



**TOWNSHIP OF MELANCTHON
ELECTRONIC COUNCIL MEETING
THURSDAY, MAY 4TH, 2023 - 5:00 P.M.**

Council meetings are recorded and will be available on the Township website under Quick Links – Council Agendas and Minutes within 5 business days of the Council meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/83312954856?pwd=emtCMS9TWTIxQ2JyT1Q0Wks3REoyZz09>

Meeting ID: 833 1295 4856

Passcode: 013914

One tap mobile

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Dial by your location

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Meeting ID: 833 1295 4856

Passcode: 013914

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 – April 20, 2023**
- 7. Business Arising from Minutes**
- 8. Point of Privilege or Personal Privilege**
- 9. Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
- 10. Public Works**
 1. Accounts
 2. Parkinson Canada- Pedaling for Parkinson’s GTA Ride Road Occupancy Approval
 3. Township of Archipelago Motion Regarding Road Management Action on Invasive Phragmites
 4. Email from Irvin Bauman, A260 Inc. Regarding Haul Route for Supplies for Building Permits
 5. Other
- 11. Planning**
 1. Applications to Permit
 2. Other
- 12. Strategic Plan**
- 13. Climate Change Initiatives**
- 14. Police Services Board**
- 15. Committee/Board Reports & Recommendations**
- 16. Correspondence**

Board, Committee & Working Group Minutes

1. Shelburne & District Fire Board – September 6, 2022
2. Shelburne & District Fire Board – November 1, 2022
3. Shelburne & District Fire Board – November 9, 2022
4. Shelburne & District Fire Board – January 3, 2023
5. Shelburne & District Fire Board – January 20, 2023
6. Shelburne & District Fire Board – February 7, 2023
7. Roads Sub-Committee – March 20, 2023

Items for Information Purposes

1. Regional Municipality of Waterloo Motion Regarding the Municipal Elections Act
2. Dufferin County Council Resolution to Support Bill 5 – Stopping Harassment and Abuse by Local Leaders Act
3. Dufferin County Forest Annual Report
4. Response from Ken Fryer, Melancthon Resident Regarding Response from Carl Cosack, NDACT Board Members Email Regarding NDACT’s Delegation to Melancthon Council on March 16, 2023
5. 2022 Clerk’s Report on Financial Filing Compliance
6. Township of Mulmur Motion to Support the Highway 10 Traffic and Road Safety Study

Items for Council Action

1. 2023 Centre Dufferin Recreation Complex Draft Budget

17. General Business

1. Accounts
2. Notice of Intent to Pass By-law
 1. By-law to Amend By-law No. 27-2019 – Property Standards By-law
 2. By-law to Amend By-law No. 16-2015 – Procedural By-law
3. New/Other Business/Additions
 1. Site Alteration Application – Shane Hall 585166 County Road 17, Melancthon
 2. Strategy Corp. - Strategic Planning Proposal
 3. Community Risk Assessment - Participation in Joint Request for Proposal for completion of the CRA – CAO/Clerk to discuss with Council
 4. Other/Additions

18. Delegations

1. 5:30 p.m. – Doug Hevenor, CAO and Chris Hibberd, Director Watershed Management Services with the NVCA regarding the NVCA and Township of Melancthon Memorandum of Understanding for NVCA Inventory of Programs and Services

19. Closed Session

1. Items for Discussion:
 1. Section 239(2)(b) – Personal matters about an identifiable individual, including municipal or local board employees – Report from Sarah Culshaw, Treasurer – Properties that are eligible for Tax Arrears Registration
2. Approval of Draft Minutes – April 20, 2023
3. Business Arising from Minutes
4. Rise With or Without Report from Closed Session

20. Third Reading of By-laws

21. Notice of Motion

22. Confirmation By-law

23. Adjournment and Date of Next Meeting – Thursday, May 18th, 2023 at 5:00 p.m.

Denise Holmes

From: Victoria Goytan (she/her) <Victoria.Goytan@Parkinson.ca>
Sent: Tuesday, April 25, 2023 4:56 PM
To: Denise Holmes
Subject: Council Meeting - Parkinson Canada
Attachments: Town of Melancthon ROP Letter.docx; Parkinson Canada Inc._ _ The Corporation of the Tow... (4-25-2023 - CSIO Liability).pdf

Good afternoon Denise,

I work for Parkinson Canada, a national charity. We host a small cycling event every year in August called Pedaling for Parkinson's GTA Ride, which is based out of Orangeville. A portion of our route goes through Melancthon.

When I called your Town's office a little while ago, I was told to provide you with a letter to the Council as well as our insurance. I have attached both for you to review. Please let me know if there is anything else you need.

Warm regards,

Victoria Goytan
Events Coordinator

Parkinson Canada
316-4211 Yonge Street, Toronto, ON M2P 2A9
Victoria.Goytan@Parkinson.ca | www.parkinson.ca

From coast to coast to coast, we acknowledge the ancestral and unceded territories of Inuit, Métis, and First Nations Peoples.

Town of Melancthon
157101 Hwy-10
Melancthon, ON L9V 2E6
519-925-5525

Subject: Road Occupancy Approval

Dear Town of Melancthon Council and Staff,

My name is Victoria Goytan, and I am an Event Coordinator with Parkinson Canada, a national charity that strives to transform the lives of People Living with Parkinson's through support, advocacy, and research for a cure. We are hosting our Pedaling for Parkinson's GTA Ride, on Sunday, August 20th, 2023, which will be starting and finishing from the Tony Rose Memorial Centre in Orangeville. Pedaling for Parkinson's is an annual cycling fundraising event for Parkinson Canada, an important and ever-expanding resource for Canadians living with Parkinson's disease and their care partners.

We have three routes, a 40km, 60km, and 100km, and a portion of our 100km cycling route passes through your municipality. I have included all pertinent details regarding our event and its implication on your roads below.

Our event starts at 8:00 am, the ride will be over by 2:00 pm, and we will finish off the festivities at the Tony Rose Memorial Centre. We anticipate that our cyclists will be utilizing the Town of Melancthon's roads approximately during the times of 10:00 am - 12:00 pm.

This is only the second year of our event, and we are fairly small. Last year, we only had 23 participants and we are expecting similar numbers this year. The cyclists will be very spaced out and will not be taking up the road. We do not need any road closures as there are not many cyclists, and there are no turn-around points that would affect traffic. All cyclists are expected to follow the rules of the road and the Highway Traffic Act.

Due to the aforementioned points, we do not foresee needing any traffic control personnel to conduct traffic control. If the Town of Melancthon requires traffic management for us to utilize the roads, then we will obtain traffic control personnel at that time. Additionally, we would not be doing any roadwork or closing/blocking the roads, so there will be minimal impact on your residents.

Please see below for the map of the route to show the roads we would be riding on. Thank you for your time and consideration!

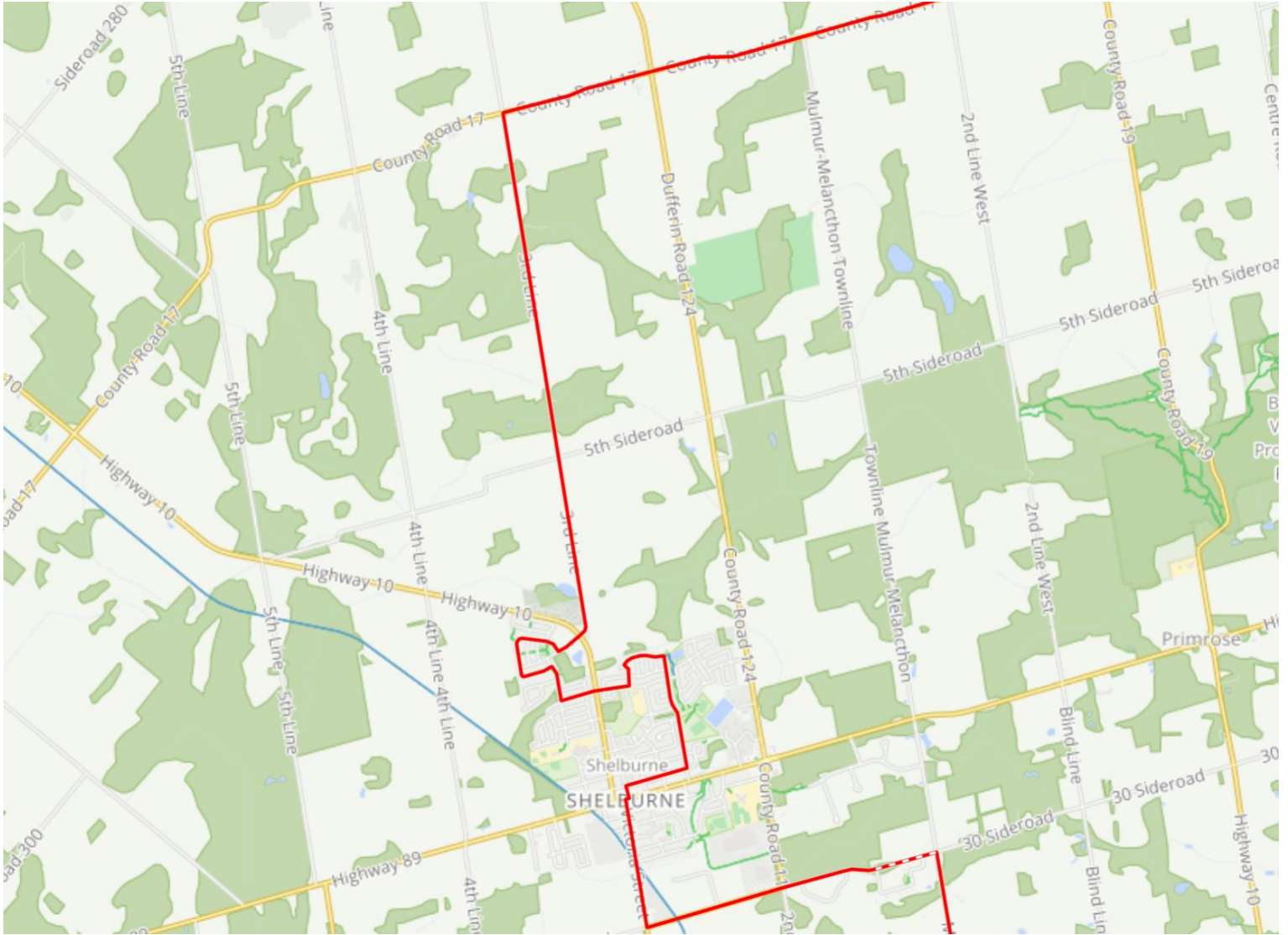
Best regards,

Victoria Goytan
Event Coordinator
(647)-527-6437
Victoria.Goytan@Parkinson.ca

Routes Plan

The road in Melancthon that we would be occupying is as follows:

Third Line from Colonel Phillips Drive to County Road 17



Digital Map of the 100km Route: [P4P GTA 100km - A bike ride in Orangeville, Ontario \(ridewithgps.com\)](https://www.ridewithgps.com)



The Corporation of The Township of The Archipelago
Council Meeting

Agenda Number: 15.1.
Resolution Number 23-058
Title: Road Management Action on Invasive Phragmites
Date: Friday, April 21, 2023

Moved by: Councillor Barton
Seconded by: Councillor Lundy

WHEREAS *Phragmites australis* (*Phragmites*) is an invasive perennial grass that continues to cause severe damage to wetlands and beaches in areas around the Great Lakes including Georgian Bay; and

WHEREAS *Phragmites australis* grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short amount of time, and is an allelopathic plant that secretes toxins from its roots into the soil which impede the growth of neighboring plant species; and

WHEREAS *Phragmites australis* results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches; and

WHEREAS invasive *Phragmites* has been identified as Canada's worst invasive plant species by Agriculture and Agrifood Canada; and

WHEREAS the Ontario government has made it illegal to import, deposit, release, breed/grow, buy, sell, lease or trade invasive *Phragmites* under the Invasive Species Act; and

WHEREAS *Phragmites* occupy over 4,800 hectares of land around Lake St. Clair alone, while 212 hectares of *Phragmites* occupy land along the St. Lawrence River. The Georgian Bay Area is particularly affected by *Phragmites australis*, with more than 700 stands along the shorelines and multiple visible stands on the highways and roads that threaten valuable infrastructure and wetland areas; and

WHEREAS volunteers, non-governmental organizations, and various municipalities have invested tens of thousands of dollars in investments and labour annually for more than eight years in executing managements plans to control invasive *Phragmites* on roads, coasts, shorelines and in wetlands; and

WHEREAS roads and highways where *Phragmites* that are left untreated become spread vectors that continually risk new and treated wetlands and coastal shoreline areas; and

WHEREAS according to “Smart Practices for the Control of Invasive *Phragmites* along Ontario’s Roads” by the Ontario *Phragmites* Working Group, best road management practices for *Phragmites australis* include early detection, herbicide application, and cutting; and

WHEREAS these best management practices are most effective when used in a multi-pronged approach as opposed to when used as stand-alone control measures; and

WHEREAS Mother Nature does not recognize political boundaries. Therefore, it is imperative that Municipalities, Districts, the Province, and the Federal government work together in collaboration to eradicate Canada’s worst invasive plant species *Phragmites australis*.

NOW THEREFORE, BE IT RESOLVED that Council for the Township of The Archipelago directs its staff to implement best management practices to promote early detection of invasive *Phragmites*, and to implement best management practices for invasive *Phragmites*, and to join the Ontario *Phragmites* Working Group to collaborate on the eradication of *Phragmites* in Ontario.

BE IT FURTHER RESOLVED that Council for the Township of The Archipelago directs staff to insert clean equipment protocols into tenders and that there is oversight that the protocols are followed.

BE IT FURTHER RESOLVED that Council for the Township of The Archipelago requests the Ontario Ministry of Transportation to map and treat invasive *Phragmites* annually on all its highways.

BE IT FURTHER RESOLVED that the Ontario Ministry of Transportation (MTO) communicates the strategy on mapping (detecting sites) and controlling invasive *Phragmites* on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with Township of The Archipelago.

BE IT FURTHER RESOLVED that Council for the Township of The Archipelago directs its staff to send this resolution to all municipalities that are part of the Georgian Bay watershed, to the Minister of Transportation, Christopher Balasa the Manager, Maintenance Management, and MPP (the Municipality’s local MPP).

BE IT FINALLY RESOLVED that Council for the Township of The Archipelago requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive *Phragmites*; and directs staff to send a copy of this resolution to the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

Carried

Denise Holmes

From: Denise Holmes
Sent: Thursday, April 27, 2023 3:02 PM
To: Denise Holmes
Subject: Haul Route for Supplies for Building Permits
Attachments: Fleshcon-Flesherton.pdf; Greenwood Readymix to 682047 Sideroad 260.pdf; James Martin -Silo's.pdf; Strada Aggregates.pdf

From: [REDACTED]
Sent: Thursday, April 27, 2023 2:35 PM
To: Denise Holmes <dholmes@melancthontownship.ca>; Kaitlin Dinnick <kdinnick@melancthontownship.ca>
Subject: RE: Haul Route for Supplies for Building Permits

Hi Denise,

Please see attached proposed haul routes from locations from where significant construction traffic is expected to come from.

Staying on Hwy. 10 as much as possible is the preferred route. I consider it is safer to keep the trucks on Hwy 10 and off of the smaller roads as much as possible. Please let me know a different route if we are not allowed to use that route. It is expected to do the concrete work for the shed and the shop and the silo's sometime between mid-May and mid-June . For these projects there will likely be significant construction traffic for about 2 weeks.

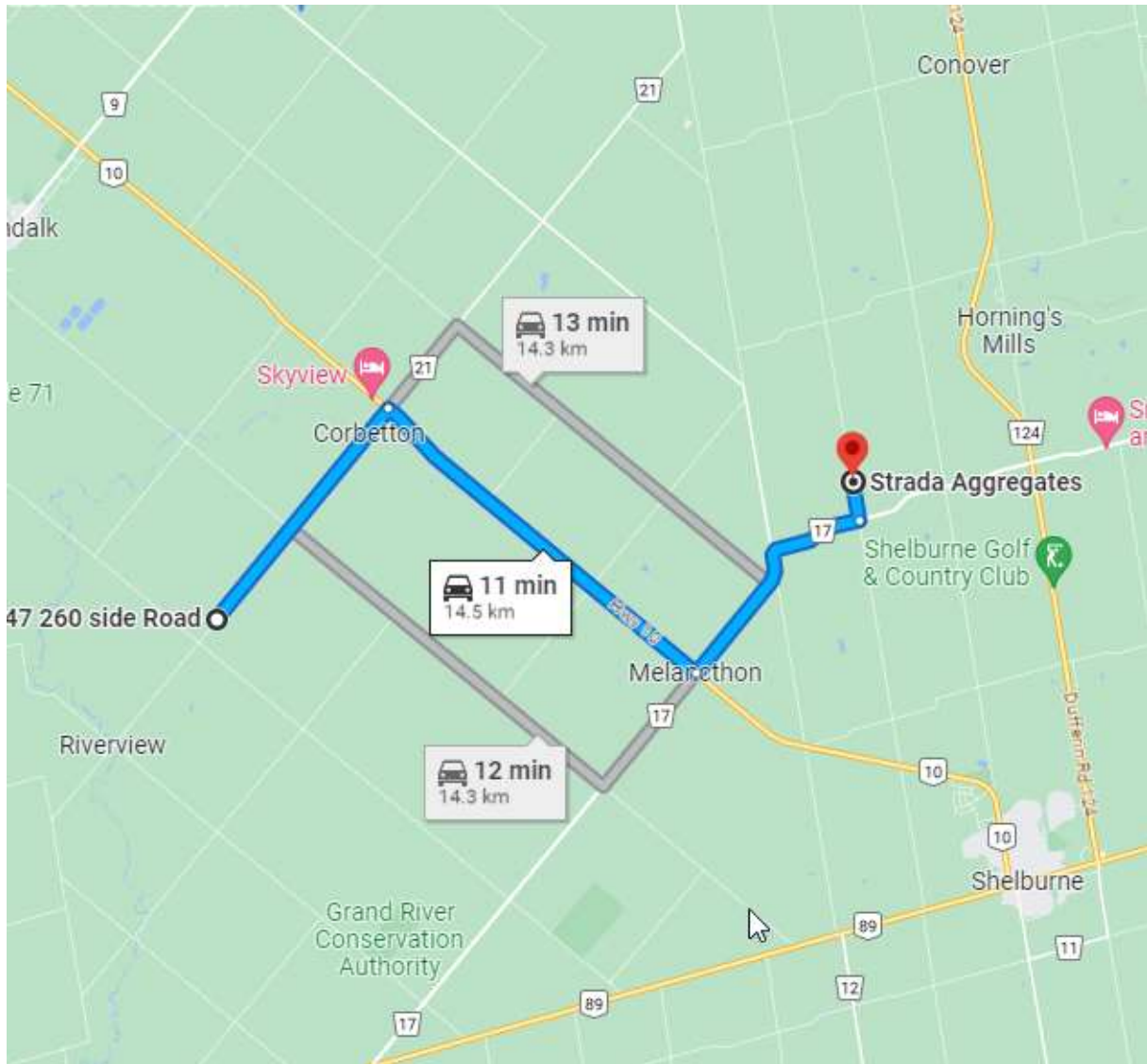
The concrete work for the barn is expected to be done sometime in Aug. This project is a bit bigger but most of the construction traffic will be within a 2-3 week span.

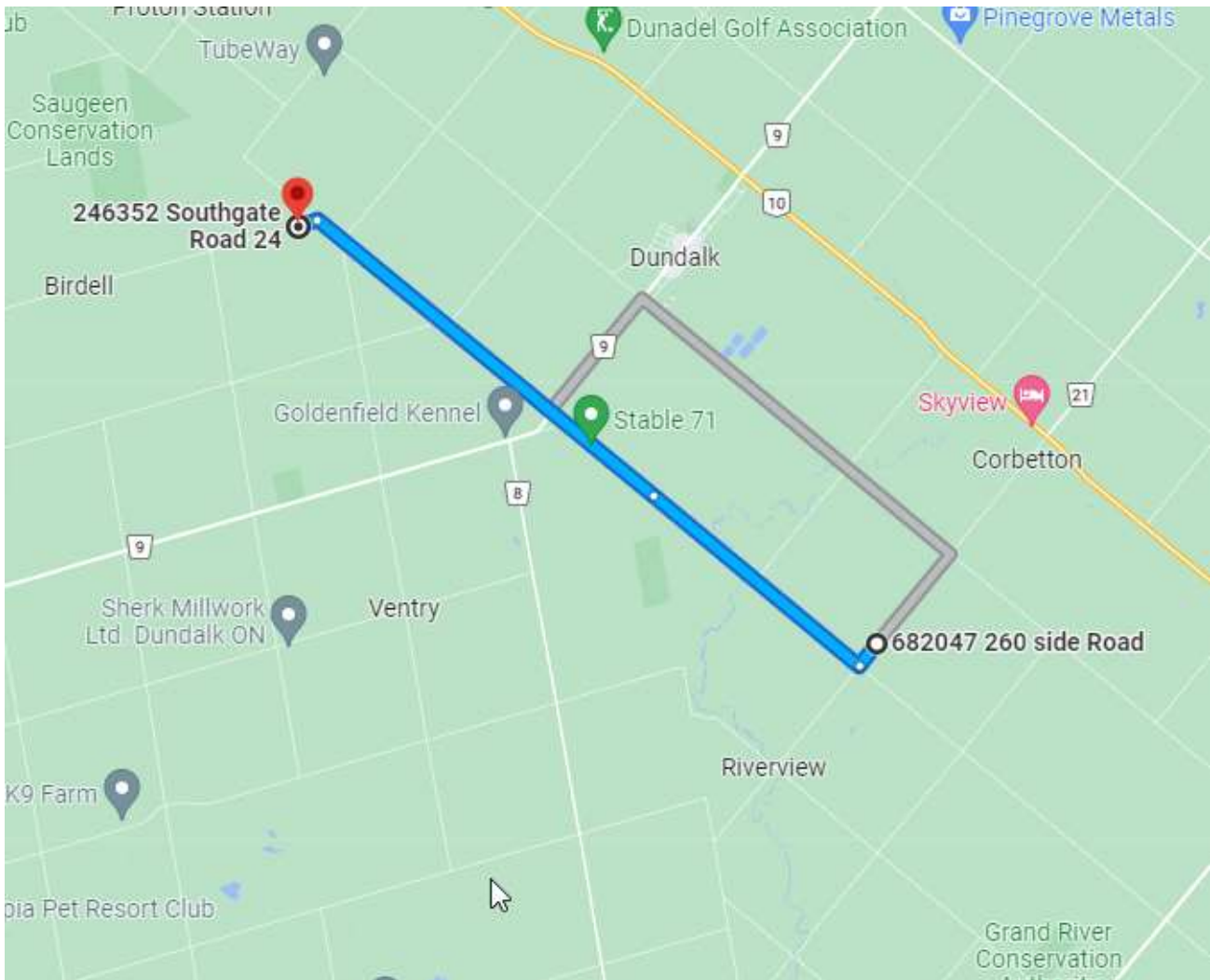
Council members are welcome to call me directly if they wish or meet me at the farm when I am on site to discuss concerns and solutions.

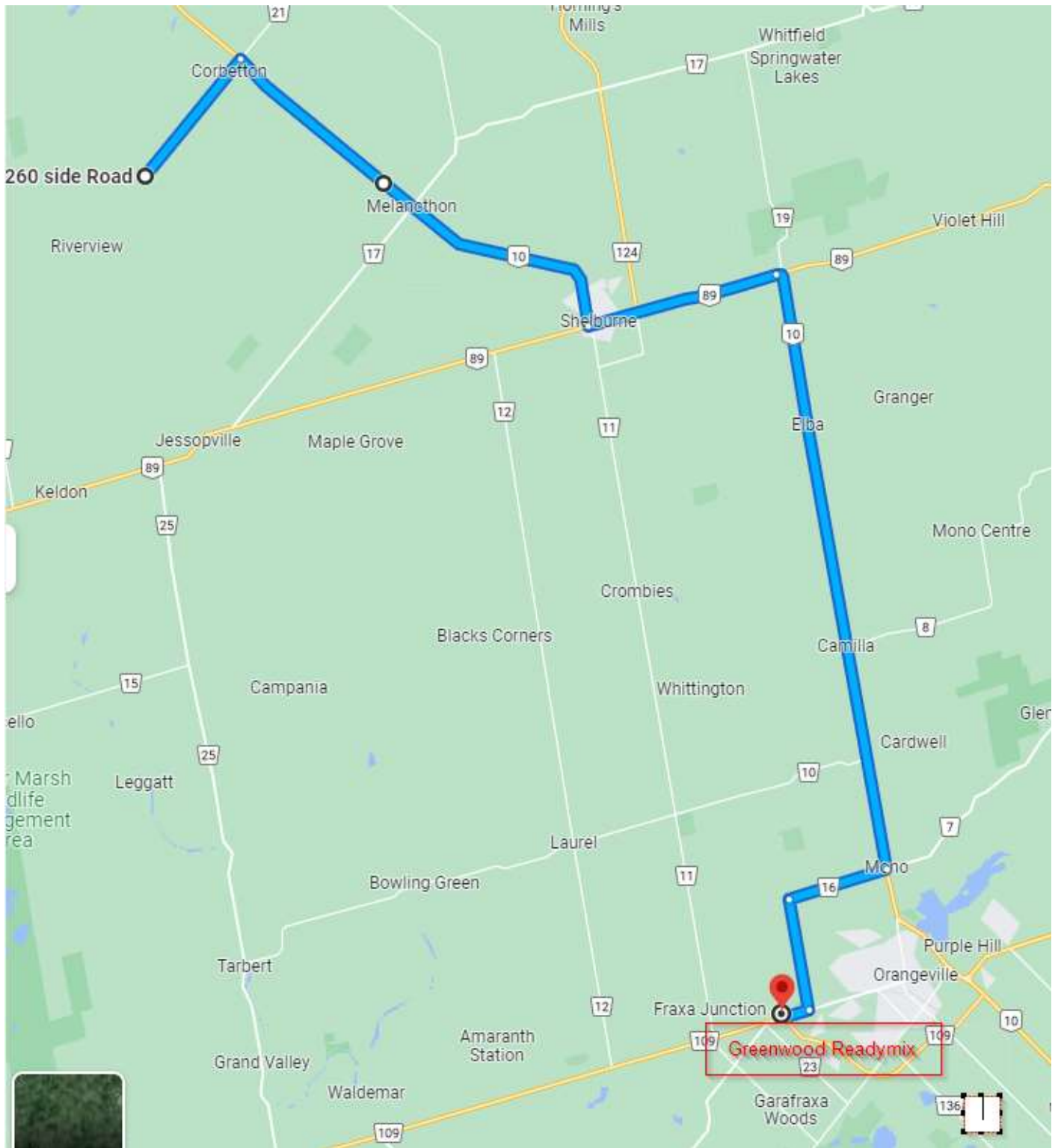
Thanks,

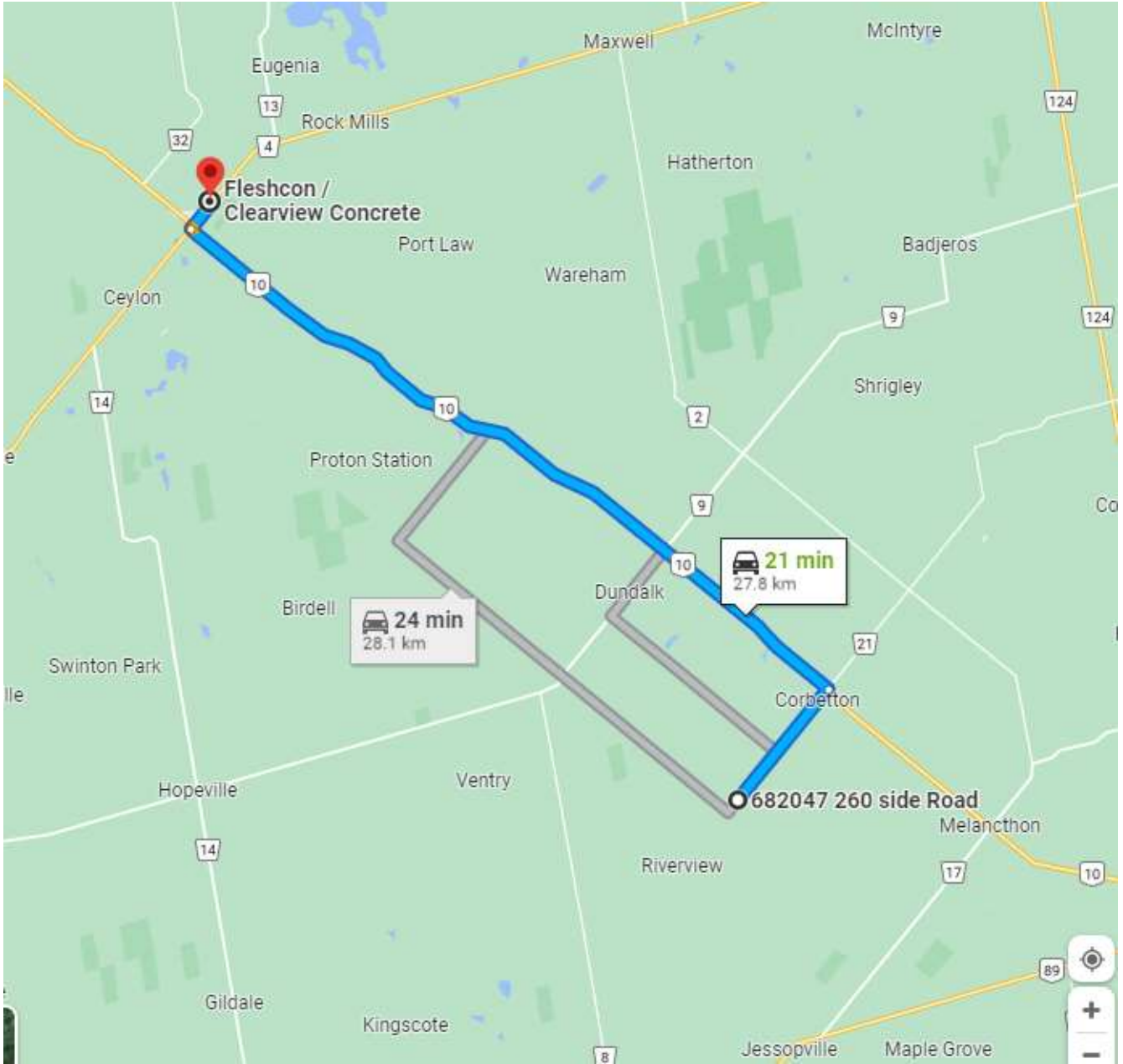
Irvin Bauman

IVN Mfg Inc.
[REDACTED]









**APPLICATIONS TO PERMIT FOR APPROVAL
May 4, 2023 COUNCIL MEETING**

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Horning's Mills Hall Agent: Ruth Plowright	Pt Lot 58, Plan 34A 14 Mill Street, Melancthon		Replace Stairs and Landing	Replace Stairs and Landing	\$7,000	NO	With Planner for Review
Breezy Acres - Mahlon Martin Agent: Mar-Bros Construction Inc - Simon Martin	E Pt Lots 12 & 13, Con 5 NE 397506 5th Line, Melancthon	418m2 (4500Sqft)	On-Farm Shop	On-Farm Shop	\$500,000	YES	With Planner for Review



SHELburne & DISTRICT FIRE BOARD

September 6, 2022

The Shelburne & District Fire Department **Board of Management** meeting was held in person at 114 O'Flynn Street and electronically (Zoom ID 870 9765 7756) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 7:02 pm.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by E. Hawkins – Seconded by S. Martin

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of June 7, 2022 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations.

8. **Unfinished Business**

8.1 Town of Shelburne Revised Land Acknowledgement

Resolution # 3

Moved by J. Horner – Seconded by S. Hall

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management adopts the Town of Shelburne's Revised Land Acknowledgement;

AND THAT this will become the Land Acknowledgement statement to be read during Fire Board meetings.

Carried

9. **New Business**

9.1 **2023 Draft Operating & Capital Budgets**

The Board briefly discussed.

9.2 **Closed Session**

Resolution # 4

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go "in camera" to discuss the following: Personnel matters about an identifiable individual, including municipal or local Board employees.

Carried

Resolution # 5

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

We do now rise and report progress at 7:50p.m.

Carried

10. **Chief's Report**

10.1 **Monthly Reports (June, July & August 2022)**

There was a total of 32 incidents for the month of June, a total of 32 incidents for the month of July and a total of 26 incidents for the month of August.

10.2 **Update from the Fire Chief**

The Chief advised that there were 17 inspections completed and 1 in progress.

We received 2 new Thermal Imaging Cameras from a Legion Grant. Multiple Public Education events were attended/hosted

The Chief hosted the Dufferin County Chief's meeting. The Chief reviewed 4 site plans.

11. **Future Business:**

11.1 Firefighter Wage Review

12. **Accounts & Payroll – April & May 2022**

12.1 **Resolution # 6**

Moved by E. Hawkins – Seconded by M. Mercer

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$93,678.55 for the period of June 3, 2022 to August 31, 2022 as presented and attached be approved for payment.

Carried

14. **Confirming and Adjournment**

14.1 **Resolution # 7**

Moved by B. Neilson – Seconded by J. Horner

BE IT RESOLVED THAT:

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

Carried

14.2 **Resolution # 8**

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:00 pm to meet again on October 4, 2022 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Walter Benotto
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of September 6, 2022

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



SHELburne & DISTRICT FIRE BOARD

November 1, 2022

The Shelburne & District Fire Department **Board of Management** meeting was held in person at 114 O'Flynn Street and electronically (Zoom ID 879 2382 8348) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 7:06 pm.

2. **Additions or Deletions**

Resolution # 1

Moved by S. Hall – Seconded by S. Martin

BE IT RESOLVED THAT:

The following item be added to the agenda:

9.4 Procurement Committee

Carried

3. **Approval of Agenda**

3.1 **Resolution # 2**

Moved by F. Nix – Seconded by S. Martin

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

3.2 **Land Acknowledgement**

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play 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.

We encourage residents to review the call-to-action information by visiting the following website to further research and educate oneself:
<https://dccrc.ca/educationsal-links/>

4. **Approval of Minutes**

4.1 **Resolution # 3**

Moved by J. Horner – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 6, 2022 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. **Delegations / Deputations**

7.1 No delegations.

8. **Unfinished Business**

8.1 None.

9. **New Business**

9.1 **Attendance Policy**

Resolution # 4

Moved by H. Foster – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management adopts the Attendance Policy;

AND THAT the Policy become effective January 1, 2023.

Carried

9.2 **Recognition Policy**

Resolution # 5

Moved by G. Little – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management adopts the Recognition Policy;

AND THAT this Policy become effective January 1, 2023.

Carried

9.3 **Closed Session**

Resolution # 6

Moved by S. Martin – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following:

Personal matters about an identifiable individual, including municipal or local Board employees.

Carried

Resolution # 7

Moved by S. Martin – Seconded by B. Neilson

BE IT RESOLVED THAT:

We do now rise and report progress at 7:38p.m.

Carried

Resolution # 8

Moved by S. Martin – Seconded by F. Nix

BE IT RESOLVED THAT:

The HR Sub-committee be authorized to proceed with HR issues.

Carried

9.4 Procurement Committee

Resolution # 9

Moved by S. Hall – Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management agrees to the creation of a Procurement Committee consisting of four (4) Board members.

Carried

10. **Chief's Report**10.1 **Monthly Reports (September & October 2022)**

There was a total of 23 incidents for the month of September and a total of 39 incidents for the month of October.

10.2 **Update from the Fire Chief**

The Chief advised that there were 4 inspections completed.

Multiple Fire Prevention Week activities such as a Home Escape Plan contest with the local 4 Elementary Schools, partnered with Dominos pizza for home smoke alarm inspections and Open House on October 15th that was well attended by the public and firefighters.

Received a \$5000.00 grant from Project Assist and applied for the OFM Firefighter Certification funding grant.

11. **Future Business:**

11.1 Firefighter Wage Review

12. **Accounts & Payroll – September & October 2022**

12.1 **Resolution # 10**

Moved by S. Martin – Seconded by S. Hall

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$82,084.09 for the period of September 1, 2022 to October 28, 2022 as presented and attached be approved for payment.

Carried

14. **Confirming and Adjournment**

14.1 **Resolution # 11**

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

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

Carried

14.2 **Resolution # 8**

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:54 pm to meet again on January 3, 2023 at 7:00 pm or at the call of the Chair.

Carried

The Chair thanked Sharon Martin, Heather Foster and Margaret Mercer (absent) for their time working on the Shelburne & District Fire Board of Management and wished them the best in their future endeavours.

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Walter Benotto
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of November 1, 2022

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



SHELburne & DISTRICT FIRE BOARD

November 9, 2022

The Shelburne & District Fire Department **Board of Management** special meeting was held electronically (Zoom ID 886 6948 4469) on the above mentioned date at 6:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Walter Benotto, called meeting to order at 5:59 pm.

2. **Additions or Deletions**

None.

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Pecuniary Interest**

4.1 No pecuniary interest declared.

5. **Unfinished Business**

5.1 Closed Session

Resolution # 2

Moved by S. Hall – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following:

Personal matters about an identifiable individual, including municipal or local board employees;

AND advice that is subject to solicitor – client privilege, including communications necessary for that purpose.

Carried

Resolution # 3

Moved by B. Neilson – Seconded by J. Horner

BE IT RESOLVED THAT:

We do now rise and report progress at 6:25 p.m.

Carried

Resolution # 4

Moved by G. Little – Seconded by B. Neilson

BE IT RESOLVED THAT:

Staff be directed to carry out the legal direction provided to the Board.

Carried

6. **Confirming and Adjournment**

6.1 **Resolution # 5**

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

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

Carried

6.2 **Resolution # 6**

Moved by F. Nix – Seconded by S. Hall

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 6:25 pm to meet again on January 3, 2023 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Walter Benotto
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of November 9, 2022

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



SHELburne & DISTRICT FIRE BOARD

January 3, 2023

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 852 8210 0477) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Secretary-Treasurer, Nicole Hill, called meeting to order at 7:01 pm.

2. **Appointments of:**

2.1 **Resolution # 1**

Moved by J. Horner – Seconded by F. Nix

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2023:

Chairperson: Shane Hall

Carried

2.2 **Resolution # 2**

Moved by W. Benotto – Seconded by E. Hawkins

BE IT RESOLVED THAT:

Although not required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2023:

Vice-Chairperson: Gail Little

Carried

2.3 **Resolution # 3**

Moved by G. Little – Seconded by F. Nix

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2023:

Secretary-Treasurer: Nicole Hill

Carried

2.4 **Resolution # 4**

Moved by G. Little – Seconded by D. White

BE IT RESOLVED THAT:

As required by paragraph 2 and 3 of the Agreement dated October 15th, 1991, the Shelburne and District Fire Department Joint Board of Management do hereby appoint the following officer(s) of the Board for the year 2023:

Auditors: RLB, LLP

Carried

3. **Additions or Deletions**

Resolution # 5

Moved by F. Nix – Seconded by D. White

BE IT RESOLVED THAT:

The following item(s) be added to the agenda:

- 9.2 Closed Session
- 10.2 Special Weather Event

Carried

4. **Approval of Agenda**

4.1 **Resolution # 6**

Moved by J. Horner – Seconded by D. White

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

5. **Approval of Minutes**

5.1 **Resolution # 7**

Moved by B. Neilson – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 1, 2022 and November 9, 2022 as circulated.

Carried

6. **Pecuniary Interest**

6.1 No pecuniary interest declared.

7. **Public Question Period**

7.1 No questions.

8. **Delegations / Deputations**

8.1 No delegations present.

9. **Unfinished Business**

9.1 **2023 Operating and Capital Budgets**

Resolution # 8

Moved by D. White – Seconded by G. Little

BE IT RESOLVED THAT:

The Budget with amendments to wages and legal be distributed to the municipalities for review and comment.

Carried

Resolution # 9

Moved by D. White – Seconded by W. Benotto

BE IT RESOLVED THAT:

The Chief be directed to put together a report to the Board with Capital Budget options including the purchase of a used Rescue Truck.

Carried

10. **Unfinished Business**

10.1 Essentials of Municipal Fire Protection – A Decision Maker’s Guide

Board members will register themselves if interested.

10.2 Special Weather Event

The Board discussed the event and the challenges experienced by the municipalities.

11. **Chief’s Report**

11.1 **Monthly Reports (November & December 2022)**

There was a total of 37 incidents for the month of November and a total of 29 incidents for the month of December.

11.2 **Update from the Fire Chief**

The Chief advised that there were 8 inspections completed and 1 in progress.

Participated in the Remembrance Day services in Shelburne and Melancthon. Also participated in the Shelburne Santa Claus parade.

The Chief attended the OAFCA AGM.

The Chief will bring forward a standardized E&R By-Law for review.

Resolution # 10

Moved by J. Horner – Seconded by F. Nix

BE IT RESOLVED THAT:

The HR Committee be directed to work with the Chief on the Firefighter pay structure and report to the Board.

Carried

12. **Future Business:**

12.1 Annual Audit (RLB)

13. **Accounts & Payroll – November & December 2022**13.1 **Resolution # 11**

Moved by W. Benotto – Seconded by F. Nix

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$50,002.45 for the period of October 29, 2022 to December 28, 2022 as presented and attached be approved for payment.

Carried

9.2 **Closed Session****Resolution # 12**

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now do “in camera” to discuss the following:

Personal matters about an identifiable individual, including municipal or local board employees.

Carried

Resolution # 13

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

We do now rise and report progress at 9:24 p.m.

Carried

14. **Confirming and Adjournment**14.1 **Resolution # 14**

Moved by W. Benotto – Seconded by M. Davie

BE IT RESOLVED THAT:

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

Carried

14.2 **Resolution # 15**

Moved by W. Benotto – Seconded by M. Davie

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:26 pm to meet again on February 7, 2023 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Shane Hall
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of January 3, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Brad Metzger	X(v)	
Gail Little	X	
Town of Mono		
Melinda Davie	X	
Fred Nix	X	
Township of Melancthon		
Darren White	X	
Bill Neilson	X	
Town of Shelburne		
Walter Benotto	X	
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	



SHELburne & DISTRICT FIRE BOARD

January 20, 2023

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 854 4527 9465) on the above mentioned date at 4:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Shane Hall, called meeting to order at 4:04 pm.

1.2 **Land Acknowledgement**

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play 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.

We encourage residents to review the call-to-action information by visiting the following website to further educate oneself: <https://www.dccrc.ca/educational-links/>

2. **Approval of Agenda**

2.1 **Resolution # 1**

Moved by F. Nix – Seconded by M. Davie

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

3. **Pecuniary Interest**

3.1 No pecuniary interest declared.

4. **Closed Session**

Resolution # 2

Moved by J. Horner – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now do “in camera” to discuss the following:

Advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose.

Carried

Resolution # 3

Moved by B. Neilson – Seconded by E. Hawkins

BE IT RESOLVED THAT:

We do now rise and report progress at 5:02 p.m.

Carried

Resolution # 4

Moved by G. Little – Seconded by F. Nix

BE IT RESOLVED THAT:

The Chair be directed to follow the directions of the Board provided In Camera.

Carried

5. **Confirming and Adjournment**

5.1 **Resolution # 5**

Moved by J. Horner – Seconded by M. Davie

BE IT RESOLVED THAT:

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

Carried

5.2 **Resolution # 6**

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 5:04 pm to meet again on February 7, 2023 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Shane Hall
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of January 20, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Brad Metzger	X(v)	
Gail Little	X	
Town of Mono		
Melinda Davie	X	
Fred Nix	X	
Township of Melancthon		
Darren White	X(v)	
Bill Neilson	X	
Town of Shelburne		
Walter Benotto		X
Shane Hall	X	
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Ralph Snyder – Fire Chief		X
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	



SHELBURNE & DISTRICT FIRE BOARD

February 7, 2023

The Shelburne & District Fire Department **Board of Management** meeting was held in person at 114 O'Flynn Street and electronically (Zoom ID 852 8210 0477) on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Vice-Chair, Gail Little, called meeting to order at 7:01 pm.

2. **Additions or Deletions**

The following item(s) be added to the agenda:

9.2 Closed Session

3. **Approval of Agenda**

3.1 **Resolution # 1**

Moved by B. Neilson – Seconded by M. Davie

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. **Approval of Minutes**

4.1 **Resolution # 2**

Moved by D. White – Seconded by F. Nix

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of January 3, 2023 and January 20, 2023 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 Firefighter Narine asked questions of the Board regarding on-going legal matters.

The Vice-Chair advised FF Narine that he would receive a response from the Board within a week.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **2023 Operating and Capital Budgets**

Resolution # 3

Moved by F. Nix – Seconded by W. Mills

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2023 Operating Budget in the amount of \$810,529.39 which represents a 37.97% increase over 2022; and further that this request be circulated to the participating municipalities.

Carried

Resolution # 4

Moved by W. Mills – Seconded by D. White

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2023 Capital Budget in the amount of \$350,000 as per option 1 and that this request be circulated to the participating municipalities.

Carried

9. **Unfinished Business**

9.1 HR Committee

Resolution # 5

Moved by: J. Horner – M. Davie

BE IT RESOLVED THAT:

The Shelburne & District Fire Board Joint Board of Management appoints the following members to the HR Sub-committee:

1. Shane Hall
2. Janet Horner
3. Gail Little
4. Melinda Davie

Carried

9.2 Procurement Committee

Deferred to next meeting.

9.3 RLB Review Engagement Letter

Resolution # 6

Moved by F. Nix – Seconded by B. Metzger

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Review Engagement Letter from RLB LLP;

AND THAT the Secretary-Treasurer be authorized to sign the letter.

Carried

9.4 OFM 30 Recommendations, Response and Recommendation # 6

The Chief will review for the next meeting.

9.5 Consulting Services for a Telecommunications Review Project

Provided for information for the Board. The Fire Department will need to upgrade their communication system in the future. The Chief would like to see the municipalities start exploring grant options.

10. **Chief's Report**

10.1 **Monthly Reports (January 2023)**

There was a total of 27 incidents for the month of January.

10.2 **Update from the Fire Chief - Verbal**

11. **Future Business:**

11.1 Nothing at this time.

12. **Accounts & Payroll – November & December 2022**

12.1 **Resolution # 7**

Moved by F. Nix – Seconded by D. White

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$43,634.92 for the period of December 29, 2022 to February 1, 2023 as presented and attached be approved for payment.

Carried

8.2 **Closed Session**

Resolution # 8

Moved by – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now do “in camera” to discuss the following:

Personal matters about an identifiable individual, including municipal or local board employees.

Carried

Resolution # 9

Moved by B. Neilson – Seconded by W. Mills

BE IT RESOLVED THAT:

We do now rise and report progress at 9:44 p.m.

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 10**

Moved by W. Mills – Seconded by B. Metzger

BE IT RESOLVED THAT:

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

Carried

13.2 **Resolution # 11**

Moved by D. White – Seconded by W. Mills

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:46 pm to meet again on March 7, 2023 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Gail Little
Vice Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of February 7, 2023

Municipality / Member	Present	Absent
Township of Amaranth		
Brad Metzger	X	
Gail Little	X	
Town of Mono		
Melinda Davie	X(v)	
Fred Nix	X	
Township of Melancthon		
Darren White	X	
Bill Neilson	X	
Town of Shelburne		
Wade Mills	X	
Shane Hall		X
Township of Mulmur		
Earl Hawkins	X(v)	
Janet Horner	X(v)	
Staff		
Ralph Snyder – Fire Chief	X	
Jeff Clayton – Deputy Chief	X	
Nicole Hill – Sec/Treas.	X	

CORPORATION OF THE TOWNSHIP OF MELANCTHON

The Township of Melancthon Roads Sub-Committee held a meeting on March 20th, 2023, at 6:30 p.m. The following members were present: James McLean, Chair, Bill Neilson, Vice-Chair and Member Darren White. Also present were: Craig Micks, Public Works Superintendent, Denise Holmes, CAO/Clerk, Sarah Culshaw, Treasurer/Deputy Clerk and Kaitlin Chessell, Roads Sub-Committee Secretary.

Call to Order

Chair McLean called the meeting to order at 6:31 p.m.

Land Acknowledgement

Chair McLean shared the Land Acknowledgement Statement.

Additions/Deletions/Approval of Agenda

Moved by White, Seconded by Neilson that the agenda be approved as circulated. Carried.

Declaration of Pecuniary Interest or Conflict of Interest

No declaration declared at this time.

Approval of Draft Minutes

Moved by Neilson, Seconded by White that the minutes of Roads Sub-Committee Meeting held on March 1st, 2023 be approved as circulated. Carried.

Business Arising from Minutes

Tony Imeno's Lawyer was back in contact with Township Staff regarding us getting a quote so they have an idea of the costing to build the road. Craig was directed to get a quote for this project to send over to the lawyer.

Correspondence Items

None.

General Business

1. Update from Public Works Superintendent

Craig advised that they have been working at snow removal and putting gravel down on roads as they get soft.

2. Formal Request from the Township of Southgate to Purchase 200 metres of Unopened Road Allowance at the Corner of Lot 241 and King's Highway 10

The Roads Sub-Committee discussed the formal request received from the Township of Southgate to purchase 200 metres of the unopened road allowance at the corner of Lot 241 and Highway 10. At the March 1st, 2023 Roads Sub-Committee Meeting Southgate Staff booked a delegation to speak to the Committee about and the purchase of this section of unopened road allowance and the Committee was asked to send over a formal request. The formal request from Southgate is attached.

Recommendation:

The Roads Sub-Committee recommends to Council that we proceed with the process of selling the land requested above to the Township of Southgate.

3. Other/Additions

None.

9. Unfinished Business

1. Entrance and Road Upgrades on 5th Line (Asaph)

The Committee has removed this item going forward and will wait until we get a response before discussing any further.

2. Prioritizing Road Safety and Project Principles – Mapping Exercise

This item was deferred to next meeting.

Delegations

6:30 p.m. – Ric Ross – Jade Equipment – Discussion on Used Graders

Ric Ross, Vice President and General Manager at Jade Equipment presented to the Roads Sub-Committee the options when it comes to purchasing a used grader. He gave the Committee a couple of quotes on graders that he currently has available and explained how warranty and servicing would work as well as how accessible parts would be to order. The Committee thanked Ric for his presentation and time.

7:00 p.m. - Public Meeting to discuss Poulton Place with Landowners

All of the Poulton Place landowners were in attendance for this meeting. The Committee discussed how they felt that the road should be funded and that each landowner would be responsible for approximately \$15,000 (dependent on how much the cost comes in

at). The owners wanted to know how much money the Township would be putting in and the Committee advised that the budget has been passed and no money was budgeted to help. The Committee discussed Development Charges and Sarah Culshaw, Treasurer advised that she has spoke at length to Nancy Neale, Watson and Associates about being able to use development charges and she advised that the provincial regulations on Development Charges will not allow us to use the development charges for this project. It was discussed that we could bill back the owners for the road over 3 or 5 years on there taxes and enter into an agreement. Staff was directed to reach out to the lawyer and have him look into an agreement that would be required. Craig was directed to get the specifications together for the road. The owners were directed to reach out once they have decided on the direction they want to take as they all must be on the same page. The Committee will schedule a meeting in April to rediscuss with the owners, once the agreement is in progress and the specification are done.

Recommendation to Council

Recommendation has been outlined above.

Public Question Period

None.

Confirmation Motion

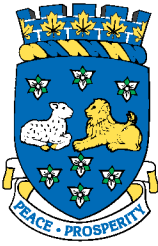
Moved by White, Seconded by Neilson that all actions of the Members and Officers of the Roads Sub-Committee with respect to every matter addressed and/or adopted by the Sub-Committee on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the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

Adjournment

8:04 p.m. - Moved by Neilson, Seconded by White that we adjourn this Roads Sub-Committee meeting to meet again at the Call of the Chair. Carried.

CHAIR

SECRETARY



April 24, 2023

Area Members of Provincial Parliament
Sent via email

Dear Area Members of Provincial Parliament:

Re: Councillor J. Erb Notice of Motion

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on April 19, 2023, approved the following motion:

WHEREAS the Municipal Elections Act requires all individuals wishing to be a candidate in a municipal or school board election to file Nomination Paper - Form 1 with the municipal clerk;

AND WHEREAS the Municipal Elections Act requires all candidates who sought election to a municipal council or school board to file Financial Statement – Auditor’s Report Candidate – Form 4 with the municipal clerk;

AND WHEREAS Form 1 requires candidates to provide their qualifying address;

AND WHEREAS Form 4 requires candidates to list the name and home address of any donor contributing over \$100.00

AND WHEREAS the Municipal Elections Act specifies that these documents are not protected by the Municipal Freedom of Information and Protection of Privacy Act, and requires the municipal clerk to make Form 4 available on a website;

AND WHEREAS there has been concern expressed about those who hold public office and those who support them that they have been the subject of unnecessary attention and excessive scrutiny;

AND WHEREAS the requirement to publish the personal home address of donors to specific candidates may discourage individuals from

engaging in the democratic process to elect municipal and school board politicians.

THEREFORE, BE RESOVLED THAT the Regional Municipality of Waterloo calls on the Minister of Municipal Affairs and Housing for the Province of Ontario to protect the privacy of candidates and donors by removing the requirement for their street name, number and postal code to be listed on publicly available forms.

AND FURTHER THAT for verification purposes, the addresses of all candidates and all donors over \$100 be submitted to the municipal clerk on separate forms that are protected by the Municipal Freedom of Information and Protection of Privacy Act and will not be published.

AND FINALLY, that this resolution be forwarded to the Area Members of Provincial Parliament, the Association of Municipalities of Ontario, the Association of Municipal Clerks and Treasurers of Ontario, the Ontario Public School Boards' Association, the Ontario Catholic School Trustees' Association, and all Ontario municipalities.

Please accept this letter for information purposes only. If you have any questions or require additional information, please contact Rebekah Harris, Research/Administrative Assistant to Council, at RHarris@regionofwaterloo.ca or 519-575-4581.

Regards,



William Short

Regional Clerk/Director, Council and Administrative Services

WS/hk

cc: Association of Municipalities of Ontario
Association of Municipal Clerks and Treasurers of Ontario
Ontario Public School Boards' Association
Ontario Catholic School Trustees' Association
Ontario municipalities

Denise Holmes

From: Michelle Hargrave <mhargrave@dufferincounty.ca>
Sent: Monday, April 17, 2023 11:36 AM
To: premier@ontario.ca; Ministry of Municipal Affairs & Housing (minister.mah@ontario.ca); sblais.mpp.co@liberal.ola.org; sylvia.jones@ontario.ca
Cc: Alice Byl; Carolina Khan; Denise Holmes; Fred Simpson; Jennifer Willoughby; Jessica Kennedy; Karen Landry; Klaudia Mirska; mtownsend (mtownsend@townofgrandvalley.ca); Nicole Martin; Roseann Knechtel; Tracey Atkinson
Subject: Dufferin County Resolution - Support Bill 5
Attachments: 2023-04-17 Dufferin County - Support Bill 5.pdf

Good Morning,

Please find attached a resolution passed by Dufferin County Council in support of Bill 5.

Thank you,
Michelle Hargrave

Michelle Hargrave | Administrative Support Specialist, Clerk's Department | Office of the CAO
County of Dufferin | Phone: 519-941-2816 Ext. 2506 | mhargrave@dufferincounty.ca | 30 Centre Street,
Orangeville, ON L9W 2X1

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April 17, 2023

Honourable Doug Ford
Premier's Office Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

At its regular meeting on April 13, 2023, Dufferin County Council passed the following resolution:

THAT Dufferin County Council supports Bill 5 – Stopping Harassment and Abuse by Local Leaders Act;

AND THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs.

Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist



Denise Holmes

From: Caroline Mach <forestmanager@dufferinmuseum.com>
Sent: Friday, April 14, 2023 2:42 PM
To: Forest
Subject: Dufferin County Forest Annual Report

The annual report for the Dufferin County Forest is now available on the County's website at:
<https://www.dufferincounty.ca/sites/default/files/forest/annual%20report.pdf>

If you have any questions regarding the report, feel free to contact me.

Thank you
Caroline

Caroline Mach, R.P.F. (she/her) | County Forest Manager | Public Works Department | County of Dufferin
519-941-1114 ext. 4011 | cmach@dufferincounty.ca | 936029 Airport Rd., Mulmur, ON L9V 0L3 | [sign up for our email newsletter](#)

Usual office hours are Tuesday-Saturday 9-5.

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Annual Report 2022 and Annual Work Schedule 2023



EXECUTIVE SUMMARY

The Dufferin County Forest consists of fourteen tracts that together form a 1,066 hectare (2,636 acre) forested area owned and managed by the County of Dufferin. The Forest serves important functions in terms of erosion and water control, natural heritage protection, biodiversity, wildlife habitat, recreational opportunities, and support of the rural economy through timber production and employment opportunities.

From the first purchase of land in 1930 until the mid-1990s the Forest was managed by what is now the Ministry of Natural Resources and Forestry (MNRF) through agreements made under the *Forestry Act*. In 1995, the County completed a long-term, comprehensive management plan for the Forest properties, the first County in Ontario to do so. Following completion of the plan, a County Forest Manager was hired to implement it.

In 2013, work began on a new twenty-year forest management plan. *Our Forest, Our Future: Dufferin County Forest Management Plan 2016-2036* was approved by County Council in March, 2016. In 2020, an operating plan for the period 2021-2026 was developed and approved.

Although the COVID-19 pandemic continued in 2022, impacts on the County Forest operations were reduced as in person recreational events resumed, along with a spring Friends of the Dufferin County Forest event.

In 2022, a new full-time permanent position of Forest Assistant was approved and filled.

The following are some highlights from the past year:

Environmental Sustainability

- i. 44.0 hectares of conifers were marked for selection harvesting.

Economic Sustainability

- i. sales of conifer plantations of over \$150,000.

Social Sustainability

- i. a new outdoor recreation plan for the County Forest and the Dufferin Rail Trail was developed;
- ii. there were sixteen larger-scale in person recreational events; and
- iii. the magnetic sign and the information kiosk at the Main Tract were updated throughout the year.

In 2023, implementation of a comprehensive invasive species management plan will begin. In addition, there will be signs posted, tendered timber sales, monitoring of harvesting operations, and monitoring of recreational use. In person recreational events and the activities of the Friends of the Dufferin County Forest will continue in 2023.

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1.0 INTRODUCTION

The Dufferin County Forest consists of fourteen tracts that together form a 1,066 hectare (2,636 acre) forested area owned and managed by the County of Dufferin. The Forest tracts are located in all of Dufferin's rural municipalities: Amaranth, East Garafraxa, Grand Valley, Melancthon, Mono, and Mulmur. The largest single area is the Main Tract (607 hectares, 1,501 acres) in Mulmur Township. Figure 1 shows the locations of the individual tracts within Dufferin County.

The Dufferin County Forest serves important functions in terms of erosion and water control, natural heritage protection, biodiversity, wildlife habitat, recreational opportunities, and support of the rural economy through timber production and employment opportunities.

Although the Dufferin County Forest is, and always was, owned by the County of Dufferin, from the first purchase of property in 1930 until the mid-1990s, the Forest was managed on behalf of the County by what is now the Ministry of Natural Resources and Forestry (MNRF).

In the mid-1990s, Dufferin was the first County in Ontario to take the lead in developing a management plan for its forest properties. The County decided to develop a comprehensive management plan due to increased demands on the forest properties, as well as changes to the Ministry of Natural Resources and Forestry's (MNRF) Agreement Forest Program.

On June 8, 1995, Dufferin County Council approved *Our Forest, Our Future: Dufferin County Forest Management Plan 1995-2015*. Throughout the process, there was participation from the MNRF, a Forest Advisory Team, and the general public, all of whom provided valuable input and comments.

In 2001, the County was recognized for its management of the County Forest, and for its partnership with the Dufferin Simcoe Land Stewardship Network, with a national award – the Forest Stewardship Recognition Program award.

In 2005, the Dufferin County Forest celebrated its 75th anniversary.

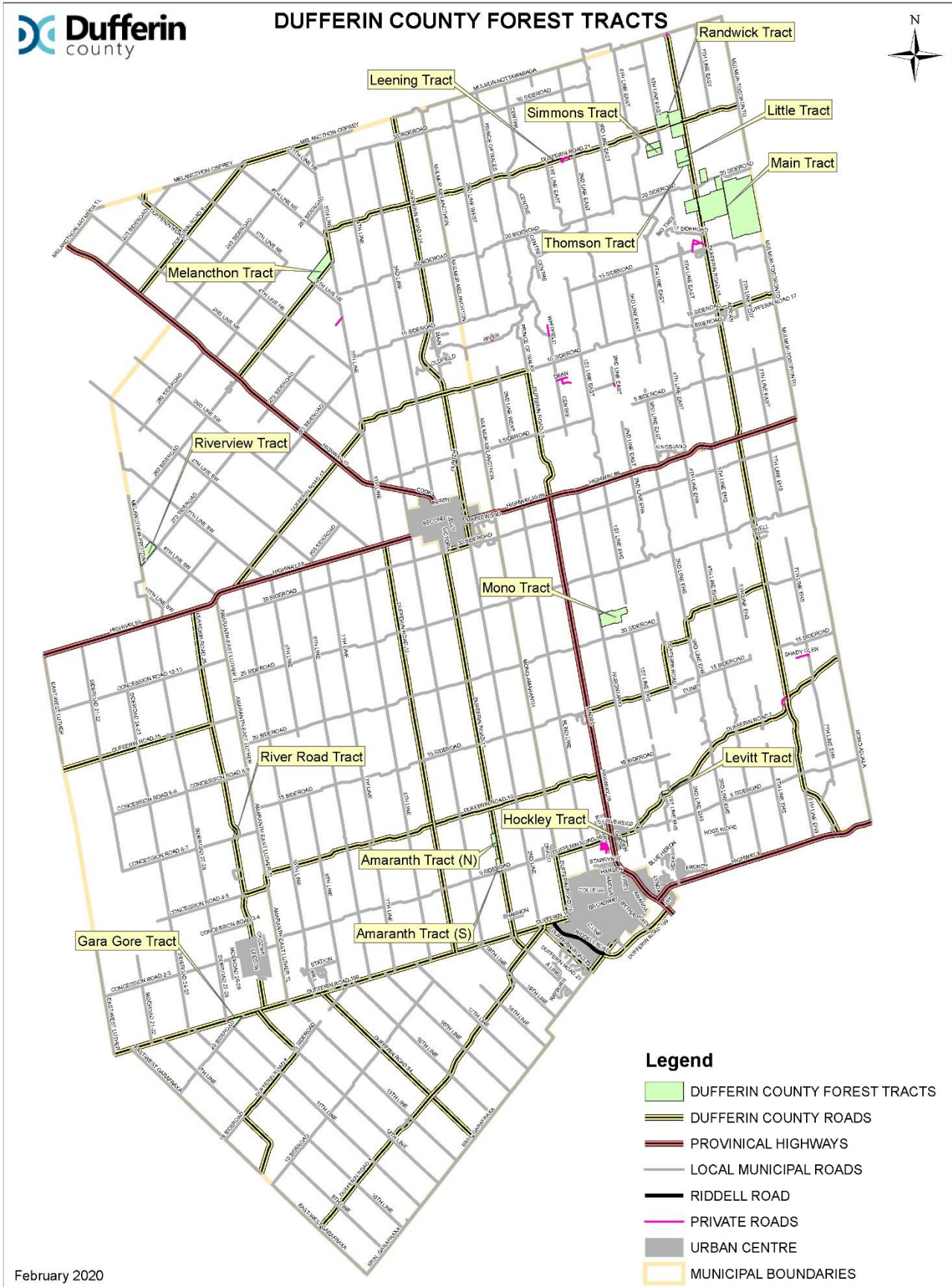
With the impending expiration of the management plan passed in 1995, in 2013 the County began work on a new long-term management plan for the County Forest. By this time, the recreational use of the forest properties had grown to such an extent that it was decided that a separate recreational use policy for the County Forest was necessary. The consultative process involved County Councillors, members of the County's Forest Plan Advisory Team and Forest Operations Review Committee, residents adjacent to the Forest properties, and the general public. *Our Forest, Our Future: Dufferin County Forest Management Plan 2016-2036* was approved by County Council on March 10, 2016. The recreational use policy for the County Forest was approved on May 11, 2017.

In 2020, a five-year operating plan for the period 2021-2026 was developed and approved.

In 2022, an outdoor recreation plan, for both the County Forest and the Dufferin Rail Trail, was developed and approved.

This annual report is divided into sections that correspond with those in the 2021-2026 operating plan.

Figure 1: Tracts of the Dufferin County Forest



2.0 DUFFERIN COUNTY FOREST ANNUAL REPORT

2.1 Goal

To protect the quality and integrity of ecosystems in the Dufferin County Forest, including air, water, land and biota; and, where quality and integrity have been diminished, to encourage restoration or remediation to healthy conditions; while providing a variety of social and economic benefits to the public.

2.2 Land Use

Other than the addition of the Thomson Tract, the land use classes shown in Table 1 are unchanged from those outlined in *Our Forest, Our Future: Dufferin County Forest Management Plan 2016-2036*.

Table 1: Land Use Classes for Dufferin County Forest Tracts

Tract (Compartments)	Land Use Class	Area (ha)	Conservation Value	Standard Forest Management¹
Amaranth (42a), Laurel Wetland Complex	natural	12	provincially significant wetland	no
Amaranth (43b, 43c), Farmington Swamp	natural	10	locally significant wetland	no
Amaranth (43a)	managed	2		yes
Gara-Gore (44a)	managed	15		yes
Hockley (49), Orangeville Wetland Complex	natural	20	provincially significant wetland	no
Leening (50)	natural	8	Niagara Escarpment Rural Area; donor restrictions	no
Levitt (51)	natural	4	Niagara Escarpment Natural Area; donor restrictions	no
Little (48)	natural	47	developing old growth	no
Main (7-10, 12-19, 21a, 22, 23a, 23b, 24b, 24c, 25b, 25c)	managed	316		yes
Main (11, 20a, 21b, 23c, 24a, 25a, 26-30, 31a, 31d), Oak Ridges South Slope Forest	natural	266	life science ANSI	no
Main (31b, 31c)	natural	24	locally significant wetland	no
Melancthon (32a, 32b, 32c, 33a, 33b, 33d)	managed	12		yes
Melancthon (33a, 33c, 33d, 34a, 35a), Melancthon 1	natural	48	provincially significant wetland	no
Mono (39-40, 46)	managed	68		yes
Randwick (1-4c, 5-6)	managed	115		yes

Tract (Compartments)	Land Use Class	Area (ha)	Conservation Value	Standard Forest Management ¹
Randwick (4d), Walker's Creek Wetland	natural	2	locally significant wetland	no
River Road (45)	managed	3		yes
Riverview (36, 37b, 37c, 37d, 37e, 38a, 38b)	managed	27		yes
Riverview (37a, 38c, 38d), Melancthon 2	natural	13	locally significant wetland	no
Simmons (47)	managed	42		yes
Thomson (52)	managed	12	creek	yes
Total		1066		

¹In areas designated as “no” removal of hazard trees and invasive species may occur, as well as forest management activities that maintain or enhance notable features.

2.3 Environmental Sustainability

Sustainable Timber Harvesting

Annually, wood is harvested on a sustainable basis from the Dufferin County Forest. The wood is sold by open public tender. Table 2 shows the stands tendered for sale in 2022.

Table 2: Tendered Timber Sales for 2022

Tender Number	Tract and Compartments	Volume (m ³)	Number of Trees	Species	Area (ha)	Value
CF 22-01-A	Randwick (1a north)	343	246	red pine	6.0	\$22,755.00
CF 22-01-B	Randwick (1a south)	886	607	red pine, white pine	14.0	\$63,755.00
CF 22-01-C	Randwick (5a & 6a)	944	1788	white pine	12.0	\$15,750.00
CF 22-01-D	Main (15c)	53	137	hardwoods	15.0	No bids
CF 22-01-E	Main (16c)	68.9	207	hardwoods	14.0	No bids
CF 22-01-F	Main (24b)	837	495	red pine	12.0	\$63,555.00
TOTALS		3040.8	7484		105.8	\$165,815.00

The tenders were all awarded to Penguin Pole of Wallenstein, Ontario.

Evaluation of Insect and Disease Populations

The County of Dufferin assesses insect and disease populations based on information provided by the Ministry of Natural Resources and Forestry's (MNR) Forest Health Technicians, County Forest staff, and the Canadian Food Inspection Agency. Emerald ash borer, Asian long-horned beetle, Sirex woodwasp, spongy moth (formerly European gypsy moth/LDD moth), beech bark disease, butternut canker, and red pine decline are of primary concern. Spongy moth, beech bark disease, butternut canker, and red pine decline are all known to be present in the Dufferin County Forest. Monitoring of these key insects and diseases will continue and management strategies will be

developed as necessary.

Spongy Moth (formerly European Gypsy Moth/LDD moth)

Spongy moth (*Lymantria dispar dispar*) is a non-native insect pest that has become established and naturalized in Ontario over the last 40 years or so. Outbreaks of the pest occur approximately every 7-10 years. Spongy moth is considered to be a deciduous tree stressor, not a tree killer, which means that usually tree mortality will result only if trees are subjected to multiple stresses over multiple years. Severe defoliation of coniferous trees may result in mortality after just one season.

In 2020, there was extensive defoliation of the red oak (the preferred food source of the spongy moth larvae) in the Main Tract of the Dufferin County Forest. To a lesser extent, other tree species, in particular white pine, were affected. This was the first year of heavy spongy moth defoliation in the Main Tract since 2009. Observed defoliation during 2021 was much lower than in 2020. Spongy moth egg mass surveys (a predictor of the following year's population) were conducted in the fall of 2020 and 2021.

In both 2020 and 2021, large numbers of larvae died from either the fungus *Entomophaga maimaigi* or the Nucleopolyhedrosis virus, which are both naturally present in spongy moth populations. The levels of the fungus are weather dependent (the fungus spreads more readily during a wet spring), while the virus spreads more easily and rapidly when populations are at high densities.

During the 2022 field season, spongy moth defoliation was not visible to the casual observer. As a result, it was clear that spongy moth populations had collapsed. No surveys for spongy moth egg masses were done in the fall of 2022.

Oak Wilt

Oak wilt is an exotic invasive disease that kills all species of oak, preferring those in the red oak group (red oak and black oak). The Canadian Food Inspection Agency (the lead agency in dealing with exotic invasives) is working hard to keep oak wilt out of Ontario, but it is currently only 500 m from the border (on Belle Island in the Detroit River). Infected red oak trees can die in as little as 30 days. Red oak is a



Spongy moth larvae dying before pupation in the summer of 2021.

significant component of a number of stands in the Dufferin County Forest, particularly in the Main Tract. Many of these stands are also part of the Oak Ridges South Slope Area of Natural and Scientific Interest, which is recognized in part for its oak component. In addition, in 2005 red oak

was declared as the official tree of Dufferin County.

Prior to oak wilt being found in Dufferin County, the following strategies are being implemented:

- i. public education to increase the number of people able to identify oak wilt and therefore increasing the chances of finding it and identifying it before it is widespread;
- ii. public education regarding the dangers of moving firewood, therefore reducing the chances of oak wilt arriving in Dufferin County through that avenue;
- iii. in the Dufferin County Forest, no harvesting of stands containing more than 5 m²/ha of red oak between April 1 and July 31. During this time of year, the sap-feeding beetles, which spread oak wilt and are attracted to open wounds on oak trees, are most active; and
- iv. public education to discourage private landowners from pruning or harvesting red oak between April 1 and July 31.

Once oak wilt is found in Ontario, a second phase of restrictions will be introduced. These will likely include changes to the period during which pruning or harvesting of red oak is not permitted, as well as an expansion of pruning and harvesting restrictions to County operations outside of the County Forest (e.g. contracts for roadside tree pruning and removal) and increased public education.

Once oak wilt is found in the Dufferin County Forest, management strategies such as trenching to break root grafts will likely have to be implemented in order to eradicate or contain it.

Emerald Ash Borer

In 2013, the presence of emerald ash borer (EAB) was confirmed in Dufferin County, at the south end of Orangeville. Public education regarding this pest is ongoing through events, information at the County Forest office and on the website, and responses to inquiries. The number of ash succumbing to EAB attack has noticeably increased over the last five years. Dead or dying ash that are considered to be hazard trees due to their proximity to trails will be removed as soon as possible after they are identified. Stands with an ash component will be managed in accordance with the strategies outlined in *Managing Ash in Farm Woodlots; Some Suggested Prescriptions* (Williams & Schwan, 2011). At this time, it is not clear how the seedling ash present in large numbers in many stands in the County Forest will fare in the long-term as EAB populations fluctuate and biological controls continue to be implemented.

Alien Invasive Plants

During the 2022 growing season, ongoing monitoring and removal of the dog-strangling vine at the Mono, Main and Randwick Tracts was conducted.

Scots pine was removed in conjunction with field work and litter/garbage pick-up.

Data was collected on the garlic mustard plots at the Melancthon, Mono, and Randwick Tracts. These plots were established in 2016 to monitor the growth of garlic mustard.

One of the first duties of the newly-hired Forest Assistant is to develop a comprehensive invasive species management plan, focusing on terrestrial plant invasives. The plan will be a working document whose implementation will commence in 2023.

2.4 Economic Sustainability

Financial Stability

One of the County's objectives for the Dufferin County Forest is that it generate revenue to support operations. At the same time, it is important to remember the non-monetary contributions of the Dufferin County Forest:

- i. the Forest contributes significant ecosystem services;
- ii. the Main Tract is one of few, large, publicly-accessible natural areas in Dufferin County available for a wide variety of outdoor recreation activities; and
- iii. the Dufferin County Forest properties add to the value of the areas in which they are located both in aesthetic and monetary terms.

For revenues generated from timber sales in 2022, refer to Table 2. There are many factors that affect the value of the timber sold from the Dufferin County Forest, some of which are difficult to predict from year to year. These factors include the price of wood locally and regionally; the location, size and species of trees offered for sale; and the supply of wood of various species and sizes in a given year. Timber sale revenues are supplemented by land use, forest use, and recreational event permits. For details of the budget, please refer to the County of Dufferin's Budget 2022.

Donations

A secure post was installed beside the Main Tract kiosk to collect cash donations toward the work of the Friends of the Dufferin County Forest (FDCF). Donations to the FDCF can also be made online through a QR code/website address. The amount of money collected to date is not significant, but it is expected to increase as the FDCF is able to resume functioning post-COVID.

2.5 Social Sustainability

New Routes: Dufferin County Outdoor Recreation Plan: Refresh | Regrow | Recreate

During 2022, the recreational use policy for the County Forest was updated. *New Routes: Dufferin County Outdoor Recreation Plan* is broader in scope than the previous recreational use policy in two ways:

1. it includes permitted uses not just for the County Forest, but also for the Dufferin Rail Trail, the former rail corridor owned by the County of Dufferin; and
2. it includes a number of items related to both the County Forest and the Rail Trail for the County Forest were previously part of the forest management plan and not the recreational use policy. These include signs, communications, and infrastructure.

The uses for the County Forest remained largely unchanged and the document established use guidelines for the Rail Trail which were previously non-existent. Additional infrastructure in terms of portable toilets, signs, and parking lot plowing was outlined for both the County Forest and the Rail Trail.

Public consultation during the development of the document was split into two stages – an idea generation stage and a draft review stage. Unfortunately, the volume of public input was relatively small during both stages. The final version of the plan can be accessed [here](#).

Friends of the Dufferin County Forest (FDCF)

As COVID-19 restrictions were loosened, the Friends of the Dufferin County Forest held a work party day for trail maintenance and garbage pick-up on April 30, 2022. More events will be planned in 2023. The Friends of the Dufferin County Forest is a volunteer group comprised of individuals who are committed to supporting approved activities within the properties collectively known as the Dufferin County Forest.

Dufferin County Forest Advisory Team (DCFAT)

In 2022, there was one meeting of the Dufferin County Forest Advisory Team, to discuss the outdoor recreation plan.

Recreational Events

As COVID-19 restrictions were loosened, larger-scale in person recreational events resumed in 2022. Table 3 gives details of the sixteen larger-scale recreational events that took place in the County Forest in 2022. Unless otherwise noted, the events took place at the Main Tract. In total, the events generated revenue of about \$2,500 for the County.

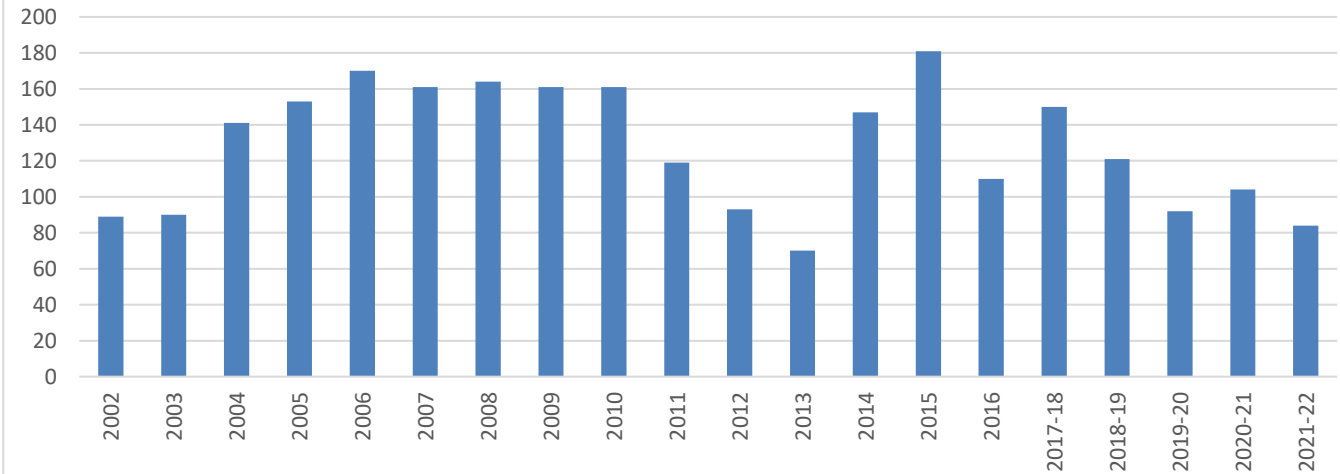
Table 3: Larger-Scale Recreational Events in the Dufferin County Forest 2022

Date of Event	Type of Event	Number of People
May 6-8	OTRA Horseback Riding Event	15
May 20-23	Chesley Saddle Club Horseback Riding Event	9
May 28	1849 Orangeville Army Cadets Outdoor Skills Event	24
June 17-20	OCTRA Horseback Riding Event	56
June 10-12	OTRA Horseback Riding Event	18
June 3-6	Chesley Saddle Club Horseback Riding Event	11
June 11	Substance Projects Mountain Biking Event	200
July 4-10	OTRA Horseback Riding Event	24
August 5-7	OTRA Horseback Riding Event	17
August 14	Substance Projects Mountain Biking Event	102
August 26-29	Chesley Saddle Club Horseback Riding Event	19
September 9-11	OTRA Horseback Riding Event	36
September 16-19	Chesley Saddle Club Horseback Riding Event	5
September 17	Chase the Coyote Trail Run Event – Mono Tract	120
September 30-October 2	OCTRA Horseback Riding Event	59
October 29-30	1849 Orangeville Army Cadets Outdoor Skills Event	73

Forest Use Permits (Hunting)

Figure 2 shows the number of Forest Use Permits (Hunting) that have been issued in the last twenty years. In 2018, the permits transitioned from an effective period of January 1-December 31 to an effective period of October 1-May 31. For the transition year, the number of permits sold from January 1, 2018-May 31, 2018 was added to the number sold during 2017. In the last year, the permits generated revenue of about \$2,500 for the County.

Figure 2: Forest Use Permits (Hunting) Issued for the Dufferin County Forest 2002 to 2021-2022



Mansfield Outdoor Centre

The Mansfield Outdoor Centre leased cross-country ski trails in the south portion of the Main Tract for the 2022-2023 season.

Human Health

Information about west nile virus, lyme disease, and poison ivy continues to be available on the County Forest website, at the information kiosk at the Main Tract parking lot, and by request.

Signs and information related to COVID-19 were placed at all of the Forest entrances, at the Main Tract kiosk, and on the County website in 2022.

Infrastructure

During 2022, the event field at the Main Tract continued to be accessible for parking when there were no events taking place. This has been very successful, especially as the large area makes it easy for horse trailers to manoeuvre. In the absence of issues, the event field will be left accessible for parking other than when it is being used for events.

Main Tract Information Kiosk

In the spring of 2018 an information kiosk was installed at the Main Tract parking lot at 937513 Airport Road. The kiosk includes information about upcoming events in the Main Tract, a large-scale trail map, and numerous information brochures about the County Forest. The information at the kiosk is updated and expanded on an ongoing basis.

Signs

The signs at the Forest entrances stating guidelines for Forest use during the COVID-19 pandemic were replaced as necessary throughout 2022.

Temporary signs were posted at a number of the tracts showing the dates of the spring wild turkey hunt, the fall wild turkey shotgun hunt, and the two five-day periods of the fall deer shotgun hunt. This was done to inform users that there would be a concentration of hunters in the Forest during

those periods. Additional signs urging hunters to “Exercise Extreme Caution” are posted around the southern section of the Randwick Tract.

The local Ontario Federation of Snowmobile Clubs (OFSC) member clubs (Dufferin, Orangeville, and Alliston & District) posted signs indicating the location of the OFSC trails through the Main, Randwick, Simmons, Riverview, and Mono Tracts of the Dufferin County Forest.

Information Products and Information Dissemination

In order to make non-hunting users of the Dufferin County Forest aware of the main hunting seasons, notices advising of increased hunting activity were placed in the Orangeville, Shelburne, Creemore, and Alliston newspapers as follows:

- i. prior to the beginning of the spring wild turkey shotgun hunt;
- ii. prior to the beginning of the fall deer and fall wild turkey archery hunt;
- iii. prior to the beginning of the fall wild turkey shotgun hunt;
- iv. prior to the first five-day period of the deer shotgun hunt; and
- v. prior to the second five-day period of the deer shotgun hunt.

In 2021, there was production and periodic updating of various information products, including a general County Forest brochure; a recreational use brochure; a hunting brochure; a brochure describing the Little Tract interpretive trail; a brochure describing the Main Tract interpretive trail; a trail map brochure for the Main Tract; and a brochure describing the driving tour.

The *Hunting in the Dufferin County Forest* brochure/information package was distributed to the hunters who purchased forest use permits, at the Main Tract information kiosk, as well as on a request basis. Email inquiries were first directed to the website for information.

Numerous phone and e-mail requests for information on the Dufferin County Forest and forests and forestry in general were answered. The information that was distributed consisted mostly of Dufferin County Forest pamphlets, maps of the Main Tract, and information on various insects and diseases that affect trees, spongy moth and emerald ash borer in particular.

The County Forest information on www.dufferincounty.ca/services/forest was updated throughout the year to provide forest users and other interested members of the public with timely information about events and activities.

Presentations, Schools, Walks, and Tours

Guided forest walks were not held in 2022 due to continued uncertainty regarding the COVID-19 pandemic and the impossibility of practicing social distancing during such as event.

Interpretive Trails

The interpretive trails at the Main Tract, Little Tract, and Hockley Tract were maintained.

Cultural Heritage Resources

In 2022, no further work was done at the site of the building foundation at the Simmons Tract.

3.0 MONITORING

In 2022, the primary monitoring activities were:

- i. inspections conducted during commercial harvesting operations;
- ii. monitoring of signs and gates at the forest properties and arranging for replacement when and where necessary;
- iii. monitoring of hunting activity (particularly during the two five-day deer shotgun hunt periods); and
- iv. monitoring of general recreational use.

Harvesting inspections were done to ensure that the loggers complied with the terms and conditions of the tenders. There were no significant violations of tender terms and conditions in 2022.

Forest inventories were conducted to determine which stands would be subject to forest management operations, as well as for stands that had recently undergone forest management operations.

Monitoring of invasive species was conducted as part of both forest inventories and other field work.

In 2020, the County embarked on a program to measure recreational use of the Forest, in particular at the Main Tract. This program was to include three main elements:

- i. in person counting/surveying of users;
- ii. trail counters; and
- iii. traffic counters.

Due to the COVID-19 pandemic and the strict limits on in person interactions, no in person surveying was done in 2022.

At the end of 2021, some changes were made to the placement of the trail counters to improve the efficiency of data collection. Trail counters are now located:

- i. at the Main Tract, along the main south double track trail from the parking lot, to count equestrians and pedestrians;
- ii. at the Main Tract, along the single track trail from the parking lot, to count mountain bikers;
- iii. at the Main Tract, along the single track trail west of the event field, to count mountain bikers;
- iv. at the Main Tract, along the single track trail south of the event field, to count mountain bikers;
- v. at the Main Tract, along the double track trail from the event field, to count equestrians;
- vi. at the Mono Tract, at 675111 Hurontario St., to count all users; and
- vii. at the Mono Tract, at 715120 1st Line EHS, to count all users.

Some work was done on calibrating the trail counters by the Forestry Summer Student.

The trail counters will always be representative of trends in use rather than actual user numbers as both the Mono and Main Tracts have a number of entrances and it is not viable to have trail counters at all of them.

At the Main Tract, peak numbers for pedestrians, equestrians, and mountain bikers occurred on Saturday and Sunday. On a 24-hour basis, activity peaks are mid-day, from roughly 10 am to 3 pm. Numbers for all activities decreased into December, although there were still numerous users. At the Mono Tract there was significant activity on Monday and Wednesday in addition to the weekend.

Three periods of traffic counts were collected in 2022: May 30-June 6, August 2-8, and October 3-12

(Thanksgiving weekend). Although weekend and holiday Monday visits continued to be high, weekday visitation, especially on Friday, was significant. The main parking lot continued to be used more than the event field parking.

A self-reporting user survey was posted on Join in Dufferin at the end of October, 2021 and promoted with a sign at the Main Tract information kiosk. The survey includes questions about recreational activities and economic impact and is the same as will be used for the in person surveys. To date, eleven people have completed the survey.

4.0 STAFFING

As part of the 2022 budget deliberations, County Council approved funding for a full-time, permanent Forest Assistant position in the County Forest Division. Michelle Kratky started in the position on November 1, 2022. The first large project for Michelle is the development and implementation of a comprehensive invasive species management plan for the Dufferin County Forest and other County-owned assets. Michelle will be assisting in all County Forest Division activities.

5.0 THE FUTURE OF THE PLANNING PROCESS

In 2020, an operating plan for the period 2021-2026 was developed and approved. Two additional five-year operating plans will be written to fulfill the management plan; for the periods 2026-2031 and 2031-2036. The operating plans will be supported by Annual Reports and Annual Work Schedules.

Toward the end of the twenty-year management plan, a new twenty-year plan will be written for the period 2036-2056. This plan will include a five year operating plan for the period 2036-2041.

6.0 DUFFERIN COUNTY FOREST ANNUAL WORK SCHEDULE

The main activities for 2023 are described in the following sections.

6.1 Environmental Sustainability

It is anticipated that there will be 29.4 hectares of conifers marked in 2023. The breakdown of the areas is shown in Table 4.

Table 4: Areas Planned to be Marked in the Dufferin County Forest for 2023

Tract (Compartment)	Species	Area (ha)
Randwick (5b)	red pine	14.0
Main (15b, 16b)	red pine/white pine	7.0
Mono (39a-1)	red pine	8.4
Total Area		29.4

As in the past, the number of trees and the volume to be harvested will be known once the tree marking is completed. Stands will be publicly tendered in the late summer of 2022.

Information about oak wilt and emerald ash borer and how to manage trees and woodlots in their presence will continue to be distributed to the general public.

Implementation of a comprehensive invasive species management plan will begin, focusing on terrestrial plant invasives in the County Forest.

6.2 Economic Sustainability

For details of the budget, refer to the County of Dufferin's Budget 2023.

6.3 Social Sustainability

The Main Tract will host a number of in person recreational events and the Mansfield Outdoor Centre will lease cross-country ski trails in the Main Tract.

Pending budget approval, major new signs planned for 2023 include:

- i. signs at all County Forest entrances prominently displaying the County Forest website address and/or a QR code to link to the website; and
- ii. pictographic signs indicating permitted trail uses.

The interpretive trails at the Main, Hockley, and Little Tracts will be maintained.

Working with the County's Communications Manager, information about the Forest will start to be disseminated through the County's various social media accounts, as well as through traditional media avenues.

6.4 Monitoring

In 2023, the monitoring program will focus on five broad areas:

- i. inspections conducted during commercial harvesting operations;
- ii. monitoring of signs and gates at the forest properties and arranging for replacement when and where necessary;
- iii. monitoring of hunting activity (particularly during the two five-day deer shotgun hunt periods);
- iv. monitoring of recreational events; and
- v. monitoring of general recreational use through self-reporting, in person surveys, trail counters, and traffic counters.

A detailed inventory of known terrestrial plant invasive species locations will be conducted to inform control measures as part of the implementation of the invasive species management plan.

A detailed inventory of oak regeneration, particularly in the Oak Ridges South Slope Forest Area of Natural and Scientific Interest, will be conducted to inform a management strategy specifically for oak-dominated stands.

For more information:

County Forest Division
c/o Museum of Dufferin
936029 Airport Road Mulmur, ON L9V 0L3
519-941-1114 or 877-941-7787
forest@dufferincounty.ca www.dufferincounty.ca

Denise Holmes

From: K Fryer [REDACTED]
Sent: Saturday, April 22, 2023 1:24 PM
To: NDACT; Denise Holmes
Subject: RE: NDACT's delegation to Melancthon Mar 16th 2023

Hi Carl,

I appreciate your response to my comments on the possible Strada application and NDACT's engagement with them.

What better way to try and move a project forward then to get an organization like NDACT on side.

You have stated that you won't oppose if the science supports it. They say they won't go forward with the project if the science doesn't support it. Hasn't this become the favourite phrase to move an agenda forward. We've listened to our governments say this during the covid era. They've managed to control the masses with that statement even though the science has not supported any of their decisions. This statement alone is somehow now able to control decision making with never having to actually provide the science.

In my opinion, NDACT has not provided meaningful information to the community in regards to your meetings with Strada. Your website has little information other than to say you are in meetings and for property owners to hold off on allowing access until an agreement is signed. I feel that it is possible those property owners that followed your recommendation may miss out on their property being part of the study. I'm not aware that "your" agreement is signed yet.

You may be right that the government won't listen to an opinion that goes against their "growth at all costs" mentality. You are definitely right that they will issue a license if there is no opposition.

Respectfully,

Ken Fryer
Melancthon Resident

From: [NDACT](#)
Sent: April 11, 2023 8:17 AM
To: [REDACTED]
Cc: dholmes@melancthontownship.ca; [Karren Wallace](#)
Subject: NDACT's delegation to Melancthon Mar 16th 2023

Hello Ken,

Good of you to write regarding the NDACT/Melancthon delegation. You

raised valid points, let me answer some of those observations.

I would agree that the “GLORY” days of the Mega Quarry are over for NDACT. We continue to be in touch with Bonnefield and have a good relationship with them regarding land use and all considerations affecting those beautiful lands.

It is a new era now, and the Strada proposal needed a new approach. Nobody is looking at this proposal and is excited about the potential. There is no application to oppose yet. The uniqueness of this situation is that Strada reached out to NDACT, and the broader community, to inform us that they are considering the potential of a quarry at their current location.

What does NDACT do with that ‘reach out’?

Had we ignored it and had not engaged with them, any opposition once an application is filed, would be highly devalued by policy makers and government. Strada would rightly say “We reached out early on in the planning process but NDACT did not want to engage”. That would not help us elevate the issue once an application was filed, matter of fact, it is my opinion that we would not get any meaningful hearing with government, especially if you consider how development friendly our current government is.

The normal process is that, once an application is filed, there is a predetermined window to study it, find the faults, raise enough money to hire a consultant who then tries to elevate the faults in a way that decision makers have to pay attention. As we have learned, it takes an extraordinary amount of public awareness to push an agenda that gets favourable hearing at government. Turning that public awareness into meaningful engagement and support for the message that the consultant needs to deliver in order to successfully oppose the application is a huge task.

Emotion does not matter much. It is all about the science as far as government is concerned.

Strada has been forthcoming and has engaged in a meaningful way with NDACT, and has negotiated in good faith. They did not have to give the community a ‘heads up’, could have just applied. Since this has never happened before, there is no ‘blueprint’ to follow for NDACT. I am proud of the fact that we have had the communities interest foremost in our mind, guiding our actions in this uncharted territory.

Once an application is filed, if indeed it is filed, all agencies will have to look at it as well throughout the ARA process. Lots of time to engage for people once facts are known. As per our agreement with Strada, which is not yet signed, if the science of all those involved in this process, passes the application as solid, NDACT will not oppose it. (if the science is that solid, NDACT feels it could not organise meaningful opposition to prevent the government from issuing a license.

Respectfully,

Carl Cosack
NDACT Board Member



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

2022 CLERK'S REPORT ON FINANCIAL FILING COMPLIANCE

Date: April 19, 2023

In accordance with Section 88.23(4) of the *Municipal Elections Act*, the Clerk shall make available to the Public a Report setting out all candidates in an election and indicating whether each candidate complied with Section 88.25.

Mayor

- Wayne Hannon – Compliant
- Darren White – Compliant

Deputy Mayor

- James McLean – Compliant
- Margaret Mercer – In Default – Failed to file a financial statement in accordance with Section 88.25 of the *Municipal Elections Act*

Councillor

- Alex Banks – Compliant
- Brian Dawson – Compliant
- Sean Malloy – Compliant
- Loretta McKellar – Compliant
- David Miller – Compliant
- Ralph Moore – Compliant
- Bill Neilson – Compliant
- Ruth Plowright – Compliant
- Darcy Timmins – In Default – Failed to file a financial statement in accordance with Section 88.25 of the *Municipal Elections Act*.

Denise B. Holmes, AMCT
CAO/Clerk

Denise Holmes

From: Roseann Knechtel <rknechtel@mulmur.ca>
Sent: Tuesday, April 18, 2023 4:38 PM
To: premier@ontario.ca; carey.herd@caledon.ca; sylvia.jones@pc.ola.org; Michelle Dunne; Carolina Khan; Fred Simpson; jkennedy@eastgarafraxa.ca; Meghan Townsend; Nicole Martin; Jennifer Willoughby; Denise Holmes; Caroline.Mulroney@pc.ola.org; minister.mto@ontario.ca
Subject: Highway 10 Traffic and Road Safety Study Resolution
Attachments: Highway 10 Traffic and Road Study.pdf

Good Afternoon,

At the Council meeting held on April 5, 2023, Council of the Township of Mulmur passed the attached resolution in support of a traffic and road safety study on Provincial Highway 10, including those sections located in Dufferin County.

Have a great day,

Roseann Knechtel, BA, MMC | Deputy Clerk / Planning Coordinator

Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8

Phone 705-466-3341 ext. 223 | Fax 705-466-2922 | rknechtel@mulmur.ca

[Join our email list](#) to receive important information and keep up to date on the latest Township news.

This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

Local **(705) 466-3341**
Toll Free from 519 only **(866) 472-0417**
Fax **(705) 466-2922**

April 11, 2023

Provincial Highway 10 – Terms of Reference for a Traffic and Road Safety Study

At the meeting held on April 5, 2023, Council of the Township of Mulmur supported the Town of Caledon, Dufferin County and Town of Orangeville in their request to develop terms of reference for a traffic and road safety study of Provincial Highway 10, to be funded by the MTO including the section of Provincial Highway 10 located in Dufferin County.

Many sections of Highway 10 continue to be single lane, despite the increased population growth and associated traffic volumes, number of commercial vehicles, and increased motor vehicle collisions. Road safety continues to be a priority for the Township of Mulmur and its residents who utilize Provincial Highway 10 on a daily basis.

The Corporation of the Township of Mulmur therefore supports the Town of Caledon, County of Dufferin and Town of Orangeville in their request to develop a traffic and road safety study of Provincial Highway 10, including the sections of highway located in the County of Dufferin.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planning Coordinator



Town of Caledon
6311 Old Church Road
Caledon ON L7C 1J6
Attn: Laura Hall, Clerk

Please be advised that its regular meeting on March 9, 2023, Dufferin County Council passed the following motion to support your request to the Ministry of Transportation and ask the Dufferin County portion of Highway 10 be included:

WHEREAS driver and pedestrian safety is a priority of our Council;

AND WHEREAS Provincial Highway 10, from the northern border of Brampton to the northern border of Dufferin County, contains various uses such as urban and rural and experiences high traffic volumes, chronic speeding, and an increased number of commercial vehicles;

AND WHEREAS the projected growth will continue to exasperate these issues;

AND WHEREAS our neighbours to the South in the Town of Caledon have recently made a delegation at ROMA to ask the Province to work with the Town of Caledon to develop a terms of reference for a traffic and road safety study to be funded by the MTO, of the entire length of Highway 10 within Caledon;

AND WHEREAS the County of Dufferin would benefit from such a traffic and road safety study being done including the length of Highway 10 within the County of Dufferin;

THEREFORE BE IT RESOLVED that a letter of support be provided to the Town of Caledon regarding their request to the Province on behalf of Council;

AND FURTHER request that the Town of Caledon include the portion of Highway 10 that runs through the County of Dufferin in the proposed study;

AND THAT County of Dufferin staff be available for consultation as part of this project;

AND THAT a copy of the letter of support be sent to Premier Doug Ford, Deputy Premier, Sylvia Jones, Minister of Transportation, Caroline Mulroney, the Town of Caledon and all municipalities in Dufferin County.



Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist

Cc Deputy Premier
Minister of Transportation
Town of Caledon Clerk
Dufferin County Clerks



March 21, 2023

Mayor Annette Groves
Town of Caledon
6311 Old Church Rd.
Caledon, ON, L7C 1J6
Via Email: annette.groves@caledon.ca

Re: Town of Orangeville resolution in support of terms of the development of terms of reference for a traffic and road safety study to be funded by MTO for the full length of Hwy 10.

Dear Mayor Groves,

On February 27, 2023, the Town of Orangeville Council passed the below resolution to provide support to the Town of Caledon's request to the Province to develop terms of reference for a traffic and road safety study.

"WHEREAS driver and pedestrian safety is a priority of our Council; and

WHEREAS Provincial Highway 10, from the northern border of Brampton to the intersection of First Street in Orangeville, contains various uses such as urban and rural and experiences high traffic volumes, chronic speeding, and an increased number of commercial vehicles; and

WHEREAS the projected growth will continue to exasperate these issues; and

WHEREAS our neighbours to the South in the Town of Caledon have recently made a delegation at ROMA to ask the Province to work with the Town of Caledon to develop a terms of reference for a traffic and road safety study to be funded by the MTO, of the entire length of Highway 10 within Caledon; and

WHEREAS the Town of Orangeville would benefit from such a traffic and road safety study being done including the length of Highway 10 within Orangeville; and

NOW THEREFORE BE IT RESOLVED that a letter of support be provided to the Town of Caledon regarding their request to the Province on behalf of Council;

AND FURTHER REQUEST that the Town of Caledon include the portion of Highway 10

that runs through Orangeville in the proposed study; and

THAT the Town of Orangeville staff be available for consultation as part of this project; and

THAT a copy of the letter of support be sent to Premier Doug Ford, Deputy Premier, Sylvia Jones, Minister of Transportation, Caroline Mulroney, the Town of Caledon and all municipalities in Dufferin County.”

We respectfully support Town of Caledon’s request and look forward to hearing of the response and actions taken by the Province and MTO.

Sincerely,



Lisa Post
Mayor

c.c. Premier Doug Ford,
Deputy Premier Sylvia Jones,
Minister of Transportation, Caroline Mulroney
All Dufferin County Municipalities

Denise Holmes

From: Kim Fraser <kfraser@shelburne.ca>
Sent: Thursday, April 27, 2023 12:13 PM
To: Carey Holmes; Maryon English; Fred Simpson; clerksoffice@townofmono.com; Nicole Martin; cgoustos@amaranth.ca; Denise Holmes; Sarah Culshaw
Cc: Chris Gerrits; Andrew Stirk; Melinda Davie; Ralph Moore; Darren White; Shane Hall; Dan Sample; bbornosnits@hotmail.com; Randy Chambers-Home (randychambers75@yahoo.ca); Marty Lamers; Emily Francis
Subject: CDRC 2023 Draft Budget
Attachments: 2023 CDRC Draft Budget_to Municipalites.Apr 27.pdf
Importance: High

Hello,

Please find attached the CDRC 2023 Draft Budget for your review and comment. Please include this on your next council agenda.

Please let me know if you have any questions or need any additional information.

Thank you,

Kim Fraser

Facility Administration Manager

Centre Dufferin Recreation Complex
200 Fiddle Park Lane, Shelburne ON
L9V 3C9
519.925.2400
kfraser@shelburne.ca

April 27, 2023

To:

Town of Shelburne
Township of Amaranth
Township of Melancthon
Town of Mono

Subject: 2023 CDRC Draft Budget

Please find attached the Draft CDRC 2023 Budget for your review and comment.

As you will note, this budget calls for a substantial increase in a total municipal contribution of \$160k (46%) from 2022.

For a bit of history, a 5 year plan had been approved in 2020 that called for a 3% increase for a 5 year period that would leave the CDRC with \$59k in reserves at the end of 2022 an \$71k in reserves at the end of 2023. Below is a snapshot of that plan.

2021 CDRC BUDGET 5 YEAR FORECAST (\$000)							
Year	2020	2020	2021	2022	2023	2024	2025
Scenario	Budget	Actual	Budget	Estimate	Estimate	Estimate	Estimate
Opening Surplus/Reserves	\$183	\$180	\$129	\$212	\$59	\$71	-\$33
+ Municipal Contribution	\$327	\$327	\$337	\$347	\$357	\$368	\$379
+ Covid Relief Muncipal Funding			\$150				
- Operating Loss	-\$256	-\$346	-\$368	-\$276	-\$276	-\$276	-\$276
+ Capital Grants			\$31	\$489			
- Capital Roof Cost			-\$42	-\$668			
- Capital Cost	-\$49	-\$32	-\$25	-\$45	-\$69	-\$196	-\$270
= Closing Surplus/Reserves	\$205	\$129	\$212	\$59	\$71	-\$33	-\$200

There have been many changes since this plan was adopted, but as of the end of 2022 we have \$101k in reserves (\$131k in actual reserves less \$30k remaining on the roof repairs). In other words, we are slightly better than plan at the end of 2022.

Moving on to 2023, there are 2 major capital projects (that have already been approved by the board) that were not forecast when the 3% increase plan was adopted.

- Pool Repairs \$116k
- New Recreation Software \$30k

With a planned 3% increase in municipal funding and the addition of these new capital projects, the CDRC would be in a \$95k deficit at the end of 2023.

In order to provide for the funding of these capital projects and in order to provide for a reserve at the end of the year (\$55) which also serves as working capital, the Board of Management directed that an additional \$150k in Municipal Funding be added to the Draft Budget for consideration by the respective councils.

Should you have any questions or need additional information, please contract your representative on the Board of Management or contact me or Kim Fraser directly.

Randy Chambers
Finance Committee Chair
CDRC Board of Management

CDRC 2023 DRAFT BUDGET (Submitted April 26)

Description	2023 Bud	2022 Bud	2022 Act	2021 Act	2020 Act	2019 Act	2018 Act	23 vs 22A
Arena Rentals	\$246,164	\$175,979	\$196,966	\$92,442	\$158,832	\$256,555	\$260,968	25%
Floor Rental	\$12,000	\$13,018	\$15,154	\$0	\$220	\$21,469	\$20,852	-21%
Advertising	\$12,000	\$10,320	\$10,976	\$2,263	\$9,568	\$10,545	\$11,451	9%
Programs	\$10,250	\$1,650	\$7,502	\$3,759	\$2,581	\$948	\$0	37%
Room Rental	\$18,000	\$12,544	\$22,316	\$9,745	\$9,827	\$25,839	\$25,838	-19%
Concession Sales	\$55,000	\$38,755	\$52,638	\$16,196	\$25,865	\$85,408	\$86,480	4%
Pool Fees	\$116,600	\$91,965	\$118,960	\$72,462	\$46,664	\$80,480	\$76,384	-2%
Day Camp Fees	\$140,000	\$124,000	\$139,541	\$78,905	\$0	\$55,913	\$54,855	0%
Miscellaneous	\$1,150	\$1,043	\$1,254	\$572	\$230	\$247	\$1,445	-8%
Grants	\$15,000	\$30,700	\$30,713	\$32,926	\$3,920	\$9,730	\$8,400	-51%
Total Operating Revenue	\$626,164	\$499,974	\$596,019	\$309,268	\$257,706	\$547,132	\$546,673	5%
Payroll	\$558,073	\$471,903	\$483,513	\$395,452	\$310,834	\$397,807	\$333,656	15%
Benefits	\$96,300	\$77,250	\$84,130	\$63,662	\$58,011	\$63,155	\$57,979	14%
Bank Charges	\$2,500	\$2,705	\$2,802	\$1,675	\$866	\$1,063	\$977	-11%
Maintenance	\$104,000	\$86,850	\$104,667	\$93,445	\$74,611	\$74,313	\$88,545	-1%
Utilities	\$148,400	\$141,214	\$146,786	\$103,594	\$110,453	\$151,816	\$139,770	1%
Vending	\$27,000	\$16,186	\$25,364	\$6,903	\$9,228	\$40,467	\$40,841	6%
Admin	\$62,495	\$60,461	\$63,062	\$60,598	\$39,576	\$36,451	\$39,051	-1%
Total Operating Expense	\$998,768	\$856,569	\$910,325	\$725,330	\$603,579	\$765,071	\$700,820	10%
Operating (Gain)/Loss	\$372,604	\$356,595	\$314,306	\$416,061	\$345,873	\$217,939	\$154,146	19%
Capital Expense	\$211,000	\$710,000	\$680,306	\$29,911	\$32,201	\$58,360	\$51,890	-69%
Capital Grants	\$0	-\$520,000	-\$521,788	\$0	\$0	\$0	\$0	-100%
Total Capital Expense	\$211,000	\$190,000	\$158,518	\$29,911	\$32,201	\$58,360	\$51,890	33%
Total (Gain)/Loss	\$583,604	\$546,595	\$472,824	\$445,973	\$378,075	\$276,298	\$206,036	23%
Municipal Contribution	\$507,329	\$346,921	\$346,920	\$336,814	\$327,004	\$317,478	\$308,231	46%
Municipal Covid Contribution	\$0	\$100,000	\$100,000	\$150,000	\$0	\$0	\$0	-100%
Total Municipal Funding	\$507,329	\$446,921	\$446,920	\$486,814	\$327,004	\$317,478	\$308,231	14%
Net Financial (Gain)/Loss	\$76,275	\$99,674	\$25,904	-\$40,841	\$51,071	-\$41,180	-\$102,195	194%

2023 Assumptions:

4 % rental rate increase on ice rentals starting in September, 2% rental rate on floor rentals and programs (already communicated to user groups)

3% wage increase based upon Town of Shelburne increase (historical method of determining wage rate increases)

\$10k (3% increase on 2022 assessment) + \$150 to offset unexpected 2023 capital projects (pool repairs & recreation software)

2023 CDRC BUDGET 5 YEAR FORECAST (\$000)							
Year	2023	2024	2025	2026	2027	2028	2029
Scenario	Budget	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Opening Reserves	\$131	\$55	-\$81	-\$84	-\$47	\$58	\$136
+ Municipal Contribution	\$507	\$523	\$538	\$554	\$571	\$588	\$606
- Operating Loss	\$373	\$373	\$373	\$373	\$373	\$373	\$373
- Capital Cost	\$211	\$286	\$169	\$145	\$93	\$137	\$115
+ Annual Surplus/(Shortfall)	-\$76	-\$136	-\$3	\$37	\$105	\$79	\$118
= Closing Reserves	\$55	-\$81	-\$84	-\$47	\$58	\$136	\$255

Notes:

- Opening 2023 reserve based on audited 2022 financial statements
- Municipal contribution based on 3% increase approved for 2020 to 2025 and \$150k to offset unforecast pool repairs and recreation software
- Operating Loss assumed to remain the same as 2023 Budget
- Capital Cost based on Marty Capital Plan

Reasons for GAP

Capital Pool Repairs	\$116
Capital Rec Software	\$30
Pool Grant Reduction	\$15
Payroll Increase	\$30
Total	\$191

2021 CDRC BUDGET 5 YEAR FORECAST (\$000)							
Year	2020	2020	2021	2022	2023	2024	2025
Scenario	Budget	Actual	Budget	Estimate	Estimate	Estimate	Estimate
Opening Surplus/Reserves	\$183	\$180	\$129	\$212	\$59	\$71	-\$33
+ Municipal Contribution	\$327	\$327	\$337	\$347	\$357	\$368	\$379
+ Covid Relief Muncipal Funding			\$150				
- Operating Loss	-\$256	-\$346	-\$368	-\$276	-\$276	-\$276	-\$276
+ Capital Grants			\$31	\$489			
- Capital Roof Cost			-\$42	-\$668			
- Capital Cost	-\$49	-\$32	-\$25	-\$45	-\$69	-\$196	-\$270
= Closing Surplus/Reserves	\$205	\$129	\$212	\$59	\$71	-\$33	-\$200

Assumptions:

- 3% municipal funding increase each year (per 2020 approved budget & 5 year plan)
- Municipal Covid Relief Funding \$150 (see details of actual loss below)
- Holding operating loss steady based on 2020 budget from 2022 - 2025
- Roof Project for \$710k offset by \$520 grant is approved and executed

GL Acct	Description	Category	2023 Bud	2022 Bud	2022 Act	2021 Act	2020 Act	2019 Act	2018 Act
4000	Town of Shelburne	Municipal Contribution	\$314,544	\$215,090	\$215,090	\$208,825	\$202,742	\$196,836	\$191,103
4001	Town of Mono	Municipal Contribution	\$40,586	\$27,754	\$27,754	\$26,945	\$26,160	\$25,398	\$24,659
4002	Amaranth Township	Municipal Contribution	\$76,099	\$52,039	\$52,038	\$50,522	\$49,051	\$47,622	\$46,235
4003	Melancthon Township	Municipal Contribution	\$76,099	\$52,039	\$52,038	\$50,522	\$49,051	\$47,622	\$46,235
4010	Municipal Contrib-COVID	Municipal Covid Contributor	\$0	\$100,000	\$100,000	\$0	\$0	\$0	\$0
4100	Schools	Arena Rentals	\$10,166	\$5,031	\$8,153	\$3,032	\$4,898	\$23,480	\$17,845
4101	Minor Hockey	Arena Rentals	\$109,536	\$78,225	\$82,531	\$32,396	\$60,383	\$120,350	\$124,553
4102	Figure Skating	Arena Rentals	\$36,264	\$25,361	\$29,492	\$14,126	\$22,101	\$23,596	\$24,929
4103	Broomball	Arena Rentals	\$7,504	\$5,600	\$6,080	\$4,000	\$6,540	\$7,372	\$5,800
4200	Ball Hockey	Floor Rental	\$1,162	\$1,066	\$1,255	\$0	\$220	\$2,089	\$1,805
4201	Lacrosse	Floor Rental	\$4,788	\$7,252	\$7,158	\$0	\$0	\$8,003	\$7,236
4104	Ice Rental Others	Arena Rentals	\$82,694	\$61,762	\$70,710	\$38,889	\$63,290	\$59,747	\$65,684
4202	Floor Rental Other	Floor Rental	\$635	\$0	\$1,757	\$0	\$0	\$4,640	\$3,927
4300	Ice Board/Rink Advertising	Advertising	\$5,400	\$4,835	\$5,335	\$2,333	\$3,100	\$3,500	\$4,650
4203	Ball Hockey - Youth	Floor Rental	\$5,415	\$4,700	\$4,984	\$0	\$0	\$6,738	\$7,884
4105	HTI - Girls Program	Arena Rentals	\$0	\$0	\$0	\$0	\$1,620	\$22,011	\$22,159
4800	Pickleball	Programs	\$1,200	\$750	\$898	\$305	\$1,296	\$691	\$0
4801	Table Tennis	Programs	\$0	\$0	\$0	\$0	\$35	\$257	\$0
4500	Pool View Room	Room Rental	\$4,000	\$2,154	\$3,950	\$312	\$1,683	\$7,077	\$5,535
4501	Meeting Rooms	Room Rental	\$5,000	\$2,395	\$5,297	\$455	\$2,210	\$5,372	\$3,965
4502	Town and Country Room	Room Rental	\$8,000	\$7,008	\$12,158	\$8,378	\$5,184	\$12,490	\$15,288
4700	Concession Booth	Concession Sales	\$50,000	\$34,524	\$47,537	\$13,472	\$20,801	\$74,326	\$75,347
4401	Swim Pass	Pool Fees	\$401	\$722	\$402	\$266	\$680	\$5,136	\$3,422
4402	Group Lessons	Pool Fees	\$49,575	\$40,558	\$51,769	\$27,208	\$14,866	\$39,100	\$40,163
4403	Private Lessons	Pool Fees	\$35,400	\$27,545	\$35,400	\$19,923	\$7,700	\$11,410	\$9,025
4404	Public Swim	Pool Fees	\$13,494	\$8,825	\$13,494	\$11,936	\$6,632	\$11,936	\$12,744
4405	Bronze Star	Pool Fees	\$1,040	\$1,040	\$1,040	\$1,040	\$208	\$102	\$495
4406	Bronze Medallion	Pool Fees	\$3,045	\$2,430	\$3,045	\$3,564	\$2,572	\$2,463	\$1,100
4407	Bronze Cross	Pool Fees	\$2,400	\$2,240	\$2,400	\$1,404	\$1,092	\$1,071	\$300
4802	Baby Sitting Course	Pool Fees	\$0	\$500	\$0	\$850	\$2,112	\$1,605	\$2,058
4408	WSI/NLS Course	Pool Fees	\$3,465	\$2,000	\$3,465	\$2,360	\$7,585	\$1,890	\$0
4409	Pool Rentals	Pool Fees	\$5,175	\$3,400	\$5,175	\$2,965	\$613	\$2,842	\$3,472
4410	Junior Lifeguard Club (JLC)	Pool Fees	\$0	\$0	\$0	\$0	\$850	\$873	\$1,615
4411	First Aid	Pool Fees	\$2,005	\$2,005	\$2,005	\$0	\$200	\$0	\$0
4803	Home Alone Course	Pool Fees	\$600	\$700	\$765	\$946	\$1,554	\$2,053	\$1,990
4600	Summer Camp	Day Camp Fees	\$140,000	\$124,000	\$139,541	\$78,905	\$0	\$55,913	\$54,855
4150	Credit Card Conv Fees	Miscellaneous	\$0	\$0	\$737	\$0	\$0	\$0	\$0
4701	Pepsi Revenue/Rebate	Concession Sales	\$2,500	\$2,500	\$2,500	\$2,500	\$2,669	\$2,500	\$562

GL Acct	Description	Category	2023 Bud	2022 Bud	2022 Act	2021 Act	2020 Act	2019 Act	2018 Act
4301	Olympia Advertising	Advertising	\$0	\$500	\$0	\$0	\$1,275	\$1,275	\$1,275
4302	Sign Rental	Advertising	\$6,600	\$4,985	\$5,641	-\$70	\$5,193	\$5,770	\$5,526
4650	CDRC Programs	Programs	\$9,050	\$900	\$0	\$3,453	\$1,249	\$0	\$0
4702	Gum Machine Receipts	Concession Sales	\$500	\$414	\$578	\$0	\$252	\$650	\$424
4703	Bhealthy Vending	Concession Sales	\$0	\$0	\$0	\$0	\$0	\$342	\$231
4704	Vending & Pop	Concession Sales	\$2,000	\$1,317	\$2,023	\$224	\$2,143	\$7,589	\$9,916
4804	Public Skating	Programs	\$0	\$0	\$2,822	\$0	\$0	\$0	\$0
4805	Ticket Ice (skating/shinny)	Programs	\$0	\$0	\$2,881	\$0	\$0	\$0	\$0
4806	Special Events/Programs	Programs	\$0	\$0	\$900	\$0	\$0	\$0	\$0
4503	Pro Shop Rental Space	Room Rental	\$1,000	\$987	\$911	\$600	\$750	\$900	\$1,050
4902	Misc. Income	Miscellaneous	\$800	\$793	\$231	\$280	\$0	\$95	\$1,430
4903	Interest Income	Miscellaneous	\$350	\$250	\$285	\$293	\$230	\$152	\$15
4901	Grants	Grants	\$15,000	\$30,700	\$30,713	\$32,926	\$3,920	\$9,730	\$8,400
5000	Arena Payroll	Payroll	\$210,573	\$176,336	\$178,054	\$148,257	\$157,428	\$171,386	\$145,055
5002	Concession Booth Payroll	Payroll	\$27,000	\$18,179	\$17,261	\$5,405	\$10,310	\$29,844	\$28,809
5003	Swimming Pool Payroll	Payroll	\$85,000	\$81,000	\$71,374	\$81,238	\$29,160	\$60,615	\$57,140
5001	Office Payroll	Payroll	\$130,600	\$111,274	\$125,650	\$78,636	\$113,936	\$91,837	\$62,763
5004	Camp Payroll	Payroll	\$104,900	\$85,114	\$91,174	\$81,917	\$0	\$44,125	\$39,889
5100	Benefits	Benefits	\$30,000	\$27,581	\$26,789	\$17,528	\$18,053	\$17,111	\$18,024
5101	E.I. Employers Share	Benefits	\$10,000	\$7,320	\$9,980	\$7,815	\$0	\$8,040	\$7,444
5102	CPP Employers Share	Benefits	\$20,000	\$15,771	\$19,541	\$14,932	\$0	\$12,939	\$11,906
5103	WSIB Employers Share	Benefits	\$6,300	\$3,438	\$3,555	\$5,034	\$3,828	\$5,488	\$6,751
5104	OMERS Employers Share	Benefits	\$30,000	\$23,140	\$24,265	\$18,353	\$18,438	\$19,577	\$13,853
5420	EI Expense	Benefits	\$0	\$0	\$0	\$0	\$5,867	\$0	\$0
5430	CPP Expense	Benefits	\$0	\$0	\$0	\$0	\$11,826	\$0	\$0
6000	Advertising	Admin	\$0	\$0	\$0	\$0	\$1,148	\$0	\$0
7100	Bank Charges	Bank Charges	\$900	\$623	\$816	\$571	\$264	\$437	\$429
6001	Ice Equipment & Maintenance	Maintenance	\$20,000	\$12,065	\$18,314	\$22,383	\$25,488	\$12,658	\$18,992
6003	General Building Maintenance	Maintenance	\$40,000	\$34,559	\$37,656	\$35,600	\$20,149	\$22,731	\$34,972
6004	Grounds	Maintenance	\$20,000	\$19,378	\$18,915	\$13,925	\$14,014	\$21,412	\$16,000
6005	Janitorial Supplies	Maintenance	\$8,000	\$6,665	\$7,598	\$4,008	\$4,672	\$5,425	\$6,668
6006	Elevator Maintenance	Maintenance	\$5,000	\$4,506	\$4,918	\$4,703	\$4,400	\$4,317	\$4,221
6101	Hydro	Utilities	\$92,000	\$103,013	\$91,389	\$69,129	\$79,249	\$112,350	\$105,902
6102	Natural Gas	Utilities	\$31,000	\$22,531	\$30,777	\$18,874	\$17,152	\$23,219	\$20,737
6103	Water & Sewage	Utilities	\$21,000	\$11,325	\$20,158	\$11,462	\$10,255	\$12,538	\$6,260
6600	Concession Booth & Vending	Vending	\$27,000	\$16,186	\$25,364	\$6,903	\$9,228	\$40,467	\$40,841
6700	Pool Administration	Admin	\$5,000	\$2,805	\$4,940	\$5,017	\$8,174	\$7,976	\$4,786
6701	Pool Maintenance	Maintenance	\$8,500	\$9,177	\$14,848	\$11,276	\$3,851	\$5,285	\$5,750

GL Acct	Description	Category	2023 Bud	2022 Bud	2022 Act	2021 Act	2020 Act	2019 Act	2018 Act
7200	Misc Expense	Admin	\$0	\$6,614	\$0	\$16,250	\$300	\$345	\$325
7300	Program / Camp Expense	Admin	\$10,000	\$10,472	\$8,557	\$8,666	\$356	\$2,325	\$4,289
7001	Insurance	Admin	\$27,420	\$23,436	\$23,437	\$19,998	\$15,558	\$10,218	\$10,091
6002	Inspections	Maintenance	\$2,500	\$500	\$2,418	\$1,550	\$2,037	\$2,485	\$1,942
6104	Telephone	Utilities	\$1,800	\$1,792	\$1,829	\$1,790	\$1,768	\$1,713	\$1,709
7004	Professional Fees	Admin	\$3,000	\$4,062	\$3,562	\$1,319	\$2,812	\$941	\$7,454
7005	Office Supplies	Admin	\$5,000	\$2,577	\$5,998	\$3,381	\$3,106	\$2,635	\$1,444
7006	Advertising	Admin	\$500	\$692	\$92	\$183	\$92	\$1,247	\$915
7007	Audit	Admin	\$3,500	\$4,500	\$5,390	\$354	\$4,579	\$4,744	\$4,579
7008	Assoc. Fees, Dues and Seminars	Admin	\$2,000	\$4,500	\$1,932	\$4,318	\$1,276	\$5,857	\$4,987
7009	Postage	Admin	\$75	\$200	\$54	\$112	\$262	\$163	\$181
6105	Cellular Telephone	Utilities	\$1,800	\$1,800	\$1,867	\$1,646	\$1,345	\$1,373	\$1,499
6201	Internet & Website	Utilities	\$800	\$753	\$765	\$694	\$685	\$623	\$3,663
6202	IT Services	Admin	\$6,000	\$603	\$2,487	\$999	\$604	\$0	\$0
7101	Interac Transaction Expense	Bank Charges	\$10	\$12	\$17	\$4	\$0	\$39	\$175
7102	Interac Maintenance & Setup Fee	Bank Charges	\$65	\$61	\$61	\$61	\$62	\$61	\$71
7103	Moneris Transaction Fee Exp	Bank Charges	\$500	\$286	\$344	\$84	\$90	\$162	\$75
7104	Moneris Service Fee Exp	Bank Charges	\$940	\$1,639	\$1,480	\$871	\$280	\$280	\$143
7105	Bank Charges	Bank Charges	\$85	\$84	\$84	\$84	\$84	\$84	\$84
7106	Paypal Charges	Bank Charges	\$0	\$0	\$0	\$0	\$86	\$0	\$0
7201	Sundry	Admin	\$0	\$0	\$6,614	\$0	-\$44	\$0	\$0
9200	HST Unclaimable	Admin	\$0	\$0	\$0	\$0	\$1,355	\$0	\$0
8001	Capital Cost	Capital Expense	\$211,000	\$710,000	\$680,306	\$29,911	\$32,201	\$58,360	\$51,890
8200	Capital Grant	Capital Grants	\$0	-\$520,000	-\$521,788	\$0	\$0	\$0	\$0
	Total (Profit)/Loss		-\$76,275	-\$99,674	-\$25,904	-\$109,158	-\$51,071	\$41,180	\$102,195

Draft 10 Year Capital

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Arena Roof	\$30,000										
Parking lot paving includes ground prep.		\$155,750									
Paving fire route			\$70,725								
Man doors 6 doors in total		\$5,000	\$10,000								
pool shell and tiles repair /replace	\$116,000	\$30,000									
pool rubber decking			\$40,000								
Install large roll up door					\$50,000						
Front door repair (1 quote in)	\$10,000										
Olympia 2015 10 year cycle				\$100,000							
Replace Dehumidifiers (end of life)							\$100,000				
4 boilers 2010 (end of life)		\$8,000	\$14,000	\$8,000	\$8,000						
Steel trusses clean /paint (as per sba preventive mainten						\$120,000					
T&C Kitchen update (floor, urinals, cupboards and counte				\$20,000							
Office equipment replacement, lap tops											
Wi-Fi upgrade and up to date technology available for m		\$20,000									
new pool entrance (in house)	\$2,500										
pool deck and equipment replacement			\$10,000								
arena upgrade (end of life)											\$1,500,000
pool mechanics replacement									\$15,000		
Supplies for programs									\$10,000		
Score boards											
Green up grades					\$20,000						
Flooring all rubber arena dressing room.											\$50,000
Roller skating equipment. Rental			\$4,000								
Registration software	\$30,000										
HVAC upgrade		\$10,000								\$50,000	
Upgrade sound system			\$5,000								
Basket ball	\$7,500										
Storage space for programing equipment seasonally \$250		\$40,000									
Capital (not yet identified)	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Total	\$211,000	\$285,774	\$168,725	\$145,026	\$93,000	\$137,028	\$115,000	\$17,030	\$40,000	\$67,032	\$1,565,000

CDRC Rental Rate History & 2023 Proposed Rates

Hourly Ice Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Non Prime - Regular	Pre	\$ 147.00	\$ 141.50	\$139.00	\$139.00	\$136.00	4%	2%	0%	2%	2%
Prime - Regular	Pre	\$ 212.00	\$ 204.00	\$200.00	\$200.00	\$196.00	4%	2%	0%	2%	2%
Non Prime - Vol Discount	Pre	\$ 136.00	\$ 131.50	\$129.00	\$129.00	\$126.00	3%	2%	0%	2%	2%
Prime - Vol Discount	Pre	\$ 168.00	\$ 162.00	\$159.00	\$159.00	\$156.00	4%	2%	0%	2%	2%
Non Prime - Sell Off	Pre	\$ 108.00	\$ 104.00	\$100.00	\$100.00	\$100.00	4%	4%	0%	0%	0%
Prime & Super - Sell Off	Pre	\$ 160.00	\$ 155.00	\$150.00	\$150.00	\$150.00	3%	3%	0%	0%	0%

Hourly Floor Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Adult Recreation	Pre	\$ 83.00	\$ 82.00	\$80.00	\$80.00	\$80.00	1%	3%	0%	0%	3%
Youth Recreation	Pre	\$ 57.00	\$ 56.00	\$55.00	\$55.00	\$55.00	2%	2%	0%	0%	2%

Room Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
T&C Fitness Class / hr	Pre	\$37.50	\$36.00	\$35.00	\$35.00	\$35.00	4%	3%	0%	0%	0%
T&C Non-Prime no kit /hourly	Pre	\$37.50	\$36.00				4%				
T&C Non-Prime w/kit /hourly	Pre	\$47.00	\$45.00				4%				
T&C Prime no kit /hourly	Pre	\$47.00	\$45.00				4%				
T&C Prime w/kit /hourly	Pre	\$67.50	\$65.00				4%				
T&C Prime / Full Day	Pre	\$675.00	\$650.00	\$627.00	\$627.00	\$627.00	4%	4%	0%	0%	2%
Poolview / 1 hr	Pre	\$41.50	\$40.00	\$25.00	\$25.00	\$25.00	4%	60%	0%	0%	
Poolview / 4 hr	Pre		\$140.00	\$128.00	\$128.00	\$128.00		9%	0%	0%	2%
Poolview Party (Ice)	Pre	\$215.00	\$207.00	\$207.00	\$207.00	\$203.00	4%	0%	0%	2%	2%
Poolview Party (Floor)	Pre	\$153.00	\$148.00	\$148.00	\$148.00	\$145.00	3%	0%	0%	2%	
Meeting Room / hr	Pre	\$26.00	\$25.00	\$18.00	\$18.00	\$18.00	4%	39%	0%	0%	6%
2 Meeting Rooms / hr	Pre	\$37.50	\$36.00	\$35.00	\$35.00	\$35.00	4%	3%	0%	0%	3%

Day Camp Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Daily Rate	Xmpt	\$41.00	\$40.00	\$35.00	\$35.00	\$35.00	3%	14%	0%	0%	9%
Weekly Rate	Xmpt	\$195.00	\$190.00	\$168.00	\$168.00	\$165.00	3%	13%	0%	2%	3%
2 Week Rate	Xmpt				Disco	\$320.00					3%
Before or Aftercare Rate	Xmpt	\$9.50	\$9.00	\$7.00	\$7.00	\$7.00	6%	29%	0%	0%	0%
Before and Aftercare Rate	Xmpt	\$16.00	\$15.00				7%				
Junior Leaders < 13	Xmpt	\$235.00	\$225.00	\$198.00			4%	14%			
Leaders In Training > 12	Pre	\$240.00	\$235.00	\$150.00			2%	57%			

Youth Programs	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Red Cross Babysitting	Xmpt	\$55.00	\$52.00	\$50.00	\$44.00	\$43.00	6%	4%	14%	2%	2%
Home Along Safety for Kids	Xmpt	\$47.00	\$45.00	\$43.00	\$37.00	\$36.00	4%	5%	16%	3%	3%

CDRC Rental Rate History & 2023 Proposed Rates

Swimming Lesson Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Pre-School (Starfish-Whale)	Xmpt	\$82.00	\$82.00	\$80.00	\$80.00	\$77.00	0%	3%	0%	4%	3%
Red Cross Level 1 - 5	Xmpt	\$82.00	\$82.00	\$80.00	\$80.00	\$77.00	0%	3%	0%	4%	3%
Red Cross Level 6 - 8	Xmpt	\$92.00	\$91.00	\$80.00	\$80.00	\$85.00	1%	14%	0%	-6%	2%
Red Cross Level 9 - 10	Xmpt	\$102.00	\$100.00	\$80.00	\$80.00	\$97.00	2%	25%	0%	-18%	2%

Advanced Swimming	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Junior Life Guard Club 4 days	Xmpt	\$184.00	\$180.00	\$135.00	\$100.00	\$97.00	2%	33%	35%	3%	2%
Junior Life Guard Club 5 days	Xmpt	\$230.00									
Bronze Star	Xmpt	\$104.00	\$104.00	\$104.00	\$104.00	\$102.00	0%	0%	0%	2%	2%
Bronze Medallion	Xmpt	\$206.00	\$203.00	\$198.00	\$198.00	\$194.00	1%	3%	0%	2%	2%
Bronze Cross	Xmpt	\$163.00	\$160.00	\$156.00	\$156.00	\$153.00	2%	3%	0%	2%	2%

Private Lesson Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Private (1 child)	Xmpt	\$250.00	\$246.00	\$203.00	\$200.00	\$199.00	2%	21%	2%	1%	2%
Semi-Private (2 children)	Xmpt	\$331.00	\$328.00	\$281.00	\$280.00	\$275.00	1%	17%	0%	2%	6%

Public Swim Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Public Swim Child < 13	Inc	\$4.00	\$3.00	\$3.00	\$3.00	\$3.00	33%	0%	0%	0%	0%
Public Swim Adult > 12	Inc	\$4.00	\$3.00	\$3.00	\$3.00	\$3.75	33%	0%	0%	-20%	0%
Public Swim Senior > 64	Inc	\$4.00	\$3.00	\$3.00	\$3.00	\$3.00	33%	0%	0%	0%	0%
Lane/Fitness Swim	Inc	\$4.50	\$4.50	\$4.00	\$4.00	\$3.50	0%	13%	0%	14%	0%
Senior Swim	Inc	\$3.50	\$3.00	\$3.00	\$3.00	\$2.50	17%	0%	0%	20%	0%
Parents & Tots	Inc	\$3.50	\$3.00	\$3.00	\$3.00	\$2.50	17%	0%	0%	20%	0%

Unlimited Pool Pass	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
Child < 13	Pre	\$110.00			Disco	\$92.00					2%
Adult > 12	Pre	\$110.00			Disco	\$102.00					2%
Family up to 5 members **	Pre	\$250.00			Disco	\$194.00					2%

Pool Rental Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
1 Hour Supervised	Pre	\$135.00	\$125.00	\$125.00	\$125.00	\$119.00	8%	0%	0%	5%	2%
1 Hour Supervised + Room *	Pre	\$203.00	\$203.00	\$203.00	\$203.00	\$203.00	0%	0%	0%	0%	2%

Advertising Rates	HST	2023	2022	2021	2020	2019	2023	2022	2021	2020	2019
3' x 4' Wall Sign	Pre	\$145.00	\$144.00	\$142.00	\$142.00	\$139.00	1%	1%	0%	2%	1%
3' x 8' Wall Sign	Pre	\$290.00	\$288.00	\$284.00	\$284.00	\$278.00	1%	1%	0%	2%	1%
4' x 8' In Ice Logo (Sep-Mar)	Pre	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	0%	0%	0%	0%	0%
In Ice Centre Logo (Sep-Mar)	Pre	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	0%	0%	0%	0%	0%

CDRC Rental Rate History & 2023 Proposed Rates

3' x 4' Exterior Fence	Pre	\$145.00	\$144.00	\$142.00	\$142.00	\$139.00	1%	1%	0%	2%	1%
3' x 8' Exterior Fence	Pre	\$290.00	\$288.00	\$384.00	\$384.00	\$278.00	1%	-25%	0%	38%	1%
Lobby Bench	Pre	\$365.00	\$365.00	\$365.00	\$365.00	\$365.00	0%	0%	0%	0%	0%

Program Fees	HST	2023	2022	2021	2020	2019	0	2022	2021	2020	2019
Pickleball Non-Prime	Inc	\$4.00	\$4.00	\$4.00	\$4.00		0%	0%	0%		
Pickleball Prime	Inc	\$5.00	\$5.00				0%				
Public Ice & Roller Skating	Inc	\$3.00	\$3.00	\$3.00	\$3.00		0%	0%	0%		

Position	Hourly Rate					
	2018	2019	2020	2021	2022	2023
Facility Maintenance Manager	\$27.35	\$34.79	\$35.49	\$36.20	\$36.92	\$38.03
Full Time Operator	\$20.83	\$25.25	\$25.76	\$26.28	\$26.81	\$27.61
Part Time Operator	\$17.93	\$20.91	\$21.33	\$21.76	\$22.20	\$22.87
Seasonal Youth Help	\$13.74	\$14.30	\$15.35	\$15.66	\$15.97	\$16.45
Facility Administration Manager	\$29.82	\$32.41	\$33.06	\$33.72	\$34.39	\$35.42
Head Life Guard / Prog Dir	\$18.21	\$18.95	\$23.32	\$23.79	\$26.81	\$27.61
Booth Manager	\$18.89	\$18.95	\$19.33	\$19.72	\$20.11	\$20.71
Booth Help	\$14.87	\$15.05	\$15.35	\$15.66	\$15.97	\$16.45
Assistant Head Lifeguard	\$16.66	\$17.06	\$17.40	\$17.75	\$19.10	\$19.67
Life Guards / Instructors	\$15.44	\$15.05	\$16.47	\$16.80	\$17.14	\$17.65
Life Guards / Instructors					\$16.24	\$16.73
Camp Leader	\$17.00	\$17.00	\$17.34	\$17.68	\$19.10	\$19.67
Camp Staff -Level A	\$15.00	\$15.05	\$15.35	\$15.66	\$15.97	\$16.45
Camp Staff -Level B					\$15.18	\$15.64

2023 Budget Wage Increase Rate

3.00%

	2023 Impact
Arena Payroll	\$6,133
Concession Booth Payroll	\$786
Swimming Pool Payroll	\$2,476
Office Payroll	\$3,804
Camp Payroll	\$3,055
Total	\$16,255

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2023

Being a By-law to amend By-law No. 27-2019 passed in open Council on May 16, 2019

WHEREAS the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 27-2019, Property Standards By-law.

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

1. That Section 14 Building Standards be amended and the following subsections added regarding exterior lighting:
 - 14.8 Exterior lighting fixtures shall be maintained at an entrance to a dwelling.
 - 14.9 An exterior lighting fixture shall not be installed or maintained in a manner so as to shine directly into the window of an abutting dwelling.
2. In all other respects the provisions of By-law 27-2019, as amended, shall remain in effect.
3. This By-law shall take effect and come into force on the passing thereof.

By-law read a first and second time this 4th day of May, 2023.

By-law read a third time and passed this 4th day of May, 2023.

MAYOR

CLERK

CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2023

**Being a By-law to amend By-law No. 16-2015
passed in open Council on April 16th, 2015.**

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25 section 238 provides that a municipality shall establish a procedure by-law to govern meetings;

AND WHEREAS the Corporation of the Township of Melancthon has enacted Procedural By-law 16-2005 on April 16, 2015.

WHEREAS the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 16-2015, a By-law to govern the proceedings of Council and its Committees.

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

That Section 3 (b) be added to By-law 16-2015 to read:

- 3 (b) Council and Committee/Board meetings may offer electronic participation outside of a declared emergency. The method and technology used for an Electronic Meeting shall be determined by the Clerk. Members may participate in both open and closed meetings. Members participating electronically will be counted towards quorum. Members of the public may participate electronically in open meetings, as the chosen technology permits.

This By-law shall take effect and come into force on the passing thereof.

By-law read a first and second time this 4th day of May, 2023.

By-law read a third time and passed this 4th day of May, 2023.

MAYOR

CLERK

Pd \$500 debit
April 18/03



SCHEDULE "B"

To the By-law of the Corporation of the Township of Melancthon prohibiting and regulating the placing or dumping of fill and the alteration of the grade of land.

**APPLICATION FOR PERMISSION FOR FILLING OR GRADING
Pursuant to By-law No. 15-2004 of the
TOWNSHIP OF MELANCTHON**

The Township of Melancthon and the appropriate Conservation Authority will consider your application based on the information you provide below. Any false or misleading statement made on this application will render null and void any permission granted. Complete all relevant sections, date, sign and return application along with the appropriate fee (non-refundable).

Please Clearly Print All Information

Contact Information

Property Owner's Name(s) SHANE LAW

Mailing Address 585166 COUNTY RD 17 P/C L9V 1Y8

Telephone # Home [REDACTED] Work [REDACTED] Fax _____

Applicant/Agent's Name _____

Mailing Address _____ P/C _____

Telephone # Home _____ Work _____ Fax _____

Property Owner Authorization (if applicant/agent is not owner) _____

Location of Proposed Works

Lot 10 Concession 3 05 Reg. Plan No. 7R5320

Municipality MELANCTHON Watercourse Name _____

Street Address/Emergency Address and Road 585166

Assessment Roll Number (from Tax Bill) 2219 0000 06 08 200

Terms and Conditions

- Consent is given to the Township of Melancthon and the appropriate Conservation Authority, its employees and authorized representatives to access the property for the purposes of obtaining information and monitoring any approved construction.
- Permits granted by the Township of Melancthon or the appropriate Conservation Authority are not transferable.
- Approvals, permits, etc. may be required from other agencies prior to undertaking the work proposed. Authority permission, if granted for the proposed work, does not exempt the owner/agent from complying with any or all other approvals, laws, statutes, ordinances, directives, regulations, etc. that may affect the property or the use of same.
- Should the information provided on or with this application be untrue or incorrect, or become untrue or incorrect, the Township of Melancthon and appropriate Conservation Authority reserve the right to withdraw any permission granted.
- Permits contain important conditions, contractors must have a copy of the permit on-site

at all times.

- In submitting this development application and supporting documentation the applicant, hereby acknowledges and provides consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act that the information on this application and any supporting documentation provided by the applicant, agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

DESCRIPTION OF THE WORKS

Please check each that apply

What is the purpose of the work?

TO PROPER GRADE FELD
50 000 m² OF FILL.

Proposed Starting Date 4/3/2023 Completion Date JUNE 30/2023

Details (Application #, Permit #)

Clearance letter required Y ___ N ___

Zoning of property permits works Y ___ N ___

MNR, MOE, MTO, DFO, Drainage Act Applications Y ___ N ___

Drainage Agreement or Landowner Permission(s) needed Y ___ N ___

Previous or current violation or court orders on property Y ___ N ___

Previous Conservation Authority/Township Application Y ___ N ___

Planning approval required (eg. Site Plan approval & zoning) Y ___ N ___

Municipal Building Permit required Y ___ N ___

Health Unit approval required Y ___ N ___


Niagara Escarpment Commission App. Y ___ N ___

Is all your fill remaining on site. (If answer is 'no', you must specify an address where the fill is to be removed.

Y ___ N ___ Address _____

I/We the undersigned hereby certify to the best of my/our knowledge and belief that all of the above noted, attached and/or supporting information is correct and true. I/We further solemnly declare that I/we have read and fully understand the contents of this application, and specifically the terms and conditions, and the declaration which are written below.

Date 4/18/2023

Signature  _____
 Applicant Owner Authorized Agent

585166 County Rd 17



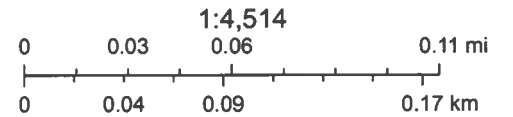
4/18/2023, 1:49:34 PM

Override 1

Air Photos 2020 Swoop16cm Resolution Level 20

Red: Band_1

Green: Band_2



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Township of Melancthon
Map data © OpenStreetMap contributors, CC-BY-SA

Your application must be accompanied with the following

- A location or road map to your development
- A legal survey
- Payment of the processing fee
- A copy of any studies undertaken for the work (example: Environmental Impact Study, soil samples, well records, flood-line study, slope stability study, Fisheries Impact Assessment)
- A plan view (birds eye view of the land) showing the proposed works, your property boundaries and features of the site such as other buildings & structures, tree lines, streams, wetlands, wet areas, springs, ditches, culverts, elevation contours or existing and proposed grades (if available). Include measurements and dimensions, Show how much vegetation or tree cover is to be removed and where fill is to be placed.

**The following may also be required to support your application
(As determined by the Township of Conservation Authority) and will speed up
the time it takes to review your application.**

- A cross section (what the work will look like from the side). Your consultant or contractor can shoot the grades of the work site with a survey levelling instrument
- A topographic survey tied into a geodetic benchmark or based on a known ground elevation would be very helpful, and may be requested for some types of works.
- A written description or drawings showing the materials to be used and the proposed specifications, measurements or sizes of thing such as culverts or rock protection
- Concept, architectural or design drawings of the proposed building(s) (if available).
- A copy of any studies undertaken for the work (example: Environmental Impact Statement, Soil samples, Well records, Flood-line study, Slope stability study, Fisheries Impact Assessment).
- Photographs are very helpful (example: pictures of the watercourse's bottom and banks).
- The location and extent or perimeter of all proposed works should be staked out or flagged or marked in some way so we can easily locate it on your property when we visit.
- A written description or diagrams of how the work is to be done and how the site will be accessed by heavy equipment.
- Prepare plans or describe how sediment and erosion will be controlled during construction and for the period after construction until vegetation is established.
- Prepare plans or describe how the site is to be re-vegetated after construction, such as sod, seeding, hydro-seeding, tree & shrub plantings.
- Copies of drainage agreements (if required).

SCHEDULE "C"

To the By-law of the Corporation of the Township of Melancthon prohibiting and regulating the placing or dumping of fill and the alteration of the grade of land.

Plans for site alteration and grading or for the Placing or Dumping of Fill shall be prepared in metric measurements only to the satisfaction of the Inspector as follows:

1. Indicate: the north arrow on the plan
swales - inverts and typical cross section
all grade breaks
direction of flow arrows
title block - including lot and plan number
scale used
2. Refer all elevations to the closest municipal benchmark (metric-geodetic).
3. Show all proposed catch basins, leads, top of grade elevations and inverts.
4. Show existing contours.
5. Show regional flood lines and wetlands if applicable.
6. Show existing and proposed elevations at lot corners and all building corners.
7. Show specified building grade (i.e. highest ground elevation at outside of wall), driveway elevations, top of foundation and lowest opening in foundation.
8. Show existing and proposed road grades, lengths and elevations on all streets with symbols at grade changes indicating direction of slope.
9. Indicate all semi-detached lots with "S" on the plan.
10. Show all easements - existing and proposed.
11. Show proposed elevations along boundary of all blocks abutting single family and semi-detached lots in the subdivision.
12. Illustrate that all drainage outlets for abutting properties are maintained.
13. Show a table for a list of revisions above the title block.
14. The approval of a drainage plan is related to drainage only. It is the responsibility of the developer to ensure that the drainage plan complements the land and suits the houses to be constructed.
15. Show temporary erosion control measures to be in place during the construction period, e.g. silt fence, sedimentation traps, etc., and permanent erosion control works to be left in place after construction and lot grading is completed, e.g. siltation ponds, etc.

In the event that Retaining Wall(s) are to be constructed:

16. A scaled drawing of such Retaining Wall(s) and a description, including dimensions, of any materials to be used in the construction of such Retaining Wall(s).

SCHEDULE "D"

to the By-law of the Corporation of the Township of Melancthon prohibiting and regulating the placing or dumping of fill and the alteration of the grade of land.

The permit fees payable at the time of an application for permit pursuant to this by-law are as follows:

- | | | | |
|-----------|-----------------------------------|---|-----------------|
| 1. | For a <u>90-day permit</u> | - for single residential lots of record: | \$100.00 |
| | | - for all other properties | \$500.00 |

PLUS

the actual costs for the preparation and registration of any agreement that may be required.

- 2. For a 180-day permit, the permit fee shall be the same as for a 90-day permit PLUS \$100.00.**

SCHEDULE "E"

to the By-law of the Corporation of the Township of Melancthon prohibiting and regulating the placing or dumping of fill and the alteration of the grade of land.

Permits to be issued pursuant to this By-law shall be in the following form:

Permit No.: _____



The Corporation of
THE TOWNSHIP OF MELANCTHON
R.R. # 6, Shelburne, Ontario, L0N 1S9

SITE ALTERATION PERMIT

Permission is hereby granted to:	Purpose of Work
Owner/Applicant's Name	_____ Alter the Grade _____ Placing of Fill
Contractor's Name	Location
Corporation Official Date	Lot Concession Former Municipality

THIS PERMIT is granted for a period of _____ Ninety (90) Days _____ One Hundred and Eighty (180) Days in accordance with the plans and specifications, filed and approved, and subject to the conditions listed on the reverse of this permit and/or the provisions of any Agreement required as a condition, and the Township of Melancthon's Site Alteration By-law No. 15-2004.

THIS PERMIT MUST BE POSTED IN A CONSPICUOUS PLACE ON THE LANDS AND BE VISIBLE FROM THE STREET OR ROAD. IF LOST OR DEFACED, ANOTHER MUST BE OBTAINED.

**Report on
Geotechnical Investigation
Proposed KTH Weld Plant Expansion
Shelburne, Ontario**

**Prepared For:
Giffels WestPro
2 International Blvd.
Toronto, ON
M9W 1A2**

**SPL Project No.: 10000287
May 22, 2014**

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1. INTRODUCTION

SPL Consultants Limited (SPL) was retained by Giffels WestPro to undertake a geotechnical investigation for the proposed addition to an existing KTH Weld Plant located in Shelburne, Ontario.

It is understood that a single storey slab on grade structure will be added on the west side of the existing weld plant and will maintain the same finished floor elevation of 487.65m as of the existing building. It is also understood that a future crane bay area will be added on the north side of the proposed site and a storm water management pond will also be added on the southeast corner of the proposed site.

A previous geotechnical investigation was carried out by Peto MacCallum Ltd at the subject site on October 27, 2006 and two (2) boreholes were drilled to the depths ranging from 6.7 to 8.1m. Borehole Location Plan and Logs of this investigation are attached in **Appendix A** of this report.

The purpose of this geotechnical investigation is to determine the subsurface conditions at three (3) borehole locations and from the findings in the boreholes make engineering recommendations for the following:

1. Foundations
2. Floor slabs and permanent drainage
3. Excavations and Dewatering
4. Earth pressures
5. Earthquake considerations

This report is provided on the basis of the terms of reference presented above and on the assumption that the design will be in accordance with the applicable codes and standards. If there are any changes in the design features relevant to the geotechnical analyses, or if any questions arise concerning the geotechnical aspects of the codes and standards, this office should be contacted to review the design. It may then be necessary to carry out additional borings and reporting before the recommendations of this office can be relied upon.

The site investigation and recommendations follow generally accepted practice for geotechnical consultants in Ontario. The format and contents are guided by client specific needs and economics and do not conform to generalized standards for services. Laboratory testing for most part follows ASTM or CSA Standards or modifications of these standards that have become standard practice.

This report has been prepared for Giffels WestPro and its designers and architects. Third party use of this report without SPL Consultants Limited consent is prohibited.

2. FIELD AND LABORATORY WORK

Three boreholes (BH14-1 to BH14-3, see **Drawing 1** for location plan) were drilled for the subject site to the depths ranging from 6.3 to 6.7m. Boreholes BH14-1 and BH14-2 were drilled for the proposed expansion and BH14-3 was drilled for the proposed storm water management pond. These boreholes

were drilled with a truck mounted drill rig using solid stem augers by a drilling sub-contractor under the direction and supervision of SPL Consultants Limited personnel.

Samples were retrieved at regular intervals with a 50 mm O.D. split-barrel sampler driven with a hammer weighing 624 N and dropping 760 mm in accordance with the Standard Penetration Test (SPT) method. The samples were logged in the field and returned to the SPL Consultants Limited laboratory for detailed examination by the project engineer and for laboratory testing.

As well as visual examination in the laboratory, all soil samples were tested for moisture contents.

Prior to drilling operations, all underground utilities were cleared at the borehole locations by the representatives of the public utility companies.

The ground surface elevations at the borehole locations were measured by SPL personnel and were referenced to a geodetic datum.

3. SITE AND SUBSURFACE CONDITIONS

The borehole location plan is shown on **Drawing 1**. Notes on soil description are presented on Drawing 1A. The subsurface conditions in the boreholes are presented on the individual borehole logs (**Drawings 2 to 4**) and are summarized in the following paragraphs.

3.1 Soil Conditions

Topsoil: 150mm thick layer of surficial topsoil was encountered in BH14-3

Fill: Underlying the topsoil in BH14-3, fill material consisted of clayey silt and sandy silt extending to a depth of 2.0 m below existing grade.

The SPTs carried out within the fill material recorded 'N' values ranging from 5 to 17 blows per 300mm penetration indicating a firm consistency for clayey fill material and compact state for sandy silt fill. Traces of topsoil and organics were also observed in the fill material.

Sandy Silt/Silt: These cohesionless deposits were encountered in all boreholes. These deposits were in a compact to very dense state with measured SPT 'N' values ranging from 10 to 43 blows per 300mm penetration. These deposits were found wet to saturated in all boreholes just below the ground surface in BH14-1 and BH14-2 to 2.0m in BH14-3.

Silty Sand Till/Sandy Silt Till: These cohesionless deposits consisting of silty sand till/sandy silt till were encountered in BH14-3 and were in a compact to very dense state with measured SPT 'N' values ranging from 16 to more than 50 blows per 300m penetration. These deposits were found in a saturated state.

Clayey Silt Till: These cohesive deposits consisting of clayey silt till were encountered in these boreholes and were in a hard consistency with measured SPT 'N' values ranging of 50 blows per 300m penetration.

3.2 Groundwater Conditions:

These boreholes were found wet and groundwater was just below the surface to 2.74m deep upon completion of drilling. For long-term groundwater monitoring, one monitoring well of 50mm dia. was installed in BH14-3.

The groundwater readings measured in the monitoring well will be submitted with the K-test at later stage.

It should be noted that the groundwater levels can vary and are subject to seasonal fluctuations in response to major weather events.

4. FOUNDATIONS FOR PROPOSED BUILDING

It is understood that a single storey slab on grade structure will be added on the west side of the existing weld plant and will maintain the same finished floor elevation of 487.65m as of the existing building

4.1 Spread and Strip Footings

Based on the information from the boreholes, the proposed structure can be supported by spread and strip footings or trench footings on the undisturbed native sandy silt and silt for a bearing capacity of 150 to 200 kPa at SLS (serviceability limit states), and for a factored geotechnical resistance of 225 to 300 kPa at ULS (ultimate limit states).

The bearing values and the corresponding founding elevations at the borehole locations are summarized on Table 1.

Table 1: Bearing Values and Founding Levels of Footings

BH No.	Founding Soil	Bearing Capacity at SLS (kPa)	Factored Geotechnical Resistance at ULS (kPa)	Minimum Depth below Existing Ground (m)	Founding Level At or Below Elevation (m)
BH14-1	Sandy Silt Till	200	300	0.5	486.7
BH14-2	Silt	150	225	1.0	486.1

New footings close to the existing building must match the existing footing base level. It is recommended that prior to finalizing the design of the new building, test pits be carried out to explore the founding level and foundation conditions of the existing building.

4.2 Drilled Piers

The footings can also be supported on drilled piers for a bearing capacity of 600kPa at SLS and a factored geotechnical resistance of 900 kPa at ULS at 5.5m depth on hard clayey silt till.

4.3 Other Comments on Foundations

Footings designed to the specified bearing capacity at the serviceability limit states (SLS) are expected to settle less than 25 mm total and 19 mm differential.

All footings exposed to seasonal freezing conditions must have at least 1.5 metres of soil cover for frost protection.

Where it is necessary to place footings at different levels, the upper footing must be founded below an imaginary 10 horizontal to 7 vertical line drawn up from the base of the lower footing. The lower footing must be installed first to help minimize the risk of undermining the upper footing.

It should be noted that the recommended bearing capacities have been calculated by SPL Consultants Limited from the borehole information for the design stage only. The investigation and comments are necessarily on-going as new information of the underground conditions becomes available. For example, more specific information is available with respect to conditions between boreholes when foundation construction is underway. The interpretation between boreholes and the recommendations of this report must therefore be checked through field inspections provided by SPL Consultants Limited to validate the information for use during the construction stage.

5. FOUNDATIONS FOR CRANE BAY AREA

Based on Peto MacCallum geotechnical report PML 06BF063 dated October 27, 2006 (see **Appendix A**), the proposed crane can be supported by drilled caissons (or drilled piers) founded on the sound bedrock, at least 0.3m below the bedrock surface for bearing capacity values of 2000kPa at SLS and 3000 kPa at ULS. The depth of the bedrock and caissons must be verified and confirmed in the field during the installation of caissons.

The presence of groundwater table in the granular soil overlying the bedrock will make the construction of the caissons difficult. An oversize liner will be required and must be sealed in the underlying rock. Sealing of the liner will be difficult in limestone and coring of the limestone will be required to advance the casing. All caisson bases must be inspected by this office on full time basis.

6. FLOOR SLAB AND PERMANENT DRAINAGE

The floor slab can be supported on grade provided any loose fill is removed and base is thoroughly proof rolled with heavy roller under the supervision of SPL Consultants Limited. Any loose / soft spots must be sub excavated and replaced with suitable selected inorganic fill and compacted to 98 percent of Standard Proctor Maximum Dry Density (SPMDD).

For the design of the floor slab, a value of 30 MPa/m can be used for the coefficient of subgrade reaction (k_t).

A moisture barrier consisting of at least 200 mm of 19 mm clear crushed stone should be installed under the floor slab.

A perimeter drainage system illustrated in **Drawing 5** is recommended.

7. EXCAVATIONS AND GROUNDWATER CONTROL

Excavations can be carried out with heavy hydraulic backhoe. Cohesionless silt to sandy silt deposits are present below the groundwater table. However, seepage quantities from the predominant silt deposits are expected to be relatively low and it is possible to pump the groundwater with sump pumps. Where more permeable wet layers are encountered, more elaborate dewatering system will be required.

It should be noted that the till is a non-sorted sediment and therefore may contain boulders. Possible large obstructions such as buried concrete pieces are also anticipated in the fill material. Provisions must be made in the excavation contract for the removal of possible boulders in the till or obstructions in the fill material.

All excavations must be carried out in accordance with the most recent Occupational Health and Safety Act (OHSA). In accordance with OHSA, the fill and sandy and silty soils can be classified as Type 3 soil above the groundwater table and Type 4 Soil in perched water and below the groundwater table. The very stiff to hard clayey silt to silty clay till can be classified as Type 2 Soil.

The select inorganic fill and native onsite soils free from organics can be used as general construction backfill where it can be compacted with sheep's foot type compactors. Loose lifts of soil, which are to be compacted, should not exceed 200 mm. The onsite fill material are on the wetter side at a few borehole locations and will require significant aeration, prior to its reuse as backfill material.

Imported Granular 'B' fill is recommended in areas where free draining material is required, i.e. backfill behind foundation walls and in footing trenches.

Underfloor fill should be compacted to at least 98 percent of Standard Proctor Maximum Dry Density (SPMDD).

It should be noted that the excavated soils are subject to moisture content increase during wet weather which would make these materials too wet for adequate compaction. Stockpiles should therefore be compacted at the surface or be covered with tarpaulins to help minimize moisture uptake.

8. EARTH PRESSURES

The lateral earth pressures acting on the foundation walls may be calculated from the following expression:

$$p = K(\gamma h + q)$$

where, p	=	Lateral earth pressure in kPa acting at depth h
K	=	Earth pressure coefficient, assumed to be 0.40 for vertical walls and horizontal backfill for permanent construction
γ	=	Unit weight of backfill, a value of 21 kN/m ³ may be assumed
h	=	Depth to point of interest in metres
q	=	Equivalent value of surcharge on the ground surface in kPa

The above expression assumes that the perimeter drainage system prevents the build-up of any hydrostatic pressure behind the wall.

9. EARTHQUAKE CONSIDERATIONS

Based on the borehole information and according to Table 4.1.8.4.A of OBC 2006, the subject site for the proposed building can be classified as 'Class C' for seismic site response.

10. COEFFICIENT OF PERMEABILITY

An in-situ coefficient of permeability test (k-test) was carried out in the monitoring well installed in BH14-3 to evaluate the infiltration potential of soil at the bottom of the proposed pond. The purpose of the evaluation was to provide an estimate of the infiltration rate that could be used for the design of the storm water management system. The coefficient of permeability (k) was found 6.8×10^{-6} to 10^{-7} cm/sec.

11. STORM WATER MANAGEMENT POND

It is understood that a storm water management pond will be constructed at the southeast corner of the site. The existing ground elevation at the location of the proposed pond is 485.8m and as per design drawings the bottom of the pond will be at Elev. 483.4m. The pond will be 2.4m± deep.

As per the information from the borehole BH14-3, the fill material encountered in the borehole is 2.0 m deep. The predominant native soils below the fill is silt to clayey silt. The groundwater in the borehole was found at 2.74m upon completion of drilling.

However, seepage quantities from the predominant silt to clayey silt deposits are expected to be relatively low as the coefficient of permeability (k) is 6.8×10^{-6} to 10^{-7} cm/sec as mentioned in the preceding section. The silt to clayey silt soils and their related permeability are suitable for a wet pond. Excavations for the pond can be carried out with heavy hydraulic backhoe. Side slopes for the pond must be constructed as 5H:1V. All exterior side slopes should be seeded to provide a vegetative cover to prevent surface erosion.

12. GENERAL COMMENTS AND LIMITATIONS OF REPORT

SPL Consultants Limited should be retained for a general review of the final design and specifications to verify that this report has been properly interpreted and implemented. If not accorded the privilege of making this review, SPL Consultants Limited will assume no responsibility for interpretation of the recommendations in the report.

The comments given in this report are intended only for the guidance of design engineers. The number of boreholes required to determine the localized underground conditions between boreholes affecting construction costs, techniques, sequencing, equipment, scheduling, etc., would be much greater than has been carried out for design purposes. Contractors bidding on or undertaking the works should, in this light, decide on their own investigations, as well as their own interpretations of the factual borehole and test pit results, so that they may draw their own conclusions as to how the subsurface conditions may affect them.

This report is intended solely for the Client named. The material in it reflects our best judgment in light of the information available to SPL Consultants Limited at the time of preparation. Unless otherwise agreed in writing by SPL Consultants Limited, it shall not be used to express or imply warranty as to the fitness of the property for a particular purpose. No portion of this report may be used as a separate entity, it is written to be read in its entirety.

The conclusions and recommendations given in this report are based on information determined at the test hole locations. The information contained herein in no way reflects on the environment aspects of the project, unless otherwise stated. Subsurface and groundwater conditions between and beyond the test holes may differ from those encountered at the test hole locations, and conditions may become apparent during construction, which could not be detected or anticipated at the time of the site investigation. The benchmark and elevations used in this report are primarily to establish relative elevation differences between the test hole locations and should not be used for other purposes, such as grading, excavating, planning, development, etc.

The design recommendations given in this report are applicable only to the project described in the text and then only if constructed substantially in accordance with the details stated in this report.

The comments made in this report on potential construction problems and possible methods are intended only for the guidance of the designer. The number of test holes may not be sufficient to determine all the factors that may affect construction methods and costs. For example, the thickness of surficial topsoil or fill layers may vary markedly and unpredictably. The contractors bidding on this project or undertaking the construction should, therefore, make their own interpretation of the factual information presented and draw their own conclusions as to how the subsurface conditions may affect their work. This work has been undertaken in accordance with normally accepted geotechnical engineering practices.

Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. SPL Consultants Limited accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

We accept no responsibility for any decisions made or actions taken as a result of this report unless we are specifically advised of and participate in such action, in which case our responsibility will be as agreed to at that time.

We trust that the information contained in this report is satisfactory. Should you have any questions, please do not hesitate to contact this office.

SPL CONSULTANTS LIMITED



Naeem Ehsan, M.Eng., P.Eng.

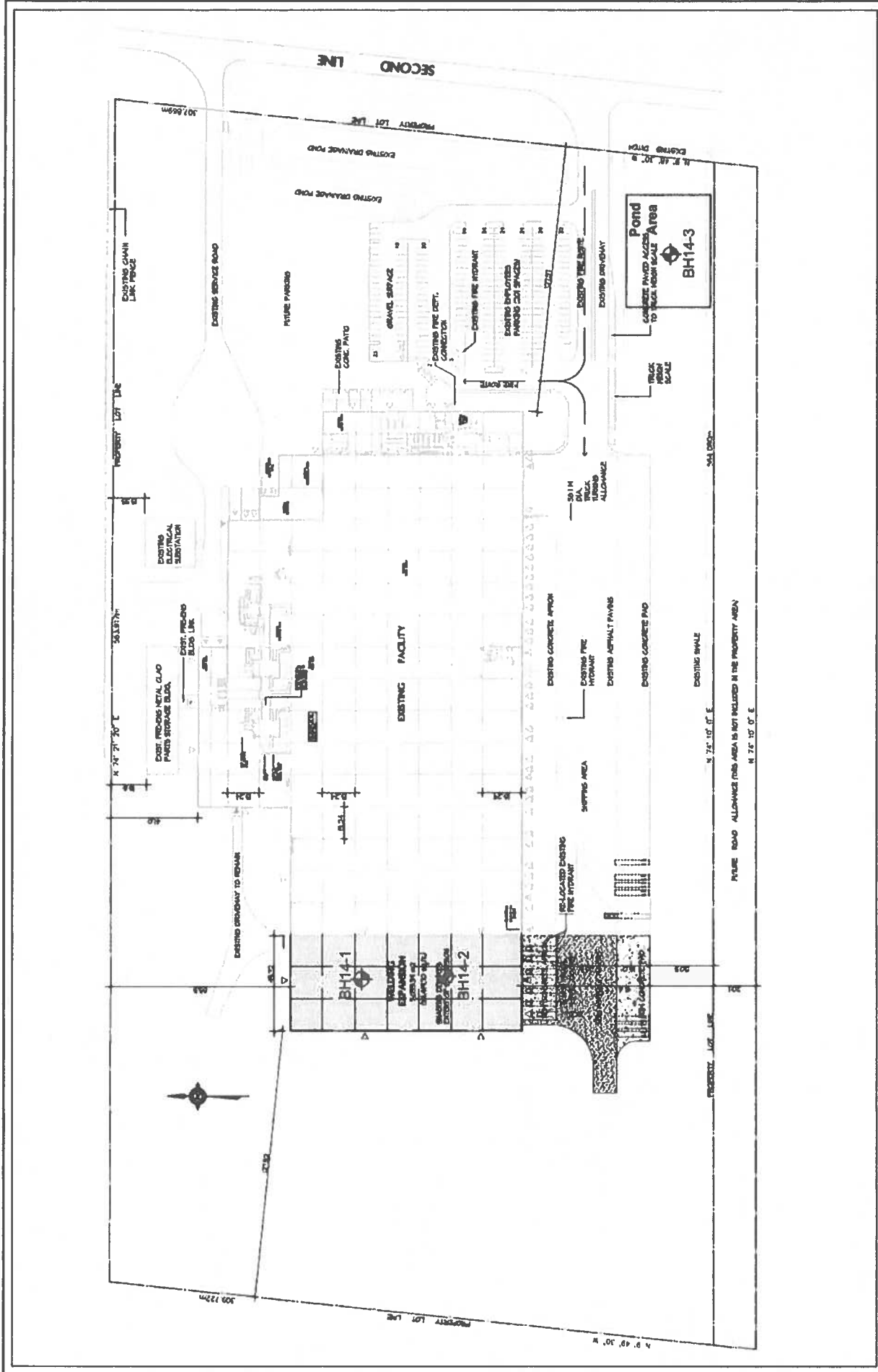


Fanyu Zhu, Ph.D., P.Eng.



for  Shabbir Bandukwala, M.Eng., P.Eng.

Drawings



Client: Giffels WestPro		Project No.: 10000287	Drawing No.: 1
Drawn: ZMO	Approved: NE	Title: Boreholes Location Plan	
Date: May 09, 2014	Scale: N.T.S.	Project: Geotechnical Investigation - Proposed KTH Weld Plant Expansion, Shelburne, ON	
Original Size: Letter	Rev: N/A		

LEGEND

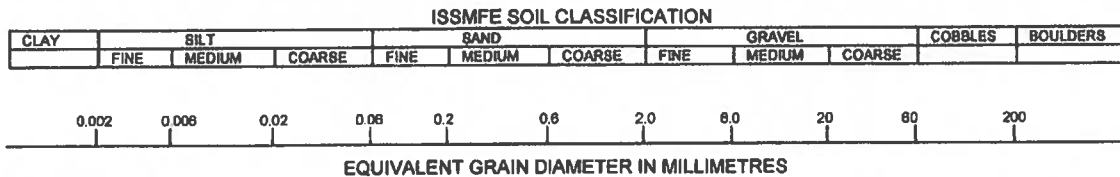


Approximate Boreholes Location

SPL Consultants Limited
Geotechnical • Environmental • Materials • Hydrogeology

Drawing 1A: Notes On Sample Descriptions

- All sample descriptions included in this report generally follow the Unified Soil Classification. Laboratory grain size analyses provided by SPL also follow the same system. Different classification systems may be used by others, such as the system by the International Society for Soil Mechanics and Foundation Engineering (ISSMFE). Please note that, with the exception of those samples where a grain size analysis and/or Atterberg Limits testing have been made, all samples are classified visually. Visual classification is not sufficiently accurate to provide exact grain sizing or precise differentiation between size classification systems.



CLAY (PLASTIC) TO	FINE	MEDIUM	CRS.	FINE	COARSE
SILT (NONPLASTIC)	SAND			GRAVEL	

UNIFIED SOIL CLASSIFICATION

- Fill:** Where fill is designated on the borehole log it is defined as indicated by the sample recovered during the boring process. The reader is cautioned that fills are heterogeneous in nature and variable in density or degree of compaction. The borehole description may therefore not be applicable as a general description of site fill materials. All fills should be expected to contain obstruction such as wood, large concrete pieces or subsurface basements, floors, tanks, etc., none of these may have been encountered in the boreholes. Since boreholes cannot accurately define the contents of the fill, test pits are recommended to provide supplementary information. Despite the use of test pits, the heterogeneous nature of fill will leave some ambiguity as to the exact composition of the fill. Most fills contain pockets, seams, or layers of organically contaminated soil. This organic material can result in the generation of methane gas and/or significant ongoing and future settlements. Fill at this site may have been monitored for the presence of methane gas and, if so, the results are given on the borehole logs. The monitoring process does not indicate the volume of gas that can be potentially generated nor does it pinpoint the source of the gas. These readings are to advise of the presence of gas only, and a detailed study is recommended for sites where any explosive gas/methane is detected. Some fill material may be contaminated by toxic/hazardous waste that renders it unacceptable for deposition in any but designated land fill sites; unless specifically stated the fill on this site has not been tested for contaminants that may be considered toxic or hazardous. This testing and a potential hazard study can be undertaken if requested. In most residential/commercial areas undergoing reconstruction, buried oil tanks are common and are generally not detected in a conventional preliminary geotechnical site investigation.
- Till:** The term till on the borehole logs indicates that the material originates from a geological process associated with glaciation. Because of this geological process the till must be considered heterogeneous in composition and as such may contain pockets and/or seams of material such as sand, gravel, silt or clay. Till often contains cobbles (60 to 200 mm) or boulders (over 200 mm). Contractors may therefore encounter cobbles and boulders during excavation, even if they are not indicated by the borings. It should be appreciated that normal sampling equipment cannot differentiate the size or type of any obstruction. Because of the horizontal and vertical variability of till, the sample description may be applicable to a very limited zone; caution is therefore essential when dealing with sensitive excavations or dewatering programs in till materials.

PROJECT: Geotechnical Investigation-KTH Weld Plant Expansion
 CLIENT:
 PROJECT LOCATION: Shelburne, Ontario
 DATUM: Geodetic
 BH LOCATION: See BH location plan

DRILLING DATA
 Method: Solid Stem Augers
 Diameter: 115mm
 Date: May/08/2014
 REF. NO.: 10000287
 ENCL NO.: 2

SOIL PROFILE			SAMPLES			GROUND WATER CONDITIONS	ELEVATION	DYNAMIC CONE PENETRATION RESISTANCE PLOT					PLASTIC LIMIT w _p	NATURAL MOISTURE CONTENT w	LIQUID LIMIT w _L	POCKET PEN (C _u) (kPa)	NATURAL UNIT WT (Mg/m ³)	REMARKS AND GRAIN SIZE DISTRIBUTION (%)								
(m) ELEV DEPTH	DESCRIPTION	STRATA PLOT	NUMBER	TYPE	"N" BLOWS 0.3m			20	40	60	80	100							20	40	60	80	100	10	20	30
487.2	0.0 SANDY SILT: trace clay, brown, saturated, compact to dense.		1	SS	20																					
			2	SS	21																				wet spoon	
485.4			3	SS	32																					
485.4	1.8 SILT: trace to some clay, trace sand, contains silty clay seams, brown to grey, saturated, compact to dense. grey at 2.3m contains silty clay seams /layer, grey at 3.1m greyish brown to reddish brown at 3.8m		4	SS	22																					
			5	SS	24																					
			6	SS	34																					
482.2			7	SS	43																					
482.2	5.0 CLAYEY SILT TILL: some sand, trace gravel, greyish brown, moist, hard.																									
480.9	contains cobbles /boulder at 6.1m		8	SS	75/initial 50mm																					
6.3	END OF THE BOREHOLE Note: 1) Borehole open and dry upon completion.																									

SPL SOIL LOG 10000287-2014-0509 GPJ SPL_GDT 5/14/14

GROUNDWATER ELEVATIONS

Shallow/ Single Installation Deep/Dual Installation

GRAPH NOTES

+ 3 . X 3. Numbers refer to Sensitivity ○ = 3% Strain at Failure

PROJECT: Geotechnical Investigation-KTH Weld Plant Expansion	DRILLING DATA
CLIENT:	Method: Solid Stem Augers
PROJECT LOCATION: Shelburne, Ontario	Diameter: 115mm
DATUM: Geodetic	Date: May/08/2014
BH LOCATION: See BH location plan	REF. NO.: 10000287
	ENCL NO.: 3

SOIL PROFILE		SAMPLES			GROUND WATER CONDITIONS	ELEVATION	DYNAMIC CONE PENETRATION RESISTANCE PLOT					POCKET PEN (Cu) (kPa)	NATURAL UNIT WT (Mg/m ³)	REMARKS AND GRAIN SIZE DISTRIBUTION (%)				
(m) ELEV DEPTH	DESCRIPTION	STRATA PLOT	NUMBER	TYPE			"N" BLOWS 0.3 m	SHEAR STRENGTH (kPa)							WATER CONTENT (%)			
						20	40	60	80	100	W _p	W	W _L					
487.1	0.0 SILT: trace to some clay, trace sand, contains silty clay seams, brown mottled with grey, saturatde, compact.		1	SS	13													
486.4			2	SS	16													wet spoon
484.8	0.8 SANDY SILT: trace clay, brown, saturated, compact.		3	SS	15													
484.8			4	SS	10													
482.0			5	SS	19													
480.7	2.3 SILT: trace to some clay, trace sand, contains silty clay seams, brown mottled with grey, saturatde, compact.		6	SS	22													
482.0			7	SS	24													
480.7			8	SS	75/ 50mm													
480.7	5.1 CLAYEY SILT TILL: some sand, trace gravel, greyish brown, moist, very stiff to hard.																	
480.7	6.4 END OF THE BOREHOLE Note: 1) Borehole open and dry upon completion.																	

SPL SOIL LOG 10000287-2014-0509 GPJ SPL GDT 5/14/14

GROUNDWATER ELEVATIONS

GRAPH NOTES

+ 3, x 3, Numbers refer to Sensitivity ○ @=3% Strain at Failure

Shallow/ Single Installation ▽ ▽ Deep/Dual Installation ▽ ▽

PROJECT: Geotechnical Investigation - KTH Weld Plant Expansion
 CLIENT:
 PROJECT LOCATION: Shelburne, Ontario
 DATUM: Geodetic
 BH LOCATION: See BH location plan

DRILLING DATA
 Method: Solid Stem Augers
 Diameter: 115mm
 Date: May/08/2014
 REF. NO.: 10000287
 ENCL NO.: 4

SOIL PROFILE		SAMPLES			GROUND WATER CONDITIONS	ELEVATION	DYNAMIC CONE PENETRATION RESISTANCE PLOT		PLASTIC LIMIT w _p	NATURAL MOISTURE CONTENT w	LIQUID LIMIT w _L	POCKET PEN (Cu) (kPa)	NATURAL LIMIT WT (Mg/m ³)	REMARKS AND GRAIN SIZE DISTRIBUTION (%) GR SA SI CL
(m) ELEV DEPTH	DESCRIPTION	STRATA PLOT	NUMBER	TYPE			"N" BLOWS 0.3 m	20 40 60 80 100						
485.8	TOPSOIL: 150mm													
485.0	FILL: clayey silt, sandy, some topsoil, dark brown, moist, firm.		1	SS	5									
485.0	FILL: sandy silt, some clay, trace to some topsoil /organics, dark brown, moist, compact.		2	SS	13									
483.8	SILT TO CLAYEY SILT: trace sand, grey to reddish brown, saturated, compact.		3	SS	17									
482.3	SILT TO CLAYEY SILT: trace sand, grey to reddish brown, saturated, compact.		4	SS	16									wet spoon
482.3	SILTY SAND TILL: trace to some gravel, trace clay, greyish brown, saturated, compact.		5	SS	16									
481.2	SILTY SAND: trace clay, occasional gravel, greyish brown, saturated, compact.		6	SS	20									
480.7	SANDY SILT TILL: trace to some clay, trace gravel, greyish brown, saturated, compact to very dense.		7	SS	19									
479.4	moist at 6.1m													
479.1	CLAYEY SILT TILL: sandy, trace gravel, contains cobbles		8	SS	77									
6.7	boulder, greyish brown, moist, very dense. END OF THE BOREHOLE Notes: 1) Borehole open and water level at 2.74m upon completion. 2) 50mm monitoring well installed upon completion. Water Level Readings: Date W.L. Depth (m) May 21, 2014 1.2 (perched)													

SPL SOIL LOG 10000287-2014-0508.GPJ SPL GDT 5/22/14

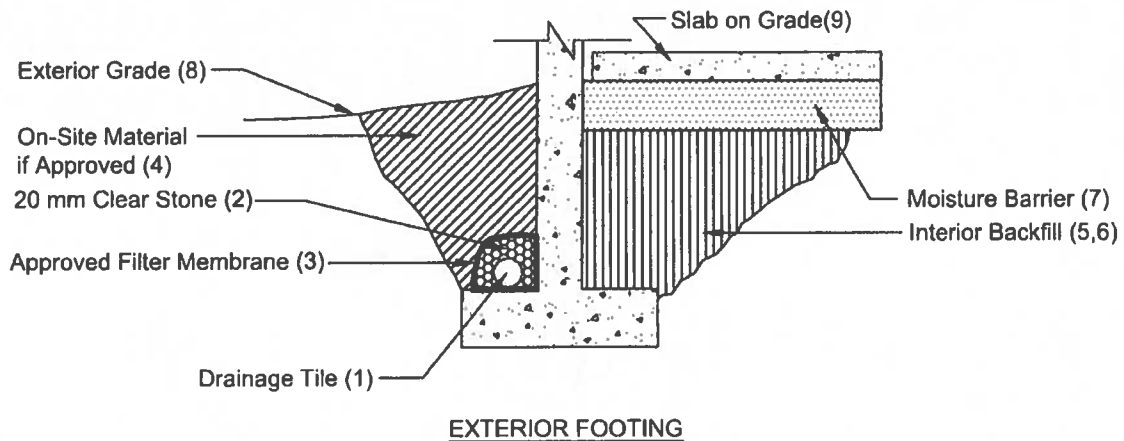
GROUNDWATER ELEVATIONS

GRAPH NOTES

+ 3, x 3: Numbers refer to Sensitivity

○ = 3% Strain at Failure

Shallow/ Single Installation ▽ ▽ Deep/Dual Installation ▽ ▽



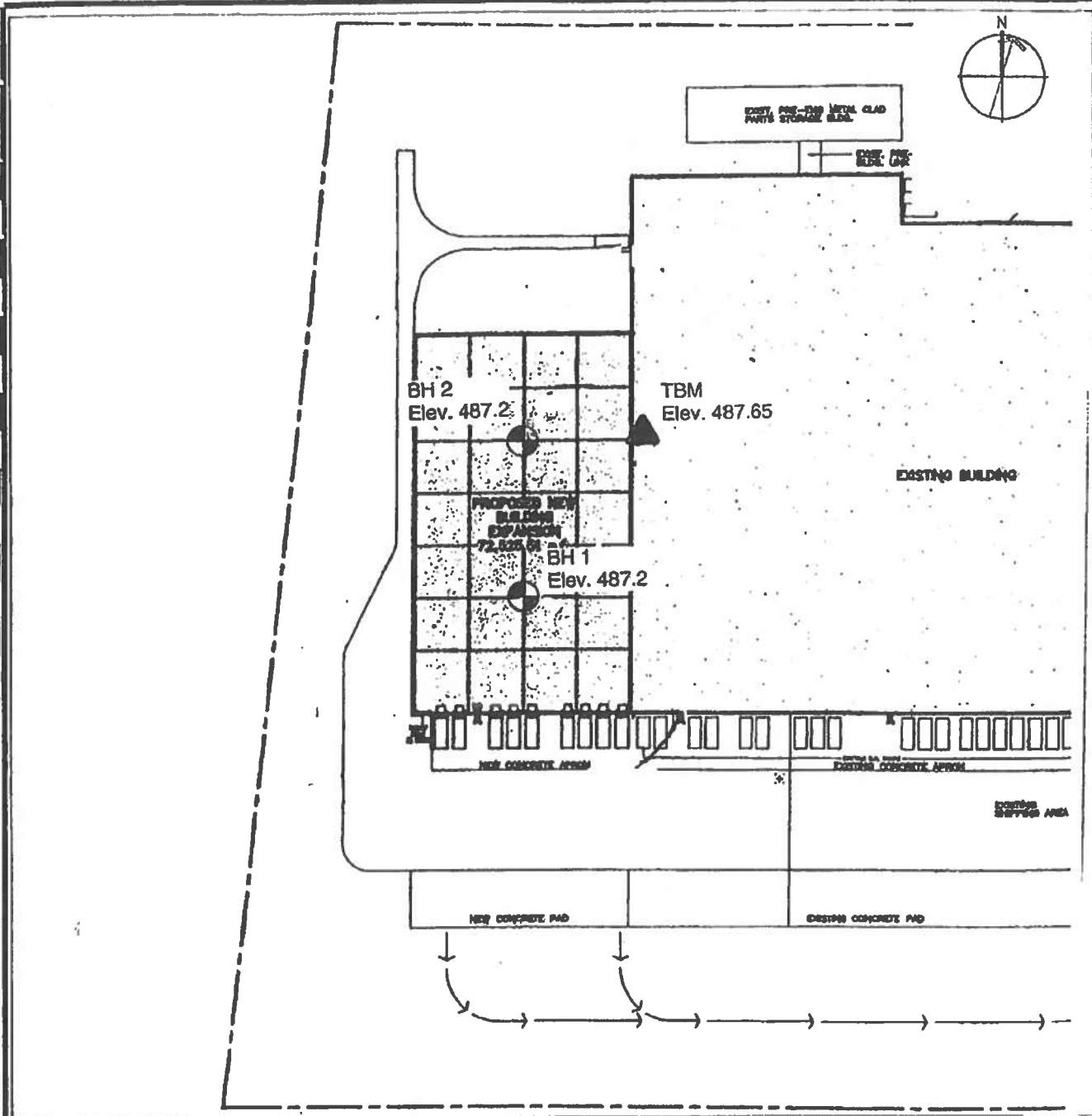
Notes

1. Drainage tile to consist of 100 mm (4") diameter weeping tile or equivalent perforated pipe leading to a positive sump or outlet.
2. 20 mm (3/4") clear stone - 150 mm (6") top and side of drain. If drain is not on footing, place 100 mm (4 inches) of stone below drain .
3. Wrap the clear stone with an approved filter membrane (Terrafix 270R or equivalent).
4. The on-site material, if approved, can be used as backfill.
5. The interior fill may be any clean non-organic soil which can be compacted to the specified density in this confined space.
6. Do not use heavy compaction equipment within 450 mm (18") of the wall. Do not fill or compact within 1.8 m (6') of the wall unless fill is placed on both sides simultaneously.
7. Moisture barrier to be at least 200 mm (8") of compacted clear 20 mm (3/4") stone or equivalent free draining material. A vapour barrier may be required for specialty floors.
8. Exterior grade to slope away from building.
9. Slab on grade should not be structurally connected to the wall or footing.
10. Review the geotechnical report for specific details.

DRAINAGE AND BACKFILL RECOMMENDATIONS
Slab on Grade Construction Without Underfloor Drainage
(not to scale)

Appendix A


Peto MacCallum Ltd's Borehole Location Plan and Logs



LEGEND

- 
BH 1
 Elev. 487.2 **Borehole 1**
 Ground Surface Elevation
- 
TBM
 Elev. 487.65 **Temporary Bench Mark**
 Top of floor slab of existing
 Plant adjacent to addition

NOTE: Base drawing provided by Client

BOREHOLE LOCATION PLAN		 Peto MacCallum Ltd. CONSULTING ENGINEERS	
PROPOSED KTH PLANT EXPANSION SHELBURNE, ONTARIO			
DATE	SCALE	JOB NO.	DRAWING NO.
OCT 2006	1:1500	06BF063	1

LOG OF BOREHOLE NO. 1

PROJECT Proposed KTH Plant Expansion

LOCATION Shelburne, Ontario

BORING METHOD Continuous Flight Solid Stem Augers/ Diamond Drilling

BORING DATE October 20, 2006

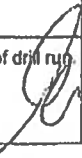
OUR PROJECT NO. 06BF063

ENGINEER GW

TECHNICIAN GW

SOIL PROFILE			SAMPLES		SHEAR STRENGTH C, (kPa) *				LIQUID LIMIT, w_L			GROUND WATER OBSERVATIONS AND REMARKS	
DEPTH in METRES	DESCRIPTION	LEGEND	ELEVATION	NUMBER	TYPE	DYNAMIC CONE PENETRATION x STANDARD PENETRATION TEST *				WATER CONTENT w_p			
						BLOWS/0.3M				WATER CONTENT %			
						50	100	150	200	w_p	w_p		w_p
						20	40	60	80	10	20	30	
GROUND ELEVATION 487.20													
	SILT: Compact, brown, silt, some sand to sandy, dilatent, wet to moist		487										
1.50			486	1	SS	12							
				2	SS	17							
3.00			485	3	SS	20							
			484	4	SS	29							
4.50			483										
			482	5	SS	18							
5.20													
5.60	TILL: Very dense, grey, sandy silt, trace gravel, cobbles and boulders, moist												
6.00	LIMESTONE: Grey to buff, dolomitic limestone		481				1170	74%		54%			
6.70	BOREHOLE TERMINATED AT 6.70 m												
						DEPTH (m)	RUN (mm)	RECOVERY (%)	MODIFIED R.Q.D.* (%)	DRILL WATER RETURN (%)			
												Upon completion of augering Wet cave at 4.0 m	

NOTES * R.Q.D. (Rock Quality Designation) is total BX core longer than 100 mm that is sound and hard as expressed as percent of drill run.

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LOG OF BOREHOLE NO. 2

PROJECT Proposed KTH Plant Expansion

LOCATION Shelburne, Ontario

BORING METHOD Continuous Flight Solid Stem Augers/ Diamond Drilling

BORING DATE October 20, 2008

OUR PROJECT NO. 06BF063

ENGINEER GW

TECHNICIAN GW

SOIL PROFILE			SAMPLES				SHEAR STRENGTH C_u (kPa) ▲				LIQUID LIMIT _____ W_L			GROUND WATER OBSERVATIONS AND REMARKS				
DEPTH In METRES 1.50 3.00 4.50 6.00 6.50 7.50 8.05	DESCRIPTION GROUND ELEVATION 487.20 SILT: Loose to compact, brown, silt, some sand to sandy, dilatent, wet TILL: Very dense, grey, sandy silt, trace gravel, cobbles and boulders, moist to dry LIMESTONE: Grey to buff, dolomitic limestone BOREHOLE TERMINATED AT 8.05 m	LEGEND 	ELEVATION 487 481 480	NUMBER 1 2 3 4 5 6 7	TYPE SS SS SS SS SS SS SS SS	BLOWNS/0.3m N-VALUES 22 7 20 29 18 53/225 mm then bouncing 8.85 1500 97% 77% 8.05 8.05	50 100 150 200				DYNAMIC CONE PENETRATION X STANDARD PENETRATION TEST				WATER CONTENT % W _L _____ W _p _____ W ₁ _____ W ₂ _____ W ₃ _____			
											20 40 60 80 BLOWS/0.3M				10 20 30 WATER CONTENT %			
											1500 97% 77%							
					DEPTH (m)		RUN (mm)		RECOVERY (%)		MODIFIED R.Q.D.* (%)		DRILL WATER RETURN (%)		Upon completion of augering Wet cave at 4.3 m			

NOTES * R.Q.D. (Rock Quality Designation) is total BX core longer than 100 mm that is sound and hard as expressed as percent of drill run.

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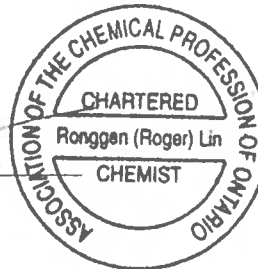
F.E. Job #: 20-5447
Project Name: 301 Col Phillips Drive
Project ID: FE-P 19-9752
Date Sampled: 29-Oct-2020
Date Received: 30-Oct-2020
Date Reported: 6-Nov-2020
Location: 301 Col Phillips Drive
Shelburne, ON

Certificate of Analysis

Analyses	Matrix	Quantity	Date Extracted	Date Analyzed	Lab SOP	Method Reference
Metals	Soil	3	5-Nov-20	5-Nov-20	Metals F-18	EPA 200.2/200.8
Mercury	Soil	1	5-Nov-20	5-Nov-20	Metals F-1	SM 3120-B
VOCs	Soil	1	30-Oct-20	2-Nov-20	VOCs F-14	SW-846, 8260C
PHCs (F1 & BTEX)	Soil	1	30-Oct-20	2-Nov-20	PHCs F-7	CCME CWS
PHCs (F2 - F4)	Soil	1	30-Oct-20	2-Nov-20	PHCs F-7	CCME CWS
PAHs	Soil	1	5-Nov-20	5-Nov-20	PAHs F-4	SM 6410-B
PCBs	Soil	1	4-Nov-20	4-Nov-20	PCBs F-5	SM 6630C
Cyanide	Soil	1	5-Nov-20	5-Nov-20	Cyanide F-24	SW-846, 9016
EC	Soil	3	3-Nov-20	3-Nov-20	pH-EC-SAR F-16	SW-846, 9050A
SAR	Soil	3	5-Nov-20	5-Nov-20	pH-EC-SAR F-16	SW-846, 6010C
pH	Soil	3	3-Nov-20	3-Nov-20	pH-EC-SAR F-16	SW-846, 9045D
Moisture Content	Soil	3	N/A	2-Nov-20	Support Procedures F-99	Carter (1993)

Fisher Environmental Laboratories is accredited by CALA (the Canadian Association for Laboratory Accreditation Inc.) for specific parameters as required by Ontario Regulation 153/04. All analytical testing has been performed in accordance with ISO 17025 and the Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1 of the Environmental Protection Act published by Ontario Ministry of the Environment.

Authorized by: 
Roger Lin, Ph. D., C. Chem.
Laboratory Manager



Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH
Sample Description:	3 Soil Sample(s)

Parameter	20-5447-1 Stockpile North-West	20-5447-2 Stockpile Middle	20-5447-3 Stockpile South-East			Soil Standards ¹
	Concentration (µg/g)					
Metals in Soil						
Antimony	<1	<1	<1			1.3
Arsenic	1.1	2.9	2.6			18
Barium	23	18	21			220
Beryllium	<2	<2	<2			2.5
Boron	<5	<5	<5			36
Cadmium	<1	<1	<1			1.2
Chromium	7.9	6.1	6.7			70
Cobalt	4.8	4.9	4.7			21
Copper	5.3	5.1	5.2			92
Lead	<10	<10	<10			120
Molybdenum	<2	<2	<2			2.0
Nickel	7.6	7.3	7.9			82
Selenium	<1	<1	1.1			1.5
Silver	<0.5	<0.5	<0.5			0.5
Thallium	<1	<1	<1			1
Uranium	<1	<1	<1			2.5
Vanadium	<10	<10	<10			86
Zinc	<30	<30	<30			290

< result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	CRM	AR	MS	AR
	(µg/g)		(µg/g)		Recovery (%)	
Metals in Soil						
Antimony	<1	1	2.1	0-10	109	70-130
Arsenic	<1	1	50	25-125	80	70-130
Barium	<5	5	167	149-281	81	70-130
Beryllium	<2	2	0.4	0-5	77	70-130
Boron	<5	5	5.0	5-20	77	70-130
Cadmium	<1	1	1.7	0-5	101	70-130
Chromium	<5	5	22	14-54	77	70-130
Cobalt	<2	2	11	9-15	91	70-130
Copper	<5	5	153	139-243	107	70-130
Lead	<10	10	119	68-184	113	70-130
Molybdenum	<2	2	2.3	0-5	124	70-130
Nickel	<5	5	49	33-75	90	70-130
Selenium	<1	1	2.7	0-5	91	70-130
Silver	<0.5	0.5	0.8	0-5	89	70-130
Thallium	<1	1	0.3	0-5	110	70-130
Uranium	<1	1	1.1	0-5	114	70-130
Vanadium	<10	10	23	17-51	89	70-130
Zinc	<30	30	392	337-597	82	70-130

LEGEND:

RL - Reporting Limit

CRM = Certified Reference Material

MS - Matrix Spike

AR - Acceptable Range

QA/QC Report

Parameter	Duplicate	AR				
	RPD (%)					
<i>Metals in Soil</i>						
Antimony	0.0	0-30				
Arsenic	6.9	0-30				
Barium	8.1	0-30				
Beryllium	0.0	0-30				
Boron	25	0-30				
Cadmium	9.5	0-30				
Chromium	6.8	0-30				
Cobalt	0.8	0-30				
Copper	6.1	0-30				
Lead	1.1	0-30				
Molybdenum	0.0	0-30				
Nickel	20	0-30				
Selenium	0.0	0-30				
Silver	0.0	0-30				
Thallium	0.0	0-30				
Uranium	0.0	0-30				
Vanadium	2.8	0-30				
Zinc	15	0-30				

LEGEND:

AR - Acceptable Range

RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH					
Sample Description:	3 Soil Sample(s)					
Parameter	20-5447-2					Soil Standards ¹
	Stockpile Middle					
	<i>Concentration (µg/g)</i>					
Mercury in Soil	0.2					0.27

< result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);
() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	MS	AR
	(µg/g)		Recovery (%)		Recovery (%)	
Mercury in Soil	<0.1	0.1	97	80-120	94	70-130

Parameter	Duplicate	AR				
	RPD (%)					
Mercury in Soil	25	0-30				

LEGEND:

- RL - Reporting Limit
- LCS - Laboratory Control Sample
- MS - Matrix Spike
- AR - Acceptable Range
- RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH
Sample Description:	3 Soil Sample(s)

Parameter	20-5447-1 Stockpile North-West					Soil Standards ¹
	Concentration (µg/g)					
VOCs in Soil						
Acetone	<0.5					0.5
Benzene	<0.02					0.02
Bromodichloromethane	<0.05					0.05
Bromoform	<0.05					0.05
Bromomethane	<0.05					0.05
Carbon Tetrachloride	<0.05					0.05
Chlorobenzene	<0.05					0.05
Chloroform	<0.05					0.05
Dibromochloromethane	<0.05					0.05
1,2-Dichlorobenzene	<0.05					0.05
1,3-Dichlorobenzene	<0.05					0.05
1,4-Dichlorobenzene	<0.05					0.05
Dichlorodifluoromethane	<0.05					0.05
1,1-Dichloroethane	<0.05					0.05
1,2-Dichloroethane	<0.05					0.05
1,1-Dichloroethylene	<0.05					0.05
c-1,2-Dichloroethylene	<0.05					0.05
t-1,2-Dichloroethylene	<0.05					0.05
1,2-Dichloropropane	<0.05					0.05
1,3-Dichloropropene (cis+trans)	<0.05					0.05
Ethylbenzene	<0.05					0.05
Ethylene Dibromide	<0.05					0.05
Hexane (n)	<0.05					0.05
Methyl Ethyl Ketone	<0.5					0.5
Methyl Isobutyl Ketone	<0.5					0.5
Methyl tert-butyl Ether	<0.05					0.05
Methylene Chloride	<0.05					0.05
Styrene	<0.05					0.05
1,1,1,2-Tetrachloroethane	<0.05					0.05
1,1,2,2-Tetrachloroethane	<0.05					0.05
Tetrachloroethylene	<0.05					0.05
Toluene	<0.2					0.2
1,1,1-Trichloroethane	<0.05					0.05
1,1,2-Trichloroethane	<0.05					0.05
Trichloroethylene	<0.05					0.05
Trichlorofluoromethane	<0.05					0.25
Vinyl Chloride	<0.02					0.02
Xylenes	<0.05					0.05
Surrogate Recovery (%)						
1,2-Dichloroethane-d4	95					50-140
Toluene-d8	74					50-140
4-Bromofluorobenzene	83					50-140

< result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	MS	AR
	(µg/g)		Recovery (%)		Recovery (%)	
VOCs in Soil						
Acetone	<0.5	0.5	71	50-140	123	50-140
Benzene	<0.02	0.02	107	60-130	100	50-140
Bromodichloromethane	<0.05	0.05	122	50-140	108	50-140
Bromoform	<0.05	0.05	108	60-130	78	50-140
Bromomethane	<0.05	0.05	61	50-140	72	50-140
Carbon Tetrachloride	<0.05	0.05	127	60-130	109	50-140
Chlorobenzene	<0.05	0.05	91	60-130	75	50-140
Chloroform	<0.05	0.05	106	60-130	97	50-140
Dibromochloromethane	<0.05	0.05	105	60-130	73	50-140
1,2-Dichlorobenzene	<0.05	0.05	106	60-130	85	50-140
1,3-Dichlorobenzene	<0.05	0.05	104	60-130	90	50-140
1,4-Dichlorobenzene	<0.05	0.05	107	60-130	90	50-140
Dichlorodifluoromethane	<0.05	0.05	80	50-140	52	50-140
1,1-Dichloroethane	<0.05	0.05	98	60-130	90	50-140
1,2-Dichloroethane	<0.05	0.05	125	60-130	100	50-140
1,1-Dichloroethylene	<0.05	0.05	96	60-130	87	50-140
c-1,2-Dichloroethylene	<0.05	0.05	96	60-130	90	50-140
t-1,2-Dichloroethylene	<0.05	0.05	92	60-130	92	50-140
1,2-Dichloropropane	<0.05	0.05	107	60-130	96	50-140
1,3-Dichloropropene (cis+trans)	<0.05	0.05	122	60-130	77	50-140
Ethylbenzene	<0.05	0.05	90	60-130	60	50-140
Ethylene Dibromide	<0.05	0.05	98	60-130	75	50-140
Hexane (n)	<0.05	0.05	72	60-130	131	50-140
Methyl Ethyl Ketone	<0.5	0.5	69	50-140	129	50-140
Methyl Isobutyl Ketone	<0.5	0.5	82	50-140	130	50-140
Methyl tert-butyl Ether	<0.05	0.05	79	60-130	111	50-140
Methylene Chloride	<0.05	0.05	112	60-130	58	50-140
Styrene	<0.05	0.05	96	60-130	63	50-140
1,1,1,2-Tetrachloroethane	<0.05	0.05	105	60-130	85	50-140
1,1,2,2-Tetrachloroethane	<0.05	0.05	103	60-130	74	50-140
Tetrachloroethylene	<0.05	0.05	121	60-130	132	50-140
Toluene	<0.2	0.2	110	60-130	96	50-140
1,1,1-Trichloroethane	<0.05	0.05	114	60-130	100	50-140
1,1,2-Trichloroethane	<0.05	0.05	124	60-130	111	50-140
Trichloroethylene	<0.05	0.05	113	60-130	109	50-140
Trichlorofluoromethane	<0.05	0.05	127	50-140	131	50-140
Vinyl Chloride	<0.02	0.02	79	50-140	53	50-140
Xylenes	<0.05	0.05	94	60-130	65	50-140
Surrogates						
Parameter	Recovery (%)	AR	Recovery (%)	AR	Recovery (%)	AR
1,2-Dichloroethane-d4	92	60-140	79	60-140	105	60-140
Toluene-d8	120	60-140	92	60-140	100	60-140
4-Bromofluorobenzene	62	60-140	86	60-140	73	60-140

LEGEND:

RL - Reporting Limit
LCS - Laboratory Control Sample
MS - Matrix Spike
AR - Acceptable Range

QA/QC Report

Parameter	Duplicate	AR				
		RPD (%)				
VOCs in Soil						
Acetone	0.0	0-50				
Benzene	0.0	0-50				
Bromodichloromethane	0.0	0-50				
Bromoform	0.0	0-50				
Bromomethane	0.0	0-50				
Carbon Tetrachloride	0.0	0-50				
Chlorobenzene	0.0	0-50				
Chloroform	0.0	0-50				
Dibromochloromethane	0.0	0-50				
1,2-Dichlorobenzene	0.0	0-50				
1,3-Dichlorobenzene	0.0	0-50				
1,4-Dichlorobenzene	0.0	0-50				
Dichlorodifluoromethane	0.0	0-50				
1,1-Dichloroethane	0.0	0-50				
1,2-Dichloroethane	0.0	0-50				
1,1-Dichloroethylene	0.0	0-50				
c-1,2-Dichloroethylene	0.0	0-50				
t-1,2-Dichloroethylene	0.0	0-50				
1,2-Dichloropropane	0.0	0-50				
1,3-Dichloropropene (cis+trans-)	0.0	0-50				
Ethylbenzene	25	0-50				
Ethylene Dibromide	0.0	0-50				
Hexane (n)	0.0	0-50				
Methyl Ethyl Ketone	0.0	0-50				
Methyl Isobutyl Ketone	0.0	0-50				
Methyl tert-butyl Ether	0.0	0-50				
Methylene Chloride	0.0	0-50				
Styrene	0.0	0-50				
1,1,1,2-Tetrachloroethane	0.0	0-50				
1,1,2,2-Tetrachloroethane	0.0	0-50				
Tetrachloroethylene	0.0	0-50				
Toluene	0.0	0-50				
1,1,1-Trichloroethane	0.0	0-50				
1,1,2-Trichloroethane	0.0	0-50				
Trichloroethylene	0.0	0-50				
Trichlorofluoromethane	0.0	0-50				
Vinyl Chloride	0.0	0-50				
Xylenes	26	0-50				
Surrogates						
Parameter	Recovery (%)	AR				
1,2-Dichloroethane-d4	94	60-140				
Toluene-d8	108	60-140				
4-Bromofluorobenzene	71	60-140				

LEGEND:

AR - Acceptable Range
 RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH					
Sample Description:	3 Soil Sample(s)					
Parameter	20-5447-2					Soil Standards ¹
	Stockpile Middle					
<i>Concentration (µg/g)</i>						
BTEX in Soil						
Benzene	<0.02					0.02
Toluene	<0.2					0.2
Ethylbenzene	<0.05					0.05
Xylenes	<0.05					0.05
PHCs (F₁-F₄) in Soil						
F1-BTEX (C ₆ - C ₁₀)	<10					25
F2 (C ₁₀ - C ₁₆)	<10					10
F3 (C ₁₆ - C ₃₄)	<50					240
F4 (C ₃₄ -C ₅₀)	<50					120
Chromatogram descends to baseline by nC50 ? (Yes/No)	Yes					
Surrogate Recovery (%)						
1,2-Dichloroethane-d4	93					60-140
Toluene-d8	81					60-140
4-Bromofluorobenzene	83					60-140

F_{4G} (gravimetric heavy hydrocarbons) cannot be added to the C₆ to C₅₀ hydrocarbons.
 < result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards, Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	MS	AR
	(µg/g)		Recovery (%)		Recovery (%)	
<i>BTEX in Soil</i>						
Benzene	<0.02	0.02	107	60-130	100	50-140
Toluene	<0.2	0.2	110	60-130	96	50-140
Ethylbenzene	<0.05	0.05	90	60-130	60	50-140
Xylenes	<0.05	0.05	94	60-130	65	50-140
<i>PHCs (F₁-F₄) in Soil</i>						
F1 _{BTEX} (C ₆ - C ₁₀)	<10	10	110	80-120	96	60-140
F2 (C ₁₀ - C ₁₆)	<10	10	107	80-120	81	60-140
F3 (C ₁₆ - C ₃₄)	<50	50	111	80-120	67	60-140
F4 (C ₃₄ -C ₅₀)	<50	50	110	80-120	71	60-140
<i>Surrogates</i>						
Parameter	Blank	AR	Recovery (%)	AR	Recovery (%)	AR
1,2-Dichloroethane-d4	92	60-140	79	60-140	105	60-140
Toluene-d8	120	60-140	92	60-140	100	60-140
4-Bromofluorobenzene	62	60-140	86	60-140	73	60-140

LEGEND:

RL - Reporting Limit

LCS - Laboratory Control Sample

MS - Matrix Spike

AR - Acceptable Range

BTEX should be subtracted from F₁, Naphthalene from F₂ and selected PAHs from F₃ if BTEX/PAHs are analyzed, then report F_{1-BTEX}, F_{2-Naph} and F_{3-PAH}. nC₅₀ response factor was within 70% of nC₁₀+nC₁₆+nC₃₄ average.

QA/QC Report

Parameter	Duplicate	AR				
	RPD (%)					
<i>BTEX in Soil</i>						
Benzene	0.0	0-50				
Toluene	0.0	0-50				
Ethylbenzene	25	0-50				
Xylenes	26	0-50				
<i>PHCs (F₁-F₄) in Soil</i>						
F1 _{BTEX} (C ₆ - C ₁₀)	22	0-30				
F2 (C ₁₀ - C ₁₆)	0.0	0-30				
F3 (C ₁₆ - C ₃₄)	15	0-30				
F4 (C ₃₄ -C ₅₀)	29	0-30				
<i>Surrogates</i>						
Parameter	Recovery (%)	AR				
1,2-Dichloroethane-d4	94	60-140				
Toluene-d8	108	60-140				
4-Bromofluorobenzene	71	60-140				

LEGEND:

AR - Acceptable Range

RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH
Sample Description:	3 Soil Sample(s)

Parameter	20-5447-3					Soil Standards ¹
	Stockpile South-East					
<i>Concentration (µg/g)</i>						
PAHs in Soil						
Naphthalene	<0.05					0.09
2-Methylnaphthalene	<0.05					0.059
1-Methylnaphthalene	<0.05					
Acenaphthylene	<0.05					0.093
Acenaphthene	<0.05					0.072
Fluorene	<0.05					0.12
Phenanthrene	<0.05					0.69
Anthracene	<0.05					0.16
Fluoranthene	<0.05					0.56
Pyrene	<0.05					1.0
Benzo [a] anthracene	<0.05					0.36
Chrysene	<0.05					2.8
Benzo [b] fluoranthene	<0.05					0.47
Benzo [k] fluoranthene	<0.05					0.48
Benzo [a] pyrene	<0.05					0.3
Indeno [1,2,3-cd] pyrene	<0.1					0.23
Dibenzo [a,h] anthracene	<0.1					0.1
Benzo [g,h,i] perylene	<0.1					0.68
Surrogate Recovery (%)						
Naphthalene-d8	95					50-140
Phenanthrene-d10	74					50-140
Chrysene-d12	108					50-140

< result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards, Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	MS	AR
	(µg/g)		Recovery (%)		Recovery (%)	
PAHs in Soil						
Naphthalene	<0.05	0.05	127	50-140	124	50-140
2-Methylnaphthalene	<0.05	0.05	134	50-140	137	50-140
1-Methylnaphthalene	<0.05	0.05	130	50-140	123	50-140
Acenaphthylene	<0.05	0.05	131	50-140	127	50-140
Acenaphthene	<0.05	0.05	126	50-140	130	50-140
Fluorene	<0.05	0.05	118	50-140	102	50-140
Phenanthrene	<0.05	0.05	123	50-140	105	50-140
Anthracene	<0.05	0.05	121	50-140	112	50-140
Fluoranthene	<0.05	0.05	137	50-140	117	50-140
Pyrene	<0.05	0.05	138	50-140	110	50-140
Benzo [a] anthracene	<0.05	0.05	121	50-140	120	50-140
Chrysene	<0.05	0.05	105	50-140	112	50-140
Benzo [b] fluoranthene	<0.05	0.05	104	50-140	89	50-140
Benzo [k] fluoranthene	<0.05	0.05	107	50-140	100	50-140
Benzo [a] pyrene	<0.05	0.05	108	50-140	98	50-140
Indeno [1,2,3-cd] pyrene	<0.1	0.1	104	50-140	96	50-140
Dibenzo [a,h] anthracene	<0.1	0.1	98	50-140	93	50-140
Benzo [g,h,i] perylene	<0.1	0.1	100	50-140	83	50-140
Surrogates						
Parameter	Recovery (%)	AR	Recovery (%)	AR	Recovery (%)	AR
Naphthalene-d8	113	50-140	97	50-140	64	50-140
Phenanthrene-d10	87	50-140	91	50-140	50	50-140
Chrysene-d12	111	50-140	87	50-140	53	50-140

LEGEND:

RL - Reporting Limit
 LCS - Laboratory Control Sample
 MS - Matrix Spike
 AR - Acceptable Range

QA/QC Report

Parameter	Duplicate	AR				
	RPD (%)					
PAHs in Soil						
Naphthalene	0.0	0-40				
2-Methylnaphthalene	0.0	0-40				
1-Methylnaphthalene	0.0	0-40				
Acenaphthylene	0.0	0-40				
Acenaphthene	0.0	0-40				
Fluorene	0.0	0-40				
Phenanthrene	0.0	0-40				
Anthracene	0.0	0-40				
Fluoranthene	0.0	0-40				
Pyrene	0.0	0-40				
Benzo [a] anthracene	0.0	0-40				
Chrysene	0.0	0-40				
Benzo [b] fluoranthene	0.0	0-40				
Benzo [k] fluoranthene	0.0	0-40				
Benzo [a] pyrene	0.0	0-40				
Indeno [1,2,3-cd] pyrene	0.0	0-40				
Dibenzo [a,h] anthracene	0.0	0-40				
Benzo [g,h,i] perylene	0.0	0-40				
Surrogates						
Parameter	Recovery (%)	AR				
Naphthalene-d8	90	50-140				
Phenanthrene-d10	84	50-140				
Chrysene-d12	120	50-140				

LEGEND:

AR - Acceptable Range

RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH					
Sample Description:	3 Soil Sample(s)					
Parameter	20-5447-2					Soil Standards ¹
	Stockpile					
	Middle					
<i>Concentration (µg/g)</i>						
PCBs in Soil	<0.02					0.3
Surrogate Recovery (%)						
Decachlorobiphenyl	100					60-140

< result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	MS	AR
	(µg/g)		Recovery (%)		Recovery (%)	
PCBs in Soil	<0.02	0.02	100	60-140	86	60-140
Surrogates						
Parameter	Recovery (%)	AR	Recovery (%)	AR	Recovery (%)	AR
Decachlorobiphenyl	103	60-140	107	60-140	102	60-140

Parameter	Duplicate	AR				
	RPD (%)					
PCBs in Soil	0.0	0-40				
Surrogates						
Parameter	Recovery (%)	AR				
Decachlorobiphenyl	98	60-140				

LEGEND:

- RL - Reporting Limit
- LCS - Laboratory Control Sample
- MS - Matrix Spike
- AR - Acceptable Range
- RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH					
Sample Description:	3 Soil Sample(s)					
Parameter	20-5447-1					Soil Standards ¹
	Stockpile North-West					
<i>Concentration (mg/kg)</i>						
Miscellaneous in Soil						
Cyanide	<0.05					0.051

< result obtained was below RL (Reporting Limit).

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	MS	AR
	(µg/g)		Recovery (%)		Recovery (%)	
Miscellaneous in Soil						
Cyanide	<0.05	0.05	106	70-130	107	70-130

Parameter	Duplicate	AR				
	RPD (%)					
Miscellaneous in Soil						
Cyanide	0.0	0-30				

LEGEND:

< result obtained was below RL (Reporting Limit);

NA - Not Applicable;

AR - Acceptable Range

RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH
Sample Description:	3 Soil Sample(s)

Parameter	20-5447-1 Stockpile North-West	20-5447-2 Stockpile Middle	20-5447-3 Stockpile South-East			Soil Standards ¹
<i>EC (mS/cm)</i>	0.11	0.09	0.10			0.57

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils.

QA/QC Report

Parameter	Blank	RL	LCS	AR	Duplicate	AR
	Recovery (%)			RPD (%)		
<i>EC (mS/cm)</i>	<0.01	0.01	114	80-120	9.6	0-10

LEGEND:

RL - Reporting Limit

LCS - Laboratory Control Sample

AR - Acceptable Range

RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH
Sample Description:	3 Soil Sample(s)

Parameter	20-5447-1 Stockpile North-West	20-5447-2 Stockpile Middle	20-5447-3 Stockpile South-East			Soil Standards ¹
SAR (no unit)	0.14	0.05	0.08			2.4

¹ MOE - Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act, April 15, 2011.

Table 1: Full Depth Background Site Condition Standards; Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use (R/P/I/I/C/C);

() Standard value in brackets applies to medium and fine textured soils

QA/QC Report

Parameter	LCS	AR	Duplicate	AR		
			RPD (%)			
SAR (no unit)	0.27	0.20-0.50	13.6	0-30		

LEGEND:

LCS - Laboratory Control Sample

AR - Acceptable Range

RPD - Relative Percent Difference

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH
Sample Description:	3 Soil Sample(s)

Parameter	20-5447-1 Stockpile North-West	20-5447-2 Stockpile Middle	20-5447-3 Stockpile South-East			Soil Standards *
pH (pH unit)	7.78	7.93	7.94			(5-11) 5-9

* Surface soil pH value from 5 - 9, Sub-surface soil pH value from 5-11.

QA/QC Report

Parameter	LCS	AR	Duplicate	AR		
Absolute Difference (pH Unit)						
pH (pH unit)	7.05	6.90-7.20	0.02	<0.3		

LEGEND:

LCS - Laboratory Control Sample
AR - Acceptable Range

Certificate of Analysis

Analysis Requested:	Metals, Mercury, PHCs, VOCs, PAHs, PCBs, Cyanide, EC, SAR, pH					
Sample Description:	3 Soil Sample(s)					
Parameter	<i>20-5447-1</i> Stockpile North-West	<i>20-5447-2</i> Stockpile Middle	<i>20-5447-3</i> Stockpile South-East			
Moisture Content (%)	12	13	13			

QA/QC Report

Parameter	Blank	RL	LCS	AR	Duplicate	AR
	Recovery (%)			RPD (%)		
Moisture Content (%)	<0.1	0.1	100	70-130	2.0	0-20

LEGEND:

- RL - Reporting Limit
- LCS - Laboratory Control Sample
- AR - Acceptable Range
- RPD - Relative Percent Difference



Township of Melancthon

Proposal for Strategic Planning Services

April 21, 2023

333 Bay Street, 17th Floor
Toronto, ON M5H 2R2
416-864-7112

100 rue Queen Street, Suite 850
Ottawa, ON K1P 1J9
613-231-2630



MAY 4 2023
GB 17.3.2

April 19, 2023
Attention: Denise Holmes, Chief Administrative Officer
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Dear Ms. Holmes,

Re: Proposal for Strategic Planning Services

StrategyCorp Inc. is pleased to enclose further details to develop an updated Strategic Plan for the Township of Melancthon (“Township” or “Melancthon”). The experience of our team, combined with the resources, knowledge, and expertise of our firm in municipal strategic planning and best practices, will provide the Town with unmatched support on this exciting journey.

We have a solid track record in municipal sector strategic planning across Ontario

StrategyCorp has conducted strategic planning efforts for a variety of clients operating in highly regulated and scrutinized environments. We work closely with our municipal clients to understand their local strategic context, articulate the key priorities for both the administration and community and develop strategies to achieve those goals with the political and stakeholder context in mind. In the last year, we have completed strategic planning projects in North Grenville, Leeds and The Thousand Islands, Leamington, and Vaughan. Our current roster of municipal strategic planning clients includes the Counties of Dufferin, Bruce and Oxford as well as Amaranth, Innisfil, Gravenhurst, Guelph and Kingston, among others.

Our approach to strategic planning is founded on meaningful and stakeholder consultation

Strategic Plans are successful when consultants create and drive the process, not content. Council, staff, and the community are best positioned to define and create buy-in around a shared vision and set of strategic priorities that will guide the municipality forward. To this end, we will facilitate conversations with a range of stakeholders throughout the project to ensure that the final Strategic Plan is one that is authentic to and reflective of the community and administration’s needs and priorities.

We can hit the ground running in Melancthon

As you know, StrategyCorp is currently finalizing an updated Corporate Strategic Plan for Dufferin County and is also facilitating a strategic planning process for the Township of Amaranth. We have a strong understanding of the Township’s strategic local and regional landscapes and the pressures and opportunities facing Melancthon, which will inform and underpin our engagement with all stakeholders to ensure we are delivering a Strategic Plan that is distinct to the Township and its community.

Should you have any questions with respect to our proposal, please do not hesitate to contact me at 416.992.7112, or by e-mail at matheson@strategycorp.com.

Sincerely,

Sabine Matheson

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Our Approach to Strategic Planning

A strategic plan is intended to be the overarching guiding document to support a steady state of municipal governance and aid the municipality in making choices about key priorities and services. It is an essential tool to assert the priorities that will be reflected in annual operating plans and budgets. In our view, strategic planning is not – and cannot be – an isolated, linear process. We take an integrated approach to the strategic and business planning cycle, taking into consideration the whole process as we build or update a strategic plan from the ground up. The process will transform conceptual goals and the vision for the desired future into realistic, achievable goals that can be implemented across the Township.

A Strategic Plan for the Corporation and the Community

An effective municipal strategic plan should not only provide direction for the activities of the municipality's administration but should also be a community-driven plan that conveys the broader community's aspirations and goals moving forward. As a result, Melancthon's strategic plan should do two key things: first, provide guidance for Council and staff in terms of the services directly provided by the Township, and second, reflect the broader interests and priorities of the community, which in some cases may focus on areas out of the Township's direct control in terms of investment or service delivery.

A Living Document

Our process begins with a thorough study of your existing suite of strategic documents, including asset management plans, business plans, communications activities, budgets, and political considerations, combined with an in-depth consultation with staff and Council, with an emphasis on the key challenges and opportunities currently facing Melancthon. This approach will allow this strategic plan to be a living document that can easily undergo periodic review and adjustments to reflect the progress toward the achievement of goals. Flexibility is inherent in our methodology's design and in the resulting strategic plan. The plan should be specific enough to inform and provide direction for the Township's annual business plans but also build in flexibility to enable it to take advantage of opportunities, address challenges or mitigate risks as they arise.

A Plan Created for – and by – the Township





At the end of the day, strategic planning is successful when consultants drive the process, not content. We understand that Council, staff, and residents know their communities best, and with that in mind, our strategic planning process is built around ongoing internal and external communications and engagement. The breadth and depth of our engagement with staff and council is what differentiates our approach from other firms and ensures that the resulting plan is reflective of the Township's realities and that stakeholder opinions are heard, valued, and incorporated. Because there are multiple touchpoints with stakeholders and we take an iterative approach to the development of the Strategic Plan, we will leave the Township with a roadmap for the future that has been meaningfully informed and shaped by stakeholder input from start to finish.

Implementation Planning is Key

We know the success of any strategic plan is determined by how well it is implemented, paying heed to all sensitivities. Our approach ensures that the plan includes realistic, achievable goals that can be

implemented. We develop strategic plans that provide clear direction for municipal administrations, have well-defined accountabilities for “making it happen,” and include a compelling rationale to support strategic plan communication and socialization.

To be effective, StrategyCorp will ensure that all strategic planning elements are:

ELEMENT	DESCRIPTION
<p>Evidence-based</p> 	<p>Strategic directions must be evidence-based with clear, measurable outcomes. The directions must reflect the on-the-ground realities of the Township’s operations and capacity, the residents and stakeholders served, as well as the focus on quality and inclusivity as articulated in your plans.</p>
<p>Aligned with best practices</p> 	<p>Exploring what peer municipalities are doing and to surface opportunities for consideration by the Township in terms of improving strategy setting and service delivery and leveraging innovation.</p>
<p>Attentive to stakeholder input</p> 	<p>Engaging stakeholders in a transparent, prepared, equitable, and meaningful manner, and providing feedback on how input is used will create buy-in and produce better results.</p>
<p>Implementable</p> 	<p>The success of any strategic plan is determined by how well it is implemented, paying heed to all sensitivities. Clear directions, a compelling rationale, well-defined accountabilities for “making it happen”, and a practical timeline are hallmarks of good implementation.</p>

Our Approach to Strategy Building and Stakeholder Engagement

Different points of view are key. Collaboration is key. Transparency and accountability are key. StrategyCorp’s approach to consultation is grounded in comprehensive, impactful engagements where people feel empowered to share their perspectives, ask questions, and challenge actions – all in pursuit of successful outcomes. Our strategic planning embeds stakeholder perspectives in each strategic priority and subsequent initiative.

Based on our experience, StrategyCorp has developed an overarching framework to guide our approach to stakeholder engagement and community engagement design and execution:

<p>Principles of Effectiveness:</p> <ul style="list-style-type: none"> ▶ Engage early enough to make a difference; ▶ Resource engagement appropriately; ▶ Be prepared to pay attention to the results; ▶ Monitor and evaluate its effectiveness. 	<p>Principles of Inclusion:</p> <ul style="list-style-type: none"> ▶ Build-in ethnocultural diversity; ▶ Eliminate physical, psychological, and socioeconomic barriers to participation by all groups.
<p>Principles of Clarity:</p> <ul style="list-style-type: none"> ▶ Be transparent in terms of purpose and communication; ▶ Be transparent about how results will be used; ▶ Develop a clear but flexible project strategy. 	<p>Principles of Respect:</p> <ul style="list-style-type: none"> ▶ Be the community’s partner; ▶ Use tools acceptable to the participants; ▶ Hear what people say, not what you want to hear; ▶ Create realistic timelines.

We understand the importance of giving the community ample platforms on which to voice concerns, ask questions and learn about changes that will affect them through an effective community engagement strategy. We design engagement strategies that accomplish this in ways that build support for change.

StrategyCorp approaches every stakeholder engagement exercise with a core set of principles to guide our work:

- Successful stakeholder engagement, which helps build confidence in and support for an organization, must be a continuous process.
- Stakeholder engagement requires a strategic approach. It begins with clearly articulating the engagement goals, identifying and mapping stakeholders, and then analyzing the gaps to develop the most robust stakeholder engagement plan possible.
- To effectively engage stakeholders, organizations must make it easy for stakeholders to participate. Traditional methods of engagement, which rely on drawing people to engagement platforms and forums, are no longer effective. Engagement must be brought to the people you want to hear from. In this, digital engagement is an important tool.
- Stakeholder groups are not “one-size-fits-all.” A variety of digital and personal engagement

tactics need to be used to ensure the greatest possible participation in stakeholder engagement.

- No one can tell your story as well as you can. All our engagement strategies put the client at the centre and involve a broad array of stakeholders in the process to enhance the legitimacy of the process and position it for success.
- Stakeholders need to believe that you are listening to them. Complete the circle of two-way communication by reaching back out to stakeholders on a regular basis to demonstrate how their input has been considered.

Proposed Work Plan

Outlined below is StrategyCorp’s proposed approach for this engagement.

Phase 1: Kick-Off	Phase 2: Research & Consultation	Phase 3: Strategic Planning Workshops	Phase 4: Finalization
<ul style="list-style-type: none"> Facilitate kick-off to align on project objectives and schedule Discuss consultation strategy and determine appropriate stakeholders (e.g., Council, Senior Management Team (SMT), staff, residents, business owners) Issue data request (if needed) Begin scheduling Phase 2 interviews 	<ul style="list-style-type: none"> Review internal and external operating context and conduct SWOT/gap analysis, including review of key plans and documents Draft interview guides and conduct virtual interviews with CAO and SMT, the Mayor, and Council Develop and issue staff survey to understand staff perspectives and build buy-in Facilitate community engagement, incl: <ul style="list-style-type: none"> Digital community survey 2 in-person community pop ups (e.g., booth at Melancthon Day) 2-3 virtual focus groups with key stakeholders (businesses, community groups, etc.) Develop SWOT analysis summary 	<ul style="list-style-type: none"> <i>Council Workshop #1: Current State & Priority-Setting</i> <ul style="list-style-type: none"> Introduction on the value of strategic planning Review and validate SWOT Discuss and revise draft priorities/pillars and goals Conduct SMT workshop to begin to develop strategic initiatives and corresponding performance measures (note: a follow-up workshop may be required) Build out draft Strategic Plan Framework for validation with SMT and Council <i>Council Workshop #2: Validation & Visioning</i> <ul style="list-style-type: none"> Review and discuss draft pillars, goals, initiatives and performance measures Revisit and refine the Vision, Mission and Values 	<ul style="list-style-type: none"> Revise draft Strategic Plan Framework following Council workshop and staff input Develop a public-facing Strategic Plan document Present final Strategic Plan document to Council for adoption
Deliverables			
1. Kick-off Meeting & Summary Memo	1. Interview Guides 2. Staff and Community Surveys 3. Engagement materials 4. SWOT Analysis	1. Workshop Facilitation Materials 2. Draft Strategic Plan Framework	1. Final Strategic Plan 2. Present to Council
~ 1-2 weeks	~6 weeks	~5-8 weeks	~3 weeks

Our Municipal Strategic Planning Experience

StrategyCorp has extensive experience helping municipal clients review their services, develop new strategies, and implement service improvements across a wide range of departments and focus areas for over 25 years. We worked directly with every municipality South of the French River, most municipalities in Ontario, and several municipalities across Canada and the United States. Some of our past clients include:



Below is a sample of strategy setting projects StrategyCorp has completed for our municipal clients over the last 10 years:

Client	Project Name	Date
Town of Innisfil	Strategic Plan	Ongoing
Town of Gravenhurst	Strategic Plan	Ongoing
The City of Richmond Hill	Strategic Plan Facilitation	Ongoing
Oxford County	Strategic Plan	Ongoing
Municipality of Chatham-Kent	Strategic Plan	Ongoing
Town of Amherstburg	Community Strategic Plan	Ongoing
City of Kingston	Strategic Plan Background and Facilitation	Ongoing
District of Muskoka	Strategic Plan Facilitation	Ongoing
Town of Georgina	Strategic Plan	Ongoing
Town of Saugeen Shores	Strategic Plan Refresh	Ongoing

Client	Project Name	Date
City of Guelph	Strategic Plan	Ongoing
Dufferin County	Strategic Plan	Ongoing
Bruce County	Strategic Plan	Ongoing
City of Vaughan	Strategic Plan	2023
West Hollywood (CA, USA)	Community Safety and Well-Being Plan	2022
Town of Bracebridge	Strategic Priority Setting (Refresh)	2022
Municipality of Dysart et al	Strategic Plan	2022
Leeds and The Thousand Islands	Strategic Plan	2022
Municipality of North Grenville	Strategic Plan	2022
Haliburton County	Community Safety and Well-Being Plan	2022
Township of Muskoka Lakes	Strategic Plan	2020
Town of LaSalle	Strategic Plan and Stakeholder Engagement	2020
Town of Innisfil	Strategic Plan	2020
City of Guelph	Strategic Plan and Multi-Year Budgeting	2020
City of Markham	Strategic Options (transit)	2019
City of Vaughan	Strategic Options (restructuring)	2019
Town of Collingwood	Training and Strategic Priorities Setting	2019
Town of Kirkland Lake	Strategic Plan, Operations, and Organization Review	2019
Town of Gravenhurst	Strategic Plan and Council-Staff Relations Training	2019
City of Yellowknife	Strategic Plan	2019
Municipality of Chatham-Kent	Strategic Plan	2019
Town of Tecumseh	Strategic Plan Validation	2019
Northumberland County	Strategic Plan	2019
Municipality of Leamington	Strategic Plan	2018 and 2019
Town of Bracebridge	Strategic Plan	2017
City of North Bay	Strategic Plan Framework Community Engagement	2016
City of St. Catharines	Strategic Plan Review	2016
City of Windsor	20-Year Strategic Vision	2015
Town of Halton Hills	Strategic Plan	2015

Core Project Team

Our primary team members and their respective roles are presented below.

Sabine Matheson | Engagement Principal



- ✓ Principal and General Counsel at StrategyCorp and founder of the Municipal Services Practice
- ✓ Former Chief of Staff to the Minister of Municipal Affairs and Housing
- ✓ Engagement lead for dozens of municipal strategic plans and operational and organizational reviews, including recent strategic plans for North Grenville, Dysart et al, Leeds and The Thousand Islands, Bracebridge and the District of Muskoka
- ✓ Strategic advisor to leading municipal associations such as AMO, OBCM, AMCTO and OMAA
- ✓ Sabine will be responsible for the overall quality and strategic direction of the project

Stacy Hushion | Engagement Manager



- ✓ Director in StrategyCorp's Municipal Services Practice and former Chief of Staff to Toronto City Councillor
- ✓ Extensive experience helping municipalities across Ontario in service delivery and organizational reviews, and strategic planning projects
- ✓ Recently supported strategic plans for the City of Vaughan, Dysart et al, AMCTO and LAS-AMO, and currently leading strategic planning projects for the County of Dufferin, Township of Amaranth, City of Guelph, City of Kingston and Town of Georgina, among others
- ✓ Stacy will be responsible for the day-to-day management of the project, and will act as the primary point of contact for the Town

Nabiha Chowdhury | Engagement Analyst



- ✓ Senior Consultant in StrategyCorp's Management Consulting practice.
- ✓ Over 4 years of experience working in provincial affairs, stakeholder relations and communications.
- ✓ Prior to joining StrategyCorp, Nabiha has worked in various ministries at the Ontario Public Service, including Education, Colleges and University and lastly, Health.
- ✓ Currently supporting strategic planning projects and community engagement activities for Dufferin County, Oxford County, Niagara Region and Chatham-Kent.

Proposed Fees

The proposed fees for this engagement, including all phases of work and engagement activities, is \$49,500. We would be happy to tailor the scope further to suit your needs and budget.

SCI bills on a monthly basis. Fees are exclusive of applicable HST and are due upon receipt. In addition, SCI charges a 5% administrative fee to cover general telephone and fax, courier and printing or copying disbursements, which will be billed monthly with fees. All reasonable, documented expenses, including video and teleconferencing or any travel costs, will be billed on a cost-pass-through basis (i.e., without mark-up). Expense charges will be exclusive of HST, added to the invoice and shall be payable with fees.

Engagement Terms

Confidentiality/Non-Disclosure

During StrategyCorp’s mandate with the Township of Melancthon, we may have access to confidential information relating to the organization. StrategyCorp agrees not to disclose, divulge or otherwise communicate to any person any such confidential information without the organization’s prior written consent.

Legal

It is understood that these services do not include the provision of legal opinions or the provision of legal services. The Township of Melancthon will look to its own legal counsel for all legal opinions and services in relation to this matter.

Timing

This Agreement may be terminated on prior written notice by either party upon the other party (such date of the notification being the “Termination Date”). Fees incurred to the Termination Date will be due and payable in full within 15 business days of the Termination Date.

Notices

Any notice or other communication required or permitted to be given under this LOE shall be in writing and shall be sufficiently given or made by delivery or by email transmission (receipt confirmed) to the respective parties as follows:

If to Township of Melancthon, to:
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6
Attention:
Denise Holmes
Chief Administrative Officer
dholmes@melancthontownship.ca

If to StrategyCorp, to:
StrategyCorp Inc.
333 Bay Street, Suite 1720
Toronto, ON M5H2R2
Attention:
Sabine Matheson
Principal
matheson@strategycorp.com

Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or so emailed. Either party may change its address by notice to the other in the manner set out above.

This LOE constitutes the entire agreement of the parties hereto with respect to this Engagement,

supersedes all other oral or written representations, understandings or agreements relating to this Engagement, and may not be amended except by written agreement signed by the parties.

If the foregoing is in accordance with your understanding, please indicate your agreement to the above terms and conditions by signing the enclosed copy of this LOE and returning it to us.

We appreciate the opportunity to serve you.

Yours very truly,

Sabine Matheson

Sabine Matheson
Partner
StrategyCorp Inc.

Accepted this _____ day of _____, 2023.

Printed Name: _____

Signature: _____

Title: _____

Conservation Authorities Act Regulation, Memorandums of Understanding and Watershed Information

Meeting with Melancthon

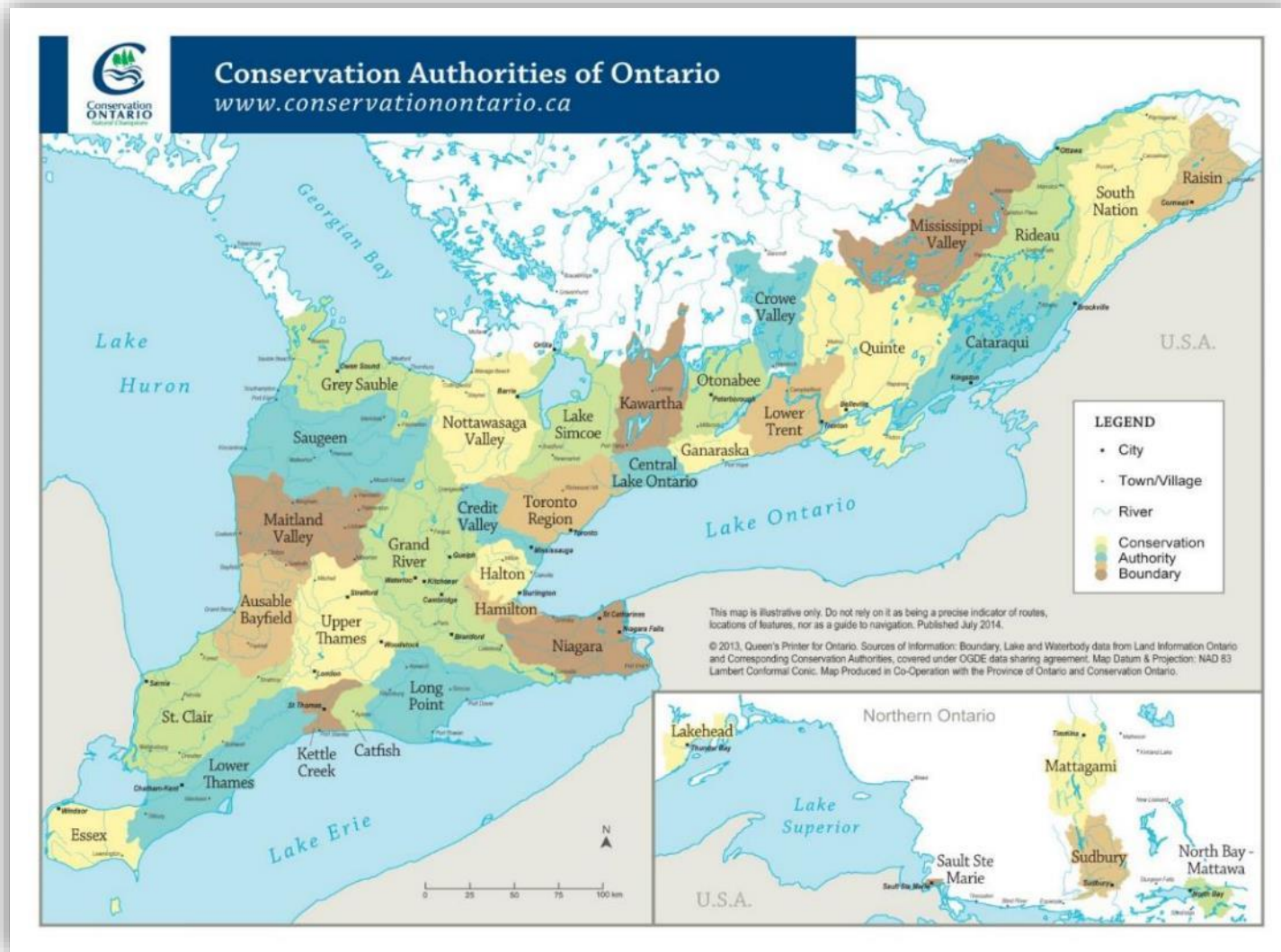
May 4, 2023

Presented by: Doug Hevenor

CAO, NVCA



36 Conservation Authorities in Ontario

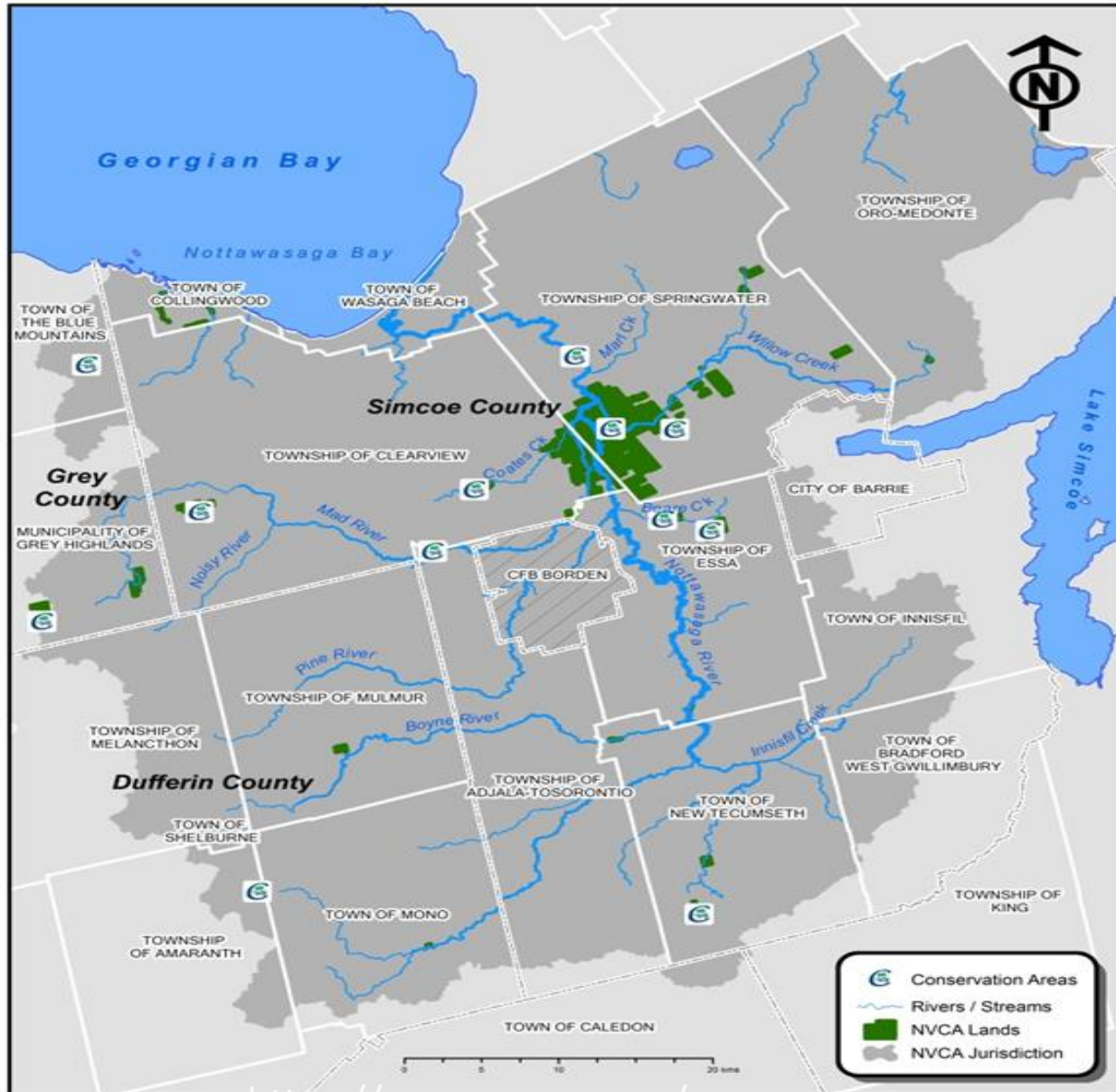


95% of Ontarians live in a watershed managed by a CA

CAs provide science-based advice, programs and services within their watersheds

CAs work in partnership with municipal, provincial and federal governments and landowners to deliver community-based, practical solutions and enhancements to a range of natural resource challenges.

Map of NVCA Watershed



- 18-Municipal partners
- Practicing Integrated Watershed Management
- Valley Topography
- Riverine system
- Northern flowing system
- Rapidly changing population numbers, high growth
- Working in Dufferin, Grey, Peel and Simcoe, Counties
- Need to balance agriculture, development growth and environment within a changing climate while supplying more housing

NVCA Economic Drivers

Wasaga Beach

- Longest freshwater beach in the world
- & drinking water source

Nottawasaga River

- Key Ontario Fishery & Connectivity
- (Nursery & Spawning Area)

Oro Moraine & Oak Ridges Moraine

- Drinking Source Water Protection

Minesing Wetlands

- Internationally significant & flood protection

Tourism

- Niagara Escarpment, Georgian Bay

On the Landscape

- Vibrant agricultural sector & high growth development

Recent History of CA Act Amendments

Majority of the amendments made through Bill 229 (2020), and previous amendments via Bill 108 (2019) and Bill 139 (2017) required enabling regulations before coming into effect

- Some exceptions (in effect amendments):
 - new s.28.0.1 provisions related to CA permits for development projects authorized by a *Minister's Zoning Order* (MZO) under the *Planning Act*, outside of the Greenbelt – Dec. 8, 2020
 - Other provisions proclaimed on Feb. 2, 2021 (governance related)
- January 2021 – CA Working Group established by the Province to provide input on development of enabling regulations
 - Chair: Hassaan Basit, CEO, Conservation Halton
 - Members: CAs (including TRCA), Conservation Ontario, AMO, municipalities, development and agriculture sector representative
- Bill 23 – the More Homes Built Faster Act
 - Described on slide 10

Phased Release of Enabling Regulations

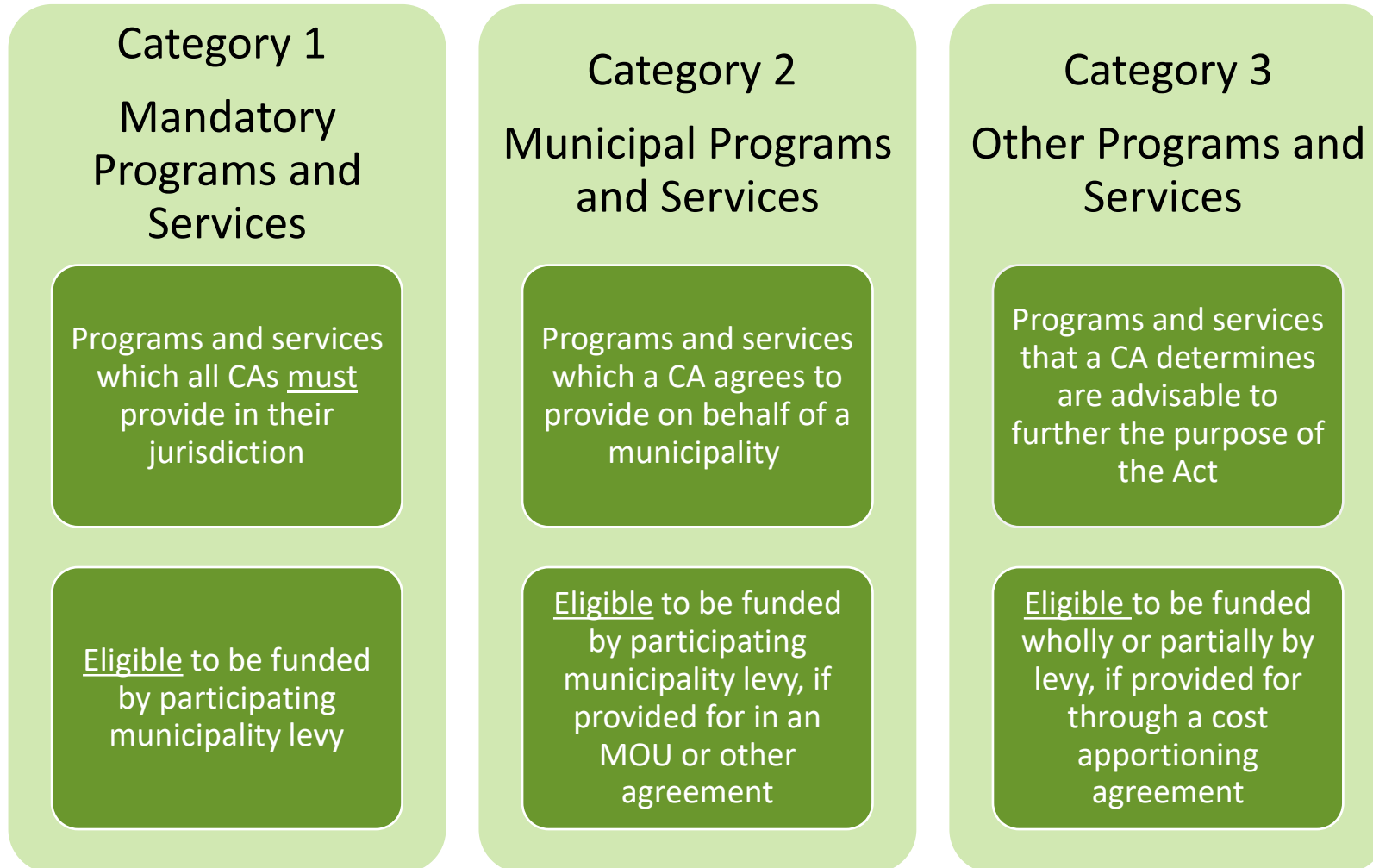
Phase 1 - October 2021 (ERO# 019-2986)

- Mandatory Programs and Services
(O. Reg 686/21)
- Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act (O. Reg 687/21)
- Rules of Conduct in Conservation Areas (O. Reg. 688/21)

Phase 2 - April 2022 (ERO# 019-4610)

- Budget and Apportionment
(O. Reg. 402/22)
- Determination of Amounts under Subsection 27.2 (2) of the Act
(O. Reg. 401/22)
- Information Requirements
(O. Reg. 400/22)
- Amendment to the O. Reg. 687/21
(O. Reg 399/22)
- Minister's Fee Classes Policy

Conservation Authority Programs and Services (Sections 21.1, 21.1.1, and 21.1.2 of the Act)



Category 1 Mandatory Programs & Services (O. Reg. 686/21)

Programs and Services Related to:

- Risks of Natural Hazards
- Conservation and Management of Lands
- Source Protection Authority under the *Clean Water Act, 2006*
- *Lake Simcoe Protection Act, 2008* (Lake Simcoe Region Conservation Authority)
- Other legislation as may be prescribed
- Prescribed in Regulation:
 - provincial groundwater monitoring program
 - provincial stream monitoring program
 - development and implementation of a watershed-based resource management strategy

Mandatory Programs and Services

- Additional deliverables to be completed **by December 31, 2024:**
 - ice management plans(s), if determined necessary
 - natural hazard infrastructure operational management plan(s)
 - natural hazard infrastructure asset management plan(s)
 - a conservation area strategy
 - a conservation land inventory
 - a watershed-based resource management strategy

Transition Plans and Agreements Regulation



Bill 23 and Implications

- Planning applications should continue to be circulated for review. Plan review and commenting under the Mandatory Programs and Services Regulation (O.R. 686/21) (natural hazards and source water protection) continues to be unaffected.
- Changes to non-mandatory review and commenting services for development applications covered in Regulation (O.R. 596/22) on December 28, 2023
- Permitting services, except for new provisions concerning Minister's Zoning Orders and Community Infrastructure and Housing Accelerator Orders, continue as usual

Next Steps for MOUs

- Address new process requirements when completing the budget
- Streamline and simplify proposed agreement arrangements
- Meet all deliverable requirements in various regulations
- Work closely with municipal staff to complete provincial requirements and execute MOU
- Develop strong NVCA/Municipal relationships

Thank you for your time.

Questions?



**MELANCTHON MEMORANDUM OF UNDERSTANDING ("MELANCTHON
MOU")**

THIS AGREEMENT dated this day 4th of May, 2023.

BETWEEN:

THE NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

(Hereinafter called "Authority")

OF THE FIRST PART

and

CORPORATION OF THE TOWNSHIP OF MELANCTHON

(Hereinafter called the "Members")

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Authority is prepared to provide certain non-mandatory services to its Members;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services;

AND WHEREAS under the Conservation Authorities Act (the Act) Category 1 programs and services are to be funded through the budget and apportionment process with the applicable regulations;

AND WHEREAS under the applicable regulations, Category 1 operating expenses and capital costs may be included in the apportionment and provided without an agreement;

AND WHEREAS under the Act, Category 2 programs and services requested by municipalities may be provided under a memorandum of understanding ("MOU") or such other agreement in respect of the programs and services;

AND WHEREAS under the Act, Category 3 programs and services requested by the conservation authority funded through the budget and apportionment agreement may be provided under a memorandum of understanding ("MOU") or such other agreement in respect of the programs and services;

AND WHEREAS under the Act and the Minister's Fee Classes Policy, the Authority may establish fees to be charged for the program or service;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs attached hereto as Schedule "A".
2. The Members agree to be charged a levy for such services in accordance with the levy stated in Schedule "A" to be apportioned among the Members.
3. The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties. through the annual budget process.
4. The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
5. The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.

6. This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.

SIGNED SEALED AND DELIVERED THIS DAY OF , 2022.

THE NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Per: _____
Gail Little, Chair

Per: _____
Doug Hevenor, Chief Administrative Officer

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF , 2023.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

Per: _____
Darren White, Mayor

Per: _____
Denise Holmes, CAO/Clerk

I/we have the authority to bind the Corporation