



TOWNSHIP OF MELANCTHON ELECTRONIC MEETING THURSDAY, MAY 19, 2022 - 5:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/85022245592?pwd=Y0FNQkFwcVNxaFlieHdCbVRvNFZSQ09>

Meeting ID: 850 2224 5592

Passcode: 336090

One tap mobile

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Meeting ID: 850 2224 5592

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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**
- 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)
 1. Email from Heather Dobson and Will Sawyers regarding the 7th Line SW back to gravel
 2. Email from Robin Tripp and Brenda Serbin
 3. Unfinished Business
 1. May 5, 2022 Meeting – Email from Brenda Serbin sent to Councillor Mercer requesting answers to her questions from the March 17, 2022 Delegation and April 21, 2022 submission be received in writing.
- 10. Public Works**
 1. Unfinished Business
 1. Email from Loretta McKellar requesting a letter the broken pipe on River Road
 2. River Road Broken Pipe Issue (McKellar) – Deputy Mayor Besley to provide an update on this matter.
 2. Other
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Climate Change Initiatives**
- 13. Police Services Board**
- 14. County Council Update**
- 15. Correspondence**

Board & Committee Minutes

1. Horning's Mills Community Park Board – September 28, 2021
2. Environmental Sustainability Committee – March 18, 2022
3. Environmental Sustainability Committee – April 29, 2022
4. Heritage Advisory Committee – March 9, 2022

Items for Information Purposes

1. Bluebelt + Grand River: A Treaty Restoration Project
2. Township of Cramahe Resolution regarding Bill 109: More Homes for Everyone Act
3. Letter from Shelburne & District Fire Department Appointing an Alternate Mutual Aid Coordinator
4. Proposed Regulation Changes under the Aggregate Resources Act
5. Town of Grand Valley Resolution regarding the County's Municipal Comprehensive Review Process Decision
6. Town of Shelburne Notice of Public Meeting for ZBA and Consent
7. MPAC 2021 Annual Report
8. Township of Clearview Notice of Public Meeting to Update their Zoning By-law
9. NVCA's Audited Financial Statements
10. Township of Amaranth Motion regarding County's Municipal Comprehensive Review Process Decision

11. Conclusion of COVID-19 Enforcement Support Line

Items for Council Action

1. Report from Denise Holmes, AMCT, CAO/Clerk regarding Multi-Municipal Wind Turbine Working Group
2. RJ Burnside Report on the James Foley Municipal Drain

16. General Business

1. Notice of Intent to Pass By-law
2. New/Other Business/Additions
 1. Report from Denise Holmes, AMCT, CAO/Clerk regarding Facility User Rental Insurance
 2. Bluewater Geoscience Consultants Review of Strada Aggregates 2021 Groundwater and Surface Water Monitoring Report
3. Unfinished Business
 1. Email from David Thwaites regarding Recreation and NDCC
 2. In Person Council Meeting – Sight and Sound Quote
 3. Township Diversity Policy
 4. Unfinished Business – Committee/Board Recommendations from April 7, 2022 - Report from Donna Funston, Secretary Environmental Sustainability Committee, Recommendations from March 18, 2022 Meeting – Deferred to Roads Sub-Committee – Motion tabled: Moved by Mercer, Seconded by Neilson that Council accepts the recommendation from the Environmental Sustainability Committee regarding the engagement of the Roads Department in a mapping process to identify where phragmites is located in Melancthon, and how to deal with the areas as mapping. The tracking has to be done consistently to be effective, as well as educating the residents.

17. Delegations

1. **5:45 p.m.** – Karren Wallace, NDACT – To provide Council with an update on NDACT and Strada
2. **7:00 p.m.** – Community Engagement Meeting to Reduce Speed on 4th Line NE from 5th Line OS to Dufferin County Road 9
 1. Email from Michelle Janzen
 2. Email from Debbie Fawcett
 3. Email from Donna Hillman and Scott Shuttleworth
 4. Letter from John A McDonald
 5. Email from Shondi Gougeon and Jason Rundle

Notice of Intent to Pass By-law

1. By-law to Prescribe Lower Rates of Speed on 4th Line NE from 5th Line OS to Dufferin County Road 9

18. Closed Session

19. Third Reading of By-laws

20. Notice of Motion

21. Confirmation By-law

22. Adjournment and Date of Next Meeting – Thursday, June 2, 2022 – 5:00 p.m.

23. On Sites

24. Correspondence on File at the Clerk's Office

Denise Holmes

From: Heather Dobson [REDACTED]
Sent: Friday, May 6, 2022 9:27 PM
To: Darren White; Denise Holmes
Subject: Transformation of 7th line to gravel

Dear Mayor, Roads department and councillors

We are residents of 7th line sw. It has come to our attention that either this year or next our road will be reduced back to gravel. This causes many concerns for us as residents.

First being, according to your studies done back in 2019 slightly above 200 cpd were noted at one end of 7th line and just under 200 cpd at the other. This was back in 2019. Our road has seen a large increase since the pandemic. Our road is busier than it has ever been. We also have many new residents on our road as well as in Riverview.

Secondly, the large majority of homes on 7th line are very close to the road. I cannot even begin to imagine the issues with dust and stones flying with the traffic we have on this road. I do fear for our children who play on our front yard. We already have a minimal shoulder, so even all our local residents who walk our road will now be faced with danger of flying stones on a narrow roads. Not to mention the disaster that will become of our homes.

Thirdly, this road is used to enter the village of Riverview. Many Riverview residents use our road to get to get home as well as many residents whom live on roads such as 260 or 270 as it is less gravel road for them to travel. To say that they can use 2nd line or highway 10 via 260 is not always the easiest route.

Fourthly, when Fire is dispatched out here, normally they take highway 89 and up 7th line to wherever they may happen to be going. I can only imagine the even larger response times if they are driving on our gravel road or having to manoeuvre Highway 10 all the way out here.

Fifthly, with downgrading our road that leaves a very large portion of our end of the township without any paved roads! Our road is already horrible as well as 4th sw and 8th line in winter. The wind blows through our open fields like crazy. I can only imagine the even more treacherous driving conditions we will have to deal with being gravel instead of pavement.

Lastly, I worry about the spring. Melancthon is wet, we all know this. We have approximately 3 Melancthon residents who drive transports and 1 tractor repair shop on our road. With large equipment travelling up and down our road in spring or during half load season what options does that leave them in order to get home or accept deliveries without destroying the road?

While I do understand the cost involved in keeping our road paved, I do think it is worth it. There are no other villages in Melancthon that do not have paved roads entering them so why is it ok for Riverview?

We kindly ask for you to reconsider or at least re-evaluate this decision before tearing up our road.

Thank you Will Sawyers and Heather Dobson

Denise Holmes

From: Tripp Fields [REDACTED]
Sent: Wednesday, May 11, 2022 4:02 PM
To: David Besley; James McLean; Margaret Mercer; Bill Neilson; Denise Holmes; Darren White
Subject: Mayor White's derogatory comments

To Melancthon Councillors,

Please include the following email to be discussed during the public portion of the May 19th Melancthon Council meeting agenda.

Below is a partial copy of the letter that was presented during the public question session of the April 21 council meeting.

"3. As mentioned in the delegation on March 17th (pg 264-291), we were informed by a member of the community that Mayor White has referred to us as "entitled city people" during a public meeting. We would like to have this derogatory comment addressed. At the very least immediately following this unprofessional behaviour occurring we would have expected council would have made the township resident (us) aware of the break in professional conduct, to not do so would indicate an acceptance of this behaviour – "what you permit you promote."

What are the steps that council takes when derogatory comments are made by an employee or councillor towards a member of the public, council or staff?

Do you feel that we should have been notified of the Mayor's unprofessional conduct?"

Mayor White stated that he felt that we were "entitled city people" - he doesn't even know us and by the way neither of us come from the city. However, I am sure that all people moving from the city to our township will not feel welcomed by Mayor White.

How does Mayor White determine the fact that we are "entitled?"

A member of the community shared Mayor White's comment with us, yet Mayor White stated he said the comment during the "closed" session. Someone is not being truthful, I don't think the community member would have any reason to lie.

Mayor White stated that all planning issues were handled in "public" then he stated that his comment was done in "closed" even though it had to do with a planning issue. These statements appear to be contradictory to each other.

Do random Melancthon residents get discussed in "closed sessions?"

Mayor White stated that the "entitled city people" statement was made in "closed" session and he implied that since it was in "closed" session it was appropriate to make such a statement - that would

lead me to think that anyone that is discussed in "closed" session by Mayor White could expect that derogatory comments may be made about them.

Would derogatory comments about Melancthon residents be acceptable during "closed sessions" to the council members?

How does this behaviour fall under the Mayor's and councillor's "Code of Conduct?"

Mayor White had a predetermined opinion about us-prior to the ZBA – how did that affect his handling of the ZBA?

I have still not received a written response to my delegation (March 17) and letter to the council (April 21). Could Council ensure that this request is complied with, this is the 4th time that this request has been made to council. Since Mayor White proclaimed that he believes in full transparency I am sure that he will have no problem putting his responses to all of our questions in writing.

Thanks Robin Tripp and Brenda Serbin

Denise Holmes

From: Loretta McKellar [REDACTED]
Sent: Tuesday, May 10, 2022 8:48 PM
To: Denise Holmes
Subject: Fwd: River Road

Begin forwarded message:

From: Loretta McKellar [REDACTED]
Subject: River Road
Date: May 10, 2022 at 1:48:27 PM EDT
To: David Besley <dbesley@melancthontownship.ca>
Cc: Margaret Mercer <mmercerc@melancthontownship.ca>, jmclean@melancthontownship.ca,
dwhite@melancthontownship.ca, bneilson@melancthon.ca

Good Afternoon. David Besley

I requested for a letter at one of the meetings, from the Melancthon Township on your standings regarding the issue, of the broken pipe on River Road. I would appreciate if you could provide me with this letter, as soon as possible.

Thank you!
Loretta McKellar
[REDACTED]

**APPLICATIONS TO PERMIT FOR APPROVAL
May 19, 2022 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Christine Parkin	Lot 4, Plan 134 7 Oldfield Court	111 m2 (1195 sq ft)	detached garage	garage	\$100,000	No	approved
Allen Bauman Applicant: Aaron Bauman	Lot 8, Con 5 SW 097062 4th Line SW	180.24 m2 (1940 sq ft)	single family dwelling	home	\$125,000	Yes	approved
Levi Martin Applicant: Tobias Martin	E Pt Lot 19, Con 3 NE 198093 2nd Line NE	232.26 m2 (2500 sq ft)	manure storage	manure storage	\$100,000	No	
Israel Martin Applicant: Simon Martin Mar Bros Construction	Pt Lot 27, Con 11 NE part 1 358091 10th Line NE	20 m2 (221 sq ft)	garden shed	shed	\$10,000	NO	approved
William Hayne	E Pt Lot 6, Con 2 OS 525389 5 Sideroad	117 m@ (1260 sq ft)	addition to welding shop	storage	\$40,000	NO	not approved
1712899 Ontario Ltd/Virginia McKenna Applicant: Michael Madigan	W Pt Lot 9 & 10, Con 3 OS 436527 4th Line	1875 m@ (20186 sq ft)	basement under master	residential	\$400,000	NO	
Broad Vision Homes	Lot 6, Plan 7M48 8 Prentis Court	383 m2 (4122 sq ft)	single family dwelling	home	\$800,000	YES	

Additions: Garage, Entry, Change Room,
Pool Room, Master bedroom, Walkout

Plan #11.1
MAY 19 2022

HORNING'S MILLS COMMUNITY PARK BOARD
Meeting Minutes – Tuesday, September 28, 2021

The Horning's Mills Community Park Board held a Zoom meeting on the 28th day of September 2021 at 5:00 pm. Members present were Councillor James McLean, Mayor Darren White, and Lynn Hodgson. Nanci Malek and Jim Hill were not in attendance.

CALL TO ORDER:

James McLean, Councillor/Chair, called the meeting to order at 5:05 pm.

ADDITIONS/DELETIONS:

None

APPROVAL OF AGENDA:

Approval of the Agenda was moved by Mayor White, seconded by Councillor McLean. Carried.

APPROVAL OF THE DRAFT MINUTES:

The draft minutes of the previous meeting held on Monday, September 13, 2021, were reviewed as circulated. It was suggested that the following be included in the draft minutes under the heading Recommendations to Council:

The Horning's Mills Community Park Board puts forth a recommendation that Melancthon Council considers the purchase and installation of Lexan for the pavilion, estimated at \$500.

A motion to approve the draft minutes as amended was moved by Mayor White, seconded by Councillor McLean. Carried.

BUSINESS ARISING FROM MINUTES:

None

GENERAL BUSINESS:

Bleacher Update:

Councillor McLean provided an update on the installation of the new bleachers. The existing bleachers have been removed. Kevin Fawcett sent his regards that he was not in attendance at the last meeting to discuss with the board members the details of the cement pad. The construction of the cement pad to house the bleachers is moving forward and should be completed by the beginning of October. The new bleachers have arrived and are currently at the township office. When the pad is complete, the bleachers will then be assembled, hopefully by mid-October. Councillor McLean had flagged where the electrical cable was at the site, and Denise Holmes is to follow up with Fawcett as to the depth of the cable prior to digging.

CONFIRMATION MOTION:

Read by Councillor McLean. Carried.

ADJOURNMENT AND DATE OF NEXT MEETING:

Councillor McLean suggested that the Park Board might need to meet once more prior to winter to discuss the details of the memorial plaque for the bleachers in memory of Mr. Doug Newell.

The next meeting date will be decided upon the call of Councillor/Chair McLean.

Meeting was adjourned at 5:12 pm. Moved by Mayor White, seconded by Hodgson.

Bob Connor #1
MAY 19 2022

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Environmental Sustainability Committee held a meeting on March 18, 2022 at 10:00 a.m. electronically through ZOOM. The following members were present: Chair; Margaret Mercer and Councillor McLean. Also present was: Donna Funston, Secretary Environmental Sustainability Committee. Mayor White was absent.

1. Chair Mercer called the meeting to order at 10:04 a.m

2. Land Acknowledgement Statement

Chair Mercer read the Land Acknowledgement Statement.

3. Additions/Deletions/Approval of Agenda

- Moved by McLean, Seconded by Mercer, that the Agenda be approved as amended. Carried.

4. Declaration of Pecuniary Interest or Conflict of Interest

None.

5. Delegations

None.

6. Approval of Draft Minutes – January 7, 2022

Deferred until April meeting, Councillor McLean did not attend the February meeting and cannot take part in the motion to approve.

7. Business Arising from the Minutes

None.

8. General Business

1. AMO Municipal Energy Symposium – Program Release

Discussion regarding attending the March 31 and April 1 event. It was decided that Chair Mercer and Councillor McLean would each attend portions of this event as time permitted. Direction for Donna to find out the cost and how to register to attend the meeting.

Bd Comm #2
MAY 19 2022

2. Email from Scott Martin Regarding Phragmites Suggestions and Noxious Weed List

Suggestion was made to do a road tour with Council, Craig and the ESC Committee to locate phrag, educate and start mapping areas. Possibly have volunteers help to identify problem areas.

RECOMMENDATION: The Environmental Sustainability Committee recommends engaging in a mapping process with the Roads Department to identify where phrag is located in Melancthon and how to deal with the areas. Mapping and tracking has to be done consistently to be effective. Educating the residents is a key component.

3. Environmental Sustainability Day in June

This will be the first Saturday in June, June 4, 2022. Hoping to have the event in the Horning's Mills Hall in person this year and to include exhibits, demonstrations, vendor tables, sustainable farming practices – bees, bats, green products. Would like the event to be interactive and interesting for children to attend. Committee would like to have Sara Wicks, Manager of Climate and Energy, Public Work Department County of Dufferin attend and speak about green vehicles and the charging stations within the County. Discussed a Pollinator Garden and that it should be planted in May. Suggested that these gardens be located in the Horning's Mills Park and the Corbetton Park and that the ESC Committee and Craig could work together to pick a spot at the Parks for the gardens to be planted.

4. Link for Presentation on Phragmites – Video Content Summary <https://www.youtube.com/watch?v=RQ7mIow3IDg>

Chair Mercer gave a brief summary of the webinar. Cutting phrag deals with the site line issue but chemical is the only way to kill it.

5. Other/Addition(s)

It was noted that June 25, 2022 will be Melancthon Day, this is organized by the Park Board and the Horning's Mills Hall Board.

9. Confirmation of Meeting

- Moved by McLean, Seconded by Mercer, 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.

10. Adjournment and Date of Next Meeting

- Moved by McLean, Seconded by Mercer, that we adjourn the Environmental Sustainability Committee at 10:37 a.m. to meet again on Friday April 8, 2022 at 10:00 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Environmental Sustainability Committee held a meeting on April 29, 2022 at 10:00 a.m. electronically through ZOOM. The following members were present: Chair; Margaret Mercer, Mayor White and Councillor Neilson. Also present was: Donna Funston, Secretary Environmental Sustainability Committee.

1. Chair Mercer called the meeting to order at 10:03 a.m

2. Land Acknowledgement Statement

Chair Mercer read the Land Acknowledgement Statement.

3. Additions/Deletions/Approval of Agenda

- Moved by White, Seconded by Neilson, that the Agenda be approved as amended. Carried.

Addition: Honeybees Discussion under Environmental Day in June.

4. Declaration of Pecuniary Interest or Conflict of Interest

None.

5. Delegations

None.

6. Approval of Draft Minutes – March 18, 2022

Deferred until May meeting.

7. Business Arising from the Minutes

None.

8. General Business

1. Environmental Sustainability Day in June

Member Neilson reports this winter was hard on honeybees due to a mite attack, discussion regarding honeybees and including that in the presentation on Environmental Sustainability Day. June 4, 2022 will be Environmental Sustainability Day in Melancthon, this day will bring an online program through ZOOM from 9 am – 12 or 1 pm with presentations lasting about 15-20 minutes each. Possibilities to be included in the presentations are; Sara Wicks, County of Dufferin regarding Climate Change, NVCA,

Bob/Comm #3

MAY 19 2022

Phragmites, Bats, Sustainable Products and Beekeeping. Member Neilson will handle the beekeeping session, Member White will handle the County of Dufferin with Sara Wicks climate change session and Chair Mercer will send emails to invite the others. All members to report back at the May meeting.

Recommendation:

The Environmental Sustainability Committee recommends that June 4, 2022 be declared as Environmental Sustainability Day in Melancthon.

2. Phragmites Mapping

Discussion about Phragmites and that education is the biggest piece to help deal with this problem. Suggestion was made to put out flyers to inform and educate people and also to set up a map at the Township Office and as residents report phragmites staff could map the areas accordingly. NVCA and GRCA could possibly give us information to hand out for educational purposes and the Committee could possibly have a pamphlet to hand out on June 25 at the Horning's Mills Hall on Melancthon Day. Chair Mercer offered to talk with Scott Martin, Public Works Operations Manager, County of Dufferin regarding Phragmites and Invasive Species.

3. Toronto Star Article – Canada's Most Invasive Plant, Phragmites

Committee thought this was a good read article.

4. Other/Addition(s)

None.

9. Confirmation of Meeting

- Moved by White, Seconded by Neilson, 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.

10. Adjournment and Date of Next Meeting

- Moved by Mercer, Seconded by Neilson, that we adjourn the Environmental Sustainability Committee at 10:36 a.m. to meet again on Friday May 13, 2022 at 10:00 a.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Heritage Advisory Committee held an electronic meeting March 9th, 2022 at 5:30 p.m. The following members were present: Chair Margaret Mercer, Vice-Chair McIntosh, Councillor James McLean, and Tracey Webber, also present was Kaitlin Chessell, Heritage Advisory Committee Secretary. Member Fawcett was absent. Chair Mercer called the meeting to order at 5:32 p.m.

Land Acknowledgement

Chair Mercer shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

Moved by Webber, Seconded by McLean that the agenda be approved as circulated. Carried.

Approval of Draft Minutes

Moved by McIntosh, Seconded by McLean that the minutes of the Heritage Advisory Committee held on February 16th, 2022 be approved as circulated. Carried.

Business Arising from Minutes

None.

Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

General Business

1. Heritage Week Summary and Feedback

The Committee discussed that the feedback from members of the community on the daily Facebook posts was great and people really seemed to enjoy it. We also raised the Township of Melancthon flag at the Township Office in celebration of Heritage Week and a message went on the digital sign at the Township Office regarding Heritage Week as well.

2. Driving/Walking Tour

Vice-Chair McIntosh advised that he had been in discussions with Laura from the Dufferin County Museum regarding the Melancthon driving tour not being on their website. Laura advised that they took it down after they were made aware that some of the directions were incorrect. Laura advised that they are working on updating it and mentioned that if we would like to help update it, they would appreciate our help. Vice-

Chair McIntosh said that he will work with Laura on this, but it will be a 4-6 month process.

3. Finalize Melancthon Township Heritage Plaque Application and Make Recommendation to Council

The Heritage Advisory Committee discussed the application form to ensure that all final changes were made. The Committee discussed that we would be able to support a maximum of twenty plaque applications this year and it would be done on a first come first serve basis. The Committee discussed that we are going to reach out to Shelburne Memorials to get a few templates for the plaques done up and the Committee will decide on the plaque design at an upcoming meeting. The Committee hopes this initiative will engage the community and give residents the opportunity to research their homes and show off the heritage of the homes in Melancthon Township.

Recommendation:

The Heritage Advisory Committee recommends to Council that they support the Heritage Advisory Committee's Heritage Plaque Application Initiative.

4. Updates

Chair Mercer commented on the Women's Institutes 125th Anniversary and advised that Council will be acknowledging this at an upcoming Council Meeting.

5. Brainstorming Roundtable

Member McLean mentioned that the Horning's Mills Park Board and the Horning's Mills Hall Board will be having a joint meeting on March 16th, 2022 to discuss working together on an event that will be held later in 2022. The Committee discussed that maybe we can participate in this event and help with Heritage related content.

6. Other/Additions

None.

Delegations

None.

Recommendations to Council

Recommendation has been outlined above.

Public Question Period

None.

Confirmation Motion

Moved by McIntosh, Seconded by McLean that all actions of the Members and Officers of the Heritage Advisory Committee 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 at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

Adjournment

6:04 p.m. - Moved by McLean, Seconded by Webber that we adjourn this Heritage Advisory Committee meeting to meet again on April 13th, 2022 at 5:30 p.m. or at the Call of the Chair. Carried.

CHAIR

SECRETARY

Denise Holmes

From: Denise Holmes
Sent: Thursday, May 12, 2022 9:23 AM
To: Denise Holmes
Subject: FW: Bluebelt + Grand River: A Treaty Restoration Project
Attachments: Conservation and Stewardship - Bluebelt.pdf; Mission and Vision Statement - Bluebelt.pdf; Haldimand Tract - Bluebelt.pdf

From: Secretary-General Benjamin Doolittle U.E. <benjamin.doolittle@mohawkuniversity.org>
Sent: Thursday, May 5, 2022 3:32 PM
Subject: Bluebelt + Grand River: A Treaty Restoration Project

Hello all,

My name is Benjamin Doolittle UE, Secretary-General for the Mohawk Nation of the Grand River Country ("Mohawk University"), I am a fraternal member of the Sha'tekari:wate; one of nine sub-clans of the Mohawk Confederacy. I am writing to introduce myself and our project, BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy. (www.bluebelt.org)

Promised to the Mohawk descendants of the old villages of Canojaharie, Tikondarago, and Aughugo and their posterity to enjoy forever. The Haldimand Tract is 950,000 acres or 3,844 square kilometers. The Grand River watershed is the largest inland river system in Oniatari:io ("beautiful lake"). It has a total area of 6,800 square kilometers. This acquired territory extends to the mouth of the Lake Erie shoreline establishing riparian rights.

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is commissioned by The Mohawk Charitable Foundation for Grand River and learning organization ("Mohawk University"). The first charitable foundation to be formed under the jurisdiction of the Mohawk Nation of Grand River Country. The Trust is managed by Mohawk University for the benefit of the U.E.L. (Loyalist) Mohawk Descendants.

The Mohawk Charitable Foundation for Grand River and learning organization ("Mohawk University") exists to provide services to its members; and to enter into mutually beneficial relationships with other charitable foundations, non-member persons, states, and other parties.

The Charitable Foundation is a non-incorporated, pre-Columbian longbody existing within the metes and bounds of A'nowara'ko:wa (Great Turtle Island), for greater certainty but not limited to the Grand River Country ("Haldimand Province"). The first charitable foundation was formed under the jurisdiction of the Mohawk Nation of Grand River Country.

The Mohawk University provides services to all members and non-members under its jurisdiction until another Mohawk Nation foundation becomes ratified, at such point any Mohawk Nation members beyond the Grand River would come under the jurisdiction of their own respective Mohawk Nation foundation.

The directors of the Mohawk University welcome any interest and look forward to a further expansion of the Mohawk Nation.

Please find (3) attached documents:

1. Mission and Vision Statement - Bluebelt
2. Conservation and Stewardship - Bluebelt

3. Haldimand Tract - Bluebelt

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Sincerely,
Secretary-General Benjamin Doolittle U.E.
Office of Secretary-General for the
Mohawk Nation of Grand River Country
Mohawk Domain [Without Canada]



The Office of Secretary-General for the
Mohawk Nation of Grand River Country
("MOHAWK UNIVERSITY")



Mission and Vision Statement

The Haldimand Tract Land Trust Conservancy (“BlueBelt + Grand River”) gets its name and geographic boundaries from the days of early Mohawk settlement in acquired territories along the Grand River and granting of the Haldimand Tract to Tyendanaga (Colonel Joseph Brant UEL) of the Mohawk Nation for the benefit of the Loyalist Mohawk descendants forever in perpetuity.

Mission

The mission of Haldimand Tract Land Trust Conservancy is to protect, care for, and connect people to the extraordinary lands that make this area special.

The Haldimand Tract Land Trust Conservancy protects the scenic, natural, agricultural, and open landscapes of Grand River for the benefit of the community and future generations by:

- Developing long-term land protection strategies;
- Promoting private and public funding for land conservation;
- Acquiring land and conservation easements;
- Practicing stewardship, including the restoration of conservation properties; and
- Promoting a sense of place and a land ethic through activities, education, and outreach.

Vision

We see a future where the wild and working forests, the rivers and wetlands, the globally unique biotic habitats, and the Grand River’s rich farming and indigenous heritage—those things that define the extraordinary place we call Grand River Country—are preserved *forever*, are lovingly cared for by supportive communities and are cherished by all as an extraordinary gift that generations before has made to future generations.

We will support our vision through a variety of strategies including:

- Work with landowners, resource agencies, and other conservation organizations, to preserve the prime agricultural lands, open spaces, and wetland habitats of the Grand River watershed.
- Perform conservation activities that will result in improved health of the vital watersheds and water resources of Grand River Country and positively impact our natural places through rehabilitation.
- Collaborate with landowners, resource agencies, and other conservation organizations to protect the entire ecosystem contained within the Haldimand Province, situated between the Lakes Ontario, Erie, and Huron.
- Implement a process for refreshing and re-evaluating our Vision so that it continually reflects the values of our community and honors the perpetual nature of the organization.

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is commissioned by The Mohawk Charitable Foundation for Grand River and learning organization (“Mohawk University”). The first charitable foundation to be formed under the jurisdiction of the Mohawk Nation of Grand River Country. The Trust is managed by Mohawk University for the benefit of the U.E.L. Mohawk Descendants. info@bluebelt.org www.bluebelt.org

- Conduct conservation activities that will lead to greater opportunities for people to directly experience the spectacular and diverse landscapes of Grand River Country.
- Create and maintain easement monitoring programs, land management practices, and landowner partnerships that will be considered among the best in the world.
- Develop and sustain a robust financial reserve that ensures that we can continue to provide excellent stewardship of our lands in perpetuity and will be able to move quickly to acquire key parcels when opportunities arise.
- Become a recognized conservation leader, and model for other land trusts seeking to protect critical habitat, managed forests, agricultural, open spaces, and wetlands.

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is commissioned by The Mohawk Charitable Foundation for Grand River and learning organization ("Mohawk University"). The first charitable foundation to be formed under the jurisdiction of the Mohawk Nation of Grand River Country. The Trust is managed by Mohawk University for the benefit of the U.E.L. Mohawk Descendants. info@bluebelt.org www.bluebelt.org



BlueBelt + Grand River Conservation and Stewardship, A Haldimand Treaty Restoration Project

Promised to the Mohawk descendants of the old Villages of Canojaharie, Tikondarago, and Aughugo and their posterity to enjoy forever. The Haldimand Tract is 950,000 acres or 3,844 square kilometers. The Grand River watershed is the largest inland river system in Oniatari:io ("beautiful lake"). It has a total area of 6,800 square kilometers. This acquired territory extends to the mouth of the Lake Erie shoreline establishing riparian rights.

Land conservancies, also known as land trusts, are community-based, nonprofit organizations dedicated to the permanent protection and stewardship of natural and working lands for the beneficiaries and public good.

Land conservancies are positioned to act swiftly and professionally to help landowners and communities protect the endangered places important to us all—open spaces that define our sense of place, connect us to the natural world, and provide real services such as water quality protection, wildlife habitat, outdoor recreation, and agri-sources of food and timber.

How does a Land Conservancy Work? Land conservancies are better suited than any other organization to safeguard Grand River's natural beauty and the conservation values of our most important lands. To do this, land conservancies use the following suite of tools to protect and steward land forever:

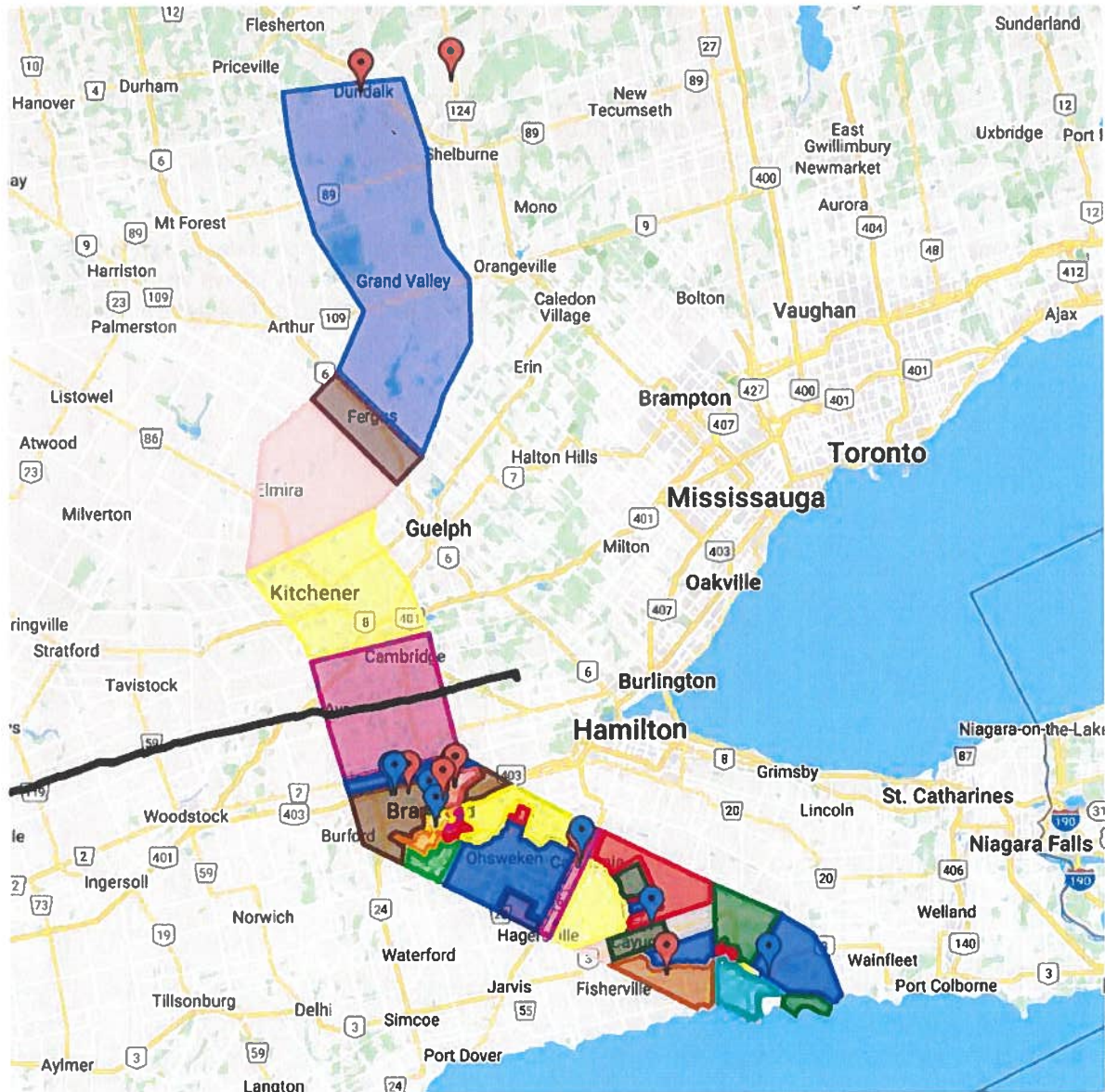
- **Nature Preserves or Sanctuaries** – Haldimand Tract Lands are acquired through reversion, repossession, and expropriation, donation or purchase to be used as a nature preserve or sanctuary. Often, these lands are open to the general public to visit and enjoy.
- **Conservation Easements** – A voluntary legal tool that allows the land to remain in private ownership but permanently limits development to protect the conservation values of the property.
- **Government Assists** – Conservancies often help local communities or the Mohawk University acquire public parkland and open space. Assistance can range from grant writing support to leading fundraising campaigns.
- **Stewardship** – For the lands that are owned and managed by conservancies or for the conservation easements they hold, stewardship is the term used for ongoing management and monitoring to protect the conservation values of those properties.
- **Education** – Whether providing education to landowners about conservation options or engaging community members in the stewardship of natural areas, conservancies educate people about the values of participating within our own natural environment.

How do you inherently participate within your own environments? "Karén:na" The Mohawk name of the force, principle, or magic power which is ... to be inherited in everybody and being in nature and in every personified attribute, property, or activity, belonging to each of these and conceived to be the active cause or force, or dynamic energy, involved in every operation or phenomenon of nature, in any manner affecting or controlling the welfare of man.

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is commissioned by The Mohawk Charitable Foundation for Grand River and learning organization ("Mohawk University"). The first charitable foundation to be formed under the jurisdiction of the Mohawk Nation of Grand River Country. The Trust is managed by Mohawk University for the benefit of the U.E.L. Mohawk Descendants. info@bluebelt.org www.bluebelt.org



Haldimand Tract



This map seeks to outline the territory of the Haldimand Tract ('Province') as set out in the acquisition of territory by the Haldimand Proclamation of 1784 and the recent struggles to fight off the alien occupying

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is commissioned by The Mohawk Charitable Foundation for Grand River and learning organization ("Mohawk University"). The first charitable foundation to be formed under the jurisdiction of the Mohawk Nation of Grand River Country. The Trust is managed by Mohawk University for the benefit of the U.E.L. Mohawk Descendants. info@bluebelt.org www.bluebelt.org

forces government, known collaborators, and land developers planning to profit on stolen lands. The interactive map divides the Haldimand Province into smaller tracts based on the history of land theft orchestrated by alien residents and occupying foreign governments.

The expression 'acquisition of territory' is usually employed as meaning the establishment of sovereignty over a given piece of land. Well-known UN Security Council resolutions refer to 'acquisition of territory' in this manner, notably Resolution 242 (1967). The expression, however, requires some precision. First, strictly speaking, 'territory' as a term of art comprises not only emerged land, but also airspace, the territorial sea, and internal waters.

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is a direct response to the encroachments of the Haldimand tract, intensified by preservation projects of the greenbelt that directly promotes rampant development within the Haldimand tract. The greenbelt rests alongside the Haldimand tract straddling boundaries.

The Haldimand Tract Land Trust Conservancy services the Haldimand Province under a claim of right to peaceable possession of the Haldimand Tract under operation of a formal treaty known as the Haldimand Proclamation, a sacrosanct agreement. BlueBelt + Grand River is empowered by Mohawk University.

BlueBelt + Grand River, The Haldimand Tract Land Trust Conservancy is commissioned by The Mohawk Charitable Foundation for Grand River and learning organization ("Mohawk University"). The first charitable foundation to be formed under the jurisdiction of the Mohawk Nation of Grand River Country. The Trust is managed by Mohawk University for the benefit of the U.E.L. Mohawk Descendants. info@bluebelt.org www.bluebelt.org



April 27, 2022

Ministry of Municipal Affairs and Housing
Office of the Minister
777 Bay Street, 17th Floor
Toronto, ON
M7A 2J3

Overview of Bill 109, More Homes for Everyone Act, 2022 – PLAN-23-22
Resolution No.2022-121
Moved by Councillor Clark
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council receive Report PLAN-2022-23 for information; and

THAT Council direct staff to prepare a resolution letter to be endorsed by Council, signed by the mayor, and sent to David Piccini, MPP and the Ministry of Municipal Affairs and Housing prior to April 29, 2022.

CARRIED.

Re: Bill 109: More Homes for Everyone Act

Dear Minister Clark,

This letter is in response to the request for feedback concerning Bill 109 in addition to the April 20, 2022 Information Session and Technical Overview for Bill 109 presented by the Ministry of Municipal Affairs and Housing.

It is acknowledged that housing affordability and availability is becoming a serious issue in the province of Ontario, however it is the concern of many that the proposed changes will not achieve the goals being set for expediting the housing project process.

Whereas the Township of Cramahe supports housing supply initiatives, especially initiatives that balanced and sustainable growth which is a key objective of its Strategic Plan, the Township of Cramahe and the Northumberland County Official Plans . Although all Municipalities are wanting to expediate housing project processes, it is difficult to see how the proposed changes are executing this goal responsibly.

Whereas municipalities, including the Township of Cramahe, are facing unprecedented development pressures, complex development files, and ongoing resource challenges on the heels of a global pandemic.

Corporation of the Township of Cramahe

P.O. Box 357, Colborne, Ontario K0K 1S0 • T (905)355-2821 • F (905)355-3430

Info # 2
MAY 19 2022

Whereas the Province of Ontario through the Homes for Everyone Act, 2022 proposes to:

- enact legislation to refund application fees should certain planning approvals not be issued within prescribed timeframes;
- regulate the supporting materials necessary for a complete site plan application; and,
- to provide limitations on the types of subdivision conditions that can be imposed on development applications.

Now therefore be it resolved that while Council for the Township of Cramahe generally supports many of the revisions to provincial legislation to support increased housing supply, the Township of Cramahe respectfully objects to:

1. Refunding development application fees that would result in lost revenue for staff time spent on files, and which delays may not be attributed to a lack of staff resources on the file, but rather the result of increasingly complex matters that impact timeframes and are largely outside the control of municipal planning departments, including the quality and timeliness of application material by the applicant and/or their consulting team.
2. Prescribing the requirements for a complete site plan application. At the pre-consultation stage together with staff and agencies a detailed list of requirements for the complete site application is provided. Municipal and agency staff together with the applicant work well to scope the types of studies and level of detail through approved Terms of Reference, as required. This practice should be left to Municipalities, with appeal rights provided to the applicant under the *Planning Act*, should a dispute arise.
3. Limiting the types of conditions of approval for Draft Plans of Subdivision may impact staff and Councils' ability to appropriately respond to the unique and complex nature of development applications and to best protect the interests of the Municipality. The applicant has the right to appeal under the *Planning Act* should a dispute arise.

And further that that this resolution be circulated to David Piccini, MPP and through the Provincial commenting window for the More Homes for Everyone Act, 2022.

If you have any questions, please feel free to contact the undersigned.

Sincerely,



Mandy Martin
Mayor
Township of Cramahe
(905) 376-7241
mmartin@cramahe.ca

cc. Members of Council
David Piccini, MPP
Municipal Clerk

Corporation of the Township of Cramahe

P.O. Box 357, Colborne, Ontario K0K 1S0 • T (905)355-2821 • F (905)355-3430

SHELBURNE & DISTRICT FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF:

Ralph Snyder
114 O'Flynn Street
Shelburne, Ontario. L9V 2W9
Telephone: 519-925-5111
Cell: 519-938-1609
Email: rsnyder@sdfd.ca



OFFICE OF THE SEC/TREAS:

Nicole Hill
114 O'Flynn Street
Shelburne, Ontario. L9V 2W9

Telephone: 519-925-5111
Email: nhill@sdfd.ca

"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

April 28, 2022

Ministry of the Solicitor General
Office of the Fire Marshal and Emergency Management
25 Morton Shulman Avenue
Toronto, ON
M3M 0B1

To Whom it May Concern:

This letter is to advise that Jeff Clayton, Deputy Fire Chief, for the Shelburne and District Fire Department has been appointed to Alternate Mutual Aid Coordinator for Dufferin County effective immediately.

Regards,


Walter Benotto, Chair
Shelburne and District Fire Board

cc. Denyse Morrissey, CAO, Town of Shelburne
Denise Holmes, CAO, Township of Melancthon
Nicole Martin, CAO, Township of Amaranth
Mark Early, CAO, Town of Mono
Tracey Atkinson, CAO, Township of Mulmur
Sonya Pritchard, CAO, County of Dufferin

Info # 3
MAY 19 2022

Denise Holmes

From: Aggregates (NDMNRF) <Aggregates@ontario.ca>
Sent: Friday, April 29, 2022 3:49 PM
Subject: Decision Notice - Proposed Regulation Changes under the Aggregate Resources Act
Attachments: Excess Soils_decision letter-FINAL.pdf

Dear Ontario Heads of Council and Clerks,

Please see the attached letter for information about The Ministry of Northern Development, Mines, Natural Resources and Forestry's Environmental Registry Posting: Proposed regulatory changes for the beneficial reuse of excess soil at pits and quarries in Ontario.

Kind Regards,

Jennifer Keyes
Director, Resources Planning and Development Policy Branch
Ministry of Northern Development, Mines, Natural Resources and Forestry

Ministry of Northern Development,
Mines, Natural Resources and
Forestry

Resources Planning and Development
Policy Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Ministère du Développement du Nord,
des Mines, des Richesses Naturelles et
des Forêts

Direction des politiques de planification et
d'exploitation des ressources
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7

Subject: Decision Notice - Proposed Regulation Changes under the Aggregate Resources Act

Greetings,

Further to my letter dated January 11th, I am writing to inform you that a decision notice has been posted regarding the Proposed regulatory changes for the beneficial reuse of excess soil at pits and quarries in Ontario ([ERO #019-4801](#)). The Ministry of Northern Development, Mines, Natural Resources and Forestry made changes so that requirements in [Ontario Regulation 244/97](#) under the *Aggregate Resources Act* are consistent with provincial requirements that exist under the *Environmental Protection Act* for excess soil. The proposal was posted for 45 days and during that time we received over 390 comments from key stakeholders including industry, municipalities, Indigenous communities, community groups and individuals. Most comments received were supportive of consistency with the [Rules for Soil Management and Excess Soil Quality Standards](#) referenced in the [On-site and Excess Soil Management Regulation](#) under the *Environmental Protection Act*.

The amendments to *Ontario Regulation 244/97*, which take effect July 1, 2022, include:

- Alignment with the Soil Rules and Excess Soil Standards referenced in *Ontario Regulation 406/19 On-site and Excess Soil Management*
- Requirements for importation, storage, and placement of excess soil
- Specific quality standards for excess soil placed below the water table, or on Crown land
- Record-keeping requirements to document soil quality, quantity, source site(s), and final placement
- Requirements for licensees and permittees to retain a Qualified Person (i.e., professional engineer or geoscientist) for large sites that import more than 10,000 m³ of excess soil, or sites where excess soil will be placed below the water table
- Self-filing – for licences/permits approved before July 1, 2022, rules have been added that, when followed, enable some conditions to be removed from a site plan when filed with the ministry; and
- Other policy changes to support the beneficial reuse of excess soil at pits and quarries in Ontario

For complete details of these changes please refer to the decision notice posted on the Environmental Registry at the following address: www.ero.ontario.ca; then search for notice: **019-4801**.

If you have any questions about the new requirements, or should you require a French version of this letter, please contact us by email at aggregates@ontario.ca.

Sincerely

A handwritten signature in black ink, appearing to read "Jennifer Keyes". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jennifer Keyes,
Director, Resources Planning and Development Policy Branch

Denise Holmes

From: Sabrina VanGerven <svangerven@townofgrandvalley.ca>
Sent: Monday, May 2, 2022 1:53 PM
To: Denise Holmes; Fred Simpson; Jennifer Willoughby; Jessica Kennedy; Michelle Dunne; Mulmur Clerk; Nicole Martin; Orangeville; Susan Stone; Tracy Atkinson
Subject: Grand Valley Council Resolution

Good afternoon,

At the April 26, 2022 regular meeting of Grand Valley Council the following resolution was passed:

Resolution 2022-04-28

Moved by P Latam, Seconded by S Miles

WHEREAS the Town of Grand Valley Council was disappointed to hear of the County's decision to delay the Municipal Comprehensive Review process until 2023;

WHEREAS the Town of Grand Valley Council has provided the information necessary to the County in a timely manner as requested;

WHEREAS the Town of Grand Valley Council has a desire to see growth beyond their current Urban Boundaries;
BE IT RESOLVED THAT the Town of Grand Valley requests Dufferin County Council reverse the decision to delay the Municipal Comprehensive Review process;

AND FURTHER THAT the process continues along the original timeline with completion expected by June 2022;

AND FURTHER THAT staff be directed to send a copy of this resolution to all municipalities within the County of Dufferin.

CARRIED

Please do not hesitate to contact me if you have any questions or concerns.

Kind regards,
Sabrina VanGerven



Sabrina VanGerven, CHRP
Deputy Clerk/Communications Coordinator
Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6
Tel: (519) 928-5652 | Fax: (519) 928-2275 | svangerven@townofgrandvalley.ca



TOWN OF SHELburne
Planning & Development Department

May 2nd, 2022

CIRCULATED BY E-MAIL TO:

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

APPLICATION FOR ZONING BY-LAW AMENDMENT

FILE NO: Z22/01
PROJECT: 250 MAIN STREET EAST

Please take notice that the Town of Shelburne received an application for a Zoning By-law Amendment for land known municipally as 250 Main Street East, and legally described as All of Lot 10, Block 10, Plan 6A in the Town of Shelburne, County of Dufferin. A copy of the completed Zoning By-law Amendment application form, sketch, and response form are attached. The Town has also received a related application for Consent to sever the subject land which has been circulated with this application. Please contact me should you require additional information to complete your review.

I would appreciate any comments, concerns or conditions you may have by:

Friday, May 20, 2022.

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

Sincerely,

Steve Wever, MCIP, RPP
Town Planner

Attachment(s)

Info # 6

MAY 19 2022



THE CORPORATION OF THE TOWN OF SHELburne
NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING
UNDER SECTION 34 OF THE PLANNING ACT

Take notice that the Council of the Corporation of the Town of Shelburne has received a complete application for a Zoning By-law Amendment (File No. Z22/01) and will hold a public meeting on:

MONDAY, MAY 30, 2022

The public meeting is scheduled to start at 6:30 p.m., or as shortly thereafter as possible, and will be held in an online virtual meeting format, as outlined below.

The purpose of the meeting is to consider an Amendment to the Town of Shelburne Zoning By-law No. 38-2007. Take notice that the application has been deemed complete so that it can be circulated and reviewed.

The property subject to the proposed Amendment is municipally known as 250 Main Street East. The property is designated as Downtown Mixed Use in the Official Plan and zoned Mixed Use Commercial (C2) in the Zoning By-law. The accompanying map illustrates the location of the land subject to the proposed zoning amendment.

The purpose and effect of the Amendment is to rezone the property from Mixed Use Commercial (C2) Zone to a new site-specific Mixed Use Commercial Exception (C2-#) Zone. The applicant has also submitted a Consent application (B22/01) for the purpose of creating a new residential lot to be severed from the existing property. The proposed Amendment applies to both the severed and retained land. The application is proposing site-specific provisions for the retained lot to recognize the existing front yard (5.06 metres), interior side yard (0.89 metres), exterior side yard (3.23 metres), lot frontage (15.08 metres), reduced rear yard setback (5.28 metres) and lot area (379.26 square metres). Site-specific provisions requested for the proposed severed lot include a reduced front yard of 3.8 metres whereas 6.0 metres is required, a reduced rear yard of 3.8 metres whereas 7.5 metres is required, and a reduced lot area of 303.25 square metres whereas 464.0 square metres is required.

At the meeting you will be given the opportunity to ask questions and indicate whether you support or oppose the Zoning By-law Amendment. Written submissions will be accepted by the Clerk up to 4pm on the day of the Public Meeting. Questions and comments may be submitted in writing to the Clerk, up to 4pm on the day of the meeting. To ensure your questions, comments or concerns will be addressed during the meeting, please submit questions and comments in writing via email by 4pm May 30th, 2022.

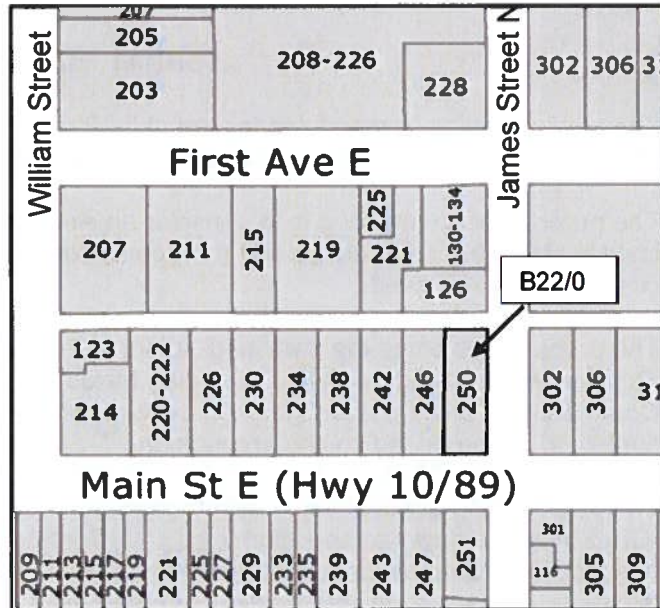
Further to the COVID-19 Pandemic and the Provincial Orders that limit public gatherings, the Council meeting will be held electronically through Zoom video conferencing and will be livestreamed. To participate in the meeting electronically through Zoom video conferencing, please contact the Clerk at jwilloughby@shelburne.ca to register in order to have access to the public meeting, no later than Thursday May 26th, 2022. Should you wish to view the proceedings, you will have the opportunity to view a live stream of the meeting on the Town of Shelburne's YouTube channel <https://www.youtube.com/channel/UCsar-MwF8CXrgPbe2EVxh-w>.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Clerk of the Town of Shelburne before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

The agenda package including a copy of the staff report and the proposed zone change application will be available on the Town's website prior to the meeting.

Dated at the Town of Shelburne
on the 2nd day of May, 2022.

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





TOWN OF SHELBURNE
PLANNING & DEVELOPMENT

Zoning By-law Amendment & Consent
Circulation Response Form

Files: Z22/01 & B22/01

Project: Applications for Zoning By-law Amendment & Consent
250 Main Street East
All of Lot 10, Block 10, Plan 6A, Town of Shelburne

If you have no comments or objection to the approval of the above noted applications please complete this form and email it to the **Town Planner** at the Town of Shelburne by **May 20th, 2022**.

Email: planning@shelburne.ca

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

Agency Name
(Please Print)

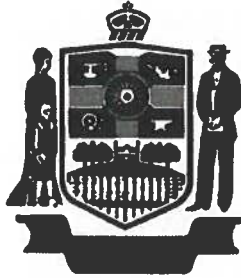
Representative Name
(Please Print)

Representative Title
(Please Print)

Signature

Date

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



For Office Use Only
File #: Z22/01
Date Received: April 22 2022
Date Accepted: April 28 2022
Application Fees:
\$3,835.00

**TOWN OF SHELBURNE
APPLICATION FORM FOR AN ZONING BY-LAW AMENDMENT**

Date Received: _____

1. APPLICATION INFORMATION

Name of Applicant: Owen ^{Bennington} & Sarah Thompson

Mailing Address: 302 Main Street East. Shelburne

Telephone Number (Home) [REDACTED] Fax Number: _____

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

2. OWNER

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

Name: na

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: _____

Mailing Address: _____

Name: _____

Mailing Address: _____

4. SUBJECT LANDS

Lot: LT10, BLK 10 Concession: _____

Reference Plan: PL 6A Shelburne Part/Block/Lot: _____

Street Name and Number: 250 Main Street East, Shelburne - corner of Main & Jelly.
(if corner lot please include both street names)

Area of subject lands: _____ Frontage: 49.5

Depth: 148.5

What is the current use of the subject land? residential

What is the proposed use of the subject lands? residential lot.

When were the subject lands acquired by the current owner? November 1, 2021

How long have the existing uses continued on the subject lands? 100+ years.

5. ZONING AND OFFICIAL PLAN INFORMATION

What is the present Official Plan designation of the subject lands? mixed use

What is the present zoning? C2

What is the purpose of the proposed Zoning By-law Amendment?

Retained lot:

- Recognize the existing front yard (5.06 metres), interior side yard (0.89 metres), exterior side yard (3.23 metres), lot frontage (15.08 metres),
- Reduced rear yard setback (5.28 metres) and lot area (379.26 square metres)

Severed lot:

- Reduced front yard of 3.8 metres whereas 6.0 metres is required, a reduced rear yard of 3.8 metres whereas 7.5 metres is required, and a reduced lot area of 303.25 square metres whereas 464.0 square metres is required

6. PROPOSED DEVELOPMENT

Please describe any proposed development on the subject lands (include buildings, floor area, height, parking spaces, etc. and attached plans with site and development statistics):

- see attached.

7. ACCESS

Is the subject land accessible by:

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

8. SERVICING

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

Is storm drainage provided by:

<input checked="" type="checkbox"/> Storm Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
<input type="checkbox"/> Other, describe _____		

9. STATUS OF OTHER APPLICATION

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

- Yes No Unknown

If yes, describe the application(s)? _____

10. DRAWINGS

Drawings shall be provided as required in the Official Plan Amendment Process sheet.

11. PAYMENT OF FEES

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

Feb 24, 2022
Date


Signature of Owner/Applicant

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

12. AUTHORIZATION

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

_____ Date

_____ Signature of Registered Owner(s)

13. AFFIDAVIT

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

DECLARED BEFORE ME AT 302 Main Street East Shelburne in the Town of Shelburne of the County of Dufferin this 24th day of February, 2022

Witness

Signature of Registered Owner (s) or Agent

14. PERMISSION TO ENTER

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

February 24, 2022
Date

Signature of Registered Owner (s) or Agent

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



TOWN OF SHELburne

Planning & Development Department

May 2nd, 2022

CIRCULATED BY E-MAIL TO:

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

APPLICATIONS FOR CONSENT & MINOR VARIANCE

FILE NOS: B22/01 & A22/05
PROJECTS: 250 MAIN STREET EAST & 246 IRWIN STREET

- 1) **Application for Consent B22/01** – Owen Bennington and Sarah Thompson have submitted an application for consent for a property located at 250 Main Street East. The subject property is legally described as All of Lot 10, Block 10, Plan 6A. The property has an existing total area of approximately 682 square metres with approximately 15 metres of frontage on Main Street East and 45 metres of flankage on James Street North. The purpose and effect of the application is to sever a portion of the property to have a land area of 303.25 square metres to create a new residential lot for a single detached dwelling on the subject land. The retained land will have an area of 379.26 square metres and is to be used for an existing single detached dwelling. The applicant has also submitted an application for Zoning By-law Amendment (Z22/01) concurrent with this application.
- 2) **Application for Minor Variance A22/05** - Valiuddin Mohammed on behalf of the owners of the property located at 246 Irwin Street, has submitted an application for a Minor Variance to request relief from Sections 3.4.1(ii) and 5.68 of Zoning By-law 38-2007 in order to construct a converted dwelling with a second dwelling unit in the cellar of the existing single detached dwelling. The application is seeking relief from the regulation which states that a dwelling unit shall not be located in the cellar of a dwelling.

A copy of the completed application forms and sketches are attached for your review. The Notice of Public Meeting is also attached for your consideration. Please contact me should you require additional information to complete your review.

I would appreciate any comments, concerns or conditions you may have by:

Friday, May 20th, 2022.



A People Place, A Change of Place
SHELburne
ONTARIO, CANADA

TOWN OF SHELburne

Planning & Development Department

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

Sincerely,

Steve Wever, MCIP, RPP
Town Planner

Attachment(s)



TOWN OF SHELBURNE

PLANNING & DEVELOPMENT

Minor Variance Application Circulation Response Form

File: A22/05

Project: Application for Minor Variance
246 Irwin Street

If you have no comments or objection to the approval of the above noted application please complete this form and email it to the **Town Planner** at the Town of Shelburne by **May 20th, 2022**.

Email: planning@shelburne.ca

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

Agency Name
(Please Print)

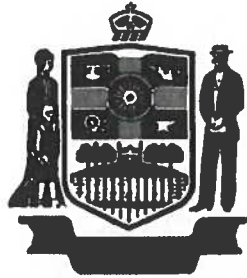
Representative Name
(Please Print)

Representative Title
(Please Print)

Signature

Date

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



For Office Use Only
File #: B22/01
Date Received: April 22 2022
Date Accepted: April 28 2022
Application Fees:
\$5,195.00

TOWN OF SHELBURNE APPLICATION FORM FOR CONSENT

1. APPLICATION INFORMATION

Name of Applicant: Owen Behnington & Sarah Thompson.
Mailing Address: 302 Main Street East Shelburne
Telephone Number (Home) [REDACTED] Fax Number: _____
Telephone Number (Business): _____ Email Address: _____

2. OWNER

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

Name: _____
Mailing Address: _____
Telephone Number: _____ Fax Number: _____

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: Ne
Mailing Address: _____
Name: _____
Mailing Address: _____

4. APPLICATION

What is the type and purpose of the application?

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

If known, the name of the person to whom the land or an interest in the land is to be transferred, charged or leased: Dwain Bennington & Sarah Thompson

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

Street Name and Number: 250 Main Street East Shelburne

Lot: LT 10, BLK 10 Concession: _____

Reference Plan: PL 6A Shelburne Part/Block/Lot: _____

Area of subject lands: _____ Frontage: 49.5

Depth: 148.50

What is the current use of the subject lands? residential

What is the proposed use of the subject lands? residential

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

Specify: _____

When were the subject lands acquired by the current owner? November 1, 2021

How long have the existing uses continued on the subject lands? 100+ years

6. LANDS TO BE SEVERED

Area of severed lands: _____ Frontage: 66

Depth: 49.77

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

What is the proposed use of the lands to be severed? residential

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

Existing: 0

Proposed: 1

Are the lands to be severed accessible by?

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

SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is storm drainage provided by:	<input checked="" type="checkbox"/> Storm Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
	<input type="checkbox"/> Other, describe _____		

ZONING AND OFFICIAL PLAN INFORMATION

What is the present Zoning of the lands to be severed? C2

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

7. LANDS TO BE RETAINED

Area of retained lands: _____ Frontage: 49.5

Depth: 82.5

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

What is the proposed use of the lands to be retained? residential

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

Existing: 1 Proposed: 1

Are the lands to be retained accessible by:

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

SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is storm drainage provided by:	<input checked="" type="checkbox"/> Storm Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
	<input type="checkbox"/> Other, describe _____		

ZONING AND OFFICIAL PLAN INFORMATION

What is the present Zoning of the lands to be retained? C2

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

8. OTHER APPLICATIONS

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

yes

no

If yes, what is the file number? _____

What is the status of the application? _____

9. DRAWINGS

Please include a sketch or survey showing the following:

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

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

10. PAYMENT OF FEES

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

Feb 24, 2022
Date


Signature of Owner/Applicant

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

11. AUTHORIZATION

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

Date

Signature of Registered Owner(s)

12. AFFIDAVIT

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

DECLARED BEFORE ME AT 302 Main Street East Shelburne

in the County of Dufferin

this 24th day of February, 2022

Witness

Signature of Registered Owner (s) or Agent

13. PERMISSION TO ENTER

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

February 24, 2022
Date

Signature of Registered Owner (s) or Agent

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

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



For Office Use Only
File #: A22/05
Date Received: April 21 2022
Date Accepted: April 26 2022
Application Fees:
\$2,510.00

TOWN OF SHELburne APPLICATION FORM FOR A MINOR VARIANCE

1. APPLICATION INFORMATION

Name of Applicant: Valiuddin Mohammed

Mailing Address: 2751 Thamesgate Dr Mississauga, ON L4T 1G5

Telephone Number (Home): _____ Fax Number: _____

Telephone Number (Business) [REDACTED] Email Address: info@mechways.com

2. OWNER

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

Name: Bertrand Moy/ Tina Otchere

Mailing Address: 246 Irwin St Shelburne, ON L9V 2S1

Telephone Number: [REDACTED] Fax Number: _____

Correspondence to be sent to: Owner Agent Both

3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: _____

Mailing Address: _____

Name: _____

Mailing Address: _____

4. SUBJECT LANDS

Street Name and Number: 246 Irwin St, Shelburne, ON L9V 2S1
(if corner lot please include both street names)

Lot: 36 Concession: _____

Reference Plan: 7M61 Part/Block/Lot: _____

Area of subject lands: 620.49 Sq m Frontage: 10.33 M

Depth: 33.64 M / 36.82 M (irregular)

What is the current use of the subject land? Residential

What is the proposed use of the subject lands? Residential

When were the subject lands acquired by the current owner? 12 Feb 2022

How long have the existing uses continued on the subject lands? Since 2015

5. ZONING AND OFFICIAL PLAN INFORMATION

What is the present Official Plan designation of the subject lands? Residential (Low Density)

What is the present zoning? Residential, R3

Please describe the nature and extent of the requested minor variance: _____

The proposed converted dwelling does not meet the Zoning By-law regulations.

As per the Section 5.68 of the Zoning By-law states that Converted Dwellings shall not be located in the cellar.

Hence seeking variance to allow an accessory dwelling in the basement.

6. ACCESS

Is the subject land accessible by:

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

7. BUILDINGS AND STRUCTURES

Are there any **existing** buildings or structures on the subject lands?

yes no

If yes, please complete the following for each building or structure:

	Building One	Building Two
Type of Building:	Residential	
Setback from Front Lot Line:	7.13 M	
Setback from Rear Lot Line:	7.6 M	
Setback from Side Lot Line (interior):	1.9 M	
Setback from Side Lot Line (exterior):	1.26 M	
Height (metres):	10 M	
Dimensions:		
Floor Area:	390 SQ M	
Date of Construction:	2015 Approx	

Are any buildings or structures being **proposed** to be built on the subject lands?

yes no

If yes, please complete the following for each building or structure:

	Building One	Building Two
Type of Building:		
Setback from Front Lot Line:		
Setback from Rear Lot Line:		
Setback from Side Lot Line (interior):		
Setback from Side Lot Line (exterior):		
Height (metres):		
Dimensions:		
Floor Area:		
Date of Construction:		

8. SERVICING

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is storm drainage provided by:	<input checked="" type="checkbox"/> Storm Sewer	<input type="checkbox"/> Ditch	<input type="checkbox"/> Swale
	<input type="checkbox"/> Other, describe _____		

9. STATUS OF OTHER APPLICATIONS

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

yes no

If yes, what is the file number? _____

What is the status of the application? _____

10. DRAWINGS

Please include a drawing showing the following:

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

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

11. PAYMENT OF FEES

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

April 07, 2022
Date


Signature of Owner/Applicant

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

12. AUTHORIZATION

I/We Bertrand Moy / Tina Otchere am/are the owner(s) of the subject lands for which this application is to apply. I/We Bertrand Moy / Tina Otchere do hereby grant authorization to Valiuddin Mohammed to act on my/our behalf in regard to this application.

Date April 12, 2022
Signature of Registered Owner(s)

13. AFFIDAVIT

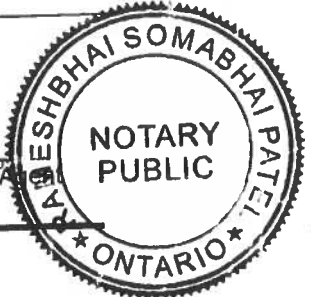
I, Valiuddin Mohammed of the City of Mississauga in the region of Peel solemnly declare that all of the above statements contained herein and in all exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under other, and by virtue of "The Canada Evidence Act".

DECLARED BEFORE ME AT city of Toronto in the Province of the Ontario this 21st day of April, 2022

RAMESHBHAI S. PATEL
Witness Barrister, Solicitor & Notary Public
127 Westmore Dr, Unit #101
Toronto, ON M6W 3Y8
Ph: (416) 742-2899

Valiuddin Mohammed
Signature of Registered Owner (s) or Agent

Digitally signed by Valiuddin Mohammed
DN: cn=Valiuddin Mohammed, c=CA, o=Mechways Inc, email=info@mechways.com

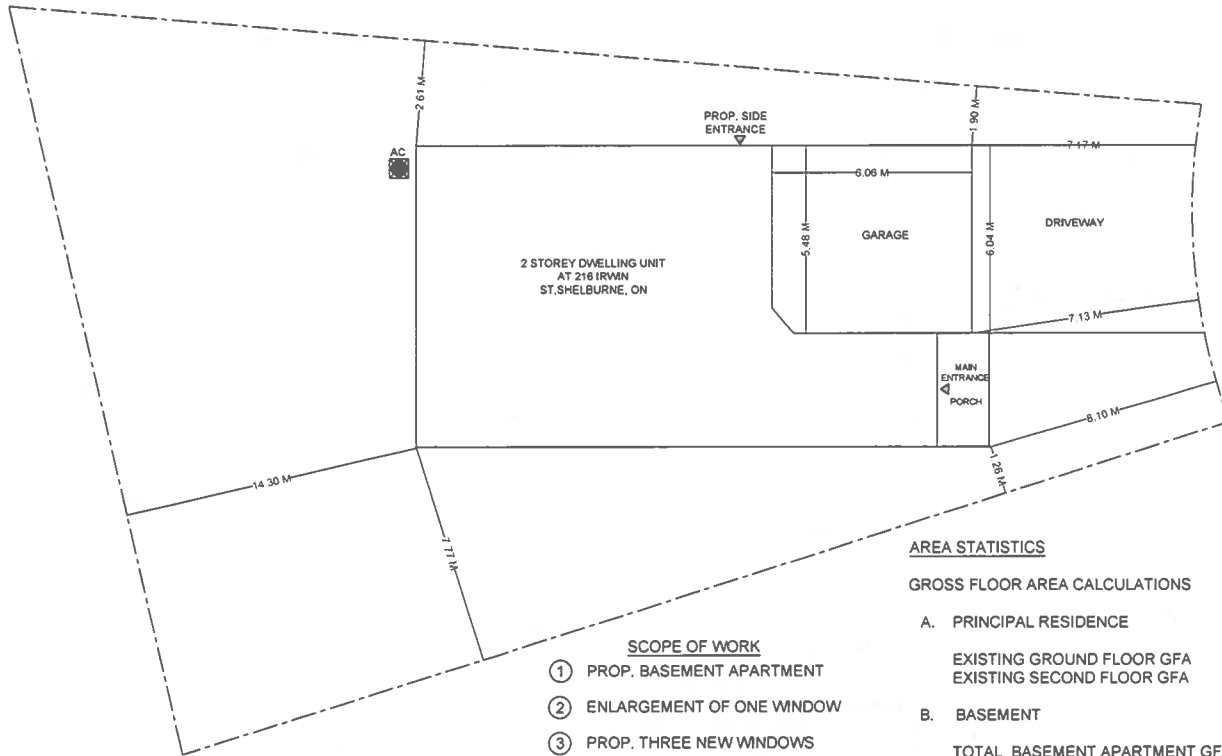


14. PERMISSION TO ENTER

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

Date 04/12/22
Signature of Registered Owner (s) or Agent

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



- SCOPE OF WORK**
- ① PROP. BASEMENT APARTMENT
 - ② ENLARGEMENT OF ONE WINDOW
 - ③ PROP. THREE NEW WINDOWS
 - ④ PROP. SIDE ENTRANCE

AREA STATISTICS

GROSS FLOOR AREA CALCULATIONS

A. PRINCIPAL RESIDENCE	
EXISTING GROUND FLOOR GFA	= 119.36 m ²
EXISTING SECOND FLOOR GFA	= 155.42 m ²
B. BASEMENT	
TOTAL BASEMENT APARTMENT GFA	= 115.28 m ²
OWNER OCCUPIED	= 40.99 m ²
TENANT AREA	= 74.29 m ²
ENTRANCE / EGRESS	

GENERAL NOTES:
 DRAWINGS ARE TO BE READ NOT SCALED.
 CONTRACTOR MUST VERIFY ALL DIMENSIONS AND BE RESPONSIBLE FOR THE SAME.
 REPORT ANY DISCREPANCIES TO THE DESIGNER BEFORE COMMENCING THE WORK. THE DRAWINGS AND DOCUMENTS PROVIDED HERE WITHIN ARE THE EXCLUSIVE PROPERTY OF MECHWAYS INC. REPRODUCTION OF THE DOCUMENTS PROVIDED IS PROHIBITED WITHOUT THE CONSENT OF THE DESIGNER.
 ALL DESIGN AND CONSTRUCTION DOCUMENTATION ARE FINAL UNLESS REVISED BY THE DESIGNER. IF ANY DISCREPANCIES ARE DISCOVERED HERE WITHIN, THE DESIGNER SHALL BE NOTIFIED.



NO.	DESCRIPTION	DATE
1	ISSUED FOR BUILDING PERMIT	FEB 23, 2022

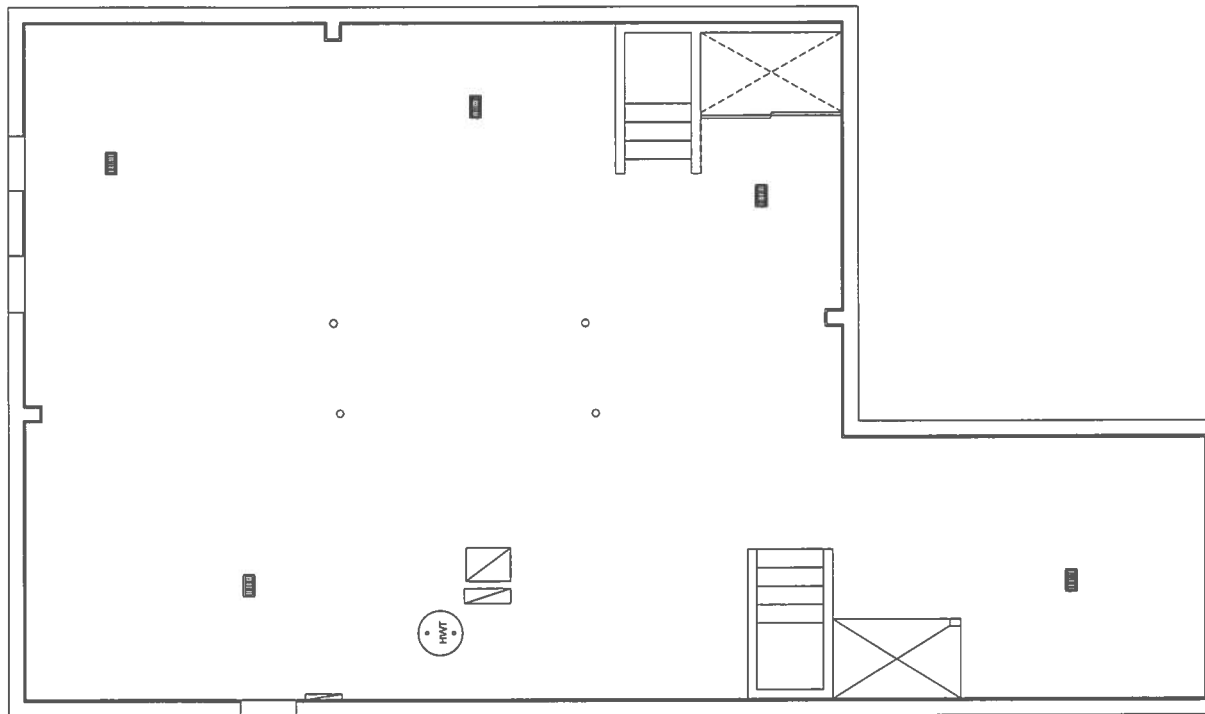
ENGINEER:
Mechways Inc.
 ADDRESS: 2751 THAMESGATE DRIVE, MISSISSAUGA, ON L4T 1G3
 TEL: 416-627-4100
 EMAIL: INFO@MECHWAYS.COM
 WEB SITE: WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY DWELLING UNIT AT 246 IRWIN ST, SHELburne, ON

SHEET TITLE:
 SITE PLAN

CHECKED: SS
 DRAWN: MA
 SCALE: 1:150
 DATE: FEB 23, 2022

DRAWING:
 A0.1



GENERAL NOTES:
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1 ISSUED FOR BUILDING PERMIT FEB 23, 2022

NO.	DESCRIPTION	DATE
















ENGINEER:
Mechways Inc.
 ADDRESS 2751 THAMESGATE DRIVE MISSISSAUGA, ON L4T 1G5
 TEL 416-627-4100
 EMAIL INFO@MECHWAYS.COM
 WEBSITE WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY DWELLING UNIT AT 246 IRWIN ST. SHELburne, ON

SHEET TITLE:
EXIST. BASEMENT PLAN

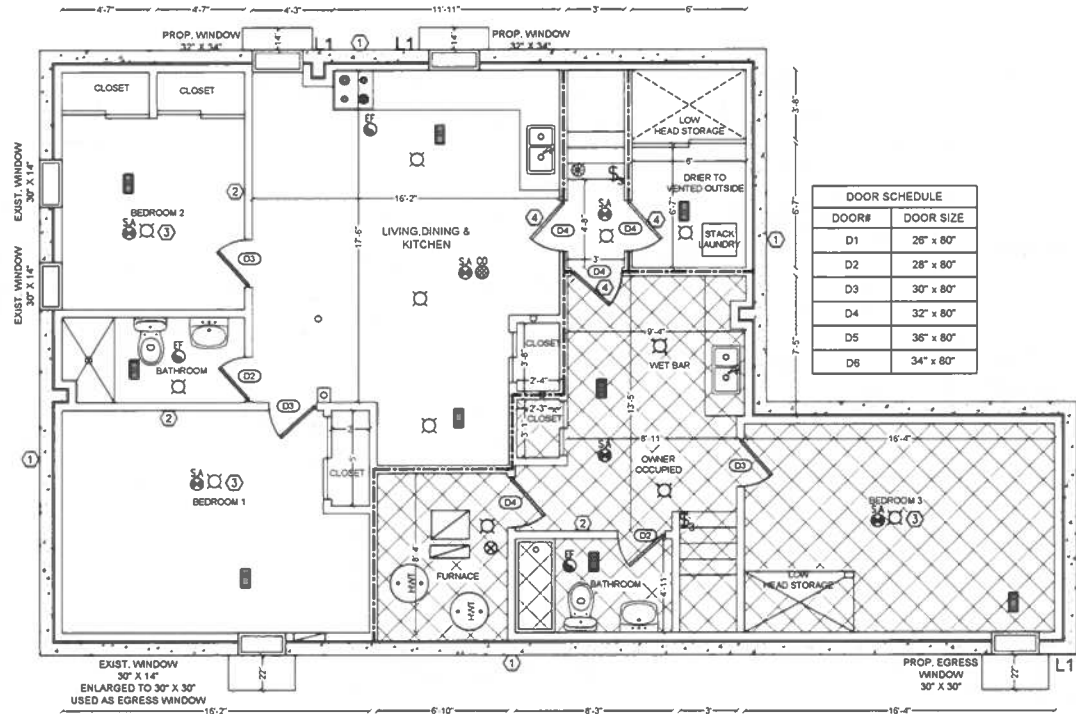
CHECKED: SB
 DRAWN: MA
 SCALE: 1/4" = 1'-0"
 DATE: FEB 23, 2022

DRAWING:
A1.1

-  EXISTING FOUNDATION WALL
-  DRY WALL
-  PROVIDE 30 MINUTE F.R.R. (SB-3 W/1c TYPE WALL ASSEMBLY CONSISTING OF 38mm x 89 mm WOOD STUDS SPACED 406 mm O.C W/ ROCKWOOL INSULATION IN BETWEEN STUDS AND 12.7 mm THICK REGULAR GYPSUM BOARD ON BOTH SIDES) TO NEW/EXISTING WALL
-  DUCT-TYPE SMOKE DETECTOR TO BE INSTALLED IN THE SUPPLY OR RETURN AIR DUCT SYSTEM SERVING THE ENTIRE BUILDING THAT MUST TURN OFF THE FUEL SUPPLY AND ELECTRICAL POWER TO THE HEATING SYSTEM UPON ACTIVATION
-  SMOKE ALARMS ARE INSTALLED IN EVERY DWELLING UNIT AND COMMON AREAS IN CONFORMANCE WITH OBC 9.10.19. SMOKE ALARM SHALL BE WIRED AND INTERCONNECTED FOR THE ENTIRE BUILDING
-  CARBON MONOXIDE ALARM
-  SPRINKLER
-  PROP. HORIZONTAL SEPARATION 15 MINUTE F.R.R. (EXISTING 1/2" GYPSUM BOARD CEILING)
-  EXHAUST FAN
-  EMERGENCY LIGHT
-  SAR (SUPPLY AIR REGISTER) 10" X 4"
-  RAG (RETURN AIR GRILLE) 10" X 6"
-  PROVIDE 30 MINUTE F.R.R. (2 NOS TYPE 'X' 5/8" BOARD) UNDER THE STAIR SOFFIT/CEILING AND ON THE WALLS ENCLOSING STAIRWAYS CONNECTING BASEMENT TO MAIN FLOOR
-  20 MIN FIRE RESISTANCE RATED DOOR FOR COMMON AREA AND BETWEEN BASEMENT APARTMENT AND PRINCIPAL RESIDENCE WITH SELF CLOSING DEVICE
-  2-2"x8" WOOD LINTEL & 1-1.5"x3.5"x0.25" STEEL LINTEL. MINIMUM BEARING OF STEEL LINTEL 150 mm EACH SIDE. MINIMUM BEARING OF WOOD LINTEL 90 mm ON EACH SIDE

PROP. BASEMENT PLAN

BASEMENT GFA = 1240.89 ft² / 115.28 m²
 TENANT AREA = 799.66 ft² / 74.29 m²
 OWNER OCCUPIED = 441.23 ft² / 40.99 m²
 CEILING HEIGHT = 7'-8"
 CEILING HEIGHT U/S OF DUCT = 6'-10"
 CEILING HEIGHT SHALL NOT BE LESS THAN 6'-5" OVER ALL REQUIRED ROOM AREAS, UNDER BEAMS, DUCTS AND ANY LOCATION NORMALLY USED AS A MEANS OF EGRESS



DOOR#	DOOR SIZE
D1	26" x 80"
D2	28" x 80"
D3	30" x 80"
D4	32" x 80"
D5	35" x 80"
D6	34" x 80"

CALCULATION OF GLASS AREA AS PER COMPLIANCE ALTERNATIVE C107 PART 11 OF OBC 2012				
ROOM TYPE	ROOM AREA (SFT)	GLASS AREA REQUIRED (SFT)	WINDOW SIZE	EXIST / PROP. GLASS AREA (SFT)
LIVING DINING & KITCHEN	268.76	@ 5% = 13.43	32" X 34" X 2	13.59
BEDROOM 1	175.43	@ 2.5% = 4.38	30" X 30"	5.62
BEDROOM 2	113.88	@ 2.5% = 2.84	30" X 14" X 2	5.24
BEDROOM 3	180.09	@ 2.5% = 4.0	30" X 30"	5.62

GENERAL NOTES:
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NO.	DESCRIPTION	DATE
1	ISSUED FOR BUILDING PERMIT	FEB 23, 2022

ENGINEER:

 ADDRESS: 2751 THAMESGATE DRIVE, MISSISSAUGA, ON, L4Y 1D5
 TEL: 416-627-4100
 EMAIL: INFO@MECHWAYS.COM
 WEBSITE: WWW.MECHWAYS.COM

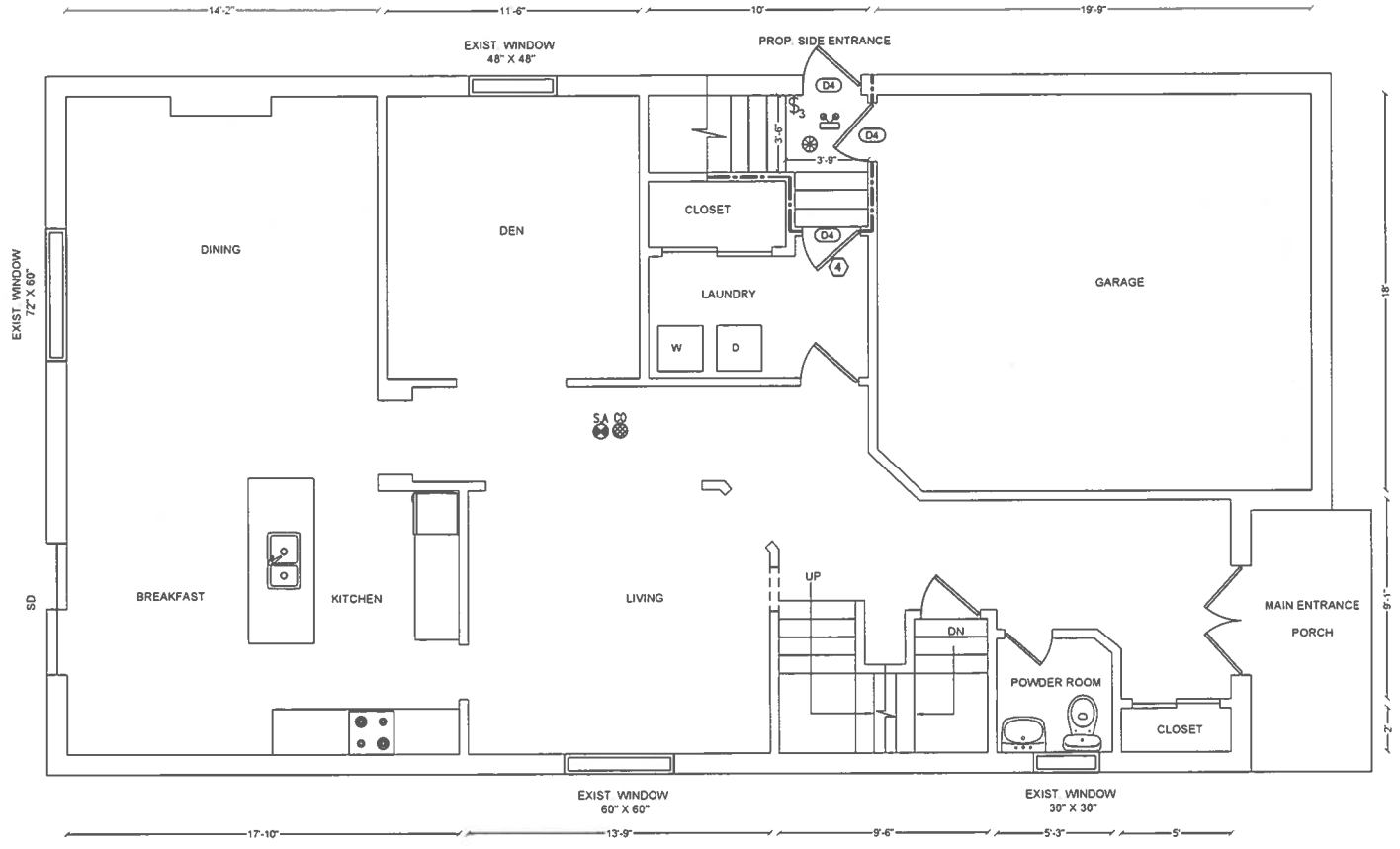
PROJECT:
 TWO STOREY DWELLING UNIT AT 246 IRWIN ST. SHELburne, ON

SHEET TITLE:
 PROP. BASEMENT PLAN

CHECKED: SB
 DRAWN: MA
 SCALE: 1:75
 DATE: FEB 23, 2022

DRAWING:
 A1.2

GENERAL NOTES:
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 DISCREPANCIES ARE DISCOVERED
 HERE WITHIN, THE DESIGNER SHALL
 BE NOTIFIED.



GROUND FLOOR PLAN



NO.	DESCRIPTION	DATE
1	ISSUED FOR BUILDING PERMIT	FEB 23, 2022

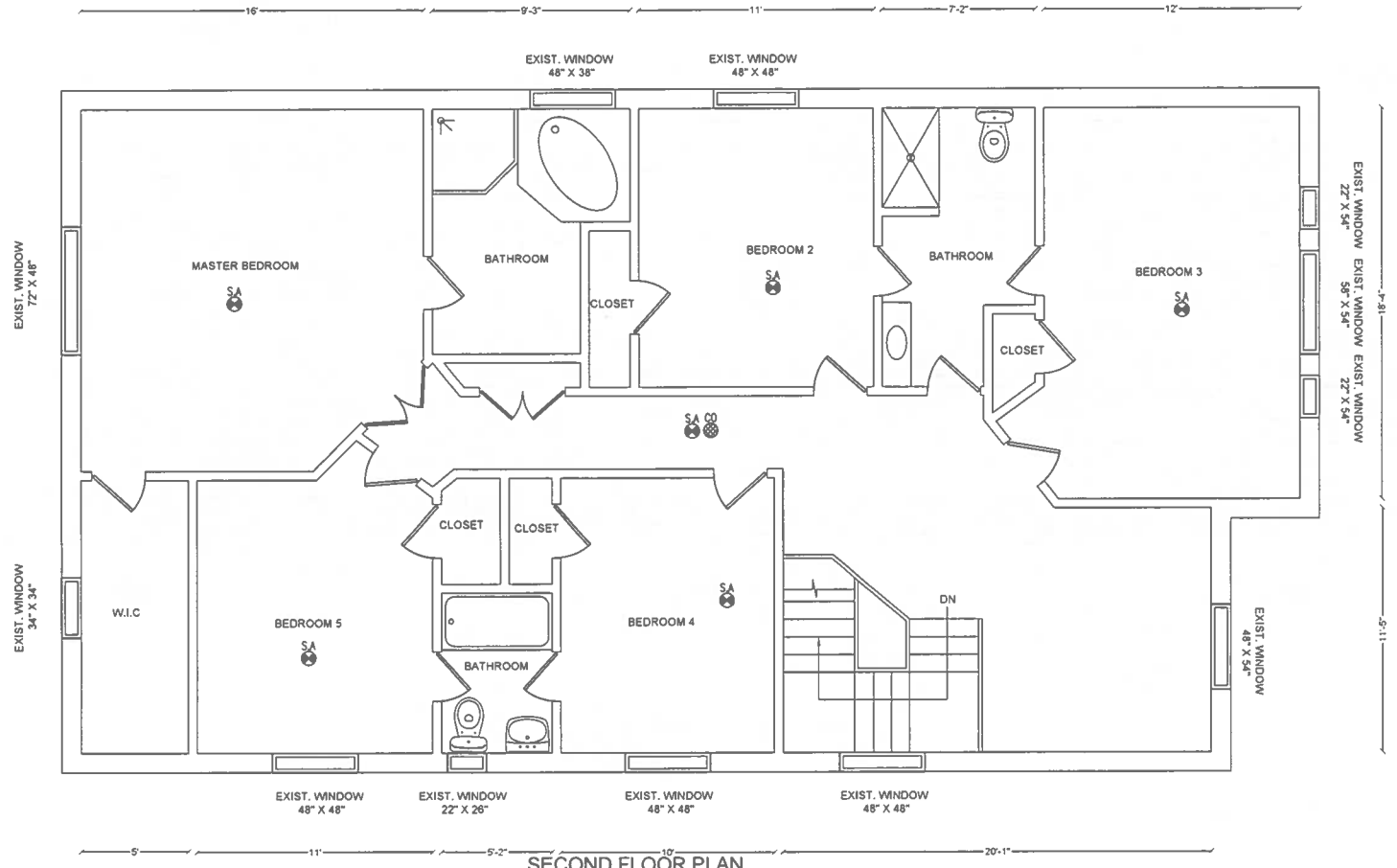
ENGINEER:
Mechways Inc.
 ADDRESS: 2751 THAMESGATE DRIVE, MISSISSAUGA, ON L4T 1G5
 TEL: 416-627-4100
 EMAIL: INFO@MECHWAYS.COM
 WEBSITE: WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY DWELLING UNIT AT 246 IRWIN ST., SHELburne, ON

SHEET TITLE:
GROUND FLOOR PLAN

CHECKED: SB
 DRAWN: MA
 SCALE: 1/8" = 1'-0"
 DATE: FEB 23, 2022

DRAWING:
A1.3



SECOND FLOOR PLAN

GENERAL NOTES:
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ENGINEER:
Mechways Inc.
 ADDRESS 2751 THAMESDALE DRIVE
 MISSISSAUGA, ON L4T 1G5
 TEL 416-627-1100
 EMAIL INFO@MECHWAYS.COM
 WEBSITE WWW.MECHWAYS.COM

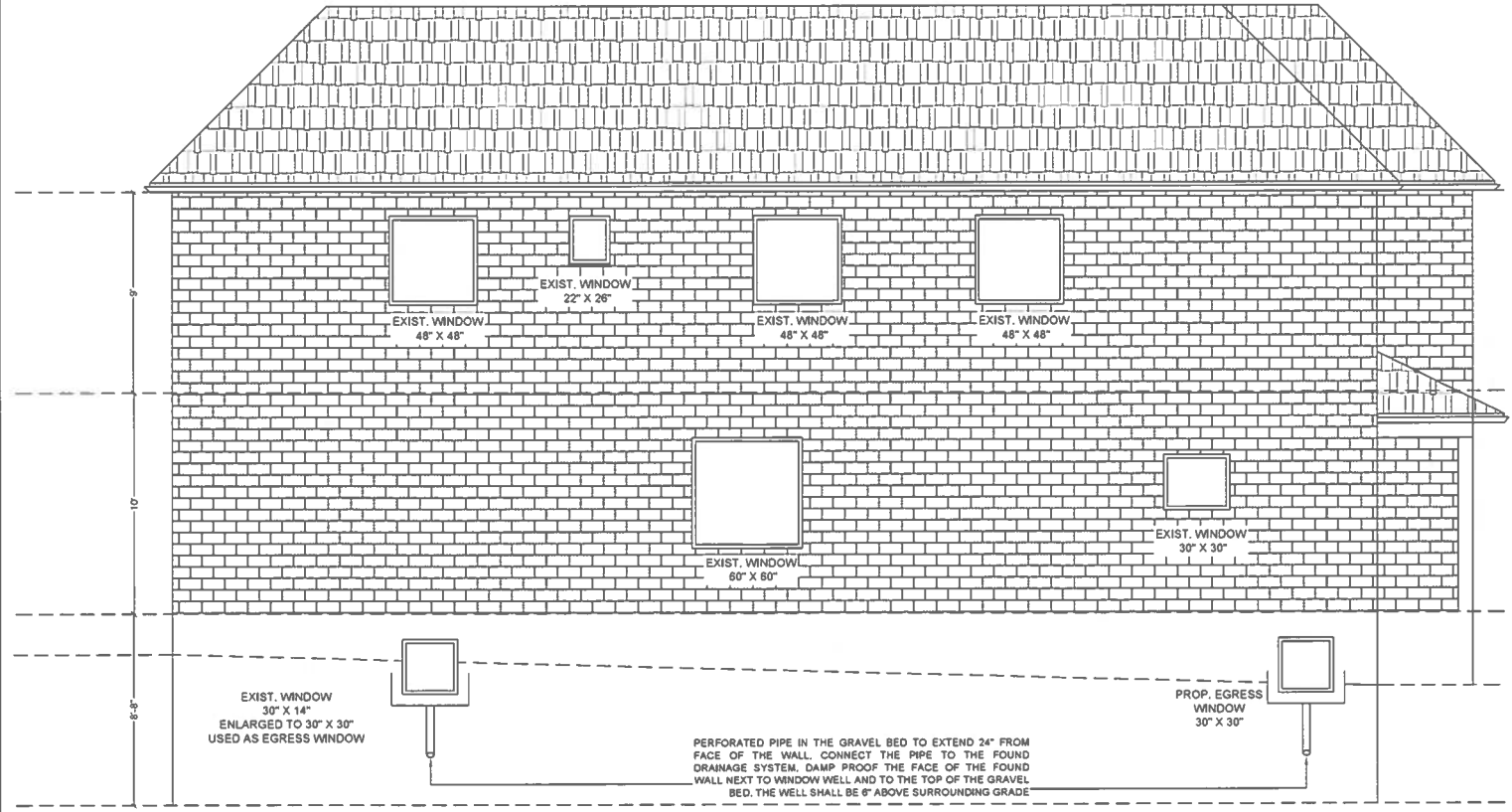
PROJECT:
 TWO STOREY DWELLING UNIT AT 246 IRWIN ST, SHELburne, ON

SHEET TITLE:
SECOND FLOOR PLAN

CHECKED: SB
 DRAWN: MA
 SCALE: 3/8" = 1'-0"
 DATE: FEB 23, 2022

DRAWING:
A1.4

GLAZED AREA = 1178.09 ft² / 109.44 m²
 WALL AREA = 81.90 ft² / 7.60 m²
 TOTAL GLAZE AREA = 1260.00 ft² / 117.04 m²



LEFT SIDE ELEVATION

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ENGINEER:
Mechways Inc.
 ADDRESS 2751 THAMESGATE DRIVE, MISSISSAUGA, ON L4T 1G5
 TEL 416-827-4100
 EMAIL INFO@MECHWAYS.COM
 WEBSITE WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY DWELLING UNIT AT 246 IRWIN ST., SHELBURNE, ON

SHEET TITLE:
LEFT SIDE ELEVATION

CHECKED: SB
 DRAWN: MA
 SCALE: 1/4" = 1'-0"
 DATE: FEB 23, 2022

DRAWING:
A2.1

EXIST. WINDOW
 30" X 14"
 ENLARGED TO 30" X 30"
 USED AS EGRESS WINDOW

PERFORATED PIPE IN THE GRAVEL BED TO EXTEND 24" FROM FACE OF THE WALL. CONNECT THE PIPE TO THE FOUND DRAINAGE SYSTEM. DAMP PROOF THE FACE OF THE FOUND WALL NEXT TO WINDOW WELL AND TO THE TOP OF THE GRAVEL BED. THE WELL SHALL BE 6" ABOVE SURROUNDING GRADE

PROP. EGRESS WINDOW
 30" X 30"

GLAZED AREA
 WALL AREA = 1271.61 ft² / 118.13 m²
 TOTAL GLAZE AREA = 48.70 ft² / 4.53 m²

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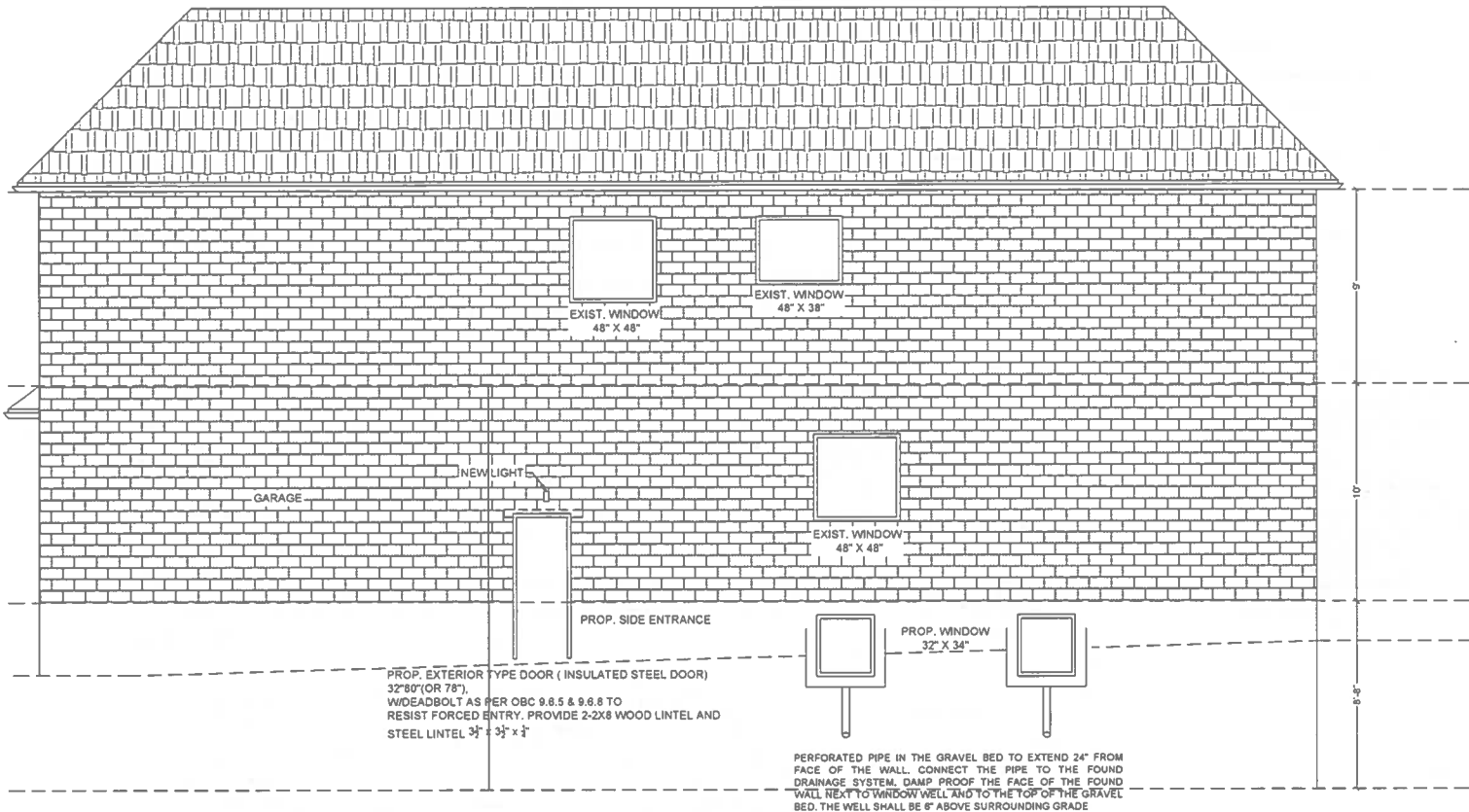
ENGINEER:
Mechways Inc.
 ADDRESS 2751 THAMESGATE DRIVE
 MISSISSAUGA, ON L4T 1G5
 TEL. 416-637-4100
 EMAIL INFO@MECHWAYS.COM
 WEBSITE WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY DWELLING UNIT AT
 246 IRWIN ST.
 SHELburne, ON

SHEET TITLE:
RIGHT SIDE ELEVATION

CHECKED: SS
 DRAWN: MA
 SCALE: 3/8" = 1'
 DATE: FEB 23, 2022

DRAWING:
A2.2



RIGHT SIDE ELEVATION

ROOM FINISHED SCHEDULE - BASEMENT										
ROOM NAME	FLOOR		BASE		WALL		CEILING		HEIGHT	REMARKS
	MATERIAL	FINISH	MATERIAL	FINISH	MATERIAL	FINISH	MATERIAL	FINISH		
LIVING, DINING/ KITCHEN	WOOD	STAIN	VINYL		DRYWALL	PAINT	GYP SUM BD.	PAINT	2336	
BEDROOMS	WOOD	STAIN	VINYL		DRYWALL	PAINT	GYP SUM BD.	PAINT	2338	
WASHROOM	CERAMIC	STAIN	VINYL		DRYWALL	PAINT	GYP SUM BD.	PAINT	2338	
UTILITY	CONCRETE		VINYL		DRYWALL	PAINT	GYP SUM BD.			

DOOR SCHEDULE

- ALL INTERIOR DOORS ARE SLAB DOOR 1-3/8 TH. HOLLOW CORE. THE SIZES ARE MENTIONED ON THE FLOOR PLAN. THE HEIGHT OF ALL DOORS ARE 78"
- EGRESS DOOR - EXISTING ABOVE GRADE EXTERIOR TYPE STEEL DOOR PROVIDES ACCESS TO THE OUTSIDE

WINDOW SCHEDULE

ONE WINDOW PER FLOOR TO HAVE AN UNOBSTRUCTED OPEN PORTION W/ A MIN. AREA OF 0.35m² W/ NO DIMENSION LESS THAN 380mm & MAXIMUM SILL HEIGHT OF 1M ABOVE FLOOR WINDOW SIZES HAVE BEEN PROVIDED ON THE FLOOR PLANS

CONSTRUCTION NOTES

- EXISTING 8" CONC. FOUNDATION WALL MOISTURE BARRIER
2x4 SPF#2 STUDS @ 16" O.C WALL W/ 6MIL POLY EXIST. INSULATION 8MIL POLY VAPOR BARRIER 1/2" GYPSUM BOARD
- NEW EXISTING DRYWALL - 1/2" GYPSUM BOARD, ON BOTH SIDES
2"x4" STUDS @ 16" O.C
- EXISTING / PROPOSED CEILING
EXISTING CEILING ATTACHED TO BOTTOM OF FLOOR JOISTS OF GROUND FLOOR ASSEMBLY SHALL SATISFY THE HORIZONTAL FIRE SEPARATION REQUIREMENT 15 MINUTE F.R.R (1/2" GYPSUM BOARD). REMOVE 24"x48" CEILING TILE IF EXIST AND REPLACE WITH 1/2" GYPSUM BOARD CEILING
- 20 MIN. FIRE RESISTANCE RATED DOOR FOR WALL BETWEEN PRINCIPAL RESIDENCE AREA AND THE BASEMENT APARTMENT
- EXISTING DUCT WORK LOCATED IN THE CEILING SHALL BE RELOCATED SO THAT THE DIRECTION OF THE HEAT FLOW IS TOWARDS THE FLOOR
- MECHANICAL VENTILATION
24 L/S EXHAUST FANS IN KITCHEN AND WASHROOM AND 37.5 L/S FOR PRINCIPAL EXHAUST
- IN COMPLIANCE WITH C152(b) SMOKE ALARMS ARE INSTALLED IN EVERY DWELLING UNIT AND COMMON AREAS IN CONFORMANCE WITH OBC 9.10.19. SMOKE ALARM SHALL BE WRED AND INTERCONNECTED FOR THE ENTIRE BUILDING AND HAVE A VISUAL SIGNALING COMPONENT
- PROVIDE CARBON MONOXIDE ALARM CONFIRMING TO CANCSA-8.19 "RESIDENTIAL CARBON MONOXIDE ALARMING DEVICES" ADJACENT TO EACH SLEEPING AREA WITHIN EACH DWELLING UNIT. CARBON MONOXIDE ALARMS MAY BE HARDWIRED, BATTERY OPERATED OR THE TYPE THAT CAN BE PLUGGED INTO ELECTRICAL OUTLET
- FOR ALL ELECTRICAL WORK AND PERMIT CONTACT ELECTRICAL SAFETY AUTHORITY

GENERAL NOTES

- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, SITE CONDITIONS AND ELEVATIONS WITH ARCHITECTURAL DRAWINGS AND RESOLVE ANY DISCREPANCIES WITH THE ENGINEER PRIOR TO START OF WORK
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH PART 9 AND 4 OF ONTARIO BUILDING CODE 2012 AND CITY BY-LAWS AND STANDARDS
- IT IS ASSUMED THAT THE WORK DEPICTED WILL BE PERFORMED BY AN EXPERIENCED CONTRACTOR AND/OR WORKMEN HAVING WORKING KNOWLEDGE OF THE APPLICABLE CODE, STANDARDS, INSURANCES AND REQUIREMENTS OF INDUSTRY ACCEPTED STANDARD, AS NOT EVERY CONDITION OR ELEMENT IS (OR CAN BE) EXPLICITLY SHOWN ON THESE DRAWINGS.
- BY COMMENCING CONSTRUCTION OF A BUILDING FROM THESE DRAWINGS, THE OWNER AND/OR BUILDER ACKNOWLEDGES THAT THE GENERAL NOTES HAVE BEEN READ AND UNDERSTOOD
- THE DRAWINGS PREPARED BY THE DESIGNER IS FOR THE PERMIT IN COMPLIANCE WITH OBC AND CITY BY-LAWS.
- THE DESIGNER IS NOT LIABLE FOR COST INCURRED FOR RE-WORK, ALTERATION, DISCREPANCIES OR ANY KIND OF CONSTRUCTION RELATED WORK
- ALL WOOD USED IN THE CONSTRUCTION SHALL BE SPF NO.1 OR N1.2
- MINIMUM BEARING OF STEEL LINTELS 150 MM.
- MINIMUM BEARING OF WOOD BEAM / LINTELS 90 MM
- MINIMUM BEARING OF WOOD JOISTS 40MM
- VERIFY EXISTING SUPPORT SYSTEM, INCLUDING FOUNDATIONS, FOR LOADS IMPOSED BY THE PROPOSED CONSTRUCTION
- PROVIDE ALL BRACING, SHORING AND NEEDLING NECESSARY FOR THE SAFE EXECUTION OF THIS WORK
- INFORM CITY OF ALL INSPECTION AHEAD OF TIME AND AT EACH STAGE OF CONSTRUCTION
- ANY DISCREPANCIES SHALL BE BROUGHT TO THE NOTICE OF ENGINEER PRIOR TO START OF WORK
- CONTRACTOR TO PROVIDE THE DESIGNED WINDOW OR ANY EQUIVALENT STANDARD SIZE AVAILABLE IN MARKET
- CONTRACTOR TO VERIFY ANY SERVICES OR ANY EQUIPMENT THAT REQUIRES RELOCATION TO BE PLAN IN ADVANCE BEFORE CONSTRUCTION AND IF REQUIRE DISCUSS WITH ENGINEER.

- § 3 WAY SWITCH
INSTALL AT 3'-3" AFF
3 DENOTES 3-WAY SWITCH SPECIFICATION GRADE WHITE, WITH WHITE COVER PLATE SHALL BE INSTALLED AT THE ENDS OF EACH STAIRWAYS
- 15A, 120V DUPLEX RECEPTACLE SPECIFICATION GRADE WHITE, C/W WHITE COVER PLATE
GFI - GROUND FAULT TYPE
WP - WEATHERPROOF COVER
C - ABOVE COUNTER
- RECEPTACLE 50A, 208V, STOVE OR DRIER OUTLET.
- RECEPTACLE
- LIGHT
- SPOT LIGHT
- EMERGENCY LIGHT
- FD: FLOOR DRAIN
- SPRINKLER
- DUCT TYPE SMOKE DETECTOR
- SMOKE ALARM
- CARBON MONOXIDE DETECTOR
- EXHAUST FAN

GENERAL NOTES:

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SEAL:



NO.	DESCRIPTION	DATE
1	ISSUED FOR BUILDING PERMIT	FEB 23 2022

ENGINEER:

Mechways Inc.

ADDRESS: 2751 THAMESGATE DRIVE
MISSISSAUGA, ON L4T 1G5
TEL: 416-625-4100
EMAIL: INFO@MECHWAYS.COM
WEBSITE: WWW.MECHWAYS.COM

PROJECT:

TWO STOREY
DWELLING UNIT AT
246 IRWIN ST.
SHELburne, ON

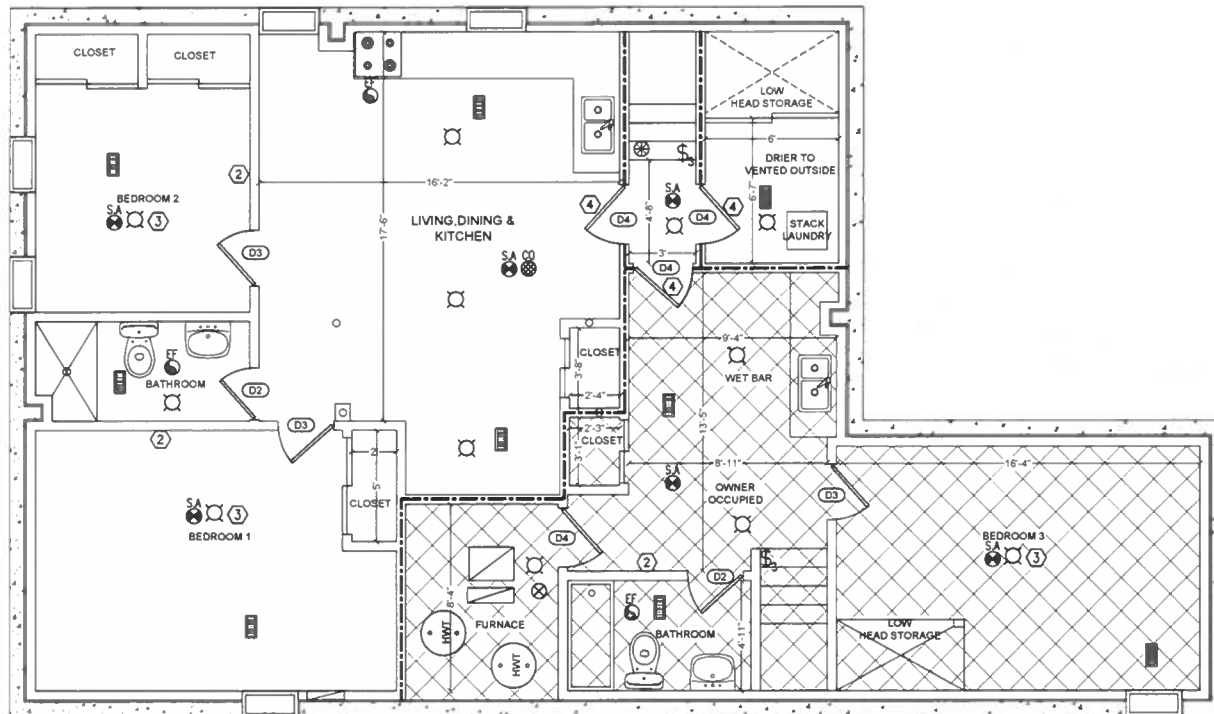
SHEET TITLE:

GENERAL NOTES

CHECKED: SB
DRAWN: MA
SCALE: 1/8" = 1'-0"
DATE: FEB 23, 2022

DRAWING:

A4.1



HVAC
 MODEL NO - GMEC960803BNAB
 SERIAL NO - 1506592974

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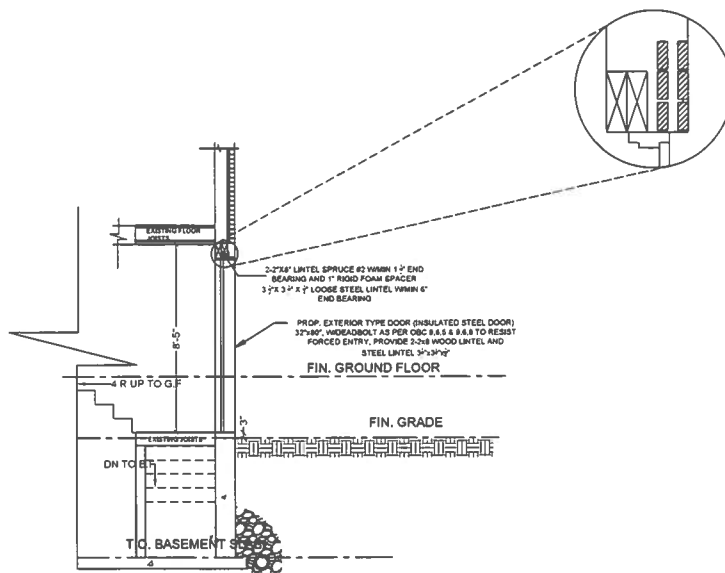
ENGINEER
Mechways Inc.
 ADDRESS 2751 THAMESGATE DRIVE
 MISSISSAUGA, ON L4T 1G5
 TEL. 416.673.7410
 EMAIL INFO@MECHWAYS.COM
 WEBSITE WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY
 DWELLING UNIT AT
 246 IRWIN ST.
 SHELburne, ON

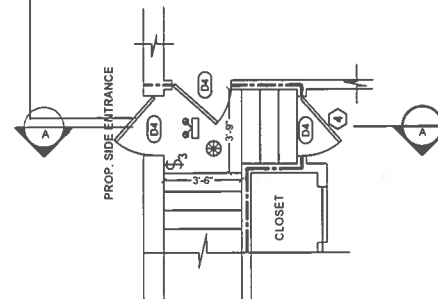
SHEET TITLE:
**GUARDRAIL
 DETAILS**

CHECKED: SB
 DRAWN: MA
 SCALE: 3/4" = 1'-0"
 DATE: FEB 23, 2022

DRAWING:
MO. 1



NEW EXTERIOR TYPE DOOR (INSULATED STEEL DOOR) 32"x80",
 W/DEADBOLT AS PER OBC 9.6.5 & 9.6.8 TO RESIST FORCED ENTRY.
 PROVIDE 2-2"x8" WOOD LINTEL AND STEEL LINTEL 3/4"x3/4"x1/2"



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ENGINEER:
Mechways Inc.
 ADDRESS: 2751 THAMESGATE DRIVE
 MISSISSAUGA, ON L4T 1G5
 TEL: 416-827-8100
 EMAIL: INFO@MECHWAYS.COM
 WEBSITE: WWW.MECHWAYS.COM

PROJECT:
 TWO STOREY
 DWELLING UNIT AT
 246 IRWIN ST.
 SHELburne, ON

SHEET TITLE:
SECTION PLAN

CHECKED: SB
 DRAWN: MA
 SCALE: 1/4"=1'
 DATE: FEB 23, 2022

DRAWING:
S1

| 2021 Annual Report

We are Ontario's Property Market Experts



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

MAY 19 2022

CONTENTS

Introduction	3
Who We Are	8
People & Culture	12
Innovation & Modernization	16
Adding Value	20
Leadership	26
Additional Reporting	29
Financial Highlights	30
Connect	31



| Introduction

Governments, property owners and businesses rely on us for impartial, expert data and insights on Ontario's property market. In times of uncertainty and change, we are here to help you make informed decisions for today, and the future.

Overcoming obstacles and evolving who we are



Alan Spacek
Chair, MPAC Board of Directors

Who are we, and what is our role in Ontario and around the globe?
How can we do more to help communities weather the storm?

Those are the questions we asked ourselves during a year where the Municipal Property Assessment Corporation (MPAC) overcame countless obstacles to become stronger than ever.

Traditionally, our identity centred around the province-wide update of property values we complete every four years. With that update on continued pause due to the pandemic, we have had an opportunity to step back and reflect on the other ways we provide value to governments, property owners and businesses and how we can provide even greater value.

During 2021, fiscal responsibility remained top of mind. By controlling costs, we were able to maintain a 0% increase to the total municipal levy for the second year in a row. At a time when municipalities are focusing their resources on pandemic management

and recovery, we were able to do our part to help them limit new spending.

We also worked diligently to capture new assessment that provides a critical stream of new revenue for municipalities. We assessed \$38 billion in new construction, additions, and renovations in 2021, made possible by working closely with our municipal partners on the exchange of electronic building plans and other innovations.

While carrying out our essential assessment work, we also charted our future with a new [2021-2025 Strategic Plan](#).

The plan has four elements:

1. Putting our people and culture first by implementing an Equity, Diversity, Inclusion and Anti-Racism strategy and considering how we can adapt to the future of work.
2. Delivering continuous operational excellence with technology and data quality improvements that will enable us to provide more value to our stakeholders.
3. Elevating the property owner, municipal and stakeholder experience through data insights and value-added services.
4. Unlocking opportunities to drive value and additional revenue by exploring commercial opportunities for our data and technologies.

This plan is supporting us in being the MPAC we want to be — innovative and inclusive, providing more and more value to governments, property owners and businesses.

As our role evolves, it is important to ensure we keep property owners and our partners informed. We are focused on reaching out to Ontarians, because it is especially important that the public understands our role in the property tax system. There is a widespread misconception that MPAC sets your property taxes when they assess your property. We want to debunk that misconception and make it clear that our assessments determine how taxes are distributed, but do not have any bearing on tax levels. To say that in a different way, just because the value of your property has increased it does not mean that your property taxes will increase, too.

As a public sector organization, transparency is a major priority for us. We are pleased to introduce an annual [Corporate Performance Report](#) that provides a wealth of statistics on how well we are meeting our goals on areas such as capturing new assessment, the proportion of property assessments accepted without going to appeal, customer contact centre satisfaction and many more.

So, to answer the question I opened with: Who are we? We are Ontario's property market experts. In 2021, we pushed ahead to elevate the value we provide to governments, property owners and businesses. There is much more to come in the years ahead, and I hope you are as excited as I am.

Transforming to thrive in a new era



Nicole McNeill
MPAC President and Chief Administrative Officer

In a world that is changing at lightning speed, we are working day after day to stay ahead.

With the continued postponement of the province-wide update of property values, some might see 2021 as more of the same. But not us. We took the year to put ourselves on a new path that reflects evolving expectations from our customers and the employees that make it all happen.

We are committed to our journey as Ontario's property market experts — an organization that provides data and insights that governments, property owners and businesses can use to make smart decisions.

[Our 2021-2025 Strategic Plan](#) breaks down how we will get there. During uncertain times, planning five years ahead was a big challenge. But the MPAC of today is not the same organization we were pre-pandemic. We have become nimbler and more adaptable, and we are ready and willing to course correct on the way to success.

Work is already underway on some of the most important goals. In 2021, we started building the capability to deliver real-time values for every property in Ontario. Our team is ready to provide Ontarians with current, unbiased and trusted market analysis, property inventory insights and a reassessment of all properties whenever a decision about future reassessment timing is made.

We are also working to expand commercialization efforts to sell our world-leading data and technology in domestic and international markets. This will generate revenue that offsets funding we require from municipalities, which is especially important at a time when municipal budgets are constrained.

These are big goals. To get where we want to go, we need to support our people so they can deliver their best. Our organizational culture will be the foundation that supports our effort.

During the year, our three guiding principles helped us make tough decisions on short timelines. We always kept these principles at the forefront: the health, safety and wellness of employees is our top priority; we need to keep the business operating; and we need to do our part to slow the spread of COVID-19.

These principles served as our north star for all pandemic-related decision making. In particular, in support of the Ontario government's efforts to promote vaccination across the province, our vaccination policy ensured we could provide a safe workplace, while doing our part to reduce transmission of COVID-19 in our communities.

In addition, by nurturing a culture of transparency, openness and collaboration, we are setting ourselves up for success. Providing a healthy, positive work environment

where employees can be their full, authentic selves increases employee satisfaction and leads to better results — and it is simply the right thing to do.

Our Equity, Diversity, Inclusion and Anti-Racism Committee is taking important steps to ensure that all voices are respected, valued and heard. It is an employee-led initiative that has been embraced by team members from across the province and the organization.

The future may be unpredictable and there are many challenges ahead. One thing I am sure of is our ability to work together to accomplish great things.

| Who we are

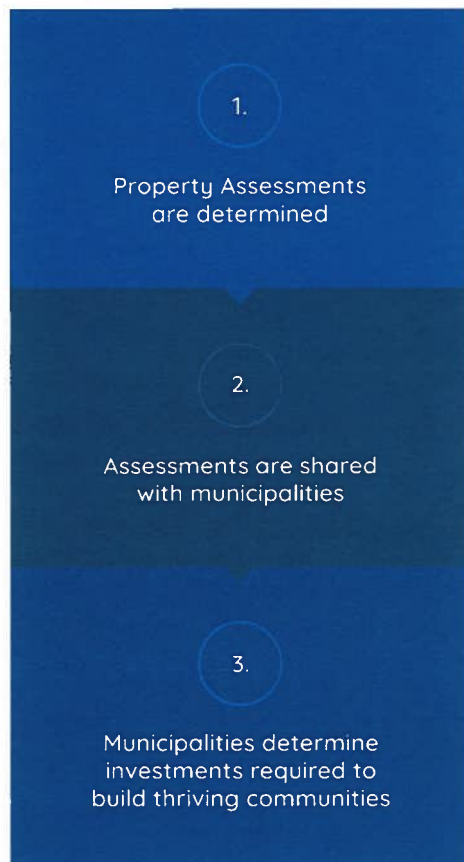


We are Ontario's property market experts. Our job is to assess the value of the more than five million properties across the province and provide an accurate and impartial property inventory.

Property owners can visit mpac.ca and log in to AboutMyProperty™ to learn more about how we assessed their property, see the information we have on file and compare it to others in their neighbourhood.

Our assessments are used by municipalities to distribute property taxes. Assessments alone do not determine property taxes. The work we do is a vital input for government programs, business decisions and property transactions. Our data also helps identify changes and trends in property uses in Ontario.

Ontario's Property Assessment and Taxation System



Government of Ontario

Establishes the province's assessment and taxation laws and determines education tax rates.



MPAC

Determines property assessments for all properties in Ontario.



Municipalities

Determine revenue requirements, set municipal tax rates and collect property taxes to pay for municipal services.*



Property owners

Pay property taxes which pay for services in the community. You also pay education taxes that help fund elementary and secondary schools in Ontario.

*Provincial Land Tax and levies by local boards are collected in unincorporated areas and contribute toward important services.

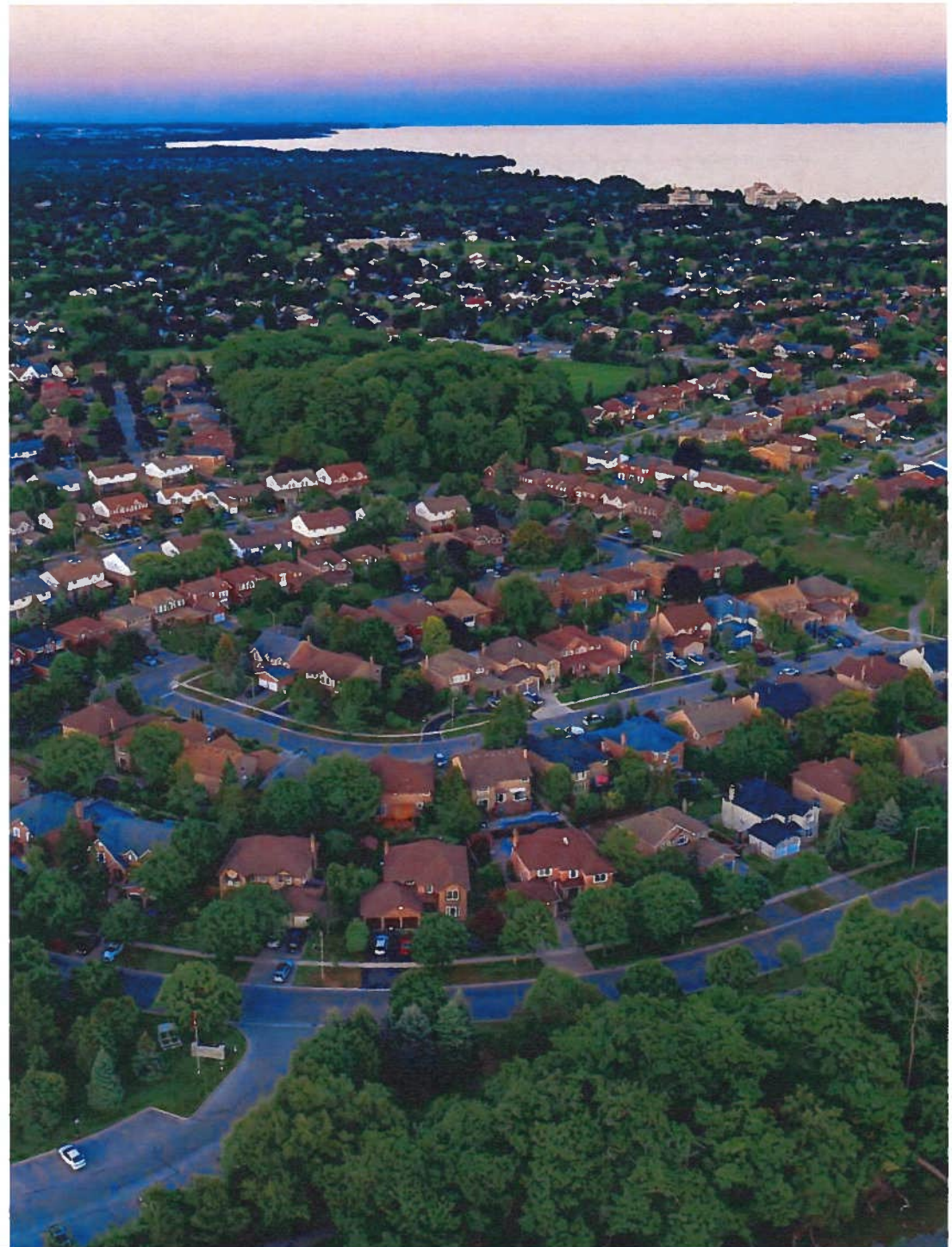
Maintaining Ontario's Property Database

We continuously update records for over 5.4 million properties. We do this by analyzing the market, inspecting properties, supporting property owners, and responding to Requests for Reconsideration and assessment appeals.

In Ontario, if a property owner disagrees with their assessment, they have the right to file a Request for Reconsideration. In 2021, we resolved over 27,800 Requests for Reconsideration, and resolved appeals on over 10,000 properties.

[For more detail, please see page 12 of our Corporate Performance Report.](#)

We also support property owners in understanding their assessments and by providing information about our role in Ontario's property tax and assessment system. In 2021, our Customer Contact Centre responded to 200,000 inquiries.



Did you receive a Property Assessment Notice from us?

We review properties every day. Whenever we make a change to a property's details, we notify the property owner by mailing a [Property Assessment Notice](#). Some of the most common changes we reflect are to ownership, assessed value or classification.



How to read your Property Assessment Notice

| Putting our people and culture first

We put our people first by nurturing a safe, healthy work environment and a culture of transparency, openness and collaboration.



We launched an Equity, Diversity, Inclusion and Anti-Racism initiative, working alongside our consultants. By the end of 2021, we completed the first of three phases of the initiative: assessment and capacity building. During the first phase we conducted an Intercultural Competence and Capacity Assessment, Diversity and Inclusion Climate Survey, Internal and External Consultations and Policy and Procedure Gap Analysis.

As part of this work, the Equity, Diversity, Inclusion and Anti-Racism committee held weekly Coffee Chats – a safe space where members formed small groups to have brave conversations about difficult topics. We also hosted Equity, Diversity, Inclusion and Anti-Racism themed Virtual Leader Chats throughout the year for all our employees, which created opportunities for meaningful discussions on a variety of issues.

We acknowledged Canada's first National Day for Truth and Reconciliation and supported employees with a paid day off to allow for time to reflect.

We also joined the Canadian Centre for Diversity and Inclusion as an Employer Partner, granting employees free access to resources that will help us on our journey.

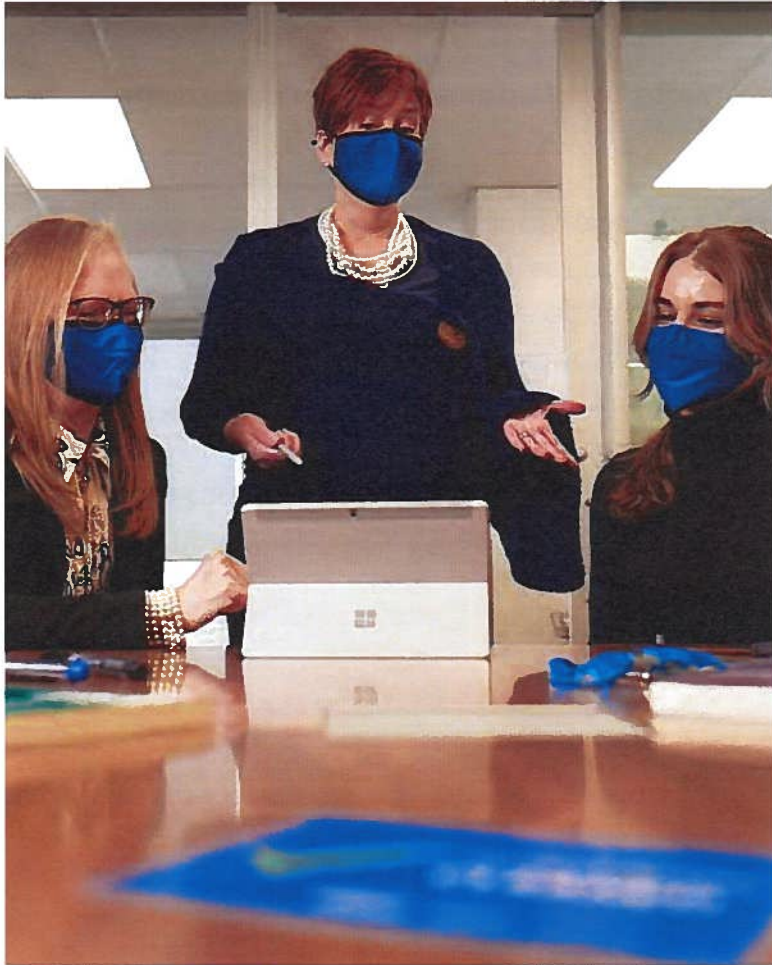


“Our weekly Equity, Diversity, Inclusion and Anti-Racism Coffee Chats are a safe space for us to bring our full, authentic selves to the table to share our lived experiences. We learn about each other and our different perspectives. We encourage each other to have uncomfortable conversations about the need for systemic change, and how to be champions of that change.”

Gillian Hamilton-Boswell, Team Champion, Equity, Diversity, Inclusion and Anti-Racism Initiative

- Our commitment to supporting employee wellness was put into action with two new events: a Virtual Wellness Day and a Virtual Wellness Week. Hundreds of employees from all corners of the province joined sessions that taught ways to focus on physical and mental well-being through nutrition, physical activity, mindfulness practices and even laughter.
- Our employee-led Gratitude Collective helped us infuse more gratitude into our lives with daily inspiring emails and weekly opportunities to connect with colleagues across Ontario to learn about the benefits of developing a daily gratitude practice.
- We launched a new employee development program, known as What Counts. The program empowers staff to build development goals centred around a set of values and behaviours that guide our interactions with each other and our customers, including respect, empathy, collaboration, and championing change.





- Our 2021 employee survey, which had a response rate of 78%, showed that 84% of employees agreed that the health, safety and wellness of employees is a priority at MPAC and the same number would recommend MPAC as an employer. Survey results showed that overall employee satisfaction exceeds the benchmark for comparable organizations in Canada.
- Our employee-led Corporate Social Responsibility committees at offices across Ontario worked together, while working apart, to raise more than \$75,000 for the communities we live and work in. We planted more than 2,200 trees in Ontario, supported animal welfare organizations across the province and raised \$61,000 for Feed Ontario, providing 183,000 meals to people in need.
- In keeping with our long-standing tradition of supporting children of our employees, we awarded seven [Continuing Academic Excellence Awards](#) to outstanding students who demonstrated commitment and leadership within their community.
- For the third consecutive year, we were named one of [Greater Toronto's Top Employers](#).



“

“Our employees determine impartial and accurate assessments by following internationally recognized assessment and appraisal standards. We have more than 900 valuation employees who are experts in their field with more than half holding professional accreditations, including all our valuation managers.”

| **Greg Martino**, Vice-President and Chief Valuation and Standards Officer

| Innovation & Modernization

The pandemic has driven us to be more efficient, innovative and forward-thinking than ever.

In 2021 we focused on supporting the municipal sector by:

Accelerating the development of an enhanced property data-sharing platform for municipalities. Our new version of Municipal Connect, built by our IT team and subject matter experts in just six months, puts the tools municipal users requested at their fingertips. The new platform lays the groundwork for elements of our 2021-2025 Strategic Plan, including expanded use of our data to support municipal operations and planning. It also creates 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.

Developing the new Municipal Connect internally allowed us to bring together all the security, cost effective and modern architecture practices that we have been focused on, fully taking advantage of building on a cloud platform and adhering to ISO 27001/27017 security standards.





Contributing to the modernization and digitization of building permit collection and exchange in Ontario. We worked with municipalities to digitize their permitting process and collaborated 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.

Exploring options for the digital delivery of the annual assessment roll to municipalities. Currently, assessment rolls are delivered to municipalities each year in paper format. The pandemic has made it difficult for municipalities to uphold their requirement to make it available for public viewing. In response to this challenge and requests from our municipal partners, we have established a Municipal Working Group to explore opportunities to modernize and rethink the delivery of the assessment roll for public access.



“We have never worked more closely with our municipal partners. It is helping us drive technological innovation to provide municipalities with the best possible products and more efficient services. We are also proud to be a partner in collaborative projects to modernize the municipal sector in Ontario.”

Carmelo Lipsi, Vice-President, Valuation and Customer Relations and Chief Operating Officer

We also continued to keep Ontario’s property data safe:

For the third year in row, we earned the ISO/IEC 27001 certification – one of the most respected information security standards in the world that is recognized globally as a benchmark for good data security practices. We also earned our ISO/IEC 27017 certification for the second year in a row. Our ongoing certifications demonstrate that we have put in place the systems, policies and procedures that help us protect property assessment data and increases our resilience against cyber-attacks.

We were successful in a competitive bidding process to deliver our cloud-based assessment technology to an international property assessment jurisdiction.

We have formed a partnership to support the Valuation Office of Ireland. This is our first international venture to unlock additional revenue that will offset the levy for Ontario’s municipalities. It will produce benefits for our assessment service delivery in Ontario at no cost, including by driving innovative data collection by mapping out the use of new tools like field collection devices and digital measuring.



Finally, we committed to developing the capacity to deliver real-time market values for every property in Ontario.

Currently, we are legislatively required to deliver a province-wide reassessment of property values every four years. We are evolving our processes and technology to deliver real-time property values, related market information and products to enhance our ability to deliver on our legislative mandate while creating opportunities to provide value-added insights to governments, property owners and other stakeholders.



“Vigilance in cyber security is an ever-evolving practice. It is critical that we stay agile as new threats emerge and technology expands. Our ISO 27001 certification drives us to adhere to the highest standards of information security practices for areas across the organization, including information security policies, HR security, access control, physical and environmental security, and communications security.”

Sujit Jagdev, Vice-President and Chief Information and Technology Officer



| Adding Value

Much like the census tells us about our population, our property data is a window into where we live and work – and how those patterns change.

In 2021, Ontario continued to see strong growth. We valued more than 86,000 new properties and improvements to existing properties, including 36,800 new residential homes and more than 11,300 residential condominium units. We also saw substantial growth in the warehousing and logistics sector, with 109 new warehouses and eight new distribution centres added to municipal assessment rolls. The total value of all properties in Ontario is now estimated to be more than \$3.04 trillion, with \$38 billion of that added in 2021.

Assessment roll



222K
Farm



164K
Commercial



80K
Industrial



49K
Special Exempt



17K
Multi res.



Total Properties – 5.5M

Total Assessment – \$3T



\$2.2T
Residential



\$319.6B
Commercial



\$151.2B
Special Exempt



\$140.6B
Farm

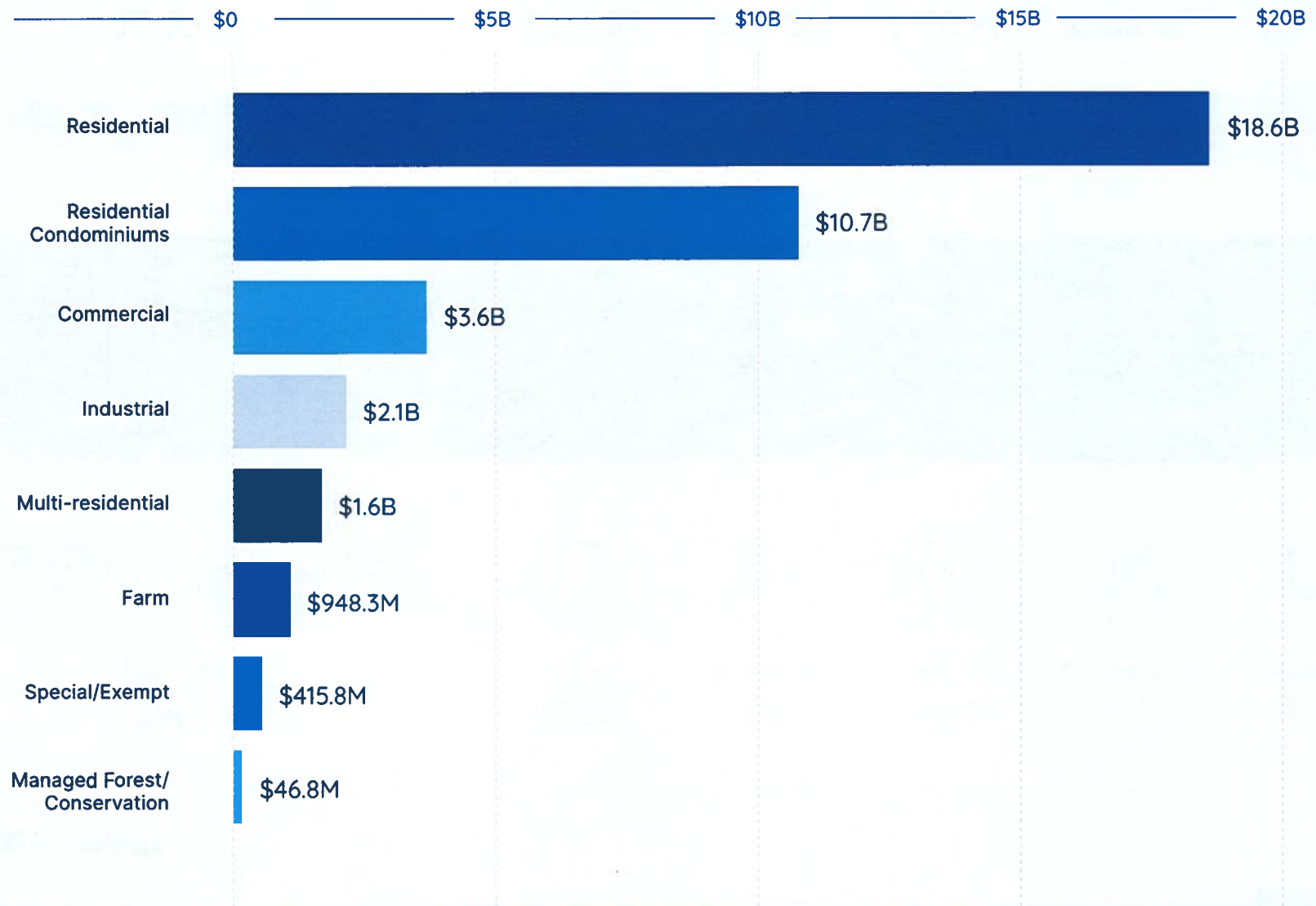


\$122.3B
Multi res.

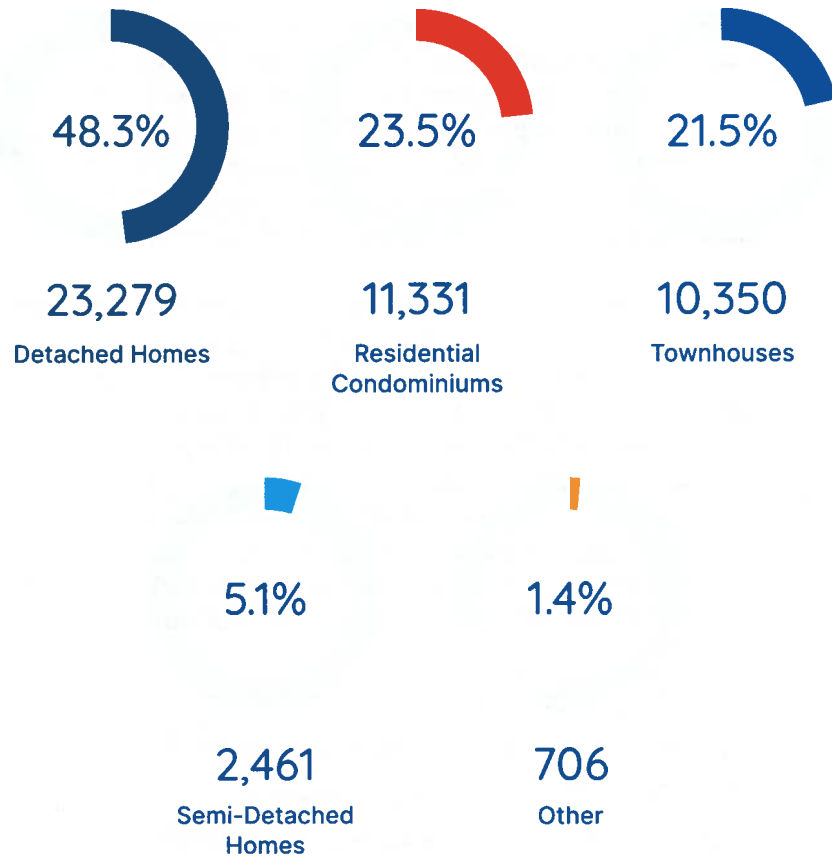


\$116.8B
Industrial

New Assessment by Property Type



New Residential Homes



Our trusted property data and real-time values are used by public and private sector organizations, utilities, property and casualty insurers, lenders, mortgage insurers, underwriters and REALTORS®.

At times when public health measures made traditional home visits difficult, we provided the real estate and financial services industries with virtual access to property details as a trusted, instantly accessible alternative to support their decision making.

In 2021, we held a free special event for Ontario REALTORS®, which included education on property assessment in Ontario, market reports from economists at the Canadian Real Estate Association and Toronto Regional Real Estate Board and an overview of our Automated Valuation Model (AVM) and available reports. More than 800 real estate professionals attended the virtual event.

When it comes to housing affordability and availability, we are ready to support innovative solutions with our property database and valuation expertise.

This year, we contributed to a [Housing Supply Challenge](#) project led by Family Services Windsor Essex, the City of Windsor and interested organizations. The project team built a data-driven proof of concept with two goals: identify the legal and financial feasibility of developing detached Additional Dwelling Units (ADUs) from the perspective of a homeowner and assist municipal planners in identifying areas in the city where this type of development could have the greatest impact.

We contributed valuation expertise on the assessment and classification of proposed ADUs. Assessment data was then combined with open data, including zoning details, setbacks and road allowances, and analyzed with a GIS mapping tool, incorporating neighbourhood demographics, socio-economic data and specific requirements.

The team's prototype was one of 14 selected for additional funding and will share a pool of \$22.5 million to implement their data-driven solution.



▶ Property insights and knowledge for REALTORS®

This year marks the 20th anniversary of MPAC's Automated Valuation Model (AVM). MPAC's AVM provides instant real-time estimates of market value for close to 10 million residential properties in the provinces of Ontario, British Columbia, Quebec, New Brunswick, Newfoundland and Labrador, Nova Scotia, and the cities of Calgary, Edmonton and Winnipeg. Over the past two decades, many sectors and businesses have come to rely on our AVM to make smart business decisions, from banks to mortgage insurers, to REALTORS®, and other private and public sector organizations.



“

“Our Business Development team continues to build strong relationships with our customers, so we can anticipate needs and stay one step ahead of the competition for continued growth. In 2021, our products and services generated more than \$23 million in revenue to offset the levy paid by Ontario’s municipalities. In partnership with our leading-edge IT team, we will continue to innovate and unlock new opportunities to drive value and additional revenue.”

| Lee Taylor, Vice-President, Business Development

| Leadership

2021 Executive Management Group



Nicole McNeill
President and Chief
Administrative Officer



Jamie Bishop
Vice-President, Corporate
and Government Relations



Michael Bowman
General Counsel, Legal,
Policy and Compliance



Edward Broderick
Executive Director,
Human Resources



Chris Devadason
Vice-President, Innovation



Carla Hipolito
Culture and
Engagement Advisor



Sujit Jagdev
Vice-President and
Chief Information and
Technology Officer



Matthew Kanter
Executive Director,
Associate General
Counsel – Litigation



Don Leblond
Vice-President and Chief
Strategy Officer



Carmelo Lipsi, M.I.M.A.
Vice-President, Valuation and
Customer Relations and Chief
Operating Officer



Greg Martino, M.I.M.A.
Vice-President and Chief
Valuation and Standards Officer



Mary Meffe
Vice-President, Corporate and
Information Services and Chief
Financial Officer



Lee Taylor
Vice-President,
Business Development

2021 Board of Directors

We are accountable to the people of Ontario through our [Board of Directors](#) appointed by the Minister of Finance. The Board provides governance and oversight to ensure our organization's overall direction, effectiveness, supervision and accountability.



The Board of Directors thanks Ken Hughes, whose term expired in May 2021, and who served as Chair of the Audit Committee since 2020. We also thank Walter Sendzik whose term ended in 2021, along with Lockie Davis and William Luke who left the Board in early 2021.

MUNICIPAL REPRESENTATIVES



Alan Spacek
(Chair) (Retired) Mayor,
Town of Kapuskasing



Janice Baker
Chief Administrative
Officer, Region of Peel



Lockie Davis
Consultant,
Town of Midland



Ken Hughes
(Retired) Auditor
General, City of Ottawa



Wendy Landry
Mayor, Municipality of Shuniah and
President, Northwestern Ontario
Municipal Association



Delia Reiche
Development Liaison, County
of Brant and (Former) Deputy
Mayor, Thames Centre



Roberto Rossini
(Retired) Deputy City Manager
and Chief Financial Officer,
City of Toronto



Ken Seiling
(Retired) Regional Chair, Region
of Waterloo and (Former)
Mayor, Woolwich Township



Walter Sendzik
Mayor,
City of St. Catharines



Patricia Vanini
(Retired) Executive
Director, Association of
Municipalities of Ontario

2021 Board of Directors

TAXPAYER REPRESENTATIVES



Paul Bernards
Finance Professional



Niels Christensen
Managing Director and
Broker, Christensen Real
Estate Group



Andrew Gassmann
President and Chief
Executive Officer, ABG
Analytika Consulting Inc.



Ray Kindiak
Lawyer and Corporate
Finance Professional



William Luke
Principal Lawyer,
Luke Law Firm

PROVINCIAL REPRESENTATIVES



Nazmin Gupta
Managing Director of
Capital Raising and
Investor Relations,
BentallGreenOak



Jon Olinski
(Vice-Chair) Professor and
Program Coordinator, Public
Administration program,
Seneca College

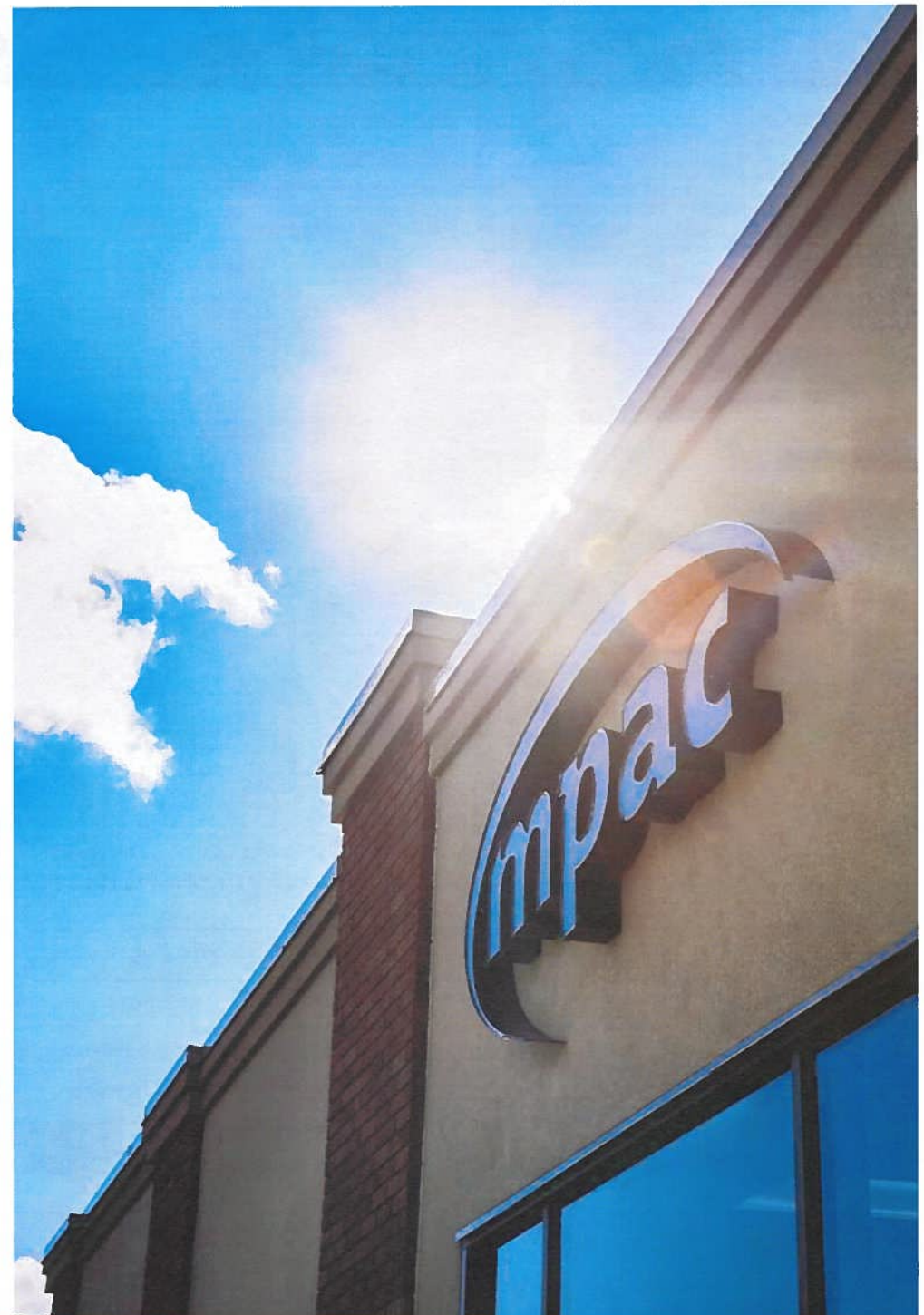
| Additional Reporting

2021 Municipal Partnerships Report

Our [Municipal Partnerships Report](#) showcases the ways we stayed focused on delivering the services Ontario municipalities rely on during a challenging year, while also looking toward the future.

2021 Corporate Performance Report

Our first-ever [Corporate Performance Report](#) provides insight into our strategic and operational performance. It includes measures such as new assessment growth, customer experiences, the proportion of property assessments accepted without going to appeal, financial efficiencies and levy offsets.



Financial Highlights

Statement of Operations (in thousands of dollars)		
Revenue	2021	2020
Municipal	214,919	214,919
Other	23,601	19,884
Interest and Dividend Income	3,353	3,217
Total Revenue	241,873	238,020
Expenses	2021	2020
Salaries and Benefits	186,315	182,419
Professional Services	13,320	12,741
Information Technology	11,222	10,578
Facilities	8,581	9,013
General and Administrative	6,096	6,411
Royalties	4,024	3,352
Amortization of Capital and Intangible Assets	3,601	3,883
Gain on Disposal of Capital Assets	(65)	(245)
Total Expenses	233,094	228,152
Excess of Revenue Over Expenses for the Year Before Changes in Fair Value of Investments	8,779	9,868
Changes in Fair Value of Investments	6,998	8,229
Excess of Revenue Over Expenses for the Year	15,777	18,097

Statement of changes in net assets (in thousands of dollars)	2021	2020
Net Assets – Beginning of Year	77,187	65,460
Excess of Revenue Over Expenses for the Year	15,777	18,097
Net Actuarial Gain (Loss) on Employee Future Benefits	2,828	(6,370)
Net Assets – End of Year	95,792	77,187

Excerpt from the 2021 Audited Financial Statements prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Connect With Us

MPAC has [offices across Ontario](#) to meet the needs of customers in every community.

CUSTOMER CONTACT CENTRE

Toll Free 1 866 296-6722

TTY 1 877 889-6722

mpac.ca/contact

Monday to Friday – 8 a.m. to 5 p.m.

MAIL

1340 Pickering Parkway, Suite 101 Pickering, ON L1V 0C4

ONLINE

mpac.ca





Accessible formats and communication supports are available upon request.

Compliance statement: In keeping with the reporting requirements under the *Municipal Property Assessment Corporation Act*, the Corporation has complied with any policies, procedures and standards established by the Minister under Section 10, and with the process established regarding the development and implementation of quality service standards by the Quality Service Commissioner.

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CLEARVIEW

ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

Township of Clearview Council has received an application to amend Comprehensive Zoning By-law 06-54. The amendment is being considered under the requirements of the *Planning Act RSO 1990 c.P.13* and applicable regulations. The purpose of this notice is to invite you to engage in the public process if you wish.

Public Meeting Information:

When: **Wednesday May 25, 2022** at 6:30 pm

Where: **Online via the Zoom online platform during the Covid-19 Emergency.** You can watch the Public Meeting live on YouTube. The site link can be found on the Township's website at www.clearview.ca/YouTube. If you wish to participate in the Zoom meeting please complete the request form on the website www.clearview.ca/Public-Meeting-Participation by **Monday, May 23rd, 2022 at 12:00 pm**. Written comments will be accepted and must be received by **Monday, May 23rd, 2022 at 12:00 pm**.

The Proposal:

The purpose of the meeting is to provide notice that the Council for The Corporation of the Township of Clearview will be holding a public meeting under Section 34 of the Planning Act, R.S.O. 1990, C.P. 13 as amended, to inform the public and provide opportunity for public comments on the proposed update to Comprehensive Zoning By-law 06-54 for the Municipality of the Township of Clearview.

The Zoning By-law is a statutory document that sets out the specific permitted land uses and development standards that apply to properties in the Township of Clearview.

Our Zoning By-law was passed in 2006 and is generally amended each year in order to make sure that it is as accurate and up-to-date as possible. The purpose of the proposed housekeeping amendment seeks to simplify wording and clarify the intent of ambiguous provisions and proposes:

1. To reduce the pool setbacks in the Agricultural and Rural Zones to 1.8 metres; otherwise, many smaller lots in these zones would not be able to accommodate pools given the current larger setbacks.
2. To ensure absolute clarity, we have added that Bed and Breakfasts are not short-term rentals, even though this is already covered off in the definitions.
3. In the Agricultural Zone an asterix " * " is used to describe what uses are permitted on lots that have been created as surplus dwelling lots. These lots are generally 1.5 hectares in area or less. The uses permitted on these small lots are: conservation uses, passive recreation use, single detached dwelling, accessory dwelling unit, home occupation, home industry and single accessory apartment.

Page 1 of 4

Clearview Township Community Services Department :::
Box 200, 217 Gideon St., Stayner ON L0M 1S0

Info # 8
MAY 19 2022



CLEARVIEW

ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The intent of the provision is to ensure that these residential properties in the agricultural area are used for residential purposes. This amendment will serve the public and staff better as it can take research to determine whether a lot was a surplus dwelling lot and sometimes the history is unclear. Further, regarding these uses, lots that are 1.5 hectares in area or less should be treated consistently.

4. In the Agricultural Zone, clarify where to measure the setback for a farm produce sales outlet and accessory farm winery and cidery from the lot line of a residential use.
5. Reduce the front yard setback in the Rural Zone from 15 metres to 10 metres to match the Agricultural Zone setback.
6. Add a Fire Hall as a permitted use in the Institutional Zone.
7. Change the exception number of the C1-6 Zone at Huron and Ontario Street to a C1-8 as staff found that there are two C1-6 Zones that are different, a duplication that was not found when the By-law was originally passed in 2006. There is no other change other than the number assigned, however, the whole subsection has to be deleted and replaced in order to distinguish it from the other C1-6. This is done in the text of the By-law as well as on the schedule to the By-law.
8. Amend the definition for "attached" as the public has misinterpreted the words 'enclosed breezeway'. This is proposed to be replaced with the wording 'enclosed corridor' along with more detailed clarification.
9. Amend the definition of passive recreation to be more clear.
10. Clarify the definition for semi-detached dwelling such that it represents the vertical division of two dwellings perpendicular to the street.
11. Delete the accessible parking space regulations from the definition of a parking space that are inconsistent with the accessible parking regulations found in the General Provisions section of the By-law.
12. Delete Plan 111 from the Lot of Record definition to recognize this Plan located in Duntroon in the Special Policy designation of the Official Plan.
13. Remove the Environmental Protection Zone that covers legally existing dwellings on the following properties:
 - a) 2581 Fairgrounds Road South;
 - b) 2203 Concession 11 South
 - c) 6205 Concession 6 Sunnidale



CLEARVIEW

ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

- d) 2403 Concession 8 South Nottawasaga
- e) 7760 County Road 9
- f) 2531 Creemore Avenue
- g) 3778 Centre Line Road
- h) 5262 Concession 2 Sunnidale
- i) 11 and 2849 Hogback Road
- j) 11, 15 and 17 Elgin Road
- k) 5247, 5253 and 5259 County Road 9

- 14. Correct the zoning on the Edenvale Airport Lands from the Airport Industrial Zone MA-1 and MA-1(H1) to the Airport Industrial Zone MA Zone.
- 15. Correct the zoning on 1180 15/16 Sideroad from the Airport Industrial MA-1 Zone to the Rural Zone.
- 16. Correct by adjusting and shifting the Environmental Protection (EP) zoning on 5560 and 5572 Sunnidale-Tosorontio Townline to reflect the historically cleared area.

The effect of the proposed amendment is to make the By-law more current, easier to understand, consistent and more defensible.

The subject application concerns all lands within the Township of Clearview.

There are no associated applications.

Your Rights to Appeal:

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Township of Clearview before the by-law is passed, the person or public body:

- i) is not entitled to appeal the decision of the Township of Clearview Council to the Ontario Land Tribunal; and
- ii) may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Board, there are reasonable grounds to do so.



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

For More Information:

There are several ways to find more information about this application.

Visit our website:

www.Clearview.ca

Contact the Planner assigned to this file:

Mara Burton, Director Community Services

mburton@clearview.ca

705-428-6230 ext. 264

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

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

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

We invite you to comment on this application and to engage in the process with us. If you wish to receive future notices concerning this file, please submit your request in writing to the Planner assigned to this file using the information above. Please be advised that your comment or request to be notified will form part of the public record; your communication and any personal information therein will be made available to the public, unless you expressly request its removal.

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

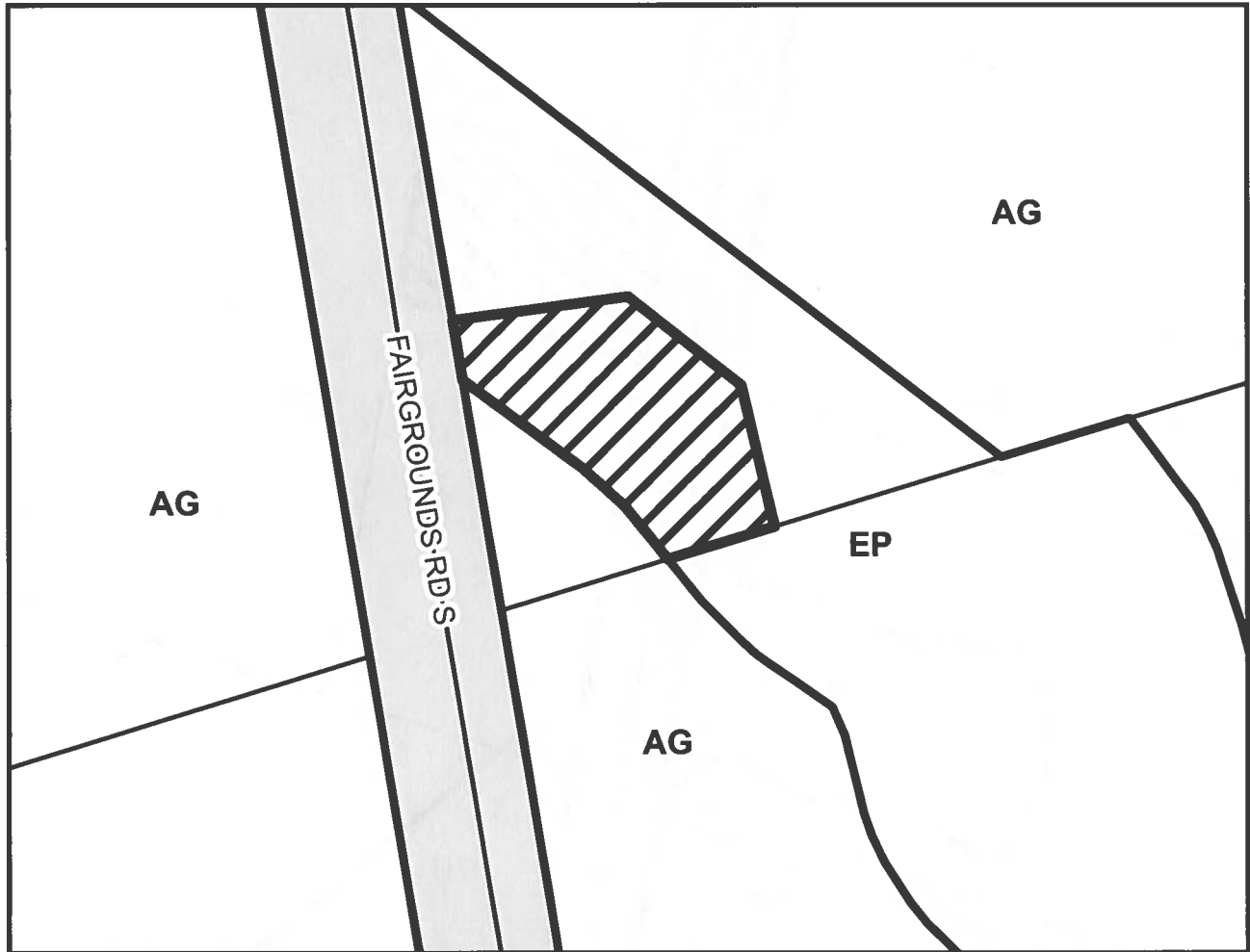
Notice dated: 5 May 2022

Township of Clearview Schedule '1'

This is Schedule '1' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to AGRICULTURAL (AG) Zone.



1:1,000

0 5 10 20 30 40
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

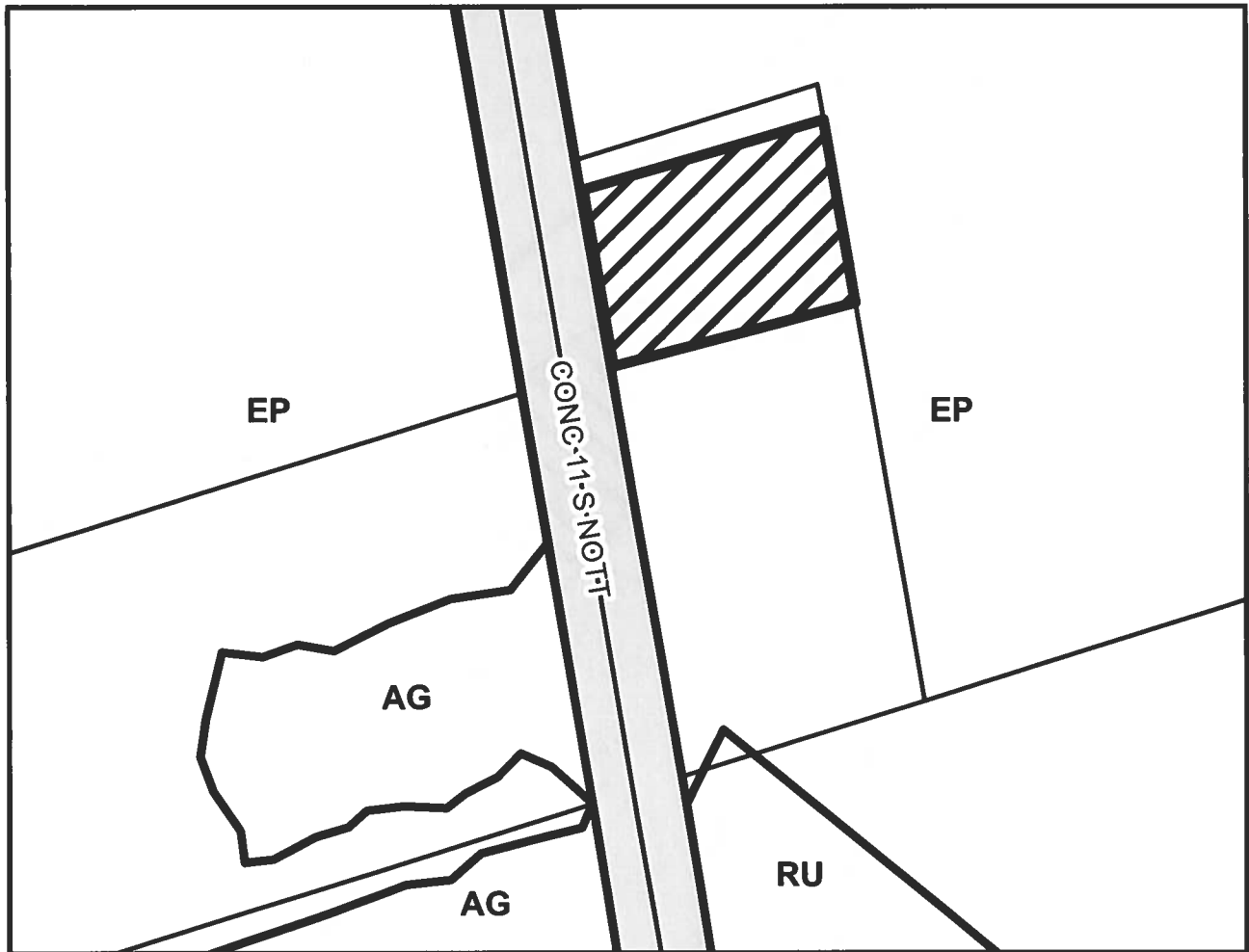
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Township of Clearview Schedule '2'

This is Schedule '2' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to AGRICULTURAL (AG) Zone.



1:1,500

0 5 10 20 30 40
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

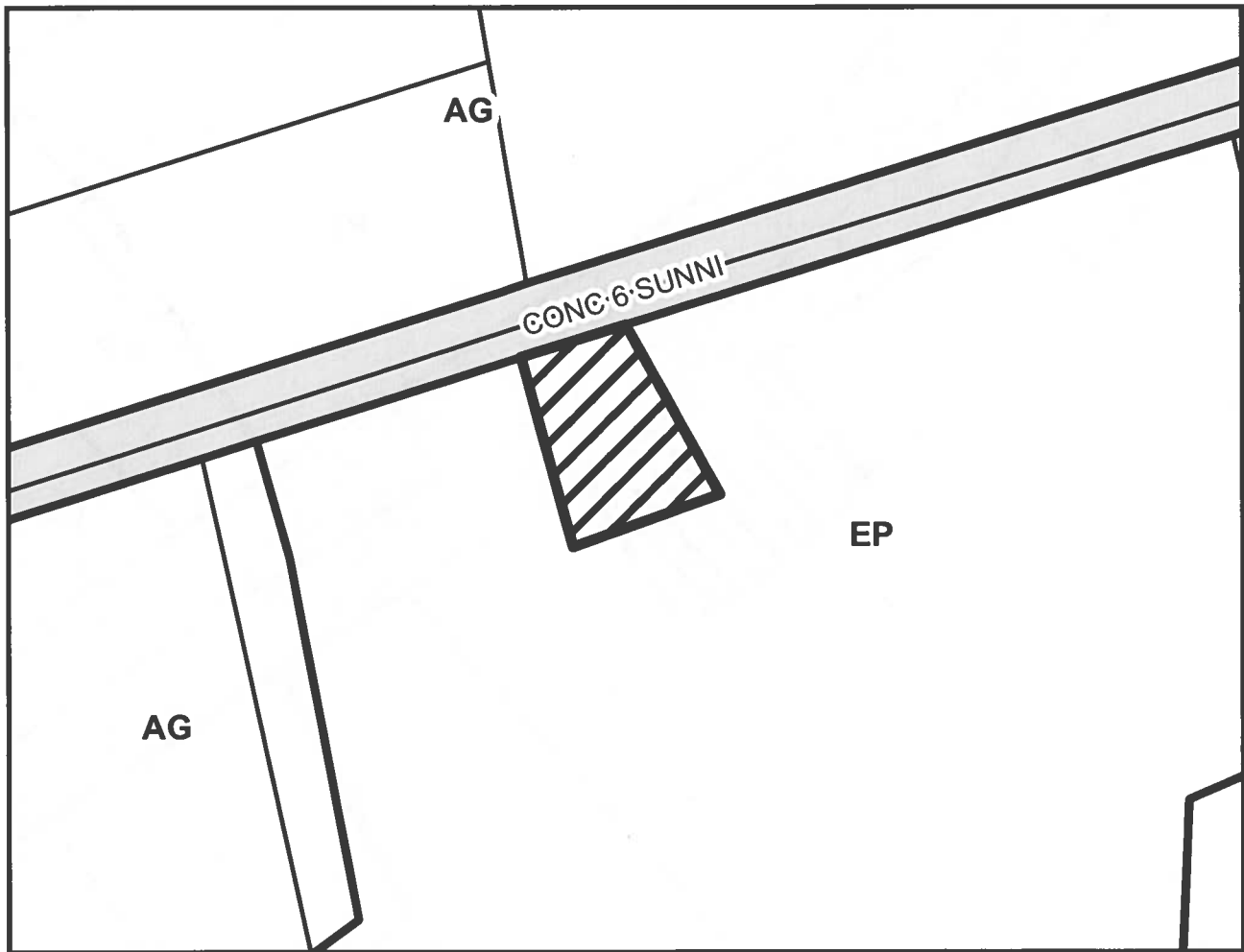
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Township of Clearview Schedule '3'

This is Schedule '3' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to AGRICULTURAL (AG) Zone.



1:2,000

0 10 20 40 60 80
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

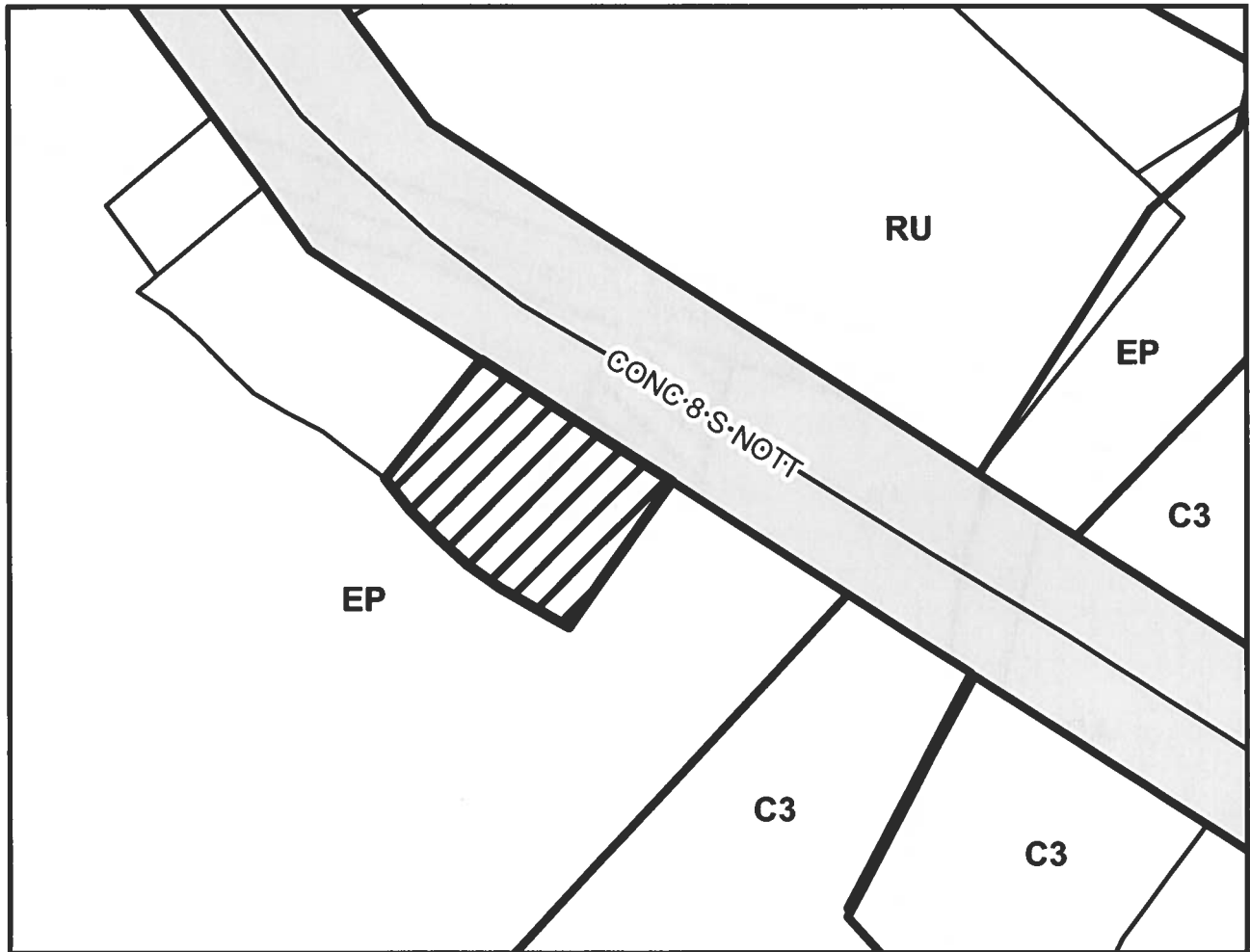
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Township of Clearview Schedule '4'

This is Schedule '4' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to RESIDENTIAL HAMLET (RS) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

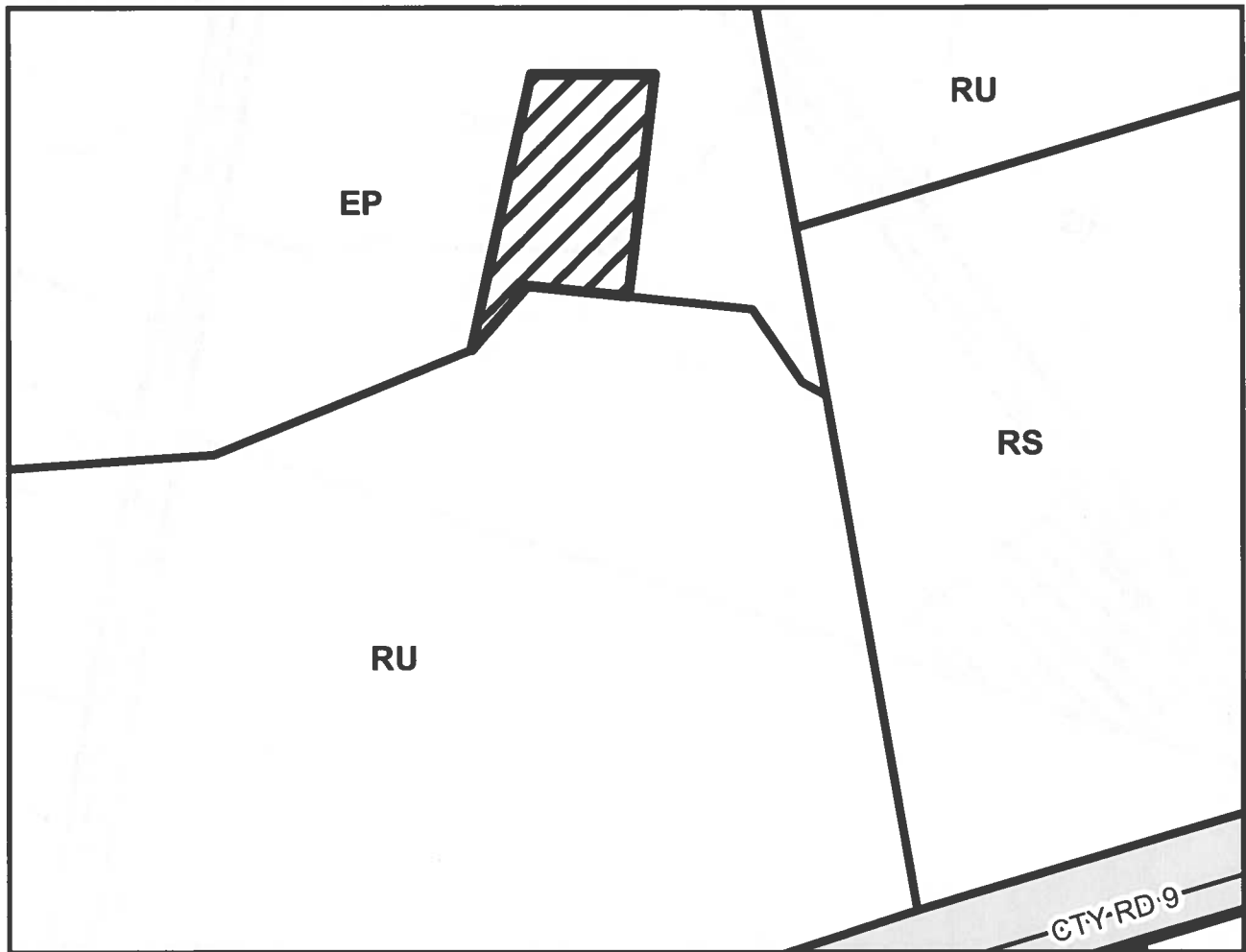
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Township of Clearview Schedule '5'

This is Schedule '5' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to RURAL (RU) Zone.



1:1,500

0 5 10 20 30 40 Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

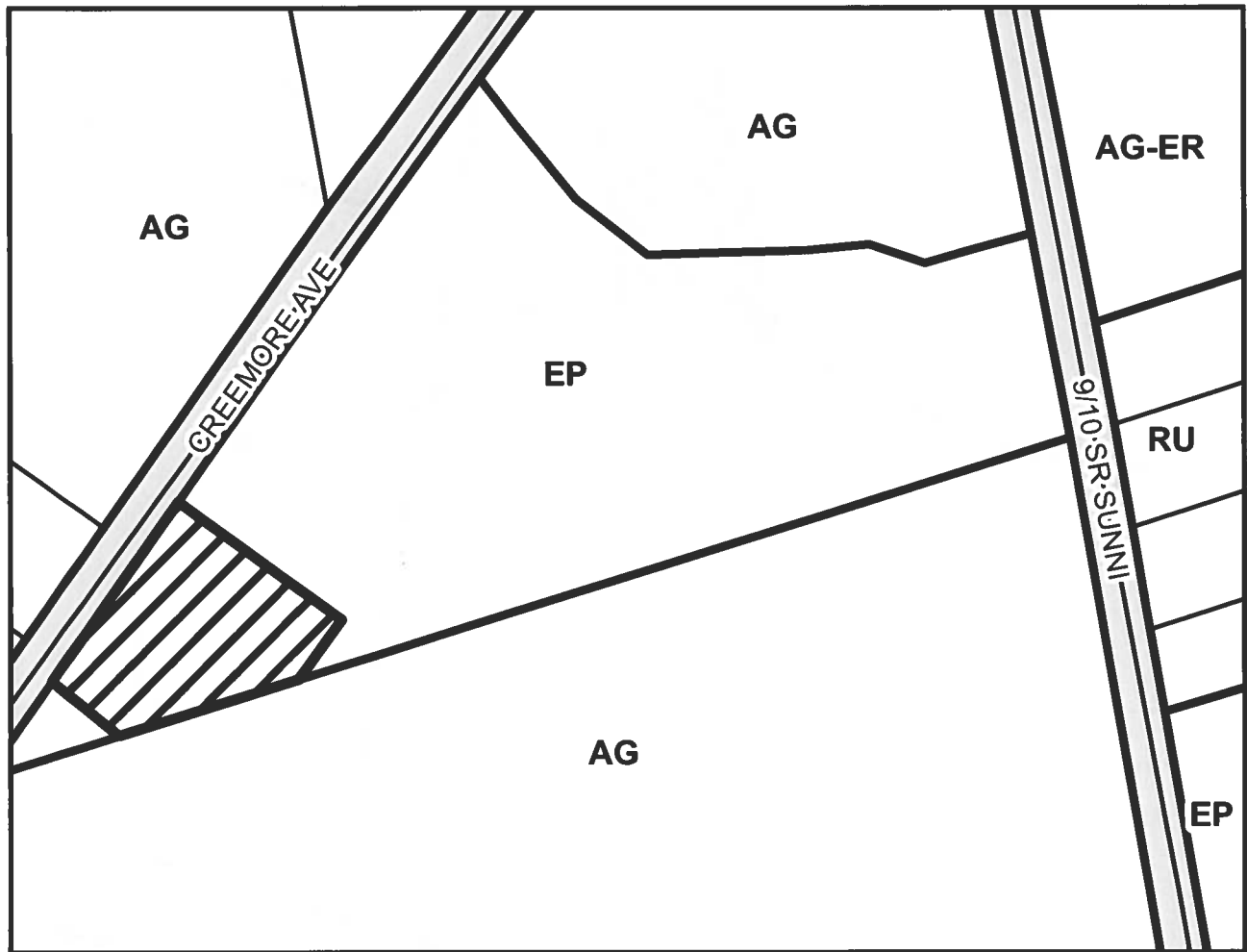
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Township of Clearview Schedule '6'

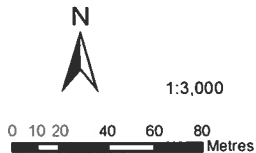
This is Schedule '6' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to AGRICULTURAL (AG) Zone.



- Road Centerline
- Assessment Parcels
- Zone Boundary

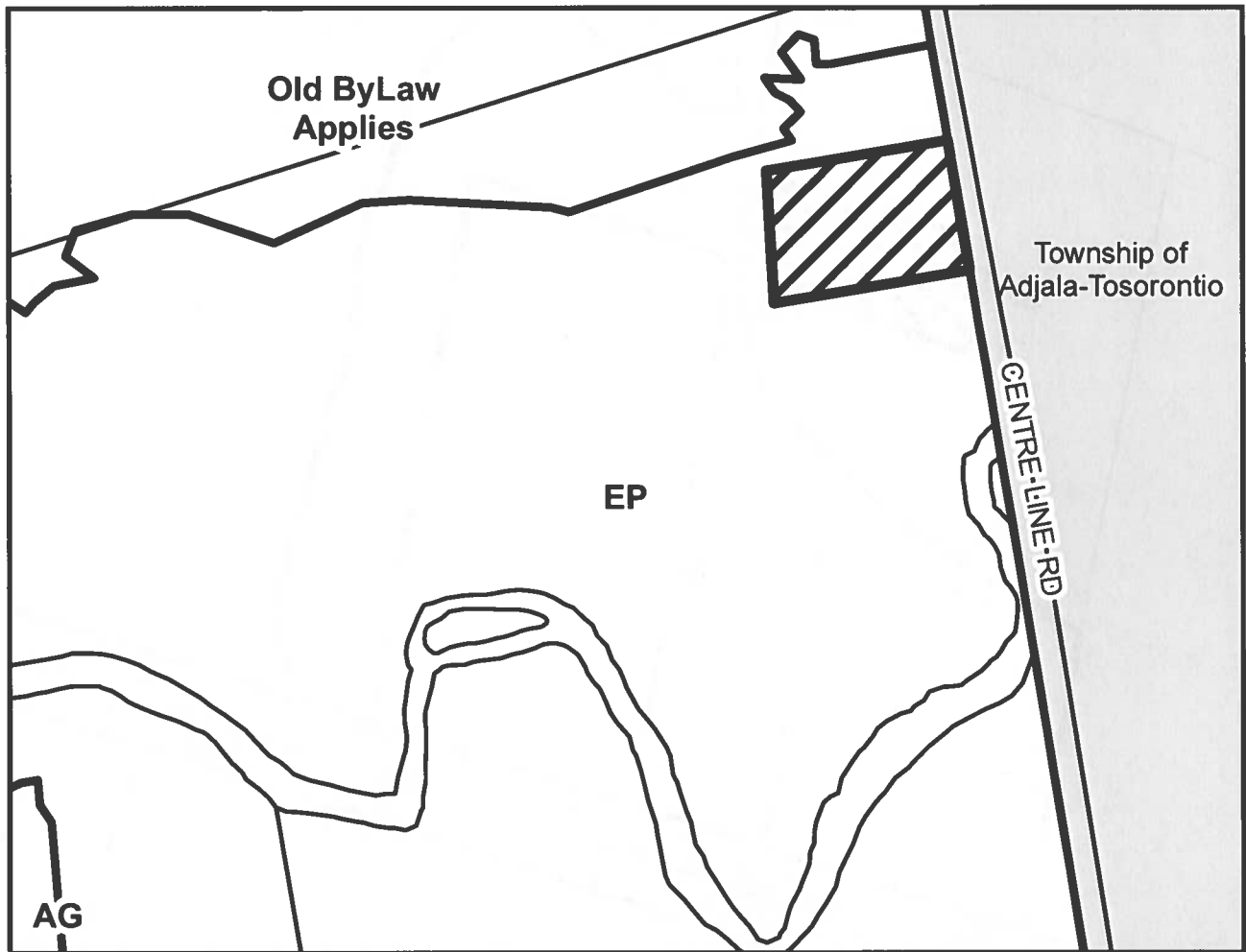
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Township of Clearview Schedule '7'

This is Schedule '7' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone to AGRICULTURAL (AG) Zone.



1:3,000

0 10 20 40 60 80 Metres

- Road Centerline
- Assessment Parcels
- ▬ Zone Boundary

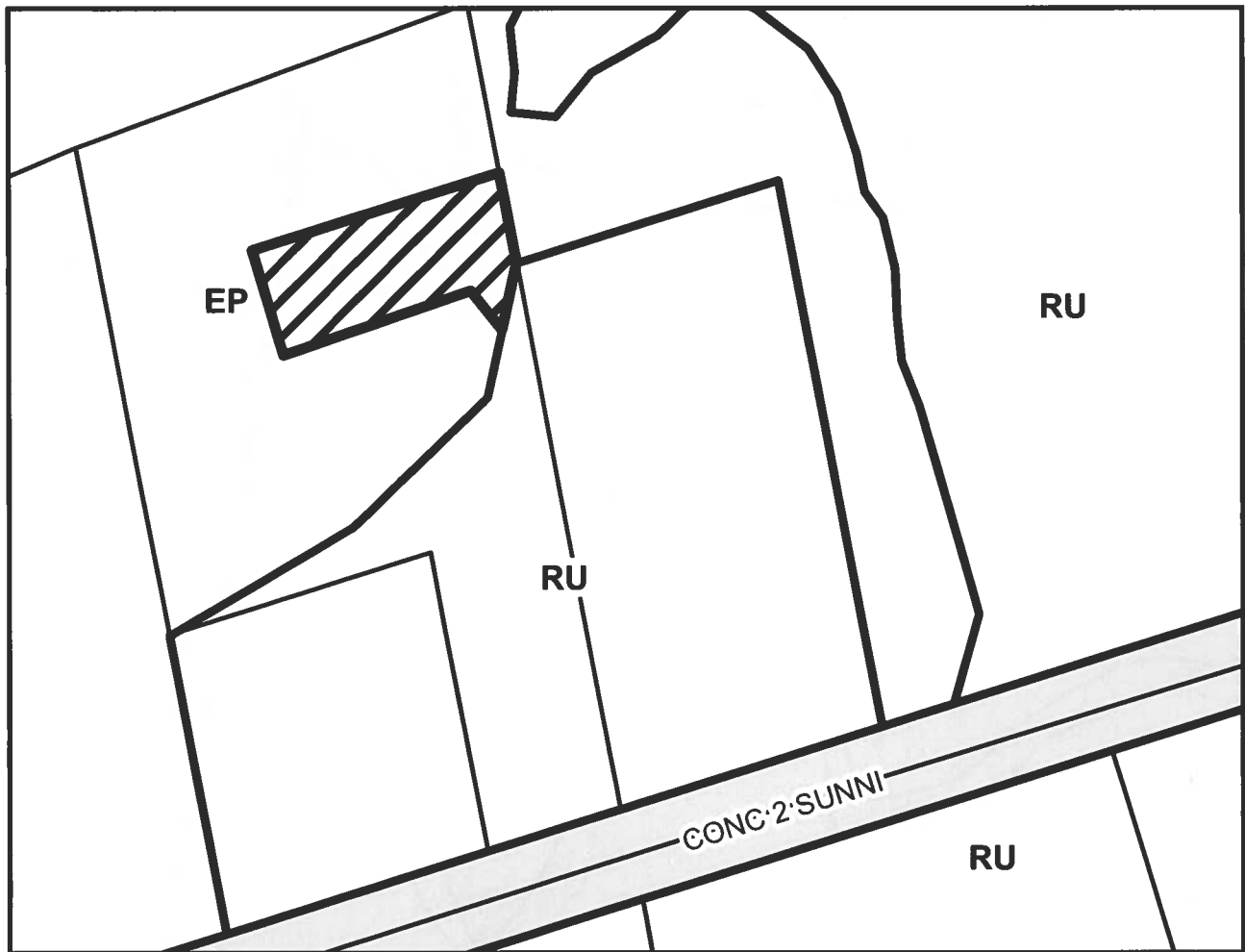
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Township of Clearview Schedule '8'

This is Schedule '8' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone
to RURAL (RU) Zone.



1:1,500

0 5 10 20 30 40
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

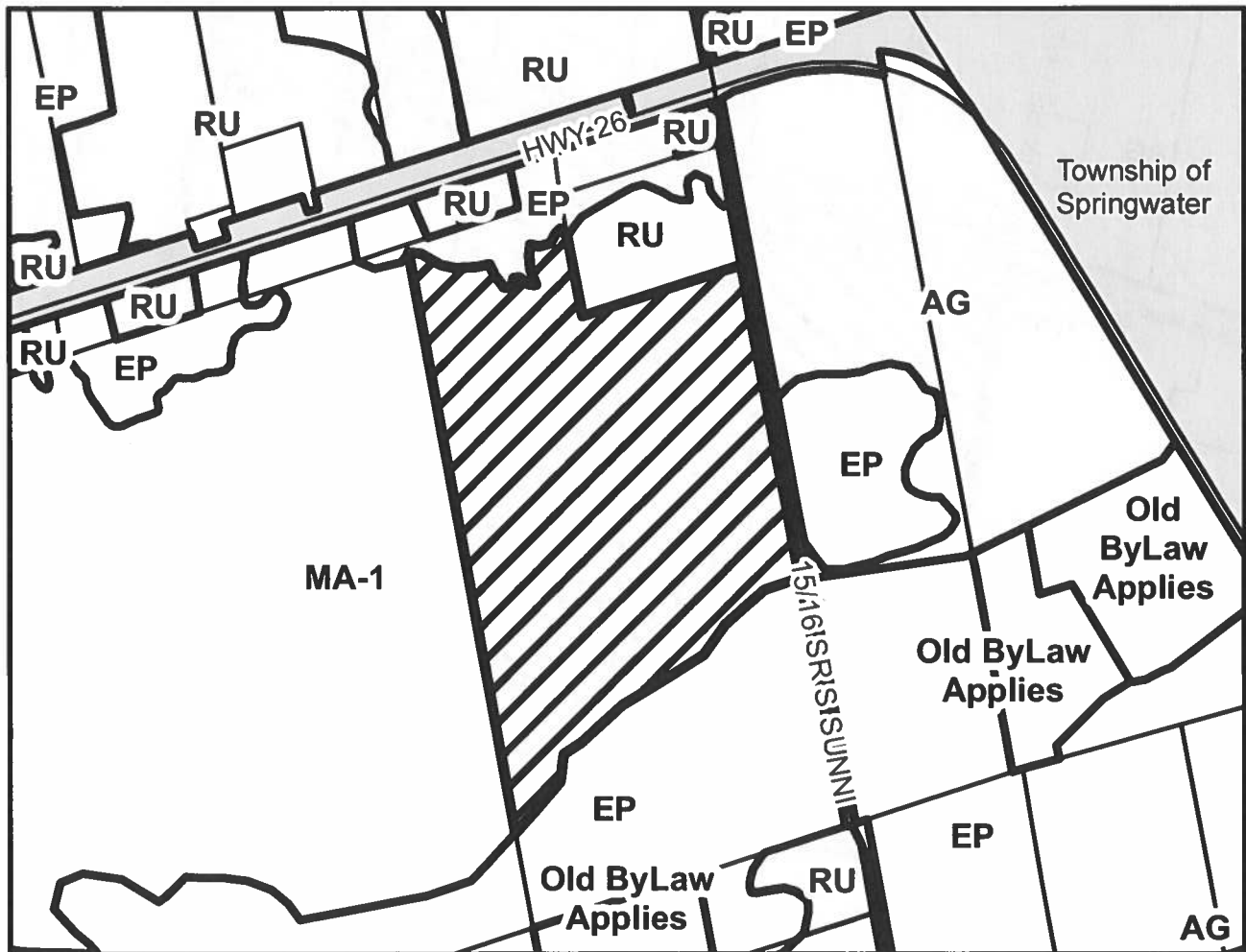
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Township of Clearview Schedule '9'

This is Schedule '9' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from AIRPORT INDUSTRIAL EXCEPTION 1 (MA-1) Zone to RURAL (RU) Zone.



1:12,500

0 50 100 200 300 400 Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

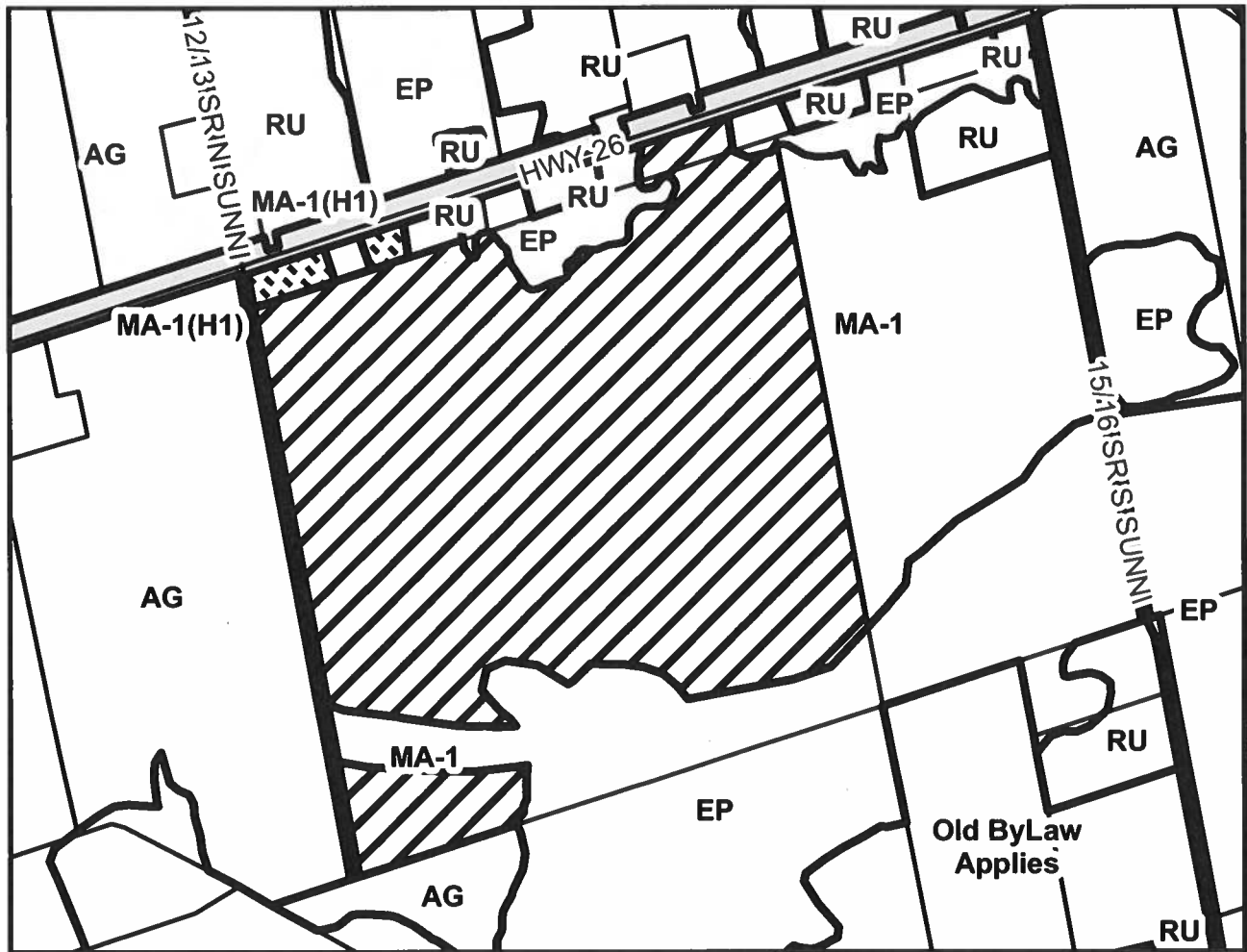
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Township of Clearview Schedule '10'

This is Schedule '10' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from AIRPORT INDUSTRIAL EXCEPTION 1 (MA-1) Zone to AIRPORT INDUSTRIAL (MA) Zone.



Area to be rezoned from AIRPORT INDUSTRIAL EXCEPTION 1 HOLD 1 (MA-1(H1)) Zone to AIRPORT INDUSTRIAL (MA) Zone.



1:15,000

0 60 120 240 360 480
Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

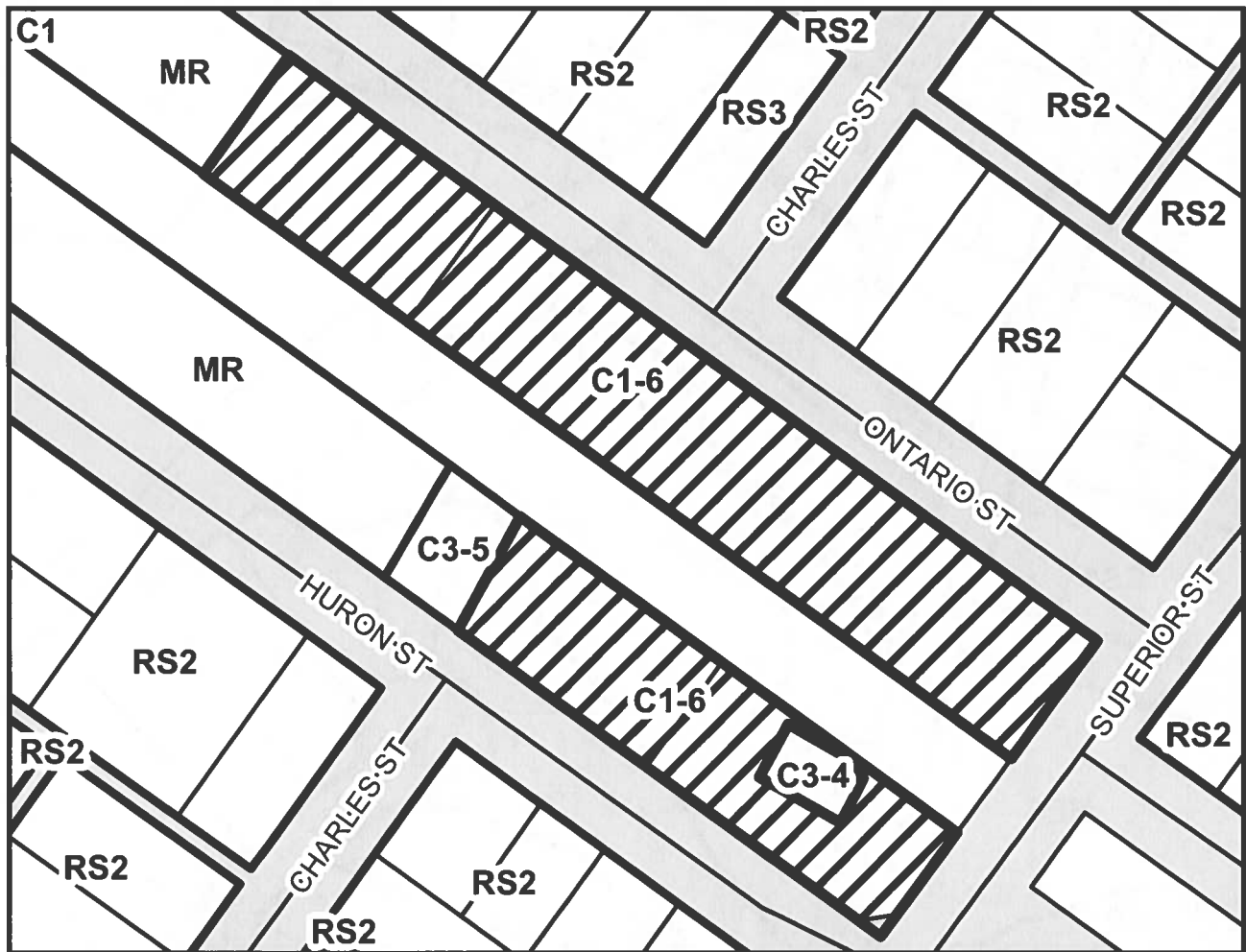
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Township of Clearview Schedule '11'

This is Schedule '11' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from GENERAL COMMERCIAL EXCEPTION 6 (C1-6) Zone to GENERAL COMMERCIAL EXCEPTION 8 (C1-8)



1:1,500



- Road Centerline
- Assessment Parcels
- Zone Boundary

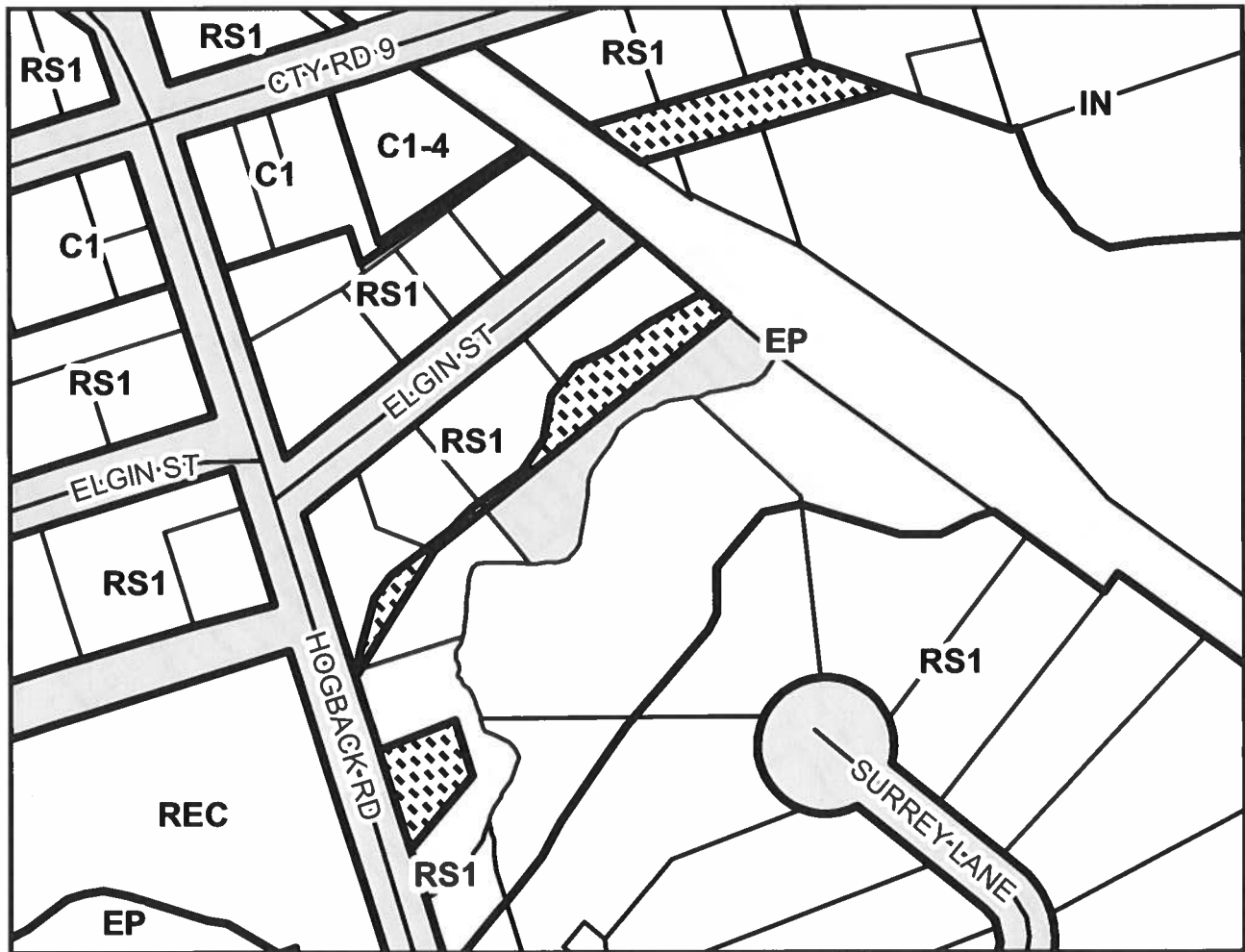
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Township of Clearview Schedule '12'

This is Schedule '12' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone to RESIDENTIAL MULTIPLE LOW DENSITY EXCEPTION 1 (RS-1) Zone.



1:2,500

0 10 20 40 60 80 Metres

- Road Centerline
- Assessment Parcels
- Zone Boundary

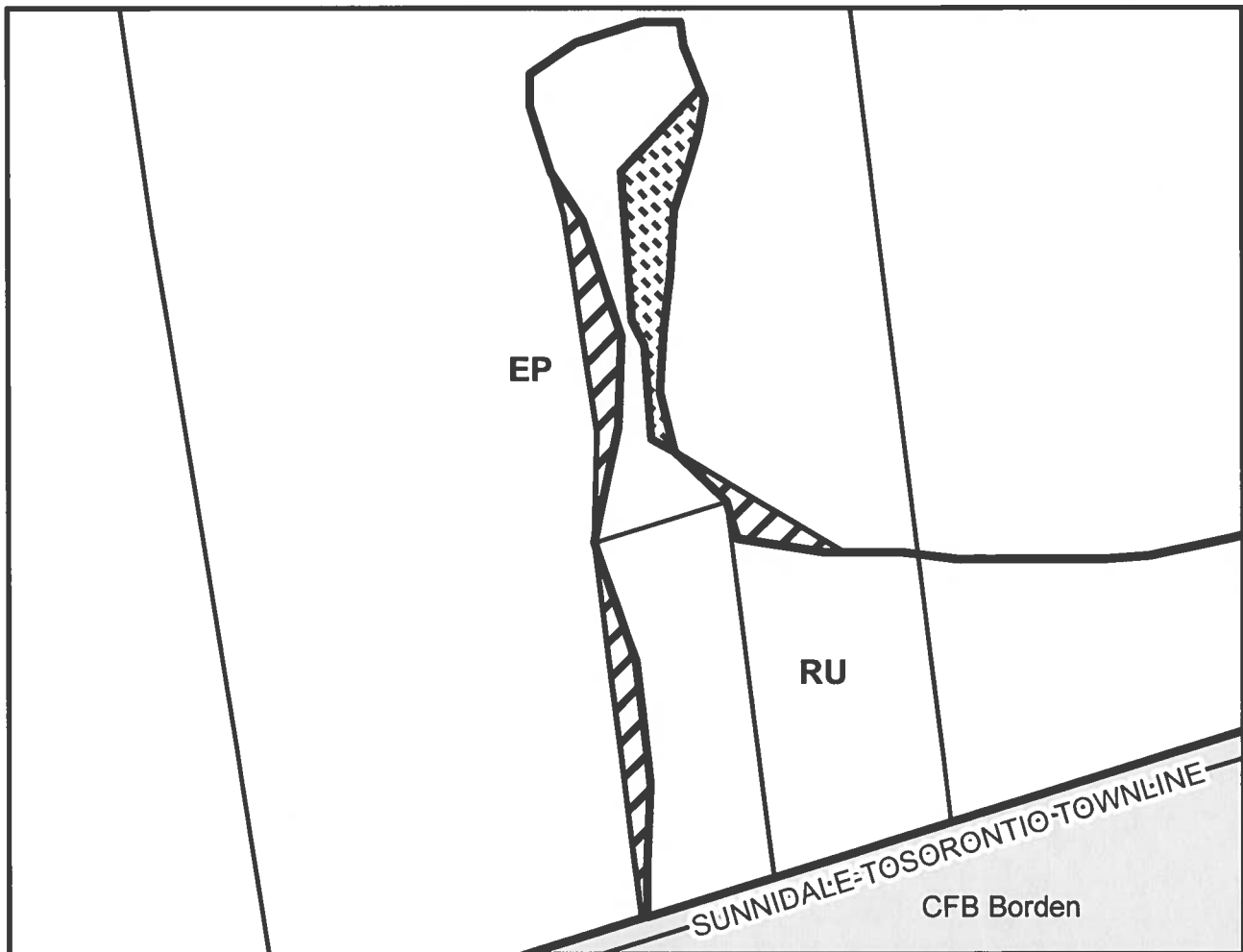
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Township of Clearview Schedule '13'

This is Schedule '13' to Zoning By-law No. 22-26,
passed this _____ day of _____, 2022.

MAYOR

DIRECTOR OF LEGISLATIVE SERVICES/CLERK



Area to be rezoned from ENVIRONMENTAL PROTECTION (EP) Zone to RURAL (RU) Zone.



Area to be rezoned from RURAL (RU) Zone to ENVIRONMENTAL PROTECTION (EP) Zone.



1:3,000

0 10 20 40 60 80 Metres

— Road Centerline

□ Assessment Parcels

□ Zone Boundary

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**The Corporation of the Township of Southgate
Notice of the Adoption of
the new
Township of Southgate Official Plan**

Take notice that the Council of the Corporation of the Township of Southgate passed 2022-067 on the 4th day of May, 2022 under section 17 of the Planning Act, R.S.O. 1990, as amended, to adopt the new Township of Southgate Official Plan.

The Official Plan is a land use planning document containing the Township's goals, objectives and policies that are intended to guide development and growth in the Township over a 25-year time horizon. The Official Plan manages and direct physical development within the context of social, economic, built and natural environmental matters in the Township.

The new Official Plan applies to all lands within the Township.

The Township of Southgate has now adopted the Official Plan and is forwarding it to the County of Grey for final approval.

Any person or public body will be entitled to receive notice of the decision of the approval authority, being the County of Grey, if a written request to be notified of the decision (including the person's or public body's address) is made to the County of Grey. In respect to such a request, please contact:

County Planning Department
County of Grey
595 9th Avenue East
Owen Sound ON N4K 3E3
Phone: (519) 376-2205
Fax: (519) 376-7970
Toll Free: 1-800-567-4739
Email: planning@grey.ca

A copy of the Official Plan Amendment is available for public inspection at the Township of Southgate and County of Grey during regular office hours.

Dated at the Township of Southgate
this 6th day of May, 2022.

Lindsey Green, Clerk
Township of Southgate
185667 Grey Rd. 9
Dundalk, ON N0C 1B0

Denise Holmes

From: Kerry Jenkins <kjenkins@nvca.on.ca>
Sent: Monday, May 9, 2022 1:38 PM
To: 'renee.ainsworth@springwater.ca'; 'salmas@collingwood.ca'; 'yaubichon@oro-medonte.ca'; 'wendy.cooke@barrie.ca'; 'bfalls@clearview.ca'; Pamela Fettes (clerk@newtecumseth.ca); Corrina Giles (cgiles@thebluemountains.ca); dgouldbrown@adjtos.ca; Denise Holmes; Lisa Lehr; Dina Lundy; Raylene Martell (clerk@greyhighlands.ca); 'nmartin@amaranth.ca'; rmurphy@townofbwg.com; clerksoffice@innisfil.ca; 'fred.simpson@townofmono.com'; 'tatkinson@mulmur.ca'; Jennifer Willoughby (jwilloughby@shelburne.ca)
Cc: Doug Hevenor; Sheryl Flannagan
Subject: NVCA's Audited Financial Statements

Good afternoon Clerks,

As participating municipalities of the NVCA, and as per the new requirements under the Conservation Authorities Act, Section 38(3) as below; we are required to send you our audited financial statements each year.

Annual audit

38 (1) Every authority shall cause its accounts and transactions to be audited annually by a person licensed under the Public Accounting Act, 2004 and shall ensure that the annual audit is prepared in accordance with generally accepted accounting principles for local governments recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as they exist from time to time. 2020, c. 36, Sched. 6, s. 24 (1).

Auditor

(2) No person shall be appointed as auditor of an authority who is or during the preceding year was a member of the authority or who has or during the preceding year had any direct or indirect interest in any contract or any employment with the authority other than for services within his or her professional capacity. R.S.O. 1990, c. C.27, s. 38 (2).

Auditor's report

(3) An authority shall, upon receipt of the auditor's report of the examination of its accounts and transactions, forthwith forward a copy of the report to each participating municipality and to the Minister. R.S.O. 1990, c. C.27, s. 38 (3).

As such, the NVCA is pleased to present its approved 2021 financial statements as approved by our Board of Directors on April 22nd, 2022. They can be found at:

<https://www.nvca.on.ca/Shared%20Documents/2020-12-31%20Nottawasaga%20Valley%20Conservation%20Authority-FS.pdf>

Please let us know should you have any questions.

Thank you,
Kerry

Kerry Jenkins (she/her/hers)
Administrative Assistant

Nottawasaga Valley Conservation Authority

8195 8th Line, Utopia, ON L0M 1T0
T 705-424-1479 ext 272
kjenkins@nvca.on.ca | nvca.on.ca

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Financial Statements of

**NOTTAWASAGA VALLEY
CONSERVATION AUTHORITY**

And Independent Auditors' Report thereon

Year ended December 31, 2021



KPMG LLP
Claridge Executive Centre
144 Pine Street
Sudbury ON P3C 1X3
Canada
Tel 705-675-8500
Fax 705-675-7586

INDEPENDENT AUDITORS' REPORT

To the Members of Nottawasaga Valley Conservation Authority

Opinion

We have audited the accompanying financial statements of Nottawasaga Valley Conservation Authority (the "Authority"), which comprise:

- the statement of financial position as at December 31, 2021
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes and schedule to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2021, and its results of operations and accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditors' Responsibilities for the Audit of the Financial Statements**" section of our report.

We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.



In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditors' Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Authority to cease to continue as a going concern.



Page 3

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

April 22, 2022

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Financial Position

December 31, 2021, with comparative information for 2020

	2021	2020
Financial Assets		
Cash	\$ 3,925,434	\$ 2,129,471
Accounts receivable (note 2)	263,973	255,940
Investment	-	522,186
	<u>4,189,407</u>	<u>2,907,597</u>
Financial Liabilities		
Accounts payable and accrued liabilities	500,328	481,386
Deferred revenue (note 4)	1,496,405	1,158,707
	<u>1,996,733</u>	<u>1,640,093</u>
Net financial assets	2,192,674	1,267,504
Non-Financial Assets		
Tangible capital assets (note 3)	8,712,545	8,845,972
Prepaid expenses	47,690	39,333
	<u>8,760,235</u>	<u>8,885,305</u>
Contingent liabilities (note 7)		
Commitments (note 13)		
Accumulated surplus (note 5)	<u>\$ 10,952,909</u>	<u>\$ 10,152,809</u>

See accompanying notes to financial statements.

On behalf of the Board:

_____ Chair

_____ CAO/Secretary - Treasurer

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Operations and Accumulated Surplus

Year ended December 31, 2021, with comparative information for 2020

	2021 Budget (note 11)	2021 Total	2020 Total
Revenue:			
Municipal levies			
- general matching	\$ 97,307	\$ 97,307	\$ 97,307
- general non-matching	2,569,541	2,562,542	2,528,356
- special	16,000	3,000	4,938
Municipal grants	55,000	100,122	50,714
Total municipal funding	2,737,848	2,762,971	2,681,315
Government - provincial grants (schedule)	312,807	334,824	316,030
- federal grants (schedule)	114,510	947,388	174,295
User fees (schedule)	1,370,040	1,302,434	1,027,319
Contributions and donations	501,040	485,093	572,965
Interest income	25,000	11,903	19,273
Miscellaneous	-	755	7,126
	5,061,245	5,845,368	4,798,323
Expenses (note 9):			
Planning services	1,392,395	1,357,656	1,416,403
Administrative support	535,416	562,770	565,208
Healthy waters	596,245	608,578	574,274
Reforestation	350,694	343,232	357,462
Flood forecast and warning	318,213	271,833	334,491
Tiffin Centre infrastructure maintenance	329,675	300,556	311,317
Corporate governance	317,283	334,499	316,933
Watershed science	463,507	452,460	410,021
Environmental education	185,237	219,045	172,142
GIS technical support	267,517	266,175	262,727
Conservation lands	193,239	248,579	200,730
Workshop vehicles and equipment	-	168	219
Engineering and technical services	-	79,717	9,101
	4,949,421	5,045,268	4,931,028
Annual surplus (deficit)	111,824	800,100	(132,705)
Accumulated surplus, beginning of year	10,152,809	10,152,809	10,285,514
Accumulated surplus, end of year	\$ 10,264,633	\$ 10,952,909	\$ 10,152,809

See accompanying notes to financial statements.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Changes in Net Financial Assets

Year ended December 31, 2021, with comparative information for 2020

	2021 Budget (note 11)	2021 Total	2020 Total
Annual surplus (deficit)	\$ 111,824	\$ 800,100	\$ (132,705)
Acquisition of tangible capital assets	(264,574)	(65,801)	(47,532)
Amortization of tangible capital assets	120,000	198,974	206,702
Loss on disposition of tangible capital assets	-	254	-
	(32,750)	933,527	26,465
Acquisition of prepaid expenses	-	(47,690)	(39,333)
Use of prepaid expenses	-	39,333	34,250
	-	(8,357)	(5,083)
Change in net financial assets	(32,750)	925,170	21,382
Net financial assets, beginning of year	1,267,504	1,267,504	1,246,122
Net financial assets, end of year	\$ 1,234,754	\$ 2,192,674	\$ 1,267,504

See accompanying notes to financial statements.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Cash flows from operating activities:		
Annual surplus (deficit)	\$ 800,100	\$ (132,705)
Items not involving cash:		
Amortization of tangible capital assets	198,974	206,702
Loss on disposition of capital assets	254	-
	999,328	73,997
Changes in non-cash working capital:		
Accounts receivable	(8,033)	(18,417)
Prepaid expenses	(8,357)	(5,083)
Accounts payable and accrued liabilities	18,942	121,811
Deferred revenue	337,698	255,605
	1,339,578	427,913
Investing activities:		
Redemption of investments	522,186	508,111
	522,186	508,111
Capital activities:		
Purchase of tangible capital assets	(65,801)	(47,532)
	(65,801)	(47,532)
Increase in cash	1,795,963	888,492
Cash, beginning of year	2,129,471	1,240,979
Cash, end of year	\$ 3,925,434	\$ 2,129,471

See accompanying notes to financial statements.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements

Year ended December 31, 2021

Nottawasaga Valley Conservation Authority (the "Authority") is a land and water management agency established under the provisions of the Conservation Authorities Act of Ontario. The Authority is a registered charitable organization and is exempt from income taxes under the Canadian Income Tax Act.

1. Significant accounting policies:

The financial statements for the Authority are the responsibility of and prepared by management in accordance with the Chartered Professional Accountants of Canada Public Sector Accounting Handbook, that sets out generally accepted accounting principles for government not-for-profit organizations in Canada. The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards (PSAS), excluding Sections PS4200 and PS4270, with the following significant accounting policies:

(a) Basis of accounting:

The financial statements are prepared using an accrual basis of accounting which recognizes the effect of transactions and events in the period in which the transactions and events occur, regardless of whether there has been a receipt or payment of cash or its equivalent. Accrual accounting recognizes an asset until the future economic benefit underlying the asset is partly or wholly used or lost.

(b) Tangible capital assets:

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, designed and engineering fees, legal fees and site preparation costs. Contributed capital assets are recorded at fair value at the time of donation, with a corresponding amount recorded as revenue. Amortization is being recorded at the following rates and methods commencing once the asset is available for productive use as follows:

Asset	Basis	Rate
Small equipment	Declining-balance	20%
Equipment and vehicles	Declining-balance	25%
Computer equipment	Straight-line	5 years
Furniture and fixtures	Straight-line	10 years
Site utilities	Straight-line	15 years
Buildings	Straight-line	50 years
Dam and structures	Straight-line	50 years

Tangible capital assets are written down when conditions indicate they are no longer able to contribute to the Authority's ability to provide goods or services, or when the value of future economic benefits associated with the tangible capital asset are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations and accumulated surplus.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(c) Cash:

Cash consists of cash on hand.

(d) Deferred revenue:

Funds received for specific purposes which are for future services are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which services are provided.

(e) Pension plan:

The Authority is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Authority has adopted defined contribution plan accounting principles for this plan because insufficient information is available to apply defined benefit plan accounting principles. The Authority records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the plan for the past employee service.

(f) Reserves:

The Authority internally allocates its accumulated surplus to capital reserves to finance the cost of tangible capital assets, purchases, maintenance and related expenditures and operating reserves in order to ensure funds are available for financial relief in the event of a significant loss of revenues or other financial emergency for which no other source of funding is available. These reserve allocations are directed by the Board of Directors of the Authority.

(g) Revenue recognition:

Provincial, federal and municipal grant funding revenues are recognized in the year to which the program relates and when the related expenses are incurred. Amounts unused at year end are deferred to subsequent years. Municipal levies are recognized in the year they are levied to member municipalities. User fees are recognized as revenue over the period the services are performed. Other revenues are recognized when they are received or receivable and collectability is reasonably assured.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(h) Use of estimates:

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Significant items subject to such estimates and assumptions include the carrying amounts of tangible capital assets, the allowance for doubtful accounts and deferred revenue. Actual results could differ from those estimates.

2. Accounts receivable:

	2021	2020
HST recoverable	\$ 10,572	\$ 6,168
Fees for services and other	207,575	237,877
Government grants	59,376	25,445
Allowance for doubtful accounts	(13,550)	(13,550)
	<u>\$ 263,973</u>	<u>\$ 255,940</u>

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements

Year ended December 31, 2021

3. Tangible capital assets:

Cost	Balance at December 31, 2020	Additions and Transfers	Disposals and Write-offs	Balance at December 31, 2021
Land	\$ 6,499,787	\$ -	\$ -	\$ 6,499,787
Buildings	1,978,239	-	-	1,978,239
Dams and structures	3,063,418	-	-	3,063,418
Site utilities	637,331	4,818	-	642,149
Equipment and vehicles	460,884	-	3,217	457,667
Small equipment	260,157	13,024	-	273,181
Computer equipment	274,699	47,959	63,961	258,697
Furniture and fixtures	264,444	-	-	264,444
Total	\$ 13,438,959	\$ 65,801	\$ 67,178	\$ 13,437,582

Accumulated Amortization	Balance at December 31, 2020	Disposals and Write-offs	Amortization Expense	Balance at December 31, 2021
Land	\$ -	\$ -	\$ -	\$ -
Buildings	845,596	-	39,206	884,802
Dams and structures	2,237,897	-	55,910	2,293,807
Site utilities	539,557	-	17,502	557,059
Equipment and vehicles	346,776	(3,154)	28,463	372,085
Small equipment	187,523	-	17,132	204,655
Computer equipment	211,714	(63,770)	32,885	180,829
Furniture and fixtures	223,924	-	7,876	231,800
Total	\$ 4,592,987	\$ (66,924)	\$ 198,974	\$ 4,725,037

	Net book value, December 31, 2020	Net book value, December 31, 2021
Land	\$ 6,499,787	\$ 6,499,787
Buildings	1,132,643	1,093,437
Dams and structures	825,521	769,611
Site utilities	97,774	85,090
Equipment and vehicles	114,108	85,582
Small equipment	72,634	68,526
Computer equipment	62,985	77,868
Furniture and fixtures	40,520	32,644
Total	\$ 8,845,972	\$ 8,712,545

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

4. Deferred revenue:

Revenue from the following sources received that were unexpended for the year have been deferred:

	2021	2020
Unearned project revenue	\$ 65,738	\$ 49,862
Forestry – follow-up tending	42,639	49,185
Subdivision and condominium fees	496,133	403,138
Site planning	148,875	160,112
H John McDonald Foundation	73,110	7,498
Other	104,272	121,349
Department of Fisheries and Oceans	24,164	24,951
Compensation Funds	437,178	325,149
Forests Ontario	43,373	17,463
WWF	35,438	–
TD Friends of the Environment	25,485	–
	<u>\$ 1,496,405</u>	<u>\$ 1,158,707</u>

5. Accumulated surplus:

	2021	2020
Internally restricted reserves (note 8)	\$ 2,251,622	\$ 1,319,960
Investments in tangible capital assets	8,701,287	8,832,849
	<u>\$ 10,952,909</u>	<u>\$ 10,152,809</u>

6. Credit facilities:

The Authority has a demand loan facility with Scotiabank. This credit facility has an authorized credit limit of \$500,000 (2020 - \$500,000) and bears interest at the bank's prime rate less 0.5%. There is no balance outstanding on the demand loan facility as at December 31, 2021 (2020 - \$Nil).

7. Contingent liabilities:

Legal actions and claims:

The Authority has received statements of claim as defendant under various legal actions resulting from its involvement in land purchases, fatalities, personal injuries and flooding on or adjacent to its properties. The Authority maintains insurance coverage against such risks and has notified its insurers of the legal actions and claims. It is not possible at this time to determine the outcome of these claims and, therefore, no provision has been made in these financial statements.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

8. Internally restricted reserve funds:

Appropriations are made from accumulated surplus to various reserve funds upon approval of the Board of Directors.

Operational Reserve:

The Operational Reserve was established to provide funds to purchase equipment as required.

Forestry Reserve:

The Forestry Reserve was established to provide funds to support the Forestry Program.

Watershed Science

The Watershed Science Reserve was established to provide funds to the Watershed Science Program.

Environmental Education Reserve:

The Environmental Education Reserve was established to cover future environmental equipment and material purchases.

Human Resources Reserve:

The Human Resources Reserve was established to provide funds to cover human resource issues.

New Lowell Reserve Fund:

The New Lowell Reserve Fund was established to cover future capital expenses for the New Lowell campground.

Capital Repair and Replacement Reserve:

The Capital Repair and Replacement Reserve was established to cover future capital expenses.

Healthy Waters Reserve:

The Healthy Waters Reserve was established to cover future expenses for the Healthy Waters program.

Land Management Acquisition Reserve:

The Land Management Acquisition Reserve was established to assist with acquisitions of significant or environmentally sensitive lands. The reserve would compliment the ongoing acquisition program and partnership arrangements with Nature Conservancy Canada and the Ministry of Natural Resources for Minesing Swamp and Niagara Escarpment lands.

Planning Reserve:

The Planning Reserve was established to cover legal activities and unexpected variations in planning revenue.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

8. Internally restricted reserve funds (continued):

The internally restricted reserve funds consist of the following:

	2021	2020
Operational reserve fund	\$ 628,160	\$ 265,889
Forestry reserve fund	21,576	—
Watershed reserve fund	35,219	—
Environmental education fund	14,412	6,331
Human resources reserve fund	606,956	239,866
New Lowell reserve fund	30,873	57,136
Capital repair and replacement reserve fund	813,601	692,001
Healthy waters reserve fund	61,123	13,936
Land management acquisition reserve fund	39,702	44,801
Total internally restricted reserve funds	\$ 2,251,622	\$ 1,319,960

9. Expenses by object:

	2021	2020
Wages and benefits	\$ 3,724,338	\$ 3,648,149
Purchased supplies	645,820	600,254
Professional and consulting fees	136,683	159,815
Amortization of tangible capital assets	198,974	206,702
Occupancy costs	180,817	168,120
Travel and vehicle	37,648	31,074
Office supplies and expenses	27,340	31,573
Education and training	10,159	5,845
Licenses, memberships and dues	41,956	46,902
Advertising	12,465	12,967
Interest and bank	29,068	19,627
	\$ 5,045,268	\$ 4,931,028

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

10. Pension plan:

OMERS provides pension services to more than 500,000 active and retired members and approximately 1,000 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the "Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2021. The results of this valuation disclosed total going concern actuarial liabilities of \$120,796 million (2020 - \$113,055 million) in respect of benefits accrued for service with total going concern actuarial net assets at that date of \$117,665 million (2020 - \$109,844 million) indicating a going concern actuarial deficit of \$3,131 million (2020 - \$3,211 million). Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees and the Authority's share is not determinable. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit.

The amount contributed to OMERS for 2021 was \$268,710 (2020 - \$281,627) and is included as an expense in the statement of operations and accumulated surplus.

11. Budget figures:

The budget adopted by the Board on December 11, 2020 includes the annual budget for capital additions and reserve transfers which are not reflected in the 2021 actual figures within the statement of operations. As a result, the budget figures presented in the statement of operations and accumulated surplus and change in net financial assets represent the financial plan adopted by the Board with adjustment as follows:

Annual Surplus per budget approved by the Board	\$ -
Less: Contributions to reserves	(152,750)
Add: Capital additions	264,574
Surplus per financial statements	<u>\$ 111,824</u>

12. Segmented reporting:

The Chartered Professional Accountants of Canada Public Sector Accounting Handbook Section PS2700, Segment Disclosures, establishes standards on defining and disclosing segments in a government's financial statements. Government organizations that apply these standards are encouraged to provide disclosures established by this section when their operations are diverse enough to warrant such disclosures.

The presentation of the items on the statement of operations and included within note 9 are considered sufficient to meet the requirements of PS2700, Segment Disclosures.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

13. Commitments:

Lease obligations:

The Authority is presently leasing equipment with a quarterly rental payment of \$2,485 which matures in 2026. The minimum lease payments required over the next five years are as follows:

2022	\$	9,940
2023		9,940
2024		9,940
2025		9,940
2026		4,971
	\$	44,731

Rental arrangements:

The Authority leases five pieces of property to three local municipalities and two not-for-profit organizations for no financial consideration. Under the terms of the agreements the municipalities and the not-for-profit organizations are responsible for all costs associated with their respective properties. The leases may be terminated by either party with written notice. The agreement with one local municipality extends to 2023 and the remaining two agreements with the local municipalities each extend to 2023 and 2025. The agreements with the two not-for-profit organizations extend to 2022 and 2023 respectively.

The Authority leases the New Lowell Campground and Conservation Park to two individuals who manage the park. Under the terms of the agreement which extends to April 14, 2023, the managers will pay the Authority a lease amount equal to \$18,815 plus HST per year with an additional 3% increase every year. The lease has a five year renewal option with the understanding that one year's notice must be given by either party to terminate the lease. The Authority is responsible for property taxes and property insurance while the managers are responsible for operational costs. Capital projects are paid for by the managers and become the property of the Authority.

The Authority leases various agricultural lands to farmers for minimal financial consideration under the terms of two agreements which both expire in 2024. The minimum future rental income to be received related to these leases varies depending on the tenant.

14. Comparative information:

Certain 2020 comparative information has been reclassified where necessary to conform to the current year presentation.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Notes to Financial Statements (continued)

Year ended December 31, 2021

15. Financial risks and concentration of risks:

(a) Other risks:

The Authority's main sources of revenue are municipal levies, government operating grants and fees for services. In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This resulted in the Canadian and Provincial governments enacting emergency measures to combat the spread of the virus. The Authority halted in-person activity and closed its facilities to staff for a period of time and moved to delivery of essential services in a virtual environment based on recommendations from Public Health Ontario. In 2021, certain in person services restarted with the Authority currently utilizing a hybrid model for the delivery of services in compliance with Public Health regulations.

In response to the adverse impact the pandemic has had on certain revenue streams, the Authority has undertaken certain cost cutting measures. The Federal government has provided financial relief in the form of grants totaling \$740,879.

The impact of COVID-19 is expected to negatively impact operations for a duration that cannot be reasonably predicted. The further overall operational and financial impact is highly dependent on the duration of COVID-19, including the potential occurrence of additional waves of the pandemic, and could be affected by other factors that are currently not known at this time. Management is actively monitoring the effect of the pandemic on its financial condition, liquidity, operations, suppliers, and workforce. Given the daily evolution of the pandemic and the global responses to curb its spread, the Authority is not able to fully estimate the effects of the pandemic on its results of operations, financial condition, or liquidity at this time.

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Schedule of Revenue

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Provincial government grants:		
Ministry of Natural Resources - Flood operations	\$ 97,307	\$ 97,305
Source Water Protection Planning	214,810	214,975
Other	15,207	-
Nottawasaga Watershed Improvement Program	7,500	3,750
Total provincial funding	\$ 334,824	\$ 316,030
Federal government grants	\$ 947,388	\$ 174,295
User fees:		
Planning	\$ 926,583	\$ 783,306
Environmental education	140,359	54,437
Conservation lands	111,599	71,358
Tiffin outreach	59,313	49,876
Stewardship services	57,910	36,678
GIS Technical Support	4,070	35
Watershed science	2,600	10,855
Healthy waters	-	15,995
Office and occupancy	-	4,779
	\$ 1,302,434	\$ 1,027,319

Denise Holmes

From: Nicole Martin <nmartin@amaranth.ca>
Sent: Wednesday, May 11, 2022 3:12 PM
To: Sabrina VanGerven; Denise Holmes; Fred Simpson; Jennifer Willoughby; Jessica Kennedy; Michelle Dunne; Mulmur Clerk; Orangeville; Susan Stone; Tracy Atkinson
Cc: James Johnstone
Subject: RE: Grand Valley Council Resolution

Hello all, further to the below email, the Council of the Township of Amaranth at its regular meeting of Council on May 4, 2022 the following motion was passed:

Council was reminded that Dufferin County is currently completing a Municipal Comprehensive Review and although MCR is not completed, the County has recently initiated staff-level discussions concerning potential boundary adjustments between Orangeville, East Garafraxa, Amaranth and Mono. While there have only been two such meetings the messaging can be summarized from the County's perspective as Orangeville needs to grow and how are we going to accommodate it. The Land Needs Assessment for MCR provides a recommendation on how projected growth should be allocated; however, there is no requirement that majority of it should be allocated to Orangeville. County Council recently passed a resolution that delayed the submission of MCR by one year and stated that growth targets should not be met by non-consensual boundary adjustments. It is the recommendation of staff that it be communicated that the position of the Township is staff shouldn't be tasked with beginning negotiations on a political decision in an election year without having completed any public planning process for the MCR.

Resolution #4

Moved by: S. Niedzwiecki – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council accept Memo to Council 2022-015. Staff should not be tasked with beginning negotiations on a political decision in an election year without any public planning process for the MCR.

CARRIED

From: Sabrina VanGerven <svangerven@townofgrandvalley.ca>
Sent: Monday, May 2, 2022 1:53 PM
To: Denise Holmes <dholmes@melancthontownship.ca>; Fred Simpson <fred.simpson@townofmono.com>; Jennifer Willoughby <jwilloughby@shelburne.ca>; Jessica Kennedy <jkennedy@eastgarafraxa.ca>; Michelle Dunne <mdunne@dufferincounty.ca>; Mulmur Clerk <rknechtel@mulmur.ca>; Nicole Martin <nmartin@amaranth.ca>; Orangeville <klandry@orangeville.ca>; Susan Stone <sstone@eastgarafraxa.ca>; Tracy Atkinson <tatkinson@mulmur.ca>
Subject: Grand Valley Council Resolution

Good afternoon,

At the April 26, 2022 regular meeting of Grand Valley Council the following resolution was passed:

Resolution 2022-04-28

Moved by P Latam, Seconded by S Miles

WHEREAS the Town of Grand Valley Council was disappointed to hear of the County's decision to delay the Municipal Comprehensive Review process until 2023;

WHEREAS the Town of Grand Valley Council has provided the information necessary to the County in a timely manner as requested;
WHEREAS the Town of Grand Valley Council has a desire to see growth beyond their current Urban Boundaries;
BE IT RESOLVED THAT the Town of Grand Valley requests Dufferin County Council reverse the decision to delay the Municipal Comprehensive Review process;
AND FURTHER THAT the process continues along the original timeline with completion expected by June 2022;
AND FURTHER THAT staff be directed to send a copy of this resolution to all municipalities within the County of Dufferin.
CARRIED

Please do not hesitate to contact me if you have any questions or concerns.

Kind regards,
Sabrina VanGerven



Sabrina VanGerven, CHRP
Deputy Clerk/Communications Coordinator
Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6
Tel: (519) 928-5652 | Fax: (519) 928-2275 | svangerven@townofgrandvalley.ca

Ministry of the Solicitor General

Ministère du Solliciteur général



Public Safety Division

Division de la sécurité publique

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

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

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

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

May 13, 2022

MEMORANDUM TO: Municipal Chief Administrative Officers

SUBJECT: Conclusion of COVID-19 Enforcement Support Line

I would like to take the opportunity to acknowledge the collective efforts of our partners, who have worked relentlessly over the course of the COVID-19 pandemic.

On March 31, 2020, the Ministry of the Solicitor General established the toll-free COVID-19 Enforcement Support Line and ministry email account to provide support to law enforcement personnel regarding the enforcement of emergency orders under the *Emergency Management and Civil Protection Act (EMCPA)*, as well as the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA)*, which was proclaimed into force on July 24, 2020. The dedicated line was only made available to police officers and other enforcement personnel who are designated as provincial offences officers for the purpose of enforcing orders under the EMCPA and ROA.

The Ontario government, in consultation with the Chief Medical Officer of Health, has cautiously and gradually eased public health and workplace safety measures. Effective April 27, 2022, all remaining measures, directives and orders ended with the exception of the masking and face covering requirements that will remain in place in certain settings under a Class Order made pursuant to Section 22 under Section 77.1 of the *Health Protection and Promotion Act* until June 11, 2022, unless extended or revoked.

As such, I am writing to advise that, effective immediately, the Ministry of the Solicitor General will discontinue the COVID-19 Enforcement Support Line and ministry email account in alignment with the expiry of orders under the EMCPA and ROA. In addition, the ministry will also be winding down province-wide reporting on enforcement of the EMCPA and ROA, in response to COVID-19.

Thank you once again for your continued support and collaboration during this challenging time.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Stubbings".

Richard Stubbings
Assistant Deputy Minister
Public Safety Division

Info # 11
MAY 19 2022



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

MEMORANDUM TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

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

SUBJECT: MULTI-MUNICIPAL WIND TURBINE WORKING GROUP

MEETING DATE: MAY 19, 2022

At the meeting of Council held on May 5, 2022, Council discussed becoming a voting member of the Multi-Municipal Wind Turbine Working Group.

I reached out to Julie Hamilton, Recording Secretary and she advised that to become a member, Council can pass a resolution naming the member's they wish to appoint.

Council can appoint two regular members, one alternate member and a citizen for the purpose of bringing expertise to the discussions. She provided me with the Terms of Reference for the Working Group and I have attached the TOR to this Memorandum. The cost of the annual Membership is \$400.00.

I have prepared the below motion for consideration:

Be it resolved that: that the Corporation of the Township of Melancthon become a member of the Multi-Municipal Wind Turbine Working Group at a cost of \$400.00 for the annual membership. Council hereby appoints the following Council member(s) to the Working Group:

Councillor Bill Neilson

_____, Alternate Member

Act #1
MAY 19 2022

Terms of Reference for the Multi-Municipal Wind Turbine Working Group

Name:

The committee shall be known as the Multi-Municipal Wind Turbine Working Group (the "Committee").

Purpose:

The purpose of the Committee is to draw together representatives from area municipalities to share and discuss and advocate "best practices" and other means to address mutual concerns regarding proposals to locate and install industrial/commercial wind generation facilities to all the relevant Government Ministries and Agencies.

Activities:

The Committee will meet on a regular basis to discuss ongoing matters and, where applicable, make recommendations to the Councils of the member municipalities for support and/or action as applicable.

The Committee will also undertake research into various related topics and liaise with other similar working groups as appropriate to share information and ideas.

The Committee may form sub-committees to concentrate on specific matters, which sub-committees will report back to the Committee on an ongoing basis.

Delegated Authority:

The Committee is a working group and has no delegated authority except for the advocacy of best practices.

The Committee has no authority to direct staff from any of the member municipalities, and any recommendations requiring implementation, reports, staff action, or a commitment to expend money must first be approved by the respective Council or Councils as the case may be, depending on the municipality(ies) impacted, before any action by staff may be taken.

Committee Composition:

The membership of the Committee will be comprised of representatives appointed by Council resolution or by-law from participating municipalities as follows:

- Two members of council from each participating municipality appointed as regular members of the Committee
- One member of council from each participating municipality appointed as an alternate to attend in the absence of one or both of the regular member representatives from that municipality (appointment of alternate is at the discretion of each member municipality)
- One citizen member may be appointed by each member municipality for the purpose of bringing additional expertise to the discussion

Should any participating municipality wish to opt out of the Committee, a resolution from the participating municipality shall be received by the Committee. There will be no refund of the annual fee to the municipality wishing to opt out.

Term of Office:

All members of the Committee shall be appointed for the term of the Council of the member municipality that appointed them.

Each appointing Council reserves the ability to replace its appointees at its sole discretion and may do so at any time by notifying the Recording Secretary by way of resolution or by-law.

Administration of the Committee:

The Committee will elect a Chair and Vice-Chair from amongst its members on an annual basis, at the beginning of each calendar year.

The Committee will be governed by the Procedural By-law of the Municipality of Arran-Elderslie, except as set out in these Terms of Reference.

Meetings of the Committee shall be open to the public, subject to the exceptions set out in Section 239 of the *Municipal Act, 2001*, as amended.

A maximum of three (3) delegations will be permitted to be placed on the agenda for any Committee meeting, or at the discretion of the Committee. The request to be added to the agenda and the nature of the delegation must be provided to the Recording Secretary not less than five (5) business days prior to the meeting. Each delegation will be allotted ten (10) minutes for their presentation, at the discretion of the Committee.

Notwithstanding the limit to the number of delegations to be placed on the agenda,

with the approval of a majority of the Committee members present, up to an additional three (3) 5-minute delegations may be permitted to address the Committee at any given meeting on short notice.

Delegations will not be permitted to appear before the Committee to present the same information on more than one occasion, nor shall multiple delegations be permitted to repeat the same information as previous delegations, and the ruling of the Chair of the Committee with respect to this matter shall be final.

Staff attending meetings of the Committee are not members of the Committee.

All members of the Committee agree to provide financial support for the secretarial support for the Committee by forwarding, to the Municipality of Arran-Elderslie an amount as established by the Committee, and approved by consensus of the Councils of the participating municipalities. The Committee will review and levy this amount on an annual basis, at the beginning of the calendar year and this levy must be paid by June 1st in each year. In case of any participating municipality discontinuing their participating in Committee, the said municipality shall remain liable for payment of their support for that calendar year.

If the Committee is disbanded, the members of the Committee at the time of disbandment shall agree how the remaining funds shall be distributed, and approved by consensus of the Councils of the remaining participating municipalities.

The Committee shall provide an annual fee structure which shall be approved by Councils of the participating municipalities. A year-end financial statement will be forwarded to the Clerks of the participating municipalities by April 1st of the following year.

Minutes from Committee meetings will be presented for adoption by the Committee at its next regular meeting and once adopted, forwarded to the member municipalities for information and disposition of recommendations as necessary.

Membership:

A yearly record of membership will be established by the Recording Secretary and the agendas and minutes will reflect the name of the appointed member's municipality represented. This record of membership shall be updated from time to time as required, and be provided to all participating municipalities.

Quorum:

Quorum shall be a representation of appointed officials from a majority of the participating municipalities, either by one, two or three of the appointed members or the alternate appointee (where such appointee exists). Quorum shall be 50% of the participating municipalities plus one (1).

Voting Strength:

Each participating municipality shall carry a voting strength of one (1) vote per participating municipality and a quorum shall be 50% of the participating municipalities plus one (1).

Agendas and Minutes:

The Agendas will be prepared by the Recording Secretary and distributed to each participating municipality for posting in accordance with their standard practices.

The minutes once adopted by the Committee will be forwarded to each participating municipality and made public by each participating municipality in accordance with their standard practices.

Meeting Schedule:

It is expected that the Committee will meet on an approximately monthly basis, or at the call of the Chair, as may be determined from time to time.

The Committee will establish a proposed meeting schedule on an annual basis at the beginning of the year to facilitate planning.

Staff Resources:

Secretarial support including preparation of agendas and minutes of meetings will be provided by the Recording Secretary who is hired by the Committee.

The Committee may appoint a technical assistant at a rate to be determined, and approved by consensus of the Committee, but will not exceed the annual budget.

Miscellaneous:

These Terms of Reference for the Multi-Municipal Wind Turbine Working Group are established by consensus of the Councils of the participating municipalities and can only be altered by consensus of those municipalities.

Date of Adoption of Terms of Reference: February 2011

Date of Amendment: September 2015



May 16, 2022

Via: Email

Ms. Denise Holmes, A.M.C.T.
CAO/Clerk
Township of Melancthon
157101 Highway No. 10
Melancthon ON L9V 2E6

Dear Denise:

**Re: James Foley Municipal Drain
File No. D-ME-SUP
Project No.: MSO019743.2022**

On January 14, 2021, Council accepted a notification for maintenance and repair of the James Foley Municipal Drain signed by Manassa and Salinda Martin, owners of Pt. Lots 245 & 246, Concession 3 SW. Council subsequently directed that we investigate and report back with our findings and recommendations.

The James Foley Municipal Drain is a lengthy drain which commences at the Grand River in Lot 248, Concession 3 SW, and terminates in Lot 34, Concession 5 NE. The drain, in the vicinity of the Martin property, was last cleaned out in 1958. The location of the drain on the Martin property is shown in the attached location plan. Our field investigation found that the drain remains in relatively good condition. There are a few locations where sediment deposition has narrowed the ditch bottom and is causing erosion. Shown below are photographs that were taken during our field investigation and walk over.



Act # 2
MAY 19 2022

We discussed our findings on-site with Mr. Martin. He indicated that the removal of the deposited sediment at the eroded areas is the extent of the maintenance work he was seeking. He further indicated that he would be willing to undertake the work at his expense. This is a generous offer and saves considerable administration time for Township Staff.

We would have no concerns with allowing the owners to complete the minor work. As such, we recommend that permission be granted to Manassa and Salinda Martin to remove the deposited sediment at the eroded areas on the James Foley Municipal Drain in Pt. Lots 245 & 246, Concession 3 SW under our direction. We will secure the necessary permits prior to the work and assist the owner's Contractor during the minor remedial work. We will also let Council and Staff know when the work has been completed to our satisfaction.

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

Yours truly,

R.J. Burnside & Associates Limited
Drainage Superintendent



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

Enclosure: James Foley Municipal Drain Location Plan

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

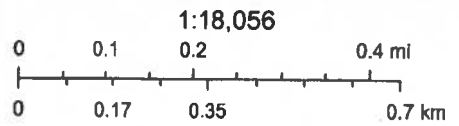
220516_5162022 DHolmes James Foley Municipal Drain 019743-2022.docx
13/05/2022 2:31 PM

JAMES FOLEY MUNICIPAL DRAIN LOCATION PLAN



12/7/2020, 1:30:51 PM

Assessment Lot Parcels



© OpenStreetMap (and) contributors, CC-BY-SA

R.J. BURNSIDE & ASSOC. LTD.
DRAINAGE SUPERINTENDENT

MAY 2022



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

MEMORANDUM TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

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

SUBJECT: FACILITY USER RENTAL INSURANCE

MEETING DATE: MAY 19, 2022

Attached to this Memorandum is information regarding Facility User Rental Insurance which we could offer to people wanting to rent the Horning's Mills Community Hall. It is more affordable than asking renters to provide their own insurance to rent the Hall.

I have spoken with Staff at both the Centre Dufferin Recreation Complex and the Township of Mulmur and this is how they deal with the insurance for their facilities.

How the program works, is the upfront cost of the deposit premium would be borne by the Township of Melancthon, and each time the Hall is rented, the renter will be charged a fee according to the chart which is attached. The fee is based on how many people will be attending the event, how many hours the event will be and whether or not alcohol will be served. The person booking the rentals will be asked to keep track of the information and at the end of the year, it will be sent into the Insurance Company to be reconciled and the Township may get money refunded depending on the number of rentals. There are some excluded activities which are outlined at the bottom of the chart, and people wanting to rent the Hall for those activities will have to provide their own insurance and this can be done easily online through PAL event insurance.

I am recommending that the Township purchase the coverage for the \$5,000,000.00 limit. Heather Hill from The Insurance Store advises that if a claim does come in, it is separate from the Township's Policy and will not affect the Township's Claim experience.

Once Council has determined if they would like to go this route for Insurance, the Insurance clause to the Hall Rental Agreement will be amended with suitable wording provided by the Insurance Company.

Should there be any questions, please let me know in advance of the Council meeting so that I can have the answers for the meeting.

GB# 16.2.1
MAY 19 2022

Facility User Solution Coverage Highlights

Overview

The **Intact Public Entities User Solution** provides you (the facility owner) with the knowledge that the person(s) renting or leasing your facilities have insurance for events they are hosting.

You also have peace of mind knowing they have added you (the facility owner) as an 'additional insured' to that insurance. As an 'additional insured' your interests are covered when a claim occurs as a result of negligence by someone renting or leasing the facilities.

With the **Intact Public Entities Facility User Solution** we automatically cover a variety of 'Sporting' and 'Non-Sporting Events.'

Features

We provide coverage on one master policy with:

- The option of insuring all of your rented or leased facilities or only selected facilities.
- The option of \$2,000,000 or \$5,000,000 liability limits for all users.
- Coverage under a commercial general liability form with extensions for Tenants Legal Liability, Medical Expenses and Non Owned Automobile Coverage.
- Coverage is written on a Reporting Basis – with a deposit premium at inception and premium being adjusted annually.

Activities or Events Insured

Approved Activities include the following Non Sporting and Sporting Events:

Non Sporting Events

Anniversaries, arts, art shows and exhibits, auctions, banquets, bazaars, birthday parties, bridge, chess clubs, crafts, dance parties, dance recitals, dinners, engagement parties (e.g. Jack and Jill events), fashion shows, graduations, music recitals or other family celebrations (e.g. christenings, showers, graduations etc.), photo shoots, picnics, religious services, retirement parties, reunions, seasonal markets, seminars, speakers, talent shows, theatre performances, weddings or other ceremonies, workshops/classroom instruction.

Sporting Events

Badminton, baton twirling, bowling, curling, dance lessons, horseshoes, lawn bowling, public skating, shuffle board, table tennis, tai chi, tennis, ball/roller/floor hockey, baseball, basketball, broomball, cheer leading, cricket, dodge ball, dry land training, field hockey, figure skating, fitness classes, frisbee, handball, non-contact sports (martial arts, pick up hockey, pick up lacrosse, touch/flag football), pickle ball, racquet ball, ringette, slo-pitch, soccer, softball, squash, swimming with life guard, synchronized swim, t-ball, track & field, volleyball and yoga.

Excluded Activities

Alpine skiing, bachelorette/stagette parties, bike racing, boxing, climbing walls, contact sports, cycling, fireworks, gymnastics, horse related, kabaddi, kayaking, kickboxing, motor vehicle activities, rugby, skateboarding, snowboarding, stag/bachelor parties, tackle football or wrestling.

While we do provide coverage under the program for sporting activities we do not provide coverage for Organized Sports Teams/Leagues.

Intact Public Entities Facility User Rates \$2,000,000 Limits of Liability

Rates shown below are for your information only and do not include premium sales tax.

Non Sporting Events or Occasions

Anniversaries, arts, art shows and exhibits, auctions, banquets, bazaars, birthday parties, bridge, chess clubs, crafts, dance parties, dance recitals, dinners, engagement parties (e.g. Jack and Jill events), fashion shows, graduations, music recitals or other family celebrations (e.g. christenings, showers, graduations etc.), photo shoots, picnics, religious services, retirement parties, reunions, seasonal markets, seminars, speakers, talent shows, theatre performances, weddings or other ceremonies, workshops/classroom instruction.

Rates/Premium

Number of People Attending Event	No Alcohol			Alcohol		
	Hourly Rate**	1-2 Day Event	3-5 Day Event	Hourly Rate**	1-2 Day Event	3-5 Day Event
1-50	\$3.00	\$25	\$50	\$12.00	\$85	\$150
51-100	\$4.00	\$50	\$85	\$20.00	\$130	\$260
101-200	\$6.00	\$75	\$125	\$30.00	\$200	\$400
201-500	\$8.00	\$150	\$200	\$40.00	\$350	\$700
501-1000	\$10.00	\$220	\$300	\$50.00	\$550	Refer
1001-1500	\$15.00	\$300	Refer	Refer	Refer	Refer
1501+	Refer	Refer	Refer	Refer	Refer	Refer

** If hourly Rate exceeds the 1 Day rate, charge the 1 day rate.

*Event: 1-2 Day Event Rates and 3-5 Day Event Rates are Per Event Rates and Not Per Day Rates.

E.g. An art event (alcohol) is being held for 2 days. It is estimated 500 people will attend over the 2 day period. The total charge would be: \$350.

*Events: Annual Weekly Meetings: Charge 5 times the flat charge shown for a 1-2 Day Event for a Total Annual Premium.

E.g. 50 people rent a facility weekly to play bridge (no alcohol event). The Annual Charge would be: $\$25 \times 5 = \125 Total Annual Premium

*Events: Annual Monthly Meetings: Charge 3 times the flat charge shown for a 1-2 Day Event for a Total Annual Premium.

E.g. 250 people rent a hall monthly (alcohol event). The Annual Charge would be: $\$350 \times 3 = \$1,050$ Total Annual Premium

Excluded Activities

Alpine skiing, bachelorette/stagette parties, bike racing, boxing, climbing walls, contact sports (including hockey, lacrosse, martial arts), cycling, fireworks, gymnastics, horse related, kabaddi, kayaking, kickboxing, motor vehicle activities, rugby, skateboarding, snowboarding, stag/bachelor parties, tackle football, wrestling and organized sports teams/leagues.

Intact Public Entities Facility User Rates \$2,000,000 Limits of Liability

Sporting Events or Activities				
Note: Organized Sports Leagues without insurance are a Company Referral				
Low Risk				
Badminton, baton twirling, bowling, curling, dance lessons, horseshoes, lawn bowling, public skating, shuffle board, table tennis, tai chi, tennis				
Medium Risk				
Ball/roller/floor hockey, baseball, basketball, broomball, cheerleading, cricket, dodge ball, dry land training, field hockey, figure skating, fitness classes, frisbee, handball, non-contact sports (martial arts, pick up hockey, pick up lacrosse, touch/flag football), pickle ball, racquet ball, ringette, slo-pitch, soccer, softball, squash, swimming with life guard, synchronized swim, t-ball, track & field, volleyball, yoga				
Rates/Premium				
Number of Participants	Low Risk		Medium Risk	
	Hourly Rate**	1 Day Flat Event*	Hourly Rate**	1 Day Flat Event*
1-25	\$2.50	\$60	\$4.00	\$95
26-50	\$4.00	\$90	\$6.00	\$120
51-100	\$6.00	\$120	\$8.00	\$190
101+	Refer	Refer	Refer	Refer
*Events Over 1 day: Any Single Sporting Event being held for more than 1 consecutive is a Company Referral				
*Events - Annual Weekly and Seasonal Activities: Charge 2 times the flat charge shown for a Total Annual Premium				
E.g. Yoga Classes (medium activity) with 20 people attending weekly. The Annual Charge would be: \$95 x 2 = \$190 Total Annual Premium.				
E.g. A group of people get together weekly to figure skate from September to March (seasonal and medium activity) the total number of people in the group is 30 people. The Annual Charge would be: \$120 x 2 = \$240 Total Annual Premium.				
Excluded Activities				
Alpine skiing, bachelorette/stagette parties, bike racing, boxing, climbing walls, contact sports (including hockey, lacrosse, martial arts), cycling, fireworks, gymnastics, horse related, kabaddi, kayaking, kickboxing, motor vehicle activities, rugby, skateboarding, snowboarding, stag/bachelor parties, tackle football, wrestling and organized sports teams/leagues.				

Intact Public Entities Facility User Rates \$5,000,000 Limits of Liability

Rates shown below are for your information only and do not include premium sales tax.

Non Sporting Events or Occasions

Anniversaries, arts, art shows and exhibits, auctions, banquets, bazaars, birthday parties, bridge, chess clubs, crafts, dance parties, dance recitals, dinners, engagement parties (e.g. Jack and Jill events), fashion shows, graduations, music recitals or other family celebrations (e.g. christenings, graduations, showers etc.), photo shoots, picnics, religious services, retirement parties, reunions, seasonal markets, seminars, speakers, talent shows, theatre performances, weddings or other ceremonies, workshops/classroom instruction.

Rates/Premium

Number of People Attending Event	No Alcohol			Alcohol		
	Hourly Rate**	1-2 Day Event	3-5 Day Event	Hourly Rate**	1-2 Day Event	3-5 Day Event
1-50	\$5.00	\$50	\$100	\$25.00	\$150	\$300
51-100	\$8.00	\$100	\$170	\$40.00	\$260	\$500
101-200	\$12.00	\$150	\$250	\$60.00	\$350	\$700
201-500	\$16.00	\$300	\$400	\$80.00	\$650	\$950
501-1000	\$20.00	\$440	\$600	\$95.00	\$850	Refer
1001-1500	\$30.00	\$600	Refer	Refer	Refer	Refer
1501+	Refer	Refer	Refer	Refer	Refer	Refer

**** If hourly Rate exceeds the 1 Day rate, charge the 1 day rate.**

***Event: 1-2 Day Event Rates and 3-5 Day Event Rates are Per Event Rates and Not Per Day Rates**

E.g. An art event (alcohol) is being held for 2 days. It is estimated 500 people will attend over the 2 day period. The total charge would be: \$650.

***Events: Annual Weekly Meetings: Charge 5 times the flat charge shown for a 1-2 Day Event for a Total Annual Premium**

E.g. 50 people rent a facility weekly to play bridge (no alcohol event). The Annual Charge would be: $50 \times 5 = \$250$ Total Annual Premium

***Events: Annual Monthly Meetings: Charge 3 times the flat charge shown for a 1-2 Day Event for a Total Annual Premium**

E.g. 250 people rent a hall monthly (alcohol event). The Annual Charge would be: $650 \times 3 = \$1,950$ Total Annual Premium

Excluded Activities

Alpine skiing, bachelorette/stagette parties, bike racing, boxing, climbing walls, contact sports (including hockey, lacrosse, martial arts), cycling, fireworks, gymnastics, horse related, kabaddi, kayaking, kickboxing, motor vehicle activities, rugby, skateboarding, snowboarding, stag/bachelor parties, tackle football, wrestling and organized sports teams/leagues.

Intact Public Entities Facility User Rates \$5,000,000 Limits of Liability

Sporting Events or Activities				
Note: Organized Sports Leagues without insurance are a Company Referral				
Low Risk				
Badminton, baton twirling, bowling, curling, dance lessons, horseshoes, lawn bowling, public skating, shuffle board, table tennis, tai chi, tennis				
Medium Risk				
Ball/roller/floor hockey, baseball, basketball, broomball, cheerleading, cricket, dodge ball, dry land training, field hockey, figure skating, fitness classes, frisbee, handball, non-contact sports (martial arts, pick up hockey, pick up lacrosse, touch/flag football), pickle ball, racquet ball, ringette, slo-pitch, soccer, softball, squash, swimming with life guard, synchronized swim, t-ball, track & field, volleyball, yoga				
Rates/Premium				
Number of Participants	Low Risk		Medium Risk	
	Hourly Rate**	1 Day Flat Event*	Hourly Rate **	1 Day Flat Event*
1-25	\$5.00	\$120	\$7.00	\$150
26-50	\$7.00	\$160	\$10.00	\$200
51-100	\$10.00	\$240	\$15.00	\$350
101+	Refer	Refer	Refer	Refer
** If hourly Rate exceeds the 1 Day rate, charge the 1 day rate.				
*Events Over 1 day: Any Single Sporting Event being held for more than 1 consecutive day is a Company Referral				
*Events - Annual Weekly and Seasonal Activities: Charge 2 times the flat charge shown for a Total Annual Premium				
E.g. Yoga Classes (medium activity) with 20 people attending weekly. The Annual Charge would be: \$150 x 2 = \$300 Total Annual Premium.				
E.g. A group of people get together weekly to figure skate from September to March (seasonal and medium activity). The total number of people in the group is 30 people. The Annual Charge would be: \$200 x 2 = \$400 Total Annual Premium.				
Excluded Activities				
Alpine skiing, bachelorette/stagette parties, bike racing, boxing, climbing walls, contact sports (including hockey, lacrosse, martial arts), cycling, fireworks, gymnastics, horse related, kabaddi, kayaking, kickboxing, motor vehicle activities, rugby, skateboarding, snowboarding, stag/bachelor parties, tackle football, wrestling and organized sports teams/leagues.				

INTACT PUBLIC ENTITIES FACILITY USER GROUP CLIENT ADMINISTRATION RECORD

Client (Insured) Name	
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Policy and Risk Number	
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Policy Term	
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Limit of Liability	
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Facility Type and Event Description	Facility Address	Date Rented (dd-mm-yy)	Hours Rented	Event Type	Alcohol Served (Yes or No)	Sporting Low Risk / Medium Risk	Number of People Attending

BLUEWATER GEOSCIENCE CONSULTANTS INC.

42 Shadyridge Place
Kitchener, Ontario
N2N 3J1

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

May 16, 2022

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

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

**Re: Strada Aggregates 2021 Groundwater and Surface Water Monitoring Report,
Shelburne Pits 1-4, Melancthon Township, ON.**

Denise:

Bluewater Geoscience Consultants Inc. (Bluewater) is pleased to provide this review of the above-captioned report. The report details the 2021 groundwater and surface water sampling completed by Whitewater Hydrogeology Ltd. on behalf of Strada Aggregates.

The 2021 report includes the results of water taking volumes as well as groundwater and surface water sampling and laboratory analyses completed for the site. The water taking report determined the maximum daily water taking was 1,173,683 litres, below the allowable maximum of 2,400,00 specified in the Permit To Take Water (PTTW) 3210-AKRL9C for the site.

Surface water monitoring was undertaken during 2021 including for the 'Wash' Pond as well as the 'North', 'South' and 'Vernal' Ponds. The monitoring suggests that the water takings are not affecting these surface water features significantly.

Groundwater levels in the site wells were monitored throughout 2021 and these levels suggest minimal disruption to the groundwater regime due to site operations. Groundwater sampling with laboratory analysis was completed on a semi-annual basis during 2021 as per past years. During the sampling event completed in May 2021, three of the wells were determined to contain detectable PHC concentrations. This occurred at wells OW-10A, OW-12A and OW-14B. These wells had not registered detectable PHC concentrations in the past. At OW-10A and OW-14B the PHC concentrations were determined to be in excess of the Ont. Reg. 153/04 Site Condition Standard (SCS) applicable to the property.

Upon review of the 2021 report, Bluewater contacted Strada and Whitewater to discuss this finding and determine what actions would be taken in response. Strada and Whitewater agreed to undertake a re-sampling of the three wells with elevated PHC detections. During the spring of 2022 a re-sampling of the three wells was undertaken with laboratory analysis of samples for the F2 – F4 fraction PHC parameters. It was reported that all three samples were determined to not contain any detectable PHC concentrations.

BLUEWATER GEOSCIENCE

GB# 16.2.2

MAY 19 2022

In consultation with Strada and Whitewater regarding the findings of the 2021 groundwater sampling results and the initial lack of an appropriate response to the PHC detections, Strada and Whitewater have agreed to the following protocols. If any groundwater sample is found to contain detectable concentrations of any VOC or PHC parameters in the future they will immediately notify the Township of this finding and will undertake a re-sampling of any wells determined to contain the detectable concentrations. Should the re-sample be found to still contain any detectable concentrations, immediate corrective action is to be implemented including appropriate regulatory notification.

We trust you will find this review satisfactory for your present requirements. Should you have any questions, or require further information, please feel free to contact the undersigned.

Sincerely,
BLUEWATER GEOSCIENCE CONSULTANTS INC.



Breton J. Lemieux, M.Sc., P.Geo., QP
President, Senior Geoscientist

Date: May 16, 2022

Denise Holmes

From: David Thwaites [REDACTED]
Sent: Thursday, April 21, 2022 8:03 PM
To: Denise Holmes
Subject: Recreation-NDCC plus

Denise:

As a followup to tonite's Council meeting, while I support the decision of Council to defer the decision on the NDCC to new Council/ post election I do believe that Council as currently constituted could and should implement now a process for public consultation and information gathering that would facilitate and assist new Council's decision making.

The need is for Melancthon to come to grips on all Recreation needs for the residents of the Township, including the future of NDCC, the Role/commitments for the CRDC (Shelburne) and to Southgate. This has not been done too date.

To defer and lose another year in the opportunity to to have the requisite information would be unfortunate to say the least. This is more so since the Township continues to make substantial contributions to the capital expenses/reserves of these facilities BUT with very, very limited control on the ability to recapture these contributions.

The Township needs to understand the short and long term needs of residents and certainly should not be proceeding based upon the philosophy expressed by the Mulmur/Melancthon NDCC study consultants "build it and they will come". I objected to the approach then and I would submit it is critical to understand where Melancthon is at. My concern is underlined by the apparent approach that Recreation is not to be a County driven initiative/responsibility at least on the capital infrastructure.

I would be pleased to volunteer/assist on any initiative that might be taken at this time.

I recognize that there may be a cost to a "study/survey" but it will be pennies compared to the millions being discussed otherwise.

Thank you.

David Thwaites

Sent from my iPad

Denise Holmes

From: Ellen Pickard <epickard@dufferincounty.ca>
Sent: Wednesday, May 11, 2022 11:50 AM
To: Denise Holmes
Subject: FW: Council Chamber Quotation
Attachments: Melancthon Township Council Chamber QUO 202201023.pdf

Good Morning Denise,
Please see the attached quote from Sight and Sound.

Let me know if you have any questions.

Thanks,
Ellen

Ellen Pickard | IT Technician | Information Technology
County of Dufferin | Phone: 519.941.2816 Ext: 8006 | epickard@dufferincounty.ca | 51 Zina St, Orangeville, ON L9W 1E5

From: Rebecca Christensen <Rebecca.Christensen@sightnsounddesign.com>
Sent: Wednesday, May 11, 2022 10:09 AM
To: Ellen Pickard <epickard@dufferincounty.ca>
Subject: Council Chamber Quotation

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the contents to be safe.

Good morning,

Please see attached quotation from the visit with Martin.

-Thank You,

Sight N Sound Design
Rebecca Christensen
P: 905-882-0042 x 2017
F: 905-882-0402

DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the County of Dufferin. Finally, the recipient should check this email and any attachments for the presence of viruses. The County of Dufferin accepts no liability for any damage caused by any virus transmitted by this email. The Corporation of the County of Dufferin, 55 Zina Street, Orangeville, Ontario. www.dufferincounty.ca

SIGHT N SOUND DESIGN INC

20 WERTHEIM CRT., UNIT 30
RICHMOND HILL, ON L4B 3A8
TEL: (905) 882-0042
FAX: (905) 882-0402
WEB: sightnsounddesign.com

May 11, 2022
Quotation #202201023

Memo to: Ellen Pickard, Melancthon Township
From: Martin Lewis

Re: Melancthon Township – Council Chamber

In accordance with your request we are pleased to provide the following information:

1. Scope of Work

- 1.1 SNS to supply and install one large display mounted on the side wall for display of content being presented to web based meeting (ex. Zoom) when conducting a remote session.
- 1.2 SNS to supply and install on HDMI input for presentation desk in center of room. This to allow for local presentation of content directly to the screen. If the meeting is web based content to be presented through the web-based meeting.
- 1.3 SNS to supply and install Crestron AirMedia to allow staff to present to the screen from any position within the room. Unit connects to the client Wi-Fi.
- 1.4 SNS to supply and install 7 microphones mounted on movable bases on the council members desk to provide voice lift within the room and transmit the audio to the far end of the web-based meeting.
- 1.5 SNS to supply and install one microphone mounted on movable base at the presentation desk location.
- 1.6 SNS to supply and install ceiling mounted loudspeakers for presentation sound, voice lift and reproduction of the audio (far end participants) from the web based meeting.
- 1.7 SNS to supply and install two ceiling mounted cameras to capture the council members at the front of the room and to capture somebody at the presentation desk or public gallery for question and answer.
- 1.8 SNS to supply and install one microphone location complete with stand and microphone to allow questions to be asked from the public gallery.
- 1.9 SNS to supply required hardware to merge all audio and camera location to a single USB connection for connection client laptop to enable council chamber to be seen and heard in the web-based meeting.

- 1.10 SNS to supply and install Crestron control system to allow control of the screen, cameras, microphones and USB connectivity to simplify use of the system,
- 1.11 SNS to supply and install small equipment rack to mount required system components. Rack to be supplied with wood side panels, client to select from manufacturer samples.

2. Equipment

AV-001	1	LG 86" Monitor, 4K Commercial Grade	
AV-002	1	Large Screen Wall Mount	
AV-003	1	HDMI Extension Set	
AV-004	1	Crestron AirMedia 3100	
AV-005	8	Gooseneck Mics w/ Movable Base	
AV-006	6	Ceiling Recessed Loudspeakers	
AV-007	2	Ceiling Mounted 1080P PTZ Cameras	
AV-008	1	Handheld Mic w/Movable Stand	
AV-009	1	Mic Input Plate Connection	
AV-010	1	QSC Core110f Audio DSP	
AV-011	1	Multichannel Audio Amplifier	
AV-012	1	Camera PIP Image Multiplexer	
AV-013	1	USB Conference Bridge w/AEC	
AV-014	1	Crestron Controller	
AV-015	1	Crestron 7" Touch Panel	
AV-016	1	Middle Atlantic Slim5 Equipment Rack	
AV-017		Middle Atlantic Slim5 Wood Panel Kit (Client to select Finish)	
AV-018	A/R	Cable, Connections and Misc Installation Items	
AV-019	A/R	Cable Wire Mold / Carpet Track	
		Total	\$30,015.00

3. Professional Services

AV-100	A/R	Installation	
AV-101	A/R	Setup, Programming & Commissioning	
AV-102	1	4hr Onsite Training	
		Total	\$4,560.00

4. Summary

Equipment			\$30,015.00
Professional Services			\$4,560.00
		Total	\$34,575.00

5. Notes

- 5.1 Plus, HST and applicable fees.
- 5.2 If included, installation during normal business hours (Monday – Friday, 8:30 am to 5:00pm)
- 5.3 All electrical work by others, NIC this quotation
- 5.4 All required data/voice connections by others, NIC this quotation.

Signed: _____
Name: _____
Company: _____
Date: _____

Basic Warranty

1. Sight N Sound Design Inc. referred to as SNS in this document, warrants that the work performed and all audio-visual equipment provided by SNS as set out in the scope of the audio-visual systems outlined in this document to be free from labor defects for a period of one year from the date of the audio-visual system equipment installation.
2. This Basic Warranty provides for full onsite parts and labor to be carried out during client normal business hours.
3. SNS warranty does not apply to audio-visual systems or equipment altered or changed by a third party or the client.
4. All repairs to the audio-visual equipment required due to damage, abuse, misuse of equipment or configuration of client supplied computer is not covered under this warranty agreement and shall be billable and considered by SNS and the client to be outside of this warranty agreement.
5. SNS warrants that the audio-visual system programming performed by SNS to provide a fully functioning audio-visual system as outlined in the scope of this document to be free from programming errors for the lifetime of the installed audio-visual system and audio-visual system devices, providing that the audio-visual system and audio-visual equipment devices remain as installed by SNS at the original location and remain the property of the original purchaser. In the event that the purchaser or a third party should replace any of the individual audio-visual equipment devices, or alter, or attempt to alter the audio-visual system functionality this audio-visual system programming warranty shall become null and void.
6. In the event an audio-visual system piece of equipment shall be required to be returned to the manufacture for repairs, SNS will install a replacement equipment device drawn from their inventory. Should the exact hardware not be available, SNS to provide next best resolution to allow the room to function correctly for the period of time that the hardware is being repaired/replaced by SNS or the relevant equipment manufacture.
7. This warranty provides at no cost to the client removal, shipping to manufacture as may be required or manufacturer attending SNS facilities as may also be required to repair any equipment found to be defective during SNS service call activities.
8. This warranty provides for all hand tools and specialized industry standard test equipment that may be required from time to time in the execution of this warranty agreement.
9. This warranty provides for technical telephone support during normal business hours.
10. SNS facilitates requests for both telephone and onsite support via its online email support site support@sightnsounddesign.com.
11. The SNS support site distributes the service request for either on site or telephone support directly to SNS technicians who are familiar with the client's site and who are authorized by SNS to provide resolution to the service request.
12. The client shall provide reasonable access to space during normal business hours so as to enable SNS to fulfill the response time period.
13. In the event the client is unable to provide access to the space SNS will schedule work in agreement with the client for next available appointment.

5:45pm
May 19, 2022



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: May 19/2022

NAME: Harren Wallace PHONE: [REDACTED]

ADDRESS: [REDACTED]

EMAIL ADDRESS: [REDACTED]

SIGNATURE: Harren Wallace

Purpose of Delegation Request (state position taken on issue, if applicable).

To provide Council with an update on
NDACT & Strada.

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.

Denise Holmes

From: Michelle Janzen [REDACTED]
Sent: Friday, May 6, 2022 11:28 AM
To: Denise Holmes
Subject: Speed Limit

I am writing as I am unable to make the virtual meeting on May 19th regarding this.

I do approve of lowering the speed limit on 4th Line from 5th Line OS to Dufferin County Road 9 however I ask that the speed limit also be lowered on 5th Line OS from County Road 17 to 4th Line.

Those travelling to 4th Line typically come from 5th Line OS or exit from 5th Line OS travelling at the same high rate of speed as they do on 4th Line.

Since moving to our house on 5th Line OS just south of 4th Line over 6 years ago the traffic has become heavier and going at extremely high speeds even now that our road has been turned into a gravel road.

I have offer referred to 5th Line OS as the Autobahn of Melancthon.

I thank you for taking this into consideration when looking into lowering the speed limit on 4th Line

Regards,

Michelle Janzen
[REDACTED]

Sent from my iPhone

[REDACTED]

Hi Denise,

I would like to give my approval to the reasonable lowering of the speed limit along this corridor as it is the well travelled route to Maxwell. Other calming measures might be helpful as well.

I, myself, recently came upon an accident near the northern most intersection below Maxwell involving a horse drawn carriage and a p/u truck. The buggies also need to be aware of the stop signs at intersections. Stop... means stop! not just slow down! These two factors need to be addressed in order to do any good and save a life.

This road is almost like a racetrack for vehicles at times. More speed reminders might help as well.

Thanks Deb

[REDACTED]

[REDACTED]

*Melanchon, Ont.
L9V 1Z4*

Del # 2
MAY 19 2022

Denise Holmes

From: Denise Holmes
Sent: Tuesday, May 10, 2022 11:58 AM
To: Denise Holmes
Subject: Community Engagement Meeting - May 19, 2022 - 7:00 p.m.

From: Hillman, Donna [REDACTED]
Sent: Tuesday, May 10, 2022 11:41 AM
To: Denise Holmes <dholmes@melancthontownship.ca>
Subject: Community Engagement Meeting - May 19, 2022 - 7:00 p.m.

We are not in favor of lowering the speed limit on 4th line or any of the rural roads. Makes no sense as they are not highly travelled to begin with. And drivers will typically reduce speeds if the situation warrants it.

Donna Hillman/Scott Shuttleworth

From John A Donald

May 12-22

As per the speed change it should stay as it is. Lowering it only punished the people that live on it. Not the commuters that speed.

Solution get the police to check in the commute times

Sincerely



Del # 2

MAY 19 2022

Denise Holmes

From: Shondi Lyn Gougeon [REDACTED]
Sent: Sunday, May 15, 2022 3:39 PM
To: Denise Holmes
Subject: Virtual Meeting May 19th

Good afternoon,

Thank you for bringing this potential change in the speed limit to our attention. While we are not able to attend we very much support this!

We live at [REDACTED] 4th Line NE in Melancthon and have for over five years.

The speed on our road has always been a great concern for us, regular commuters but most, drivers who use our road to bypass highway 10. It is incredibly concerning every spring with bikers, race cars, and other recreational vehicles using this route.

We fully support this change and hope our fellow residents in the community do as well.

Shondi Gougeon & Jason Rundle

[REDACTED]
Melancthon, Ont L9V 2J1

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. - 2022

BEING A BY-LAW TO PRESCRIBE LOWER RATES OF SPEED

WHEREAS Section 128(2) of the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8 provides that the Council of a Municipality may, for motor vehicles driven on a highway or portion of a highway under its jurisdiction, by by-law prescribe a rate of speed different from the rate set out in subsection 128(1) of the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8.

AND WHEREAS it is deemed expedient that the speed of motor vehicles on certain highways in the Corporation of the Township of Melancthon be reduced;

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

1. When any highway or portion of highway set out below is marked in compliance with the regulation of the *Highway Traffic Act*, the maximum rate of speed thereon shall be the rate of speed set out opposite thereto in Column 2.

Column 1

Column 2

4th Line NE from 5th Line OS to Dufferin
County Road 9

_____ kilometres per hour

2. The penalties provided in the *Highway Traffic Act* shall apply to offences against this By-law.
3. That this By-law comes into force and takes effect upon the final passing thereof and upon the erection of appropriate signing in compliance with the regulations under the *Highway Traffic Act*.

BY-LAW READ A FIRST AND SECOND TIME THIS 19TH DAY OF MAY, 2022.

BY-LAW READ A THIRD TIME AND PASSED THIS 19TH DAY OF MAY, 2022.

MAYOR

CLERK

Del 17.2.1

MAY 19 2022