

Council Agenda December 3, 2025 – 9:30 AM

Meeting Details

In-Person Meeting Location: Mulmur Township Offices, located at 758070 2nd Line East

Phone Connection: 1 647 374 4685 Canada / 1 647 558 0588 Canada

Video Connection: https://us02web.zoom.us/j/84829988171

Meeting ID: 848 2998 8171

Accessibility Accommodations: If you require access to information in an alternate format, please contact the Clerk's department by phone at 705-466-3341 extension 223 or via email at clerk@mulmur.ca

PAGE 1.0 Call to Order

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- 2.0 Land Acknowledgement
- 3.0 Approval of the Agenda

Recommendation: That Council approve the agenda.

4.0 Minutes of the Previous Meeting

Recommendation: That the minutes of November 5, 2025 are approved.

- 5.0 <u>Discussion Arising out of the Minutes</u>
- 6.0 <u>Disclosure of Pecuniary Interests</u>
- 7.0 Public Question Period
- 8.0 Deputations
- 14 8.1 Robert Gerl: Fire Call Charges (9:30 a.m.)
 - 9.0 Public Meetings
- 19 9.1 2026 Budget Public Meeting (10:00 a.m.)

Recommendation: That Council received public comments on the second draft of the budget and direct the Treasurer to amend the budget as necessary.

10.0 Reports for Decision

46 **10.1 Rosemont District Fire Board Budget**

Recommendation: That Council approve the Rosemont District Fire Board 2026 Operating Budget in the amount of \$395,787.27 and Capital Budget of \$191,300 as presented.

51 **10.2 Multi-Year Accessibility Plan**

Recommendation: That Council approve the Township of Mulmur's Multi-Year Accessibility Plan 2026–2030 as presented.

66 10.3 Proposed Boundary Changes for Conservation Authorities

Recommendation: That Council direct staff to submit comments to the Ministry of Environment, Conservation and Parks before the December 22, 2025, deadline for ERO 025-1257 as discussed.

11.0 Committee Minutes and Reports

74	11.1	Mansfield Parks Committee Minutes: August 28, 2025
77	11.2	Rosemont District Fire Board Minutes: October 31, 2025
80	11.3	Rosemont District Fire Department Newsletter
84	11.4	NVCA Minutes and Highlights October 24, 2025
90	11.5	NVCA Media Release
92	11.6	Ontario Climate Caucus Meeting Notes: October 2025
98	11.7	Economic Development Committee Minutes: October 30, 2025
100	11.8	Economic Development Committee Minutes: November 21, 2025
102	11.9	Dufferin County Minutes October 23, 2025
114	11.10	Dufferin County Minutes October 30, 2025
116	11.11	Dufferin County Minutes November 13, 2025
129	11.12	Campaign Cabinet November Meeting Notes
130		Shelburne & District Fire Board Minutes: September 2, 2025

Recommendation: That Council receives the committee minutes and reports as copied and circulated.

12.0 <u>Information Items</u>

135	12.1	Draft #2 Council Remuneration Policy
142	12.2	Draft #2 Housekeeping Zoning By-law
147	12.3	Procurement Policy Updates

173	12.4	Bill 17 Implementation Report						
178	12.5	Township of Mulmur Strada Aggregates Comments						
181	12.6	Town of Shelburne Strada Aggregates Comments						
185	12.7	Expanding Protected Areas in Ontario: ERO 019-9306 Comments						
186	12.8	Niagara Region: State of Emergency on Mental Health, Homelessness and Addictions						
188	12.9	Town of Ajax: Solve the Crisis / Winter Homelessness						
190	12.10	Town of Kingsville: Opposition to Consolidation of Conservation Authorities						
192	12.11	Township of McGarry: GST/HST on New Homes						
193	12.12	Town of Bradford: Removing HST/GST on New Homes						
195	12.13	Township of Assigninack: Extension to Mandatory Fire Fighter Training						
196	12.14	Peterborough County: Recycling for Food Banks						
198	12.15	Town of Orangeville: Recycling Cart Options						
200	12.16	Dufferin County: Recycling Cart Options						
201	12.17	Halton Region: Public Safety Requirements						
205	12.18	Town of Wasaga Beach: Public Safety Requirements						
		Recommendation: That Council receives the information items as copied; And that the following items be endorsed:						
	14.0	Closed Session						
	14.1 14.2	Organizational Structure Fire Service Negotiations						
	15.0	<u>Items for Future Meetings</u>						
	15.1	New Official Plan						
	15.2	Strategic Plan Update and 2025 Q4 summary						
	16.0	Passing of By-Laws						
207	16.1	Interim Tax Rate By-law						
209	16.2	Council Remuneration By-law						
214	16.3	Procurement of Goods and Services By-law						
237	16.4	Zoning By-law Amendment						
240	16.5	Confirmatory By-Law						

Recommendation: That by-laws 16.1 to 16.5 be approved.

18.0 Adjournment

Recommendation: That Council adjourns the meeting at _____ to meet again on January 14, 2026 or at the call of the Chair.



Council Minutes November 5, 2025 – 9:00 AM

Council Present: Mayor Horner, Deputy Mayor Hawkins, Councillors Clark

Cunningham and Lyon

Staff Present: Tracey Atkinson, Heather Boston, Roseann Knechtel, Chris Wolnik

1.0 Call to Order

The Mayor called the meeting to order at 8:58 a.m.

2.0 Land Acknowledgement

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

3.0 Approval of the Agenda

Moved by Cunningham and Seconded by Lyon

That Council approve the agenda.

Carried.

4.0 Minutes of the Previous Meeting

Moved by Hawkins and Seconded by Clark

That the minutes of October 1, 2025 are approved.

Carried.

5.0 <u>Discussion Arising Out of the Minutes</u> - None

6.0 <u>Disclosure of Pecuniary Interests</u> - None

7.0 Public Question Period

Lou Acri asked about the new posts on 10 Sideroad and the status of ASE. Chris Wolnik, Director of Infrastructure, confirmed the posts are for upcoming speed limit changes and that Mulmur's ASE pilot has ended, with alternative road safety options under review.

8.0 <u>Deputations and Presentations</u>

8.1 Citizen Recognition: Honeywood Arena October 5, 2025

Council and Dufferin EMS Chief Gary Staples recognized Patrick De Brou, Andrew Meunier and Jamie Horne for their heroic actions in saving a life at the Honeywood Arena on October 5, 2025.

8.2 Kim Delahunt, President and CEO: Headwaters Health Care Centre

Council welcomed Kim Delahunt, President and CEO of Headwaters Health Care Centre, who spoke to Dufferin-Caledon's first MRI machine, the growth in obstetrics, and the required future expansion to meet the needs of the growing community.

Council discussed MRI funding, parking, the future expansion and staffing challenges.

Moved by Lyon and Seconded by Cunningham

That Council receive the presentation from Kim Delahunt, President and CEO at Headwaters Health Care Centre.

Carried.

8.3 Chief Gary Staples, Dufferin County Paramedic Service: Tiered-Response

Council welcomed Chief Gary Staples, Dufferin County Paramedic Service, who presented on Tiered Response and the upcoming changes to the Provincial medical priority dispatch, which takes effect December 3, 2025.

Chief Staples spoke to Dufferin's current fleet size, increased call volumes and medical demands, the geographic location of ambulance bays, and the required resources to tend to a medical call. A tiered response committee is to be established.

Chief Staples also spoke to the Community Paramedic Program, which will receive permanent funding in April 2026 and focuses on home bound medical support.

Moved by Lyon and Seconded by Clark

That Council receive the Tiered Response presentation from Chief Gary Staples, Dufferin County Paramedic Service.

Carried.

Council recessed at 10:17 a.m. and returned at 10:26 a.m.

9. Public Meetings

9.1 Zoning Housekeeping By-law

Moved by Cunningham and Seconded by Hawkins

That Council recess the regular meeting at 11:43 a.m. to hold a public meeting pursuant to Section 34 of the Planning Act, as amended, to present and obtain public input on the General Housekeeping Zoning By-law Amendment.

Carried.

Tracey Atkinson, Planner, presented the proposed amendments to the Township's Zoning By-law highlighting:

- The removal of the NAVCAN beacon;
- Setbacks and gross floor areas for Detached Additional Single Dwellings;
- Permissions for one Home Industry per property;
- · Provincial regulations for schools;
- Permissions for outdoor events in Recreational Zones;
- Restrictions for new cemeteries; and
- Updates to definitions.

Comments from the public included:

Michael Porter expressed concern with the restriction of 80 m2 for detached additional dwellings.

Leah Pressey expressed concern with noise associated with associated with gatherings in recreational zones.

Council directed staff to re-examine the maximum floor areas and setbacks for additional detached single dwellings.

Moved by Lyon and Seconded by Cunningham

That Council adjourns the public meeting and returns to the regular meeting at 12:31 p.m.

Carried.

Council recessed at 12:31 p.m. and returned at 1:17 p.m.

10.0 Reports for Decision

10.1 Draft 2026 Budget

Heather Boston, Treasurer presented the first draft of the 2026 Budget highlighting:

- CPI 2.4% (\$128,000 in budget impacts);
- Tariff impacts;
- Road safety measures;
- Capital projects: Bridge 11, culverts, road resurfacing, brusher head and salt/sand combo and blade for the 1 tonne, arena chiller and the multipurpose court in Terra Nova.

The first draft of the budget proposes a tax levy increase of 6.36%, or a tax rate increase of 3.49%.

Council discussed pavilion options and the timing of the Recreational Master Plan update, reserve amounts and the use of tax rate stabilization.

Council directed staff to make the following amendments:

- Utilize tax rate stabilization;
- Apply for funding in 2026 for the pavilion and update the Recreational Master Plan;
- Utilize Canadian vendors where possible.

A public meeting for Draft #2 of the 2026 Budget is scheduled for December.

10.2 2026 Draft NVCA Budget & MOU

Council discussed services included in Category 3, budgetary impacts, and additional water monitoring.

Council directed staff to formulate a letter expressing concerns with the loss of local input in the proposed consolidation of the conservation authorities and the improvements made by the NVCA for the next meeting.

Moved by Clark and Seconded by Cunningham

That Council direct staff to enter into a Memorandum of Understanding with the Nottawasaga Valley Conservation Authority for Category 3 services for a 3-year term unless Council passes a motion indicating otherwise.

Carried.

10.3 Plow Procurement

Moved by Hawkins and Seconded by Lyon

That Council approve the early purchase of the plow truck equipped with a one-way plow, as a 2026 budget item to be ordered in 2025, funded through the Equipment Reserve.

Carried.

10.4 2025-2026 Winter Operations Plan

Moved by Lyon and Seconded by Cunningham

That Council adopt the 2025-2026 Winter Operations Plan for the Township of Mulmur.

Carried.

10.5 Strada Aggregates Development Project Comments

Moved by Cunningham and Seconded by Lyon

That Council direct staff to submit a comment letter to the Ontario Ministry of Natural Resources (MNR) on the Strada Aggregates development project by November 10, 2025.

Carried.

10.6 Mulmur 175

Moved by Clark and Seconded by Lyon

That Council continue to support the community-led events approach to the 175 celebration, recognizing its value in promoting local businesses, fostering community engagement, and offering a diverse range of event types that reflect all areas and demographics of the Township;

And that Council direct staff to participate in community-led celebrations in a supportive and collaborative capacity;

And that Council direct staff to proceed with the Township-led events as discussed;

And further that the Mulmur 175 budget be increased to \$7,500 to include a Township directed event.

Carried.

11. <u>Committee Minutes and Reports</u>

- 11.1 Mulmur-Melancthon Fire Board Minutes: September 23, 2025
- 11.2 Rosemont District Fire Board Minutes: September 26, 2025
- 11.3 Dufferin County Council Minutes: September 25, 2025
- 11.4 Dufferin County Council Minutes: October 9, 2025

- 11.5 Shelburne Public Library Board Minutes: September 16, 2025
- 11.6 Nottawasaga Valley Conservation Authority Minutes and Highlights: September 26, 2025

11.7 Nottawasaga Valley Conservation Authority Media Release

Council recognized and congratulated Rose Dotten on her retirement from the Shelburne Public Library.

Moved by Cunningham and Seconded by Lyon

That Council receives the committee minutes and reports as copied and circulated.

Carried.

12. <u>Information Items</u>

12.1 Council Renumeration/Expense Policy

Council directed staff to amend the policy to:

- Maintain current mileage practices;
- Allow greater flexibility for accommodations;
- To have the policy come into effect in 2027;
- Update the definition for boards to include committees;
- Create a general professional development account instead of the \$2,000 individual allotments, with the provisions that each Councillor must request their professional development as part of the budgetary process.
- Allow for per diems where the Council member is a presenter at community and special events.
- 12.2 NDCC Fundraising Update
- 12.3 Township of Mulmur ARA Comments
- 12.4 Q3 Planning Report
- 12.5 Q3 Grant Report
- 12.6 B04-2025 Mujunen: Notice of Complete Application and Public Meeting
- 12.7 Township of Mulmur and Dufferin County Speed Limit Adjustment 10 Sideroad / Dufferin Road 17
- 12.8 Family Transition Place Proclamation Request: Woman Abuse Prevention Month

Moved by Clark and Seconded by Lyon

WHEREAS November is Woman Abuse Prevention Month and November 25th is the International Day for the Elimination of Violence Against Women; and

WHEREAS violence is the greatest gender inequality rights issue for women, girls and gender-diverse individuals. Our community is committed to ending femicide and all forms of gender-based violence; and

WHEREAS Femicide rates are on the rise in Ontario, with over 31 femicides in Ontario since November 26th, 2024; and

Whereas 37 different cities and towns in Ontario had a femicide occur in their community last year; and

WHEREAS Indigenous, Black, South Asian and South East Asian women and girls continue to experience high rates of violence, including femicide; and

WHEREAS men's violence has taken the lives of women and girls across the lifespan with femicide victims in the 2023/24 femicide list ranging between the ages of 2 months old to 89 years old; and

WHEREAS this month and throughout the 16 Days of Activism Against Gender-Based Violence, we acknowledge our community's support of the Wrapped in Courage campaign and commitment to ending gender-based violence; and

WHEREAS there is an urgent need for greater investment and action to end gender-based violence in our community and throughout Ontario by all three levels of Government; and

Now, therefore, I, Janet Horner, Mayor of Mulmur Township, proclaim and declare that November 25th, 2025, shall be known as

"The International Day for the Elimination of Violence Against Women"

and urge all citizens to recognize this day by taking action to support survivors and becoming part of Ontario wide efforts to end gender-based violence.

Carried.

- 12.9 Hunter and Associates: ERO 025-1005 Strada Aggregates Inc.
- 12.10 Canadian Union of Postal Workers Correspondence
- 12.11 Ministry of Environment, Conservation and Parks Correspondence
- 12.12 Town of Ajax: Automated Speed Enforcement
- 12.13 Town of Shelburne: Automated Speed Enforcement
- 12.14 Town of Midland: Automated Speed Enforcement
- 12.15 Township of Melancthon: County Road 124 and Highway 10 Road Safety
- 12.16 Dufferin County: Agriculture Industry Consultation
- 12.17 Municipality of Bluewater: Climate Change
- 12.18 City of Kitchener: Postage
- 12.19 Town of Plympton-Wyoming: Conservation Fee Freeze
- 12.20 Township of Edwardsburgh Cardinal: Ontario Community Infrastructure Fund (OCIF)
- 12.21 Township of Melancthon: Harmonized Fire By-laws Resolution
- 12.22 Township of Melancthon: Natural Gas Expansion Resolution

12.23 Town of Wasaga Beach: Mandatory Water Safety & Swim to Survive Resolution

Council directed staff to submit comments against the elimination of ASE cameras.

Moved by Lyon and Seconded by Clark

That Council receives the information items as copied;

And that the following items be endorsed: 12.17, 12.19, 12.20, 12.21.

Carried.

13. Closed Session

13.1 Fire Board Negotiations

Moved by Cunningham and Seconded by Lyon

That Council adjourn to closed session at 1:32 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for:

• one (1) matter related to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board under section 239(2)(b)(c)(k).

Carried.

Moved by Cunningham and Seconded by Lyon

That Council do rise out of closed session into open session at 2:37 p.m. with the following motion:

That Council direct staff to proceed as discussed.

Carried.

14. Items for Future Meetings

- 14.1 Multi-Year Accessibility Plan
- 14.2 Procurement Policy Amendments
- 14.3 Council Renumeration By-law
- 14.4 General Housekeeping Zoning By-law

15. Passing of By-laws

	5 5 ,	
	Moved by Cunningham and Seconded by Clark	
	That by-laws 15.1 and 15.3 be deferred;	
	And that by-laws 15.2 and 15.4 be approved.	Carried
14.0	<u>Adjournment</u>	
	Moved by Cunningham and Seconded by Lyon	
	That Council adjourns the meeting at 4:35 p.m. to meet again on December 2025 or at the call of the Chair.	ber 3,
	2025 of at the call of the Chair.	Carried
	Mayor Clerk	



DELEGATION REQUEST

Any written submissions and background information for consideration by Committee or Council must be submitted to the Clerk's office at least 7 (seven) days prior to the set meeting date.

PLEASE PRINT

COUNCIL/COMMITTEE: Council December 3, 2025 DATE: Burn By-Law SUBJECT: 1824782 Ontario Inc. NAME: 716538 1st Line EHS ADDRESS: Mulmur PHONE: HOME: BUSINESS: EMAIL ADDRESS: NAME OF GROUP OR PERSON(S) BEING REPRESENTED: (if applicable) Robert Gerl BRIEF STATEMENT OF ISSUE OR PURPOSE OF DEPUTATION: Disapproval of a contravention and dismissal of penalty.

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.58, as amended.

Submission of this form does not automatically guarantee a deputation. Questions about this collection should be directed to Tracey Atkinson (705) 466 3341, <u>clerk@mulmur.ca</u>



Shelburne and District Fire Department

Fire Chief :Dave Pratt 114 O'Flynn Street Shelburne ON L9V 2W9

PH: 519-925-5111

Date Sep 30 25

Page 1 of 2

Response Report 25-270

D	740500 4-44					Call Received:	21:00:02
Response Loc.: Saturday, August		ine E, MULMUR Resp. Sta		Shelburne		Dispatch Time: Time Out:	21:02:27 21:11:24
						;	21.11.27
	_	ons Contacted				1	20:59:57
Incident #: 25-27	_		Code: <u>2216</u>	2		Arrive Time:	21:26:48
Aid to/from Other: Officer in Charge:	3 Fire Pr LT Jense	otection Agreer n Oluf	nent Lieutenant			3	
						:	
Response Type:	23 Open a	air burning/unau	ithorized con	trolled burning	(n.,_	Return to Station: Back in Service: BIS Date:	22:33:00 22:40:00 Aug 16 25
Alarm to F.D.:	01 911					Dio Date.	7.0g 10 20
						Response Time: Total Time:	00:24:21 98 min
Staff Hours: Initial # Personnel:	_	t. Distance: rsonnel at scer	12 ie: 5 R i	escues: 0	Injuries: 0	Attending F.D.: Fatalities: 0	2221
Assume Command	21:26:4	18 Transf	er Comman	d:	Prim	ary Search:	
Secondary Search Property Class.:	:	Prim S	. All Clear:			y S All Clear:	22:15:06
Dispatch: Police:	Tillsonburg F Dufferin OPP Wood # 1748		Num 22:15:59	b er: 20250 E2511103	00270 308	Arrived After FD Uni	ts
Other Agencies Co OPP: X MOE: Municipal Blog	TSSA: E	SA: MOL:	EMS: Muni	CANUTEC:		S UTIL: HYDF	RO UTIL: Other:
Remarks: On arrival we smelt but homeower came	smoke and sav	w a small glow o	of fire approx	imately 1000 fe	eet from the r	oad. Gate was locke	ed
times that they can't	e up to gate in a	a van. The van l cause of a fire b	oan the male	told me over a	nd over to "F	" off and to leave.	
make sure the fire w was advised that the and child came back explaining how a fire the glow of fire or sn	e up to gate in a have a fire because extinguished fire should be to the gate. See permit works,	cause of a fire been and to do so le extinguised. The advised they it believe she un	had to notify he van drove had extingunderstood. To	told me over a the OPP to at off and before insed the fire a he OPP showe	nd over to "F extend. I called the OPP had nd I spent ap d up and we	" off and to leave. cplained I needed to I the Fire Chief and d arrived the female pprox. 10 minutes could no longer see	

Fire Comm Notes:

Imported File Name: 34-2025000270.ODT Report imported from CAD system.

Shelburne and District Fire Department

Response Report 25-270

Complaint - Burn Complaint Responding Station: SHELBURNE

16 Aug 25 21:02:18 - 8747 - CALLER REPORTING A LOT OF SMOKE IN THE AREA ACROSS THE FIELD

16 Aug 25 21:27:00 - 9952 - TRYING TO FIND THE SOURCE OF THE SMOKE

16 Aug 25 21:33:09 - 9952 - PUMP 27 - DISPATCH OPP - BELLIGERENT CUSTOMER

16 Aug 25 21:38:56 - 9952 - 519-8065069

16 Aug 25 22:14:57 - 9952 - CLEARING SCENE WITH FIRE EDUCATION GIVEN TO THE WIFE - NO SMOKE OR FIRE - LEAVING SCENE WITH OPP

Times

SECOND SET OF TONES: 16 Aug 25 21:07:35

INVESTIGATING: 16 Aug 25 21:27:08 NOTIFIED -> POLICE: 16 Aug 25 21:33:17

POLICE # SET TO E251110308: 16 Aug 25 21:39:41

Location

TOWN

Unit Times

Unit Name	# Pers.	Dispate h Time	Time Out	Arrive Time	Return to Station	Back in Service	
SHELBURNE STATION	4	21:02:27				22:40:00	
Pumper 27	5	21:02:27	21:11:24	21:26:48	22:33:00	22:40:00	

Signitive of Person Making Report	LT Oluf Jensen	(519)925-5111 Telephone Number (During Normal Business Hours)
Lieutenant		Aug 18 25

Property Information

Roll Number: 22-16-000-003-05110-0000 Frontage: Location: 716538 1ST LINE E Site Area:

716538 1ST LINE E Site Area: 51.30 A

MULMUR CON 1 EHS PT LOT 9 RP Property Code: 260

7R5789 PART 2

Fire Number (911): 716538

0.00

4.054

0

0

Owner Names: 1824782 ONTARIO INC Mailing Address: 1409 CONCESSION ROAD 7 PALGRAVE

ON L0N 1P0

Assessment

F T 432,800 R T 54,200 Total: 487,000

Structures

Code/Description: 201 TYPE I BARN Quality: 5.00

Year Built: 1900 Shape:

Type of Construction: Gross Area:

Split:No SplitFull Storeys:02Total Basement Area:0Part Storeys:0Finished Basement Area:0Bedrooms:0

Finished Basement Type: None Full Baths: Heating Type: Part Baths: Fireplaces: 0 Garage Type:

Air Conditioning: Garage Spaces: 0

Date Printed: 11/27/2025 Page 1

716538 1st Line East



Legend

Parce

Red: Band

Green: Band_

Blue: Band_



2026 Budget Presentation

Draft #2

Presented on: December 3, 2025

Presented By

Heather Boston

Director of Corporate Services/Treasurer



Changes to the Budget



- Transfer \$60,000 from Tax Rate
 Stabilization Reserve
- Decreased benefits by \$15,954
- Increased fire by \$6,619
- Overall net increase in OPP \$12,859
- POW transfer from County \$10,233
- Sign retroreflectivity \$8,850
- Decrease Shelburne Library \$4,066
- Increase 175th budget by \$4,100
- Increased OMPF funding by \$25,400





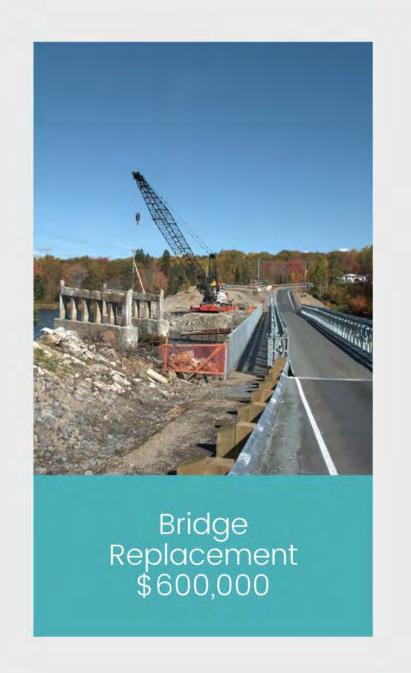


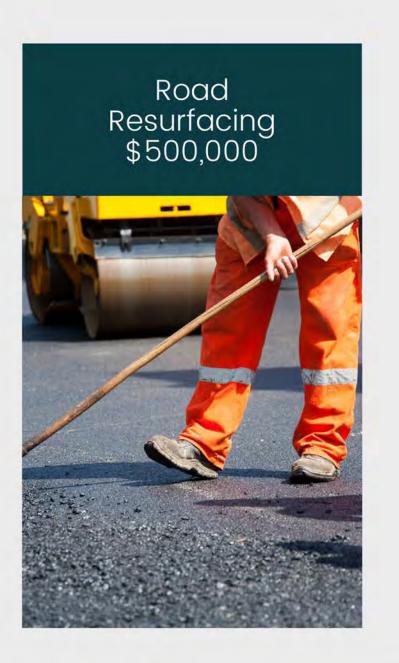


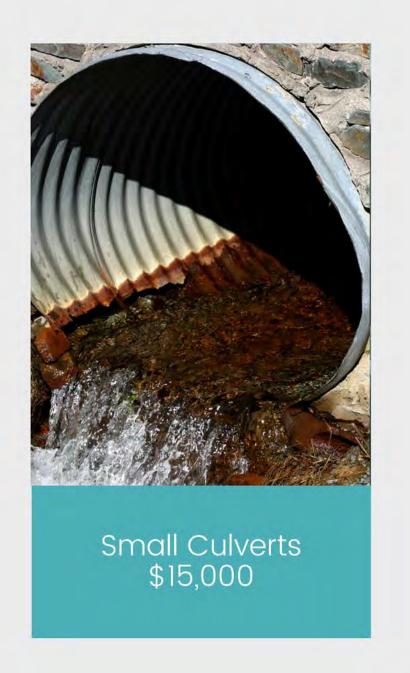
- Road saftey \$15,000
- Ball bank curve evaluation \$7,500
- Traffic count studies \$4,000
- Bridge Flood Study \$12,500 (\$25,000 over 2 years)
- Mansfield diamond improvements \$6,000
- Mulmur 175th birthday events \$7,500





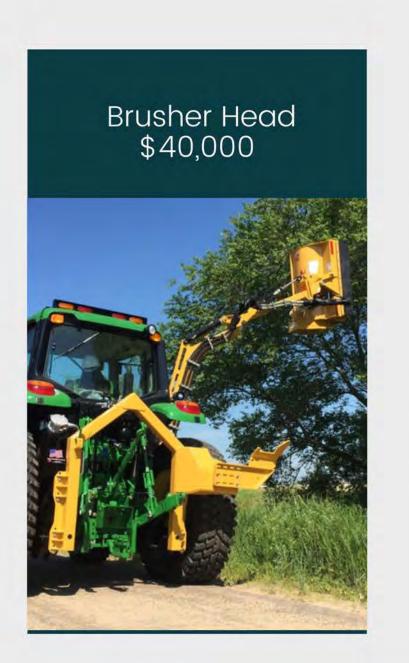








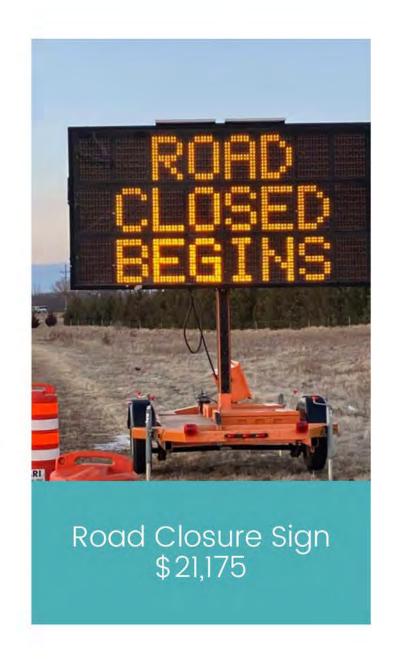


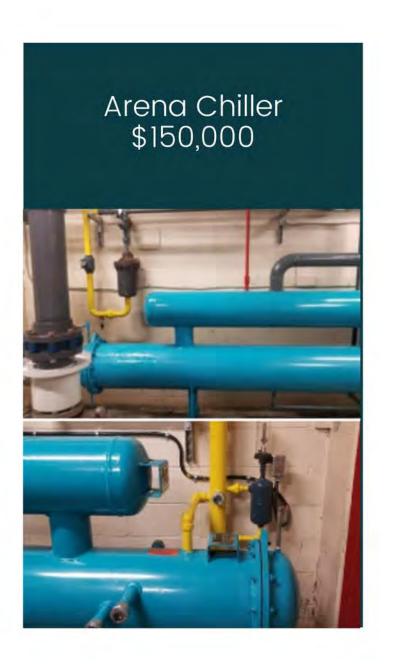




\$40,000











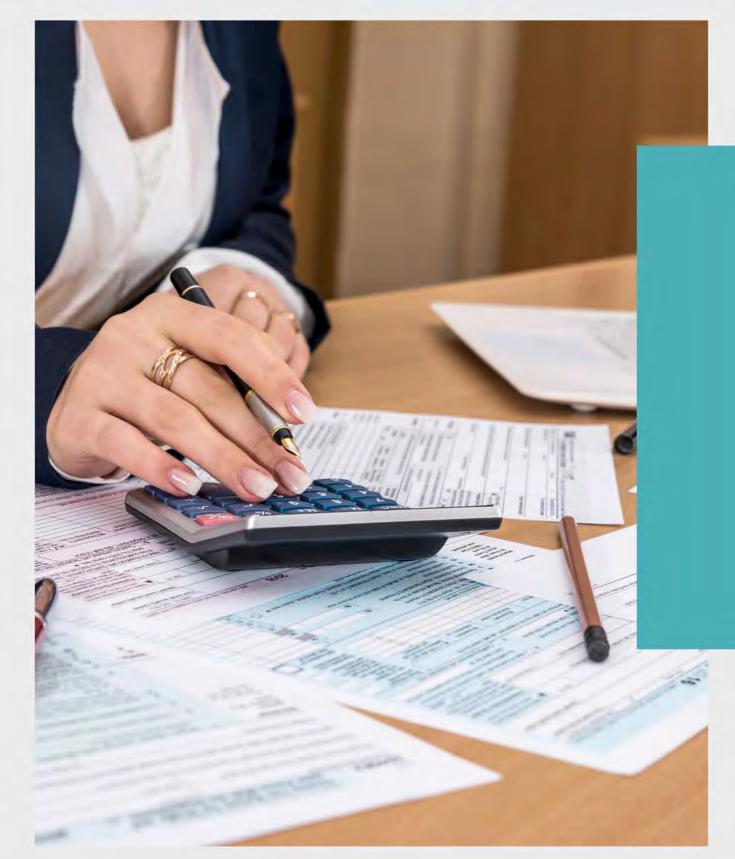












Tax levy increase \$261,617
Approximately:
\$19.51 per \$100,000 of
assessment
or
\$104.75 per average
assessment of \$536,984



2025 Tax Rate Comparison





Mono	0.459888%
Melancthon	0.549202%
Mulmur	0.582504%
Amaranth	0.656914%
East Garafraxa	0.660217%
Grand Valley	0.826022%
Shelburne	0.870335%
Orangeville	0.941249%



BUDGET PRESENTATION



STAFF REPORT

TO: COUNCIL

FROM: Heather Boston, Treasurer

DATE: December 3, 2025 SUBJECT: 2026 Budget Draft #2

Purpose

The purpose of this report is to highlight the changes incorporated into the second draft of the 2026 budget.

Analysis

Changes Made to the Draft Budget:

- Transferred in \$60,000 from the tax rate stabilization reserve to decrease the tax levy.
- Decrease the cost of benefits by \$15,954 based on finalized 2026 costs.
- Fire services increased by \$6,619 based on updated final and draft budget amounts.
- We received a letter from the Office of the Solicitor General that stated the maximum increase the OPP contracted services would be 11%, which equates to \$61,229. The \$48,370 put into the OPP Reserves in 2025 was transferred back into the budget to offset this cost.
- Dufferin County passed a resolution on July 10, 2025, in which they committed to providing the Township of Mulmur a concession of \$10,233 each year for the next 10 years to cover the capital cost of transferring Prince of Wales road to the Township. This revenue was added into the budget and added to the "Transfer to Road Reserve" amount.
- Allocated an additional \$8,850 to complete the sign retroreflectivity compliance review for the Township.
- The Shelburne Library budget was decreased by \$4,066 based on the final budget amount.
- Increased the budgeted for Mulmur's 175th birthday events to \$7,500 from \$3,400, per Council direction. This increase was offset by an increase in the transfer from the events reserve.
- Increased the grant amount from the Ontario Municipal Partnership Fund by \$25,400 based on the final allocation amount.

Strategic Plan Alignment:

It's in our Nature: Live - We commit to providing a balanced community and providing quality services. We will encourage increased community building and respectful social interactions to enrich the lives of Mulmur residents. We will provide a range of communications and facilities to promote play, growth, connection, active living and recognize the changing demographics of Mulmur

2

<u>It's in our Nature: Work</u> - We commit to fostering a prosperous local economy that serves Mulmur's community and provides for local employment. We will proactively attract new investment opportunities, and work with Mulmur businesses, industries and institutions to retain, expand and enable local opportunities.

<u>It's in our Nature: Grow</u> - We commit to developing a framework to shape our Township in a manner that protects our agriculture, natural resources and our rural character. We will embrace technology, support energy conservation, climate change mitigation and assess environmental impacts in our decision-making process to grow the Township in a sustainable manner.

Financial Impact

The overall change to the tax levy results in a decrease of \$77,092, reducing the draft #2 tax levy increase to 4.91%, compared to 6.36% in draft #1.

The corresponding overall tax rate increase is 3.35%, which represents an additional \$19.51 per \$100,000 of residential assessment.

RECOMMENDATION

That Council received public comments on the second draft of the budget and direct the Treasurer to amend the budget as necessary.

Submitted by: Heather Boston, CPA, CA, CGA, BComm, Treasurer Approved by: Tracey Atkinson, BES MCIP RPP Dipl M.M, CAO



Township of Mulmur

2026 Operating Budget Summary

2026	2025		
2020	2025	2025	Budget
Budget	Actual	Budget	Variance %
5,458,412	4,811,210	5,217,320	4.62%
-	10,587	12,500	0.00%
1,285,359	1,636,777	1,195,738	7.50%
6,743,771	6,458,574	6,425,558	4.95%
5,585,731	5,324,112	5,324,114	4.91%
-	41,463	-	0.00%
594,920	1,033,859	537,802	10.62%
86,000	86,474	77,000	11.69%
303,924	392,838	301,642	0.76%
113,196	222,263	185,000	-38.81%
60,000			0.00%
6,743,771	7,101,008	6,425,558	4.95%
	5,458,412 - 1,285,359 6,743,771 5,585,731 - 594,920 86,000 303,924 113,196 60,000	Budget Actual 5,458,412 4,811,210 - 10,587 1,285,359 1,636,777 6,743,771 6,458,574 5,585,731 5,324,112 - 41,463 594,920 1,033,859 86,000 86,474 303,924 392,838 113,196 222,263 60,000 -	Budget Actual Budget 5,458,412 4,811,210 5,217,320 - 10,587 12,500 1,285,359 1,636,777 1,195,738 6,743,771 6,458,574 6,425,558 5,585,731 5,324,112 5,324,114 - 41,463 - 594,920 1,033,859 537,802 86,000 86,474 77,000 303,924 392,838 301,642 113,196 222,263 185,000 60,000 - -

Notes:

- 1 Budgeted Transfer to Reserves from General Levy Include: Studies \$5,000, Admin Building \$37,684, Computer Server \$5,000, Equipment \$303,188, Bridges \$557,254, Roads \$153,233, Public Works Building \$40,000, Aggregate Rehab \$3,000, Aggregate Stripping \$20,000, Arena Equipment \$8,000, Arena Building \$143,000, and Parks \$10,000.
- 2 Operating Grants include: OPP Anti Theft \$4,843, Summer Student \$7,200, Prisoner Transport \$1,400, Library Grant \$6,081, OMPF \$284,400.
- 3 Transfers from Reserves Include: \$12,000 Elections, \$48,370 OPP, \$15,000 Bridge for inspections, \$24,000 Roads for studies, \$6,326 Cemetery, \$7,500 Events for Mulmur's 175th birthday.



2026 Operating Budget

		2026	2025	2025	Budget
		Budget	Actual	Budget	Variance %
General Governme	<u>nt</u>				
Revenue	<u>s</u>				
	Penalties & Interest Revenue	(170,000)	(185,171)	(170,000)	0.0%
	User Fees & Service Charges	(59,274)	(65,028)	(57,699)	2.7%
	Administration Building Solar Panel Revenue	(12,750)	(12,268)	(12,750)	0.0%
		(242,024)	(262,468)	(240,449)	0.7%
<u>Expenses</u>	=				
	Council ¹	115,271	84,505	99,650	15.7%
	Administration Overhead	962,425	790,356	910,255	5.7%
	Professional and Consulting Fees ²	49,300	36,597	77,000	-36.0%
	IT Services and Supplies	48,330	29,331	48,330	0.0%
	Insurance	85,000	75,272	78,000	9.0%
		1,260,326	1,016,061	1,213,235	3.9%
Protective Services					
Revenue					
	Police Revenues	(37,000)	(23,737)	(35,000)	5.7%
	Protective Inspection & Control Revenue ³	(23,200)	(22,287)	(15,200)	52.6%
		(60,200)	(46,024)	(50,200)	19.9%
Expenses	s				
	Fire Services	718,968	667,107	673,746	6.7%
	Police Service Expenses ⁴	629,932	550,014	586,058	7.5%
	Conservation Authority Levy	61,251	53,929	56,852	7.7%
	Protective Inspection and Control Expenses	18,500	13,340	18,500	0.0%
		1,428,651	1,284,390	1,335,156	7.0%



2026 Operating Budget

	ating budget			
	2026	2025	2025	Budget
	Budget	Actual	Budget	Variance %
Transportation Services				
<u>Revenues</u>				
Public Works Fees & Service Charges 5	(18,233)	(14,577)	(5,000)	264.7%
Aggregate Fees and Revenue ⁶	(20,563)	(19,673)	(25,563)	-19.6%
Public Works Solar Panel Revenue	(25,500)	(24,536)	(25,500)	0.0%
	(64,296)	(58,786)	(56,063)	14.7%
<u>Expenses</u>				
Public Works Administration ⁷	572,091	462,910	511,395	11.9%
Public Works Operating Expenses	1,118,315	1,037,078	1,053,665	6.1%
Public Works Equipment Expenses ⁸	182,000	179,422	159,500	14.1%
Bridge and Culvert Expenses ⁹	20,000	913	5,000	300.0%
Winter Control Expenses	416,513	310,372	395,877	5.2%
Street Lighting Operating Expenses	5,000	1,210	5,000	0.0%
Aggregate Expenses 10	18,250	99,748	136,100	-86.6%
Long Term Debt - Bridges	38,084	39,392	39,392	-3.3%
	2,370,253	2,131,046	2,305,929	2.8%
Recreation and Cultural Services				
Revenues				
Events and Cultural Services Revenue	(15,000)	(11,350)	(15,000)	0.0%
NDCC Revenues ¹¹	(186,200)	(147,748)	(142,440)	30.7%
NDCC Fundraising & Donation Revenue	(500)	(202,348)	(1,000)	-50.0%
Parks & Facility User Fees and Charges 12	(9,700)	(269,236)	(14,750)	-34.2%
_	(211,400)	(630,682)	(173,190)	22.1%
<u>Expenses</u>				
NDCC Administration Expense 13	119,265	100,635	98,850	20.7%
NDCC Operating Expenses 14	114,000	100,360	103,800	9.8%
NDCC Fundraising Expenses	-	17,467	-	0.0%
Parks & Facilities Operating Expenses	33,900	36,890	32,983	2.8%
Library Levies	76,191	77,405	76,667	-0.6%
Events and Cultural Services Expense	15,000	12,270	15,000	0.0%
	358,356	345,027	327,300	9.5%



2026 Operating Budget

	ating 2 a aget			
	2026	2025	2025	Budget
	Budget	Actual	Budget	Variance %
Health Services				
<u>Expenses</u>				
Cemetery Operating Expenses 15	22,826	18,880	13,200	72.9%
	22,826	18,880	13,200	72.9%
Planning and Development Services				
Revenues				
Planning Application Fees	(17,000)	(35,900)	(17,900)	-5.0%
	(17,000)	(35,900)	(17,900)	-5.0%
<u>Expenses</u>				
Planning and Zoning Expenses ¹⁶	10,500	15,673	20,500	-48.8%
Economic Development ¹⁷	7,500	132	2,000	275.0%
	18,000	15,805	22,500	-20.0%
Total Operating				
Revenues	(594,920)	(1,033,859)	(537,802)	10.6%
<u>Expenses</u>	5,458,412	4,811,210	5,217,320	4.6%
Net General Levy Expenditures	4,863,492	3,777,351	4,679,518	3.9%



Notes:

Motes.	
1	Includes cost for municipal election of \$12,000.
2	2025 included the cost for the Asset Management Plan update for \$25,000.
3	Started billing back residents for by-law complaints in 2025 per the User Fee By-law.
4	OPP costs estimated to increase by 11% and removed RIDE program costs as grant has yet to be approved.
5	Increased road occupancy fee from \$50 to \$250 in 2025 and \$10,233 from Dufferin County for taking over Prince of Wales Road.
6	Decreased Aggregate Rebate based on actuals as the amount fluctuates.
7	Added one time cost of \$24,000 for road related studies, funded from road reserves.
8	Approximately 25% increase in the cost of snow plow blades due to tariffs.
9	Includes \$15,000 for bi-annual bridge inspections.
10	Decreased because we did significant aggregate stripping in 2025 and none planned for in 2026.
11	Arena rental rates and advertising sign rentals have gone up.
12	Programming revenue decreased as we will focusing our efforts on Mulmur's 175 Birthday.
13	Increase in wages as we are now utilizing Junior Arena Attendants, insurance increased by \$6,000.
14	Increase in building maintenance costs, including hydro.
15	Includes the left over unspent funds from 2025.
16	Removed the cost of \$10,000 for the official plan update as it will be done in 2025.
17	Budget for Mulmur's 175th Birthday events.



2026 User-Pay Budget

		- '1 '- 0			
		2026	2025	2025	Budget
		Budget	Actual	Budget	Variance %
Water					
	<u>evenues</u>				
	Utility User Fees and Service Charges	(240,990)	(176,955)	(223,750)	7.7%
	Water Interest Revenue ¹	(12,000)	(19,065)	(21,700)	-44.7%
		(252,990)	(196,021)	(245,450)	3.1%
<u>E)</u>	<u>rpenses</u>				
	Water Administration ²	13,500	13,241	9,500	42.1%
	Water Operating Expenses	175,895	129,549	172,540	1.9%
		189,395	142,790	182,040	4.0%
<u>Tı</u>	ansfer to/(from) Reserve Funds ²	63,595	53,231	63,410	0.3%

Notes:

- 1 Interest rates have gone down.
- 2 Increase in the cost of Sensus water software support.



2026 Capital Program

Transportation Services

Mulmur - Adj-Tos Townline Bri	dge #11	
<u>Funding</u>		
	Contributions from Bridge Reserves	(600,000)
		(600,000)
<u>Expenses</u>		
	Bridge & Culvert	600,000
		600,000
<u>Unfunded (</u>	<u>Capital</u>	-

Small Culverts			
	<u>Funding</u>		
		Contributions from Bridge Reserves	(15,000)
			(15,000)
	Expenses		
		PW - Small Culverts	15,000
			15,000
	Unfunded (Capital	-



2026 Capital Program

Transportation Services

Road Resurfacing			
	<u>Funding</u>		
		Contribution from Road Reserves	(500,000)
			(500,000)
	<u>Expenses</u>		
		PW - Road Resurfacing	500,000
			500,000
	<u>Unfunded C</u>	<u>Capital</u>	-

Digital Road Closure Sign		
<u>Funding</u>		
	Contributions from Road Reserves	(10,587)
	Contributions from Grants	(10,588)
		(21,175)
Expenses	<u>S</u>	
	PW - Signs	21,175
		21,175
<u>Unfunde</u>	d Capital	-



2026 Capital Program

Transportation Services

Snow Plow Replacement		
<u>Funding</u>		
	Contributions from PW Equipment Reserve	(396,000)
	Sale of Snow Plow	(14,000)
		(410,000)
<u>Expenses</u>		
	PW - Snow Plow	410,000
		410,000
<u>Unfunded (</u>	<u>Capital</u>	-

Snow Plow Blade/Sander, Bru	sh Head	
<u>Funding</u>		
	Contributions from Equipment Reserves	(80,000)
		(80,000)
<u>Expenses</u>		
	PW - Equipment Other	80,000
		80,000
<u>Unfunded</u>	<u>Capital</u>	-



2026 Capital Program

Recreation

Arena Chiller			
	<u>Funding</u>		
		Contributions from Reserves	(150,000)
			(150,000)
	<u>Expenses</u>		
		NDCC - Buildings and Grounds	150,000
			150,000
	Unfunded	Capital	-



STAFF REPORT

TO: Council

FROM: Heather Boston, Treasurer

MEETING DATE: December 3, 2025

SUBJECT: 2026 Rosemont District Fire Board Budget

PURPOSE:

The purpose of this report is to present the 2026 Rosemont District Fire Board Budget to Council for approval.

BACKGROUND:

At the regular Board meeting on October 31, 2025 the Rosemont District Fire Board approved the 2026 budget as amended with revisions as noted.

Moved by: Capes/Clark

That the Board approve the 2026 Budget as amended with the following amendments:

- 1. Transfer in \$15,000 from training reserves.
- 2. Increase Breathing Apparatus Maintenance by \$2,500.
- 3. Increase Training by \$5,000.
- 4. Decrease Miscellaneous by \$100.
- 5. Decrease Hydro by \$500.
- 6. Decrease Propane by \$1,900.
- 7. Remove \$30,000 in Capital Radios & Pagers account as expense was added to the 2025 budget.

Carried.

STRATEGIC PLAN ALIGNMENT:

<u>It's in our Nature: Work</u> - We commit to fostering a prosperous local economy that serves Mulmur's community and provides for local employment. We will proactively attract new investment opportunities, and work with Mulmur businesses, industries and institutions to retain, expand and enable local opportunities.

FINANCIAL IMPACTS:

To be incorporated into the Township of Mulmur's 2026 draft budget.

RECOMMENDATION:

That Council approve the Rosemont District Fire Board 2026 Operating Budget in the amount of \$395,787.27 and Capital Budget of \$191,300 as presented.

Submitted by: Heather Boston, Treasurer Approved by: Tracey Atkinson, CAO

Schedule A – Rosemont District Fire Board 2026 Budget and Capital Forecast

	t District Fire Department							
2026 Budg	get							
Updated Oct 2	8. 2025	2024	2024	2025	2025	2026		
opuniou oui z	5544164 561 20, 2525		Approved	YTD	Approved	Final	Budget	
		Actual	Budget	Actual	Budget	Budget	Variance	Comments
	OPERATING BUDGET							
•			-					0/ 5 0000
Acct's 4004	Municipal Operating Levies Township of Adjala-Tosorontio	70,378.84	70,378.85	77,834.76	77,834.79	79,333.65	1,499	% for 2026 21.69%
4004	Town of Mono	83,922.56	83,922.57	92,788.12	92,788.11	94,764.49	1,499	25.91%
4008	Township of Mulmur	168,282.60	168,282.58	186,921.12	186,921.10	191,689.14	4,768	52.40%
4010	Total Municipal Operating Levies	322,584.00	322,584.00	357,544.00	357,544.00	365,787.27	2.31%	
4024	Fire Calls MVC	12,987.50	25,000.00	9,782.50	10,000.00	10,000.00	0	Truck replacement estimated Oct
4028	Interest	28,337.20	10,000.00	8,509.36	5,000.00	5,000.00	0	2024
4029	Donations - Operating	1,005.52	0.00		0.00	0.00	0	
4022	Missellaneous Income		0.00	75.00	0.00	0.00	^	report reprints, false alarms, inspections
4032 4038	Miscellaneous Income Government Funding	-	0.00	75.00 0.00	0.00 0.00	0.00 0.00	0	Inshermons
-1000	Transfer from Training Reserves	-	0.00	0.00	0.00	15,000.00	0	
	Total Misc Revenues	42,330.22	35,000.00	18,366.86	15,000.00	30,000.00		
4034	Previous Years Surplus/(Deficit)	0.00	0.00	0.00	0.00	0.00	0	
	Tatal Income	264 644 62	257 504 00	275 040 00	270 544 00	205 707 67	00.040	
	Total Income	364,914.22	357,584.00	375,910.86	372,544.00	395,787.27	23,243	
	Expenses		<u>-</u>				0	
5002	EHT Expense			1,152.83	0.00	1,500.00	1,500	
5004	Recognition - Firefighters	0.00	500.00	513.66	500.00	600.00	100	
5005	El Expense	519.80	500.00	259.98	650.00	650.00	0	
5006	Workers Compensation	10,773.02	8,900.00	(4,035.34)	11,000.00	11,000.00	0	
5007	CPP Expense	1,122.72	850.00	569.52	1,400.00	1,400.00	0	2005 201 4 : 4 704
5012 5014	Officers Salary Payroll - Hourly	40,064.96 134,449.91	44,214.00 130,625.00	28,599.61 99,444.41	42,103.00 143,296.00	42,819.00 145,732.03	716 2,436	2025 COLA is 1.7% 1.7% COLA
5014	Total Firefighter Payroll Total	186,930.41	185,589.00	125,351.84	198,949.00	202,201.03	3,252	1.7% COLA
0020	rotar i nongittor i ayron rotar	100,000.11	100,000.00	120,001.01	100,010.00	202,201100	0,202	
5026	Municipal Admin Costs	10,000.00	10,000.00	7,500.00	10,000.00	10,000.00	0	
5028	Travel	4,150.95	500.00	2,515.34	5,000.00	5,000.00	0	
5029	MTO Reports	140.00	300.00	158.25	300.00	300.00	0	
5034 5036	Fire Prevention Public Education	1,000.00 1,026.46	1,000.00 1,000.00	0.00	1,000.00 1,000.00	1,000.00 1,000.00	0	
5038	Postage & Courier	67.66	225.00	220.88	225.00	250.00	25	
5040	Telephone & Internet	4,669.72	5,200.00	3,459.19	5,200.00	5,200.00	0	
5044	Office Supplies	5,896.78	2,700.00	1,675.64	2,700.00	3,000.00	300	
5046	Bank charges	142.95	100.00	53.90	100.00	150.00	50	audit wont out for tander and ac-4
5048	Audit	4,579.79	2,645.00	0.00	2,645.00	4,986.24	2,341	audit went out for tender and cost went way up.
5050	Consulting	0.00	0.00	0.00	0.00	0.00	0	
5052	Insurance	35,871.37	36,000.00	36,317.01	36,000.00	38,000.00	2,000	
5054	Legal Fees	586.19	0.00	361.43	0.00	1,000.00	1,000	
5056 5060	Dispatch Fees First Aid & Medical Supplies	11,560.73	12,000.00	12,391.95	12,000.00	13,000.00	1,000 500	
	i not Alu α ivieuical oupplies	5,430.07	5,000.00	1,604.95	5,000.00	5,500.00	500	2025 was a major year for cylinder
5062	Breathing apparatus maintenance	3,310.27	5,000.00	10,124.97	5,000.00	7,500.00	2,500	recertification
5064	Protective Clothing Maintenance	0.00	4,000.00	4,273.87	4,000.00	4,500.00	500	includes gloves, helmets,
5066	Protective Gear Non-Capital	5,854.86	7,500.00	0.00	7,500.00	7,500.00	0	balaclavas, boots
	·							\$7400 regular training + \$4200 x 3
5068	Training	13,707.80	16,400.00	3,432.35	20,000.00	25,000.00	5,000	per year if not used, tsfr into operating reserve.
5070	Radio repairs and supplies	2,852.49	1,200.00	8.64	1,500.00	2,000.00	500	
5072	Vehicle maintenance	7,980.25	13,000.00	16,921.63	13,000.00	13,000.00	0	
5074	Vehicle Fuel & Oil Purchases	6,864.06	9,000.00	3,160.72	9,000.00	9,000.00	0	
5076	Certifications & Medical Oversite	20.00	5,500.00	0.00	5,500.00	5,500.00	0	addition of medical oversight
5078	Equipment & Uniform Supplies	3,309.61	4,500.00	1,489.81	4,500.00	4,500.00	6,000	Hose/pozzlec are conital
5079 5080	Equipment & Uniform Supplies Radio Licenses	8,872.09 1,930.41	9,900.00 2,000.00	6,291.12 1,905.58	3,000.00 2,100.00	9,000.00 2,100.00	6,000	Hose/nozzles are capital
5082	Membership fees	885.92	525.00	794.11	525.00	900.00	375	
5084	Miscellaneous	896.80		95.23			300	Add AutoHelix Annual Fee
5084	Miscellaneous	896.80	600.00	95.23	600.00	900.00	300	Add AutoHelix Ann

Updated Oct 28, 2025		2024	2024	2025	2025	2026		
		YTD	Approved	YTD	Approved	Final	Budget	
		Actual	Budget	Actual	Budget	Budget	Variance	Comments
5092	Hydro	3,530.02	4,000.00	2,394.54	4,000.00	3,500.00	(500)	
5096	Propane	4,752.04	6,700.00	3,811.63	6,700.00	4,800.00	(1,900)	
5098	Building Maintenance	5,051.14	5,500.00	5,710.52	5,500.00	5,500.00	0	
5120	Tsfr to Capital Reserves	21,048.38	0.00	0.00	0.00	0.00	0	
5126	Bad Debt Write-off	1,995.00	0.00	0.00	0.00	0.00	0	
	Total Operating Expense	177,983.81	171,995.00	126,673.26	173,595.00	193,586.24	19,991	
							0	
	Total Expense	364,914.22	357,584.00	252,025.10	372,544.00	395,787.27	23,243	6.24%
	Operating Cash Surplus/(Deficit)	0.00	0.00	123,885.76	0.00	0.00		
	CAPITAL BUDGET							
								% for 2026
4014	AdjalaTosorontio Special Levy	30,544.12	30,544.10	32,762.80	32,762.78	35,091.94	2,329	21.69%
4016	Mono Special Levy	36,422.04	36,422.02	39,057.04	39,057.04	41,917.52	2,860	25.91%
4018	Mulmur Special Levy	73,033.88	73,033.88	78,680.16	78,680.18	84,790.55	6,110	52.40%
4022	Total Capital Levy	140,000.04	140,000.00	150,500.00	150,500.00	161,800.00	11,300	7.51%
			,		·	•	,	donation from assoc. for new
4030	Capital Donations (Firefighter Assoc.)	2,000.00	0.00	4,746.50	0.00	0.00		truck
4042	Sale of Capital Assets	0.00	0.00	35,000.00	0.00	0.00	0	
4036	Transfer in from Reserves	612,957.36	622,500.00	(24,378.37)	62,500.00	29,500.00	(33,000)	
4038	Government Funding	22,206.00	-	8,592.18	-	-	0	
	Total Capital Revenue	777,163.40	762,500.00	174,460.31	213,000.00	191,300.00	(21,700)	
	Capital Expenses							
5100	Capital SCBA Purchase	0.00	0.00	0.00	0.00	0.00	0	
5104	Capital Radios & Reserve	4 047 45	5,000.00	7 406 60	35,000.00	0.00	(35,000)	Conversion to digital radios in 2025
5104	Capital Radios & Pagers Capital Bunker Gear	4,217.15 12.285.09	5,000.00 17,500.00	7,496.66 12,134.88	35,000.00 17,500.00	17,500.00	(35,000)	bunker gear \$3500 x 5/yr
5108	•	0.00	0.00	0.00	0.00	0.00	0	bulkel geal \$3300 x 3/yl
5106	Capital Repeater	0.00	0.00	0.00	0.00	0.00	- 0	our portion of costs not covered
								by grant for new SCBA
5110	Capital: Hose, Nozzles & equipment	22,551.38	0.00	0.00	10,000.00	12,000.00	2,000	decontamination cleaning unit.
5118	Large Truck Purchase	598,109.74	600,000.00	4,328.77	0.00	0.00	0	3
5120	Tsfr to Capital Reserve	140,000.04	140,000.00	150,500.00	150,500.00	161,800.00	11,300	
5122	Total Capital	777,163.40	762,500.00	174,460.31	213,000.00	191,300.00	(21,700)	
	·				•		, , ,	
	Net Capital Surplus/Deficit	0.00	0.00	0.00	0.00	0.00	0	
		0.00	462,584.00	123,885.76	508,044.00	527,587.27		3.85%

Rosemont District Fire Board Capital Forecast 2026

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Opening Balance	285,984	408,984	541,284	642,544	335,569	491,299	660,746	844,999	1,045,234	1,262,712	599,041
<u>Transfers In</u>											
Budgeted Contributions	150,500	161,800	173,935	186,980	201,004	216,079	232,285	249,706	268,434	288,567	310,209
Donations											
Grants											
Transfer from Surplus											
Sale of Equipment	35,000										
Transfers Out											
Capital Expenditures	(62,500)	(29,500)	(42,675)	(43,955)	(45,274)	(46,632)	(48,031)	(49,472)	(50,956)	(52,485)	(54,059)
Firehall building											
SCBA											
2012 Pierce Sabre Pumper [Squad 31]										(899,752)	
2019 Freightliner Pumper [Pumper One]											
2024 Frieghtliner Tanker [Tank One]											
2019 Polaris [Ranger One] c/w tracks											
2008 International [Rescue One]				(450,000)							
2019 Trailer											
Massey-Ferguson 35 Tractor/Equip.			(30,000)								
	408,984	541,284	642,544	335,569	491,299	660,746	844,999	1,045,234	1,262,712	599,041	855,191



To: Council

From: Roseann Knechtel, Clerk

Meeting Date: December 3, 2025

Subject: Multi-Year Accessibility Plan (2026-2030)

Purpose:

To present the updated Township of Mulmur's Multi-Year Accessibility Plan (2026–2030) for Council approval.

Background:

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and Integrated Accessibility Standards Regulation (IASR), O. Reg. 191/11 require municipalities to:

- Develop and implement a multi-year accessibility plan.
- Review the plan at least once every five years.
- Post the plan on the municipal website and provide it in accessible formats upon request.
- Prepare status reports on progress.

Under AODA and IASR, municipalities must address accessibility in the following areas:

- 1. Customer Service such as accessible customer service policies, training, feedback processes, and service animal requirements.
- 2. Information and Communications such as accessible websites and web content, alternative formats upon request, and emergency information.
- 3. Employment such as policies supporting employees with disabilities, accommodation plans, and workplace emergency response.
- 4. Design of Public Spaces such as accessible paths of travel, parking, service counters, and outdoor play spaces.
- 5. Transportation which applies to municipalities operating transit services.

Additionally, the Ontario Human Rights Code ensures equal treatment and prohibits discrimination and the Ontario Building Code sets accessibility standards for new construction and major renovations.

Analysis:

The Township of Mulmur's current plan was established by the County of Dufferin and expires at the end of 2025.

Township staff have developed the new plan internally to meet legislative requirements and outline accessibility goals for the next five years. As per the legislation, the updated plan includes goals in the following areas:

- Customer Service
- Information & Communications
- Employment
- Built Environment
- Transportation (not applicable for Mulmur Township).

Once approved, the plan will be posted on the Township's website and made available in accessible formats upon request. Annual progress reports will also be made to Council as a way to monitor the Township's progress over the next 5 years.

Strategic Plan Alignment:

It's in our Nature: Live - We commit to providing a balanced community and providing quality services. We will encourage increased community building and respectful social interactions to enrich the lives of Mulmur residents. We will provide a range of communications and facilities to promote play, growth, connection, active living and recognize the changing demographics of Mulmur.

<u>It's in our Nature: Grow</u> - We commit to developing a framework to shape our Township in a manner that protects our agriculture, natural resources and our rural character. We will embrace technology, support energy conservation, climate change mitigation and assess environmental impacts in our decision-making process to grow the Township in a sustainable manner.

Financial Impacts:

Some goals may require external funding or grants. Staff will continue to monitor funding opportunities for specific goals.

Environmental Impacts:

There are no environmental impacts at this time.

Recommendation:

That Council approve the Township of Mulmur's Multi-Year Accessibility Plan 2026–2030 as presented.

Submitted by: Roseann Knechtel, Clerk Approved by: Tracey Atkinson, CAO

Schedule A - 2026-2030 Muti-Year Accessibility Plan



MULTI-YEAR ACCESSIBILITY PLAN

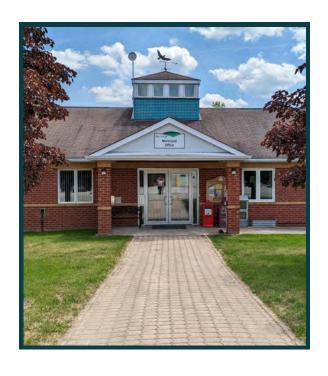
2026 - 2030



It's in our nature. Live. Work. Grow.

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INTRODUCTION

The Integrated Accessibility Standards Ontario Regulation 191/11 under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) requires the Township to develop and implement a multi-year accessibility plan, reviewing it at least once every five years. The AODA Standards form part of the Integrated Accessibility Standards Regulation (IASR). An accessibility plan outlines what steps the Township will take to prevent and remove barriers to accessibility. The Township of Mulmur established its first Muti-Year Accessibility Plan in 2011.

Statement of Commitment

The Township of Mulmur is committed to establishing an inclusive environment that is open and accessible for residents of all abilities. Mulmur will become a place where people of all ages, abilities and backgrounds are welcome and can participate.

Achieving a completely barrier-free environment necessitates coordinated efforts and resources. In alignment with our Strategic Plan vision to become a place where we can live, work and grow together, the Township has developed the 2026-2030 Multi-Year Accessibility Plan. This plan builds upon the successes of earlier initiatives and reinforces our vision.

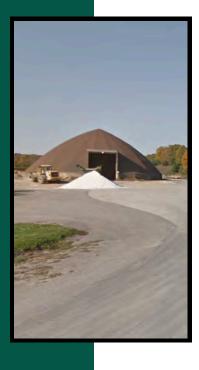


MISSION

Mulmur is dedicated to sustaining, connecting and supporting our community to create a place where we can live, work and grow while preserving our rural character. We provide a wide range of quality services in a fiscally responsible manner so that future generations will prosper.

VISION

It's in our nature to be a Garden Township, where we can live, work and grow together.



It's in our Nature: Live

We commit to providing a balanced community and providing quality services. We will encourage increased community building and respectful social interactions to enrich the lives of Mulmur residents. We will provide a range of communications and facilities to promote play, growth, connection, active living and recognize the changing demographics of Mulmur.

It's in our Nature: Work

We commit to fostering a prosperous local economy that serves Mulmur's community and provides for local employment. We will proactively attract new investment opportunities, and work with Mulmur businesses, industries and institutions to retain, expand and enable local opportunities.

It's in our Nature: Grow

We commit to developing a framework to shape our Township in a manner that protects our agriculture, natural resources and our rural character. We will embrace technology, support energy conservation, climate change mitigation and assess environmental impacts in our decision-making process to grow the Township in a sustainable manner.

ACCESSIBILTY ADVISORY COMMITTEE

Under the Accessibility for Ontarians with Disabilities Act (AODA), municipalities with a population of over 10,000 are required to establish an Accessibility Advisory Committee. According to the 2021 Canadian Census, the Township of Mulmur has a population of 3,571, and therefore is not required to form a statutory committee.

Recognizing the importance and benefits of accessibility planning, Mulmur has chosen to integrate accessibility considerations into its existing Health & Safety Committee. This committee will act as an informal Accessibility Advisory Committee, ensuring that accessibility remains a priority in municipal decision-making and operations.

By taking this proactive approach, the Township continues to demonstrate its commitment to creating an inclusive and accessible community for all residents and visitors.

GUIDING LEGISLATION

Accessibility for Ontarians with Disabilities Act, 2005 (AODA) came into effect in 2005. AODA aims to create an accessible and inclusive Ontario where everyone can fully participate in everyday life within their community through the following four areas:

- 1. Customer Service: includes requirements such as the establishment of accessibility policies, service animal requirements, support person requirements, notice of temporary disruption, staff training, establishing a feedback process and accessible formatting of documents.
- 2. Information and Communication: includes requirements such as ensuring websites and web content are accessible, communicating the availability of alternative formats by request, public safety information and provision of accessible formats.
- 3. Employment: includes requirements such as policies to support employees with disabilities from recruitment through the career cycle, workplace emergency response plans and individual accommodation plans.
- 4. Design of Public Spaces: includes requirements such as exterior path of travel design requirements, accessible parking requirements, waiting areas and service counter requirements.

Integrated Accessibility Standards Regulation, O. Reg. 191/11 (IASR) outlines requirements regarding accessibility plans and related annual reports, training, procurement of accessible goods, services and facilities.

Ontario Human Rights Code (OHRC) outlines the legal obligation not to discriminate against people with disabilities and to eliminate discrimination when it happens. Under the OHRC, people with disabilities have the right to equal treatment, which includes the right to accessible workplaces, schools, public transit, health and social services, restaurants, shops, and housing, among other areas.

Ontario Building Code (OBC) goes beyond the AODA standards to include accessibility requirements for the built environment. The OBC regulates most aspects of the construction of buildings and other structures within the Province of Ontario. The Building Code does not apply to existing buildings where no work is planned and most accessibility requirements do not affect houses.

ACCOMPLISHMENTS



2022 - 2025

- Council approved 2022-2025 Multi-Year Accessibility Plan.
- Assessed requirements and drafted a plan for conducting an accessible municipal election, and successfully conducted an accessible municipal election.
- Conducted accessibility and human rights training for new Council and Committee members.
- Initiated a training cycle for staff and volunteers to receive refresher training.
- Recognized and celebrated Accessibility Awareness Week (last week of May).
- Reviewed IASR Accessibility Policies.
- Completed construction of a new accessible playground at Thomson Trail Park
- Completed construction of a new accessible playground at Honeywood Community Park.
- Continued COVID-19 alternative communication formats to place greater emphasis on emails, e-billing, phone calls and virtual participation.
- Live streaming of Council meetings to provide the opportunity for members of the public to view Council meetings without the requirement to be physically present.
- Renovations to lobby washrooms at the North Dufferin Community Centre, to provide accessibility.

PREVIOUS YEARS ACCOMMPLISHMENTS

- Provided Accessible Customer Service training to all staff.
- IASR Policies created and adopted.
- Developed a multi-year accessibility plan.
- Embedded accessibility requirements into the procurement process.
- New website compliant with Web Content Accessibility Guidelines (WCAG) 2.0 Level AA.
- Accessible document training provided to key staff.
- Developed policy for municipal employees who have a disability and require assistance in evacuating the building in an emergency situation.
- Processes in place to create individual accommodation plans for employees with disabilities.
- Consultation with Dufferin County Accessibility Advisory Committee for major developments.

OUR GOALS











CUSTOMER SERVICE

EMPLOYMENT

INFORMATION AND COMMUNICATIONS

TRANSPORTATION

BUILT ENVIRONMENT

Once approved by Council, this Multi-Year Accessibility Plan will be posted on the website and will be made available in accessible formats upon request.

An annual status report will be provided to Council on the progress of the Multi-Year Accessibility Plan. The progress reports will be posted on the website.

The Township shall complete a comprehensive review of this Plan every five (5) years unless significant changes require an earlier revision of the plan.

CUSTOMER SERVICE



GOALS

- Seek funding to install an accessible front counter at the Township Office.
- Seek funding to install an accessible food booth counter at the North Dufferin Community Centre
- Continue to respond and track feedback, concerns and requests from residents.
- Continue to permit service animals in Township facilities and premises open to the public.
- Require completion of Accessible Customer Service Training by every other person who provides goods, services or facilities on behalf of the Township.

EMPLOYMENT



GOALS

- Review hiring and employment policies and practices to ensure accommodations in the recruitment, assessment and selection process.
- Continue to provide training for all new staff, with refresher training occurring every 4 years to improve attitudinal barriers.
- Continue to provide training for each new term of Council, Boards, Committees and volunteers.
- Provide accommodation plans and workplace emergency response information for employees as required.
- Provide accommodation plans in return to work, performance management, career development and redeployment as required.

INFORMATON AND COMMUNICATIONS

GOALS

- Undertake a complete review and update Township accessibility policies.
- Complete accessibility reporting to the Province as required.
- Upon request, arrange for and provide accessible formats and communication supports to persons with disabilities.
- Continue to update and provide information relating to emergencies via social media and the Township website, and provide the information in an accessible formats and communication supports, as soon as practicable, upon request.
- Provide notice regarding service disruptions to accessible elements due to planned maintenance or repairs, that will impact customer accessibility.
- Continue to incorporate accessibility criteria and features when procuring or acquiring goods, services or facilities.
- Utilize new and emerging technology, such as Artificial Intelligence (AI) and adaptive devices, to continuously enhance accessibility.
- Continue to provide accessible document training to new staff with refresher training occurring every 4 years.
- Implement Next Generation 911 to reduce barriers in making 911 calls.
- Release a new website with greater emphasis on ease of navigation and inclusion of comprehensive accessible features.
- Utilize third party services such as Accessibility on Demand to make documents accessible when required.
- Continue to investigate and implement electronic means of communication to ensure the Township is reaching the greatest possible audience.



TRANSPORTATION



GOALS

 Not applicable to the Township of Mulmur and no action is required. The Township does not currently operate any conventional or specialized transportation services.

BUILT ENVIRONMENT



GOALS

- The Township shall ensure it meets accessibility requirements for newly constructed and redeveloped public spaces including:
 - Sidewalks, recreational trails, or exterior paths of travel such as walkways;
 - Outdoor eating areas for public use;
 - Outdoor play spaces such as playgrounds;
 - On and off street parking;
 - Service counters and waiting areas.
- Conduct a facility review of Township facilities to identify areas for improvement.
- Update the Township's Recreational Master Plan to incorporate accessibility.
- Install signage at the Thomson Park Trail.
- Add Accessible Parking to the new Thomson Trail Parking Lot.
- Monitor funding opportunities to install accessible washrooms at the Township Office.
- Monitor funding opportunities to install an elevator at the North DUfferin Community Centre, for access to the Norduff Room.
- Draft a sidewalk plan for the Mansfield area.

CONTACT AND FEEDBACK

Removing barriers and enhancing accessibility is an ongoing commitment. As we plan for improvements to our services, programs, and facilities through 2030 and beyond, we're inviting community members to share their ideas and feedback.

Your input is valuable in helping us create a more inclusive and accessible Mulmur for everyone.

This Multi-Year Accessibility Plan is available on the Township of Mulmur's website and internal Intranet. Printed copies can be obtained from the Clerk's Office.

This document is available in an alternate format or with communication supports, upon request. This may include, but is not limited to large print, braille, and electronic formats.

The Township of Mulmur welcomes all questions, comments and feedback on the Township's Multi-Year Accessibility Plan and accessibility in general.

Please Contact:

Township of Mulmur Clerk's Department 758070 2nd Line East Mulmur, ON L9V0G8

Telephone: 705-466-3341

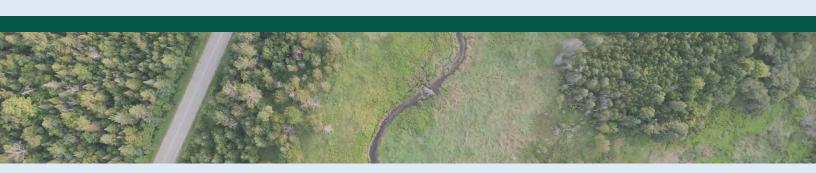
Toll Free: 1-866-472-0417

Fax: 705-466-2922

Email: <u>clerk@mulmur.ca</u>

Website: www.mulmur.ca

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STAFF REPORT

TO: Council

FROM: Chris Wolnik, Director of Infrastructure

MEETING DATE: December 3, 2025

SUBJECT: Proposed Boundary Changes for Conservation Authorities

PURPOSE:

The purpose of this report is to seek Council feedback on potential comments that could be provided on the proposed boundaries for the regional consolidation of Ontario's conservation authorities on the Ontario Environmental Registry (ERO) 025-125.

BACKGROUND:

Ontario's 36 conservation authorities are involved in watershed management by delivering programs and services that:

- advance conservation, restoration, and management of natural resources and hazards.
- review permit applications and issue permits to builders, municipalities and property owners for development activities in areas affected by risks of natural hazards such as floodplains, shorelines, river and stream valleys, and wetlands.
- address drinking water source protection under the Clean Water Act.
- manage activities in areas at risk of natural hazards—such as floodplains, shorelines, watercourses, and wetlands.
- provide flood forecasting and warning services.

As noted in ERO 015-1257, the highlights of the proposed changes are as follows:

- consolidate 36 conservation authorities into seven (7)
- confirm the new regional conservation authorities would remain independent organizations operating with municipal governance and oversight
- confirm conservation authorities would continue to deliver provincially mandated programs, as well as continue to manage their lands and recreational trails

As noted in ERO 015-1257, the proposed changes to the conservation authority system would reduce duplicative administrative costs, free up resources for frontline conservation, and better align conservation authorities' services with provincial priorities on housing, the economy, infrastructure and climate resilience.

Under the proposed new boundaries, the Township of Mulmur would be in the Huron-Superior Regional Conservation Authority. The province's decision on the number and configuration of regional conservation authorities would be finalized following further technical analysis and consideration of the feedback received during this consultation

phase. The province is also planning to consult further, at a future date, on potential amendments to the Conservation Authorities Act and potential changes to regulations under the Act, to enable the consolidation of conservation authorities.

ANALYSIS:

The following comments may be appropriate to provide to the Ontario Ministry of Environment, Conservation and Parks during the consultation period as posted on the Environmental Registry:

- Loss of local voice: Smaller municipalities are concerned that their unique needs may be overshadowed by larger centers within the new regional authorities. What mechanisms will be in place to hear the feedback of smaller municipalities? What mechanisms will be in place to support local decision-making power?
- Reduced influence: With fewer seats at the table, rural communities may have less say in conservation priorities and funding allocations. How will local boards be integrated into the regional boards? What will the transition look like?
- **Disruption of established relationships**: Long-standing partnerships between local conservation authorities and municipalities may be weakened or lost during consolidation. Building relationships at the local level has helped expedite decisions and benefited local area stakeholders.
- Slower response times: Centralized operations could delay permitting, flood forecasting, and emergency response in remote or rural areas. The Nottawasaga Conservation Authority has made significant improvements in response times over the past 18 months. What mechanisms will be implemented centrally to monitor response times and take corrective action should they not be trending in the right direction.
- Concerns about service continuity: Despite assurances, the Township of Mulmur is concerned that locally significant programs and priorities may be deprioritized. How will work planning be actioned?
- **Uncertainty around cost-sharing**: Municipalities may face new or increased financial obligations under a restructured governance model. Is there any indication that the funding model may be different with a smaller number of conservation authorities.
- Centralization risks: The creation of the Ontario Provincial Conservation Agency may shift oversight away from local governance, raising concerns about transparency and accountability. Local science and data will need to be a cornerstone for decision-making. Has any consideration been given to how local governance will be integrated into the new centralized model?

- **Mismatch of priorities**: Watershed-based jurisdictions may not align neatly with municipal boundaries, complicating coordination and planning. What approach will be taken to ensure an alignment of priorities?
- Complexity in implementation: Transitioning to new boundaries and governance structures could create confusion and administrative burden. What communication measures and transition plans are being considered as this change moves forward?

Strategic Plan Alignment:

<u>It's in our Nature: Live</u> - We commit to providing a balanced community and providing quality services. We will encourage increased community building and respectful social interactions to enrich the lives of Mulmur residents. We will provide a range of communications and facilities to promote play, growth, connection, active living and recognize the changing demographics of Mulmur.

<u>It's in our Nature: Grow</u> - We commit to developing a framework to shape our Township in a manner that protects our agriculture, natural resources and our rural character. We will embrace technology, support energy conservation, climate change mitigation and assess environmental impacts in our decision-making process to grow the Township in a sustainable manner.

Financial Impacts:

If the goal of reducing duplicative costs is achieved through consolidation, there could be operational cost savings.

Environmental Impacts:

Given that the mandate and focus on provincial priorities of the conservation authorities will not change under the proposed regional boundaries, no environmental impacts are anticipated.

Recommendation:

That Council direct staff to submit comments to the Ministry of Environment, Conservation and Parks before the December 22, 2025, deadline for ERO 025-1257 as discussed.

Submitted by: Chris Wolnik, Director of Infrastructure

Approved by: Tracey Atkinson, CAO

Roseann Knechtel

From: Ontario News <do.not.reply@ontario.ca>

Sent: October 31, 2025 10:09 AM

To: Roseann Knechtel

Subject: Ontario Creating New Conservation Authority Agency to Improve Service Delivery and

Protect Communities



NEWS RELEASE

Ontario Creating New Conservation Authority Agency to Improve Service Delivery and Protect Communities

Agency will oversee key improvement projects, including a proposed regional consolidation

October 31, 2025

Ministry of the Environment Conservation and Parks

Toronto — The Ontario government will soon introduce legislation to create the Ontario Provincial Conservation Agency (OPCA) with the aim of improving the province's conservation authority system to help get shovels in the ground faster on homes and other local infrastructure projects, while strengthening the vital role conservation authorities play in managing watersheds and protecting communities from floods and natural hazards. This action will help the province deliver on its plan to protect Ontario by cutting red tape and building an economy that is more competitive, resilient and self-reliant, to help keep workers on the job in the face of tariffs and economic uncertainty.

"Conservation authorities play a vital role in protecting our communities and managing our watersheds, but the system has become too fragmented, inconsistent and outdated," said Todd McCarthy, Minister of the Environment, Conservation and Parks. "The new, dedicated agency would work with conservation leaders to ensure faster, more transparent permitting and more front-line services so we can reduce delays to get shovels in the ground sooner, support economic growth and keep our communities safe from floods and other natural hazards."

Ontario currently has a fragmented system of 36 conservation authorities, each of which have different policies, standards, fees and levels of staffing and technical capabilities. This has led to unpredictable and inconsistent turnaround times for approvals across all conservation authorities, creating uncertainty and delays for builders, landowners and farmers seeking permits and undermining conservation authorities' ability to protect communities from floods and natural hazards.



To address these issues, the OPCA will provide centralized leadership, efficient governance, strategic direction and oversight of all conservation authorities. The agency will free-up resources for front-line conservation and ensure faster, more consistent and transparent permitting, while supporting conservation authorities in their core mandate of managing watersheds and protecting people and property from natural hazards in an efficient and consistent manner.

The agency will be tasked with leading key modernization projects, including:

- developing a single digital permitting platform to provide a faster, more predictable approvals process and improved customer service
- streamlining and standardizing service delivery by setting clear, provincewide performance standards and support their consistent application by conservation authorities with centralized data and updated floodplain mapping
- overseeing the implementation of a regional, watershed-based consolidation of conservation authorities

Under the leadership of the new agency, conservation authorities will continue to deliver existing programs such as protecting people and property from natural hazards, drinking water source protection and the management of lands and recreational trails, including public access to local natural areas, as well as other recreational and educational activities.

"The Ontario Provincial Conservation Agency will work with conservation authorities to reduce duplication, implement consistent processes and standards, and leverage shared technology and other resources," said Hassaan Basit, Chief Conservation Executive.

"With better tools and more resources for front-line staff, local conservation authorities will have a greater ability to use technical data, research and analysis to make decisions, operate with greater consistency and transparency, and deliver faster services to municipalities, residents and permit applicants."

In the coming weeks the government plans to introduce legislation to establish the proposed agency. As part of that work, the government will soon begin consultations with the public, municipalities, stakeholders, Indigenous communities and other partners on a watershed-based consolidation of conservation authorities, including the proposed regional boundaries of each conservation authority based on the following criteria:

- maintaining watershed-based jurisdictions for effective flood and water management
- reducing administrative overlap and duplication for municipalities and conservation authorities
- balancing expertise and capacity across conservation authorities to improve service and program delivery
- · ensuring uninterrupted delivery of local conservation authority programs

×

Under the current system, more than half of all municipalities in areas served by conservation authorities fall within the jurisdiction of two or more conservation authorities, resulting in unnecessary duplication that diverts resources from front-line conservation work and service delivery. If the consolidation is implemented as proposed, this would be reduced by 63 per cent.

Individual conservation authorities have significant disparities in size and resources, with some lacking access to the latest tools and technology that support flood risk management and evidence-based decision making. Consolidation would enable more consistent service delivery and more efficient resource and information sharing, making conservation authorities more responsive to the needs of the communities they serve.

Quick Facts

- Unique to Ontario, conservation authorities develop and deliver local, watershedbased resource management programs on behalf of the province and municipalities, including programs aimed at preventing natural hazards, drinking water source protection and surface water and groundwater monitoring programs.
- As part of their responsibilities, conservation authorities issue permits for development activities such as housing, installation of sewage systems in areas affected by risks of natural hazards such as floodplains, shorelines and wetlands.

Additional Resources

Learn more about Ontario's conservation authorities.

Media Contacts

Alexandru Cioban Minister's Office Alexandru.Cioban@ontario.ca

Gary Wheeler Communications Branch gary.s.wheeler@ontario.ca 416-314-6666

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Roseann Knechtel

Subject:

FW: Conservation Authority Policy Proposal now on the ERO

Subject: Consultation on the proposed boundaries for the regional consolidation of Ontario's conservation authorities

* This message is being sent on behalf of Chloe Stuart, Assistant Deputy Minister, Land and Water Division, MECP and Hassaan Basit, Chief Conservation Executive, MECP *

Greetings,

We are writing to notify you of a policy proposal available for comment on the <u>Environmental Registry</u> of <u>Ontario</u> at posting #025-1257 which is part of the government's actions to improve conservation authorities.

We are seeking feedback on proposed boundaries for the consolidation Ontario's 36 conservation authorities into regional conservation authorities, and the criteria applied to inform the proposed boundaries. The policy proposal notice includes maps depicting the proposed boundaries for the regional conservation authorities and discussion questions relevant to the planning for the future state.

The province's decision on the number and configuration of regional conservation authorities will be finalized following further technical analysis and consideration of the feedback received during this consultation phase. The province is also planning to consult further, at a future date, on potential amendments to the *Conservation Authorities Act* and potential changes to regulations under the Act, to enable the consolidation of conservation authorities.

No changes are proposed to the overall extent of conservation authority jurisdiction within the province, and under consolidation, the new regional conservation authorities would remain independent organizations operating with municipal governance and oversight, in accordance with requirements under the *Conservation Authorities Act*, as administered by the Ministry of the Environment, Conservation and Parks.

In addition, the important work that conservation authorities do to protect people and property from the risks of flooding and other natural hazards will not change. Regional conservation authorities would continue to deliver provincially mandated programs. These include drinking water source protection under the *Clean Water Act*, managing development and other activities in areas at risk of natural hazards—such as floodplains, shorelines, watercourses, and wetlands—and providing flood forecasting and warning services. Conservation authorities would continue to manage their lands and recreational trails, providing Ontarians access to local natural areas and outdoor activities. Regional conservation authorities would also continue to be able to provide additional municipal and other watershed programs and services set out under the *Conservation Authorities Act*. Existing conservation authority board members would continue to serve until the expiration of their terms next year, with changes to governance and structure to be initiated following municipal elections in October 2026.

This proposal is part of broader action that Ontario is proposing to take to improve the conservation authority system to reduce duplicative costs, free-up resources, and better align the work of conservation authorities with provincial priorities on housing, infrastructure, the economy and climate

resilience. These actions include the creation of the Ontario Provincial Conservation Agency to provide centralized leadership and oversight of conservation authorities, proposed by the Government on November 6, 2025, in Bill 68, *Plan to Protect Ontario Act (Budget Measures)*, 2025.

To learn more about this proposal, a virtual information session for conservation authorities will be held on **Tuesday**, **November 18**, **2025**, **at 10am**. To register for this session, please email ca.office@ontario.ca.

The Environmental Registry comment period for posting #025-1257 will close at 11:59pm on December 22, 2025. Comments may be submitted through the Registry or by email to the conservation authorities section team at the Ministry of the Environment, Conservation and Parks, via ca.office@ontario.ca.

Thank you,

Chloe Stuart
ADM, Land and Water Division
Ministry of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Executive
Office of the Chief Conservation Executive



Taking pride in strengthening Ontario, its places and its people



Mulmur Parks Advisory Committee (MPAC) Minutes Aug 28, 2025 3:30 PM

Present: Emerson Pendleton, Chair

Andrew Cunningham
Gavin Longmuir
Mandy Little

Chris Wolnik – Secretary

Regrets: Krista Harley

1. Call to Order

The Chair called the meeting to order at 3:35 p.m.

2. Approval of the Agenda

Moved by Cunningham and Seconded by Longmuir

That the agenda be approved.

Carried.

3. <u>Previous Meetings Minutes</u>

Moved by Pendleton and Seconded by Cunningham

That the minutes of April 29, 2025 be approved.

Carried.

4. Disclosure of Pecuniary Interests - None

5. New Business

5.1 Mulmur Parks Advisory Committee (MPAC)Terms of Reference

Members noted that with recent changes at the Mansfield Minor Ball association there isn't currently an MPAC member representing that organization. A request will be made to Mansfield Minor Ball to provide an individual to become an MPAC member. The members requested receiving a copy of the Recreation Efficiency Study referenced in the Terms of Reference,

5.2 Mansfield Community Park

Site Visit: Members gather at the park.

Fall Maintenance: Members requested the following:

- Lower the players benches by adding more dirt or gravel
- Reset home plate and the pitchers mound
- Reverse the pitching warm-up mound and add additional screening if possible

Lighting and other major renovations: Members discussed opportunities for baseball parks as a part of a potential new school development in Mansfield. The committee discussed the merits of producing a workplan to help guide priorities over the next few years.

5.3 Thomson Trail Park

Site Visit: Members walked the entire park

Parking Lot update: Members reviewed the parking lot as it was staked and ready for excavation.

Capital project- paved walking path and outdoor exercise equipment. Members reviewed the proposed exercise equipment and discussed location options.

Lines- Basketball court. Members expressed concerns that line painting contractor didn't remove the weeds before applying lines.

Pickleball court update. Members learned of the concerns brought forward by a pickleball court user on the need for wheels to stay on the net to ensure they are regulation height.

Fall Maintenance: Members requested the following:

- Trimming of tree limbs encroaching the walking path,
- Removal of weeds in between concrete on the basketball court particularly before the winter ice rink is installed.
- Removal of fallen leaves once colder weather sets in.

5.4 Maes Cres Park

Site Visit: Members walked the park.

Spring Maintenance: Noted that some tree work has occurred and picnic tables have not been placed within the park yet.

Other: None

5.5 Violet Hill Park

Members learned of the feedback from the Bruce Trail – director of Land -Owner relationships. The park had some trails that appeared to be upkept to some degree. A park sign would be beneficial.

5.6 Honeywood Park

Cobstock. Members learned more about the Aug 31 event organized by the North of 89 alliance which will host activities on the ball diamond, grounds and in the arena.

Blue Jays Grant renovations-timing. Members were informed about the scheduled upgrades that will begin this Fall. It is expected a grand re-opening of the ball diamond will occur in the Spring of 2026

6. <u>Items for Future Meetings</u>

6.1 2026 Dominion Day Ball Tournament. Some preliminary discussion about hosting a senior men's ball All -star game on June 20, 21, July 4 or 11, 2026 as well as hosting a 3-pitch tournament.

7. Adjournment

Moved by Longmuir and Seconded by Cunningham

That the Mansfield Parks Committee adjourns the meeting at 5:10 p.m. to meet again on Thurs, November 13, 2025 at 4:30 p.m. online or at the call of the Chair.

		Carried
Chair	Secretary	



Minutes

Rosemont District Fire Board Friday, October 31, 2025 at 9:00 am

Present: Julius Lachs – Chair-Adjala-Tosorontio

Patricia Clark – Township of Mulmur Earl Hawkins - Township of Mulmur

Mike Blacklaws - Fire Chief

Heather Boston - Secretary-Treasurer

Melinda Davie – Vice Chair-Town of Mono Elaine Capes – Town of Mono Miklos Borsos – Adjala-Tosorontio Chris Armstrong - Deputy Fire Chief

Absent:

1. Call to Order

The Chair called the meeting to order at 9:10 am.

2. <u>Land Acknowledgement</u>

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Anishinaabe, and Petun peoples.

We recognize and deeply appreciate their historic connection to this place, and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

3. Approval of the Agenda

Moved by: Capes/Hawkins

That the October 31, 2025 agenda be approved.

Carried.

4. Approval of Previous Meeting Minutes

Moved by: Davie/Miklos

That the minutes of September 26, 2025, be approved as amended to remove Chris Armstrong as attending and remove the "s" from Davies.

Carried.

5. Declarations of Pecuniary Interest

Chair Lachs stated that if any member of the Board has a pecuniary interest, they may declare the nature thereof now or at any time during the meeting.

6. Public Question Period

7. <u>Deputations and Presentations</u>

8. Notice of Motion

Moved by: Capes/Davie

That the Board approve the conversion of the radios to a digital system;

And that the cost of \$30,000 be included in the 2025 budget to be funded from capital reserves.

Carried.

9. Treasury

9.1 Draft 2026 Budget, Pay Grid & Capital Forecast

Moved by: Capes/Clark

That the Board approve the 2026 Budget as amended with the following amendments:

- 1. Transfer in \$15,000 from training reserves.
- 2. Increase Breathing Apparatus Maintenance by \$2,500.
- 3. Increase Training by \$5,000.
- 4. Decrease Miscellaneous by \$100.
- 5. Decrease Hydro by \$500.
- 6. Decrease Propane by \$1,900.
- 7. Remove \$30,000 in Capital Radios & Pagers account as expense was added to the 2025 budget.

Carried.

10. Administration

10.1 Fire Chief General Update (Verbal)

- Had some firefighters retire and recruited seven new firefighters
- Association has committed to donating \$12,000 towards the equipment decontamination unit.

- The department is going to open up the decontamination unit to other fire departments to help them out and charge back any costs incurred to operate it.
- Firefighter Hawkins is in Chili competing in a technical rescue competition.

11. Information

11.1 Purchases

Moved by: Capes/Davie

That the Board receive the accounts payable listing in the amount of \$19,571.50 that were paid in accordance with the budgets.

Carried.

11.2 YTD Comparative Income Statement

11. <u>Items For Future Meetings</u>

• Report on Technical Rescue Training - Dan Hawkins

12. Adjournment

Carried.

Moved by: Hawkins/Clark

THAT the meeting adjour	า at 10:27 am to mee	t again at the cal	l of the Chair
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Approved by:	
Chair	Secretary/Treasurer



ROSEMONT DISTRICT FIRE DEPARTMENT

NEWSLETTER - Fall 2025/Winter 2026

NOTE FROM OUR CHIEFS

As the leaves begin to change and cooler weather sets in, we'd like to remind everyone to take a few simple steps to keep your home and family safe this season:

- Clear away dry leaves and other flammable debris from around your house and yard.
- Be mindful that fall decorations such as dried flowers, cornstalks, and scarecrows are beautiful—but also very flammable.
- Have your heating systems inspected and serviced before regular use.
- Test your smoke alarms and carbon monoxide detectors to ensure they are working properly.

Taking a little time now can help prevent emergencies later. Let's all enjoy a safe and cozy fall season together.

If you have any questions about fire safety, please don't hesitate to reach out to Rosemont District Fire Department —we're always here to help keep our community safe. See our contact information at the back of this newsletter.

Chief Mike Blacklaws and Deputy Chief Chris Armstrong





BECAUSE OF YOU, WE RAISED...

- Muscular Dystrophy Boot Drive: Thanks to everyone who supported our annual Boot Drive —we raised over \$1,800 for Muscular Dystrophy Canada!
- Charity car wash: Our fall annual car wash raised over \$1,300 in support of Matthews House Hospice in Alliston! Thank you for helping us contribute to such a great cause. We couldn't have done it without your support!

INVESTING IN OUR COMMUNITY

At the Rosemont District Fire Department we're committed to keeping our community safe. Thanks to strategic funding and grants, we've made key equipment purchases to enhance our capabilities and improve safety for both residents and firefighters. Here's what we've acquired and why it matters.

Our New Tanker Has Arrived!

We're excited to introduce our 2025 Freightliner Tanker with a 3,000 Imperial Gallon water Tank and a 1,000 Gallon per Minute Pump. This new tanker will significantly improve our ability to deliver water to fire scenes, especially in areas without hydrants.





Thanks to the provincial **Community Emergency Preparedness Grant**, we've added:

- 1,000 ft of Wildland Hose and Nozzles, Clamps, and Mop-Up Hose to better fight wildfires.
- A Drone with enhanced capabilities for real-time aerial views during emergencies.
- Two Digital Truck Radios for clearer, more reliable communication.

With the provincial **Fire Protection Grant,** we've purchased a Ram Air 4-Station Heated Bunker Gear Dryer to help protect our firefighters from cancer-causing toxins by ensuring their gear is thoroughly cleaned and dried.

These upgrades ensure we are prepared for emergencies and are dedicated to keeping both our firefighters and community safe.



FIREFIGHTER SPOTLIGHT

Meet Anthony Felice

Anthony has been with Rosemont District Fire Department for five years and is one of our top responders.

When he's not on call, he works locally as a welder and is actively pursuing a career in full-time firefighting.

Thank you for your dedication, Anthony! Your service makes a difference every day!



FIRE SAFETY & EDUCATION

Help Us Help You: Preparing Your Home for an Emergency Response



When an emergency happens, every second counts. Please take a few moments to ensure your home is ready should first responders need to reach you quickly:

- Make sure your green emergency or house number sign is visible from the road, day and night.
- Keep driveways clear and wide enough for fire trucks, with trees and branches cut back.
- If possible, meet first responders at the end of your driveway to guide us to the scene.
- Keep gates unlocked or provide access codes if you're not home.
- In winter, plow and sand driveways so emergency vehicles can get in safely.
- Ensure outdoor lights are working to help crews find your home after dark.

These small steps make a big difference in helping us reach you quickly and safely when you need us most.

DID YOU KNOW?

- Our volunteer firefighters train weekly all year round to keep the community safe.
- Our department responds to medical emergencies, not just fires!
- We work closely with neighbouring departments through mutual aid to ensure rapid and effective emergency response.



WHAT DOES ROSEMONT DISTRICT FIRE DEPARTMENT DO FOR YOUR COMMUNITY?

As your local volunteer fire department, we are proud to serve and protect our rural community in many ways. Our team of trained volunteers responds to a wide range of emergencies, including structure and grass fires, medical calls, and vehicle accidents.

We're often the first on scene, working alongside other emergency services to provide fast, reliable assistance when it's needed most. In addition to emergency response, we also take part in community events, offer fire safety education, and support local initiatives.





Live Fire Training Day (Summer 2025). Training alongside Shelburne Fire with the Ontario Mobile Training Unit.

Your continued support helps us stay ready to serve the community. **Every donation** — big or small — directly funds lifesaving equipment for the Rosemont District Fire Department, right here in your community. If you'd like to contribute, your generosity truly makes a difference. Every bit helps.



To Donate:

- E-Transfer: rdffa@rosemontfire.ca
- Cheque: Payable to Rosemont District Firefighters
 Association

Mail to: 955716 7th Line EHS, Mono ON L9V 1C8

Tax receipts are issued for amounts over \$25.

CONNECT WITH US!

705-435-3417 (non-emergencies only) rdfdchief301@gmail.com www.rosemontfire.ca

Facebook: Rosemont District Fire Department

Instagram: @rosemontfire

UPCOMING EVENTS

Tues Feb 17, 2026 - Join us for a **Pancake Supper and Open House** at the Rosemont District Fire Department! Enjoy pancakes, tour the fire hall, see the trucks, and meet your local firefighters. Kids can try on gear, tackle an obstacle course, climb the wall, and learn fire safety — a fun night for the whole family!



09-25-BOD Agenda Minutes **(Draft)** Nottawasaga Valley Conservation Authority Friday October 24, 2025 9:00AM EST

Attendance

Present:

Cllr. Joe Belanger, Wasaga Beach (Town); Chair Jonathan Scott, Bradford West Gwillimbury (Town); Cllr. Pieter Kiezebrink, Essa (Township); Cllr. Christopher Baines, Collingwood (Town); Deputy Mayor Paul Van Staveren Clearview (Township); Cllr. Ralph Manktelow, Mono (Town)-departed at 10:30am; Vice-Chair Gail Little, Amaranth (Township); Cllr. Kevin Eisses, Innisfil (Town); Cllr. Nicole Cox, New Tecumseth (Town); Cllr. Patricia Clark, Mulmur (Township); Cllr. Kyle Fegan, Shelburne (Town); Mayor Scott W. Anderson, Adjala-Tosorontio (Township); Cllr. Gary Harvey, Barrie (City); Cllr. Joel Loughead, Grey Highlands (Municipality)

NVCA Staff:

Jennifer Vincent, Chief Administrative Officer; Sheryl Flannagan, Director, Corporate Services; Chris Hibberd, Director, Watershed Management Services; Kyra Howes, Director, Conservation Services; Maria Leung, Senior Communications Specialist-departed at 9:15am; Ben Krul, Manager, Development Planning & Permits-departed at 9:15am; Dalia Al-Ali, Manager, Engineering Services-departed at 9:15am; Kerry Jenkins, Corporate Services Clerk/Recorder; Ella Parent, Receptionist/Administrative Assistant/Recorder

Absent:

Cllr. June Porter, The Blue Mountains (Town); Mayor Darren White, Melancthon (Township); Cllr. Phil Fisher, Springwater (Township); Cllr. Richard Schell, Oro-Medonte (Township)

Guests:

Harold Elston, Barriston Law

1. Events

TD Tree Days – Wasaga Beach: Sports Park

Join NVCA and TD to plant trees in the Wasaga Beach Sports Park

Date: October 18, 2025 from 9 am – 12 pm

Location: 1888 Klondike Park Road, Wasaga Beach, ON

TD Tree Days - Creemore: Carruthers Park

Join NVCA and TD to plant trees in Carruthers Park

Date: October 18, 2025 from 9 am – 12 pm

Location: Carruthers Park, 3464 County Road 42, Avening, ON

PA Day Camp Tiffin

This special edition of Camp Tiffin encourages outdoor exploration, guided excursions in the forest fueled by student interest.

Date: October 24, 2025 from 9 am – 4 pm **Location:** Tiffin Centre for Conservation

NVCA's 2025 Holiday Bash

Join NVCA staff for our annual holiday party and staff recognition awards event

Date: December 4, 2025 from 5pm – 9pm

Location: Jose Building, Tiffin Centre for Conservation, 8195 8th Line,

Utopia, ON LOM 1TO

2. Call to Order

Chair Scott called the meeting to order at 9:03am.

3. Land Acknowledgement

The Nottawasaga Valley Conservation Authority Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. The Anishnaabeg (a-nish-i-na-beck) include the Ojibwe (o-jib-way), Odawa (o-dah-wa), and Pottawatomi (pot-a-wa-tom-ee) nations, collectively known as the Three Fires Confederacy. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Métis and Inuit people.

4. Declaration of Pecuniary and Conflict of Interest

5. Motion to Adopt the Agenda

Recommendation:

RES: 67-25

Moved by: Deputy Mayor Paul Van Staveren

Seconded by: Cllr. Joe Belanger

RESOLVED THAT: the agenda for the Board of Directors meeting #09-25-

BOD dated on October 24, 2025 be approved.

Carried;

6. Chair's Update

Chair Scott shared his updates.

7. CAO's Updates

CAO, Jennifer Vincent shared her updates.

8. Announcements

- 1. CAO Vincent introduced NVCA's new Manager, Stewardship & Restoration Services, Don Little.
- 2. CAO Vincent announced the departure of the NVCA's Manager, Development Planning & Permits, Ben Krul.

9. Presentations

There were no presentations at this time.

10. Deputations

There were no deputations at this time.

11. Hearings

There were no hearings at this time.

12. Adoption of Minutes

Recommendation:

RES: 68-25

Moved by: Cllr. Christopher Baines Seconded by: Cllr. Pieter Kiezebrink

RESOLVED THAT: the minutes of the Board of Directors meetings

08-25-BOD dated on September 26, 2025 be approved.

Carried;

13. Correspondence

Letter from Davies Howe regarding *Inability of the Minister to Implement the Barrie Annexation Proposal by Order.*

14. Staff Reports

14.1.1. Staff Report No. 35-09-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding 2025 3rd Quarter Budget Report

Recommendation:

RES: 69-25

Moved by: Cllr. Joe Belanger Seconded by: Cllr. Nicole Cox

RESOLVED THAT: the Board of Directors receive Staff Report No. 35-09-25-BOD regarding the 2025 third quarter financials;

and

FURTHER THAT: Management continues to monitor budget activities.

Carried:

14.1.2. Staff Report No. 36-09-25-BOD from Maria Leung, Senior Communications Specialist regarding NVCA Communications

Recommendation:

RES: 70-25

Moved by: Cllr. Ralph Manktelow Seconded by: Cllr. Kyle Fegan

RESOLVED THAT: Staff Report No. 36-09-25-BOD regarding NVCA Communications – September 12 2025 – October 10,

2025, be received.

Carried;

15. In-Camera

Recommendation:

RES: 71-25

Moved by: Cllr. Nicole Cox

Seconded by: Cllr. Patricia Clark

RESOLVED THAT: this meeting of the Board of Directors No. 09-25-BOD move into closed session at 9:15am to address matters pertaining to: a) Litigation, or potential litigation, including matters before administrative tribunals, affecting the authority; and,

FURTHER THAT: the Chief Administrative Officer; Director, Corporate Services; Director, Watershed Management Services; Director, Conservation Services, Administrative Assistant; and appointed lawyer from Barriston Law be in attendance for recording and speaking purposes.

Carried:

16. Out of In-Camera

Recommendation:

RES: 72-25

Moved by: Cllr. Pieter Kiezebrink Seconded by: Cllr. Christopher Baines

Seconded by:

RESOLVED THAT: the Board of Directors rise from in-camera at 10:40am

and report progress.

Carried;

16.1. Out of In-Camera - Staff Report No. 37-09-25-BOD

Recommendation:

RES: 73-25

Moved by: Cllr. Joe Belanger Seconded by: Cllr. Kevin Eisses

RESOLVED THAT: Staff Report No. 37-09-25-BOD be received

regarding the Oliver Crescent crossing of the Pretty River in the Town

of Collingwood; and

FURTHER THAT: the Board directs staff as authorized in closed session. **Carried;**

17. Other Business

18. Adjourn

Recommendation:

RES: 74-25

Moved by: Cllr. Nicole Cox

Seconded by: Cllr. Patricia Clark

RESOLVED THAT: this meeting adjourn at 10:42am to meet again on

November 28, 2025 or at the call of the Chair.

Carried;

\	/
/	/

Jonathan Scott Chair



Jennifer Vincent Chief Administrative Officer



NVCA October 2025 Board Meeting Highlights

Next Meeting: November 28, 2025, held virtually

For the full meeting agenda, including documents and reports, visit NVCA's website.

2024 First Quarter Budget Report

In the first nine months of operations of NVCA, expenditures are tracking slightly lower, with 63.03% of the budgeted expenses (with 75% of the budget year completed).

Revenues are also tracking just slightly behind, with 68.99% of the budgeted revenues recognized. The revenue shortfall is primarily due to fewer permitting and planning requests. This is partially offset by increased revenues from Camp Tiffin and events.

In response to the reduced revenues, staff have reduced expenditures through deferring the filling vacant Senior Planner position, as well as not backfilling for a maternity leave, resulting in an approximate savings of \$123,000.

Should this financial trend continue to yearend, NVCA is forecasted to end the fiscal year in a neutral position, supported by ongoing mitigation measures.

Upcoming Events

Planting the Riverbank

Help Friends of the Mad River and NVCA plant and propagate native shrubs to reforest the river banks!

Date: November 1, 2025, 1 pm – 3 pm **Location:** Carruthers Memorial Conservation Area, South Avening, ON, on Airport Road (County Road 42) Clearview, ON

Register here

Tree plant in Beeton

Come out to help plant native trees and shrubs along the Beeton Creek!

Date: November 5, 2025, 10 am - 1 pm **Location:** 6406 8 Line New Tecumseth, ON LOG 1A0

Register here

PA Day Camp Tiffin

Adopted from our traditional summer camp program, this special edition of Camp Tiffin encourages outdoor exploration, guided excursions in the forest fueled by student interest.

Dates: November 14, 2025

Location: Tiffin Centre for Conservation

8195 8th Line, Utopia ON

Register here



MEDIA RELEASE

FOR IMMEDIATE RELEASE

Province of Ontario announces new Conservation Authority Agency to improve service delivery

UTOPIA, Ontario (October 31, 2024) – Today, the Province of Ontario announced that it will introduce legislation to create an Ontario Provincial Conservation Agency to provide leadership, governance, and strategic direction to conservation authorities.

Specifically, this agency will be tasked to develop a provincial digital permitting platform, establish standardized service delivery and oversee the consolidation of conservation authorities with the aim of improving the province's conservation authority system to construct homes and other local infrastructure projects faster.

"The government is right to insist on greater standardization and clearer processes across conservation authorities," said Jonathan Scott, Chair of the Nottawasaga Valley Conservation Authority (NVCA). "These are essential steps toward improving transparency and accountability. However, the proposed consolidation represents a significant and potentially disruptive shift. If not carefully managed, it could undermine local expertise and responsiveness, ultimately working against the outcomes the government aims to achieve."

In his <u>media conference</u>, Minister of the Environment, Conservation and Parks, Todd McCarthy noted that conservation authorities will continue to deliver these important local programs and services.

"Conservation Authorities remain one of Ontario's best tools for balancing the province's urgent housing needs with protecting the Nottawasaga Watershed from natural hazards and climate change," said Jennifer Vincent, CAO of NVCA. "NVCA is committed to being part of the solution and will continue working to achieve these goals. This year alone, we've taken significant steps to modernize by introducing digital and standardized processes for permitting. As a result, our customer satisfaction scores have grown from 68% to 90%, and permitting timelines now meet provincial standards 95% of the time with an average review time of just 16 days. These improvement reflect our dedication to progress – and we're ready to build on this momentum."

Like all conservation authorities across the province, NVCA helps ensure that development is balanced with natural hazard risk reduction, safeguarding communities from flooding and

erosion. The organization's work in restoration, education and recreation efforts enhances water quality and quantity, habitat, resilience, and overall well-being.

The policy proposal will include a 45-day public consultation on the <u>Environmental Registry</u> of Ontario.

- 30 -

About NVCA: The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

Media contact: Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254, <u>mleung@nvca.on.ca</u>

Ontario Climate Caucus Meeting Notes from October 2025

Action Items

- 1. Include Green Standards and/or Ontario Step Code advancement support in Bill 60 communications to province. Notify Gaby at CAP of any Bill 60 municipal resolutions related to green standards.
- 2. Advance a Model Franchise Agreement discussion in municipal council to provide input to the OEB and Minister of Municipal Affairs and Housing to make changes to the Municipal Act to enable municipalities to be able to charge for use of the Municipal right of way.

Climate Caucus Updates, Morag Mackenzie

- Misinformation/Disinformation Working Group: Launching its first meeting tomorrow, aimed at supporting municipalities with communication challenges around climate issues.
- Women's Caucus Kickoff: Scheduled for November 4, open to women and gender-diverse local elected officials for peer connection and support.
- **Webinar:** Advancing Local Climate Action through Participatory Democracy: Co-hosted by Climate Reality, Climate Action Partnership, Tamarack Institute, and other partners.
- Advocacy Updates: The "Elbows Up for Climate" campaign continues to gain national
 attention. David Miller, campaign co-chair, presented to the House of Commons Standing
 Committee on Environment and Sustainability earlier in the week. MPs Patrick Bonin and
 Don Davies referenced the campaign in the House of Commons. Remarks available at the
 12.23:37 mark:
 - https://parlvu.parl.gc.ca/Harmony/en/PowerBrowser/PowerBrowserV2/00010101/-1/43763?Embedded=true&globalstreamId=20&viewMode=3
- Strategic Planning: Climate Caucus is developing its 2026–2029 Strategic Plan, expected to be released in January 2026. The plan will be shared online and distributed through the Ontario Climate Caucus network.

Blue Box Transition Update and AMO Recommendations, Maria Rodriguez, AMO

Link to Presentation

Link to Presentation Recording

• Objective: To discuss the transition to **Extended Producer Responsibility (EPR)** for waste management. Help municipalities understand the shift in responsibilities, share on-the-

ground experiences, and identify local challenges. Share AMO's current advocacy focus and concerns. Outline implications for municipalities and next steps.

Background & Timeline

- Blue Box Regulation introduced June 2021 creating a province-wide residential recycling system based on Extended Producer Responsibility (EPR).
- Under EPR, producers assume operational and financial responsibility for Ontario's residential Blue Box program.
- Transition being led by Circular Materials (Producer Responsibility Organization)
- Full EPR start: January 1, 2026 municipalities no longer responsible for residential recycling collection/processing.
- Recent amendment (last month): defers expansion of required Blue Box service for certain locations to 2031.

What EPR Changes (High Level)

- Previous model: Municipal programs with cost-sharing by producers.
- New model: Producer-run residential system (collection + processing), intended to: Shift costs from municipal taxpayers to producers.
- Recent Deferral to 2031: Producers not required to service multi-residential, K-12 schools, publicly run retirement homes/LTC until 2031. IC&I (industrial, commercial, institutional) locations (e.g., small businesses on residential routes, BIAs, local food banks, arenas, campgrounds, municipal office buildings).
- Pre-EPR: Many municipalities voluntarily serviced small IC&I (esp. along residential routes) for efficiency. This was possible because, municipalities were already undertaking collection and as such it wasn't much additional costs to service additional locations because they were already collecting from locations in that area. This will be a gap in the areas that the EPR collections will not be servicing, and it will be costly for municipalities to still service those locations since the aren't undertaking recycling collection anymore.
- Municipalities are still responsible for garbage and organics pick up.
- Minister directed producers to prepare an offer of service for small IC&I collection at municipal cost by Jan 1, 2026. September: PROs informed the Ministry & municipal sector they cannot fulfill the requested offer due to operational/infrastructure/financial constraints. PROs said municipalities may use producer depots for small IC&I, but municipalities must contract hauling and processing themselves.

Implications for Municipalities (from Jan 1, 2026)

- Municipalities that had supported small IC&I collection must decide now whether to:
- Continue collection via own program or private contract, or cease collection (leaving businesses/non-profits to arrange private pickup).
- Many small businesses & non-profits (e.g., food banks/shelters) report inability to absorb new private collection costs.

- Procurement challenges: In some areas there may be only one viable provider for a small number of sites, driving prices up.
- Transparency and reporting on waste diversion rates and material diverted is critical for municipalities to be able to track that data. This data collection was possible when municipalities were managing the collection process, but it remains to be seen how much transparency there will be in this data as EPR collection occurs. Municipalities should keep data needs in mind as the transition occurs.

AMO's Advocacy Position

- AMO supports EPR and its potential for innovation and a circular economy.
- Problem identified: A fragmented system—split responsibilities between producers, municipalities, and generators—undermines true producer responsibility and shifts costs back to municipal taxpayers.
- Call to action: Province should amend the Blue Box regulation to create a clear pathway to full EPR, where producers are responsible for collection of Blue Box materials at all sites, including small and large IC&I.
- Rationale: Reduce inefficiency, complexity, and financial burden on municipalities/taxpayers, especially in small and northern communities.

Bill 60 Implications for Municipal Authorities to Advance Provincial Policy and Official Plans and Protection of Municipal Green Standards Authorities

- Bill 60 is the most recent provincial omnibus bill. It is attempting to implement the
 changes begun with Bill 17 passed earlier in 2025 (which the province passed prior to
 the deadline for the public consultation process). It appears that (parts) of Bill 60 will
 also be passed prior to the deadline for the public consultation process.
- The legislation is likely to attempt to remove mandatory municipal green standard authorities unless municipalities communicate to the province that green standards authorities are important to them. Green Standards have been used by municipalities to advance Provincial Policy Statement commitments that are not being addressed by other governmental efforts. For example, the Ontario Building Code has not had any improvements in energy efficiency in about a decade and it doesn't look like the provincial government has any intention of improving energy efficiency requirements in the OBC anytime soon. In addition, there are no greenhouse gas considerations within the OBC. Therefore, municipalities have been using green standards to help the market move towards improvements in energy efficiency and reduction of greenhouse gas emissions.
- Over the past 15 years, over 14 Ontario municipalities have been advancing green development standards (GDS) to set clear, practical targets for new buildings to reduce stormwater risk, and reduce energy use and carbon emissions. Most of these municipalities have aligned their

requirements with either V3 or V4 of the Toronto Green Standard and there is significant consistency across the metrics within the municipal green standards being implemented. This has created a relatively consistent regional approach that works for builders and helps reduce long term energy needs and costs while also helping to prepare and advancing Ontario's beneficial electrification and low carbon energy transition.

- In most cases of municipalities with green standards in place, they began with voluntary green standards and switched to mandatory standards upon not securing the desired and needed uptake from the development community via the voluntary route. Hence the ability of municipalities to mandate their GDS is critical to enabling the GDS to drive the necessary uptake.
- Importantly, GDS are not prescriptive construction rules. They don't conflict with the Ontario Building Code and have been used to make the planning process more efficient—not less. Cities like Toronto, Pickering, and Brampton have all reported faster development approvals after introducing or updating their GDS. On the other hand, cities without GDS—like Ottawa—have seen approval timelines slow down. The evidence shows that GDS help municipalities move housing forward more quickly and more responsibly.
- Municipalities undertake extensive stakeholder engagement and outreach with their development community and many other stakeholders during their development of their GDS and report on the stakeholder input they receive via the public and transparent council decision making process.
- If the provincial government advances legislation removing green standards authorities
 from municipalities, then there will be a significant reduction in uptake to green
 standard metrics and this will have negative implications for the policy goals (energy
 efficiency and GHG emissions, resilience, flood reductions, stormwater management,
 connectivity, etc).
- If that occurs, then how will municipalities be able to advance the goals outlined in the provincial policy statement and their Official Plans if there are no provincial efforts filling the gap resulting from the removal of mandatory green standards?
- Municipalities have been advocating for an Ontario Step Code like the BC Step Code. It is recognized that when the province sets mandatory standards within the Ontario Building Code it must take a very large geographical area with varying markets and capacity into consideration. As such, the province is required to set the Building Code at a level that can be achieved across that very large geographical area. By providing municipalities with the authority to mandate above the base requirements within the Ontario Building Code, Ontario municipalities can serve as living laboratories for energy efficiency and climate considerations and thereby test and advance the market at a smaller scale. Successful adoption of standards at the municipal scale can then inform and be integrated into future updates to mandatory components of Ontario's Building Code thereby increasing capacity of the wider market more quickly and effectively across Ontario.
- A similar approach is being advanced in British Columbia whereby municipalities can require a higher step than the minimum standard set within the Provincial Building Code.

- If your municipality is sending input to the province related to Bill 60 adding in points related to protection of municipal green standards or the adoption of an Ontario Step Code is important for municipalities to advocate for.
- There have been resolutions passed by City of Waterloo, Toronto, Region of Durham, and Kawartha Lakes speaking to municipal support for ensuring municipal green standard authorities are retained resulting from Bill 17 during the summer of 2025.
- It is important for the province to hear from all municipalities that addressing emissions from new developments should be a provincial concern as well as a municipal concern and getting right at the time with construction they avoid costly future retrofits and support local economic development and job creation.
- AMO has communications related to Bill 60 available here:
 https://www.amo.on.ca/policy/land-use-planning-resources-and-climate-change/bill-60-fighting-delays-building-faster-act

OEB Notice of Possibility of Review of Municipal Franchise Agreement

- The Ontario Energy Board providing notice that they will be reviewing the Model Franchise Agreement between Ontario municipalities and Enbridge.
- BUT the OEB has not yet stated what will be within scope for that review so there is the
 need for municipalities to let the OEB know municipal interest in the ability to charge for use
 of the right of way and for Enbridge not to be able to abandon their infrastructure in the
 municipal right of way without municipal permission to be within scope of review.
- Update: Thanks to the efforts of the municipalities below who have sent resolutions to the Province and the Ontario Energy Board (OEB), the OEB has sent notice that they will be reviewing the Model Franchise Agreement in 2026. They have not yet stated that the review will include municipalities being able to charge for use of the right-of-way. Therefore, there is the opportunity for municipal councils to send the message to the province and the OEB that municipalities desire the ability to charge for use of the municipal right-of-way to be within scope of the review (the actual change to enable municipalities to charge for use of the right-of-way is in the Municipal Act) as well as removing the ability for Enbridge to abandon infrastructure in the right-of-way without municipal permission (which would be within the model franchise agreement). The two requests from the municipalities include:
 - THAT the [Municipality name] expresses its support for an Amendment to Section 9 of Regulation 584/06 under the Municipal Act, 2001 and an update to the Model Franchise Agreement to enable Ontario municipalities to keep pace with leading practices in other Canadian jurisdictions and charge private utilities for fair compensation for use of the municipal right of way.

2. THAT the [Municipality name] expresses its support for the update to the Model Franchise Agreement to remove the ability for private utilities to abandon infrastructure in the municipal right of way without approval from the municipality.

Please see below for links to sample resolutions and background reports. Should there be value in a deputation please reach out to Gaby at gkalapos@cleanairpartnership.org

- <u>Sample Municipal Resolution and Backgrounder</u>
- Fossil Fuel Subsidies Forced Upon Municipalities Presentation
- Fossil Fuel Subsidies Forced Upon Municipalities Presentation Recording
- <u>City of London Resolution</u> (page 208) and <u>Video</u>
- City of Toronto Resolution
- City of Guelph Resolution
- Municipality of Clarington (passed at January 13th, 2025 Council meeting)
- City of Kawartha Lakes Resolution (agenda item 11.1.1)
- Ontario Green Party Private Members Bill



Economic Development Committee Minutes October 30, 2025 – 9:00 AM

Present: Darryl Stansfield, Chair

Lisa Thomson Diana Morris Kim Lyon

Jasmine Panesar – Dufferin County

Roseann Knechtel, Secretary

Regrets: Savannah Rogers

1.0 Call to Order

The Chair called the meeting to order at 9:02 a.m.

2.0 Approval of the Agenda

Moved by Thomson and Seconded by Lyon

That the agenda be approved.

Carried.

3.0 Minutes of the Previous Meeting

Moved by Thomson and Seconded by Lyon

That the minutes of September 11, 2025 are approved.

Carried.

4.0 <u>Disclosure of Pecuniary Interests</u> - None

5.0 New Business

5.1 Update from Dufferin County

Dufferin County is completing a business survey to be shared on the Township communication channels. The Explore Dufferin Guide is also open for submissions for the 2026-2027 season.

5.2 Update from DBOT

The 2025 Dream Career was a success, seeing over 1,800 students. The event will be postponed in 2026 due to the municipal election and will reconvene in 2027.

DBOT Jingle and Mingle breakfast networking event is scheduled for December 2nd.

5.3 2025 Christmas Market @ MOC

Members reviewed current registrations and support the MOC taking a lead in site plan organization.

5.4 Mulmur 175

Members reviewed the proposed budget and event schedule and expressed concern with the budget amount and decreased Township participation.

Members would like to see each third-party event staffed by a volunteer or Township representative. Members discussed swag being purchased and sold as a fundraising initiative by the North of 89 Alliance if the Township budget does not support it.

Members requested that this issue be brought back to Council for further decision and direction as part of the budget discussions.

6.0 <u>Items For Future Meetings</u>

- 6.1 Mulmur 175
- 6.2 Christmas Market

7.0 Adjournment

Moved by Lyon and Seconded by Thomson

That the Economic Development Committee adjourns the meeting at 9:57 a.m. to meet again at the call of the Chair.

Carried.



Economic Development Committee Minutes November 21, 2025 – 9:30 AM

Present: Darryl Stansfield, Chair

Lisa Thomson Kim Lyon

Savannah Rogers

Roseann Knechtel, Secretary

Regrets: Diana Morris

1.0 Call to Order

The Chair called the meeting to order at 9:31 a.m.

2.0 Approval of the Agenda

Moved by Thomson and Seconded by Lyon

That the agenda be approved.

Carried.

3.0 Minutes of the Previous Meeting

Moved by Thomson and Seconded by Lyon

That the minutes of October 30, 2025 are approved.

Carried.

4.0 <u>Disclosure of Pecuniary Interests</u> - None

5.0 New Business

5.1 2025 Christmas Market @ MOC

Members reviewed current registrations and discussed setting up a 175 Booth. The 175 Flyer and Calendar of events are to be given to Savannah for inclusion at the Rural Rescue Booth.

5.2 **Mulmur 175**

Members received the update from the November 5, 2025 Council meeting where Council passed the following motion:

Moved by Clark and Seconded by Lyon

That Council continue to support the community-led events approach to the 175 celebration, recognizing its value in promoting local businesses, fostering community engagement, and offering a diverse range of event types that reflect all areas and demographics of the Township;

And that Council direct staff to participate in community-led celebrations in a supportive and collaborative capacity;

And that Council direct staff to proceed with the Township-led events as discussed;

And further that the Mulmur 175 budget be increased to \$7,500 to include a Township directed event. **Carried.**

Members approved the proposed items for handouts at the table, swag items for purchase and the Township's "Big Event". Members discussed including additional community members as part of the "Big Event" discussions and directed staff to extend an invitation to the next EDC meeting.

Staff will prepare a Draft Event Plan to combine the community ideas with the Township's initial event plans.

6.0 <u>Items For Future Meetings</u>

6.1 Mulmur 175 – Big Event

7.0 Adjournment

Moved by Rogers and Seconded by Thomson

That the Economic Development Committee adjourns the meeting at 10:34 a.m. to meet again on December 17, 2025 at 9:30 a.m. or at the call of the Chair.

Carried.



DUFFERIN COUNTY COUNCIL MINUTES

October 23, 2025, 9:00 am W & M Edelbrock Centre, 30 Centre Street, Orangeville

Councillors Present: Warden Janet Horner (Mulmur)

Councillor John Creelman (Mono)

Councillor Guy Gardhouse (East Garafraxa)

Councillor Chris Gerrits (Amaranth)
Councillor Shane Hall (Shelburne)
Councillor Gail Little (Amaranth)

Councillor James McLean (Melancthon)

Councillor Wade Mills (Shelburne)

Councillor Fred Nix (Mono)

Councillor Lisa Post (Orangeville)

Councillor Philip Rentsch (Grand Valley)
Councillor Todd Taylor (Orangeville)
Councillor Darren White (Melancthon)

Councillors Absent: Councillor Earl Hawkins (Mulmur)

Councillor Steve Soloman (Grand Valley) (prior notice)

Staff Present: Sonya Pritchard, Chief Administrative Officer

Michelle Dunne, Clerk

Scott Burns, Director of Public Works/County Engineer Aimee Raves, Manager of Corporate Finance, Treasurer

Rajbir Sian, Director of Development and Tourism

Gary Staples, Chief Paramedic

Rohan Thompson, Director of People & Equity

Brenda Wagner, Director of Health and Human Services

1. CALL TO ORDER

Warden Horner called the meeting to order at 9:02 am.

Warden Horner announced that the meeting is being live streamed and publicly broadcast. The recording of this meeting will also be available on our website in the future.

2. LAND ACKNOWLEDGEMENT STATEMENT

Warden Horner shared the Land Acknowledgement Statement.

3. ROLL CALL

The Clerk verbally took a roll call of the Councillors in attendance.

4. APPROVAL OF THE AGENDA

Moved by: Councillor Mills

Seconded by: Councillor White

THAT the agenda and any addendum distributed for the October 23, 2025 meeting of Council, be approved.

CARRIED

5. DECLARATION OF INTEREST BY MEMBERS

There were no declarations of pecuniary interest.

6. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Moved by: Councillor Post **Seconded by:** Councillor Little

THAT the minutes of the regular meeting of Council on October 9, 2025, be adopted.

CARRIED

7. PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

7.1 Veterans Week - November 5 - **11**, 2025

Warden Horner declared November 5 - 11, 2025 to be Veterans' Week in the County of Dufferin. The Museum of Dufferin will be unveiling the Poppy Project, a community art installation of hand knitted and crocheted poppies created by community members to honour past and present veterans. Warden Horner encouraged everyone to attend one of the Remembrance Day ceremonies happening at cenotaphs across Dufferin.

Councillor Rentsch (Grand Valley) joined the meeting at 9:04 am.

7.2 Headwaters Health Care Centre

Kim Delahunt, President and Chief Executive Officer, Headwaters Health Care Centre, provided an annual update on the hospital activities. Council were invited to attend the Power Partnerships Panel discussion taking place at the Best Western in Orangeville on October 28, 2025 at 1 pm.

7.3 Hills of Headwaters Ontario Health Team

Dave Pearson, Executive Director, Hills of Headwaters Ontario Health Team, presented an update on the Health and Human Services Hub, including the work being done to expand team based care.

7.3.1 Health and Human Services Update 3– Team Based Care Expansion Opportunity

A report from the Chief Administrative Officer, dated October 23, 2025, to collaborate with the Hills of Headwaters Ontario Health Team on the Interprofessional Primary Care Team Call for Proposals.

Moved by: Councillor Taylor **Seconded by:** Councillor Little

THAT the report from the Chief Administrative Officer, dated October 23, 2025, Report # CAO-2025-014, Health and Human Services Update 3– Team Base Care Expansion Opportunity, be received;

AND THAT Dufferin County Council hereby directs the Chief Administrative Officer and County staff to work in collaboration with the Hills of Headwaters Collaborative Ontario Health Team and its Primary Care Network to prepare

and submit an application for funding through the Ministry of Health's Interprofessional Primary Care Team Call for Proposals and any subsequent funding rounds;

AND THAT the application shall specifically propose the establishment of a new, community governed Community Health Centre to be located in the Edelbrock Centre, with a core mandate to operationalize the Ontario Health Team's "hubs and spokes" of care network across Dufferin and Caledon and facilitate net new patient attachment;

AND THAT the County of Dufferin be proposed as the funding recipient for the Community Health Centre, leveraging its existing Multi-Services Accountability Agreement.

CARRIED

8. PUBLIC QUESTION PERIOD

There were no questions from the public.

9. <u>DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION</u>

The following agenda items were requested to be moved to Section 11 for discussion:

- Item #10.1 Dufferin Oaks Water Pressure Upgrade Request
- Item #10.2 Third Quarter Procurement Report
- Item #10.4 Speed Limit Adjustment Dufferin Road 17
- Item #10.6 After Action Report 2025 Ice Storm

10. PRESENTATION AND CONSIDERATION OF REPORTS

Moved by: Councillor Post **Seconded by:** Councillor Mills

THAT Items 10.1 to 10.2 be received, and any recommendations set out below, be approved.

10.1 Museum of Dufferin Deaccession Report – Model T Ford

A report from the Director of Community Development and Tourism, dated October 23, 2025, to request deaccession of an item from the Museum collection.

THAT the report of the Director of Community Development and Tourism, Report #PD-2025-027, titled "Museum of Dufferin Deaccession Report – Model T Ford", dated October 23, 2025, be received;

AND THAT the objects identified in the report be deaccessioned in accordance with the Museum of Dufferin's Collections Management Policy.

CARRIED BY CONSENT

10.2 Road and Bridge Capital Update – October 2025

A report from the Director of Public Works/County Engineer, dated October 23, 2025, to provide an update on the status of road and bridge work for the 2025 construction season.

THAT the report of the Director of Public Works/County Engineer, Report #PW-2025-010, Road and Bridge Capital Update – October 2025, dated October 23, 2025, be received.

CARRIED BY CONSENT

11. <u>DISCUSSION OF REPO</u>RTS SEPARATED FROM THE CONSENT AGENDA

11.1 Dufferin Oaks Water Pressure Upgrade Request

A report from the Director of Health and Human Services, dated October 23, 2025, to seek approval to complete water pressure repairs at Dufferin Oaks Long Term Care Home.

Moved by: Councillor Mills **Seconded by:** Councillor Post

THAT the report from the Director of Health and Human Services, Report #HHS-2025-020, Dufferin Oaks Capital Work Plan Request, dated October 23, 2025, be received;

AND THAT the additional costs be funded through the Dufferin Oaks Capital Reserve fund.

CARRIED

11.2 Third Quarter Procurement Report

A report from the Manager of Corporate Finance, Treasurer and the Procurement Manager, dated October 23, 2025, to provide a quarterly update on all Request for Tenders and Request for Proposals (RFP) over \$75,000.

Moved by: Councillor Mills **Seconded by:** Councillor Post

THAT the report from the Manager of Corporate Finance, Treasurer and the Procurement Manager, Report #CS-2025-006, titled Third Quarter Procurement Report, dated October 23, 2025, be received.

CARRIED

11.3 Speed Limit Adjustment – Dufferin Road 17

A report from the Director of Public Works/County Engineer, dated October 23, 2025, to recommend a speed limit change on Dufferin Road 17.

Councillor Mills (Shelburne) left the meeting at 10:22 am, returning at 10:24 am.

Moved by: Councillor Nix **Seconded by:** Councillor Post

THAT the report from the Director of Public Works/County Engineer, Report #PW-2025-009, Speed Limit Adjustment – Dufferin Road 17, dated October 23, 2025, be received;

AND THAT By-Law 2005-32 be amended to include the following 50 km/hr speed zone in Schedule F:

Dufferin Road 17

From: A point situated at the east limit of Dufferin 17 in the Township of Mulmur.

To: A point situated 250 m west of Dufferin 19 in the Township of Mulmur;

AND THAT the By-law 2005-32 be amended to include the following 60 km/hr speed zone in Schedule G:

Dufferin Road 17

From: A point situated 250 m west of Dufferin 19 in the Township of Mulmur.

To: A point situated 1.25 km west of Dufferin 19 in the Township of Mulmur.

CARRIED

Amendment:

Moved by: Councillor Little

Seconded by: Councillor White

THAT the following be removed:

AND THAT By-Law 2005-32 be amended to include the following 50 km/hr speed zone in Schedule F,

Dufferin Road 17

From: A point situated at the east limit of Dufferin 17 in the Township of Mulmur.

To: A point situated 250 m west of Dufferin 19 in the Township of Mulmur:

AND THAT the By-law 2005-32 be amended to include the following 60 km/hr speed zone in Schedule G:

Dufferin Road 17

From: A point situated 250 m west of Dufferin 19 in the Township of Mulmur.

To: A point situated 1.25 km west of Dufferin 19 in the Township of Mulmur

AND be replaced with:

AND THAT the By-law 2005-32 be amended to include the following 60 km/hr speed zone in Schedule G:

Dufferin Road 17

From: A point situated at the east limit of Dufferin 17 in the Township of Mulmur

To: A point situated 1.25 km west of Dufferin 19 in the Township of Mulmur.

LOST

11.4 After-Action Report - 2025 Ice Storm

A report from the Manager of Preparedness, 9-1-1 and Corporate Projects, dated October 23, 2025, to provide an ice storm after action report and to seek approval to complete an application for assistance under the Municipal Ice Storm Assistance program.

Moved by: Councillor White **Seconded by:** Councillor Taylor

THAT the report from the Manager of Preparedness, 9-1-1 and Corporate Projects, Report #CAO-2025-012, After Action Report – 2025 Ice Storm, dated October 23, 2025, be received;

AND THAT the municipality of the Corporation of the County of Dufferin has eligible costs directly linked to the March 2025 ice storm, the Council of the Corporation of the County of Dufferin hereby

requests assistance under the Municipal Ice Storm Assistance program;

AND THAT Manager of Corporate Finance, Treasurer is given delegated authority to verify and attest to the accuracy of the Municipal Ice Storm Assistance application package.

CARRIED

12. STRATEGIC PLAN UPDATE

13. RECESS

Warden Horner called a recess at 10:45 am. The meeting resumed at 10:52 am.

14. CORRESPONDENCE

Correspondence from the Ministry of the Environment, dated October 6, 2025, regarding a Notification of Application for Permit to Take Water by Strada Aggregates Inc.

Moved by: Councillor Little
Seconded by: Councillor Taylor

THAT item #14.2 and item #14.3 be received.

CARRIED

14.2 Ministry of the Environment (requested by the Township of Melancthon)

Correspondence from the Ministry of the Environment, dated October 6, 2025, regarding a Notification of Application for Permit to Take Water by Strada Aggregates Inc.

14.3 Kaitlin DeVore

Correspondence forwarded by the Township of Melancthon from resident Kaitlin DeVore, dated October 14, 2025, requesting lower speed limits on County Road 17 and a four way stop sign at the intersection of County Road 17 and County Road 19.

14.1 Township of Melancthon

A resolution from the Township of Melancthon, dated October 9, 2025, regarding public safety on Dufferin Road 124 in Shelburne.

Moved by: Councillor Mills **Seconded by:** Councillor Nix

THAT the correspondence from the Township of Melancthon, dated October 9, 2025, regarding public safety on Dufferin Road 124 in Shelburne, be received;

AND THAT staff discuss the concerns with the Town of Shelburne and report back to Council.

CARRIED

15. NOTICE OF MOTIONS

16. MOTIONS

16.1 Asset Disposal

Moved by: Councillor Rentsch **Seconded by:** Councillor Gerrits

THAT the Asset Disposal Policy be revised to include that where possible decommissioned ambulances that receive bids of less than \$10,000 be donated to a registered Canadian not-for-profit charity providing healthcare services, and other vehicles, excluding heavy equipment, that receive bids of less than \$5,000, be donated to a registered Canadian not-for-profit charity.

CARRIED

17. CLOSED SESSION

18. BY-LAWS

Moved by: Councillor White **Seconded by:** Councillor Taylor

THAT By-Law 2025-50 be read a first, second and third time and enacted.

CARRIED

18.1 2025-50 Circular Materials Ontario (Promotion and Education Agreement for Blue Box Services)

A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and Circular Materials Ontario.

Authorization: Infrastructure and Environmental Services – May 26, 2022

19. OTHER BUSINESS

20. CONFIRMATORY BY-LAW

2025-51 Confirmatory By-Law - October 23, 2025

A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on October 23, 2025.

Moved by: Councillor Post **Seconded by:** Councillor Nix

THAT By-Law 2025-51 be read a first, second and third time and enacted.

CARRIED

21. NEXT MEETING

The next meeting of Council will be a budget workshop on October 30, 2025 at 6 pm in the Sutton Room at 55 Zina St, Orangeville. The regular next Council meeting will be held on Thursday, November 13, 2025 at 7 pm in the Dufferin Room at 30 Centre St, Orangeville.

22. ADJOURNMENT

The meeting adjourned at 11:27 am.

Moved by: Councillor Gardhouse **Seconded by:** Councillor White

THAT the meeting adjourn. CARRIED Warden Clerk



DUFFERIN COUNTY COUNCIL - SPECIAL MEETING MINUTES

October 30, 2025, 6:00 pm
Dufferin County Administration Office
55 Zina Street
Orangeville ON L9W 1E5

Councillors Present: Warden Janet Horner (Mulmur)

Councillor John Creelman (Mono)

Councillor Guy Gardhouse (East Garafraxa)

Councillor Shane Hall (Shelburne) Councillor Earl Hawkins (Mulmur) Councillor Gail Little (Amaranth)

Councillor Fred Nix (Mono)

Councillor Lisa Post (Orangeville)

Councillor Philip Rentsch (Grand Valley)
Councillor Steve Soloman (Grand Valley)
Councillor Todd Taylor (Orangeville)
Councillor Darren White (Melancthon)

Councillors Absent: Councillor Chris Gerrits (Amaranth) (prior notice)

Councillor James McLean (Melancthon) (prior notice)

Councillor Wade Mills (Shelburne) (prior notice)

Staff Present: Sonya Pritchard, Chief Administrative Officer

Michelle Dunne, Clerk

Rebecca Whelan, Deputy Clerk

Scott Burns, Director of Public Works/County Engineer Aimee Raves, Manager of Corporate Finance, Treasurer

Rajbir Sian, Director of Development and Tourism

Gary Staples, Chief Paramedic

Rohan Thompson, Director of People & Equity

Brenda Wagner, Director of Health and Human Services

1. CALL TO ORDER

Warden Horner welcomed everyone to the workshop and it began at 6:01 pm.

Warden Horner noted the intent of the workshop was not to make decisions about specific budget items but to be better informed and prepared during future budget deliberations.

2. LAND ACKNOWLEDGEMENT STATEMENT

Warden Horner shared the Land Acknowledgement Statement.

3. <u>DECLARATION OF INTEREST BY MEMBERS</u>

There were no declarations of pecuniary interest.

4. **DISCUSSION**

4.1 2026 Draft Budget Workshop

Councillor Creelman (Mono) joined the workshop at 6:08 pm.

Council participated in a workshop discussing mandated, supportive and other services offered by the County. A copy of the workshop presentation is attached.

Council will receive a budget presentation at the December 11, 2025 meeting along with a package to review shortly thereafter. Council will complete a budget review at the January 8, 2026 meeting.

5. ADJOURNMENT

T	he	work	kshop	ended	at 9:28	pm.

Warden	Clerk	



DUFFERIN COUNTY COUNCIL MINUTES

November 13, 2025, 7:00 pm W & M Edelbrock Centre, 30 Centre Street, Orangeville

Councillors Present: Warden Janet Horner (Mulmur)

Councillor John Creelman (Mono)

Councillor Guy Gardhouse (East Garafraxa)

Councillor Chris Gerrits (Amaranth)
Councillor Shane Hall (Shelburne)
Councillor Earl Hawkins (Mulmur)
Councillor Gail Little (Amaranth)

Councillor James McLean (Melancthon)

Councillor Wade Mills (Shelburne)

Councillor Fred Nix (Mono)

Councillor Lisa Post (Orangeville)

Councillor Philip Rentsch (Grand Valley)
Councillor Steve Soloman (Grand Valley)
Councillor Todd Taylor (Orangeville)
Councillor Darren White (Melancthon)

Staff Present: Sonya Pritchard, Chief Administrative Officer

Michelle Dunne, Clerk

Rebecca Whelan, Deputy Clerk

Scott Burns, Director of Public Works/County Engineer Aimee Raves, Manager of Corporate Finance, Treasurer

Rajbir Sian, Director of Development and Tourism

Gary Staples, Chief Paramedic

Brenda Wagner, Director of Health and Human Services

1. CALL TO ORDER

Warden Horner called the meeting to order at 7:01 pm.

Warden Horner announced that the meeting is being live streamed and publicly broadcast. The recording of this meeting will also be available on our website in the future.

2. LAND ACKNOWLEDGEMENT STATEMENT

Warden Horner shared the Land Acknowledgement Statement.

3. ROLL CALL

The Clerk verbally took a roll call of the Councillors in attendance.

4. APPROVAL OF THE AGENDA

Moved by: Councillor Nix

Seconded by: Councillor Post

THAT the agenda and any addendum distributed for the November 13, 2025 meeting of Council, be approved.

CARRIED

5. DECLARATION OF INTEREST BY MEMBERS

5.1 Councillor Taylor - CLOSED SESSION

Councillor Taylor declared a pecuniary interest regarding closed session agenda item 12.3 as a family member works for Dufferin County.

6. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Moved by: Councillor Gerrits **Seconded by:** Councillor Hall

THAT the minutes of the regular meeting of Council on October 23, 2025, be adopted.

CARRIED

7. PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

7.1 International Day for the Elimination of Violence Against Women - November 25, 2025

Warden Horner declared November 25, 2025 as International Day for the Elimination of Violence Against Women. Kelly Lee, Manager of Fund Development and Communication Strategies, Family Transition Place, was in attendance to accept the proclamation.

7.2 Orangeville Food Bank

Heather Hayes, Executive Director, Orangeville Food Bank, provided an update on food insecurity in Dufferin. She requested that Council continue to support the Food Bank in the 2026 budget. She also encouraged Council to continue their advocacy efforts to improve social services within the County.

Councillor John Creelman (Mono) joined the meeting at 7:17 pm.

8. PUBLIC QUESTION PERIOD

There were no questions from the public.

9. <u>DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION</u>

The following agenda items were requested to be moved to Section 11 for discussion:

- Item 10.3 Strada Aggregates Inc. Quarry Expansion
- Item 10.4 Consultation on Simplifying and Standardizing Official Plans
- Item 10.5 Ontario's Bill 60: Fighting Delays, Building Faster Act
- Item 10.7 Homelessness Reduction Innovation Fund
- Item 10.9 Long Term Waste Management Strategy Update Introduction
- Item 10.10 Renovations and Upgrades Edelbrock and 55 Zina Street -Award of Contract

10. PRESENTATION AND CONSIDERATION OF REPORTS

Moved by: Councillor Taylor

Seconded by: Councillor Gardhouse

THAT Items 10.1 to 10.5 be received, and any recommendations set out below, be approved.

CARRIED

10.1 Access Dufferin Minutes - October 15, 2025

Minutes from the Access Dufferin meeting on October 15, 2025.

THAT the minutes from the October 15, 2025 meeting of the Access Dufferin, be adopted.

CARRIED BY CONSENT

10.2 Homelessness Task Force Minutes - October 23, 2025

Minutes from the Homelessness Task Force meeting on October 23, 2025.

THAT the minutes from the October 23, 2025 meeting of the Homelessness Task Force, be adopted.

CARRIED BY CONSENT

10.3 Province of Ontario's Proposed Special Economic Zones Criteria

A report from the Director of Community Development and Tourism, dated November 13, 2025, to provide Council with a review of the Province's draft criteria for designating zones, projects, and proponents, which is supported through the *Special Economic Zones Act, 2025*.

THAT the report from the Director of Community Development and Tourism, Report No. PD-2025-029, titled Province of Ontario's Proposed Special Economic Zones Criteria, dated November 13, 2025, be received:

AND THAT the letter included as an attachment be submitted to the Environmental Registry of Ontario (ERO) portal.

10.4 Annual Development Charge Indexing

A report from the Manager of Corporate Finance, Treasurer, dated November 13, 2025, to provide an update on the annual Development Charge indexing.

THAT the report from Manager of Corporate Finance, Treasurer, Report No. Corporate Services-2025-007, Annual Development Charge Indexing, dated November 13, 2025, be received.

CARRIED BY CONSENT

10.5 Pre-Development Agreements with Services and Housing in the Province

A report from the Chief Administrative Officer, dated November 13, 2025, to seek approval to enter into Pre-Development Agreements with Services and Housing in the Province.

THAT the report from the Chief Administrative Officer, Report No. CAO-2025-018, Pre-Development Agreements with Services and Housing in the Province, dated November 13, 2025, be received;

AND THAT the attached Pre-Development Agreement, in substantially the same form as the attached, be approved:

AND THAT the Warden and Clerk be authorized to enter into Pre-Development Agreements for the following properties:

- Site 1: 22 Third Avenue East, Orangeville
- Site 2: 301 First Avenue, Shelburne
- Site 3: 35 Elizabeth Street, Orangeville

CARRIED BY CONSENT

11. DISCUSSION OF REPORTS SEPARATED FROM THE CONSENT AGENDA

11.1 Strada Aggregates Inc. Quarry Expansion

A report from the Director of Community Development and Tourism, dated November 13, 2025, to provide an update on the Strada Aggregates Inc. quarry expansion.

Moved by: Councillor Little

Seconded by: Councillor McLean

THAT Sylvia Jones, Dufferin-Caledon MPP, be invited to an upcoming meeting of Council to discuss the Strada Aggregates Inc. quarry expansion application.

CARRIED

Moved by: Councillor Mills Seconded by: Councillor Little

THAT the report from the Director of Community Development and Tourism, Report No. PD-2025-030, titled Strada Aggregates Inc. Quarry Expansion, dated November 13, 2025, be received;

THAT the letter addressed to the Minister of Natural Resources (Attachment #1 to the report) be submitted to the Environmental Registry of Ontario (ERO) portal;

AND THAT the letter to the Minister of Environment, Conservation and Parks (Attachment #2 to the report) regarding Strada Aggregates Inc. Application to the Ministry of Environment, Conservation and Parks for an Amendment to a Permit to Take Water (ERO #: 025-1082), be supported.

CARRIED

11.2 Consultation on Simplifying and Standardizing Official Plans

A report from the Director of Community Development and Tourism, dated November 13, 2025, to provide Council with a review of the Ministry

of Municipal Affairs and Housing's proposal to simplify and standardize Official Plans.

Moved by: Councillor White **Seconded by:** Councillor Little

THAT the report from the Director of Community Development and Tourism, Report No. PD-2025-031, titled Consultation on Simplifying and Standardizing Official Plans, dated November 13, 2025, be received;

AND THAT the letter included as an attachment to the report be submitted to the Environmental Registry of Ontario (ERO) portal.

CARRIED

11.3 Ontario's Bill 60: Fighting Delays, Building Faster Act

A report from the Director of Community Development and Tourism, dated November 13, 2025, to provide Council with an analysis of the legislative changes proposed as part of Bill 60: Fighting Delays, Building Faster Act.

Councill Nix requested the Town of Mono be included in regard to comments about water and wastewater treatment.

Moved by: Councillor Nix

Seconded by: Councillor Post

THAT the report from the Director of Community Development and Tourism, Report No. PD-2025-026, titled Ontario's Bill 60: Fighting Delays, Building Faster Act, dated November 13, 2025, be received;

AND THAT the letter included as an attachment be submitted to the Environmental Registry of Ontario (ERO) portal, as amended.

CARRIED

11.4 Homelessness Reduction Innovation Fund

A report from the Director of Health and Human Services, dated November 13, 2025, to inform Council that Dufferin County has been successful with a Homelessness Reduction Innovation Fund request.

Moved by: Councillor Post

Seconded by: Councillor Gerrits

THAT the report from the Director of Health and Human Services, Report No. HHS-2025-006, Homelessness Reduction Innovation Fund, dated November 13, 2025, be received.

CARRIED

11.5 Long Term Waste Management Strategy Update - Introduction

A report from the Director of Public Works/County Engineer, dated November 13, 2025, to inform Council of the initiation of the Long-Term Waste Management Strategy Update and outline key deliverables, timelines, and engagement plans.

Moved by: Councillor Post

Seconded by: Councillor Taylor

THAT the report from the Director of Public Works/County Engineer, Report No. PW-2025-011, Long Term Waste Management Strategy – Introduction, dated November 13, 2025, be received.

CARRIED

11.6 Renovations and Upgrades Edelbrock and 55 Zina Street - Award of Contract

A report from the Chief Administrative Officer and the Director of Public Works/County Engineer, dated November 13, 2025, to provide an update on consultant review completed for the Edelbrock Centre and 55 Zina Street redesign.

Moved by: Councillor McLean

Seconded by: Councillor Creelman

THAT the report from the Chief Administrative Officer and Director of Public Works/County Engineer, Report No. CAO-2025-015, Renovations and Upgrades Edelbrock and 55 Zina Street - Award of Contract, dated November 13, 2025, be received.

CARRIED

12. CLOSED SESSION

Councillor Taylor declared a conflict on this item. (Councillor Taylor declared a pecuniary interest regarding closed session agenda item 12.3 as a family member works for Dufferin County.)

Moved by: Councillor Little **Seconded by:** Councillor Nix

THAT Council move into Closed Session at 7:58 pm in accordance with the Municipal Act, Section 239 (2)(b) personal matters about an identifiable individual, including municipal employees, (2)(c) proposed or pending acquisition or disposition of land by the municipality or local board and (2)(d) labour relations or employee negotiations.

CARRIED

- 12.1 Closed Session Report (Municipal Act, Section 239 (2) (c) proposed or pending acquisition or disposition of land by the municipality)
- 12.2 Ontario Nurses Association (ONA) Negotiations (Municipal Act, Section 239 (2) (d) labour relations or employee negotiations)
- 12.3 Closed Session Report (Municipal Act, Section 239 (2) (b) personal matters about an identifiable individual, including municipal employees and Section 239 (2) (d) labour relations or employee negotiations)

13. RETURN TO OPEN SESSION

While in closed session, Council received reports regarding the acquisition or disposal of land, negotiations with the Ontario Nurses Association Union and personal matters about an identifiable individual. Council gave direction to staff to proceed as discussed.

Moved by: Councillor Creelman **Seconded by:** Councillor Hall

THAT Council return to open session (9:43 pm).

CARRIED

14. BUSINESS ARISING FROM CLOSED SESSION

Councillor McLean (Melancthon) left the meeting at 9:44 pm.

Moved by: Councillor Mills

Seconded by: Councillor Gerrits

THAT the report from the Director of People and Equity and Director of Health and Human Services, Report No. PE-2025-04, titled Memorandum of Agreement Between County of Dufferin and Ontario Nurses Association (ONA), be received;

AND THAT Council ratify the terms of the Memorandum of Agreement between the County of Dufferin and the Ontario Nurses Association (ONA) dated October 28, 2025.

CARRIED

15. STRATEGIC PLAN UPDATE

There was no strategic plan update this month.

16. **CORRESPONDENCE**

Moved by: Councillor Mills **Seconded by:** Councillor Nix

THAT Items 16.1 to 16.3 be received.

16.1 Rural Ontario Municipalities Association (ROMA) Delegations

Correspondence from the Rural Ontario Municipalities Association (ROMA), dated October 20, 2025, to advise municipal delegation requests for the upcoming ROMA conference can be submitted.

16.2 Town of Shelburne Resolution - Truck Bypass Environmental Assessment - Funding Request

A Town of Shelburne resolution, dated October 27, 2025 requesting matching funding of \$300,000 in 2026 for an Environmental Assessment for the proposed truck bypass.

16.3 Strada Aggregates Inc. Application Comments

Correspondence from the Six Nations of the Grand River, the Town of Shelburne and the Township of Mulmur to provide comments regarding the Strada Aggregates Inc. application.

16.4 Town of Orangeville

Correspondence from the Town of Orangeville to Circular Materials Ontario, dated November 6, 2025, regarding advocacy for accessible and size-appropriate recycling cart options.

Moved by: Councillor Post

Seconded by: Councillor Taylor

THAT the correspondence from the Town of Orangeville to Circular Materials Ontario be supported;

AND THAT a similar letter from the County regarding accessible and size-appropriate recycling cart options be sent to Circular Materials Ontario.

CARRIED

17. NOTICE OF MOTIONS

17.1 Delegation of Upper Tier Planning Authority

Moved by: Councillor Gerrits

THAT County Council delegate planning authority for the upper tier Official Plan to the local municipalities.

18. MOTIONS

19. BY-LAWS

Moved by: Councillor Mills **Seconded by:** Councillor Post

THAT By-Law 2025-52 be read a first, second and third time and enacted.

CARRIED

19.1 2025-52 Amend Traffic By-Law 2005-32 (Reduce speed on Dufferin Road 17)

A by-law to amend By-Law 2005-32, Schedule "F" and Schedule "G", to regulate traffic on roads under the jurisdiction of the County of Dufferin. Authorization: Council - October 23, 2025

20. OTHER BUSINESS

Warden Horner invited Council to attend the Grand opening of the HART Hub at the Edelbrock Centre on December 4, 2025 at 2:00 pm.

Warden Horner reminded Councillors to complete their budget workshop pages and submit them to the Manager of Corporate Finance, Treasurer.

21. CONFIRMATORY BY-LAW

2025-53 Confirmatory By-Law - November 13, 2025

A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on November 13, 2025.

Moved by: Councillor Nix

Seconded by: Councillor Gerrits

THAT By-Law 2025-53 be read a first, second and third time and enacted.

22. NEXT MEETING

The next Council meeting will be held on Thursday, November 27, 2025 at 9 am in the Dufferin Room at 30 Centre St, Orangeville.

23. ADJOURNMENT

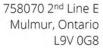
The meeting adjourned at 9:56 pm.

Moved by: Councillor Gardhouse **Seconded by:** Councillor Creelman

THAT the meeting adjourn.

CARRIED

Warden	Clerk	





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

Information Report

Campaign Cabinet: MyHoneywood

November Summary:

- Discussion around donation boxes, round-up, grants and what motivates giving. Further discussion regarding Giving Tuesday, and the role of wellness in Honeywood.
- Next Agenda: List of smaller items/projects available for donations with recognition; Memorial & Recognition Wall, Sponsorship levels, kitchen renovation needs and updating the donation/fundraising charts
- Next meeting will be December 16th, 2025.

Submitted by: Tracey Atkinson, CAO





SHELBURNE & DISTRICT FIRE BOARD

September 2, 2025

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne and District Fire Department on the above mentioned date at 7:00 P.M.

<u>Present</u>

As per attendance record.

1. **Opening of Meeting**

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

2. Additions or Deletions

None.

3. Approval of Agenda

3.1 **Resolution # 1**

Moved by J. McLean – Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 Resolution # 2

Moved by B. Neilson – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the dates of June 3, 2025 as presented.

Carried

5. <u>Pecuniary Interest</u>

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No questions.

7. <u>Delegations / Deputations</u>

7.1 No delegations present.

8. **Unfinished Business**

8.1 Fire Service Review Update

The Chief advised the Board that there were approximately 80 firefighters from various Dufferin County Fire Services that went through the Mobile Live Fire Training Unit (MLFTU) in July.

9. **New Business**

9.1 Town of Shelburne's CAO's Report – Future Fire Service

Resolution #3

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Town of Shelburne's CAO's Report – Future Fire Service.

Carried

The Board discussed the desire to continue working collaboratively on a plan for a new/renovated fire station.

Resolution #4

Moved by J. McLean - Seconded by F. Nix

BE IT RESOLVED THAT:

The Vice-Chair be authorized to work with the Town of Shelburne regarding the capital required for a new/renovated fire hall in a manner that allows the fire department to continue moving forward.

Carried

9.2 **2026 Draft Operating and Capital Budgets**

The Board discussed and asked the Secretary-Treasurer to prepare a report of the last 5 years budgets and households.

10. Chief's Report

10.1 Monthly Reports (June - August 2025)

There are a total of 39 incidents for the month of June 2025, 31 incidents for the month of July and 52 incidents for the month of August.

10.2 Update from the Fire Chief

The Chief advised the Board:

- We are currently up 65 calls year to date
- Chief and Deputy Chief will be reviewing the standby policy to see if it is worthwhile
- Dufferin EMS Chief Staples is working on the Tiered Response Agreement,
 MPDS will come into effect in December 2025

11. Future Business:

11.1 Nothing at this time.

12. Accounts & Payroll – June - August 2025

12.1 **Resolution # 5**

Moved by F. Nix – Seconded by B. Metzger

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$243,130.94 for the period of May 31, 2025 to August 29, 2025 as presented and attached be approved for payment.

Carried

13. Confirming and Adjournment

13.1 **Resolution # 6**

Moved by J. McLean - 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

13.2 **Resolution # 7**

Moved by F. Nix – Seconded by B. Metzger

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:47 pm to meet again on Tuesday, October 7, 2025 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:	Approved:	
Nicole Hill	Gail Little	
Secretary-Treasurer	Vice Chairperson	

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of September 2, 2025

Municipality / Member	Present	Absent
Township of Amaranth		
Brad Metzger	X	
Gail Little	X	
Town of Mono		
Melinda Davie		X
Fred Nix	X	
Township of Melancthon		
James McLean	Х	
Bill Neilson	X	
Town of Shelburne		
Wade Mills		X
Shane Hall		X
Township of Mulmur		
Earl Hawkins	X	
Janet Horner	X	
Staff		
Dave Pratt – Fire Chief	Х	
Jeff Clayton – Deputy Chief		X
Nicole Hill – Sec/Treas.	X	



INFORMATION

Council Remuneration and Training

December 3, 2025

PURPOSE:

The purpose of this report is to provide an update regarding the proposed Council Remuneration and Expense Reimbursement Policy and to identify changes since the November 2025 draft.

BACKGROUND:

An information report and draft policy were included in the November 5, 2025 Council agenda package.

PROPOSED CHANGES:

Changes impacting remuneration and eligible expenses are summarized below.

- 1) The effective date has been changed to January 1, 2027 to apply to the new Council following the election.
- 2) A definition and per diem have been added for Presenters at public events, with a total Council budget of \$2000 per year (being equivalent to 25 events).
- 3) Mileage within the Township was reinstated.
- 4) Flexibility has been added to the reimbursement of accommodations policies.
- 5) The training budget has been revised to allow Council to approve the training budget as part of the annual budget process and correlate with anticipated conference attendance.

NEXT STEPS:

The draft by-law is included in the By-law section of the agenda package, where Council may make a decision on the by-law, and where the by-law may be modified and/or approved.

Submitted by: Tracey Atkinson, BES MCIP RPP, M.M Dipl

Chief Administrative Officer



The Corporation of the Township of Mulmur

By-law No. XX - 2025

A By-law to Provide for the Annual Allowance for Members of Council for the Township of Mulmur

Whereas Sections 283 and 284 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that municipalities may pay any remuneration and expenses to members of Council and local boards;

And whereas the Council of the Corporation of the Township of Mulmur deems it desirable and necessary to adopt a by-law to establish remuneration and expense reimbursement policies for Members of Council;

Now therefore the Council of the Corporation of the Township of Mulmur enacts as follows:

- 1. That this by-law be referred to as the "Council Renumeration By-law".
- 2. That the Council Remuneration and Expense Reimbursement Policy for Members of Council, attached hereto as Schedule 'A' and forming part of this by-law, be adopted.
- 3. That the Council Member Expense Reimbursement Policy, attached hereto as Schedule 'B' and forming part of this by-law be adopted.
- 4. That By-Law No. 43-2022, being the Annual Allowance for Council By-law, and all subsequent by-laws regarding the annual allowance for Mayor and Members of Council are hereby repealed.
- 5. That Council's Conferences and Courses Policy is hereby repealed.
- 6. The provisions of this by-law shall come into effect on January 1, 20262027

Read a first, second and a third time and finally passed this 5th day of November 2025.

MAYOR	CLERK

Schedule A to By-law ##-2025

Council Remuneration and Expense Reimbursement Policy

1.0 Definitions

Board means the Rosemont and District Fire Board, Mulmur-Melancthon Fire Board, Shelburne & District Fire Board, Honeywood Cemetery Board, Shelburne Public Library Board, and any other Board to which Council appoints members. Such Boards have budgeting and governance decision-making over the operations of the entities for which they have responsibility. Boards which pay their members directly for attendance are excluded.

Board and Committee Meeting means a duly-called meeting of a Board or Committee. It does not include Council Meetings, County Council or joint County municipal meetings, or attending meetings of local groups where no appointment to that committee has been made by Council.

Committee means a working group established by Council to address specific issues and make recommendations to Council. Such Committees do not have budgeting or governance decision-making authority.

Council Meeting means all Regular, Special, Closed, Committee of the Whole, Emergency Council Meetings or educational and training sessions of Council.

Councillor means any member of the Council of the Township of Mulmur, including the Mayor and Deputy Mayor.

<u>Presenter</u> means a Councillor who has been formally invited in advance to speak or present at an event, and who has prepared remarks, materials or content specifically for that purpose.

Professional Development means all individual training sessions, conferences, webinars and seminars that support the education and professional development of a Councillor in matters related to Township business.

Township means the Corporation of the Township of Mulmur.

2.0 Flat Rate Honourarium

- 2.1 The flat rate honourarium is to include the following:
 - a) Council Meeting preparation and research;
 - b) Regular, Special, Closed, Committee of the Whole, Emergency Council Meetings or educational and training sessions of Council, whether attending in-person or virtually:
 - c) Attendance at appointments with ratepayers, staff, consultants, etc., whether at their request or not;
 - d) Attendance at the Municipal Office to sign cheques, by-laws, etc., and to interact with the staff and public; and
 - e) Attendance at special functions, public or ceremonial events.
- 2.2 Effective January 1, 2026, Councillors shall receive the following flat rate honorarium:

Mayor: \$20,373.40 Deputy Mayor: \$16,530.78 Councillor: \$14,905.45

2.3 The flat rate honourarium shall be adjusted, without amendment to this Policy, on the

first day of January in each year, beginning with January 1, 2027, in accordance with the September 12-month change of the Consumer Price Index.

2.4 The flat rate honourarium will be paid monthly and deposited directly into the Councillor's bank account in accordance with the Township's payroll schedule.

3.0 Per Diems

- 3.1 In addition to the flat rate honorarium, Councillors shall at their discretion, submit a claim for attendance at Township appointed Board and Committee Meetings, in the amount of \$80 per meeting attended, or \$140 where the meeting is 4 hours or longer, using the prescribed form issued by the Treasurer.
- 3.2 Councillors who attend community and special events in the capacity of a Presenter, may submit a per diem claim. Presenter per diem claims must include supporting documentation, such as a written request from the third party or a copy of the agenda confirming the Councillor's role as a presenter. The maximum annual budget for Presenter per diems shall be \$2,000 for all of Council.
- 3.3 Councillors attending Board and Committee Meetings, or acting as a Presenter, may submit to be reimbursed for mileage at the approved rate of the Township at the time of travel.
- 3.3.4 Per diems and mileage are not paid where remuneration is paid to a Councillor as part of the flat rate honourarium or by any other source, for example: County Council, NVCA, NEC, etc.
- 3.43.5 Claims must be submitted within the calendar year in which the expense occurred. Per Diems for previous years shall not be paid.

4.0 Expenses

- 4.1 As per Section 283(2) of the Municipal Act, the Township shall only pay the expenses of the members of its council, if the expenses are of those persons in their capacity as members of Council or of a local board of the municipality, and if the expenses are actually incurred. There shall be no reimbursement for guests, spouses or companions of Council members.
- 4.2 Expenses shall be paid after the submission of a claim, using the prescribed form issued by the Treasurer. Receipts are required, and reimbursement will not exceed the actual amount spent.
- 4.3 Expense claims must be submitted to the Treasury Department, with original receipts that show any applicable taxes, within the calendar year in which the expense occurred. Expenses for previous years shall not be paid.

4.4 Meals

- 4.4.1 Meal reimbursements are paid to Councillors when they are participating in full-day Professional Development and where food is not provided.
- 4.4.2 Taxes and gratuities are included in the meal rates.
- 4.4.3 Meals shall be paid at the approved rate of the Township at the time of purchase, being:

a) Breakfast: \$25b) Lunch: \$40c) Dinner: \$70

4.4.4 The purchase of alcohol is not eligible for reimbursement.

4.5 Travel

4.5.1 Councillors attending Professional Development outside of the municipality for

municipal business shall be reimbursed for mileage incurred beyond the municipal boundaries. Mileage calculation shall begin and end at the municipal boundary, and only the portion of travel outside of the municipality will be eligible for reimbursement.

- 4.5.2 Mileage shall be paid at the Automobile Allowance Rate set forth by Canada Revenue Agency at the beginning of each calendar year.
- 4.5.3 Carpooling and transit is recommended when possible.
- 4.5.4 Parking expenses while attending Meetings or Professional Development will be reimbursed.

4.6 Accommodations

- 4.6.1 Accommodations shall be reimbursed when Councillors are participating in multi-day Professional Development, or in the event of inclement weather, or where required.
- 4.6.2 Standard Rooms are recommended when possible.

5.0 Professional Development

- 5.1 Professional Development that are generally attended for Township business include, but are not limited to:
 - AMO Association of Municipalities of Ontario
 - FCM Federation of Canadian Municipalities
 - OGRA Ontario Good Roads Association
 - ROMA Rural Ontario Municipal Association
- Each Councillor will be provided with an annual budget of \$2,000 to attend for professional development related to Township business. The amount allocated to each Councillor shall be determined as part of Council's annual budgeting process.

Councillors are eligible must submit requests for training, conferences, or other professional development opportunities prior to use their annual budget at their discretion throughout the deliberations, generally being September of each calendar year. While the budget for each Councillor will generally not exceed \$2,000 per year, final amounts are subject to Council approval.

- 5.25.3 Unused allocations shall not accumulate for use in subsequent years. In an election year, the budget is restricted following nomination day, generally being May 1st.
- 5.35.4 Professional Development arrangements and reimbursement are coordinated by the Councillor. The Councillor shall notify staff in a timely manner if they will be attending a professional development.
- 5.4<u>5.5</u> The following expenses are eligible for reimbursement and will be included as part of the Councillors annual Professional Development budget noted above:
 - a) Registration Fees;
 - b) Association Dues and Fees;
 - c) Travel;
 - d) Accommodations; and
 - e) Meals.
- 5.55.6 Councillors shall provide a written report to Council at the next regular Council Meeting following attendance at the Professional Development.

6.0 Application

Where not explicitly stated, any definitions and provisions of the Municipal Act relating to Council remuneration and expenses apply.

7.0 Review

7.1	As per Section 283 (7) of the Municipal Act, a formal review of Council's remuneration by-law shall be completed at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election.



Council Conference & Course Report

Attendee:	
Conference:	
Date:	Location: (in person or virtual):
Describe in one par	agraph the aim or intent of this conference
Additional learning	or breakout sessions attended and highlights:
Additional learning	or breakout sessions attenued and highlights.
Kovnotos/Highlight	c/Primary Takaaways:
Keynotes/Highlight	s/Primary Takeaways:
How oon you apply	the information received to Mulmur?
How can you apply	the information received to Mulmur?
Other Comments:	



INFORMATION

Housekeeping By-law

December 3, 2025

Purpose:

The purpose of this report is to provide an update regarding the proposed Housekeeping By-law introduced at the November 5, 2025 Public Meeting.

Background and Analysis:

A report was included in the November 5, 2025 Council agenda package.

Public comments were received on a number of components of the draft by-law.

Proposed Changes to Address Public Comments:

1. Detached Additional Single Dwellings

The provisions would allow for garages in basements of detached additional single dwellings, provided that they have no windows, and where they have windows, the area would be included in the total gross floor area. A crawl space with a maximum height of 5' would not be restricted.

An attached garage would be permitted but capped at 20m2, being sufficient for a car, SUV or a supercab, 6.5' bed truck.

The gross floor area of the additional detached dwelling would be 110m2 (increased from 80m2)

2. Outdoor Events in Recreational Zones

Based on the comments received at the Public Meeting, the proposed amendments have been removed, and outdoor assembly permissions and special event permit requirement would be unchanged.

3. Definitions

Farm worker housing definition has been revised to remove the requirement for "full-time", recognizing that housing is also required for seasonal housing in Mulmur.

Farm Worker Housing: means an accessory detached dwelling located within 30 metres of the farm cluster to accommodate workers employed full-time in the day-to-day operations of an active agricultural operation on the subject lands.

Strategic Plan Alignment:

<u>It's in our Nature: Grow</u> - We commit to developing a framework to shape our Township in a manner that protects our agriculture, natural resources and our rural character. We will embrace technology, support energy conservation, climate change mitigation and assess environmental impacts in our decision-making process to grow the Township in a sustainable manner.

Financial Impacts:

Tax implications of development.

Environmental Impacts:

Environmental impacts associated with the scale and type of development are anticipated.

Recommendation:

It is recommended:

That Council receive public comments and provide direction for a draft by-law for Council consideration at the December 2025 meeting.

Submitted by: Tracey Atkinson, BES MCIP RPP, M.M Dipl CAO/Planner

THE CORPORATION OF THE TOWNSHIP OF MULMUR BY-LAW NO. – 2025

Being a By-law to amend By-law No. 28-18, as amended, the Zoning By-law for the Corporation of the Township of Mulmur, County of Dufferin.

WHEREAS the Council of the Corporation of the Township of Mulmur is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O.1990 c.P. 13, as amended;

AND WHEREAS Council hosted a public meeting on November 5, 2025;

AND WHEREAS Council is satisfied that Notice of the Public Meeting has been given in accordance with the *Planning Act, R.S.O.*1990, c.P. 13, as amended, and that no further notice is required;

AND WHEREAS Council is satisfied that the proposed amendments are appropriate and in accordance with the Official Plan in effect at the time, as well as applicable Provincial policies and plans;

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

- 1. Section 2.7.2, Whitfield NAVCAN Navigation Beacon Overlay (8km Radius), is hereby deleted and the remainder of the section renumbered.
- 2. Section 3.3.2, Detached Additional Single Dwellings shall be amended by adding the following provisions:
 - iv) Notwithstanding the definition of Gross Floor Area, a basement in a Detached Additional Single Dwelling with windows shall be considered Gross Floor Area, regardless of the size of windows or portion of the wall that is above grade. No basement shall be permitted, Abut a crawl space, having a maximum height of 5' shall be permitted and not included in the Gross Floor Area of a Detached Additional Single Dwelling.
 - v) No An attached garage shall be permitted to have a maximum floor area of 20m2.
 - vi) The Detached Additional Single Dwelling shall be located within 30m of the principal dwelling.
- 3. Section 3.3.2, Detached Additional Single Dwellings is further amended by replacing subsections ii and iii with the following:
 - <u>"ii)</u>The gross floor area of the <u>detached</u> additional single dwelling shall be no more than 50% of the gross floor area of the principal single detached dwelling, and no

more than 80-110 m2, and shall not exceed the lot coverage for all accessory structures in subsection 3.2.3.

- "iii) A maximum of one detached additional single dwelling unit shall be permitted. Where permitted, a maximum of one Farm Worker Housing Unit may also be permitted in addition to the Detached Additional Single Dwelling Unit.
- 4. Section 3.6, Home Industry, is amended by adding the following
 - vi) Where permitted, a maximum of one home industry shall be permitted per parcel.
 - vi) A building used for a home industry shall be located in line or behind the front of the principal dwelling on the parcel.
 - vii) a landscaping strip shall be required.
- 5. Section 3.11.1 Permitted Uses of Uses Permitted in All Zones is amended by adding the following subsection:
 - viii) elementary school and secondary schools, including an ancillary child care facility.
- 6. Section 4.8.1, Permitted Uses in the Recreational (RE) Zone is amended by adding "including the use of outdoor spaces" after Assembly hall in subsection vii).
- 7. Section 4.9.1, Permitted Uses in the Institutional (I) Zone is amended by adding "existing" before "cemetery" in subsection 4.9.1.
- 8. Section 5 is amended by adding the following definitions:

Face Area, Sign: means the area comprising the message portion of the sign, not including the support structure. A double-sided sign shall be considered to have one face area.

Farm Worker Housing: means an accessory detached dwelling located within 30 metres of the farm cluster to accommodate workers employed full-time in the day-to-day operations of an active agricultural operation on the subject lands.

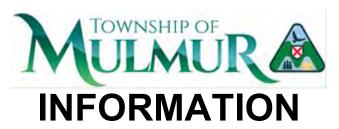
9. The following duplicated definitions shall be deleted from section 5, Definitions:

Yard, Exterior Side: A side yard immediately adjoining a public street.

Yard, Side: The least horizontal distance between the side lot line of the lot and the nearest part of any building or structure on the lot, or the nearest open storage use on the lot, or edge or rim or excavation on the lot.

This By-law shall come into force upon the date of passage hereof and take effect on the day after the last day for filing appeals. Where objections to the By-law are received in accordance with the provisions of the *Planning Act*, R.S.O.1990, c.P 13, as amended,

the By-law shall come into effect upon the Tribunal.	ie approval of the Local Planning Appeal
READ A FIRST, SECOND and THIRD TIME, and finally passed this 5th 3rd day of November December, 2025	
JANET HORNER, MAYOR	ROSEANN KNETCHEL, CLERK



PROCUREMENT POLICY UPDATES IN RELATION TO ONGOING TARIFFS

December 3, 2025

PURPOSE:

The purpose of this report is to introduce draft changes to the Township's Procurement Policy.

BACKGROUND:

Section 270 (1) of the *Ontario Municipal Act*, 2001 requires Municipalities and Local Boards to adopt and maintain policies for the procurement of goods and services. The Procurement Chapters of the Canadian Free Trade Agreement (CFTA), Canada-European Union (EU), Comprehensive Economic and Trade Agreement (CETA), North American Free Trade Agreement (NAFTA) and the Ontario-Quebec Trade and Cooperation Agreement (OQTCA) impose significant standards that municipalities must follow when procuring goods and services.

Recent U.S. tariffs on Canadian goods have the potential to increase costs and create supply chain uncertainty, putting pressure on municipalities to adopt more resilient and cost-effective procurement strategies. In response, staff have conducted a comprehensive review of the Township's Procurement Policy to ensure compliance with trade agreements while providing flexibility to support Canadian and local suppliers where fiscally responsible.

The proposed changes to the policy were reviewed by LXM Law LLP, and are aimed at increasing the Township's opportunities to select local and Canadian suppliers when fiscally responsible, while remaining in compliance with Canadian Free Trade Agreement (CFTA) and other applicable trade agreements.

A tracked changes version of the Procurement Policy is attached. The proposed changes include:

1. Adjusting Procurement Thresholds with current CFTA Thresholds

- Previous thresholds:
 - \$1.000-\$20.000: Small Order Purchases
 - \$20,000–\$100,000: Invitational Competitive Process
 - Over \$100,000: Open Competitive Process
- Proposed new thresholds:
 - \$1,000–\$25,000: Small Order Purchases
 - \$25,001–CFTA Threshold: Invitational Competitive Process
 - Greater than CFTA Threshold: Open Competitive Process (the current CFTA threshold is \$133,800)

Increasing the procurement thresholds gives staff more flexibility by reducing the number of purchases that require a full open-market competitive process. For contracts below the CFTA threshold, staff can use invitational procurement. Invitational procurement is a process where the Township invites a select number of qualified vendors to submit bids. This approach allows the Township to support local and domestic businesses while still ensuring competitive pricing and compliance with trade agreements.

2. Local Vendor Inclusion in Invitational Procurement Processes

Language formalizing the encouragement of staff to include local vendors in invitational procurement opportunities, where possible, provides these businesses with fair opportunities to compete without creating preferential award conditions. This aligns with Council's direction to support local economic development while respecting trade obligations.

3. Reducing Administrative Burden with Dynamic Thresholds

The policy now references the "CFTA Threshold" instead of a fixed dollar amount in Table A. This change improves efficiency by eliminating the need to amend the bylaw each time trade agreement thresholds are updated. It ensures automatic compliance with current and future limits while reducing administrative burden.

4. Expansion of Cooperative Purchasing

Additional language regarding Group Purchasing Organizations (GPOs) has been added to the policy to formalize the Township's commitment to participate in cooperative purchasing through GPOs when advantageous.

A GPO is a cooperative purchasing organization that combines the buying power of multiple organizations to get better pricing and terms from Vendors. GPOs follow Canadian trade agreements because their original procurement process is open and fair. Municipalities can then use these contracts through the GPO without running their own bidding process, which saves time and money while still being fair and transparent.

The Township is currently a member of four GPOs: Canoe (Sourcewell), Ontario Education Collaborative Marketplace (OECM), Kinetic GPO, and the Guelph Cooperative Purchasing Group (GCPG). This approach creates more opportunities to contract directly with Canadian vendors through established group agreements. It also supports fiscal responsibility, supplier diversity, and reduces administrative effort.

5. Introduction of Vendor of Record (VOR) Lists

Creating prequalified VOR lists for services like engineering and water system repairs will streamline procurement by reducing the need for open market processes for every project. This reduces staff time, ensures competitive pricing and supports operational efficiency, while maintaining compliance and fairness.

Overall, these proposed changes strengthen the Township's ability to manage procurement risks, achieve cost savings, and support Canadian businesses, all within the framework of applicable trade agreements.

It is noted that the Provincial Government recently announced the *Buy Ontario Act*, 2025. The Act proposes changes to require all public-sector organizations, including municipalities, to prioritize procurement of Ontario-made goods and services first, followed by Canadian suppliers, before considering international sources. This Act had its first reading on November 20, 2025.

Staff have reviewed the proposed legislation and will assess any additional modifications needed to our procurement policy and practices if the legislation is approved.

STRATEGIC PLAN ALIGNMENT:

<u>It's in our Nature: Work</u> - We commit to fostering a prosperous local economy that serves Mulmur's community and provides for local employment. We will proactively attract new investment opportunities, and work with Mulmur businesses, industries and institutions to retain, expand and enable local opportunities.

FINANCIAL IMPACTS:

There are no financial implications to related to the policy update.

ENVIRONMENTAL IMPACTS:

There are no environmental impacts associated with this policy.

NEXT STEPS:

A bylaw is included later in this meeting for consideration.

Submitted by: Daniella Waterfield, Procurement & Asset Management Coordinator Approved by: Tracey Atkinson, CAO

Schedule A- Tracked Change: Draft Procurement Policy



1. PURPOSE

The purpose of this policy is to:

- (a) Provide a clear description of the process involved in acquiring goods or services as required under Section 270 (1) of the *Municipal Act, 2001.* S.O. 2001 as amended;
- (b) Promote and maintain fairness, openness, and integrity in the procurement process; ensuring whenever possible, a competitive procurement process is used to obtain the best value for the taxpayer, while protecting the Township's integrity and financial interests;
- (c) Clearly identify circumstances where Non-Competitive Procurements may be permitted; and
- (d) Describe the roles, responsibilities and authorities of the Township's staff, Council, or Purchasing Designates involved in the procurement process.

2. DEFINITIONS

Bid shall mean the response submitted by a Bidder in response to a Call Document.

Bidder shall mean any legal entity that submits a Bid in response to a Call Document.

Buying Group shall mean a group of two or more members that combines the purchasing requirements and activities of the members of the group into one joint procurement process. Buying groups include cooperative arrangements in which individual members administer the procurement function for specific contracts for the group, and more formal corporate arrangements in which the buying group administers procurement for group members. Buying groups may consist of a variety of entities, including any combination of procuring entities, private sector entities, or not-for-profit organizations.

Call Document shall mean the procurement document issued by the Township to solicit Bids from Bidders and includes, but is not limited to:

- (a) Request for Quotation;
- (b) Request for Quotation-Invitational;
- (c) Request for Tender;
- (d) Request for Proposal, and
- (e) Request for Pre-Qualification.

CAO shall mean the Chief Administrative Officer of the Township of Mulmur.

Procurement Policy

CFTA Threshold means the threshold for covered procurements specified in Article 504(3)(b)(i) of the Canadian Free Trade Agreement (CFTA), as updated from time to time in accordance with the CFTA and published on the Internal Trade Secretariat website (cftaalec.ca).

Commodity Market shall mean traded commodity products such as energy products (e.g. gas, oil), precious metals (e.g. gold, silver, platinum) and certain agricultural products (e.g. wheat, corn, sugar), etc.

Competitive Procurement Process shall mean the process of soliciting Bids from competing Bidders using an "Open Competitive" or "Invitational Competitive" procurement process.

Construction shall mean the process of utilizing labour to carry out construction operations to build, alter, repair, improve, partially or fully demolish any structure, building or land.

Contract shall mean a legally enforceable agreement between the Township and a Vendor for the procurement of goods and services, which may be in the form of a written agreement executed by the parties, or a Purchase Order issued by the Township to the Vendor.

Consulting Services shall mean the provision of expertise or strategic advice that is provided by individuals or organizations who possess specific knowledge, technical skills, or unique abilities, and may include architects, engineers, designers, surveyors, geotechnical consultants, planners, technology consultants and any other professional services which may be required by the Township.

Contract Award shall mean a formal written notice in acceptance of a Bid or proposal to enter a contract for goods or services.

Contractor shall mean a Vendor that is a party to a Contract for the supply of Goods or Services to the Township.

Cooperative Purchasing shall mean a variety of arrangements whereby two or more public procurement entities combine their requirements in a single procurement process to obtain advantages of volume purchases from the same Vendor(s) or contractor(s) using a single competitive process.

Council shall mean the Municipal Council for the Township of Mulmur.

Department shall mean the Township's department requesting the purchase of goods or services.

Department Head shall mean the head of a department for the Township.

Procurement Policy

Electronic Portal shall mean an electronic-based system that provides Vendors with access to information related to open competitive procurements.

Emergency shall mean a situation where a purchase of goods or services requires immediate action and the competitive Bidding process is waived, modified or simplified to address any of the following unexpected circumstances:

- (a) An imminent or actual danger to the life, health or safety of Council, staff or the public while acting on behalf of the Township;
- (b) An imminent or actual danger of injury to or destruction of real or personal property belonging to the Township, for which the Township would be liable;
- (c) An unexpected interruption or threat of an interruption of an essential public service:
- (d) An emergency as defined by the *Emergency Management Act*,
- (e) A spill of a pollutant or contaminant as identified in the Environmental Protection Act: and
- (f) An emergency so declared by the Mayor in accordance with the Emergency Management and Civil Protection Act

Goods shall mean moveable property, including supplies, equipment, materials, products, software, furniture, structures, and fixtures, and does not include real property.

Invitational Competitive Process shall mean a competitive process where the Township invites selected Vendorssupplier to submit Bids without public advertisement.

Non-Competitive Procurement Process shall mean the Goods, Services or Construction acquired directly from a particular Vendor without conducting a competitive process.

Open Competitive Procurement Process shall mean the solicitation of Bids by public advertisement on an open electronic portal such as the Township's website or on such other tendering website established to facilitate compliance with applicable trade agreements.

Procurement shall mean the purchase of Goods, Services or Construction through buying, renting or leasing.

Purchase Order or PO means a purchase order number, or a purchase order document, issued by the Township that confirms the Township's commitment to procure a specific quantity of Goods or Services from a Vendor or Contractor.

Purchasing Designate shall mean a person or agent designated by a Department Head to exercise any or all responsibilities of that Department Head with respect to this policy.

Request for Expressions of Interest (EOI) shall mean a document issued by the Township during the very early stage of the procurement planning process to provide potential Vendors with an option to register their interest in being involved in a particular project or providing specific goods or services.

Procurement Policy

Request for Information (RFI) shall mean a document issued by the Township during the very early stage of the procurement planning process to solicit useful information or input from potential Vendors.

Request For Quotation (RFQ) shall mean an open competitive procurement process in which the Township seeks non-binding quotes for Goods, Services or Construction through an open and public procurement process.

Request For Quotation-Invitational (RFQ-I) shall mean an invitational competitive procurement process in which the Township seeks quotes for Goods, Services or Construction from at least three Vendors by invitation.

Request for Prequalification (RFPQ) shall mean a pre-qualification process issued by the Township to obtain information from Vendors interested in submitting Bids for a particular Project, or to be placed on an "approved Vendor" list. Only those successful Bidders who meet the qualification criteria will be included in the subsequent procurement process.

Request for Proposal (RFP) shall mean the non-binding process used to solicit proposals for the purchase of Goods, Services or Construction where a clearly defined specification is not available or is difficult to develop due to unknown factors or uncertainty of requirements, the expectation is that the Contract Award will be made to the highest-ranking Vendor (proponent) meeting the requirements of the RFP Call Document. An RFP may include provisions to negotiate terms prior to Contract Award.

Request for Tender (RFT) shall mean the request for Bids where the specifications are clearly defined, and the expectation is the <u>Contract</u> Award will be made to the lowest qualified Bidder meeting the requirements of the RFT document.

Services shall mean all Services, including Construction and consulting Services, unless otherwise specified.

Small Order Purchases (SMO) shall mean the purchase of Goods, Services or Construction up to an amount specified in the procurement policy and where the requirements are clearly defined.

Staff shall mean an employee of the Township of Mulmur.

Standing Offer shall mean an agreement that contemplates the potential purchase of goods or services from a specific Vendor over a defined period of time. Quantities and delivery dates are specified at the time a purchase is made pursuant to the Standing Offer agreement.

Surplus Goods shall mean Goods or materials that are obsolete or no longer needed by the Township and are designated for disposal.

Township shall mean the Corporation of the Township of Mulmur.

Procurement Policy

<u>Trade Agreements</u> means any applicable domestic or international trade agreement including the Canadian Free Trade Agreement (CFTA), the Canadian and European Union Comprehensive Economic and Trade Agreement (CETA), and the Trade and Cooperation Agreement Between Ontario and Quebec (OQTCA).

Treasurer shall mean the Treasurer of the Township of Mulmur.

Vendor shall mean any person or enterprise any individual, company, group, or business that may supply or is supplying the Township with Goods, Services or Construction. to the Township.

3. APPLICATION

- (a) This policy governs the procurement of Goods and Services, whether by purchase, lease or rent using Township funds from all resources and applies to all Departments;
- (b) This policy does not apply to the items listed in Schedule "A"; and
- (c) The CAO has overall responsibility administering this policy.

4. ROLES & RESPONSIBILITIES

Specific responsibilities pertaining to all stages of a procurement process, from the initial budget approval, identification of requirements through to the management of contracts with Vendors, are detailed in this policy and the Township's procurement procedures. In addition to those specific responsibilities, outlined below are the general roles and responsibilities delegated to Township Council, staff and Purchasing Designates.

(a) Council

- (i) The Council of the Township has ultimate authority <u>for this policy, and all</u> expenditures. Council delegates this authority by the authorization of budgets or by specific resolution. The Treasurer cannot pay for any item that has not been authorized by Council through budget appropriation or specific resolution.
- (ii) Resolutions approving budget amendments, capital expenditures or special appropriations shall reference the purpose of the expenditure, cost estimates or expenditure limitation, as well as the fund in which the appropriation has been provided.

(b) **Department Head**



- (i) Preceding the procurement of any Goods, Services or Construction, it is the responsibility of the Department Head to ensure the budget is approved for such expenditure.
- (ii) The Department Head shall also ensure that:
 - Their authority is exercised for all procurement activity within the prescribed limits of this policy.
 - All staff included in the Procurement process receive adequate training.
 - Establish procurement plans and allow sufficient time to complete the procurement as stipulated in the associated Call Document procedure while considering applicable laws and trade agreements.
 - Unbudgeted capital projects are approved by Council prior to procurement planning.
 - Capital projects that exceed the budgeted amount by more than \$20,000 receive Council approval.
 - Monitor all contract expenditures to ensure compliance with budget limits.
 - Contracts are managed in accordance with this policy and all applicable procedures and protocols to ensure that both the Township and the Vendor fulfil their contract requirements.
 - Vendor performances are documented and monitored in accordance with applicable procedures.
 - The Treasurer is notified in writing regarding the name of any Purchasing Designate.

(c) CAO and Treasurer

Notwithstanding any other provisions of this policy, the CAO and Treasurer have the authority to:

- (i) Require that certain procurements receive Council approval; and
- (c) May provide additional restrictions concerning procurements where they consider such action to be necessary and in the best interests of the Township.

(d) **CAO**

Notwithstanding any other provisions of this policy, the CAO:

- (i) Is accountable for the proper administration and compliance with this policy within the Township.
- (ii) May either approve or sign documents in place of lower-level staff, or override the decisions made by lower-level Approval Authorities, if necessary.

(e) Treasurer

Notwithstanding any other provisions of this policy, the Treasurer:



- (i) Is responsible for the development of procedures consistent with this policy, and shall assist Department Heads, as appropriate, in the interpretation of this policy and related procedures.
- (ii) Is responsible for the approval of participation in Group Purchasing Organizations (GPOs).
- (ii) Is also responsible for communicating the CFTA Threshold and applicable updates to the CFTA Threshold in writing to staff.

(d)(f) Purchasing Designate

- (i) A Purchasing Designate is a person or agent designated by a Department Head to exercise any or all responsibilities of that Department Head with respect to this policy. This role may be assigned to the Township's Engineer, Solicitor, or any staff or other agent of or assigned by the Township; and
- (ii) The Purchasing Designate must clearly understand their role and responsibilities and must be qualified to administer all procurement functions under this policy and procurement procedures.

5. GENERAL PROVISIONS

(a) Split Purchasing

No staff or Council member of the Township shall divide, stagger, or alter any contract or purchase to avoid any requirements of this policy.

(b) Staff, Council, and Purchasing Designates Ethical Procurement Practices

All staff, Council, or Purchasing Designates of the Township authorized to purchase Goods and Services on behalf of the Township must:

- (i) Act with integrity and transparency by ensuring open and honest dealings with everyone involved in the procurement process;
- (ii) Administer fair and impartial competitive procurement processes and make unbiased contract award recommendations. This means that the Township will treat all Vendors equally and will not extend preferential treatment to any Vendor, including local companies;
- (iii) No staff or Council of the Township shall purchase or offer to purchase on behalf of the Township any Goods, Services or Construction except in accordance with the policy.

(c) Conflict of Interest



Where a Council, staff or Purchasing Designate of the Township, either on his or her behalf or while acting for, by, with or through another, has any interest, directly or indirectly in any procurement matter, such individual:

- (i) Shall not take part in the procurement process for which the conflict exists;
- (ii) Shall, prior to any discussion or consideration of the matter at any meeting, disclose the interest and the general nature thereof; and
- (iii) Shall not attempt in any way whether before, during or after the meeting to influence the voting in respect of the matter.

(d) Disclosure

All Council, staff, or Purchasing Designates of the Township authorized to purchase Goods, Services and/or Construction on behalf of the Township shall not provide to any particular Vendor information that might prejudice fair competition between Bidders.

(e) Gifts, Favours or Gratuities

The Township of Mulmur prohibits the acceptance of gifts, favours or gratuities directly or indirectly, by Township's staff, Council, or Purchasing Designates, in return for business or the consideration of business.

6. VENDOR CODE OF CONDUCT

The Township is committed to conducting business in a lawful and ethical manner and requires that all Vendors abide by this Code of Conduct. Failure to comply with this Code may be sufficient cause for the Township to exercise its rights to terminate any business relationship with Vendors. Vendors and their sub-contractors must comply with all applicable municipal, provincial and federal laws and regulations.

(a) Conflict of Interest and Non-Disclosure

All Vendors shall disclose any potential conflict of interest to the Township when submitting a Bid and prior to entering into a contract. The Township may choose not to accept a Bid or enter into a contract unless and until the potential conflict can be satisfactorily resolved. Such potential conflicts of interest include but are not limited to:

- Engaging any family members, friends or private business associates of any Council member, staff, or Purchasing Designate which may have, or appear to have influence on the procurement process;
- (ii) Any involvement by the Vendor or affiliated persons in developing the technical specifications or other evaluation criteria or component for the Call Document; and



(iii) Access to confidential project information by the Vendor, or affiliated persons, that is materially related to the Call Document and that was not readily accessible to other prospective Vendors.

(b) **Disclosure**

- (i) Vendors must maintain confidentiality of any confidential Township information disclosed to the Vendor as part of the procurement process; and
- (ii) All Vendors' Bid information will be subject to the confidentiality and disclosure requirements of the *Municipal Freedom of Information and Protection of Privacy Act, 1990.*

(c) <u>Unethical Procurement Practices</u>

Unethical Bidding practices includes:

- (i) Bid-rigging, price-fixing, bribery, coercion, collusion (Bid coordination) or other conduct or practices prohibited by provincial or federal laws;
- (ii) Attempting to gain favour or advantage by offering gifts, incentives or gratuities to Township's staff, members of Council or any other representative of the Township during a procurement process;
- (iii) Lobbying members of Council, staff, or Purchasing Designates or engaging in any prohibited communications during a procurement process;
- (iv) Intentionally submitting inaccurate or misleading information in response to a procurement opportunity; and
- (v) Participating in any other activity that compromises the Township's ability to run a fair procurement process.

(d) Illegality

Prior to submitting a Bid, a Bidder shall advise the Township of any previous convictions of itself or its affiliated persons for any unethical Bidding practice or other similar conduct under the Criminal Code, the Competition Act or other applicable laws, for which a pardon has not been granted. The Township will not consider or accept any Bid for Goods, Services or Construction from Bidders to which a pardon has not been granted for any previous convictions relative to any unethical Bidding practices or similar conduct punishable by law.

(e) Gifts, Favours or Gratuities

To avoid any appearance or assumptions of favoritism, in return for business or the consideration of business, the Township prohibits Vendors from offering gifts,



favours or gratuities directly or indirectly, to Township's staff, Council, Purchasing Designates or any other representatives of the Township.

(f) Contract Management and Vendor Performance

- (i) The Township's Department Heads or Purchasing Designates are responsible for managing contracts and monitoring the performance of vendors in accordance with applicable procedures;
- (ii) Performance evaluations may be undertaken on vendors during or at the end of a contract;
- (iii) The Department Head may take actions for unsatisfactory performance such as vendor suspension from future procurement opportunities, in instances where vendors do not fulfill their contract obligations with the Township; and
- (iv) A contract may only be terminated prior to its expiration date with the approval of the CAO in accordance with applicable procedures.

(g)(f) Vendor Exclusion and Disqualification

The Township may exclude a Vendor or disqualify a Bidder from a competitive procurement process if:

- The Vendor is currently or has previously engaged in a legal dispute with the Township relating to a procurement process or a contract for the supply of Goods or Services;
- (ii) The Township has determined that the Vendor's performance under one or more prior contracts with the Township was unsatisfactory, and the Vendor has failed to rectify the Township's concerns regarding the past performance;
- (iii) The Vendor has a conflict of interest, or the Vendor has failed to disclose any actual or potential conflict of interest; and
- (iv) The Vendor or its affiliated persons have engaged in illegal or unethical procurement practices for which a pardon has not been granted.

(h)(g) Harassment & Abuse

Vendors shall ensure all workers are treated with respect and dignity. No form of discipline involving corporal punishment, abuse, or harassment (whether psychological, sexual or verbal) is permitted. Disciplinary measures shall comply with local laws and internationally recognized human rights. No Vendor employee or worker raising a complaint based on this Vendor Code of Conduct, or based on applicable laws, shall be subject to disciplinary action or reprisal.

(i)(h) Discrimination / Human Rights



The Township will not knowingly enter into a contract with any Vendor that discriminates on the basis of, social background, political affiliation, sexual orientation or any other grounds of discrimination prohibited under the *Canadian Human Rights Act*.

7. PROCUREMENT PROCESS

(a) Unsolicited Bid

- (i) All unsolicited Bids, including any offers for presentations or product/service trials submitted to the Township with the expectation on the part of the submitter of obtaining consideration for an ensuing contract or purchase by the Township must be directed to the respective Department Head and the CAO for review and approval for acceptance.
- (ii) In the event an actual Goods/Services product presentation or demonstration would be required in advance of a purchase decision, such presentation or demonstration should be included as part of the formal competitive Bid process.
- (iii) Any procurement resulting from the receipt of an unsolicited Bid must comply with the provisions of this Procurement policy.
- (iv) In the absence of a competitive process, a contract may only be awarded in respect of an unsolicited proposal if a Non-Competitive Procurement is permitted in accordance with this policy and all applicable protocolsprocedures.

(b) Market Research

If the Township requires information about required Goods and Services or the availability of Vendors in the market, a Department Head may conduct a Request for Information (RFI) or Request for Expression of Interest (REOI) process. The RFI or REOI process <u>mayust</u> be publicly advertised to gather market research from any prospective Vendors. These processes do not create any obligation between the Township and potential Vendors.

(c) Cooperative Purchasing

- (i) Subject to the requirements of this policy, the Township may participate with other government entities, their agencies or public authorities in cooperative purchases, or purchase from established Buying Group contracts, when such purchases is considered to be most advantageous and in the best interest of the Township.
 - (ii) The Township shall publish a notice of its participation with the Buying Group at least annually on the tendering website normally used by the Township. The notice shall direct potential Vendors to the Buying Group tendering website if it is different from the Township's tendering website.

Procurement Policy

(iii) Once the Treasurer has approved the Township's participation in a Buying Group, a Department Head may procure from a Buying Group contract or participate in a procurement process administered by the Buying Group without undergoing a competitive procurement process as required by this policy. However, approvals to the award of the Contract must still be obtained prior to committing the Township to purchase any Goods or Services. See Schedule "B" - "Procurement Thresholds and Contract Amendment Spending Authority" for more information.

(d) Competitive Procurement Process

Depending on the type and value of the Goods, Services or Construction required, as noted in TABLE "A" <u>below</u>, Standard Procurement Processes, includes but are not limited to:

- (i) Making Small Order Purchases;
- (ii) Soliciting Bids using an Invitational Competitive Process from a minimum of three Vendors (See RFQ-I); or
- (iii) Conducting an Open Competitive Process by publicly advertising and posting the Call Document using one of the following procurement methods:
 - Request for Quotation (RFQ)
 - Request for Tender (RFT)
 - Request for Proposal (RFP)
 - Reguest for Pre-Qualification (RFPQ)



TABLE "A"- STANDARD PROCUREMENT PROCESS

Estimated Contract Value	Procurement Strategy	Permitted Procurement Methods
\$1,000 to \$25,000	Small Order Purchase	Credit card, purchase order
	Staff are strongly encouraged, whenever possible, to compare prices for Good or Services, and obtain competitive quotes from multiple qualified Vendors.	
\$25,001 to CFTA Threshold	Invitational Competitive Process The Township may use a Non-Competitive Procurement Process if the Contract Value is over \$25,000 and up to the CFTA Threshold where it is determined by the CAO or Treasurer that seeking competitive quotes is not in the best interest of the Township. When using a Non-Competitive Procurement Process, Staff must solicit Bids by informally requesting, in writing, quotations from at least three or more qualified Vendors. (RFQ-I). If fewer than three qualified Vendors are available, staff must document a justification for inviting fewer than three Vendors and proceed. OR Open Competitive Process Staff may, as appropriate, solicit Bids by publicly advertising and posting a Call Document. (RFQ, RFP)	RFQ-I, RFQ, RFP
Greater than CFTA Threshold	Open Competitive Process Staff must solicit Bids by publicly advertising and posting a Call Document. (RFP, RFT)	RFT, RFP

Estimated Value	Procurement Process

Procurement Policy

\$1,000 to \$20,000	Small Order Purchase Staff will attempt to obtain one or more quotes by phone, email, or online.
\$20,000 to \$100,000	Invitational Competitive Process Solicit bids by issuing a Call Document to three or more potential bidders. (RFQ-I) OR Open Competitive Process Solicit bids by publicly advertising and posting a Call Document. (RFQ, RFP)
Greater than \$100,000	Open Competitive Process Solicit bids by publicly advertising and posting a Call Document. (RFP, RFT)

(e) Standing Offers and Prequalified Vendor Lists

(i) Where the Township anticipates it will have a recurring need for specific Goods or Services but is unable to commit to specific quantities in advance, the Township may conduct an Open Competitive Process to establish a Standing Offers with one or more Vendors.

(f) Prequalified Vendor Lists

- (i) The Township may establish lists of prequalified Vendors, also called a Vendor of Record (VOR) list, for purposes of future purchases of specific Goods or Services by publishing, on the Township's designated tendering website, a request for prequalification (RFPQ).
- (ii) Once a VOR list is established, purchases may be made by following the Invitational Competitive Process from the prequalified Vendors on such lists.
- (i)(iii) Unless the prequalified Vendor list remains open to new Vendors, it must be refreshed every three (3) years.

(g) Local Considerations



(i) When selecting Vendors for Small Order Purchases or as part of an Invitational Competitive Process (RFQ-I), Department Heads are encouraged, where possible, to consider or seek quotes from qualified Vendors that are residents of, or operate out of, the Township.

(f)(h) Advertising and Bid Submissions

- (i) All Open Competitive Processes will be advertised on an electronic portal such as the Township's website or on such other tendering website established to facilitate compliance with trade agreements. Procurements shall be advertised for reasonable time periods taking into account:
 - The nature and complexity of the procurement; and
 - The extent of subcontracting anticipated
- (ii) Bids are to be submitted electronically on the Township's electronic portal or on such other means as specified in the Call Document.

(g)(i) Bid Evaluation

Bids must be evaluated in accordance with the evaluation method described in the Call Document. When using a Request for Proposals, an Evaluation Team consisting of at least two people must evaluate and score the Bids based on the Evaluation Criteria that are disclosed in the Call Document.

(h)(j) Cancellation

The Township shall have the unfettered right to cancel any procurement process at any stage and shall not be obliged to accept any Bid or award any contract.

(i)(k) Contract Award

The authority to approve the award of a contract and execute an agreement is based on the Department Head's level of spending authority (Reference the attached Schedule "B").

(i)(I) Vendor Debrief

Where the Township has conducted a competitive procurement process, unsuccessful Bidders may request a debrief. Debriefings will be conducted in accordance with the Township's procedures.

(k)(m) Procurement Protests

Vendors may formally protest the outcome of a procurement process. Formal protests must be made by Vendors and responded to by the Township staff all in accordance with the Township's Procurement Protest procedure. A Vendor debrief is a pre-requisite to filing a formal Procurement Protest.



(I)(n) Non-Competitive Procurements

The Township will make every attempt to obtain Goods, Services and Construction using a competitive procurement process. However, there are instances when the Township may allow the purchase of Goods, Services, or Construction without seeking pricing from alternate Vendors competitively. Schedule "C" of this policy describes circumstances where the Township will permit a Non-Competitive Procurement to acquire Goods, Services, or Construction.

(m)(o) Environmental Procurement

The Township is committed to the purchase of Goods and Services with due regard to the preservation of the natural environment and to encourage the use of environmentally friendly products and services.

(n)(p) Disposal of Surplus Goods

The Township will dispose of surplus Goods by either transferring them to other departments or agencies, or by selling, donating, recycling, scrapping or disposing of them.

(q) Renewal, Extension, and Termination of Contract

- (i) Authority to Extend the Term of a Contract: Department Heads are authorized to extend the duration of a Contract if the following conditions are met:
 - the Department Head has the required Expenditure Authority; and
 - the Contract includes an option to extend the term.

A Contract that does not include an option to extend may only be extended if a non-competitive procurement process is authorized in accordance with this policy, or an amendment to add Goods or Services to a Contract is otherwise permitted by this policy.

- (ii) Authority to Add Goods or Services to a Contract (e.g. change orders and use of contingency): Department Heads are authorized to amend Contracts to add Goods or Services without a further competitive process provided the following conditions are met:
 - the Department Head has the required Spending Authority; and
 - the Contract either includes an option to add the class of Goods or Services or the addition of Goods or Services is deemed by the Department Head with the CAO's approval, to be necessary for the completion of the original project.

Where the conditions in this paragraph are not met, the Contract may only be amended to add Goods or Services if (a) a non-competitive procurement process is authorized in accordance with this policy or (b) the value of the amendment is greater than \$25,000 and the amendment is approved by Council.



(iii) Authority to Terminate Contracts: Contracts may only be terminated by the Township prior to the Contract expiration date with the CAO's approval.

8. CONTRACT MANAGEMENT AND VENDOR PERFORMANCE

- (a) The Township's Department Heads or Purchasing Designates are responsible for managing contracts and monitoring the performance of Vendors in accordance with applicable procedures;
- (b) Performance evaluations may be undertaken on Vendors during or at the end of a contract;
- (c) The Department Head may take actions for unsatisfactory performance such as Vendor suspension from future procurement opportunities, in instances where Vendors do not fulfill their contract obligations with the Township; and
- (d) A contract may only be terminated prior to its expiration date with the approval of the CAO in accordance with applicable procedures.

8.9. ACCESSIBILITY

- (a) The Township will comply with the requirements of the Ontario Human Rights Code, the *Accessibility for Ontarians with Disabilities Act, 2005* and its associated standards enacted through regulation when procuring Goods and Services.
- (b) The Township is committed to considering accessibility for people with disabilities and incorporating accessibility features when developing specifications for required Goods and Services.
- (c) The Township requires that Vendors who deal with members of the public on behalf of the Township be adequately trained and comply with accessibility standards.

9.10. ANNUAL REPORT TO COUNCIL

The Treasurer shall submit an annual procurement information report to Council to provide the following information about the Township's activities:

- (a) Procurement activities with a procurement value equal to or greater than \$100,000the CFTA Threshold;
- (b) The circumstances and details of any emergency purchase(s) with a procurement value equal to or greater than \$100,000the CFTA Threshold; and
- (c) The circumstances and details of all non-competitive procurements with a procurement value equal to or greater than the CFTA Threshold\$100,000.

Procurement Policy

10.11. SCHEDULES

- (f) Schedule "A" to this Policy Exemptions to Procurements forms an integral part of this policy and is attached hereto;
- (g) Schedule "B" to this Policy Procurement Threshold, Contract Amendment and Spending Authority, forms an integral part of this policy and is attached hereto; and
- (h) Schedule "C" to this Policy Non-Competitive Procurement forms an integral part of this policy and is attached hereto.



SCHEDULE "A" - EXEMPTIONS TO PROCUREMENT

Notwithstanding the above adherence to the <u>Competitive Procurement Process in thisis</u> Procurement Policy, <u>such process shall not be required for the is not required with respect to those</u> items listed below, or to any other transaction specifically authorized by resolution of Council to be exempt from this policy.

For clarity, where a transaction or contract is exempted from this policy, any Goods or Services procured through that contract are also exempt from the competitive procurement rules and contract notification requirements in the policy.

Acquiring the following Goods or Services:

- (a) Goods purchased on a commodity market.
- (b) Payments to the Federal, Provincial, or other municipalities, boards or agencies for Goods or Services provided to the Township.
- (c) Any Federal, Provincial or Municipal mandated programs.
- (d) Goods or Services the supply of which is controlled by a statutory monopoly.
- (e) On-going Services being provided to the Township that were not obtained through a Competitive Process prior to the enactment of this policy. Department Heads may recommend to Council that the Service be continued, or that a Call Document be issued or that quotations be obtained at the time of renewal.
- (f) Work to be performed on property under the provisions of a lease, warranty or guarantee held in respect of the property or the original work.
- (g) The following Goods and Services related to training and education:
 - (i) Subscriptions to newspapers, magazines, or other periodicals
 - (ii) Conferences, courses, and seminars
 - (iii) Facilitators and/or hosts
 - (iv) Memberships
 - (v) Computer software for educational purposes
- (h) Services provided by the following licensed professionals:
 - (i) Medical doctors, dentists, nurses, and pharmacists
 - (ii) Lawyers and any other professionals related to litigation or legal matters
 - (iii) Notaries
- (i) The following specialized Services:
 - (i) Management of investments (this includes borrowing and investing of money) by organizations who have such functions as a primary purpose
 - (ii) Honorariums
 - (iii) Expert witnesses

Procurement Policy

(iv) Arbitrators and mediators

This policy does not apply to payment of the Township's general expenses, such as:

- (a) Employment contracts and refundable staff and Council expenses (e.g., meal allowances, travel, miscellaneous)
- (b) Payroll deductions
- (c) Human Resources consulting fees with respect of staff matters
- (d) Staff benefits
- (e) Damage claims
- (f) Claim settlements
- (g) Adjuster services
- (h) Debenture payments
- (i) Grants and donations
- (i) Refunds
- (k) Legal settlements
- (I) Licenses (including hardware and software licenses and maintenance contracts)
- (m)Hardware and software required to maintain existing products and systems originally obtained in accordance with the Procurement Policy
- (i) Utilities
- (k) Acquisition or rental of land, real property payments including land, buildings, leasehold interests, easements, encroachments and licenses, or the like.
- (I) Purchases from other government entities.
- (m)Procurement of Goods or Services from philanthropic institutions, non-profit organizations.
- (n) Procurement or acquisition of fiscal agency or depository Services (banking Services).
- (o) Insurance claims, legal settlements and grievance settlements.
- (p) Binding orders, judgments or decisions of an arbitrator, tribunal or court.
- (q) Any form of financial assistance, such as grants, loans, equity infusions, guarantees, and fiscal incentives.
- (r) Refundable travel expenses.





SCHEDULE "B" PROCUREMENT THRESHOLDS AND CONTRACT AMENDMENT SPENDING AUTHORITY

Procurement Threshold and Spending Authority

Estimated Value	Competitive Procurement	Non-Competitive Procurement
\$1000 to \$25,000	Department Head (or Department Staff Designate)	Department Head (or Department Staff Designate)
\$25,001 to CFTA Threshold \$20,000 \$100,000	Department Head (or Department Staff Designate)	Township Council
Greater than CFTA ThresholdGreater than \$100,000	Department Head	Township Council

Note: Council approval is required for any Procurement exceeding \$250,000 of the approved budgeted amount.

Contract Amendment and Spending Authority

Estimated Value	Competitive Procurement of Goods	Non-Competitive Procurement
Less than \$2 <u>5</u> 0,000 over budget	Treasurer or CAO Department Head	Treasurer or CAODepartment Head
Greater than \$2 <u>5</u> 0,000 over budget	Township Council	Township Council

Note: Staff may only extend or increase an existing Contract if the Contract includes an option to extend or the increase is for additional Goods or Services that are directly connected or incidental to the original scope of the Contract.



SCHEDULE "C"- NON-COMPETITIVE PROCUREMENT

Goods, Services and Construction may only be acquired through a Non-Competitive Procurement Process under the following circumstances if:

- (a) During the Competitive Procurement Process conducted under this policy and applicable procedures:
 - (i) No Bids were submitted or no Vendors requested participation;
 - (ii) No compliant Bids that conform to the mandatory requirements of the Bid document were submitted;
 - (iii) No Vendors satisfied the conditions for participation; and
 - (iv) The submitted Bids were collusive.
- (b) The Goods, Services or Construction can only be supplied by a particular Vendor and no reasonable alternative or substitute Goods or Services exist for any of the following reasons included but not limited to:
 - (i) The protection of patents, copyrights, or exclusive rights; and
 - (ii) To ensure compatibility with existing Goods, or to maintain specialized Goods that must be maintained by the manufacturer of those Goods or its representative.
- (c) Additional deliveries are required for a project by the original Vendor of Goods, Cervices or Construction that were not included in the initial Call Document, and a change of Vendor for such additional Goods or Services cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, software, Services, or installations procured under the initial procurement and would cause significant inconvenience or substantial duplication of costs for the Township.
- (d) For any reasons of urgency brought about by events unforeseeable by the Township or during an emergency, when the Goods or Services could not be obtained in time using an open or invitational Competitive Procurement Process.
- (e) If the Township procures a prototype or a first Good or Service that is developed in the course of, and for, a particular contract for research, experiment, study, or original development.
- (f) For purchases made under exceptionally advantageous conditions that only arise in the very short term in the case of unusual disposals such as those arising from liquidation, receivership, or bankruptcy, but not for routine purchases from regular Vendorss.
- (g) If a contract is awarded to a winner of a design contest provided that the contest has been organized in a manner that is consistent with the principles of this policy in particular relating to the publication of a Call Document notice and the participants are judged by an independent jury with a view to a design contract being awarded to a winner.



- (h) If <u>gG</u>oods or <u>consulting</u> <u>sS</u>ervices regarding matters of a confidential or privileged nature are to be purchased and the disclosure of those matters through an open Competitive Procurement Process could reasonably be expected to compromise government confidentiality, result in the waiver of privilege, cause economic disruption, or otherwise be contrary to the public interest.
- (i) To bridge or use as an extension to an existing contract to deliver goods, services or construction beyond the contract original end date in cases where a new procurement for the same deliverables is underway and additional time is needed to complete the procurement process and award a new contract.



INFORMATION

Bill 17 Implementation

December 3, 2025

PURPOSE:

This information report provides an update regarding Bill 17, (Protection Ontario by Building Faster and Smarter Act, June 2025) and the most recent Minister's approval of Ontario Regulation 257/25, (effective November 21, 2025) amending Ontario Regulation 545/06.

BACKGROUND:

A letter from the Minister of Municipal Affairs and Housing, Hon. Robert Flack is attached. The letter explains the timing of Bill 17, and authority given to the Minister through the Bill related to "as of right" variances.

Essentially, the legislation provides for a 10% reduction to setbacks to lands in fully services settlement areas outside of the Greenbelt.

The following is an excerpt of O. Reg 257/25:

1. Ontario Regulation 545/06 is amended by adding the following section:

Prescribed percentage of setback distance

1.1 For the purposes of subsection 34 (1.4) of the Act, the prescribed percentage is 90 per cent.

Commencement

2. This Regulation comes into force on the day it is filed.

Section 34(1.4) of the Planning Act reads as follows:

Zoning by-laws

34 (1) Zoning by-laws may be passed by the councils of local municipalities:

Provision re setbacks

(1.4) Subject to subsection (1.5), a minimum setback distance is deemed to be the prescribed percentage of the setback distance. 2025, c. 9, Sched. 7, s. 4 (1).

Same, Greenbelt

- (1.5) Subsection (1.4) does not apply to a building or structure located,
 - (a) in the Greenbelt Area within the meaning of the Greenbelt Act, 2005;
 - (b) on a parcel of land that is not a parcel of urban residential land; or
 - (c) on a parcel of land that includes any land in an area prescribed for the purposes of subsection 41 (1.2) of this Act. 2025, c. 9, Sched. 7, s. 4 (1).

IMPACTS OF THE AMENDMENT TO O. REG 545/06:

The Planning Act, R.S.O. 1990, c.P. 13, as amended, includes the following definition, which as a result excludes all of Mulmur's lands.

- 1(1) "parcel of urban residential land" means a parcel of land that is within an area of settlement on which residential use, other than ancillary residential use, is permitted by by-law and that is served by,
 - (a) sewage works within the meaning of the Ontario Water Resources Act that are owned by,
 - (i) a municipality,
 - (ii) a municipal service board established under the Municipal Act, 2001,
 - (iii) a city board established under the City of Toronto Act, 2006,
 - (iv) a corporation established under sections 9, 10 and 11 of the Municipal Act, 2001 in accordance with section 203 of that Act, or
 - (v) a corporation established under sections 7 and 8 of the City of Toronto Act, 2006 in accordance with sections 148 and 154 of that Act, and
 - (b) a municipal drinking water system within the meaning of the Safe Drinking Water Act, 2002; ("parcelle de terrain urbain d'habitation")

CONCLUSION:

The most recent Ontario Regulation has no impact on Mulmur, as the definitions exclude all lands in Mulmur due to servicing criteria.

Other matters introduced through Bill 17 that are in effect include, and potentially impact Mulmur include:

- Development Charges
 - The change in timing of collection at occupancy, opposed to at the time of the building permit creates additional invoicing, tracking, potential enforcement and delayed availability of funds to the Township)

- Permitting Schools in Urban Areas
 - o Amendment proposed for Dec 3, 2025 to allow schools in Mulmur's settlement areas, albeit not defined as a parcel of urban residential.
- Requirements for Minister approval on Official Plan Amendments that deal with application requirements prior to adoption
 - New Official Plan proposed for adoption is delayed, seeking clarification from the Ministry on the process for receiving "written approval".
- Professional reports prepared by prescribed professionals satisfy the prescribed information requirements.
 - This may result in more appeals if applicants are unwilling to address Township concerns with professional reports.
- The Minister may make orders (as part of Minister's Zoning Orders and Subdivision control) requiring landowners to enter into agreements with the Minister or municipality.

Submitted by: Tracey Atkinson, BES MCIP RPP, M.M Dipl Chief Administrative Officer/Planner

Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17th Floor Toronto ON M7A 2J3 Tel.: 416 585-7000

Ministère des Affaires municipales et du Logement

Bureau du ministre

777, rue Bay, 17e étage Toronto (Ontario) M7A 2J3 Tél.: 416 585-7000



234-2025-4982

November 25, 2025

Dear Head of Council:

Through the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17), which received Royal Assent on June 5, 2025, changes were made to the *Planning Act* that will help streamline and standardize municipal development processes.

This includes changes that enable the Minister of Municipal Affairs and Housing, by regulation, to permit variation from a zoning by-law "as of right" if a proposal is within a prescribed percentage of the required setback (the minimum distance a building or structure must be from a property line) on specified lands. This new authority was intended to reduce planning applications for minor variances.

Today, our government announced further action to streamline planning approvals by exercising my authority established under Bill 17 to amend Ontario Regulation 545/06 (Zoning By-laws, Holding By-laws and Interim Control By-laws) to allow variations to be permitted "as-of-right" if a proposal is within 10% of setback requirements applicable to specified lands. Specified lands include any parcel of urban residential lands outside of the Greenbelt Area, and exclude areas such as hazardous lands, and lands near shorelines and railways. These changes in Ontario Regulation 257/25 were filed on November 21, 2025 and took effect upon filing.

Any variances sought beyond the prescribed percentage of the setback requirement would be subject to the usual minor variance or rezoning approval process and other zoning standards (e.g., height limits, etc.) would continue to apply, helping to mitigate potential land use compatibility issues.

This "as-of-right" permission is intended to remove the need for certain variances that are the most minor in nature, resulting in fewer applications submitted and fewer hearings for minor variances before a municipal committee of adjustment for these proposals.

The proposed regulation works with the <u>Additional Residential Units regulation</u> (Ontario Regulation 299/19) to help create additional residential units, such as basement suites, by eliminating additional barriers related to setbacks.

We look forward to continued collaboration with our municipal partners as we work together to achieve our goal of building the homes that Ontarians need.

Sincerely,

Hon. Robert J. Flack

Minister of Municipal Affairs and Housing

c. Robert Dodd, Chief of Staff, Municipal Affairs and Housing (MMAH)
Martha Greenberg, Deputy Minister, MMAH
David McLean, Assistant Deputy Minister, Housing Planning and Policy Division, MMAH

Municipal Chief Administrative Officer





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

November 7, 2025

Hon. Mike Harris Minister of Natural Resources 99 Wellesley Street west Toronto, ON M7A 1W3

Minister Harris:

RE: Strada Aggregates Inc. Application to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon (ERO #: 025-1005).

The intent of this correspondence is to provide comments on the proposed aggregate development project by Strada Aggregates located in the area of 4th Line and County Rd. 17 in our neighboring municipality, the Township of Melancthon.

Strada Aggregates initially brought forward a presentation to Melancthon Council in October of 2021, which noted their intention to submit an application for a proposed quarry. The Strada Aggregates quarry was proposed to be constructed in an existing gravel pit and designed to extract 2 million tonnes of aggregate while extending below the water table.

Our comments are as follows:

- Increased impact on traffic volumes. Two of the major truck routes travelling east and then south, through the Township of Mulmur may experience increased truck traffic should the aggregate development proceed. These truck routes have rural profiles that don't have the infrastructure to support an increase in trucking volumes and safely accommodate all road users. Has the proponent completed any traffic impact studies? Are any of haul routes proposed to go through the road network in the Township of Mulmur.
- Negative impact on groundwater and surface waters. The proposed area for
 the aggregate development project is the headwaters of the Township of
 Mulmur's main rivers, the Pine River and Boyne River, and their corresponding
 creeks. Any surface run-off from the aggregate development project has the
 potential to increase the temperature of these water bodies negatively impacting
 cold water fish habitat. The Nottawasaga Conservation Authority (NVCA) does
 monitor temperature at 14 temperature monitoring locations throughout Mulmur.

Has the proponent undertaken any studies or proposed any future plans to monitor the impact of the surface run-off on area water bodies?

- Concern with water quantity. It is our understanding that Strada Aggregates Inc. plans to take 5,000,000 litres of water per day for a period of 10-years to support the aggregate operations proposed. This proposed amount of water to be taken is of immense concern to the Township of Mulmur given that Dufferin County currently experiences significant issues with water supply. With Strada Aggregates Inc. proposing to use 5,000,000 litres of water per day this will likely reduce the number of drinking water sources currently utilized to support residents throughout Dufferin County. In addition to that, the strong likelihood in the reduction of water source supply will force larger numbers of residents to be reliant upon a certain water source in Dufferin County. In the case where one of those water sources is contaminated, this will lead to a scenario whereby a vast number of residents are forced to drink lesser quality water, or, in extreme cases, undrinkable water. Has the proponent undertaken any studies related to water recharge with the water shed?
- Mitigation measures undertaken should quarry runoff contribute to deteriorating water quality in the Pine River sub watershed. In the Pine River sub watershed, there are eight municipal wells providing drinking water to residents, including those in Mulmur. Results from existing Provincial Groundwater Monitoring, which are well monitored by the NVCA and the Ministry of Environment, Conservation and Parks, currently indicate that Ontario Drinking Quality Standards are being met¹. The municipal wells could be adversely impacted. Similarly, private wells for residential and agricultural use could be adversely impacted as well. Should it be determined that the proponent is contributing to poor water quality, what mitigation measures are they prepared to undertake?
- Concern with long term impacts to natural heritage. There are potential long-term impacts to the County's natural heritage system. The proposed quarry brings forth significant questions about whether the County's natural heritage features, specifically those related to water systems, will be protected and maintained at all. Will the proponent be required to contribute to restoration of natural heritage features as a condition of application approval.
- Noise impacts. With the aggregate development situated near the southwest corner of the Township of Mulmur, it would be expected that the volume of onsite equipment activity and truck traffic would increase significantly. Has the proponent conducted or is required to undertake any noise impact studies and will any noise mitigation measures be implemented.

¹ <u>Pine River Subwatershed- Health Check-2023</u>, Nottawasaga Valley Conservation Authority. Accessed, August 5, 2025

- **Air quality impacts.** Increased traffic levels on unpaved roads near the proposed aggregate development project could result in additional road dust resulting in increased levels of particulate matter. Various studies² note the health effects of road dust. Will the proponent implement measures to monitor, control and mitigate road dust should the aggregate development move forward?
- Third party review of Hydrogeological study. One of the key comments that a community group technical expert made relates to the hydrogeologic study. It was brought forward that the data used to calibrate the simulation model has known biases, errors and gaps. These issues could potentially cause unreliable predictions of future flows, especially over the 40 plus year lifespan of a quarry. Will the proponent vet the hydrogeologic study with a third-party expert?

Based on the points noted above, the Township of Mulmur wants to emphasize our strong objection to Strada Aggregates Inc.'s submission to the Ministry of Natural Resources a licence to operate a pit and quarry below the water table in the Township of Melancthon. It is our belief that the approval of this licence for a pit and quarry below the water table will have detrimental impacts to resident health and safety, the quality of local water systems and air, noise levels, traffic as well as the long-term future of the county's natural heritage system. In light of these issues, we strongly urge the Ministry to reject the quarry licence application. To proceed would be to sacrifice the wellbeing of local residents for short-term economic gain. We expect the Ministry to act in the public interest and uphold its duty to protect air, land, natural heritage and water resources as well as collective quality of life.

Please provide documentation on how the development will address the concerns raised by the Township of Mulmur and provide evidence to confirm that the residents will not be adversely affected by the proposed operation.

We also request to be notified of all updates to ERO # 025-1005.

We look forward to your feedback on our submission.

Sincerely,

Tracey Atkinson
TOWNSHIP OF MULMUR
Tracey Atkinson
Chief Administrative Officer

² Road dust and its effect on human health: a literature review, Khan. R and Strand M, Epidemiol Health, April 2018. Accessed August 19, 2025



November 6, 2025

Hon. Mike Harris Minister of Natural Resources 99 Wellesley Street West Toronto, ON M7A 1W3

Minister Harris

Re. Strada Aggregates Inc. Application to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon (ERO #: 025-1005).

On behalf of the Town of Shelburne, I am writing this letter to voice our objection to Strada Aggregates Inc.'s application for a licence to operate a pit and quarry below the water table in the Township of Melancthon, as it is presented today. While we understand the importance of aggregate resource extraction, Strada Aggregates Inc.'s proposal for aggregate extraction below the water table is concerning to both the short-and-long-term prosperity of Dufferin County.

General Comments

Our municipality is of the understanding that Strada Aggregates Inc. plans to undertake below the water table extractive measures from an area of approximately 100 hectares in size (the northern two-thirds of the site), with an annual tonnage condition of 2,000,000 tonnes. What must be clear is that the Town of Shelburne's concern does not centre around the mere action of operating a pit and quarry, but, rather, it is the practice of below the water table extraction where our municipality's concern arises. This practice can be detrimental to local water systems, natural environmental heritage systems, and create harmful environments for surrounding residents. Such outcomes, in our opinion, have a strong likelihood of having lasting impacts on the health and safety of both the surrounding area and also the broader County.

The Town of Shelburne understands that noise, vibration, and fumes are the unfortunate by-products of aggregate resource operations. While we can appreciate that no aggregate operation can eliminate any of the aforementioned by-products, it is our understanding that a below the water table operation greatly exacerbates those by-products. Local residents, therefore, will likely be subject to greater levels of noise, vibration, and noxious fumes, all factors that would



prove detrimental to their overall quality of life and general safety. In our opinion, the reduction in residents' health and safety should not be viewed as merely an unfortunate outcome of the quarry expansion, but, instead, current residents' health and safety should be a minimum standard required to be maintained.

Where the Town of Shelburne also has significant concern is with regards to the quality and quantity of water resources. It is our understanding that Strada Aggregates Inc. plans to take 5,000,000 litres of water per day for a period of 10-years to support the aggregate operations proposed. This proposed amount of water to be taken is of immense concern to the Town of Shelburne given that Dufferin County currently experiences significant issues with water supply. With Strada Aggregates Inc. proposing to use 5,000,000 litres of water per day this will likely reduce the number of drinking water sources currently utilized to support residents throughout Dufferin County. In addition to that, the strong likelihood in the reduction of water source supply will force larger numbers of residents to be reliant upon a certain water source in Dufferin County. In the case where one of those water sources is contaminated, this will lead to a scenario whereby a vast number of residents are forced to drink lesser quality water, or, in extreme cases, undrinkable water.

Of additional concern for the Town of Shelburne is in the potential long-term impacts to the County's natural heritage system. The County of Dufferin Official Plan, under section 5.1(a), explicitly states that the County's objectives related to the protection and conservation of natural heritage and water resources include, protect, restore or where possible enhance natural resources, including surface and groundwater resources to provide safe drinking water, promote water conservation, and recognize the importance of the County as an important headwater area. It is our belief that Strada Aggregates Inc.'s currently proposed licence will be in direct contradiction to this objective. In fact, the proposed quarry brings forth significant questions about whether the County's natural heritage features, specifically those related to water systems, will be protected and maintained at all.

Based on the above, the Town of Shelburne wants to once again emphasize our strong objection to Strada Aggregates Inc.'s submission to the Ministry of Natural Resources for a licence to operate a pit and quarry below the water table in the Township of Melancthon. It is our belief that the approval of this licence for a pit and quarry below the water table will have detrimental impacts to resident health and safety, the quality of local water systems, and the long-term future of the County's natural heritage system. We will also request to be included on all updates relating to ERO #: 025-1005.



Direct Impacts to Shelburne

The Town of Shelburne is concerned about the impacts of the trucking operations that are proposed to be increased in volume utilizing the existing haul route specifically along County Road 124 (CR124). Within Shelburne, existing issues with the speed and volume of traffic, and in particular truck traffic, along CR124 will be exacerbated. It appears that no assessment has been undertaken to review the appropriateness of the haul route through the established and growing urban area of Shelburne. The proposal will increase heavy-truck traffic volumes in a community that is already unduly burdened by the related adverse effects of noise, vibration, dust, through traffic and speeding, negatively impacting the safety and comfort of pedestrians and cyclists and overall quality of life, while also constraining complete community development supported by complete streets that can accommodate all users.

Additionally, the submissions do not assess the impacts of trucking beyond the primary haul route; for example, the intersection of CR124 and Highway 10/89 in Shelburne – which is the busiest intersection in the community, and a major existing and developing commercial node – has not been assessed. Heavy trucks occupy more space within turning lanes and to make turns and maneuver through intersections, impacting the width and design of the intersection which in turn limits the ability for the intersection design to safely accommodate pedestrian crossings including the student walking routes which utilize this intersection for local schools. This intersection should be fully assessed to review its appropriateness as a haul route for the existing and proposed expanded trucking operations while accommodating and improving the safety of the intersection for pedestrians. The traffic study should assess all impacted intersections within the Town of Shelburne, including the intersection of CR124 and Wansbrough Way, CR124 and Highway 10/89 (and County Road 11) and Ojibway Road and Highway 10/89.

Further, existing conditions along CR124 in Shelburne are not suitable to accommodate both the trucking activities associated with the haul route and the urban roadway / complete street needs of Shelburne. Most of the existing CR124 roadway within Shelburne has a rural profile with no sidewalks (there is a new sidewalk along the east side of CR124 between Highway 10/89 and Anishinaabe Drive, but no sidewalks on the west side of CR124). The traffic study should assess the need to urbanize this roadway including barrier curbs, boulevards and multi-use pathways to support the proposed increase in trucking volumes and to safely accommodate all road users including pedestrians. The study should also revisit the appropriateness of the haul route and review alternatives which would avoid the need for trucking through the urban area of Shelburne.



Regarding groundwater impacts, the Town of Shelburne is currently moving through the process of permitting Well 7 & 8 (located in Melancthon) to run concurrently and the addition of a new Municipal Well No. 9. The Town's completed Water Supply Class EA recommends maximizing the flows from Well 5 & 6 with Arsenic Treatment which will modify the Wellhead Protection Areas for both of these well supplies. Additionally, the Town's completed Water Supply Class EA requires the addition of a new Well No. 10 which, based on the studies completed to date, would most likely be to the northwest of the Town of Shelburne outside of the existing Wellhead protection zones. The Town of Shelburne is concerned that the proposed extraction below the water table may impact the Town's plans for expanding and adapting its water system to accommodate planned growth and development.

The Town of Shelburne reserves that it may have additional comments as the submissions are reviewed further and new information emerges.

Respectfully submitted,

Denyse Morrissey

Denyse Morrissey, CAO

Cc: Dufferin County
Township of Amaranth
Township of East Garafraxa
Town of Grand Valley
Township of Melancthon
Town of Mono
Township of Mulmur
Town of Orangeville



758070 2nd Line E Mulmur, Ontario L9V 0G8

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

November 21, 2025 ERO number: 019-9306

Expanding Protected Areas in Ontario – Additional Sites Proposed to be Regulated under the Provincial Parks and Conservation Reserves Act, 2006

To whom it may concern,

Thank you for the opportunity to provide comments on the proposed amendments under the Provincial Parks and Conservation Reserves Act, 2006 and the Fish and Wildlife Conservation Act, 1997.

The Township of Mulmur values the Boyne Valley Provincial Park and the opportunities that it provides for recreation and conservation to the residents of Mulmur and Ontario.

Prior to moving forward on the proposed regulatory amendment, the Township requests that you fully explore the proposed uses and potential land use conflicts, including potential land use conflicts with the traversing Bruce Trail, the abutting Primrose Elementary School and the abutting residential uses.

The Township also requests that the Ministry ensure that appropriate setbacks, signage and delineation is implementable and enforceable.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP, M.M Dipl CAO/Planner

TOWNSHIP OF MULMUR



Administration

Office of the Regional Clerk
1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7
Telephone: 905-980-6000 Toll-free: 1-800-263-7215 Fax: 905-687-4977
www.niagararegion.ca

September 30, 2025

CL 14-2025, September 25, 2025

DISTRIBUTION LIST

SENT ELECTRONICALLY

Motion Respecting State of Emergency on Mental Health, Homelessness and Addictions

Regional Council, at its meeting held on September 25, 2025, passed the following motion:

WHEREAS Niagara Region issued three separate declarations of emergency in the areas of homelessness, mental health and opioid addiction on February 23, 2023, recognizing that the scope and scale of the crisis surpasses the Region's capacity to respond effectively; and

WHEREAS following the submission of the three declarations of emergency, the Provincial Emergency Operations Centre (PEOC) has engaged with the Region's Community Emergency Management Coordinator (CEMC); and

WHEREAS these issues have continued to intensify and add further strain to the social support system in Niagara over the past two years; and

WHEREAS municipalities across Ontario are continuing to experience similar challenges; and

WHEREAS a coordinated, province-wide approach and associated funding support is required to address the growing emergency of mental health, homelessness and opioid addiction, the scale of which falls well beyond the scope of what a municipality can address.

NOW THEREFORE BE IT RESOLVED:

- 1. That Niagara Region **ADVOCATES** that the Province support a coordinated approach between the Ministry of Health, the Ministry of Municipal Affairs and Housing, and the Ministry of Children, Community and Social Services to address ongoing challenges related to mental health, homelessness and opioid addiction;
- That Niagara Region FORMALLY ADVOCATES for Provincial funding to address identified gaps in programs and services contributing to the state of emergency including affordable housing, supportive housing, addictions treatment, and mental health supports for vulnerable populations; and

3. That this motion **BE SENT** to the Provincial and Federal Governments, FCM, AMO and all municipalities in Ontario.

Yours truly,

Ann-Marie Norio Regional Clerk

:kl

CLK-C 2025-109

Distribution List

Premier of Ontario
Prime Minister of Canada
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



TOWN OF AJAX

65 Harwood Avenue South Ajax ON L1S 3S9 www.ajax.ca

The Honorable Doug Ford Premier of Ontario Legislative Building Queen's Park Toronto ON M7A 1A1 premier@ontario.ca

Sent by E-Mail

November 19, 2025

Re: Solve the Crisis and Winter Homelessness Program Support

The following resolution was passed by Ajax Town Council at its meeting held on November 17, 2025:

Whereas, we are approaching the cold winter months and the number of people experiencing homelessness in Ajax and Durham Region continues to rise drastically, with more than 1,000 people on Durham Region's by-name list as of August, including specifically 200 people in Ajax seeking support to change their housing status¹; and

Whereas, in September 2024, Ajax Council passed a motion to support Ontario Big City Mayors (OBCM) SolvetheCrisis.ca² campaign requesting that the provincial and federal governments take immediate action to solve the homelessness and mental health crisis gripping our communities; and

Whereas, while the provincial government has provided support for new programs such as Homeless and Addiction Recovery Treatment Hubs (HART Hubs), it does not adequately address the growing crisis and the financial and social impact on municipalities and regions; and

Whereas, according to the Association of Municipalities of Ontario, municipalities are providing 51.5% of the total reported homelessness program funding across all three levels of government, making a significant financial impact on municipal budgets³; and

Whereas, OBCM recently passed a motion at their October Meeting re-iterating the need for provincial support in addressing this crisis by allocating more funding to programs that address chronic homelessness; and

Therefore, be it resolved:

- 1. That Ajax Council reconfirms their support of the Solve the Crisis Campaign and calls on Ajax residents to join us in appealing to the provincial and federal governments for support by visiting SolveTheCrisis.ca; and
- That Ajax Council asks that the provincial government to take action on the requests of the Solve the Crisis Campaign that have not been fully addressed including:
 - a. Appoint a responsible ministry and Minister with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports.
 - b. This single Minister must strike a task force with sector representatives including municipalities, health care leaders, first responders, community services, the business community, and the tourism industry to develop an Ontario Action Plan.
 - c. Provide municipalities with the tools and resources to transition those in encampments to more appropriate supports, when deemed necessary.
 - d. Commit to funding the services our unhoused population needs, community by community, to fill in gaps in the system.
 - e. Invest in 24/7 community hubs or crisis centres to relieve pressure on emergency departments and first responders; and
- 3. That Ajax Council asks that the provincial government prepares a 2025/2026 winter homelessness response plan to help municipalities ensure that we can keep our unsheltered residents who are sleeping outdoors with the services they need to keep them safe in colder weather; and
- 4. That a copy of this resolution be sent to Doug Ford, Premier of Ontario, Rob Cerjanec, MPP for Ajax, local MPPs across the Region of Durham, Durham Regional Council, all Ontario Municipalities, Ontario Big City Mayors (OBCM).

CARRIED

If you require further information please contact me at 365-885-6983 or Thomas.street@ajax.ca



2021 Division Road North Kingsville, Ontario N9Y 2Y9 Phone: (519) 733-2305 www.kingsville.ca

November 19, 2025

Honourable Doug Ford, Premier of Ontario

Via Email: premier@ontario.ca

Public Input Coordinator

Via Email: ca.office@ontario.ca

Dear Premier Ford,

Re: Opposition to Proposed Consolidation of Conservation Authorities

Please be advised that at its Regular Meeting held Monday, November 17, 2025, the Council of the Corporation of the Town of Kingsville passed the following resolution respecting the matter referenced in the above subject line:

195-11172025

Moved By: Councillor Neufeld **Seconded By**: Councillor Patterson

Whereas the Conservation Authorities Act, 1990 (the "Act"), originally enacted in 1946, was established to allow municipalities to form conservation authorities that are equipped to develop and deliver local, watershed-based conservation, restoration and natural resource management programs on behalf of the province and municipalities;

And whereas there are thirty-six (36) conservation authorities in Ontario, each of which is distinct and reflects the unique environmental, geographic and community needs of its watershed;

And whereas on October 31, 2025, the Minister of the Environment, Conservation and Parks announced the Government's intention to introduce legislation which would amend the Act to create the Ontario Provincial Conservation Agency and consolidate Ontario's 36 conservation authorities into seven (7) regional conservation authorities.

Now therefore be it resolved that the Council of the Corporation of the Town of Kingsville:

 Wishes to formally state that it opposes the consolidation of Ontario's conservation authorities without knowing the full financial and operational impact to municipalities and the conservation authorities; and, Directs the Acting Clerk to forward a copy of this resolution to the Honourable Doug Ford, Premier of Ontario, the Honourable Minister of the Environment, Conservation and Parks, Todd McCarthy, the Honourable Rob Flack, Ministry of Municipal Affairs and Housing, Anthony Leardi, MPP, Essex, Lisa Gretzky, MPP Windsor West, Andrew Dowie, MPP Windsor-Tecumseh, Trevor Jones, MPP Chatham-Kent-Leamington, AMCTO, AMO and all Ontario Municipalities.

Carried.

Please accept this correspondence as an official confirmation of Council's decision with respect to the same. Any questions may be directed to the undersigned.

Sincerely,

Angela Toole

Acting Manager of Municipal Governance/Clerk

519-733-2305 ext. 223 atoole@kingsville.ca

Angela Toole

cc. Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks Honourable Rob Flack, Minister of Municipal Affairs and Housing Anthony Leardi, MPP, Essex Lisa Gretzky, MPP, Windsor West Andrew Dowie, MPP, Windsor-Tecumseh Trevor Jones, MPP, Chatham-Kent-Leamington Essex Region Conservation Authority Conservation Ontario AMCTO

AMCTO AMO

All Ontario Municipalities



THE CORPORATION OF THE TOWNSHIP OF MCGARRY P.O. BOX 99 VIRGINIATOWN, ON. P0K 1X0

VIRGINIATOWN, ON. P0K 1X0 705-634-2145, Fax 705-634-2700

MOVED BY COUNCILLOR: Louanne CazaElaine FicAnnie KeftFrancine PlanteMayor Culhane	SECONDED BY Counne Louanne Elaine Fi Annie Ke Francine Mayor Co	Caza c ft Plante	RESOLUTION # 321 2025 DATE: November 12, 2025	
WHEREAS housing affordability is one of the most pressing issues facing Ontario families;				
WHEREAS the federal government recently announced GST relief for first-time homebuyers on new homes, and the Province of Ontario removed the provincial share of HST on new purpose-built rental homes; and				
WHEREAS the current HST rate on new homes in Ontario is 13%, which adds tens of thousands of dollars to the cost of a typical home; e.g. about \$117,000 on a \$900,000.00 home in Bradford before any existing rebates;				
THEREFORE, BE IT RESOLVED that the Council of the Township of McGarry calls on the Government of Canada to remove the GST/HST from all new homes purchased as primary residences, and to work in partnership with the Government of Ontario to ensure full elimination of the provincial portion as well; and				
BE IT FURTHER RESOLVED that this resolution be circulated to the Prime Minister of Canada, Minister of Finance and the Minister of Housing, Infrastructure and Communities; and to the Premier of Ontario, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, our local MP and MPP the Association of Municipalities of Ontario, and to all municipalities in Ontario,				
Recorded vote requested by I declare this motion				
F	or Against	2 Carried		
Councillor Louanne Caza		☐ Lost / Defeate	d	
Councillor Elaine Fic		☐ Deferred to: _	(enter date)	
Councillor Annie Keft		Because:		
Councillor Francine Plante		☐ Referred to:_	(enter body)	
Mayor Bonita Culhane		Expected respon	se: (enter date)	
Disclosure of Pecuniary Interest *		Signature of Cha	ir: L. Fr.	

^{*}Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.



Town of Bradford West Gwillimbury

100 Dissette St., Unit 4

P.O. Box 100, Bradford, Ontario, L3Z 2A7 Telephone: 905-775-5366 ext. 1200

ileduc@townofbwg.com

www.townofbwg.com

October 27, 2025

The Right Honourable Mark Carney P.C., O.C., M.P. Office of the Prime Minister of Canada 80 Wellington Street Ottawa, ON K1A 0A2

The Honourable Doug Ford MPP Premier of Ontario Legislative Building Queen's Park Toronto, ON M7A 1A1

Dear Prime Minister Carney and Premier Ford:

Re: Removing HST/GST from New Homes to Support Housing Affordability

At its meeting of October 21, 2025, the Council of the Town of Bradford West Gwillimbury adopted the enclosed motion calling on the Governments of Canada and Ontario to remove the federal and provincial portions of the HST from new homes purchased as primary residences.

This measure would extend the relief already provided for purpose-built rental housing to families seeking to buy their first home. It represents a practical, immediate step toward improving affordability and supporting new housing supply.

For an average new home in our community, the 13 percent HST adds tens of thousands of dollars to the purchase price, a burden that directly undermines our shared goal of making homeownership affordable for working families and seniors. Removing that tax would provide meaningful relief.

Bradford West Gwillimbury is one of Ontario's fastest-growing municipalities, investing heavily in growth-related infrastructure while working to keep housing within reach. We urge both levels of government to work together on this change as part of a broader strategy to make homeownership attainable again for young Canadians. Simply put, cutting taxes in this way will help make life more affordable.

We would welcome the opportunity to contribute to any federal–provincial review of housing-related taxation and policy tools that can help deliver more affordable homes.

Sincerely,

Mayor James Leduc

Town of Bradford West Gwillimbury

Jonathan Scott Councillor, Ward 2

encl.

CC:

Hon. François-Phillipe Champagne PC MP

Hon Peter Bethlenfavly MPP

Hon. Caroline Mulroney MPP

Federation of Canadian Municipalities (FCM)

All Ontario Municipalities

Hon. Gregor Robertson PC MP

Hon. Rob Flack MPP Scot Davidson MP

Association of Municipalities of Ontario (AMO)



Town of Bradford West Gwillimbury

100 Dissette St., Unit 7&8 P.O. Box 100, Bradford, Ontario, L3Z 2A7

Telephone: 905-775-5366 Fax: 905-775-0153

www.townofbwg.com

October 27, 2025 VIA EMAIL

Re: Removing HST/GST from New Homes to Support Housing Affordability

At its Regular Meeting of Council held on Tuesday, October 21, 2025, the Town of Bradford West Gwillimbury Council approved the following resolution:

Resolution 2025-343

Moved by: Councillor Scott

Seconded by: Councillor Duhaney

WHEREAS housing affordability is one of the most pressing issues facing Ontario families;

WHEREAS the federal government recently announced GST relief for first-time homebuyers on new homes, and the Province of Ontario removed the provincial share of HST on new purpose-built rental housing; and

WHEREAS the current HST rate on new homes in Ontario is 13%, which adds tens of thousands of dollars to the cost of a typical home, e.g. about \$117,000 on a \$900,000 home in Bradford before any existing rebates;

THEREFORE, BE IT RESOLVED that the Council of the Town of Bradford West Gwillimbury calls on the Government of Canada to remove the GST/HST from all new homes purchased as primary residences, and to work in partnership with the Government of Ontario to ensure full elimination of the provincial portion as well; and

BE IT FURTHER RESOLVED that this resolution be circulated to the Prime Minister of Canada, Minister of Finance and the Minister of Housing, Infrastructure and Communities; and to the Premier of Ontario, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, our local MP and MPP, the Association of Municipalities of Ontario, and to all municipalities in Ontario.

CARRIED

Please find enclosed a letter from Mayor James Leduc and Ward 2 Councillor Jonathan Scott.

Thank you for your consideration of this request.

Roseann Knechtel

Subject: FW: mandatory training

From: Stasia Carr < scarr@assiginack.ca Sent: Tuesday, October 28, 2025 4:04 PM

Subject: re: mandatory training

You don't often get email from scarr@assiginack.ca. Learn why this is important Good afternoon,

For your information and consideration please see the resolution below, passed at the Township of Assiginack's Council meeting on October 21, 2025.

Resolution Number **97-10-2025 Moved By** Councillor Elliot **Seconded By** Councillor Bowerman

WHEREAS the Ontario government has enacted O. Reg 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

AND WHEREAS the Township of Assiginack recognizes the vital importance of maintaining a fire department that is adequately equipped, housed, and staffed with volunteer firefighters who are properly trained to respond to any emergency within our boundaries or neighboring communities;

THEREFORE, BE IT RESOLVED THAT the Council of Assiginack supports the implementation of the Mandatory Firefighter Certification, understanding that there will be additional expenditures for training and related costs. FURTHER, Council respectfully requests that the legislation be amended to provide a two-year extension, from July 1, 2026, until July 1, 2028, for the certification requirements. and also requests that the current two-year period for full certification from the date of hire be removed to better accommodate the realities faced by volunteer firefighters.

AND FURTHER, this resolution be sent to the Solicitor General, the Premier of Ontario, the Fire Marshal, the Association of Municipalities of Ontario (AMO), MPP Bill Rosenberg, and all Ontario municipalities.

Carried

Roseann Knechtel

From: Clerk

Subject: FW: Peterborough County Council Resolution Re: Re-instating the Eligibility for

Curbside Blue Box Collection January 1 2026, for Nonprofit Organizations

From: Salisko, Holly < HSalisko@ptbocounty.ca>

Sent: November 7, 2025 11:36 AM

Subject: Peterborough County Council Resolution Re: Re-instating the Eligibility for Curbside Blue Box Collection January

1 2026, for Nonprofit Organizations

You don't often get email from hsalisko@ptbocounty.ca. Learn why this is important

Good morning,

Please note at their meeting on November 5, 2025, Peterborough County Council passed the following resolution:

Resolution No. 203-2025

Moved by Deputy Warden Senis Seconded by Councillor Taylor

Whereas the Province of Ontario designated producers to be responsible to collect recycling in the Province; and

Whereas nonprofit organizations, including our local food banks, have been deemed ineligible for producer blue box collection effective January 1 2026; and

Whereas food insecurity is a local, provincial and federal issue; and

Whereas food banks need to receive grocery items that are delivered in cardboard boxes and cartons which generate copious amounts of recyclable material; and

Whereas food banks are volunteer and donation based with no revenue collected to pay for services such as removal of recyclable materials;

Therefore be it resolved that the Council of the County of Peterborough strongly urges the Province to re-instate the eligibility for curbside blue box collection January 1 2026, for nonprofit organizations, such as food banks; and

That this motion be forwarded to Premier Doug Ford, Minister of the Environment, Conservation and Parks, MPP Dave Smith, MPP Laurie Scott, MPP David Piccini, the City of Peterborough, EOWC, AMO, and all Ontario municipalities for support.

Carried

Should you have any questions or concerns please contact Kari Stevenson, Director of Legislative Services/Clerk at kstevenson@ptbocounty.ca.

Thanks!

Holly Salisko

Administrative Services Assistant | Clerk's Division/Planning Peterborough County (705) 743-0380 Ext. 2105

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Should you/the sender submit letters and/or other communications or material that contain personal information to the Council, such personal information may become part of a public record and may be made available to the public through the Council Agenda process.



November 6, 2025

Circular Materials Team 700-1 St. Clair Ave. West Toronto, ON M4V 1K6

Subject: Advocacy for Accessible and Size-Appropriate Recycling Cart Options

Dear Circular Materials Team,

As Mayor of the Town of Orangeville, I am writing to share feedback and concerns from residents regarding the rollout of the new blue recycling carts under the Province's producer-led recycling program.

While we recognize and appreciate the intent of this program - to streamline recycling services, reduce litter, and improve worker safety - a 'one-bin-fits-all' approach simply doesn't work for every household or community. Many residents, particularly those with limited mobility, seniors, or those living in smaller homes, townhouses, or multi-residential units with constrained storage space, have expressed concerns about the size and accessibility of the new bins - particularly as it relates to the maneuverability and storage of the new carts.

We respectfully request that Circular Materials consider offering alternative bin sizes and more accessible options for residents who require accommodations. A more flexible, resident-focused approach would better reflect the diversity of communities across Dufferin County and Ontario as a whole. A one-bin-fits-all-approach is not the solution

I also encourage Circular Materials to include municipalities in future planning and consultation processes. Municipal governments are the level of government most directly connected to residents and can provide valuable insights into local needs and logistical considerations. A collaborative approach would help ensure smoother transitions, greater public understanding, and improved accessibility outcomes.

Our municipalities remain committed partners in supporting effective waste diversion and communication with residents. We would welcome the opportunity to meet with your team to discuss how we can work together to ensure this program rollout is both equitable and accessible for all.

Orangeville, ON, L9W 1K1

tel. 519-941-0440 toll-free 1-866-941-0440 Thank you for your attention to this matter and for your ongoing work to advance recycling and environmental sustainability in Ontario.

Sincerely,

Lisa Post

Mayor, Town of Orangeville

lpost@orangeville.ca





November 20, 2025

Circular Materials Ontario 700-1 St. Clair Ave W Toronto ON M4V 1K6

Dear Circular Materials Team:

RE: Advocacy for Accessible and Size-Appropriate Recycling Cart Options

Dufferin County Council would like to share their concerns from residents regarding the rollout of the new blue recycling carts under the Province's producer-led recycling program.

While we recognize and appreciate the intent of this program - to streamline recycling services, reduce litter, and improve worker safety - a 'one-bin-fits-all' approach simply doesn't work for every household or community. Many residents, particularly those with limited mobility, seniors, or those living in smaller homes, townhouses, or multi-residential units with constrained storage space, have expressed concerns about the size and accessibility of the new bins - particularly as it relates to the maneuverability and storage of the new carts.

We respectfully request that Circular Materials consider offering alternative bin sizes and more accessible options for residents who require accommodations. A more flexible, resident-focused approach would better reflect the diversity of communities across Dufferin County and Ontario as a whole. A one-bin-fits-all-approach is not the solution.

We also encourage Circular Materials to include municipalities in future planning and consultation processes. Municipal governments are the level of government most directly connected to residents and can provide valuable insights into local needs and logistical considerations. A collaborative approach would help ensure smoother transitions, greater public understanding, and improved accessibility outcomes.

Our municipalities remain committed partners in supporting effective waste diversion and communication with residents. We would welcome the opportunity to meet with your team to discuss how we can work together to ensure this program rollout is both equitable and accessible for all.

Thank you for your attention to this matter and for your ongoing work to advance recycling and environmental sustainability in Ontario.



VIA EMAIL

Friday, October 3, 2025

Corporate Services Department Legal Services Office of the Regional Clerk 1151 Bronte Road Oakville, ON L6M 3L1

The Right Honourable Mark Carney, Prime Minister of Canada

The Honourable Sean Fraser, Minister of Justice and Attorney General

The Honourable Gary Anandasangaree, Minister of Safety

The Honourable Ruby Sahota, Secretary of State

The Honourable Doug Ford, Premier of Ontario

The Honourable Doug Downey, Attorney General

The Honourable Michael Kerzner, Solicitor General

Please be advised that at its meeting held on Wednesday, September 17, 2025, the Council of The Regional Municipality of Halton unanimously adopted the following resolution:

RESOLUTION: Public Safety Requirements to Protect Our Communities

WHEREAS community safety is the foremost responsibility of all levels of government, including federal, provincial/territorial, and municipal authorities; AND WHEREAS recent violent home invasions in Halton Region and across Canada highlight the ongoing need to evaluate and strengthen bail laws and the administration of justice to better protect communities;

AND WHEREAS repeat violent offenders continue to be granted bail in some instances, placing victims, families, and first responders at risk, and public confidence in the justice system is undermined when such offenders are quickly returned to the community;

AND WHEREAS the federal government passed Bill C-48, which came into force in January 2024, introducing key reforms to the Criminal Code, including:

- A new reverse onus provision targeting repeat violent offending involving weapons,
- · An expanded list of firearms offences triggering reverse onus,

 Requirements for courts to consider an accused's violent history and state on the record their consideration of community safety;

AND WHEREAS the federal government has committed to tabling additional legislation during the Fall 2025 session of Parliament to further strengthen community safety, including reforms related to bail and sentencing;

AND WHEREAS the provinces and territories are responsible for the administration of justice, including:

- Appointing justices of the peace and judges,
- Managing court operations and bail monitoring,
- Hiring and managing Crown Attorneys,
- Funding and overseeing provincial police services and detention centres;

AND WHEREAS on November 13, 2024, the Police Association of Ontario (PAO), the Ontario Provincial Police Association (OPPA), and the Toronto Police Association (TPA), representing 35,000 police members in Ontario, called for urgent action to ensure violent and repeat offenders are not released pending trial, and similar calls have been echoed by the Canadian Association of Chiefs of Police and Canada's Premiers;

AND WHEREAS strengthening bail provisions and the broader justice system requires ongoing collaboration across all levels of government, and doing so would reduce pressures on local police services, the courts, and municipalities;

NOW THEREFORE IT BE RESOLVED:

THAT Halton Regional Council:

- Recognizes the steps already taken by the federal government through Bill C-48 and acknowledges the commitment to introduce further legislation in Fall 2025;
- 2. Calls on the Government of Canada to prioritize and expedite the introduction of its promised bail and sentencing reforms in the upcoming session of Parliament;
- 3. Calls on the Province of Ontario to invest in and strengthen the administration of justice, including:
 - Enhancing bail enforcement and monitoring,

- Increasing resources for Crown prosecutors and court operations, including the previously announced courthouse for Halton
- Expanding judicial capacity and detention infrastructure;
- 4. Encourages a national, coordinated approach involving all levels of government to ensure community safety is not compromised by gaps in bail or sentencing systems.

AND BE IT FURTHER RESOLVED:

- THAT Halton Regional Council calls for the following policy considerations in future reforms:
 - o Expanding reverse onus provisions for repeat violent offenders,
 - Establishing stronger mandatory bail conditions, including firearm prohibitions, curfews, electronic monitoring, and no-contact orders,
 - Limiting multiple bail releases for individuals with histories of serious violent offences,
 - Improving inter-agency information sharing among police, Crown prosecutors, and corrections,
 - Prioritizing victim and community impact in bail decisions;
- THAT Halton Regional Council calls on the federal and provincial governments to review Criminal Code time limits and rules for stay of proceedings in cases involving serious and violent offences;
- THAT this motion be forwarded to:
 - The Prime Minister of Canada, the Minister of Justice and Attorney General of Canada, the Minister of Public Safety, the Secretary of State (Combatting Crime),
 - The Premier of Ontario, Attorney General of Ontario, the Solicitor General of Ontario,
 - All federal and provincial parties in the House of Commons and Ontario Legislature;
 - o Halton's Members of Parliament and Members of Provincial Parliament,
 - The Canadian Association of Chiefs of Police, the Ontario Association of Chiefs of Police, the Police Association of Ontario, and the Ontario Provincial Police Association;
 - Ontario Association of Police Service Boards (OAPSB) and Canadian Association of Police Governance (CAPG);

- o Halton's Local Municipalities;
- THAT this motion be shared with the Association of Municipalities of Ontario
 (AMO), the Federation of Canadian Municipalities (FCM), and all municipalities
 across Ontario and Canada, encouraging them to pass similar motions in a spirit
 of collaborative, cross-jurisdictional reform.

If you have any questions, please contact me at the email address below.

Sincerely,

Graham Milne Regional Clerk

Graham.Milne@halton.ca

C.

The Honourable Pierre Poilievre, Leader of Official Opposition Yves-François Blanchet, Leader of Bloc Québécois

Yves-François Bianchet, Leader of Bloc Quebe

Don Davies, Interim Leader of NDP

Elizabeth May, Leader of Green Party

Halton MPs

Halton MPPs

Canadian Association of Chiefs of Police

Ontario Association of Chiefs of Police

Police Association of Ontario

Ontario Provincial Police Association

Ontario Association of Police Boards

Canadian Association of Police Governance

City Clerk's Office, City of Burlington

Valerie Petryniak, Town Clerk & Director, Legislative Services, Town of Halton Hills

Meaghen Reid, Director, Legislative & Legal Services/Town Clerk, Town of Milton

William Short, Town Clerk, Town of Oakville

Association of Municipalities of Ontario (AMO)

Federation of Canadian Municipalities (FCM)

all municipalities across Ontario and Canada

TOWN OF WASGA BEACH



30 Lewis Street, Wasaga Beach Ontario, Canada L9Z 1A1 Tel (705) 429-3844 mayor@wasagabeach.com

OFFICE OF THE MAYOR

October 29, 2025

The Right Honourable Mark Carney, Prime Minister of Canada

The Honourable Sean Fraser, Minister of Justice and Attorney General

The Honourable Gary Anandasangaree, Minister of Safety

The Honourable Ruby Sahota, Secretary of State

The Honourable Doug Ford, Premier of Ontario

The Honourable Doug Downey, Attorney General

The Honourable Michael Kerzner, Solicitor General

BY EMAIL ONLY

RE: Resolution from the Town of Wasaga Beach – Public Safety Requirements to Protect Our Communities

Please be advised that the Council of the Town of Wasaga Beach, during their October 23, 2025 Council meeting, and at the request of the Regional Municipality of Halton, passed the following resolution regarding Public Safety Requirements to Protect Our Communities.

Whereas community safety is a top priority for all levels of government;

And whereas, Council of the Town of Wasaga Beach supports the motion passed by the Regional Municipality of Halton, enclosed herewith;

Now therefore be it resolved that the Town of Wasaga Beach:

- 1. Supports Halton Region's motion and the steps already taken by the federal government, including Bill C-48;
- 2. Urges the Government of Canada to move quickly on its promise to further strengthen bail and sentencing laws;
- 3. Calls on the Province of Ontario to invest more in the justice system, including:
 - a. Better bail enforcement and monitoring,
 - b. More resources for prosecutors and courts,
 - c. More judges and detention facilities;
- 4. Supports a coordinated national approach involving all levels of government to improve community safety and fix gaps in bail and sentencing;

And be it further resolved that the Town of Wasaga Beach supports these future reforms:

- Expanding reverse onus for repeat violent offenders.
- Stronger mandatory bail conditions (e.g., firearm bans, curfews, electronic monitoring),
- Limits on multiple bail releases for serious violent offenders,
- Better information-sharing between police, prosecutors, and correctional services,
- Making community and victim impact a key part of bail decisions;



TOWN OF WASGA BEACH

30 Lewis Street, Wasaga Beach Ontario, Canada L9Z 1A1 Tel (705) 429-3844 mayor@wasagabeach.com

OFFICE OF THE MAYOR

And further that the Town supports reviewing time limits and rules in the Criminal Code that could lead to serious cases being thrown out;

And that this motion be shared with:

- Federal and provincial government leaders and relevant ministers,
- Local MPs and MPPs,
- Police and justice associations,
- Municipal associations like AMO and FCM,
- Regional Municipality of Halton
- All municipalities within the Province of Ontario

Should you have any questions, please contact me at mayor@wasagabeach.com or (705) 429-3844 ext. 2225.

Sincerely,

Brian Smith

Mayor, Town of Wasaga Beach

/mps

cc: Federal and provincial government leaders and relevant ministers,

Local MPs and MPPs,

Police and justice associations.

Municipal associations like AMO and FCM,

Regional Municipality of Halton

All municipalities within the Province of Ontario



The Corporation of the Township of Mulmur

By-Law No. - 2025

Being a by-law to provide for the levy and collection of interim rates or levies for the Township of Mulmur for the year 2026

Whereas section 317(1) of the *Municipal Act*, 2001, c.25, as amended provides that a local municipality may, before the adoption of the estimates for the year under section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

And whereas section 317(2) allows for a by-law to be passed in November or December of the previous year if the by-law provides that it does not come into force until a specified day in the following year;

And whereas section 317(3) requires amounts to be levied on a property to not exceed the prescribed percentage, or 50 per cent if no percentage is prescribed, of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

Now therefore the Council of the Corporation of the Township of Mulmur hereby enacts as follows:

- 1. That the Interim Tax Levy for 2026 shall equal but not exceed fifty per cent of the total taxes levied in 2025 for that class as adjusted, including annualized supplementary tax amounts.
- 2. That the taxes shall be payable in two instalments as follows for all property classes:
 - a) February 18, 2026
 - b) May 20, 2026

The referenced due dates shall not apply where a schedule of monthly payments has been set up to the satisfaction of the Treasurer.

- 3. That any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter per cent (1.25%) on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the *Municipal Act*, 2001.
- 4. That the Treasurer is hereby authorized to mail or cause to be mailed the notice specifying the amount of taxes payable by any person liable for taxes, to the address

Janet Horner, Mayor	Roseann Knechtel, Clerk
Passed this 3rd day of December 2025.	
Last, Mulitiur, Oritano Lev 000.	
That taxes are payable at the Township of East, Mulmur, Ontario L9V 0G8.	of Mulmur Municipal Office, 758070 2 nd Line

or place of business of the person or persons to whom such notice is required to be

given.



The Corporation of the Township of Mulmur

By-law No. XX - 2025

A By-law to Provide for the Annual Allowance for Members of Council for the Township of Mulmur

Whereas Sections 283 and 284 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that municipalities may pay any remuneration and expenses to members of Council and local boards;

And whereas the Council of the Corporation of the Township of Mulmur deems it desirable and necessary to adopt a by-law to establish remuneration and expense reimbursement policies for Members of Council;

Now therefore the Council of the Corporation of the Township of Mulmur enacts as follows:

- 1. That this by-law be referred to as the "Council Renumeration By-law".
- 2. That the Council Remuneration and Expense Reimbursement Policy for Members of Council, attached hereto as Schedule 'A' and forming part of this by-law, be adopted.
- 3. That the Council Member Expense Reimbursement Policy, attached hereto as Schedule 'B' and forming part of this by-law be adopted.
- 4. That By-Law No. 43-2022, being the Annual Allowance for Council By-law, and all subsequent by-laws regarding the annual allowance for Mayor and Members of Council are hereby repealed.
- 5. That Council's Conferences and Courses Policy is hereby repealed.
- 6. The provisions of this by-law shall come into effect on January 1, 2027

Read a first, second and a third time and finally passed this 5th day of November 2025.

MAYOR	CLERK

Schedule A to By-law ##-2025

Council Remuneration and Expense Reimbursement Policy

1.0 Definitions

Board means the Rosemont and District Fire Board, Mulmur-Melancthon Fire Board, Shelburne & District Fire Board, Honeywood Cemetery Board, Shelburne Public Library Board, and any other Board to which Council appoints members. Such Boards have budgeting and governance decision-making over the operations of the entities for which they have responsibility. Boards which pay their members directly for attendance are excluded.

Board and Committee Meeting means a duly-called meeting of a Board or Committee. It does not include Council Meetings, County Council or joint County municipal meetings, or attending meetings of local groups where no appointment to that committee has been made by Council.

Committee means a working group established by Council to address specific issues and make recommendations to Council. Such Committees do not have budgeting or governance decision-making authority.

Council Meeting means all Regular, Special, Closed, Committee of the Whole, Emergency Council Meetings or educational and training sessions of Council.

Councillor means any member of the Council of the Township of Mulmur, including the Mayor and Deputy Mayor.

Presenter means a Councillor who has been formally invited in advance to speak or present at an event, and who has prepared remarks, materials or content specifically for that purpose.

Professional Development means all individual training sessions, conferences, webinars and seminars that support the education and professional development of a Councillor in matters related to Township business.

Township means the Corporation of the Township of Mulmur.

2.0 Flat Rate Honourarium

- 2.1 The flat rate honourarium is to include the following:
 - a) Council Meeting preparation and research;
 - b) Regular, Special, Closed, Committee of the Whole, Emergency Council Meetings or educational and training sessions of Council, whether attending in-person or virtually:
 - c) Attendance at appointments with ratepayers, staff, consultants, etc., whether at their request or not;
 - d) Attendance at the Municipal Office to sign cheques, by-laws, etc., and to interact with the staff and public; and
 - e) Attendance at special functions, public or ceremonial events.
- 2.2 Effective January 1, 2026, Councillors shall receive the following flat rate honorarium:

Mayor: \$20,373.40 Deputy Mayor: \$16,530.78 Councillor: \$14,905.45

2.3 The flat rate honourarium shall be adjusted, without amendment to this Policy, on the

first day of January in each year, beginning with January 1, 2027, in accordance with the September 12-month change of the Consumer Price Index.

2.4 The flat rate honourarium will be paid monthly and deposited directly into the Councillor's bank account in accordance with the Township's payroll schedule.

3.0 Per Diems

- In addition to the flat rate honorarium, Councillors shall at their discretion, submit a claim for attendance at Township appointed Board and Committee Meetings, in the amount of \$80 per meeting attended, or \$140 where the meeting is 4 hours or longer, using the prescribed form issued by the Treasurer.
- 3.2 Councillors who attend community and special events in the capacity of a presenter, may submit a per diem claim. Presenter per diem claims must include supporting documentation, such as a written request from the third party or a copy of the agenda confirming the Councillor's role as a presenter. The maximum annual budget for presenter per diems shall be \$2,000 for all of Council.
- 3.3 Councillors attending Board and Committee Meetings, or acting as a presenter, may submit to be reimbursed for mileage at the approved rate of the Township at the time of travel.
- Per diems and mileage are not paid where remuneration is paid to a Councillor as part of the flat rate honourarium or by any other source, for example: County Council, NVCA, NEC, etc.
- 3.5 Claims must be submitted within the calendar year in which the expense occurred. Per Diems for previous years shall not be paid.

4.0 Expenses

- 4.1 As per Section 283(2) of the Municipal Act, the Township shall only pay the expenses of the members of its council, if the expenses are of those persons in their capacity as members of Council or of a local board of the municipality, and if the expenses are actually incurred. There shall be no reimbursement for guests, spouses or companions of Council members.
- 4.2 Expenses shall be paid after the submission of a claim, using the prescribed form issued by the Treasurer. Receipts are required, and reimbursement will not exceed the actual amount spent.
- 4.3 Expense claims must be submitted to the Treasury Department, with original receipts that show any applicable taxes, within the calendar year in which the expense occurred. Expenses for previous years shall not be paid.

4.4 Meals

- 4.4.1 Meal reimbursements are paid to Councillors when they are participating in full-day Professional Development and where food is not provided.
- 4.4.2 Taxes and gratuities are included in the meal rates.
- 4.4.3 Meals shall be paid at the approved rate of the Township at the time of purchase, being:

a) Breakfast: \$25b) Lunch: \$40c) Dinner: \$70

4.4.4 The purchase of alcohol is not eligible for reimbursement.

4.5 Travel

4.5.1 Councillors attending Professional Development for municipal business shall be reimbursed for mileage.

- 4.5.2 Mileage shall be paid at the Automobile Allowance Rate set forth by Canada Revenue Agency at the beginning of each calendar year.
- 4.5.3 Carpooling and transit is recommended when possible.
- 4.5.4 Parking expenses while attending Meetings or Professional Development will be reimbursed.

4.6 Accommodations

- 4.6.1 Accommodations shall be reimbursed when Councillors are participating in multi-day Professional Development, in the event of inclement weather, or where required.
- 4.6.2 Standard Rooms are recommended when possible.

5.0 Professional Development

- 5.1 Professional Development that are generally attended for Township business include, but are not limited to:
 - AMO Association of Municipalities of Ontario
 - FCM Federation of Canadian Municipalities
 - OGRA Ontario Good Roads Association
 - ROMA Rural Ontario Municipal Association
- 5.2 Each Councillor will be provided with an annual budget for professional development related to Township business. The amount allocated to each Councillor shall be determined as part of Council's annual budgeting process.
 - Councillors must submit requests for training, conferences, or other professional development opportunities prior to budget deliberations, generally being September of each calendar year. While the budget for each Councillor will generally not exceed \$2,000 per year, final amounts are subject to Council approval.
- 5.3 Unused allocations shall not accumulate for use in subsequent years. In an election year, the budget is restricted following nomination day, generally being May 1st.
- 5.4 Professional Development arrangements and reimbursement are coordinated by the Councillor. The Councillor shall notify staff in a timely manner if they will be attending a professional development.
- 5.5 The following expenses are eligible for reimbursement and will be included as part of the Councillors annual Professional Development budget noted above:
 - a) Registration Fees;
 - b) Association Dues and Fees;
 - c) Travel;
 - d) Accommodations; and
 - e) Meals.
- 5.6 Councillors shall provide a written report to Council at the next regular Council Meeting following attendance at the Professional Development.

6.0 Application

Where not explicitly stated, any definitions and provisions of the Municipal Act relating to Council remuneration and expenses apply.

7.0 Review

7.1 As per Section 283 (7) of the Municipal Act, a formal review of Council's remuneration by-law shall be completed at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election.



Council Conference & Course Report

Attendee:			
Conference:			
Date:	Location: (in person or virtual):		
Describe in one par	Describe in one paragraph the aim or intent of this conference		
Additional learning	or breakout sessions attended and highlights:		
Additional learning	or breakout sessions attended and highlights.		
Kovnotos/Highlight	s/Primary Takaaways:		
Keynotes/Highlight	s/Primary Takeaways:		
How oon you apply	the information received to Mulmur?		
How can you apply	the information received to Mulmur?		
Other Comments:			



The Corporation of the Township of Mulmur

By-Law No. - 2025

Being a by-law to repeal and replace By-law #42-2022, being a by-law to establish a procurement of goods and services policy for the Corporation of the Township of Mulmur.

Whereas section 270 of the *Municipal Act*, 2001, c.25, as amended, required all municipalities and local boards to adopt and maintain a policy concerning the procurement of goods and services;

And whereas on August 3, 2022 the Council of the Township of Mulmur passed By-law #42-2022, being a by-law to establish a procurement of goods and service policy for the Corporation of the Township of Mulmur;

And whereas the Council of the Corporation of the Township of Mulmur deems it desirable to amend the procurement of goods and services policy;

Now therefore the Council of the Corporation of the Township of Mulmur hereby enacts as follows:

- 1. That the short title of this By-law is the "Procurement By-law";
- 2. That the Procurement of Goods and Services Policy attached substantially in the form hereto as Schedule "A" and forming a part of this by-law, is hereby implemented;
- 3. That By-law #42-2022, being a by-law to establish a procurement of goods and services policy, and any amendments thereto, are hereby repealed.
- 4. That this by-law shall come into force and effect immediately upon the final passing thereof.

Passed this 3rd da	y of December 2025
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Janet Horner, Mayor	Roseann Knechtel, Clerk

Procurement Policy



1. PURPOSE

The purpose of this policy is to:

- (a) Provide a clear description of the process involved in acquiring goods or services as required under Section 270 (1) of the *Municipal Act, 2001*. S.O. 2001 as amended;
- (b) Promote and maintain fairness, openness, and integrity in the procurement process; ensuring whenever possible, a competitive procurement process is used to obtain the best value for the taxpayer, while protecting the Township's integrity and financial interests;
- (c) Clearly identify circumstances where Non-Competitive Procurements may be permitted; and
- (d) Describe the roles, responsibilities and authorities of the Township's staff, Council, or Purchasing Designates involved in the procurement process.

2. DEFINITIONS

Bid shall mean the response submitted by a Bidder in response to a Call Document.

Bidder shall mean any legal entity that submits a Bid in response to a Call Document.

Buying Group shall mean a group of two or more members that combines the purchasing requirements and activities of the members of the group into one joint procurement process. Buying groups include cooperative arrangements in which individual members administer the procurement function for specific contracts for the group, and more formal corporate arrangements in which the buying group administers procurement for group members. Buying groups may consist of a variety of entities, including any combination of procuring entities, private sector entities, or not-for-profit organizations.

Call Document shall mean the procurement document issued by the Township to solicit Bids from Bidders and includes, but is not limited to:

- (a) Request for Quotation;
- (b) Request for Quotation-Invitational;
- (c) Request for Tender;
- (d) Request for Proposal, and
- (e) Request for Pre-Qualification.

CAO shall mean the Chief Administrative Officer of the Township of Mulmur.

TOWNSHIP OF ULMUR

Procurement Policy

CFTA Threshold means the threshold for covered procurements specified in Article 504(3)(b)(i) of the Canadian Free Trade Agreement (CFTA), as updated from time to time in accordance with the CFTA and published on the Internal Trade Secretariat website (cfta-alec.ca). **Commodity Market** shall mean traded commodity products such as energy products (e.g. gas, oil), precious metals (e.g. gold, silver, platinum) and certain agricultural products (e.g. wheat, corn, sugar), etc.

Competitive Procurement Process shall mean the process of soliciting Bids from competing Bidders using an "Open Competitive" or "Invitational Competitive" procurement process.

Construction shall mean the process of utilizing labour to carry out construction operations to build, alter, repair, improve, partially or fully demolish any structure, building or land.

Contract shall mean a legally enforceable agreement between the Township and a Vendor for the procurement of goods and services, which may be in the form of a written agreement executed by the parties, or a Purchase Order issued by the Township to the Vendor.

Consulting Services shall mean the provision of expertise or strategic advice that is provided by individuals or organizations who possess specific knowledge, technical skills, or unique abilities, and may include architects, engineers, designers, surveyors, geotechnical consultants, planners, technology consultants and any other professional services which may be required by the Township.

Contract Award shall mean a formal written notice in acceptance of a Bid or proposal to enter a contract for goods or services.

Contractor shall mean a Vendor that is a party to a Contract for the supply of Goods or Services to the Township.

Cooperative Purchasing shall mean a variety of arrangements whereby two or more public procurement entities combine their requirements in a single procurement process to obtain advantages of volume purchases from the same Vendor(s) or contractor(s) using a single competitive process.

Council shall mean the Municipal Council for the Township of Mulmur.

Department shall mean the Township's department requesting the purchase of goods or services.

Department Head shall mean the head of a department for the Township.

Electronic Portal shall mean an electronic-based system that provides Vendors with access to information related to open competitive procurements.

TOWNSHIP OF ULMUR

Procurement Policy

Emergency shall mean a situation where a purchase of goods or services requires immediate action and the competitive Bidding process is waived, modified or simplified to address any of the following unexpected circumstances:

- (a) An imminent or actual danger to the life, health or safety of Council, staff or the public while acting on behalf of the Township;
- (b) An imminent or actual danger of injury to or destruction of real or personal property belonging to the Township, for which the Township would be liable;
- (c) An unexpected interruption or threat of an interruption of an essential public service;
- (d) An emergency as defined by the *Emergency Management Act*,
- (e) A spill of a pollutant or contaminant as identified in the Environmental Protection Act: and
- (f) An emergency so declared by the Mayor in accordance with the Emergency Management and Civil Protection Act

Goods shall mean moveable property, including supplies, equipment, materials, products, software, furniture, structures, and fixtures, and does not include real property.

Invitational Competitive Process shall mean a competitive process where the Township invites selected Vendors to submit Bids without public advertisement.

Non-Competitive Procurement Process shall mean the Goods, Services or Construction acquired directly from a particular Vendor without conducting a competitive process.

Open Competitive Procurement Process shall mean the solicitation of Bids by public advertisement on an open electronic portal such as the Township's website or on such other tendering website established to facilitate compliance with applicable trade agreements.

Procurement shall mean the purchase of Goods, Services or Construction through buying, renting or leasing.

Purchase Order or **PO** means a purchase order number, or a purchase order document, issued by the Township that confirms the Township's commitment to procure a specific quantity of Goods or Services from a Vendor or Contractor.

Purchasing Designate shall mean a person or agent designated by a Department Head to exercise any or all responsibilities of that Department Head with respect to this policy.

Request for Expressions of Interest (EOI) shall mean a document issued by the Township during the very early stage of the procurement planning process to provide potential Vendors with an option to register their interest in being involved in a particular project or providing specific goods or services.

TOWNSHIP OF ULMUR

Procurement Policy

Request for Information (RFI) shall mean a document issued by the Township during the very early stage of the procurement planning process to solicit useful information or input from potential Vendors.

Request For Quotation (RFQ) shall mean an open competitive procurement process in which the Township seeks non-binding quotes for Goods, Services or Construction through an open and public procurement process.

Request For Quotation-Invitational (RFQ-I) shall mean an invitational competitive procurement process in which the Township seeks quotes for Goods, Services or Construction from at least three Vendors by invitation.

Request for Prequalification (RFPQ) shall mean a pre-qualification process issued by the Township to obtain information from Vendors interested in submitting Bids for a particular Project, or to be placed on an "approved Vendor" list. Only those successful Bidders who meet the qualification criteria will be included in the subsequent procurement process.

Request for Proposal (RFP) shall mean the non-binding process used to solicit proposals for the purchase of Goods, Services or Construction where a clearly defined specification is not available or is difficult to develop due to unknown factors or uncertainty of requirements, the expectation is that the Contract Award will be made to the highest-ranking Vendor (proponent) meeting the requirements of the RFP Call Document. An RFP may include provisions to negotiate terms prior to Contract Award.

Request for Tender (RFT) shall mean the request for Bids where the specifications are clearly defined, and the expectation is the Contract Award will be made to the lowest qualified Bidder meeting the requirements of the RFT document.

Services shall mean all Services, including Construction and consulting Services, unless otherwise specified.

Small Order Purchases (SMO) shall mean the purchase of Goods, Services or Construction up to an amount specified in the procurement policy and where the requirements are clearly defined.

Staff shall mean an employee of the Township of Mulmur.

Standing Offer shall mean an agreement that contemplates the potential purchase of goods or services from a specific Vendor over a defined period of time. Quantities and delivery dates are specified at the time a purchase is made pursuant to the Standing Offer agreement.

Surplus Goods shall mean Goods or materials that are obsolete or no longer needed by the Township and are designated for disposal.

Township shall mean the Corporation of the Township of Mulmur.



Trade Agreements means any applicable domestic or international trade agreement including the Canadian Free Trade Agreement (CFTA), the Canadian and European Union Comprehensive Economic and Trade Agreement (CETA), and the Trade and Cooperation Agreement Between Ontario and Quebec (OQTCA).

Treasurer shall mean the Treasurer of the Township of Mulmur.

Vendor shall mean any individual, company, group, or business that may supply or is supplying the Township with Goods, Services or Construction.

3. APPLICATION

- (a) This policy governs the procurement of Goods and Services, whether by purchase, lease or rent using Township funds from all resources and applies to all Departments;
- (b) This policy does not apply to the items listed in Schedule "A"; and
- (c) The CAO has overall responsibility administering this policy.

4. ROLES & RESPONSIBILITIES

Specific responsibilities pertaining to all stages of a procurement process, from the initial budget approval, identification of requirements through to the management of contracts with Vendors, are detailed in this policy and the Township's procurement procedures. In addition to those specific responsibilities, outlined below are the general roles and responsibilities delegated to Township Council, staff and Purchasing Designates.

(a) Council

- (i) The Council of the Township has ultimate authority for this policy, and all expenditures. Council delegates this authority by the authorization of budgets or by specific resolution. The Treasurer cannot pay for any item that has not been authorized by Council through budget appropriation or specific resolution.
- (ii) Resolutions approving budget amendments, capital expenditures or special appropriations shall reference the purpose of the expenditure, cost estimates or expenditure limitation, as well as the fund in which the appropriation has been provided.

(b) Department Head

(i) Preceding the procurement of any Goods, Services or Construction, it is the responsibility of the Department Head to ensure the budget is approved for such expenditure.



- (ii) The Department Head shall also ensure that:
 - Their authority is exercised for all procurement activity within the prescribed limits of this policy.
 - All staff included in the Procurement process receive adequate training.
 - Establish procurement plans and allow sufficient time to complete the procurement as stipulated in the associated Call Document procedure while considering applicable laws and trade agreements.
 - Unbudgeted capital projects are approved by Council prior to procurement planning.
 - Capital projects that exceed the budgeted amount by more than \$20,000 receive Council approval.
 - Monitor all contract expenditures to ensure compliance with budget limits.
 - Contracts are managed in accordance with this policy and all applicable procedures and protocols to ensure that both the Township and the Vendor fulfil their contract requirements.
 - Vendor performances are documented and monitored in accordance with applicable procedures.
 - The Treasurer is notified in writing regarding the name of any Purchasing Designate.

(c) **CAO**

Notwithstanding any other provisions of this policy, the CAO:

- (i) <u>Is accountable for the proper administration and compliance with this policy</u> within the Township.
- (ii) May either approve or sign documents in place of lower-level staff, or override the decisions made by lower-level Approval Authorities, if necessary.

(d) **Treasurer**

Notwithstanding any other provisions of this policy, the Treasurer:

- (i) <u>Is</u> responsible for the development of procedures consistent with this policy, and shall assist Department Heads, as appropriate, in the interpretation of this policy and related procedures.
- (ii) Is responsible for the approval of participation in Group Purchasing Organizations (GPOs).
- (e) Is also responsible for communicating the CFTA Threshold and applicable updates to the CFTA Threshold in writing to staff. Purchasing Designate
 - (i) A Purchasing Designate is a person or agent designated by a Department Head to exercise any or all responsibilities of that Department Head with respect to this



policy. This role may be assigned to the Township's Engineer, Solicitor, or any staff or other agent of or assigned by the Township; and

(ii) The Purchasing Designate must clearly understand their role and responsibilities and must be qualified to administer all procurement functions under this policy and procurement procedures.

5. GENERAL PROVISIONS

(a) Split Purchasing

No staff or Council member of the Township shall divide, stagger, or alter any contract or purchase to avoid any requirements of this policy.

(b) Staff, Council, and Purchasing Designates Ethical Procurement Practices

All staff, Council, or Purchasing Designates of the Township authorized to purchase Goods and Services on behalf of the Township must:

- (i) Act with integrity and transparency by ensuring open and honest dealings with everyone involved in the procurement process;
- (ii) Administer fair and impartial competitive procurement processes and make unbiased contract award recommendations. This means that the Township will treat all Vendors equally and will not extend preferential treatment to any Vendor, including local companies;
- (iii) No staff or Council of the Township shall purchase or offer to purchase on behalf of the Township any Goods, Services or Construction except in accordance with the policy.

(c) Conflict of Interest

Where a Council, staff or Purchasing Designate of the Township, either on his or her behalf or while acting for, by, with or through another, has any interest, directly or indirectly in any procurement matter, such individual:

- (i) Shall not take part in the procurement process for which the conflict exists;
- (ii) Shall, prior to any discussion or consideration of the matter at any meeting, disclose the interest and the general nature thereof; and
- (iii) Shall not attempt in any way whether before, during or after the meeting to influence the voting in respect of the matter.

(d) **Disclosure**



All Council, staff, or Purchasing Designates of the Township authorized to purchase Goods, Services and/or Construction on behalf of the Township shall not provide to any particular Vendor information that might prejudice fair competition between Bidders.

(e) Gifts, Favours or Gratuities

The Township of Mulmur prohibits the acceptance of gifts, favours or gratuities directly or indirectly, by Township's staff, Council, or Purchasing Designates, in return for business or the consideration of business.

6. VENDOR CODE OF CONDUCT

The Township is committed to conducting business in a lawful and ethical manner and requires that all Vendors abide by this Code of Conduct. Failure to comply with this Code may be sufficient cause for the Township to exercise its rights to terminate any business relationship with Vendors. Vendors and their sub-contractors must comply with all applicable municipal, provincial and federal laws and regulations.

(a) Conflict of Interest and Non-Disclosure

All Vendors shall disclose any potential conflict of interest to the Township when submitting a Bid and prior to entering into a contract. The Township may choose not to accept a Bid or enter into a contract unless and until the potential conflict can be satisfactorily resolved. Such potential conflicts of interest include but are not limited to:

- (i) Engaging any family members, friends or private business associates of any Council member, staff, or Purchasing Designate which may have, or appear to have influence on the procurement process;
- (ii) Any involvement by the Vendor or affiliated persons in developing the technical specifications or other evaluation criteria or component for the Call Document; and
- (iii) Access to confidential project information by the Vendor, or affiliated persons, that is materially related to the Call Document and that was not readily accessible to other prospective Vendors.

(b) **Disclosure**

- (i) Vendors must maintain confidentiality of any confidential Township information disclosed to the Vendor as part of the procurement process; and
- (ii) All Vendors' Bid information will be subject to the confidentiality and disclosure requirements of the *Municipal Freedom of Information and Protection of Privacy Act*, 1990.



(c) Unethical Procurement Practices

Unethical Bidding practices includes:

- (i) Bid-rigging, price-fixing, bribery, coercion, collusion (Bid coordination) or other conduct or practices prohibited by provincial or federal laws;
- (ii) Attempting to gain favour or advantage by offering gifts, incentives or gratuities to Township's staff, members of Council or any other representative of the Township during a procurement process;
- (iii) Lobbying members of Council, staff, or Purchasing Designates or engaging in any prohibited communications during a procurement process;
- (iv) Intentionally submitting inaccurate or misleading information in response to a procurement opportunity; and
- (v) Participating in any other activity that compromises the Township's ability to run a fair procurement process.

(d) Illegality

Prior to submitting a Bid, a Bidder shall advise the Township of any previous convictions of itself or its affiliated persons for any unethical Bidding practice or other similar conduct under the Criminal Code, the Competition Act or other applicable laws, for which a pardon has not been granted. The Township will not consider or accept any Bid for Goods, Services or Construction from Bidders to which a pardon has not been granted for any previous convictions relative to any unethical Bidding practices or similar conduct punishable by law.

(e) Gifts, Favours or Gratuities

To avoid any appearance or assumptions of favoritism, in return for business or the consideration of business, the Township prohibits Vendors from offering gifts, favours or gratuities directly or indirectly, to Township's staff, Council, Purchasing Designates or any other representatives of the Township.

(f) Vendor Exclusion and Disqualification

The Township may exclude a Vendor or disqualify a Bidder from a competitive procurement process if:

 The Vendor is currently or has previously engaged in a legal dispute with the Township relating to a procurement process or a contract for the supply of Goods or Services;



- (ii) The Township has determined that the Vendor's performance under one or more prior contracts with the Township was unsatisfactory, and the Vendor has failed to rectify the Township's concerns regarding the past performance;
- (iii) The Vendor has a conflict of interest, or the Vendor has failed to disclose any actual or potential conflict of interest; and
- (iv) The Vendor or its affiliated persons have engaged in illegal or unethical procurement practices for which a pardon has not been granted.

(g) Harassment & Abuse

Vendors shall ensure all workers are treated with respect and dignity. No form of discipline involving corporal punishment, abuse, or harassment (whether psychological, sexual or verbal) is permitted. Disciplinary measures shall comply with local laws and internationally recognized human rights. No Vendor employee or worker raising a complaint based on this Vendor Code of Conduct, or based on applicable laws, shall be subject to disciplinary action or reprisal.

(h) **Discrimination / Human Rights**

The Township will not knowingly enter into a contract with any Vendor that discriminates on the basis of, social background, political affiliation, sexual orientation or any other grounds of discrimination prohibited under the *Canadian Human Rights Act*.

7. PROCUREMENT PROCESS

(a) Unsolicited Bid

- (i) All unsolicited Bids, including any offers for presentations or product/service trials submitted to the Township with the expectation on the part of the submitter of obtaining consideration for an ensuing contract or purchase by the Township must be directed to the respective Department Head and the CAO for review and approval for acceptance.
- (ii) In the event an actual Goods/Services product presentation or demonstration would be required in advance of a purchase decision, such presentation or demonstration should be included as part of the formal competitive Bid process.
- (iii) Any procurement resulting from the receipt of an unsolicited Bid must comply with the provisions of this Procurement policy.
- (iv) In the absence of a competitive process, a contract may only be awarded in respect of an unsolicited proposal if a Non-Competitive Procurement is permitted in accordance with this policy and all applicable procedures.



(b) Market Research

If the Township requires information about required Goods and Services or the availability of Vendors in the market, a Department Head may conduct a Request for Information (RFI) or Request for Expression of Interest (REOI) process. The RFI or REOI process may be publicly advertised to gather market research from any prospective Vendors. These processes do not create any obligation between the Township and potential Vendors.

(c) Cooperative Purchasing

- (i) Subject to the requirements of this policy, the Township may participate with other government entities, their agencies or public authorities in cooperative purchases, or purchase from established Buying Group contracts, when such purchases is considered to be most advantageous and in the best interest of the Township.
- (ii) The Township shall publish a notice of its participation with the Buying Group at least annually on the tendering website normally used by the Township. The notice shall direct potential Vendors to the Buying Group tendering website if it is different from the Township's tendering website.
- (iii) Once the Treasurer has approved the Township's participation in a Buying Group, a Department Head may procure from a Buying Group contract or participate in a procurement process administered by the Buying Group without undergoing a competitive procurement process as required by this policy. However, approvals to the award of the Contract must still be obtained prior to committing the Township to purchase any Goods or Services. See Schedule "B" "Procurement Thresholds and Contract Amendment Spending Authority" for more information.

(d) Competitive Procurement Process

Depending on the type and value of the Goods, Services or Construction required, as noted in TABLE "A" below, Standard Procurement Processes include but are not limited to:

- (i) Making Small Order Purchases;
- (ii) Soliciting Bids using an Invitational Competitive Process from a minimum of three Vendors (See RFQ-I); or
- (iii) Conducting an Open Competitive Process by publicly advertising and posting the Call Document using one of the following procurement methods:
 - Request for Quotation (RFQ)
 - Request for Tender (RFT)



- Request for Proposal (RFP) Request for Pre-Qualification (RFPQ)



TABLE "A"- STANDARD PROCUREMENT PROCESS

Estimated	Procurement Strategy	<u>Permitted</u>
Contract Value		Procurement Methods
\$1,000 to \$25,000	Small Order Durchase	Cradit aard
\$1,000 to \$25,000	Small Order Purchase	<u>Credit card,</u> <u>purchase order</u>
	Staff are strongly encouraged, whenever possible, to	
	compare prices for Good or Services, and obtain competitive quotes from multiple qualified Vendors.	
	annia quatta mani manipia quamina vaniasia.	
\$25,001 to CFTA	Invitational Competitive Process	RFQ-I, RFQ, RFP
<u>Threshold</u>	The Township may use a Non-Competitive Procurement	
	Process if the Contract Value is over \$25,000 and up to	
	the CFTA Threshold where it is determined by the CAO or Treasurer that seeking competitive quotes is not in the	
	best interest of the Township.	
	When using a Non-Competitive Procurement Process, Staff must solicit Bids by informally requesting, in writing, quotations from at least three or more qualified Vendors. (RFQ-I). If fewer than three qualified Vendors are available, staff must document a justification for inviting fewer than three Vendors and proceed.	
	OR	
	Open Competitive Process	
	Staff may, as appropriate, solicit Bids by publicly advertising and posting a Call Document. (RFQ, RFP)	
Greater than CFTA Threshold	Open Competitive Process	RFT, RFP
OF TA THIESHOLD	Staff must solicit Bids by publicly advertising and posting a Call Document. (RFP, RFT)	



(e) Standing Offers

(i) Where the Township anticipates it will have a recurring need for specific Goods or Services but is unable to commit to specific quantities in advance, the Township may conduct an Open Competitive Process to establish a Standing Offer with one or more Vendors.

(f) Prequalified Vendor Lists

- (i) The Township may establish lists of prequalified Vendors, also called a Vendor of Record (VOR) list, for purposes of future purchases of specific Goods or Services by publishing, on the Township's designated tendering website, a request for pregualification (RFPQ).
- (ii) Once a VOR list is established, purchases may be made by following the Invitational Competitive Process from the prequalified Vendors on such lists.
- (iii) Unless the prequalified Vendor list remains open to new Vendors, it must be refreshed every three (3) years.

(g) Local Considerations

(i) When selecting Vendors for Small Order Purchases or as part of an Invitational Competitive Process (RFQ-I), Department Heads are encouraged, where possible, to consider or seek quotes from qualified Vendors that are residents of, or operate out of, the Township.

(h) Advertising and Bid Submissions

- (i) All Open Competitive Processes will be advertised on an electronic portal such as the Township's website or on such other tendering website established to facilitate compliance with trade agreements. Procurements shall be advertised for reasonable time periods taking into account:
 - The nature and complexity of the procurement; and
 - The extent of subcontracting anticipated
- (ii) Bids are to be submitted electronically on the Township's electronic portal or on such other means as specified in the Call Document.

(i) Bid Evaluation

Bids must be evaluated in accordance with the evaluation method described in the Call Document. When using a Request for Proposals, an Evaluation Team consisting of at least two people must evaluate and score the Bids based on the Evaluation Criteria that are disclosed in the Call Document.

(j) Cancellation



The Township shall have the unfettered right to cancel any procurement process at any stage and shall not be obliged to accept any Bid or award any contract.

(k) Contract Award

The authority to approve the award of a contract and execute an agreement is based on the Department Head's level of spending authority (Reference the attached Schedule "B").

(I) Vendor Debrief

Where the Township has conducted a competitive procurement process, unsuccessful Bidders may request a debrief. Debriefings will be conducted in accordance with the Township's procedures.

(m)Procurement Protests

Vendors may formally protest the outcome of a procurement process. Formal protests must be made by Vendors and responded to by the Township staff all in accordance with the Township's Procurement Protest procedure. A Vendor debrief is a pre-requisite to filing a formal Procurement Protest.

(n) Non-Competitive Procurements

The Township will make every attempt to obtain Goods, Services and Construction using a competitive procurement process. However, there are instances when the Township may allow the purchase of Goods, Services, or Construction without seeking pricing from alternate Vendors competitively. Schedule "C" of this policy describes circumstances where the Township will permit a Non-Competitive Procurement to acquire Goods, Services, or Construction.

(o) Environmental Procurement

The Township is committed to the purchase of Goods and Services with due regard to the preservation of the natural environment and to encourage the use of environmentally friendly products and services.

(p) Disposal of Surplus Goods

The Township will dispose of surplus Goods by either transferring them to other departments or agencies, or by selling, donating, recycling, scrapping or disposing of them.

(q) Renewal, Extension, and Termination of Contract

- (i) <u>Authority to Extend the Term of a Contract:</u> Department Heads are authorized to extend the duration of a Contract if the following conditions are met:
 - the Department Head has the required Expenditure Authority; and



the Contract includes an option to extend the term.

A Contract that <u>does not</u> include an option to extend may only be extended if a non-competitive procurement process is authorized in accordance with this policy, or an amendment to add Goods or Services to a Contract is otherwise permitted by this policy.

- (ii) Authority to Add Goods or Services to a Contract (e.g. change orders and use of contingency): Department Heads are authorized to amend Contracts to add Goods or Services without a further competitive process provided the following conditions are met:
 - the Department Head has the required Spending Authority; and
 - the Contract either includes an option to add the class of Goods or Services or the addition of Goods or Services is deemed by the Department Head with the CAO's approval, to be necessary for the completion of the original project.

Where the conditions in this paragraph are not met, the Contract may only be amended to add Goods or Services if (a) a non-competitive procurement process is authorized in accordance with this policy or (b) the value of the amendment is greater than \$25,000 and the amendment is approved by Council.

(iii) <u>Authority to Terminate Contracts:</u> Contracts may only be terminated by the Township prior to the Contract expiration date with the CAO's approval.

8. CONTRACT MANAGEMENT AND VENDOR PERFORMANCE

- (a) The Township's Department Heads or Purchasing Designates are responsible for managing contracts and monitoring the performance of Vendors in accordance with applicable procedures;
- (b) Performance evaluations may be undertaken on Vendors during or at the end of a contract;
- (c) The Department Head may take actions for unsatisfactory performance such as Vendor suspension from future procurement opportunities, in instances where Vendors do not fulfill their contract obligations with the Township; and
- (d) A contract may only be terminated prior to its expiration date with the approval of the CAO in accordance with applicable procedures.

9. ACCESSIBILITY

(a) The Township will comply with the requirements of the Ontario Human Rights Code, the *Accessibility for Ontarians with Disabilities Act, 2005* and its associated standards enacted through regulation when procuring Goods and Services.

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- (b) The Township is committed to considering accessibility for people with disabilities and incorporating accessibility features when developing specifications for required Goods and Services.
- (c) The Township requires that Vendors who deal with members of the public on behalf of the Township be adequately trained and comply with accessibility standards.

10. ANNUAL REPORT TO COUNCIL

The Treasurer shall submit an annual procurement information report to Council to provide the following information about the Township's activities:

- (a) Procurement activities with a procurement value equal to or greater than the CFTA Threshold;
- (b) The circumstances and details of any emergency purchase(s) with a procurement value equal to or greater than the CFTA Threshold; and
- (c) The circumstances and details of all non-competitive procurements with a procurement value equal to or greater than the CFTA Threshold.

11.SCHEDULES

- (f) Schedule "A" to this Policy Exemptions to Procurements forms an integral part of this policy and is attached hereto;
- (g) Schedule "B" to this Policy Procurement Threshold, Contract Amendment and Spending Authority, forms an integral part of this policy and is attached hereto; and
- (h) Schedule "C" to this Policy Non-Competitive Procurement forms an integral part of this policy and is attached hereto.



SCHEDULE "A" - EXEMPTIONS TO PROCUREMENT

Notwithstanding the above adherence to the Competitive Procurement Process in this Procurement Policy, such process shall not be required for the items listed below, or to any other transaction specifically authorized by resolution of Council to be exempt from this policy.

For clarity, where a transaction or contract is exempted from this policy, any Goods or Services procured through that contract are also exempt from the competitive procurement rules and contract notification requirements in the policy.

Acquiring the following Goods or Services:

- (a) Goods purchased on a commodity market.
- (b) Payments to the Federal, Provincial, or other municipalities, boards or agencies for Goods or Services provided to the Township.
- (c) Any Federal, Provincial or Municipal mandated programs.
- (d) Goods or Services the supply of which is controlled by a statutory monopoly.
- (e) On-going Services being provided to the Township that were not obtained through a Competitive Process prior to the enactment of this policy. Department Heads may recommend to Council that the Service be continued, or that a Call Document be issued or that quotations be obtained at the time of renewal.
- (f) Work to be performed on property under the provisions of a lease, warranty or guarantee held in respect of the property or the original work.
- (g) The following Goods and Services related to training and education:
 - (i) Subscriptions to newspapers, magazines, or other periodicals
 - (ii) Conferences, courses, and seminars
 - (iii) Facilitators and/or hosts
 - (iv) Memberships
 - (v) Computer software for educational purposes
- (h) Services provided by the following licensed professionals:
 - (i) Medical doctors, dentists, nurses, and pharmacists
 - (ii) Lawyers and any other professionals related to litigation or legal matters
 - (iii) Notaries
- (i) The following specialized Services:
 - (i) Management of investments (this includes borrowing and investing of money) by organizations who have such functions as a primary purpose
 - (ii) Honorariums
 - (iii) Expert witnesses

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(iv) Arbitrators and mediators

This policy does not apply to payment of the Township's general expenses, such as:

- (a) Employment contracts and refundable staff and Council expenses (e.g., meal allowances, travel, miscellaneous)
- (b) Payroll deductions
- (c) Human Resources consulting fees with respect of staff matters
- (d) Staff benefits
- (e) Damage claims
- (f) Claim settlements
- (g) Adjuster services
- (h) Debenture payments
- (i) Grants and donations
- (j) Refunds
- (k) Legal settlements
- (I) Licenses (including hardware and software licenses and maintenance contracts)
- (m)Hardware and software required to maintain existing products and systems originally obtained in accordance with the Procurement Policy
- (j) Utilities
- (k) Acquisition or rental of land, real property payments including land, buildings, leasehold interests, easements, encroachments and licenses, or the like.
- (I) Purchases from other government entities.
- (m)Procurement of Goods or Services from philanthropic institutions, non-profit organizations.
- (n) Procurement or acquisition of fiscal agency or depository Services (banking Services).
- (o) Insurance claims, legal settlements and grievance settlements.
- (p) Binding orders, judgments or decisions of an arbitrator, tribunal or court.
- (q) Any form of financial assistance, such as grants, loans, equity infusions, guarantees, and fiscal incentives.
- (r) Refundable travel expenses.



SCHEDULE "B" PROCUREMENT THRESHOLDS AND CONTRACT AMENDMENT SPENDING AUTHORITY

Procurement Threshold and Spending Authority

Estimated Value	Competitive Procurement	Non-Competitive Procurement
\$1000 to \$25,000	Department Head (or Department Staff Designate)	Department Head (or Department Staff Designate)
\$25,001 to CFTA Threshold	Department Head (or Department Staff Designate)	Township Council
Greater than CFTA Threshold	Department Head	Township Council

Note: Council approval is required for any Procurement exceeding \$25,000 of the approved budgeted amount.

Contract Amendment and Spending Authority

Estimated Value	Competitive Procurement of Goods	Non-Competitive Procurement
Less than \$25,000 over budget	Treasurer or CAO	Treasurer or CAO
Greater than \$25,000 over budget	Township Council	Township Council

Note: Staff may only extend or increase an existing Contract if the Contract includes an option to extend or the increase is for additional Goods or Services that are directly connected or incidental to the original scope of the Contract.



SCHEDULE "C"- NON-COMPETITIVE PROCUREMENT

Goods, Services and Construction may only be acquired through a Non-Competitive Procurement Process under the following circumstances if:

- (a) During the Competitive Procurement Process conducted under this policy and applicable procedures:
 - (i) No Bids were submitted or no Vendors requested participation;
 - (ii) No compliant Bids that conform to the mandatory requirements of the Bid document were submitted;
 - (iii) No Vendors satisfied the conditions for participation; and
 - (iv) The submitted Bids were collusive.
- (b) The Goods, Services or Construction can only be supplied by a particular Vendor and no reasonable alternative or substitute Goods or Services exist for any of the following reasons included but not limited to:
 - (i) The protection of patents, copyrights, or exclusive rights; and
 - (ii) To ensure compatibility with existing Goods, or to maintain specialized Goods that must be maintained by the manufacturer of those Goods or its representative.
- (c) Additional deliveries are required for a project by the original Vendor of Goods, Cervices or Construction that were not included in the initial Call Document, and a change of Vendor for such additional Goods or Services cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, software, Services, or installations procured under the initial procurement and would cause significant inconvenience or substantial duplication of costs for the Township.
- (d) For any reasons of urgency brought about by events unforeseeable by the Township or during an emergency, when the Goods or Services could not be obtained in time using an open or invitational Competitive Procurement Process.
- (e) If the Township procures a prototype or a first Good or Service that is developed in the course of, and for, a particular contract for research, experiment, study, or original development.
- (f) For purchases made under exceptionally advantageous conditions that only arise in the very short term in the case of unusual disposals such as those arising from liquidation, receivership, or bankruptcy, but not for routine purchases from regular Vendors.
- (g) If a contract is awarded to a winner of a design contest provided that the contest has been organized in a manner that is consistent with the principles of this policy in particular relating to the publication of a Call Document notice and the participants are judged by an independent jury with a view to a design contract being awarded to a winner.



(h) If Goods or Services regarding matters of a confidential or privileged nature are to be purchased and the disclosure of those matters through an open Competitive Procurement Process could reasonably be expected to compromise government confidentiality, result in the waiver of privilege, cause economic disruption, or otherwise be contrary to the public interest.

THE CORPORATION OF THE TOWNSHIP OF MULMUR BY-LAW NO. – 2025

Being a By-law to amend By-law No. 28-18, as amended, the Zoning By-law for the Corporation of the Township of Mulmur, County of Dufferin.

WHEREAS the Council of the Corporation of the Township of Mulmur is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O.1990 c.P. 13, as amended;

AND WHEREAS Council hosted a public meeting on November 5, 2025;

AND WHEREAS Council is satisfied that Notice of the Public Meeting has been given in accordance with the *Planning Act, R.S.O.*1990, c.P. 13, as amended, and that no further notice is required;

AND WHEREAS Council is satisfied that the proposed amendments are appropriate and in accordance with the Official Plan in effect at the time, as well as applicable Provincial policies and plans;

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

- 1. Section 2.7.2, Whitfield NAVCAN Navigation Beacon Overlay (8km Radius), is hereby deleted and the remainder of the section renumbered.
- 2. Section 3.3.2, Detached Additional Single Dwellings shall be amended by adding the following provisions:
 - iv) Notwithstanding the definition of Gross Floor Area, a basement in a Detached Additional Single Dwelling with windows shall be considered Gross Floor Area, regardless of the size of windows or portion of the wall that is above grade. A crawl space, having a maximum height of 5' shall be permitted and not included in the Gross Floor Area of a Detached Additional Single Dwelling.
 - v) An attached garage shall be permitted to have a maximum floor area of 20m2.
 - vi) The Detached Additional Single Dwelling shall be located within 30m of the principal dwelling.
- 3. Section 3.3.2, Detached Additional Single Dwellings is further amended by replacing subsections ii and iii with the following:
 - "ii)The gross floor area of the detached additional single dwelling shall be no more than 50% of the gross floor area of the principal single detached dwelling, and no more than 110 m2, and shall not exceed the lot coverage for all accessory structures in subsection 3.2.3.

- "iii) A maximum of one detached additional single dwelling unit shall be permitted. Where permitted, a maximum of one Farm Worker Housing Unit may also be permitted in addition to the Detached Additional Single Dwelling Unit.
- 4. Section 3.6, Home Industry, is amended by adding the following
 - vi) Where permitted, a maximum of one home industry shall be permitted per parcel.
 - vi) A building used for a home industry shall be located in line or behind the front of the principal dwelling on the parcel.
 - vii) a landscaping strip shall be required.
- 5. Section 3.11.1 Permitted Uses of Uses Permitted in All Zones is amended by adding the following subsection:
 - viii) elementary school and secondary schools, including an ancillary child care facility.
- 6. Section 4.9.1, Permitted Uses in the Institutional (I) Zone is amended by adding "existing" before "cemetery" in subsection 4.9.1.
- 7. Section 5 is amended by adding the following definitions:

Face Area, Sign: means the area comprising the message portion of the sign, not including the support structure. A double-sided sign shall be considered to have one face area.

Farm Worker Housing: means an accessory detached dwelling located within 30 metres of the farm cluster to accommodate workers employed in the day-to-day operations of an active agricultural operation on the subject lands.

8. The following duplicated definitions shall be deleted from section 5, Definitions:

Yard, Exterior Side: A side yard immediately adjoining a public street.

Yard, Side: The least horizontal distance between the side lot line of the lot and the nearest part of any building or structure on the lot, or the nearest open storage use on the lot, or edge or rim or excavation on the lot.

This By-law shall come into force upon the date of passage hereof and take effect on the day after the last day for filing appeals. Where objections to the By-law are received in accordance with the provisions of the *Planning Act*, R.S.O.1990, c.P 13, as amended, the By-law shall come into effect upon the approval of the Local Planning Appeal Tribunal.

READ A FIRST, SECOND and THIRD TIME, and finally passed this 3rd day of December, 2025

JANET HORNER, MAYOR	ROSEANN KNETCHEL, CLERK



The Corporation of the Township of Mulmur

By-law No. - 2025

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Mulmur for December 3, 2025

Whereas Section 5 (1) of the *Municipal Act*, 2001, as amended, provides that the powers of a municipality shall be exercised by Council;

And whereas Section 5 (3) of the *Municipal Act*, 2001, as amended, provides that municipal powers shall be exercised by by-law;

Now therefore the Council of the Corporation of the Township of Mulmur hereby enacts as follows:

- All actions of the Council and Committees of Council of the Corporation of the Township of Mulmur for the aforementioned date in respect to every report, motion, by-law or other action passed and taken by Council or Committees of Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed by its separate by-law.
- 2. The Mayor of the Township and the proper officers of the Corporation of the Township of Mulmur are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

Janet Horner, Mayor	Roseann Knechtel, Clerk
Passed on this 3rd day of December 2025.	