ 17,584,863					

2026		FINANCIAL INFORMATION RETURN (FIR) CATEGORIES						FUNDING SOURCE						
	Growth New Replace	General Government	Planning & Development	Protection Services	Transportation Services	Environment Services	Health Services	Recreation & Culture	Taxation Levy	Water/Sewer Rates	Reserves	Development Charges	Grants Donations	Borrowing LT Debt
Centennial & Industrial Realignment	Replace				\$ 5,960,115				\$ 1,500,000		\$ 1,000,000		\$ 3,460,115	
Repl. 2003 John Deere Utility Tractor	Replace				\$ 55,000						\$ 55,000			
Snowblower Tractor Attachment	Replace				\$ 8,000				\$ 8,000					
Drop Sander Tractor Attachment	Replace				\$ 5,000				\$ 5,000					
Sweeper Tractor Attachment	Replace				\$ 5,000				\$ 5,000					
Flail Mower Attachment	Replace				\$ 5,000				\$ 5,000					
Repl. 2006 Ford Pick Up	Replace				\$ 50,000						\$ 50,000			
Repl. 2015 Case 580	Replace				\$ 148,000						\$ 148,000			
Repl. 2013 Ford Pick Up	Replace				\$ 50,000						\$ 50,000			
<u>Identified in DC Study</u>														
Two Bus Landing Pads	New				\$ 250,000							\$ 250,000		
Future Recreation Needs Study	New							\$ 30,000				\$ 30,000		
<u>WPCP Upgrades - Year 3</u>	Growth					\$ 12,000,000					\$ 2,000,000	\$ 2,000,000		\$ 8,000,000
														\$ -
TOTAL		\$ -	\$ -	\$ -	\$ 8,538,115	\$ 12,000,000	\$ -	\$ 30,000	\$ 1,523,000	\$ -	\$ 3,303,000	\$ 2,280,000	\$ 3,460,115	\$ 8,000,000
GRAND TOTAL					\$ 18,566,115				\$ 18,566,115					