

COUNCIL AGENDA December 13, 2023 – 9:00 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

PAGE	4.0		TΩ	
PAGE	1.0	CALL	10	ORDER

2.0 LAND ACKNOWELDGEMENT

3.0 APPROVAL OF THE AGENDA

Recommendation: THAT Council approve the agenda.

5 4.0 MINUTES OF THE PREVIOUS MEETING

Recommendation: THAT the minutes of November 1st and November 15th, 2023 are approved.

- 5.0 <u>DISCUSSION ARISING OUT OF THE MINUTES</u>
- 6.0 DISCLOSURE OF PECUNIARY INTERESTS
- 7.0 PUBLIC QUESTION PERIOD
- 8.0 DEPUTATIONS AND PRESENTATIONS
- 19 8.1 Lynn Topping & Ruchika Angrish, Upper Grand District School Board: Primrose Elementary School Boundary Review (9:00 a.m.)
- 23 8.2 Gord Feniak, RJ Burnside & Associates: Nitrate Loading for Armstrong Subdivision (9:30 a.m.)

Recommendation: THAT Council receive presentation from Gord Feniak, RJ Burnside & Associates, on Risk Assessment, Nitrate Loading for Armstrong Subdivision;

AND FURTHER THAT Council direct staff to proceed based on the recommendations presented and contained within the letter dated November 10, 2023.

28 8.3 Rob Fiedler & Mary Lou Tanner, NPG: OPA#5 (10:00 a.m.)

9.0 REPORTS FOR DECISION

9.1 Shelburne & District Fire Department 2024 Budget

Recommendation: THAT Council approve the Shelburne & District Fire Board 2024 operating budget in the amount of \$892,556 and capital budget in the amount of \$392,000.

9.2 Township of Mulmur's 2024 Budget Draft #2

Recommendation: THAT Council approve the 2024 Operating and Capital Budget for the Township of Mulmur as presented/amended.

125 9.3 Tangible Capital Asset Management Policy

Recommendation: THAT Council approve the Tangible Capital Asset policy as presented.

139 9.4 Asset Retirement Obligation Policy

Recommendation: THAT Council approve the Asset Retirement Obligation Policy as presented.

146 9.5 Fireworks Survey Questions

Recommendation: THAT Council approve the fireworks survey questions as presented/amended for inclusion as part of the Township's greater Strategic Plan Survey and promoted in the 2024 January tax bill.

148 9.6 Shelburne Library Users

Recommendation: THAT Council request Shelburne Library does not undertake a telephone call library card campaign for Mulmur residents;

AND THAT any Mulmur resident shall be required to attend the Library in person to renew their membership, sign-off on the release of the information to Mulmur Township, indicate upon signup whether they are a registered owner, family member, or tenant of the property they are registering under, and provide I.D. to confirm their legal address.

150 9.7 NVCA Memorandum of Understanding

Recommendation: THAT Council provide direction on entering into a Memorandum of Understanding with the Nottawasaga Valley Conservation Authority.

10.0 COMMITTEE MINUTES AND REPORTS

153	10.1	Shelburne District Fire Board Minutes: October 3, 2023
159	10.2	Economic Development Committee Minutes: November 7, 2023
161	10.3	Shelburne District Fire Board Minutes: November 7, 2023
167	10.4	Dufferin County Council Minutes: November 9, 2023
185	10.5	Mulmur Melancthon Fire Department Minutes: November 21, 2023
189	10.6	Dufferin County Council Minutes: November 23, 2023
194	10.7	Rosemont District Fire Board Minutes November 24, 2023
198	10.8	Ontario Climate Caucus November Meeting Notes

Recommendation: THAT Council receives the Committee Minutes and Sub-Committee Reports as copied and circulated.

11.0 REPORTS FOR INFORMATION

202	11.1	User Fee By-law Update
204	11.2	Records Retention By-law
205	11.3	Development Charge Indexing
207	11.4	Parkland Dedication Indexing
208	11.5	Dufferin County: Establishing a Guaranteed Livable Income
209	11.6	Dufferin County: Till Death Do Us Part
210	11.7	Dufferin County: Municipal Emergency Readiness Initiatives
211	11.8	Township of Clearview: ATVs on Mulmur-Nottawasaga Townline
218	11.9	NVCA Highlights October 2023
222	11.10	OPP Q3 Report

Recommendation: THAT Council receives the information items as copied;

12.0 ENDORSEABLE MOTIONS

250	12.1	Dufferin County and Town of Orangeville: Ontario Works Resolution
253	12.2	Dufferin County: Violence Against Women Resolution
255	12.3	Township of McKellar: Call for an Amendment to the Legislation Act
257	12.4	County of Prince Edward: Permit by Rule Resolution
259	12.5	Township of Amaranth: Barriers for Family Physicians
260	12.6	Municipality of Wawa: Support for Water Training
262	12.7	Town of Orangeville: Gender Based Violence and Intimate Partner
		Violence an Epidemic
264	12.8	Municipality of Tweed: Funding Grant Programs

Recommendation: THAT	the following items b	be endorsed:

13.0 <u>ITEMS FOR FUTURE MEETINGS</u>

- 13.1 Dufferin County Economic Development Plan (January 2024)
- 13.2 NDCC Renovation Strategy (February 2024)
- 13.3 Arena Funding Formula and User Fees (Spring 2024)
- 13.4 Mono-Mulmur Townline Parking (Spring 2024)
- 13.5 Recreational Trailers and Property By-law Infractions (2024)

14.0 PASSING OF BY-LAWS

265	14.1	Official Plan Amendment #5	
267	14.2	2024 User Fee By-law	
272	14.3	Procedural By-law Amendment	
279	14.4	Records Retention By-law	
305	14.5	Confirmatory By-Law	

Recommendation: THAT By-Laws 14.1 to 14.5 be approved.

15.0 ADJOURNMENT

Recommendation	n: THAT Council adjourns the meeting at	to meet
again at	p.m. as Committee of the Whole for a strategi	c planning
workshop and ag	gain on January 10, 2024 at 9:30 a.m.	



COUNCIL MINUTES November 1, 2023 – 9:00 AM

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

Cunningham and Lyon

Staff Present: Tracey Atkinson, CAO/Clerk/Planner, Heather Boston, Treasurer

Roseann Knechtel, Deputy Clerk and Bruce Crawford, Working

Foreman

1.0 CALL TO ORDER

The Mayor called the meeting to order at 9:05 a.m.

2.0 LAND ACKNOWELDGEMENT

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 Hawkins

THAT Council approve the agenda.

CARRIED.

4.0 MINUTES OF THE PREVIOUS MEETING

Moved by Lyon and Seconded by Clark

THAT the minutes of October 4, 2023 are approved.

CARRIED.

- 5.0 DISCUSSION ARISING OUT OF THE MINUTES NONE
- 6.0 DISCLOSURE OF PECUNIARY INTERESTS NONE
- 7.0 PUBLIC QUESTION PERIOD NONE
- 8.0 PUBLIC MEETING

8.1 2024 Draft Budget

Heather Boston, Treasurer presented the first draft of the 2024 budget with a proposed tax levy increase of 10.34% or \$51.86 for every \$100K of assessment.

Council discussed the transfers to reserves, funding opportunities and potential ways to lower the tax levy increase. The following directions were given to staff as part of the budget deliberations:

- 1. Bring back renovation options for the NDCC stairs in 2024 once a decision on grants/funding has been received.
- 2. Installation of a Honeywood Hurricane Sign at NDCC is to be included as part of the 2023 budget.
- 3. The budget be increased by \$1,000 to reflect Mulmur's Post-Secondary School Grant Program for 2024 and each year moving forward.
- 4. Staff are to invite the Shepherd's Cupboard Foodbank to apply for the 2024 Community Grant and any amount exceeding the approved Community Grant Policy will be considered at the time of application.
- 5. Reduce Council's professional development budget to \$5,000.

Public comments were received from resident Gary Tibbo on the costs of gravel and re-crushed cement, farm stone, solar panels on streetlights, automated speed enforcement signs and waste management costs.

Resident Ross Bailey questioned the feasibility of repurposing farm stone for municipal roadways.

Resident Jen Beaudet asked what the NDCC canteen budget is for 2024 and suggested opportunities for increased revenue including ball hockey and rollerblading.

Melancthon resident Erin Downey expressed disappointment with the NDCC food booth tendering and requested the installation of change stations at the NDCC.

Resident Cheryl Russel spoke to paid duty and the Township's ability to afford operating the arena long term.

Council recessed at 11:15 a.m. and returned at 11:25 a.m.

9.0 REPORTS FOR DECISION

9.1 Rosemont & District Fire Board 2024 Budget

Discussion ensued on equipment replacement, benefit opportunities and maintaining consistency across all fire boards.

Moved by Lyon and Seconded by Clark

THAT Council approve the Rosemont and District Fire Board 2024 Operating Budget in the amount of \$357,584 and Capital Budget of \$762,500 as presented.

CARRIED.

Moved by Clark Seconded by Hawkins

THAT the Council of the Township of Mulmur request the fire chiefs work together to discuss benefits, fire equipment purchases and other new initiatives to ensure consistency throughout all fire boards.

CARRIED.

9.2 5 Year NDCC Capital Cost Projections

Discussion ensued on the Township of Melancthon's contributions to capital.

Moved by Cunningham and Seconded by Lyon

THAT Council direct staff to forward a copy of this report to the Township of Melancthon for consideration:

AND THAT Council request financial assistance from the Township of Melancthon to support capital costs at the NDCC over the next 5 years.

CARRIED.

9.3 Winter Operations Plan 2023-2024

Moved by Hawkins and Seconded by Cunningham

THAT Council adopt the 2023-2024 Winter Operations Plan for the Township of Mulmur, substantially in the form presented.

CARRIED.

9.4 Council Meeting Recordings

Discussion ensued on the sound and clarity of the videos, where the videos are to be posted and the length of a trial period.

Moved by Clark and Seconded by Cunningham

THAT Council direct staff to post Council meeting recordings commencing on December 1, 2023 for a trial period of 6 months.

CARRIED.

A recorded vote was requested by Deputy Mayor Hawkins.

	<u>YAY</u>	NAY
Councillor Clark	Y	
Councillor Cunningham	Υ	
Councillor Lyon		N
Deputy Mayor Hawkins		N
Mayor Horner	Υ	

CARRIED.

Council recessed at 12:37 p.m. and returned at 1:35 p.m.

9.5 Procedural By-law: Council Meeting Dates

Discussion ensued on summer meeting dates.

Moved by Cunningham and Seconded by Hawkins

THAT Council direct staff to draft an amendment to the Procedural By-law in support of the adjustment to the December meeting date in 2024.

CARRIED.

9.6 August Office Hours

Discussion ensued on the optics of closing the office while offering resident services and alternative options.

9.7 Non-Residential and Recreational Trailer Habitation

Discussion ensued on reactive enforcement of by-laws and proactive approaches to enforcement. Direction was given to staff to educate residents on the top enforcement infractions in 2024.

Moved by Cunningham and Seconded by Clark

THAT Council direct staff to investigate the possible solutions and the feasibility of licensing seasonal and temporary housing units and other common property by-law enforcement infractions.

CARRIED.

10.0 <u>COMMITTEE MINUTES AND REPORTS</u>

- 10.1 Shelburne Public Library Board: June 20, 2023
- 10.2 Shelburne District Fire Board Minutes: July 4, 2023
- 10.3 Shelburne District Fire Board Minutes: September 5, 2023
- 10.4 Mulmur Police Services Board Minutes: October 10, 2023
- 10.5 County Council Minutes: October 12, 2023
- 10.6 Rosemont & District Fire Board Minutes: October 10, 2023
- 10.7 OCC Meeting Notes: October 18, 2023

Moved by Cunningham and Seconded by Lyon

THAT Council receives the committee minutes as copied and circulated.

CARRIED.

11.0 REPORTS FOR INFORMATION

- 11.1 Fireworks Education Information Report
- 11.2 Fire Department Tariff of Fees Information Report
- 11.3 Strawberry Festival Report Verbal
- 11.4 3rd QTR Planning Report
- 11.5 Primrose Elementary School Boundary Review
- 11.6 Watson & Associates: Assessment of Bill 134
- 11.7 ERO Response Letter Environmental
- 11.8 Dufferin County: Fire Protection and Prevention Services Study
- 11.9 Correspondence: Devlin McKinley County Road 21 and Airport Road
- 11.10 Correspondence: Leah Pressey OPA#5 Environmental Amendments
- 11.11 Dufferin Board of Trade: Dream Career
- 11.12 Bill 139 ERO: Niagara Escarpment Planning and Development Act
- 11.13 iRadios Public Meeting Notice
- 11.14 Correspondence: Family Transition Place Wrapped in Courage

Direction was given to staff to provide comments on item 11.12 as discussed.

Fireworks Notice of Motion: Moved by Clark Seconded by Lyon

WHEREAS an educational campaign with Mulmur residents, which focused on the risks associated with the use of fireworks, is now complete;

AND WHEREAS it is important to determine the impact of any marketing or education campaigns;

NOW THEREFORE a follow up survey containing questions regarding fireworks and other questions of concern should be conducted with Mulmur residents, and mailed out in the January 2024 tax bill, and also be available on-line;

AND THAT a draft survey is included in the December 2023 Council Meeting package for approval by Council;

AND FURTHER THAT the results of the follow up survey be included in the March 2024 Council meeting package for review by Council to determine if any restrictions should be considered with respect to the use of fireworks in Mulmur Township.

CARRIED.

Moved by Cunningham and Seconded by Clark

WHEREAS in recent years there has been an increased in motor vehicle collisions (MVC's) at intersection of County Road 18 and County Road 21 in Mulmur:

AND WHEREAS rumble strips were installed in 2019 by the County of Dufferin on County Road 21 as an attempt to address safety concerns at the intersection;

AND WHEREAS MVC's continue to occur at this intersection causing injury and damage to both public and private property;

NOWTHEREFORE the Council of the Township of Mulmur request Dufferin County investigate the use of roadside barriers such as guardrail as a way to protect private and public property and address safety concerns at the intersection of County Road 18 and County Road 21 in Mulmur.

CARRIED.

Moved by Clark and Seconded by Cunningham

WHEREAS violence continues to be the greatest gender inequality rights issue for women, girls and gender-diverse individuals; and

WHEREAS November is Woman Abuse Prevention Month; and

WHEREAS November 25th the International Day for the Elimination of Violence Against Women; and

WHEREAS Femicide rates are on the rise in Ontario, with over 46 femicides in Ontario since November 26th, 2022; and

WHEREAS Our community is committed to ending femicide and all forms of gender-based violence; and

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

overrepresented within the Ontario Association of Interval and Transition Houses' 2021-2022 Annual Femicide List; and

WHEREAS last year in Ontario, on average every 7 days a woman or child lost their lives due to femicide; 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; and

NOW THEREFORE the Council of the Township of Mulmur proclaim and declare that November 25th, 2023 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 of gender-based violence and becoming part of Ontario wide efforts to end gender-based violence.

CARRIED.

Moved by Lyon and Seconded by Cunningham

THAT Council receives the information items as copied and circulated.

CARRIED.

12.0 ENDORSEABLE MOTIONS

- 12.1 Town of Cobourg: Illegal Land Use Enforcement
- 12.2 Municipality of Bluewater: Childcare Availability
- 12.3 Town of Parry Sound: Automated Enforcement Systems
- 12.4 Town of Wasaga Beach: Illegal Car Rally Provincial Task Force
- 12.5 Township of West Lincoln: Small Developers in Ontario Communities
- 12.6 Town of Halton Hills: Reducing Municipal Insurance Costs
- 12.7 Town of Rainy River: Water Treatment Training

Moved by Lyon and Seconded by Clark

THAT Council endorse the following resolutions 12.1, 12.3 and 12.6.

CARRIED.

13.0 CLOSED SESSION

13.1 Township Staffing

- 13.2 Fire Area Boundaries
- 13.3 Honeywood Cemetery
- 13.4 Spring Water Lakes
- 13.5 By-law Enforcement

Moved by Cunningham and Seconded by Lyon

THAT Council adjourn to closed session at 3:19 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for two (2) matter relating to litigation or potential litigation, two (2) matters relating to personal matters about an identifiable individual and one (1) matter related to a position, plan, procedure, criteria or instruction to be applied to any negotiations on behalf of the municipality under section 239(2)(b)(e)(k).

CARRIED.

Moved by Lyon and Seconded by Clark

THAT Council do rise out of closed session and into open session at 5:00 p.m. with the following motions/directions:

THAT staff proceed as directed in closed session;

AND THAT Council rescind Motion #304-05, being a motion to add Springwater Lakes' independent contractor to the Township's insurance for snow removal;

AND FURTHER THAT staff schedule a meeting with the SWL Association.

CARRIED.

14.0 <u>ITEMS FOR FUTURE MEETINGS</u>

- 14.1 NVCA Mandate (December 2023)
- 14.2 Strategic Plan, Recreational Plan and Energy Plan (December 2023)
- 14.3 Records Management and Retention (December 2023)
- 14.4 Arena Funding Formula and User Fees (Spring 2024)
- 14.5 Mono-Mulmur Townline Parking (Spring 2024)
- 14.6 NDCC Renovation Strategy (February 2024)
- 14.7 Recreational Trailers and Property By-law Infractions (2024)

15.0 PASSING OF BY-LAWS

- 15.1 Fire Tariff of Fees By-law
- 15.2 Confirmatory By-law

Moved by Cunningham and Seconded by Hawkins

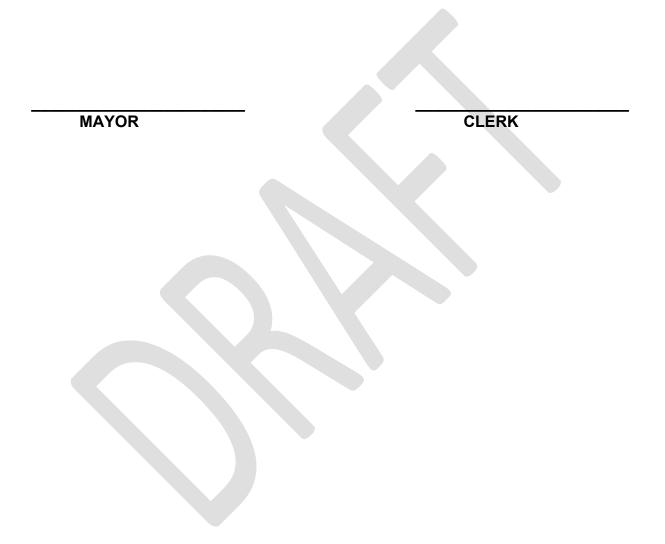
THAT By-Laws 15.1 to 15.2 be approved.

16.0 ADJOURNMENT

Moved by Lyon and Seconded by Cunningham

THAT Council adjourns the meeting at 5:02 p.m. to meet again on November 15, 2023 at 7:00 p.m. or at the call of the Chair.

CARRIED.





COUNCIL MINUTES November 15, 2023 – 7:00 PM

Council Present: Mayor Horner, Councillors Clark, Cunningham, and Lyon

Council Absent: Deputy Mayor Hawkins

Staff Present: Tracey Atkinson, CAO/Clerk/Planner, Roseann Knechtel, Deputy

Clerk

1.0 CALL TO ORDER

The Mayor called the meeting to order at 7:01 p.m.

2.0 LAND ACKNOWELDGEMENT

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 Clark

THAT Council approve the agenda.

CARRIED.

4.0 PUBLIC MEETING

4.1 Johny Mikhael, iRadios: Lit Galaxy Festival

Tracey Atkinson, CAO/Clerk/Planner presented the process required to approve an event of this size through the Planning Act and the Township's Special Event By-law. Pre-consultation was initiated in early 2023 which identified the studies required to submit a complete application for Temporary Use under the Planning Act. The public meeting process has been initiated prior to receiving a complete application due to time constraints.

Council welcomed Johny Mikhael and the iRadios Team. Edward Mak, RPP for iRadios presented the event concept of arts, music and light in celebration of Canada Day.

Mak provided an overview of transportation and emergency access routes. A draft site plan was presented, showing parking and event areas. Mak confirmed that consultation with the OPP indicated a need for an additional 150 paid duty officers.

iRadios noted their appreciation for the natural and forested environment, stating the woodlands would be utilized to mitigate noise with one large and two small stages installed within and around the woodlands.

The following comments were received from agencies and community groups:

Steve Murphy, Dufferin Emergency Management highlighted the amount of emergency planning required and noted the impacts on traffic, health care systems and police services over a holiday weekend. Murphy noted the applicant would be required to submit draft emergency plans for review and approval.

Chief Tom Reid, Dufferin County Paramedic Services expressed concerns with site access, servicing and impacts on the community. Reid noted that the 2023 application did not meet the requirements to receive approval from paramedic services.

Reid also spoke on behalf of Headwaters Healthcare Centre and expressed concerns with staffing on a holiday weekend, stating an event of this size would impact the department's ability to support the rest of the community. Dufferin's healthcare system would not be able to handle the event independently and may not be able to access the resources required to service it.

MTO comments were read by Tracy Atkinson, CAO/Clerk/Planner noting traffic management plans and studies would be required for review.

Darren White, Mayor of the Township of Melancthon stated that at this time, Melancthon Council is not in favour of an event of this magnitude at this location. White expressed concerns with traffic and municipal infrastructure and noted the International Plowing Match had 300 acres set aside for parking.

Elaine Capes, Councillor for the Town of Mono suggested the event be located in a facility with the infrastructure capable to support it, noting that the event does not support the approach of being one with nature.

Chief Ralph Snyder, Shelburne & District Fire Department outlined the Department's current staffing levels, noting that 2 apparatus would be required on scene at all times. Snyder voiced concerns with fire risk, MVC's and the cost to rate payers.

Don McFarlane, Mono-Mulmur Coalition (MC2) highlighted the impacts of light and noise on livestock, stating this event does not meet Mulmur's vision of protecting a rural way of life.

Carl Cosak, North Dufferin Agricultural and Community Taskforce (NDACT) used the 2011 Foodstock event as a comparable. This 28,000 person, 8 hour event, required 1 porta potty for every 50 people and over 600 volunteers. Cosak noted the rest of the community would be left without service if approved.

The following comments and concerns were received from the public:

Jennifer Jewell: concerns with impacts on children, animals, protection, fireworks, livestock and wildlife.

Barry Strauss: concerns with spill off into other areas, wandering and exploring into areas that are not serviced, impacts on municipal infrastructure and roads, liability and environment.

Orie Johnson: concerns with costs falling on the taxpayers and impacts on wildlife.

Cheryl & Hugh Russel: concern that 50 acres is not enough land to accommodate the proposed parking and camping and the fire risk from car exhausts.

Faye MacLachlan: questioned the validity of the company.

Karen Scully: concerns with light and impacts on communication infrastructure, liability and the re-creation of the failed Roxodus festival in Clearview Township.

Aileen Gower: concerns with road degradation, 2nd Line West access and impacts on livestock.

Peter Yan: questioned the calculation of cars versus the anticipated attendance, garbage diversion and the countdown on the iRadios website.

Leah Pressey: concerns with environmental impacts, noise pollution, generators and air pollution.

Susan Verdun: questioned if entertainment has been booked and the company's connection to the land.

Louise Armstrong: spoke to land ownership and limiting ticket sales.

Julie Roy: suggested alternative locations such as fairgrounds.

Morley Brown: noted the historical protection of the land as part of the larger Boyne Valley Provincial Park.

Jill Johnson: questioned what similar rural setting events iRadios has run in the past and to what magnitude they were.

Jeanette McFarlane: noted with set up, take down, restoration and clean up the activity in the area could be weeks or months in duration.

Additional comments were received with respect to the impacts of weather on the rural farm field, area capacity, emergency service access on an unmaintained road allowance, alcohol policies and impact to neighbouring property owners.

The iRadios team answered resident comments and concerns where they could speaking to perimeter fencing, established facilities lacking trees, water being trucked in, shuttle buses, a previous event hosted at Young & Steeles and alcohol sales

Council provided the following comments:

Councillor Lyon stated the event does not fit within the rural community and requested the website be taken down or that reference to Mulmur be removed.

Councillor Clark expressed concern with the timelines for completion of all application studies, review and approval processes.

Councill Cunningham noted the event does not fit with the community values.

A recorded vote was requested by Mayor Horner.

Moved by Janet Horner and Seconded by Lyon

WHEREAS Mulmur received a Pre-Consultation application form in 2022 from Johny Mikhael of iRadios for a 3 day event including camping;

AND WHEREAS the proponent estimates that the event would be attended by approximately 25,000 people;

AND WHEREAS the scale of the proposed event gives rise to concerns regarding potential impacts that are adverse to the public interest, public health and safety, the protection of persons and property as well as traffic, waste management, impacts to agricultural and environmental lands, nuisance, noise, dust, and emergency management;

AND WHEREAS due to the scale, duration, and potential impacts of the proposed event, the pre-consultation application received on December 19, 2022 for a Temporary Use of lands or buildings under section 39, Temporary Use Provisions

of the Planning Act, R.S.O. 1990, C.P. 13, as amended, identified requirements for a complete application;

AND WHEREAS to date, the applicant has not provided a complete application, and none of the required studies have been submitted to the satisfaction of the Township;

AND WHEREAS Johny Mikhael and iRadios is proposing the same 3 day music and camping event of approximately 25,000 people in 2024, commencing the sale of tickets in December, 2023;

AND WHEREAS the above-mentioned concerns remain unresolved;

NOW THEREFORE BE IT RESOLVED THAT Council cannot support iRadios' proposed event at this time.

	Yay	Nay	
Mayor Horner	Y	_	
Councillor Clark	Υ		
Councillor Cunningham	Υ		
Councillor Lyon	Y		

CARRIED.

5.0 PASSING OF BY-LAWS

5.1 Confirmatory By-Law

Moved by Lyon and Seconded by Clark

THAT By-law 5.1 be approved.

CARRIED.

14.0 ADJOURNMENT

Moved by Lyon and Seconded by Cunningham

THAT Council adjourns the meeting at 8:40 p.m. to meet again on December 13, 2023, or at the call of the Chair.

	CARRIED.
MAYOR	CLERK

File Code: R02

Information Notice PRIMROSE ES BOUNDARY REVIEW



To: Parents and Guardians

Date: November 20, 2023

At the November 14, 2023 Board Meeting, Trustees voted to initiate a boundary review process to review accommodation options for Primrose ES. The following motions were passed:

Resolution #23-224

1. THAT the Board approves the initiation of a boundary review process in accordance with the Board's School Boundary Review Policy 320 to review the accommodation options for Primrose ES for the 2024-25 school year.

Resolution #23-226

2. THAT the Trustees adopt the schedule shown in Appendix A of report PLN: 23-19, as the proposed timeline, with the replacement of a Board Meeting in January for the January 23, 2023 Finance and Facilities Committee meeting as an option for delegations.

A Public Information Session is being held as outlined below:

Details:

Date: November 22, 2023

Location: Centre Dufferin DHS in the Cafeteria

150 4th Ave, Shelburne

Time: 6 - 8 pm

Format:

The public information session will be an Open House format which provides the school community an opportunity to view and discuss the information from the Initial Boundary Review Report. Upon entering, you will be asked to sign-in and then be able to browse various displays of information. The Boundary Review Staff Committee will be available to provide information, answer questions, and receive feedback.

This document is available in alternative formats upon request.

Any questions or comments can continue to be submitted to planning.info@ugdsb.on.ca

Please be advised any feedback received through this process will become part of a public record redacted for any identifying or improper content. Please note while all emails received during the public process are reviewed by staff, individual responses will not be provided.

Telephone - (519) 925-5525 Fax No. - (519) 925-1110 Website: www.melancthontownship.ca Email: info@melancthontownship.ca

Monday November 6, 2023

Upper Grand District School Board Guelph, Ontario

Dear Board members:

The Township of Melancthon has significant concerns with the process Upper Grand District School Board (UGDSB) is undertaking to address capacity constraints at Primrose Elementary School. In response, Township Council is requesting that UGDSB postpone its decision to adjust the Primrose-Centennial Hylands school boundaries until a more thorough process can be completed.

The decision to move children from one school to another cannot be made lightly. It must balance short-term needs with medium-term trends that will impact all involved. Melancthon Council is concerned that those who are most impacted by the boundary change – Melancthon families – have not been adequately engaged while UGDSB staff developed their proposed options.

Further, it's unclear why the Township, County and surrounding municipalities were not consulted throughout the boundary review process. Our staff have unique insights on future development projects that will impact schools over the short- and medium-term. Municipal staff and UGDSB staff should be working together to account for actual growth, ensuring that interim solutions align with the medium-term trends we are seeing.

Growth trends in Dufferin County

Dufferin County and its municipalities are experiencing unprecedented growth. In Melancthon alone, a series of subdivisions are in the early stages of development to be built over the next decade. What's more, Shelburne's newest subdivisions are expected to be completed soon. Together, these developments fall within the Centennial Highlands and Hyland Heights boundaries, and will place added pressure on school facilities and staff.

We appreciate the need to alleviate capacity constraints at Primrose Elementary. However, it's not clear how any of the interim solutions align with these and other growth trends in the County.

Parent/guardian concerns

Melancthon families have expressed three concerns with UGDSB's boundary re

First, many believe that the process was devoid of any meaningful engagement are publicly funded entities and, like other public institutions, are expected to en constituents at the beginning, middle and end of processes. Distributing a surve delegations after options have been tabled is not a serious approach to public e

Second, parents are concerned that the recommended solution (Option #2) wor unnecessarily separate cohorts while doing nothing to address medium-term gr Children who transferred to Primrose during the 2017 boundary adjustment are asked to return to Centennial. Understandably, families are wondering what will children as new subdivisions are completed and Centennial's capacity constrain

Third, families are concerned about the psychological toll of separating children friends. Some of these kids have already experienced one boundary adjustmen have been impacted by two years of COVID-19 disruptions. It is our collective reensure that all options have been exhausted before putting additional emotional these children.

Melancthon families are not unreasonable – they understand the pressures that facing. Indeed, their kids live those pressures every day. Engaging families thro process would ensure that all perspectives and options have been appropriately

Pausing the boundary review decision to allow for medium-term planning

Upper Grand and municipal leaders should work together to develop a broad sy addresses short- and medium-term population pressures. Through collaboration positioned to reduce costs, improve planning, address pressures, and create put

In keeping with this, Melancthon Council respectfully requests that UGDSB pau review decision for a period of 12 months. UGDSB could use the next year to:

- work with the municipalities to assess trends, and develop a medium-ter
- refine modelling based on new data as more subdivisions come online,
- launch a thorough public engagement session with affected families.

The current process is forcing a quick but significant decision for the 2024-25 so Pausing the decision by 12 months will give the Committee time for a more con approach that balances immediate and medium-term needs. Should an interim absolutely necessary, we ask that you select a less disruptive option until a mor review process can be completed.



November 10, 2023

Via: Email

Township of Mulmur 758070 2nd Line E Mulmur ON L9V 0G8

Dear Mulmur Township:

Re: Towns

Township of Mulmur, Risk Assessment Nitrate Loading for Armstrong Subdivision

Project No.: 300052761.0000

Background

This Report is written in our capacity as Mulmur Township Engineers. We recognize that this capacity does not extend to making risk-based decisions on behalf of the municipality, no matter how minor they may appear to be. The purpose of the Report is to provide the municipal authority with the information that is needed to assess the risk of nitrate loadings in the Armstrong Subdivision upon which to make a decision.

The Report follows our previous Letters of October 5, 2022 and March 28, 2023 as well as other correspondence dealing with projected nitrate loading in the Armstrong residential subdivision. To provide some context, a properly functioning septic system breaks down domestic waste into effluent that is allowed to be released below established concentrations into the environment. The effluent contains nitrate which has been used as a marker for environmental impacts. Nitrate release to the environment is generally assumed to be acceptable from isolated lots but can accumulate into plumes from communities where houses are grouped together. Over the past 30 years, this has affected subdivision development because a projection is required for the resulting nitrate concentration within the plume. Most commonly, the concern has been addressed by increasing the size of the lots, so that there are fewer houses and the concentration of nitrate in the plume is more diluted.

In 1995, the Ministry of the Environment (MOE) published a Guideline for the design of subdivisions which included procedures for the estimation of nitrate concentrations. There were essentially three choices:

- Larger lots and dilution;
- Proving that the groundwater beneath the Site was contained (isolated) and; therefore, not part of any drinking water aquifer; or
- Predicting the nitrate concentration based on measuring actual nitrate levels in a neighbouring or similar development in order to predict without looking at dilution.

Township of Mulmur November 10, 2023

Project No.: 300052761,0000

As noted, the first option was by far the most commonly followed. It should be noted that the 1995 MOE document also stated that development should not occur on sites where existing nitrate levels were higher than 10 mg/l (which is the case with the Armstrong site and discussed below). The MECP no longer provides review services for subdivisions which is why the Township Engineers now do the assessment and the Township of Mulmur (Township) makes the final decision.

Summary of Concerns

Our review of the submissions for the Armstrong Subdivision for compliance with the MOE Guidelines has caused us concern with a number of matters which have now largely been resolved. A brief summary is as follows:

- The lot sizes are smaller than the areas that would typically be required for dilution of nitrates. However, the developer is proposing to use mechanical sewage treatment systems on every lot in order to reduce nitrates at the point of discharge. This is discussed further below, but it is the main reason for providing this Risk Assessment. There is no risk associated with making the lots bigger while there is some degree of risk in relying on the long-term functioning of mechanical treatment units.
- Background studies indicated that existing nitrate levels on-site are quite high; beyond the 10 mg/l maximum that is referenced by the MOE. There were two possibilities of the source. The nitrates could have originated from septic systems in the existing community of Mansfield, in which case, it would have been problematic to add any additional septic systems. Or, alternatively, they could have been coming from the historic agricultural use of the property which would terminate with the construction of the subdivision and be a non-factor in future nitrate plumes. Most recently, the developer's consultant did more detailed testing of the in-situ nitrates and proved them to be the latter; generated from agricultural use. We no longer have any concern with this aspect of our previous Letters.
- The submissions had indicated that the groundwater below the Site was protected from contamination by a continuous till layer, based on information taken from general soils mapping in the area. We were reluctant to rely on such information and requested on-site drilling for proof. The drilling was done this summer, but it was unable to confirm that the layer was consistently available. While this finding undermined the original conclusions of the Report, it was only one factor of many that need to be considered in this Risk Assessment.
- While the community of Mansfield is serviced with municipal water, and; therefore, not directly affected by the potential for nitrate concentrations rising in the groundwater, we were concerned that there might be rural properties with private wells that are directly connected to the groundwater that will be receiving the nitrate impacted groundwater. This concern increased when the protective layer was found to be non-continuous. However, a well survey has now been completed and confirmed that private wells that are close to, and downstream of the subdivision, are drilled to a deeper source of water than the one that receives the nitrates. We are satisfied that there are no vulnerable private wells.
- Notwithstanding concerns about drinking water there were also questions about impact on the watercourse that traverses the Site. Those questions have now been answered and we do not expect nitrates to be a problem for the stream.

Township of Mulmur November 10, 2023

Project No.: 300052761.0000

Synopsis

In summary, previous subdivisions in Mulmur (and Mansfield) have been approved with lots of a sufficient size to passively dilute nitrates, following MOE Guidelines. Such approvals have ensured that the Township assumes the minimal amount of risk in granting the approvals. The Armstrong subdivision has smaller lots, which raises the risk of downstream contamination. It is; therefore, appropriate that the Township assess and manage the increased risk it is being exposed to.

Risk Assessment

Risk assessment, in general, involves the consideration of the probability of an event happening in combination with the severity of its consequences (i.e., if something is likely to occur and it has severe consequences, it should be avoided at all costs). A more modest approach can be taken with items that are either likely to occur but inconsequential, or unlikely to occur despite having severe consequences. The nitrate concentrations related to the Armstrong development can be considered as follows:

Consequences of High Nitrates

The Ontario government sets a maximum concentration of 10 mg/l of nitrate in drinking water. Higher concentrations can affect the ability of blood to carry oxygen which is a serious concern in particular for babies less than six months of age. As serious as this sounds, nitrate concentrations can often exceed this level without concern or consequence, partly because it affects such a small percentage of the population. It is also mitigated because nitrates continue to break down, particularly in the groundwater where oxygen levels are reduced, so the consequences reduce with increased distance from the source.

Obviously, the consequences are also affected by just how high the nitrate concentrations are expected to be. To provide context, the Armstrong lands would meet the size / dilution criteria if they yielded 37 lots. (This number could increase to 48 lots if the landowners were to use their lands outside the urban boundary to contribute to the dilution.) The subdivision proposal is for 67 lots, which is almost double 37. If there were no treatment at all (or if every single sewage treatment system were to fail) the nitrate concentrations would rise to about 15 mg/l at the boundary of the subdivision. This calculation can be considered to be conservative, as actual testing typically finds lower levels than the prediction. Also, groundwater flow is generally toward the northeast and even the 15 mg/l would dissipate beneath the adjacent farmland. It is important to note that this worst-case scenario of 15 mg/l is similar to existing nitrate levels on the Site that have been generated by the agricultural use. We have concluded that although the "high" concentration of nitrates exceeds the recommended limit it is not excessively high such that it would lead to harsh consequences.

In summary, the consequences of high nitrates are moderate: neither high enough to raise undue alarm or low enough to ignore.

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Probability of Negative Event

If all of the mechanical treatment devices work as designed, the resulting nitrate levels in the groundwater are predicted to be 7.8 mg/l. If they all completely fail, the resultant level will be 15 mg/l. Therein lies the reason that some conservative municipalities have rejected any reliance on mechanical systems. The concern is not with the short-term when expertise is available to oversee the work and when testing can be undertaken to monitor results. The concern is in the long-term. Decades from now, will the systems still be working as planned? What role does the Township play in ensuring long-term success? What is the liability on the Township if the nitrate requirements are forgotten in the future? In order for a negative event to occur, all of the following factors would have to happen:

- The unusual circumstance would have to occur when nitrate concentrations actually reach the levels predicted by MOE Guidelines.
- More than 30% of the lots (i.e., 20 of the 67 lots) would have to lose all of the treatment in order for the nitrate calculation to raise from 7.5 mg/l up to 10 mg/l.
- A new private well would need to be drilled into the shallow aquifer close enough to the subdivision boundary where denitrification had not occurred.
- A vulnerable person (under 6 months old) would have to drink the water.

In summary, the probability of a negative event happening is low.

Mitigating Factors

Other factors to consider include the following:

- The fact that groundwater flows towards the Site from the existing community, yet
 non-agricultural nitrates were not detected in the groundwater supports the concept that
 the Mansfield topography is conducive to denitrification and supports the suggestion that
 the MOE predictions are conservative. It is entirely possible that all 67 lots could be built
 with conventional systems and not create any nitrate plume in excess of 10 mg/l.
- The applicant is being reasonable with its expectations of the effectiveness of its proposed treatment process. We concur that the proposed systems can be expected achieve a 50% reduction in nitrate discharge.
- Even if high nitrates were to find their way into a supply well, the problem could be solved with a domestic treatment system (reverse osmosis) or by using bottled water.
- The Armstrong lands include about 18 acres that are outside of the Mansfield boundary; therefore, not included in the application. This area is available to dilute the nitrate levels of the lands being developed, such that a total of 37 lots would have to lose their treatment functionality in order for levels to reach 10 mg/l when the additional lands are considered. The lands could potentially be held from future development until it is confirmed that the current development is not problematic.

Recommendation

In our opinion, there is a low risk of liability to the municipality if it relies on mechanical treatment to allow 67 units to be built on the Armstrong subdivision site. While the risk is higher than would be incurred if only 37 lots were built, we understand that the Township has housing goals and community goals and is willing to accept a low risk in order to

Township of Mulmur November 10, 2023

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accommodate growth. We therefore recommend that a maximum of 67 units be accepted in the consideration of nitrate loadings.

Yours truly,

R.J. Burnside & Associates Limited

Gord Feniak, P.Eng.

GF:tm

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OFFICIAL PLAN AMENDMENT NO. 5

TO THE

OFFICIAL PLAN OF THE TOWNSHIP OF MULMUR

(Environment, Natural Hazard & Natural Resources Policies)

DECEMBER 2023

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CONSTITUTIONAL STATEMENT OFFICIAL PLAN

FOR THE

TOWNSHIP OF MULMUR

OFFICIAL PLAN AMENDMENT NO. 5

Amendment No. 5 to the Official Plan for the Township of Mulmur was prepared and recommended to the Council of the Township of Mulmur under the provisions of the *Planning Act*, R.S.O. 1990, on the XX day of Month, 2023.

•	Corporation of the Township of Mulmur by se with the provisions of the <i>Planning Act</i> 2023.
Mayor – Janet Horner	Clerk – Tracey Atkinson

PART A - THE PREAMBLE

1.0 Purpose

The Amendment implements the following:

- 1. Updates the recently adopted Vision for the Township to add the words "rural character" to the Vision;
- 2. Reorganization of the Environment, Natural Hazard, and Natural Resources policies;
- 3. Updates the Environment, Natural Hazard, and Natural Resources policies for consistency with the Provincial Policy Statement (2020);
- 4. Updates the policies to address conformity with "A Place to Grow Growth Plan for the Greater Golden Horseshoe";
- 5. Updates the Environment, Natural Hazard, and Natural Resources policies to address conformity with the Dufferin County Official Plan;
- 6. Updates the Environment, Natural Hazard, and Natural Resources policies to reflect current approaches to natural heritage, development review, and implementation;
- 7. Updates the definitions to incorporate provincial definitions as appropriate; and,
- 8. Removes duplication and simplifies the policies.

2.0 Location

This amendment applies to all lands within the Township of Mulmur.

3.0 Basis

The Township is undertaking a review and creation of updated Official Plan policies for Environment, Natural Hazard, and Natural Resources.

PART B - THE AMENDMENT

1.0 Introductory Statement

This part of the document entitled Part B – The Amendment, which consists of the following text, Schedules B1 to B5, and Appendices 1-4, constitute Amendment No. 5 to the Official Plan for the Township of Mulmur.

2.0 Details of the Amendment

The Amendment consists of 99 items in Tables A and B including the mapping as outlined in Table B.

The Official Plan is amended as follows:

- 1. Changes to text and mapping of the Official Plan are amended as per the following tables of this Amendment:
 - a. Table A Text Amendments
 - b. Table B Schedule Amendments

3.0 Implementation

The provisions of the Official Plan regarding the implementation of that Plan shall also apply to this Amendment.

4.0 Interpretation

The provisions of the Official Plan for the Township of Mulmur, as amended from time to time, shall apply to this Amendment.

5.0 Table A – Text Amendments

Item	Policy	Details of the Amendment
No.	Number	
1.		"Ministries of Environment and Natural Resources" is
		changed to "Province" in all instances in the Official Plan.
2.	3.0	To the third sentence of the third paragraph, the clause "and
	5.45	agricultural landscape" is added after "character."
3.	5.15	The following text is deleted:
		"Renewable energy undertakings are exempt from <i>Planning Act</i> approvals as per Schedule K of the <i>Green Energy and Green Economy Act</i> , 2009. These undertakings shall be subject to the <i>Green Energy and Green Economy Act</i> and other Provincial and Federal approvals. Where required, the Township will review and comment on proposed renewable energy projects when consulted by renewable energy project proponents in accordance with the Renewable Energy Approval (REA) process under the Environmental Protection Act. Both alternative energy systems and renewable energy systems, as defined in Section 13 of this Plan have the same meaning as renewable energy undertakings under the <i>Green Energy and Green Economy Act</i> ."
		The following text is added:
		"The following shall apply to alternative and renewable energy projects:
		a) The Township will seek to implement the policies of this Section through public and municipal processes.
		b) Alternative and renewable energy projects present unique land use compatibility concerns. Due to their prominence, alternative and renewable energy projects have the potential to significantly impact, even define, the character of a community. Site locations and site layouts must recognize the primary nature of existing land uses within the Township and must limit impacts to agricultural uses, sensitive neighbouring uses, visual landscape, the natural environment and potential uses on neighbouring properties.
		c) All alternative and renewable energy projects shall only be permitted by a rezoning approved by Council. Projects approved by a rezoning shall also be subject to Site Plan

Item No.	Policy Number	Details of the Amendment
		Control.
		d) The Zoning By-law shall establish distance separation for alternative and renewable energy projects from sensitive land uses.
		e) Ground mounted solar renewable energy facilities of up to 10 kilowatts are permitted in prime agricultural areas as an on-farm diversified use. Facilities in excess of 10 kilowatts shall not be located in prime agricultural areas.
		f) Small scale solar panels that provide electricity for use on the same property will be considered accessory uses.
		g) Roof mounted solar generating facilities of all sizes will be encouraged subject to confirmation that the supporting structure is capable of bearing the weight.
		h) In assessing an alternative energy projects, proponents and the Township shall take into consideration:
		Potential noise from turbines and also humming of any substations or power lines.
		Impacts to agriculture including drainage, soil conservation and productivity, number of acres taken out of production, and field fragmentation.
		3. Visual impact including lighting, colouring, blade glint, shadow flicker, overshadowing and impacts on natural landscapes and general visual amenity.
		4. Location of utility lines and any associated utility buildings, substations, etc., and landscaping and screening of same.
		5. Impacts to the natural environment including but not limited to migration routes, significant natural areas, new waterway crossings, geotechnical concerns.
		 Whether utilities should be buried or overhead, and impacts on watercourse crossings of utility lines and access roads.
		7. Impacts to cultural and built heritage, archeological resources and recreational areas.

Item	Policy Number	Details of the Amendment
No.	Number	8. Impacts to local infrastructure through delivery,
		construction and operation of the project.
		Site safety including falling ice, tower collapse, fencing, guy wires markings and climbing prevention.
		10. Aircraft safety and impacts to private airstrips.
		11. Potential electromagnetic interference to communications infrastructure. Other issues that may become apparent with maturation of the wind energy industry."
4.	5.18	This policy is deleted.
5.	5.19	This policy is moved to Part B, Section 6A.2.
6.	5.19.1	This policy is moved to Part B, Section 6A.2.1.
7.	5.19.2	This policy is moved to Part B, Section 6A.2.2.
8.	5.19.3	This policy is moved to Part B, Section 6A.2.3.
9.	5.20	This policy is moved to Part B, Section 6A.1.4.8. The following text is deleted:
		"In considering proposals for the development of forested lands, regard shall be had to:
		 a) the role that the forests of the site play in maintaining the character of the Township as a scenic and desirable area for recreational, rural residential and tourism development;
		 b) the importance of maintaining and enhancing (and, where necessary, compensating for the loss of) tree cover on the site, for conservation and environmental purposes;
		c) the importance of retaining forests considered suitable for future commercial forest production, and;
		d) the appropriateness of the proposal in significant woodlands.
		New development should preserve trees and wooded areas as much as possible and practical, and the disturbance of treed areas should be minimized. Site plan and development agreements containing specific protection requirements and management details may be required for developments in forested areas."
10.	5.20.1	This policy is deleted and replaced by Part B, Section

Item No.	Policy Number	Details of the Amendment
		6A.1.4.6.
11.	5.21	This policy is moved to Part B, Section 6A.1.4.9.
12.	5.21.1	This policy is moved to Part B, Section 6A.1.4.5. The following text is deleted:
		"Wildlife habitat includes those areas of the natural environment where plants, animals, and other organisms, excluding fish, live, and find adequate amounts of food, water, shelter and space needed to sustain their populations, including areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species."
13.	5.21.2	This policy is deleted and replaced by Part B, Section 6A.1.4.5.
14.	5.21.3	This policy is moved to Part B, Section 6A.1.4.3. The following text is deleted:
		"Water resources sustaining fish populations shall be maintained in a clean and healthy condition. Development and site alteration shall not be permitted in fish habitat, except in accordance with provincial and federal requirements.
		Development and site alteration shall not be permitted on adjacent lands to fish habitat unless the ecological function of the adjacent lands has been evaluated through an EIS and it has been demonstrated that there will be no negative impacts on the habitat or on its ecological functions. The following criteria shall also be addressed:
		 i) the necessity of ensuring that there will be no net loss, and the potential for realizing a net gain in the productive capacity of fish habitat;
		ii) the importance of maintaining existing watercourses in a healthy and natural state, and;
		iii) the importance of maintaining vegetative buffers in accordance with the sensitivity of the fishery resource.
		Adjacent lands are defined for the purposes of this section as lands within 120 m."
15.	5.21.4	This policy is deleted.
16.	5.21.5	This policy is deleted and replaced by Part B, Section
		6A.1.4.4.

Item	Policy	Details of the Amendment
No.	Number	
17.	5.22	This policy is moved to Part B, Section 6A.1.4.1.
18.	5.22.1	This policy is moved to Part B, Section 6A.1.4.1.
19.	5.23	This policy is moved to Part B, Section 6A.1.4.2.
20.	5.23.1	This policy is moved to Part B, Section 6A.1.4.2.
21.	5.24	This policy is moved to Part B, Section 6A.1.4.7.
22.	5.24.1	This policy is moved to Part B, Section 6A.1.4.7.
23.	5.27	This policy is moved to Part B, Sections 6A.3.1; 6A.3.1.1;
		6A.3.1.2; 6A.3.1.3; 6A.3.1.4; and 6A.3.1.5.
24.	5.28	This policy is moved to Part B, Section 6A.3
25.	5.28.1	This policy is moved to Part B, Section 6A.3.2
26.	5.29	This policy is deleted.
27.	5.29.1	This policy is moved to Part B, Section 6A.3.1.7.
28.	5.29.2	This policy is moved to Part B, Section 6A.3.1.8.
29.	5.32	The policy is deleted. The text is moved to Part B, Section
		9.1.
30.	5.33	This policy is deleted.
31.	5.36	"B4" in policy i) is deleted and replaced with "B5"
		The clause ", and through significant natural heritage features or areas" after "threat" is deleted from existing policy j).
		The following is added as policy k):
		"Lot lines shall avoid the fragmentation of provincially significant wetlands and significant woodlands and should avoid the fragmentation of other natural heritage features and areas wherever possible and practical."
		Move "and" from the end of policy i) to the end of policy j) and adjust punctuation accordingly.
32.	5.41	At the end of the final paragraph ", including those pertaining to natural heritage and natural hazards" is inserted.
33.	N/A	A new section is created titled "Part B: Natural Heritage and Related Environmental Policies".
		Renumber subsequent Parts accordingly.
34.	6A.1	A new policy is created titled "6A.1 Natural Heritage". The following text is added:
		"Natural features and areas within the Township shall be

Item No.	Policy Number	Details of the Amendment
		protected for the long term.
		The Township recognizes natural features and areas function as a part of a natural system that provides ecological services, including climate regulation, soil retention, natural water filtration, flood mitigation, habitat for fauna, fish, flora, and fowl, and nutrient re-cycling.
		The Township will consider the health and integrity of the natural features or ecological functions for which an area is identified, due to single, multiple or successive development or site alteration activities when reviewing planning applications and undertaking public works. This may include consideration of the impacts of a changing climate."
		The following text is moved from Part A, Section 5.18 to Section 6A.1:
		"The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features."
35.	6A.1.1	A new policy is created titled "6A.1.1 Natural Heritage System." The following text is added:
		"The Township will implement the Natural Heritage System established in this Plan, as well as those of Provincial Plans and the Dufferin County Official Plan.
		The Dufferin County Official Plan implements a Natural Heritage System that includes lands within the Township identified as Escarpment Natural Area and Escarpment Protection Area in the Niagara Escarpment Plan as well as lands within Provincial Natural Heritage Systems.
		The Township will implement Provincial Plan and Dufferin County Natural Heritage Systems as overlays to the land use designations shown on Schedules A1 to A7. Provincial Plan and Dufferin County Natural Heritage Systems are mapped in Appendix 1 for information purposes only. Copies of these plans currently in effect should be consulted where applicable.
		The Township Natural Heritage System includes the

Item No.	Policy Number	Details of the Amendment
		following as overlays to the land use designations on Schedules A1 to A7:
		Category 1 Features
		Provincially Significant Wetlands
		Other Wetlands (unevaluated or regionally or locally significant)
		Habitat of Endangered Species and Threatened Species
		Fish Habitat
		Category 2 Features
		 Significant Areas of Natural and Scientific Interest (ANSI)
		Significant Woodlands
		Significant Valleylands
		Significant Wildlife Habitat
		 Lands Adjacent to Category 1 features and adjacent to certain Category 2 features as noted in these policies
		Category 3 Features
		Lands adjacent to other Category 2 features
		Corridors and Linkage Features
		Highly Vulnerable Aquifers
		Significant Groundwater Recharge Areas
		Other Surface Water Features
		Woodlands other than Significant Woodlands
		Other Locally Significant Natural Features, Areas or Landforms
		Other Wildlife Habitat, including core deer wintering yards
		These features may overlap or be coincident. Some features require further work to identify or constitute sensitive information that cannot be displayed on Schedules to this Plan. All natural features and areas identified in the Natural

Item No.	Policy Number	Details of the Amendment
		Heritage policies of this Plan are to be protected where they are present within the Township in accordance with the policies of this Plan, the Provincial Policy Statement, applicable Provincial Plans, and the Dufferin County Official Plan.
		All natural features identified on Schedules of this Plan should be considered schematic and subject to confirmation by an Ecological Site Assessment and possible refinement of boundaries by an Environmental Impact Study.
		Protection of natural features and areas is typically achieved by prohibiting development and site alteration within them and on lands adjacent to them. Some natural features and areas are a greater constraint than others when considering land use planning applications.
		 For Category 1 features, no development or site alteration is permitted, except in the case of fish habitat and habitat of endangered species or threatened species, development may be permitted in accordance with provincial and federal requirements. Infrastructure may also be permitted in some circumstances in accordance with applicable legislation and regulations.
		 For Category 2 features, development and site alteration may be permitted if it can be demonstrated through an Environmental Impact Study that no negative impacts on the features or their associated ecological functions will result.
		 For Category 3 features, development and site alteration are subject to policies in this Plan directed at improving the overall health of the Township's Natural Heritage System, including restoration and enhancement of natural features and areas, including the improvement of linkages within corridors.
		Nothing in the policies of Section 6A.1 are intended to limit the ability of agricultural uses to continue."
36.	6A.1.2	A new policy is created titled "6A.1.2 Identification of the Township Natural Heritage System." The following text is added:

Item No.	Policy Number	Details of the Amendment
NO.	Number	"The Natural Heritage System is identified on Schedule B1 and is to be considered an overlay to the land use designations on Schedules A1 to A7 of this Plan. Despite the designation that lands may have on Schedules A1 to A7 of this Plan, development of lands will be generally directed away from the Natural Heritage System and/or subject to such evaluations or conditions as required by the policies of this Plan and the Dufferin County Official Plan.
		Note: the Natural Heritage System includes lands designated Natural Areas on Schedules A1 to A7 of this Plan."
37.	6A.1.3	A new policy is created titled "6A.1.3 Identification of Natural Heritage Features and Areas." The following text is added:
		"Components or individual natural features of the Natural Heritage System are identified on Schedules B2 to B4 and are to be considered as overlays to the land use designations on Schedules A1 to A7 of this Plan. Despite the designation that lands may have on Schedules A1 to A7 of this Plan, development of lands will be generally directed away from natural features and areas and/or subject to such evaluations or conditions as required by the policies of this Plan and the Dufferin County Official Plan."
38.	6A.1.4	A new policy is created titled "6A.1.4 Natural Heritage Features and Areas." The following text is added:
		"The Township has many natural features and areas that are important for their environmental and social values. Collectively they represent the legacy of natural landscapes in the area. The Natural Heritage System is made up of these natural features and areas in accordance with terminology and policy direction from the Province and Dufferin County."
39.	6A.1.4.1	A new policy is created titled "6A.1.4.1 Wetlands." The text is as follows:
		"All Wetlands shall be protected from the negative impacts of development or site alterations." is moved from Part A, Section 5.22.
		"The responsibility for establishing criteria which determines the significance of wetlands rests with the Province of Ontario. The evaluation and delineation of Provincially Significant Wetlands can only be

Item	Policy	Details of the Amendment
No.	Number	
		completed by a Certified Ontario Wetland Evaluator. Wetlands will be shown on Schedule B2 as identified and delineated by the Province and Certified Ontario Wetland Evaluators." is added.
		 "Negative impacts are all impacts that result in degradation that threatens the health and integrity of the wetland or its ecological functions due to single, multiple or successive development or site alteration activities." is moved from Part A, Section 5.22.
		"Development and site alteration shall not be permitted in Significant Wetlands.
		Development and site alteration shall not be permitted on adjacent lands to significant wetlands unless the ecological function of the adjacent lands has been evaluated, through an Environmental Impact Study, and it has been demonstrated that there will be no negative impacts on the wetland or on its ecological functions, and addresses the criteria identified in this Section. For all significant wetlands, a minimum 30 metre vegetation protection zone shall be established and maintained. Lands within 120 metres of Significant Wetlands shall be considered Adjacent Lands." is moved from Part A, Section 5.22.1.
		The following text is moved from Part A, Section 5.22:
		"Except as outlined above for significant wetlands, development adjacent to and within 30 m. of wetlands shall only be permitted if it can be demonstrated, through an Environmental Impact Study, that it will not result in any of the following:
		1. loss of wetland functions;
		subsequent demand for future development which will negatively affect existing wetland functions;
		conflict with existing site specific wetland management practices; and,
		4. loss of contiguous wetland area."
		The above text is revised as follows:
		In the first sentence of the fourth bullet, insert "this"

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		before "Section" and delete "5.22"
		 In the fourth bullet, the sentence "Adjacent lands from significant wetlands are defined for the purposes of this section as lands within 120 m. of the significant wetland." is deleted and replaced with "Lands within 120 metres of Significant Wetlands shall be considered Adjacent Lands."
		 In the fourth sentence of the fifth bullet, "in the following section dealing specifically with" is deleted and replaced with "above for"
40.	6A.1.4.2	A new policy is created titled "6A.1.4.2 Areas of Natural and Scientific Interest." The text is as follows:
		 "Areas of Natural and Scientific Interest (ANSIs), are of two types, earth science ANSIs and life science ANSIs. A further distinction is made to define those ANSIs which are considered to be "provincially significant" from those that are considered to be "regionally or locally significant"." is moved from Part A, Section 5.23.
		"ANSIs are identified on Schedule B3. Development and site alteration will not be permitted within or adjacent to an ANSI unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions through the preparation of an Environmental Impact Study.
		Lands within 50 metres of a Significant ANSI – Earth Science or within 120 metres of a Significant ANSI – Life Science shall be considered adjacent lands." is added.
41.	6A.1.4.3	A new policy is created titled "6A.1.4.3 Fish Habitat." The text is as follows:
		 "Fish habitat is spawning grounds and nursery, rearing, food supply, and migration areas on which fish depend directly or indirectly in order to carry out their life processes.
		Development and site alteration will not be permitted in or adjacent to fish habitat except in accordance with

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		Provincial and Federal requirements.
		Lands within 120 metres of Fish Habitat shall be considered Adjacent Lands." is added.
		"Where development and site alteration is permitted, the best available construction and management practices shall be used to protect water quality and quantity, both during and after construction. Treatment of surface run-off to maintain water quality and hydrological characteristics in receiving watercourses shall meet the standards established by the Province and the Nottawasaga Valley Conservation Authority." is moved from Part A, Section 5.21.3.
42.	6A.1.4.4	A new policy is created titled "6A.1.4.4 Habitat of Endangered Species and Threatened Species." The following text is added:
		"The habitat of endangered species and threatened species is not shown on Schedules of this Plan, since species and habitat information is limited or not published. Habitat of endangered species and threatened species are listed or categorized on the Province of Ontario official Species at Risk list, as updated and amended from time to time. The Province administers the <i>Endangered Species Act</i> , 2007 (ESA) to protect and conserve species at risk and their habitats. Under the ESA, the Ministry of Natural Resources and Forestry is responsible for identifying and approving general and regulated habitat, as well as giving technical advice on species at risk and their habitats. The technical advice provided under the ESA supports the implementation of natural heritage policies found within the Provincial Policy Statement. For the purposes of the Provincial Policy Statement, the Ministry of Natural Resources and Forestry is responsible for approving the delineation of habitat for endangered and threatened species. Development and site alteration will not be permitted in or adjacent to habitat of endangered species and threatened species, except in accordance with Provincial and Federal requirements.
		Lands within 120 metres of Significant Habitat of Endangered and Threatened Species shall be considered

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1101	Italiiboi	Adjacent Lands."
43.	6A.1.4.5	A new policy is created titled "6A.1.4.5 Wildlife Habitat." The text is as follows:
		 "Wildlife of many varieties abounds in the Township, particularly within the rural and natural areas, the Pine and Boyne River valleys and the Niagara Escarpment Plan Area. Many species are very common, whereas some others are considered rare, vulnerable, threatened or even endangered. All species, and the protection of significant habitats are vital to the diversity and health of the Township's ecosystems."
		Wildlife habitat includes those areas of the natural environment where plants, animals, and other organisms, excluding fish, live, and find adequate amounts of food, water, shelter and space needed to sustain their populations, including areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.
		Where permitted by this Plan, development and site alteration in wildlife habitat shall be designed so as to:
		a) minimize the impacts on wildlife and wildlife habitat;
		b) maintain corridors and linkages with adjacent areas; and
		c) enhance habitat wherever possible." is moved from Part A, Section 5.22.1.
		 "Development and site alteration will not be permitted within or adjacent to significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions through the preparation of an Environmental Impact Study.
		Significant wildlife habitat may include areas where there are: seasonal concentrations of animals; rare vegetation communities and specialized habitats for wildlife; habitats of species of "special concern" and other significant wildlife habitat, or animal movement

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		corridors.
		Lands within 120 metres of Significant Wildlife Habitat shall be considered Adjacent Lands." is added.
44.	6A.1.4.6	A new policy is created titled "6A.1.4.6 Woodlands." The following text is added:
		"The intent of this Plan is to conserve existing Woodlands and vegetation and prohibit incompatible land uses that deter their long term benefits. Woodlands are mapped on Schedule B3. The exact boundaries of wooded areas may change over time. Woodlands mapped on Schedule B3 should be regarded as schematic and subject to verification by an Ecological Site Assessment or Environmental Impact Study.
		Significant Woodlands
		Development and Site Alteration is not permitted within or adjacent to Significant Woodlands unless an Environmental Impact Study has demonstrated that there will be no negative impacts on natural features or their ecological functions.
		Significant Woodlands shall be identified in accordance with criteria provided in the Dufferin County Official Plan. Woodlands over 10 hectares in size are identified on Schedule B3.
		Lands within 120 metres of Significant Woodlands shall be considered Adjacent Lands."
45.	6A.1.4.7	A new policy is created titled "6A.1.4.7 Valleylands." The following text is moved from Part A, Section 5.24:
		"Valleylands may have a combination of natural features warranting protection, and physical constraints from which new development should be protected.
		For the purposes of this Plan, valleylands are broken into two distinct categories, according to their natural heritage values, and their physical constraints.
		Valleylands with important natural features and/or functions include the following:
		a riparian habitat zone within 30 m. of each side of all coldwater streams and permanently flowing rivers and

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		streams with a drainage area of more than approximately 125 ha.;
		 lands within wetlands associated with all such rivers and streams and including their associated wetland buffers, and;
		other forested areas that are contiguous with the above, generally to, but not beyond the valley rim.
		Valleylands with hazards and/or physical constraints to development include the following;
		the channels and floodplains of rivers and streams with a drainage area greater than 125 ha.;
		 the meander belt associated with all such rivers and streams, and;
		 steep slope areas that are contiguous with the above, generally to the valley rim.
		These areas, as defined in the above text have not been shown separately on the schedules to this Plan, as no reliable and sufficiently accurate mapping currently exists. However, the above parameters make it relatively easy to identify where valleylands exist within the Township, based on the mapping of other features that are components of valleylands (wetlands, steep slopes) included on Schedules B1, B2 and B3.
		The most important valley and stream corridors in the Township are generally already designated as Escarpment Natural Areas in the Niagara Escarpment Plan or as Natural Areas in this Plan.
		Development within valleylands shall not be permitted, if there is a conflict with Provincial Policies, or the policies of this Plan or the Niagara Escarpment Plan (generally those developments proposed in close proximity to rivers and streams, within wetlands, floodplains and areas with unstable soils or slopes).
		In other valleyland areas with natural features and functions, proposed development and site alterations, supported where necessary by the positive results of an environmental impact study acceptable to the Township , following consultation

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110.	Humber	with other commenting agencies and approval authorities, may be permitted.
		Appropriate development set-backs from rivers and streams, wetlands, contiguous forested areas or from significant features within such forested areas, may be established in such studies, and enforced through conditions of <i>Planning Act</i> application approval.
		In other valleyland areas with hazards and physical constraints, proposed development and site alterations, supported where necessary by the positive results of a soils and/or slope stability assessment acceptable to the Township and the Nottawasaga Valley Conservation Authority, may also be permitted.
		Appropriate set-backs from rivers and streams and from the top and/or toe of slopes may be established in such studies, and enforced through re-zoning where required, or as conditions of <i>Planning Act</i> application approval.
		The Township shall also consider the impacts of development and site alterations on steep slopes in relation to the desire to maintain the predominantly open, rural and natural appearance and scenic values of the landscape in the immediate area, and the rural character of the Township generally."
		The following text is moved from Part A, Section 5.24.1:
		For the purposes of this Plan, significant valleylands are those lands along the main channels of the Boyne River, the Pine River and Black Bank Creek, and including the associated floodplains, meander belts and wetlands. The boundaries of significant valleylands shall be identified on the schedules to this plan when further information becomes available, through a site-specific amendment, if required for individual developments or at the five-year municipal comprehensive review stage. Other areas may be added if it is determined through subsequent studies that such areas constitute significant valleylands.
		Unless it has been demonstrated through an EIS that there will be no negative impacts on the natural features or their ecological functions, development and site alteration shall

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No.	Number	not be permitted in significant valleylands. Negative impact is
		defined as degradation that threatens the health and integrity of the natural features or ecological functions for which the valleyland is identified due to single, multiple or successive development or site alteration activities.
		Development and site alteration shall not be permitted on adjacent lands to significant valleylands unless the ecological function of the adjacent lands has been evaluated through an EIS, and it has been demonstrated that there will be no negative impacts (as defined in Section 13 of this Plan) on the significant valleyland or on its ecological functions. Adjacent lands are defined, for the purposes of this section, as lands within 120 metres of significant valleylands.
		The following changes are made to the above text:
		 In paragraph 5, after "Schedules," "B1, B2 and B3" is replaced with "and Appendices of the Plan"
		 In paragraph 8, after "where necessary by," "the positive results of" is deleted
		 In paragraph 9, after "Planning Act Application," "approval" is added.
		 In paragraph 10, after "where necessary by," "the positive results of" is deleted
		 In paragraph 11, after "amendment," "re-zoning" is deleted
		 Following paragraph 12, a new subheading titled "Significant Valleylands" is added
46.	6A.1.4.8	A new policy is created titled "6A.1.4.8 Forest Resources." The following text is moved from Part A, Section 5.20:
		"Forests in Mulmur Township are generally managed for recreation, conservation and wood production purposes. Forested areas contribute positively to the scenic beauty and rural character of the Township and provide important environmental, visual screening and buffering benefits.
		It is therefore important that existing forested areas generally be maintained in order to preserve the rural and scenic character, and maintain the environmental health and

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		integrity of the Township.
		The management of productive forests, particularly those of high capability for the continuous production of good quality timber on a sustainable basis, and for their associated wildlife, water conservation, recreation and aesthetic benefits, will be encouraged.
		Tree planting and reforestation shall continue to be encouraged, particularly where native tree species are used and a natural ecosystem approach, as opposed to a monoculture (plantation), is adopted.
		The preservation of existing forests and reforestation will be promoted in headwaters and groundwater infiltration areas critical to the maintenance of the quality and quantity of natural streams and water supplies, stream valleys, along stream banks, in areas with shallow and unstable soils, steeply sloped areas, on cut over areas and on abandoned and marginal farmlands.
		In considering proposals for the development of forested lands, regard shall be had to:
		 the role that the forests of the site play in maintaining the character of the Township as a scenic and desirable area for recreational, rural residential and tourism development;
		 the importance of maintaining and enhancing (and, where necessary, compensating for the loss of) tree cover on the site, for conservation and environmental purposes;
		3. the importance of retaining forests considered suitable for future commercial forest production; and,
		4. the appropriateness of the proposal in significant woodlands.
		New development should preserve trees and wooded areas as much as possible and practical, and the disturbance of treed areas should be minimized. Site plan and development agreements containing specific protection requirements and management details may be required for developments in forested areas."
		Existing tree cover or other stabilizing vegetation shall generally be maintained on slopes in excess of 30 per cent, and preserved wherever possible and practical on slopes

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		between 15 percent and 30 percent, as identified on Schedule B3. Trees to be retained should be protected by means of snow fencing, wrapping, or other acceptable means during construction (e.g. tree wells), where necessary.
		Unless specifically exempted by the County of Dufferin Forest Conservation By-law, all cutting of trees requires permit approval from the County. The approval of the Niagara Escarpment Commission is also required for tree cutting or clearing within the Niagara Escarpment Plan Area.
		The policies of this Section shall be applied by the Township at the <i>Planning Act</i> applications stage, where and as applicable. The cutting of trees for new development shall not be approved in advance of the approval of the development.
		Approval to cut trees for an approved development shall generally be conditional upon:
		 a) using tree cutting methods designed to minimize adverse effects on the natural environment including surface drainage and groundwater;
		b) minimizing disruption of habitats for plants and animal species occurring in the area;
		c) retaining the diversity of tree species;
		d) aiming, over the long term, to retain or enhance the quality, appearance and productivity of the forest site; and
		e) minimizing cutting within highly sensitive areas such as steep slopes, unstable soils, stream valleys, wetlands and areas of significant groundwater recharge and discharge."
		The following changes are made to the above text:
		After 30 percent, delete ", as identified on Schedule B3"
		After exempted by the, delete "County of Dufferin Forest Conservation By-law" and replace with "By-law to Prohibit or Regulate the Destruction or Injuring of Trees in the Township of Mulmur"

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		After all cutting of trees requires permit approval from the, delete "County" and replace with "Township".
47.	6A.1.4.9	A new policy titled "6A.1.4.9 Fish and Wildlife Resources" is created. The following text is added:
		"The fish and wildlife resources of the Township are an important indicator of its environmental quality and health. The presence of such resources adds substantially to the quality of life and the experience of being in the Township, whether as a resident or visitor. The Township shall encourage the preservation and protection of these valued resources and, where necessary, their management to sustain and enhance existing populations."
48.	6A.1.5	A new policy titled "6A.1.5 Corridors and Linkage Features" is created. The following text is added:
		"Connections or linkage features between the natural heritage features and areas should be maintained, enhanced and where possible restored. Enhancement and restoration may involve, but is not limited to, the use of buffer strips, lot line tree plantings, conservation easements, gravel pit rehabilitation plans, <i>Planning Act</i> tools, creation of habitat/natural areas under an <i>Endangered Species Act</i> (2007) authorization, or land dedications through the development approvals process.
		Connections and linkage features are not mapped on Schedules of this Plan but should be protected from development and site alteration where an Ecological Site Assessment and/or Environment Impact Study determines the ecological connectivity of the Natural Heritage System would negatively impacted by the elimination, reduction in size or change in shape of the linkage feature(s)."
49.	6A.1.6	A new policy titled "6A.1.6 Environmental Impact Studies" is created. The following text is added:
		"An Environmental Impact Study shall be required in accordance with the policies of this Plan for development and site alteration in the Natural Heritage System. The study shall demonstrate no negative impact on the natural features or the ecological functions for which the feature is identified and may determine the nature and extent of the feature and its ecological function, may incorporate a buffer or setbacks

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		from the feature, and, may result in in a site layout that addresses the study recommendations."
50.	6A.1.6.1	A new policy titled "6A.1.6.1 General Policies" is created. The following text is added:
		"An Environmental Impact Study required under this Plan shall be submitted with the development application and shall be prepared and signed by a qualified biologist or ecologist. A peer review of the study may be required by the Approval Authority.
		An Environmental Impact Study shall be required for development on lands adjacent to natural heritage features.
		1. Adjacent Lands are generally within 120 metres of the feature unless an alternative standard for Adjacent Lands is established in the Dufferin County Official Plan or the policies for natural heritage features and areas in this Plan.
		2. Adjacent Lands may be reduced on a site-specific basis based on the scale of the development, the nature of the feature, details specific to the site and surrounding lands, and the likelihood of whether there would be a negative impact on the feature.
		Environmental Impact Studies shall be completed in accordance with the process requirements as outlined in the Dufferin County Official Plan.
		In accordance with the Dufferin County Official Plan, the purpose of an Environmental Impact Study is to:
		a) collect and evaluate the appropriate information in order to have a complete understanding of the boundaries, attributes and functions of natural heritage features and associated ecological and hydrological functions that exist;
		b) to determine whether there are any additional natural heritage features on the lands and adjacent lands; and
		c) make an informed decision as to whether or not the proposed development and/or site alteration will have a negative impact on the natural heritage features and

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		ecological and hydrological functions.
		The Township, in coordination with Dufferin County, may develop guidelines for the evaluation of development proposals consistent with the policies of this Plan."
51.	6A.1.6.2	A new policy titled "6A.1.6.2 Scope and Content" is created. The following text is added:
		"The required scope and/or content of an Environmental Impact Study may be modified through pre-consultation with the Township, County, and, where applicable, Niagara Escarpment Commission and Conservation Authority where the environmental impacts of a development application are thought to be limited, or if other environmental studies fulfilling some or all requirements of an Environmental Impact Study have been accepted by the Township and County and where applicable, the Conservation Authority."
52.	6A.1.6.3	A new policy is titled "6A.1.6.3 Requirement Waived or Reduced." The following text is added:
		"An Environmental Impact Study may not be required where the Township, in consultation with the County, determines that no negative impacts would be anticipated on adjacent lands. The requirements for an Environmental Impact Study may be reduced or removed in the following circumstances and only where no negative impact is anticipated:
		Where the proposed development is small scale (non-agricultural development); or
		Where the proposed development is small or medium scale (agricultural development only); or
		3. Where the proposed development is not in an area regulated by the Conservation Authority; or
		4. Where the proposed development is on an existing lot of record; or
		5. Where the development is an addition located away from the feature; or
		6. Where the proposed development is separated from the feature by a road or existing development; or
		7. Where the development is wholly contained

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		within the existing footprint or includes a minor addition that is > 15m from the feature.
		An Environmental Impact Study is not required for uses authorised under an Environmental Assessment process carried out in accordance with Provincial or Federal legislation or a watershed plan carried out by Dufferin County and/or a Conservation Authority.
		Where it is demonstrated that all, or a portion of, a Category Two or Category Three feature does not meet the criteria for designation under this Plan and thus the site of a proposed development or site alteration no longer is located within the Category Two or Category Three feature or adjacent land then the restrictions on development and site alteration set out do not apply. This policy requires an Environmental Impact Study or study through an Environmental Assessment process to determine whether the designation is still appropriate.
		A peer review of an Environmental Impact Study may be required by the Township. The costs of the peer review will be borne by the applicant.
53.	6A.1.6.4	A new policy is created title "Transition Policies". The following text is added:
		The following transition policies shall apply:
		a. Where pre-consultation has been completed within one year of adoption of the updated policies, the policies in effect at the time of the pre-consultation will apply.
		b. Where an EIS has been completed within the past five years under the policies in effect prior to the adoption of the updated policies, and the development has not been approved, the EIS will be used for the review of the development application.
		c. Where draft approval of a plan of subdivision or a consent has been granted, the subdivision or consent may proceed with the draft approval.
		d. If an extension of draft plan approval is requested, the request will be reviewed in light of the updated policies and revisions to the draft plan and/or studies may be required.

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1401	Trumbor -	e. If a draft plan of subdivision lapses, the new policies will be the basis for reviewing the new draft plan of subdivision."
54.	6A.2	A new policy is created titled "Water Resources." The following text is added:
		"The Township contains rivers, streams and small inland lake systems that support the natural environment and Township's communities."
		The following text is moved from Part A, Section 5:
		"The Township shall ensure the protection, maintenance and enhancement of water and related resources and aquatic ecosystems on an integrated watershed management basis. Land use decisions will protect source water areas, maintain surface and groundwater resources in sufficient quality and quantity to meet existing and future needs on a sustainable basis, promote water conservation and support the efficient use of water.
		The Township shall encourage the protection, improvement and restoration of the quality and quantity of water resources by:
		a) using the watershed as the ecologically meaningful scale for planning;
		b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;
		 c) identifying surface water features, ground water features, hydrologic functions, and natural heritage features, and areas which are necessary for the hydrological and ecological integrity of the watershed;
		d) implementing, where appropriate, the necessary restrictions on development and site alteration to:
		protect all municipal and private drinking water supplies, and;
		 protect, improve and restore vulnerable surface and ground water, sensitive surface water features and sensitive ground water features, significant recharge areas and highly vulnerable aquifers, and their hydrologic functions;

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1101		e) maintaining linkages and related functions of water resource systems among surface water features, ground water features, hydrologic functions and natural heritage features and areas;
		f) promoting efficient and sustainable use of water resources, including practices for water conservation and sustaining water quality; and
		g) ensuring stormwater management practices minimize stormwater volumes and contaminant loads and, where possible, maintain or increase the extent of vegetative and pervious surfaces.
		Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features so that these features and their related hydrologic functions will be protected, improved and restored. The relative sensitivity of such features shall be determined in any required hydrology or hydrogeology studies submitted in support of <i>Planning Act</i> applications.
		Mitigation measures and/or alternative development approaches may be required in order to protect, improve and restore sensitive surface water features, sensitive ground water features, and their hydrologic functions.
		The Township may require the proponent of any proposal requiring <i>Planning Act</i> application approval that has the potential to substantially impact surface or groundwater resources, such as, for example, a major recreational development involving residential development around a golf course, or a large, agricultural rural or resource-related use, or a quarry, to also prepare and provide a Water Resource Management (WRM) Report which incorporates the findings and recommendations of any required hydrology and/or hydrogeology studies submitted in support of the application(s), and which also demonstrates how the potential impacts on water quality and quantity are to be addressed by:
		i) maintaining natural hydrological characteristics including baseflow of watercourses;
		ii) maintaining sensitive groundwater recharge/discharge areas, aquifer and headwater areas;

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		iv) protecting fish and wildlife habitat;
		v) maintaining existing drainage patterns and/or restoring natural drainage patterns where possible, and;
		vi) protecting significant recharge areas and highly vulnerable aquifers.
		The required content of the WRM report shall be determined at the pre-consultation stage in relation to the size and anticipated potential impacts of the proposal and the concerns and requirements of the commenting/approval agencies. The WRM report shall be prepared by a qualified professional to the satisfaction of the Township and/or other approval authorities, as appropriate.
		During and after development, sediment and erosion control measures shall be maintained to the satisfaction of the approval authorities.
		The following development criteria shall apply to development affecting the quantity and/or quality of water resources:
		a) It shall be demonstrated that water taking and diversions associated with a proposed use are an essential part of their operation. Water taking and diversions shall not have a significant or long term impact on water quality, water quantity and the environment. The Township may require that studies be undertaken to justify the need and amount of water taking and/or diversions and to adequately mitigate impacts on the environment.
		b) When considering whether to allow a use which involves water taking or diversion, the Township shall consider the number, distribution, location and intensity of such activities within the watershed in terms of:
		i) the impact on water quality and quantity;
		ii) the cumulative effect on the objectives of this Plan and designation, and;
		iii) the quantity, character, sensitivity and

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		vulnerability of natural streams and water supplies.
		Water-taking and de-watering shall only be permitted in accordance with the standards and permit requirements of the Province and the NVCA. Vulnerable Aquifers and Significant Groundwater Recharge Areas, as shown on Schedule C shall be protected. (OPA#1)
		The Township shall also take into consideration the water resource management policies and permit requirements of the Province and the Nottawasaga Valley Conservation Authority."
		The following changes are made to the above text:
		In paragraph 2, "encourage the" is deleted
		In paragraph 2, "protection" is edited to "protect"
		In paragraph 2, "improvement" is edited to "improve"
		In paragraph 2, "restoration of" is edited to "restore"
		 In policy a, following "meaningful scale for," "integrated and long-term" is added
		 In policy a, following "planning," "which can be a foundation for considering cumulative impacts of development;" is added
		 In policy c, "surface water features, ground water features, hydrologic functions, and natural heritage features, and areas which are necessary for the hydrological and ecological integrity of the watershed" is deleted and replaced with "water resource systems"
		 In policy d) 1., following "protect," "all municipal and private" is deleted
		 In policy d) 1., following "supplies," "and designated vulnerable areas" is added
		In policy d) 2., "sensitive surface water features and sensitive ground water features, significant recharge areas and highly vulnerable aquifers" is deleted

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No.	Number	In policy e, "related" is deleted
		 In policy e, "surface water features, ground water features, hydrologic functions and natural heritage features and areas" is deleted
		In policy e, "and" is added to the end of the clause
		In policy f, "and" is deleted from the end of the clause
		Policy g is deleted
		 In paragraph 3, following "water features," "so" is deleted and replaced with "such"
		 In paragraph 3, following "restored," ", which may require mitigative measures and/or alternative development approaches." is added.
		 "Mitigation measures and/or alternative development approaches may be required in order to protect, improve and restore sensitive surface water features, sensitive ground water features, and their hydrologic functions." is deleted
		 In paragraph 8, "MOECC" is deleted and replaced with "Province"
55.	6A.2.1	A new policy is created titled "6A.2.1 Water Taking." The following text is moved from Part A, Section 5:
		"All uses on a lot involving the taking of a total of 50,000 litres per day, or more, of water from surface and/or groundwater sources shall require a Permit to Take Water from the Province, pursuant to the <i>Ontario Water Resources Act</i> . A detailed hydrology or hydrogeology report, as appropriate, shall be required in support of all such proposals.
		The taking of 50,000 litres per day, or more, of water by existing uses permitted by this Plan shall, at all times, be in accordance with the requirements of a valid Permit to Take Water issued by the Province. No <i>Planning Act</i> application involving the expansion of any such existing use that involves the taking of any additional amount of water not already permitted in a valid Permit to Take Water, shall be approved unless the Province has first confirmed that the additional water taking is appropriate and has been

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110.	Hullibel	approved.
		While the Township will rely on the Province to determine if a new use, or the expansion of an existing use, involving the taking of a total of more than 50,000 l/per day is appropriate, the Township is concerned that the 50,000 l/day threshold for requiring an evaluation of potential impacts on the surface or groundwater resources of the Township, may be too high, particularly where the cumulative or successive impacts of similar uses could combine to cause significant detriment to sensitive surface or groundwater resources in the Township.
		Therefore, with the exception of agricultural uses permitted by this Plan, no <i>Planning Act</i> application involving the expansion of any existing use that involves the taking of any additional amount of water exceeding 20,000 l/day up to a total of 50,000 l/day, or any new use involving the taking of more than 10,000 l/day up to a total of 50,000 l/day shall be approved unless the Township has first confirmed that the proposed water taking is appropriate. The Township may, at its discretion, require a hydrology or hydrogeological study, as appropriate, and may also invite comments and input on the proposal from the Nottawasaga Valley Conservation Authority and/or its hydrogeological consultants.
		Provisions shall be incorporated into the Zoning By-law to prohibit the expansion of such existing uses, and all such new uses, other than agricultural uses, except as may be permitted by site-specific amendment to the Zoning By-law, where deemed to be appropriate and in accordance with this Plan, on a case-by-case basis.
		Commercial uses that involve the taking of water for sale, whether in bulk and/or in containers, is deemed to be a land use requiring the approval of the Township under the <i>Planning Act</i> . The applicable policies of this Plan and requirements of the Zoning By-law shall apply. Hydrogeology or hydrology studies, as appropriate, may be required.
		Any required hydrology or hydrogeology report shall clearly identify and evaluate the impacts on both the surface and groundwater resources of the Township, as well as on existing developments, water supplies and supply systems. The report may be required to consider the impacts on a watershed basis and relate the impacts to an overall water

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		budget.
		The report shall be prepared by a firm of qualified professionals, must be acceptable to the Township and/or the Province and/or the Nottawasaga Valley Conservation Authority, as applicable, and must demonstrate that the impacts are minimal and acceptable.
		Proposals that result in the significant degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features, and their related hydrologic functions, due to single, multiple or successive development or site alteration activities, shall not be permitted."
56.	6A.2.2	A new policy is created titled "6A.2.2 Source Water Protection." The following text is moved from Part A, Section 5:
		"The quality and quantity of groundwater and surface water resources in Mulmur will be protected for the provision of safe and clean drinking water in accordance with the <i>Clean Water Act</i> and the Source Protection Plan for the South Georgian Bay Lake Simcoe Source Protection Region as it applies to the Nottawasaga Valley Source Protection Area.
		Wellhead protection areas for the three existing wells in Mansfield and a wellhead protection area associated with a well located outside of the Township (in Lisle) shall be managed and are shown on Schedule C. Developments and activities that have the potential to significantly and adversely affect the quality of existing and planned supplies shall not be permitted.
		In accordance with the <i>Clean Water Act</i> and the Source Protection Plan, the following land uses and facilities are either managed or prohibited where they would be a significant drinking water threat.:
		Waste disposal sites
		2. Large on-site sewage systems (10,000L)
		Non-agricultural source material storage facilities, commercial fertilizer storage facilities, pesticide storage facilities and outdoor confinement or farm animal yard
		Road salt storage facilities

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No.	Number	E. Chavy starger facilities
		5. Snow storage facilities
		6. Fuel storage
		7. Dense non-aqueous phase liquid (DNAPL) storage
		8. Organic solvent storage
		The Township will encourage the design of parking and loading areas, roadways, and sidewalks in a manner that minimizes impermeable areas and the need for road salt application, site and grading design that directs run-off outside of vulnerable areas or to storm sewers and the implementation of salt management measures and best practises.
		Private individual on-site sewage systems shall not be permitted where it would be a significant drinking water threat.
		The design of new stormwater management facilities shall reduce the risk of drinking water contamination, where possible direct the discharge of stormwater outside of well head protection areas, and shall not be located or designed in a manner that would result in a significant drinking water threat.
		The Township may require that Master Environmental Servicing Plans (MESPs) or similar information required to be submitted as part of a complete application for development to demonstrate that the location and design of infrastructure will avoid associated drinking water threats."
57.	6A.2.3	A policy is moved from Part A, Section 5 titled "6A.2.3 Pine River Sub-Watershed Water Resources." The text is as follows:
		"The Nottawasaga Valley Conservation Authority (NVCA) has completed a Tier 1 water budget and water quantity stress assessment of the various sub-watersheds within the Township, including large portions of the Boyne and Pine River sub-watersheds as well as small portions of the Upper Nottawasaga and Mad River watersheds.
		The Pine River sub-watershed has been identified as being under stress, both in terms of the demands being placed on water resources, and anticipated future demands. The need for further study has been identified, to address the potential for growth and the resulting expansion of municipal, as well

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140.	Namber	as private water supply systems.
		A further cause of potential stress is associated with water taking for agricultural operations (irrigation in particular) and from existing and proposed aggregate extraction operations in the sub-watershed.
		The findings and recommendations of these further studies, when available, shall be implemented in the Official Plan by the Township, in consultation with other commenting agencies and approval authorities, to protect the water resources of the Pine River sub-watershed. (OPA#1)"
58.	6A.3	A new policy is created titled "6A.3 Protecting Public Health and Safety." The following text is moved from Part A, Section 5.28:
		"The importance of protecting the health and safety of residents and visitors to the Township shall be paramount.
		The Township's long-term prosperity, environmental health and social well-being depend on reducing the potential for public cost or risk to Township residents and the visiting public from natural or human-made hazards. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage."
		The following text is added:
		"The Township recognizes that natural hazards related to erosion and flooding may be impacted by a changing climate. Mitigating potential risk to public health or safety or of property damage from natural hazards, including risks that may be associated with the impacts of a changing climate, will require the Township to work together with the Province, County, and Conservation Authority."
59.	6A.3.1	A new policy is created titled "6A.3.1 Natural Hazards." The following text is moved from Part A, Section 5.27:
		"Physical hazard areas are areas that should not generally be developed, or from which a degree of protection is considered necessary.
		Many of the physical hazard areas in the Township are

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		shown on Schedule B3, as follows:
		All floodplains resulting from the greater of the Timmins Storm flood event or the 100 year flood event;
		All other areas with organic soils and/or poor drainage;
		 Identified erosion hazard areas, adjacent river and streams including flooding hazard limit or meander belt allowance, stable slope allowance, toe erosion allowance and erosion access allowance;
		 In addition to the above, all other areas where slopes are in excess of 6 m in height and have the potential to be unstable (broken down into areas with between 15 and 30 percent slope, and areas with greater than 30 percent slope);
		The areas shown on Schedule A3 are derived from available digital information data bases. Other hazard lands may exist, and associated allowances, access allowances, buffers and set-backs that are intended to be subject to the policies of this Section may not be shown.
		Other hazardous areas and sites may be identified, and appropriate allowances, set-backs and buffers shall generally be established by the Township in consultation with the Nottawasaga Valley Conservation Authority, the lead agency in regards to natural hazards. Such allowances, set-backs and buffers may be reduced or eliminated based on the findings and recommendations of a natural hazard assessment report acceptable to and approved by the Nottawasaga Valley Conservation Authority.
		For the purposes of this Section, hazardous lands include any property or lands that could be unsafe for development due to naturally occurring processes. Along river, stream and small inland lake systems, this means the land, including that covered by water, to the furthest landward limit of the flooding hazard or erosion hazard limits.
		Hazardous sites include any property or lands that could be unsafe for development and site alteration due to naturally occurring hazards. These may include unstable soils (sensitive marine clays (leda), organic soils) or unstable bedrock (karst topography)."

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1101	Ttallibot	The following changes are made to the above text:
		In paragraph 1, "Physical hazard areas" is deleted and replaced with "Natural Hazards"
		In paragraph 1, "areas" is deleted and replaced with "lands or sites"
		In paragraph 2, "physical hazard areas" is deleted and replaced with "hazardous lands and sites"
		In paragraph 2, "Schedule A3" is deleted and replaced with "Appendix 2"
		 "In addition to the above, all other areas where slopes are in excess of 6 m in height and have the potential to be unstable (broken down into areas with between 15 and 30 percent slope, and areas with greater than 30 percent slope);" is deleted
		 In paragraph 3, "Schedule A3" is deleted and replaced with "Appendix 2"
		 In paragraph 3, "Other hazard lands may exist, and associated allowances, access allowances, buffers and set-backs that are intended to be subject to the policies of this Section may not be shown." is deleted and replaced with "Other hazardous lands may exist but not be shown that are intended, along with associated allowances, access allowances, buffers and setbacks, to be subject to the policies of this Plan."
		 In paragraph 4, "areas" is deleted and replaced with "lands"
60.	6A.3.1.1	A new policy is created titled "6A.3.1.1 General Development Policies." The following text is moved from Part A, Section 5.27:
		"Development shall generally be directed to areas outside of:
		hazardous lands adjacent to river and stream systems which are impacted by flooding hazards and/or erosion hazards; and
		2. hazardous sites.

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		Development and site alteration shall not be permitted within:
		 areas that would be rendered inaccessible to people and vehicles during times of flooding hazards and/or erosion hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard; and
		a floodway regardless of whether the area of inundation contains high points of land not subject to flooding.
		Development shall not be permitted to locate in hazardous lands and hazardous sites where the use is:
		 an institutional use associated with hospitals, nursing homes, pre-school, school nurseries, day care and schools, where there is a threat to the safe evacuation of the sick, the elderly, persons with disabilities or the young during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion;
		 an essential emergency service such as that provided by fire, police and ambulance stations and electrical substations, which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion; and
		uses associated with the disposal, manufacture, treatment or storage of hazardous substances."
		A lettered list from a) through c) is added to each sentence beginning with the word "Development."
61.	6A.3.1.2	A new policy is created titled, "6A.3.1.2 Floodplain Policies." The following text is moved from Part A, Section 5.27: "Development in a Floodplain:
		a. All floodplains in the Township are subject to the 'one-zone concept' established by the Nottawasaga Valley Conservation Authority, which means that the entire floodplain is considered to be a floodway as defined by this Plan.
		 Buildings and structures are not permitted within the floodplain, except where written permission is obtained from the Nottawasaga Valley Conservation

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		Authority."
		The following text is added:
		"c. Notwithstanding b., new development or redevelopment on an existing lot, or the extension of a lawfully existing use, may be permitted in the floodplain, but only in circumstances where:
		i. the use is one that, by its nature, must be located in the floodplain; and
		ii. the use will be protected by acceptable flood- proofing action or measures, subject to the approval of the Township and any conservation authorities having jurisdiction."
62.	6A.3.1.3	A new policy is created titled "6A.3.1.3 Steep Slopes, Unstable Soils and Erosion Hazards." The following text is moved from Part A, Section 5.27:
		"New development on and in close proximity to steep slopes and ravines, and within meander belts and areas susceptible to erosion shall not contribute significantly to the potential for, or have a significant potential to, sustain property damage or threaten human safety.
		Developments and site alterations on slopes in excess of 30 percent, as shown on Schedule B3 shall be strongly discouraged, unless they are considered essential and are supported by a detailed soils and slope stability study. Developments and site alterations on slopes between 15 and 30 percent, as shown on Schedule B3, shall generally be avoided. Where development is proposed on such areas, the Township, in consultation with the Nottawasaga Valley Conservation Authority, may require a soils and slope stability study.
		Such studies shall include recommendations for ensuring that hazards are appropriately addressed and mitigated, as well as recommended development set-backs from the top and/or toe of such slopes, erosion allowances and erosion access allowances, where required and warranted. Such studies shall be prepared and certified by qualified professionals and be acceptable to the Township and the Nottawasaga Valley Conservation Authority.
		All such recommendations shall be implemented and

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		enforced as conditions of development approvals.
		The crest or brow and toe of the slope or ravine shall be established on-site by qualified professionals retained by the development proponent, and approved by the Township and/or the Nottawasaga Valley Conservation Authority and/or where applicable, the Niagara Escarpment Commission. These lines shall be plotted on the development plans, and measured set-back distances to the proposed development shall be provided to demonstrate that minimum standard set-backs set out in the Zoning By-law, or lesser set-backs recommended in an approved engineering report have been met.
		Disturbances to the grades and vegetation below the crest or brow and above the toe shall be minimized. Enhancements to existing tree and vegetation cover to reduce erosion or improve slope stability may be required to mitigate potential impacts, as conditions of development approvals.
		Recommendations on measures to control erosion and sedimentation may also be required in any soils and slope stability report, and implemented and enforced as conditions of development approvals."
		The following changes are made to the above text:
		In paragraph 2, both instances of "as shown on Schedule B3" are deleted
		In paragraphs 5 and 6, both instances of "crest or brow" are deleted and replaced with "top"
63.	6A.3.1.4	A new policy is created titled "6A.3.1.4 Site Alteration on Steep Slopes with Uses Already Permitted." The following text is moved from Part A, Section 5.27:
		"Notwithstanding the above policies relating to steep slopes, site alterations on steep slopes associated with uses already permitted by this Plan, such as the alteration of existing ski slopes, are permitted and may be carried out in accordance with the conditions of approval (if any), and with current engineering and resource management best practices."
64.	6A.3.1.5	A new policy is created titled "6A.3.1.5 New Development on Steep Slopes." The following text is moved from Part A, Section 5.27:

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NO.	Number	"New developments and uses permitted by amendment to this Plan shall not generally be located on steep slopes. Standards defining where development is not permitted due to slope constraints, and set-backs from the top and toe of slopes shall be prescribed in the Zoning By-law.
		Where development on steep slopes is supported by soils and slope stability studies satisfactory to the Township and the Nottawasaga Valley Conservation Authority, such developments may be permitted by site-specific amendment to the Zoning By-law, without an amendment to this Plan. Where development within a prescribed set-back is supported by soils and slope stability studies satisfactory to the Township and the Nottawasaga Valley Conservation Authority, such developments may be permitted by a Minor Variance.
		Proposals that result in a significant risk to human safety and/or of property damage as a result of soil or slope instability or failure, due to single, multiple or successive development or site alteration activities, shall not be permitted."
65.	6A.3.1.6	A new policy is created titled "6A.3.1.6 Wildfire Hazard." The following text is added:
		"Development shall be directed to areas outside of lands that are unsafe for development due to the presence of hazardous forest types for wildland fire as identified by the Province and shown on Appendix 3 to this Plan. Development may however be permitted where the risk is mitigated in accordance with wildland fire assessment and mitigation standards identified by the province."
66.	6A.3.1.7	A new policy is created titled "6A.3.1.7 Role of Conservation Authorities." The following text is added:
		"Conservation Authorities (CAs) are local watershed management agencies that Conservation Authorities are watershed-based resource management agencies, whose mandate includes responsibilities and functions in the land use planning and development process. Conservation Authorities ensure that decisions are informed by the best available watershed-science practices while eliminating unnecessary delay or duplication in the process. Generally, Conservation Authorities deliver programs and activities that

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		help the Province and municipalities to reach the important natural hazard objectives of the Provincial Policy Statement.
		Key Responsibilities of Conservation Authorities in Land Use Planning include:
		1. Delegated responsibility to represent provincial interest in natural hazards. Conservation Authorities have delegated responsibilities to represent provincial interests regarding Natural Hazards (Section 3.1 under Public Health and Safety made under the Provincial Policy Statement - excluding fire).
		2. Watershed-based resource management agency where Conservation Authorities, as "public bodies" pursuant to the Planning Act, are to be notified of policy documents, and planning and development applications as prescribed under the Act. Conservation Authorities may comment as per their mandate to the municipality/planning approval authority on these documents and applications.
		3. Conservation Authorities as landowner, may become involved in the planning and development process, either as an adjacent landowner or a proponent.
		4. Conservation Authorities may enter into agreements with federal and provincial ministries and municipalities to undertake delegated regulatory/approval responsibilities and/or reviews.
		5. Conservation Authorities as a regulatory body, participates in the review of development applications under the Planning Act. Conservation Authorities will ensure that the applicant and municipal planning authority are aware of the Section 28 regulations and requirements under the CA Act, as well as assist in the coordination of applications under the Planning Act and the Conservation Authorities Act to eliminate unnecessary delay or duplication in the process.
		For more information please go to the applicable website of the Conservation Authority."
67.	6A.3.1.8	A new policy is created titled "6A.3.1.8 Regulations and Policies of the Conservation Authority" The following text is moved from Part A, Section 5.29.1:
		"The Nottawasaga Valley Conservation Authority (referred to

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		hereafter in this Section as "the Conservation Authority) is the lead agency in regards to the protection of persons and property from natural hazards associated with hazardous areas and hazardous sites. The regulations and policies of the Conservation Authority relating to natural hazards shall be considered when evaluating development proposals.
		The Conservation Authority has been delegated the Provincial responsibility for the regulation of floodplains for defined watercourses (riverine systems) within the Township. To address this delegation, the Conservation Authority has prepared regulations mapping, delineating areas subject to regulatory storm flooding and associated lands to be protected from the hazards of flooding, erosion and slope instability.
		The regulation mapping generally includes all valley and watercourse corridors and wetlands within the Township, and includes portions of the drainage basins of the Pine (including Black Bank Creek), Boyne, Noisy and Mad Rivers, as well as Lisle, Walker's, Tosorontio and Sheldon Creeks within the Township.
		The Conservation Authority Regulations were approved by the Minister of Natural Resources in 2006 (Ontario Regulation 172/06). Through the application and enforcement of the regulation, the Conservation Authority ensures that persons and property are protected from natural hazards. The regulations may also be used to assist the Township with the protection and conservation of valley and watercourse corridors, wetlands and fish habitat.
		Within the mapped areas, and in any other location where the text of the regulations describes other lands that are subject to the regulations, a permit is required for the following:
		 the construction, reconstruction, erection or placing of a building or structure of any kind;
		 changes that would alter the use, or potential use of a building or structure;
		 increase the size of a building or structure, or increase the number of dwelling units in the building or structure;
		site grading;

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NO.	Number	the temporary or permanent placing, dumping or removal of any kind of material originating on the site or elsewhere;		
		 the straightening, changing, or diverting or interfering with the existing channel of a river, creek, stream or watercourse; or 		
		changing or interfering with a wetland.		
		Where a permit is required under Ontario Regulation 172/06, such a permit is a requirement under 'other applicable law', as defined under the <i>Ontario Building Code Act</i> . Consequently, a building permit shall not be issued for any building or structure requiring a permit from the Conservation Authority, or for any such building or structure requiring the installation of any essential supporting infrastructure requiring a permit, such as the construction of an access driveway or septic system, unless the required permit has first been obtained from the Conservation Authority.		
		Where a <i>Planning Act</i> application has been made to the Township, the Township shall ensure that the Conservation Authority has been consulted with respect to the requirement for a permit for any development or site alteration, or any other aspect of the proposal requiring a permit from the Conservation Authority, prior to the approval of the application. The Township shall generally only approve such planning applications in circumstances where it is satisfied that the required permits are available."		
		The following edits are made to the above text:		
		 In paragraph 1, "The Nottawasaga Valley Conservation Authority (referred to hereafter in this Section as "the Conservation Authority) is the lead agency in regards to the protection of persons and property from natural hazards associated with hazardous areas and hazardous sites." is deleted 		
		 In paragraph 4, the existing text is deleted and replaced with "The Conservation Authority's regulation limit and mapping of hazards and associated allowances are mapped on Appendix 2 to this Plan." 		
		 In paragraph 5, following "text of the," "Conservation Authority" is added 		

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		In paragraph 6, following "required under," the Conservation Authority's" is added			
		In paragraph 6, "172/06" is deleted			
68.	6A.3.1.9	A new policy is created titled "6A.3.1.9 Other Conservation Authority Policies and Programs". The following text is moved from Part A, Section 5.29.2:			
		The Conservation Authority has prepared watershed plans and watershed-level strategies relating to its broad mandate under the <i>Conservation Authorities Act</i> , which includes the "conservation of land". Other policies of the Conservation Authority may therefore also have application in the Township.			
		The Conservation Authority may also provide comments and recommendations to the Township on <i>Planning Act</i> applications, relating to such other matters as the conservation of natural heritage features (such as woodlands, wildlife habitat, ANSIs, etc.), groundwater recharge/discharge areas, stormwater management, etc. Unless otherwise provided for in this Plan, and/or in a services agreement between the Township and the Conservation Authority, such comments are to be taken as advisory, and considered by the Township in relation to the relative merits of economic, social and other implications, and other goals, objectives, policies and requirements of the Township, as generally outlined in this Plan, as well as those of other commenting agencies and approval authorities. The roles and responsibilities of the Conservation Authority, as an advisory agency to the Township, may be further defined in a services agreement. Beyond the regulated areas of the Conservation Authority, the Township may use its discretion when seeking advice and assistance on some such matters. In these cases, the Township may opt to rely on the expertise of qualified staff,			
		consultants, and/or the approval authority through the One-Window Provincial Planning Service. The Township may, at its discretion, consult and cooperate,			

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		or collaborate with the Conservation Authority and/or the Ministry of Natural Resources, on programs and projects designed to:		
		 define the physical limits of valleylands and stream corridors including associated natural hazards such as flooding, erosion, meander belts and slopes, and establish policies and requirements such as allowances and set-backs to ensure the protection of persons and property; 		
		 establish criteria for, and identify and delineate important natural heritage features, functions and linkages, and develop and implement policies, programs and projects to protect, restore and/or enhance the natural heritage system, functions and linkages in the Township; 		
		 develop policies for the protection of source water areas and water supplies; 		
		 participate in the preparation and implementation of watershed, sub-watershed and environmental studies, and; 		
		 acquire and/or manage land for conservation and recreation purposes as part of an overall natural heritage and recreation open space system within, or within and beyond the Township; 		
		The following edits are made to the above text:		
		 In the first paragraph, after "Conservation Authorities Act" delete ", which includes the 'conservation of land". 		
		 In the second paragraph, after "Planning Act applications" delete ", relating to such other matters as the conservation of natural heritage features (such as woodlands, wildlife habitat, ANSIs, etc.), groundwater recharge/discharge areas, stormwater management, etc". 		

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No.	Number	In the fifth paragraph, delete "Ministry of Natural "" "" "" "" "" "" "" "" "" "" "" "" ""			
		Resources" and replace with "Province".			
		 Delete second bullet in list provided as part of fifth paragraph. 			
69.	6A.3.2	A new policy is created titled "6A.3.2 Human-Made Hazards." The following text is moved from Part A, Section 5:			
		"Development on, abutting or adjacent to lands affected by human made hazards, including but not limited to such potential hazards as pollution and contamination, toxic wastes, leachate, gas migration, abandoned wells, mineral aggregate, or mineral extraction or mining operations may be permitted only if rehabilitation measures to address and mitigate known or suspected hazards are underway or have been completed.			
		Contaminated sites shall be remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no adverse effects."			
70.	6.3.1	The existing text is edited as follows:			
		In policy 1, "the" is added following "protected for" and "use" is deleted.			
		 In policy 2, the "s" is deleted from "developments" and "site alteration," is added following "development." 			
71.	6.3.2	Policy 2 is deleted.			
72.	6.3.4	The existing text is edited as follows:			
		In paragraph 2, "significant" is deleted.			
		 In paragraph 2, the word "species" is added following "endangered." 			
		 In the bulleted list of paragraph 3, "including Sections 5.18 to 5.37 in particular," is deleted. 			
		In paragraph 8, after "Schedules B2" insert "to B4"			
		In paragraph 8, "B3" is deleted and replaced with "Appendix 2."			
		The sentence "All areas shown on Schedule B1 and most of the areas identified on Schedules B2 and B3 are within the regulatory control limits of the			

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No.	Number	Nottawasaga Valley Conservation Authority." is deleted from paragraph 9				
		In paragraph 10, the comma is deleted after B1 and replaced with "to B4" and "B2 and B3" is deleted.				
		 In paragraph 10, the letter "s" is deleted from "Sections" and "18 to 24" is deleted and replaced with 6A.1. 				
		 In paragraph 14, the comma is deleted after B1 and replaced with "to B4" and "B2 and B3" is deleted. 				
		 In paragraph 14, "be minimal and acceptable, and/or adequately mitigated, and/or balanced by appropriate compensatory measures undertaken elsewhere on the same lot" is deleted and replaced with "be in accordance with policies in Section 6A.1 of this Plan." 				
73.	6.3.5	The existing text is edited as follows:				
		 In paragraph 3, "through an Office Consolidation of this Plan" is added following "purpose(s)." 				
		In paragraph 4, "each municipal comprehensive review" is deleted and replaced with "an Office Consolidation of this Plan."				
74.	8.4.A.8	In paragraph 3 of policy d), "5.19.1" is deleted and replaced with "6A.2.1"				
75.	9.0.3	The existing text is edited as follows:				
		 In paragraph 1, "significant renewable and non- renewable natural resources is" is deleted and replaced with "mineral aggregate resources are" 				
		 In paragraph 1, "B4 and C" is deleted and replaced with "B5" 				
		 "Where the location and extent of renewable and non- renewable natural resources are known, they are identified on Schedule B4 and C." is deleted from paragraph 2. 				
		Following paragraph 3, the following text is moved from Part A, Section 5.32—"Only those areas where resource uses are actually occurring are identified				

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NO.	Number	within the appropriate land use designations on Schedule A1 to this Plan. Except where such proposals are exempt from municipal regulatory authority pursuant to Provincial statutes or regulations, all new proposals and the expansion of existing operations beyond the limits shown on Schedule A1, shall require an amendment to this Plan."		
76.	9.0.4	The existing text is edited as follows:		
		In paragraph 2, the "s" in "Schedules" is deleted.		
		 In paragraph 2, "B4 and C" is deleted and replaced with "B5". 		
77.	9.1	The following text is moved to this policy from Part A, Section 5.32:		
		"Non-renewable resources, including mineral aggregate, shall be protected for long term use.		
		Mineral Aggregate Resource Areas are those identified on Schedule B4. Except as provided in the following paragraph, prior to considering proposals for development within Mineral Aggregate Resource Areas, the Township shall be satisfied that the development of these lands for non-aggregate purposes will not adversely impact the availability of aggregate resources in the Township and the County.		
		Within the Niagara Escarpment Plan Area, only lands designated Escarpment Rural may be considered for new aggregate extraction uses, and then only by amendment to the Niagara Escarpment Plan and this Plan. Aggregate extraction operations and uses are not permitted on lands designated Escarpment Protection and Escarpment Natural in the Niagara Escarpment Plan. The application of the above provisions shall therefore be limited to ensuring that the implications of new development on Mineral Aggregate Resource Areas and on existing or potential aggregate operations and uses must be considered in areas designated Escarpment Rural while, on lands designated Escarpment Protection or Escarpment Natural, only the implications of new development on existing or potential aggregate operations and uses on adjacent lands in close proximity where aggregate extraction may be permitted (designated Escarpment Rural or in another designation outside of the		

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		Niagara Escarpment Plan Area), need be considered."			
		The following edits are made to the above text:			
		In paragraph 1, "resources" is added after "aggregate."			
		In paragraph 2, "which include significant sand and gravel resources and bedrock mineral aggregate resources areas" is added after "Schedule B4,"			
		In paragraph 2, "Schedule B4" is deleted and replaced with "Schedule B5"			
78.	9.1.1	In paragraph 1, "Schedule B4" is deleted and replaced with "Schedule B5"			
79.	9.1.2	The existing text is edited as follows:			
		From paragraph 4, "promoted" is deleted and replaced with "undertaken."			
		"these" is deleted from paragraph 4.			
		"and through the use of accessory aggregate recycling facilities within operations," is added following "resources," in paragraph 4.			
80.	9.1.2.2	The following clause is added after "Schedule B4": "which includes significant sand and gravel resources and bedrock mineral aggregate resources areas. An amendment to this Plan is required for the establishment of all new pits and quarries			
		Delete "Schedule B4" and replace with "Schedule B5"			
81.	11.7	In policy h) delete "in Section 5.18"			
82.	12.5	In paragraph 5, "written approval is obtained from these agencies, where applicable" is deleted and replaced with "the revised boundary has been established through an ecological site assessment and/or an Environment Impact Statement."			
83.	12.12	A new policy is added titled "12.12 Environmental Impact Statement Implementation." The text is as follows:			
		"Where an Environmental Impact Statement has determined that the boundaries of a Natural Areas designation or the			

Item No.	Policy Number	Details of the Amendment			
		overlay are appropriate to be refined, the boundary shall be refined without an Amendment to this Plan."			
84.	N/A	The following definition is deleted after "Domestic Purposes":			
		"Ecological Function means the natural processes products or services that living and non-living environment provide or perform within or between species, ecosystem and landscapes. These may include biological, physical an socio-economic interactions. (PPS 2020)"			
85.	N/A	The following definition is moved from after "Essential Emergency Services" and inserted after "Domestic Purposes":			
		"Ecological Function means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes, including hydrologic functions and biological, physical, chemical and socio-economic interactions. (Greenbelt Plan) (APTG2020)"			
86.		The following definition is added after "Environmental Monitoring":			
		Erosion hazard: means the loss of land, due to human or natural processes, that poses a threat to life and property. The erosion hazard limit is determined using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), an allowance for slope stability, and an erosion/erosion access allowance (PPS 2020).			
87.	N/A	The following definition is added after "Heritage Property":			
		Highly Vulnerable Aquifer are aquifers — highly saturated underground areas whose water can be drawn for human use — that are particularly susceptible to contamination, either because of their proximity to the surface or because of the characteristics of the materials underground that make up and surround the aquifer (derived from Source Protection Plan).			
88.	N/A	The definition for "Significant Groundwater Recharge Area" is deleted and replaced with:			
		Significant Groundwater Recharge Areas ("SGRAs") are			

Item	Policy	Details of the Amendment		
No.	Number			
		areas where the land is characterized by porous soils that allow water to seep easily into the ground and subsequently flow to an aquifer. The term "significant" indicates that the recharge area helps maintain water levels in an aquifer that supplies drinking water for a community (Derived from Source Protection Plan).		
89.	N/A	The following definitions are added after "Significant Surface Water Contribution Areas":		
		"Significant Wetland A wetland that has been identified as provincially significant by the Province. (Based on PPS, 2020 and modified for this Plan)		
		Significant Wildlife Habitat A wildlife habitat that is ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or natural heritage system. These are to be identified using criteria established by the Province. (Based on PPS, 2020)		
		Significant Woodland A woodland which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria established by the Province. (Based on PPS, 2020 and modified for this Plan)		
		Significant Valleyland A valleyland which is ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or natural heritage system. These are to be identified using criteria established by the Province. (Based on PPS, 2020 and modified for this Plan)"		
90.	N/A	The following definition is added after "Watershed Planning":		
		Wellhead Protection Areas ("WHPAs") are land areas surrounding municipal wells. There are five categories of WHPA, denoted "A" through "E": the WHPA-A area is defined as the area within a 100-metre radius of the well, while the WHPA-B, WHPA-C, and WHPAD areas are		

Item No.	Policy Number	Details of the Amendment	
		determined based on the number of years in takes for water to travel underground to the well (two years for WHPA-B, five years for WHPA-C, and 25 years for WHPA-D). The WHPA-E area represents the vulnerable area for groundwater well supplies that are under the direct influence of surface water (derived from Source Protection Plan).	

6.0 Table B - Schedule Amendments

Item No.	Policy Number	Details of the Amendment			
91.	Schedule B1	Existing Schedule B1 is deleted and replaced with new schedule "Natural Heritage System" to identify the Township's Natural Heritage System.			
92.	Schedule B2	Existing Schedule B2 is deleted and replaced with new schedule "Category 1 Natural Heritage Features" to identify features and areas in accordance with Policy 6A.1.1 in this Plan.			
93.	Schedule B3	Existing Schedule B3 is deleted and replaced with new schedule "Category 2 Natural Heritage Features" to identify features and areas in accordance with Policy 6A.1.1 in this Plan.			
94.	Schedule B4	Existing Schedule B4 is deleted and replaced with new schedule "Category 3 Natural Heritage Features" to identify features and areas in accordance with Policy 6A.1.1 in this Plan.			
95.	Schedule B5	Create new schedule "Natural Resources" to identify Significant Sand and Gravel Resources and Bedrock Mineral Aggregate Resource Areas.			
96.	Appendix 1	Create new appendix "Provincial Plan and Dufferin County Official Plan Natural Heritage Systems" to identify for information purposes the Natural Heritage System boundaries identified as per other plans that apply to the Township.			
97.	Appendix 2	Create new appendix "Physical Constraints and Hazards" to identify the Conservation Authority Regulated Areas and other delineated hazards.			
98.	Appendix 3	Create new appendix "Potential Forest (Wildland Fire) Hazard"			
99.	Appendix 4	Existing Appendix A is deleted and replaced with new appendix "Complete Application"			

PART C - THE APPENDICES

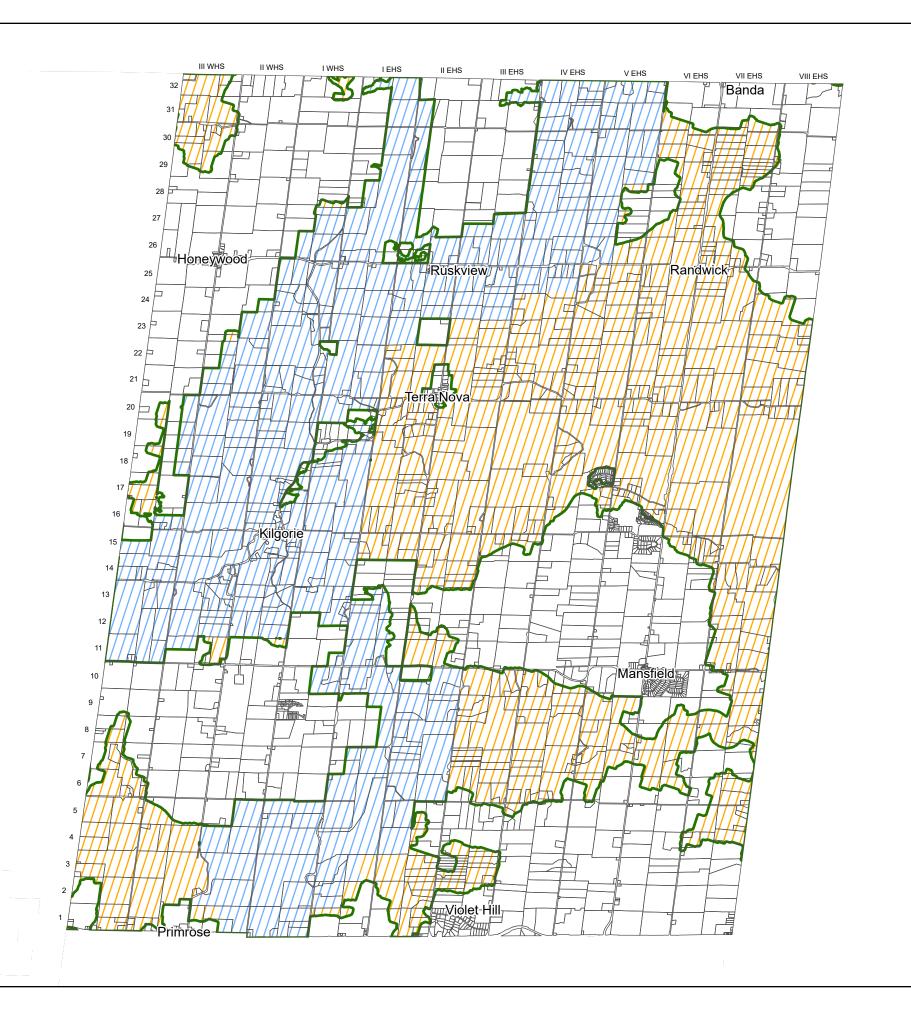
(The Appendices do not form part of this Amendment)

1.0 Appendix 1 - Reports & Background Materials

- Strategic Plan 2020-2024 (Council approved)
- Official Plan Amendment No. 4 to the Mulmur Official Plan
- Policy Options Report for Official Plan Amendment No. 5, NPG Planning Solutions Inc., July 2023
- Dufferin County Proposed Amendment (Proposed) Dated July 2023

2.0 Notice of Public Meeting

3.0 Minutes of Public Meeting



Official Plan

Appendix 1 - Provincial Plan and Dufferin County Official Plan Natural Heritage Systems



Legend

Parcels

Growth Plan NHS

Greenbelt NHS

Dufferin County NHS*

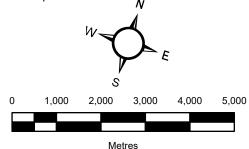
- 1. Ontario GeoHub: Provincial Plan Natural Heritage Systems (NHS).
- Dufferin County NHS provided by Dufferin County
 Parcel fabric has been supplied under license by Teranet Inc.

Note: Provincial Plan and Dufferin County Natural Heritage Systems are provided for informational purposes and are subject to change.

*The Dufferin County NHS was approved by Dufferin County Council in July 2023 as part of an OPA that has not received final Provincial approval.

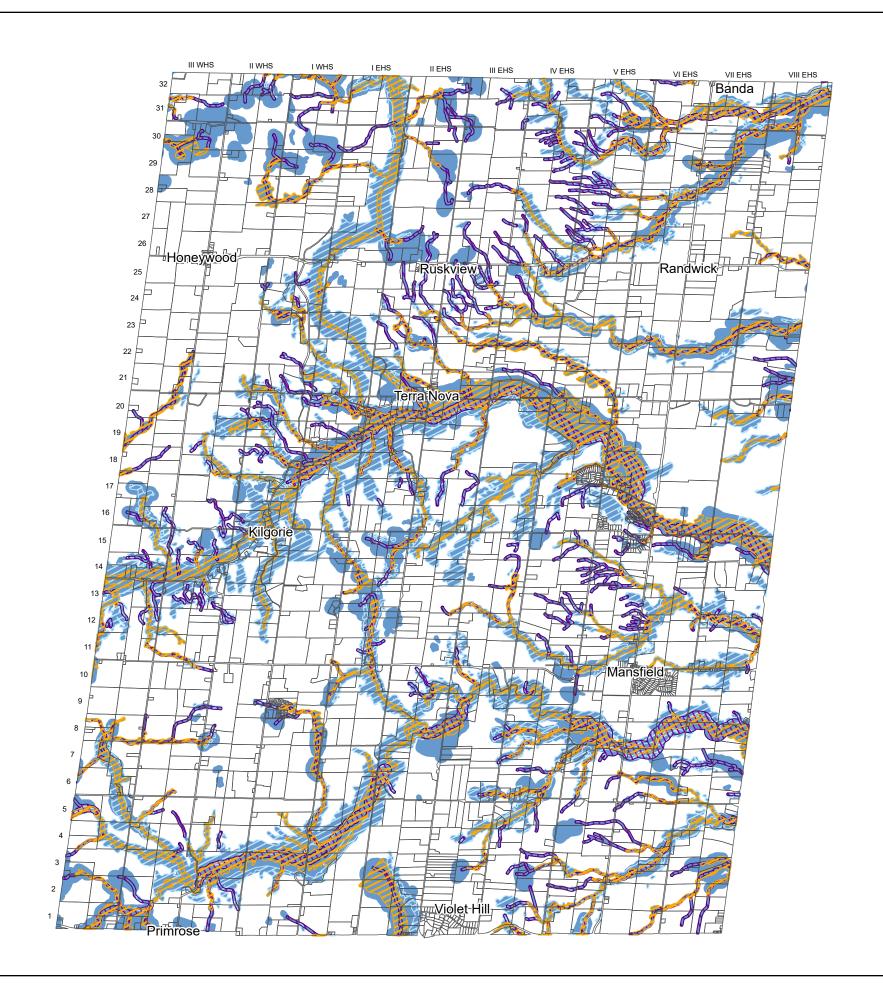
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Scale: 1:85,000 Date: November 2023 Last Revised:





Official Plan

Appendix 2 - Physical Constraints and Hazards



Legend

//// Flood Hazard

Meander Belts Slope Hazard

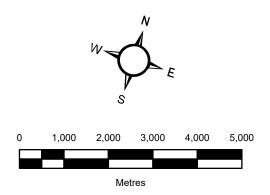
NVCA Regulated Areas

Sources:

- Regulated Areas and Hazards provided by NVCA.
 Parcel fabric has been supplied under license by Teranet Inc.

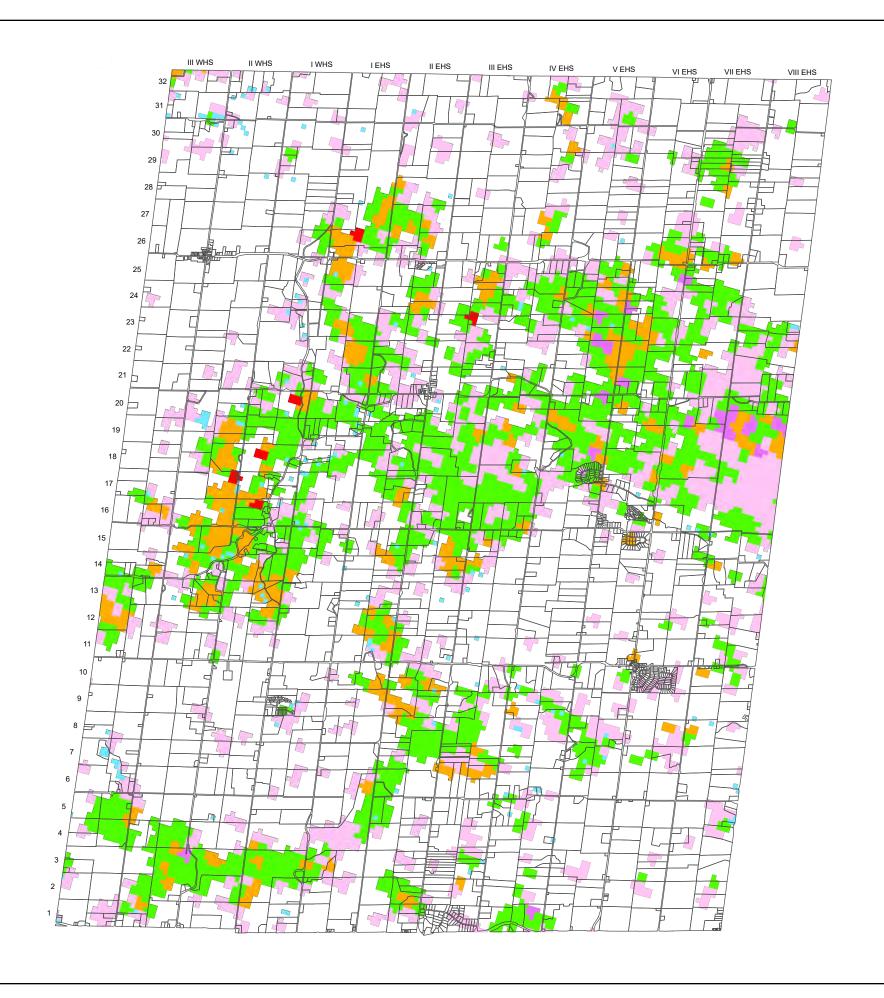
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Official Plan

Appendix 3 - Potential Forest (Wildland Fire) Hazard



Legend

Parcels

Extreme - C1, C2, C4

High - C3, M2>50%, M4

Pine Needs Evaluation - C5, C6

Low - D1, M2<25%

Water

Moderate - M2 >25% - <50%

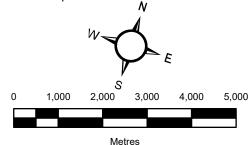
Sources:

1. Ontario GeoHub: Fire - Potential Hazardous Forest Types for Wildland Fire. Layer file maintained/updated by Aviation Forest Fire and Emergency Services (AFFES) Branch, Ontario Ministry of Natural Resources and Forestry. Dataset updated annually. Mapped dataset was last updated October 17, 2022.

2. Parcel fabric has been supplied under license by Teranet Inc.

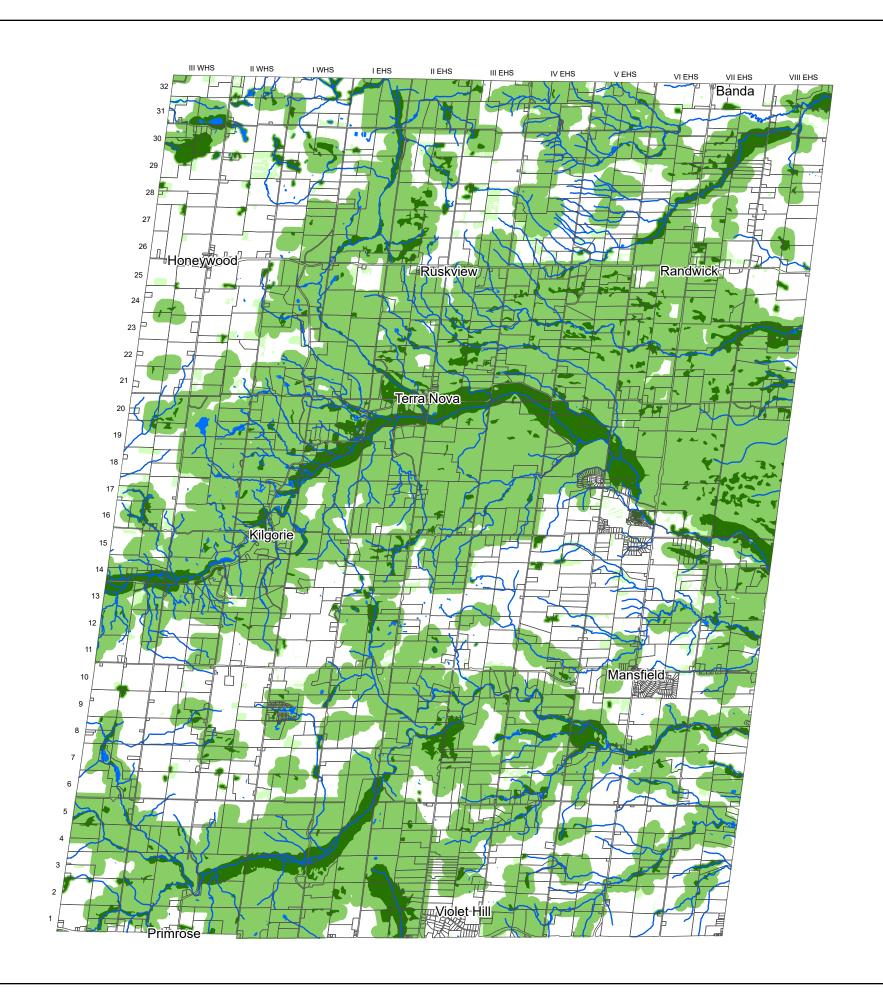
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Official Plan

Schedule B1 - Natural Heritage System



Legend

Parcels

Watercourses

Waterbody

Category One Features

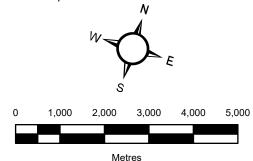
Category Two Features Category Three Features

Sources:

- Category One, Two and Three features and areas are derived from data provided by the Province via GeoHub or NVCA.
 Parcel fabric has been supplied under license by Teranet Inc.

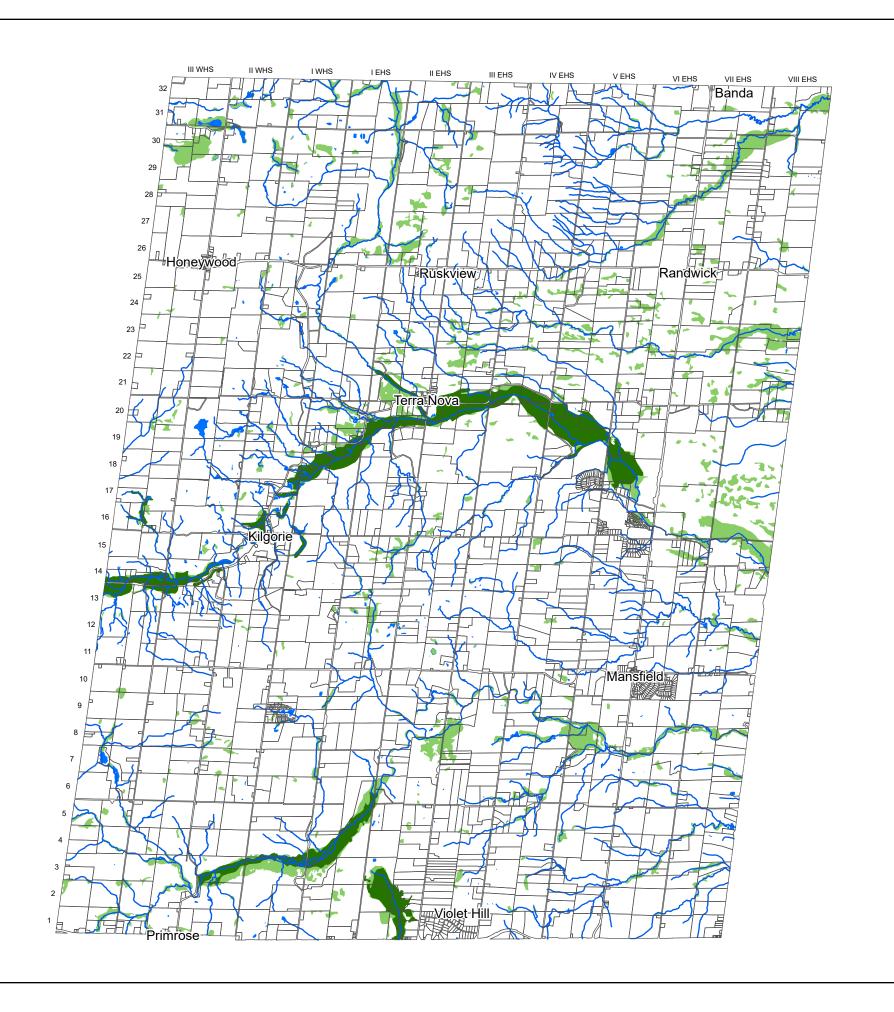
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Official Plan

Schedule B2 - Category 1 Natural Heritage Features



Legend

Parcels

Watercourses

Waterbody

Provincially Significant Wetland

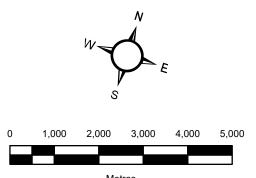
Unevaluated and Regionally or Locally Significant Wetland

Sources:

- 1. Wetlands are derived from data provided by the Province via GeoHub.
- 2. Parcel fabric has been supplied under license by Teranet Inc.

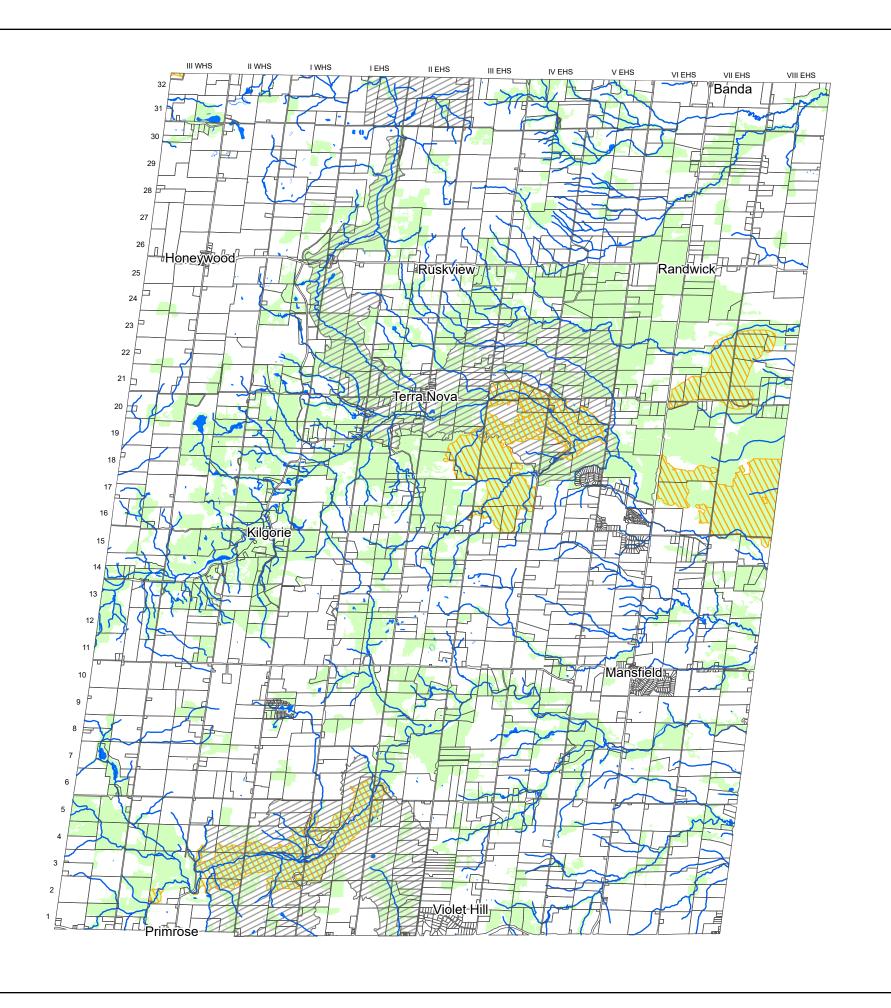
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Official Plan

Schedule B3 - Category 2 Natural Heritage Features



Legend

Parcels

--- Watercourses

Waterbody

ANSI Earth Sciences

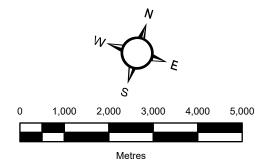
ANSI Life Sciences
Wooded Area 10+ha

Sources:

- 1. Wetland, Wooded Area, Watercourse, Waterbody, and ANSI features are derived from data provided by the Province via GeoHub.
- 2. Parcel fabric has been supplied under license by Teranet Inc.

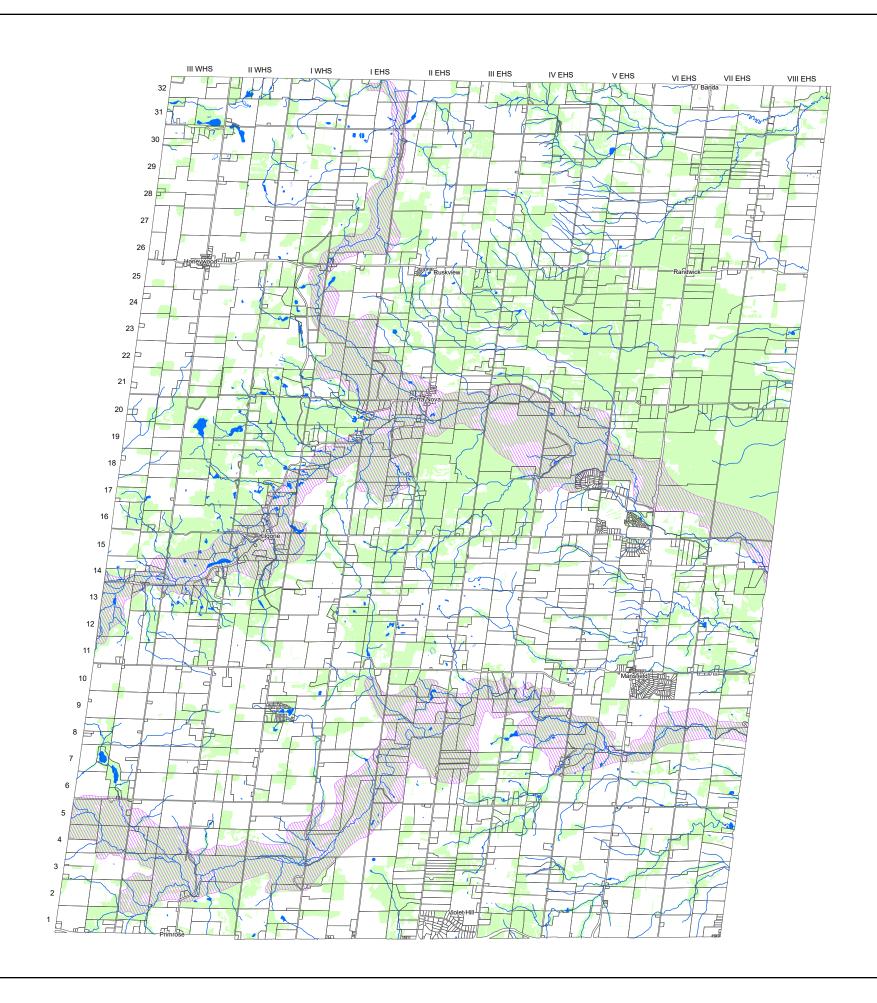
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Official Plan

Schedule B4 - Category 3 Natural Heritage Features



Legend

Parcels

Watercourses

Waterbody

Core Deer Wintering Area

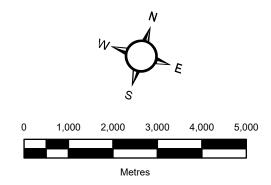
Woodlands

Sources:

- 1. Wooded Area, Watercourse, and Waterbody features are derived from data provided by the Province via GeoHub.
- 2. Core Deer Wintering Area data provided by Dufferin County.
- 3. Parcel fabric has been supplied under license by Teranet Inc.

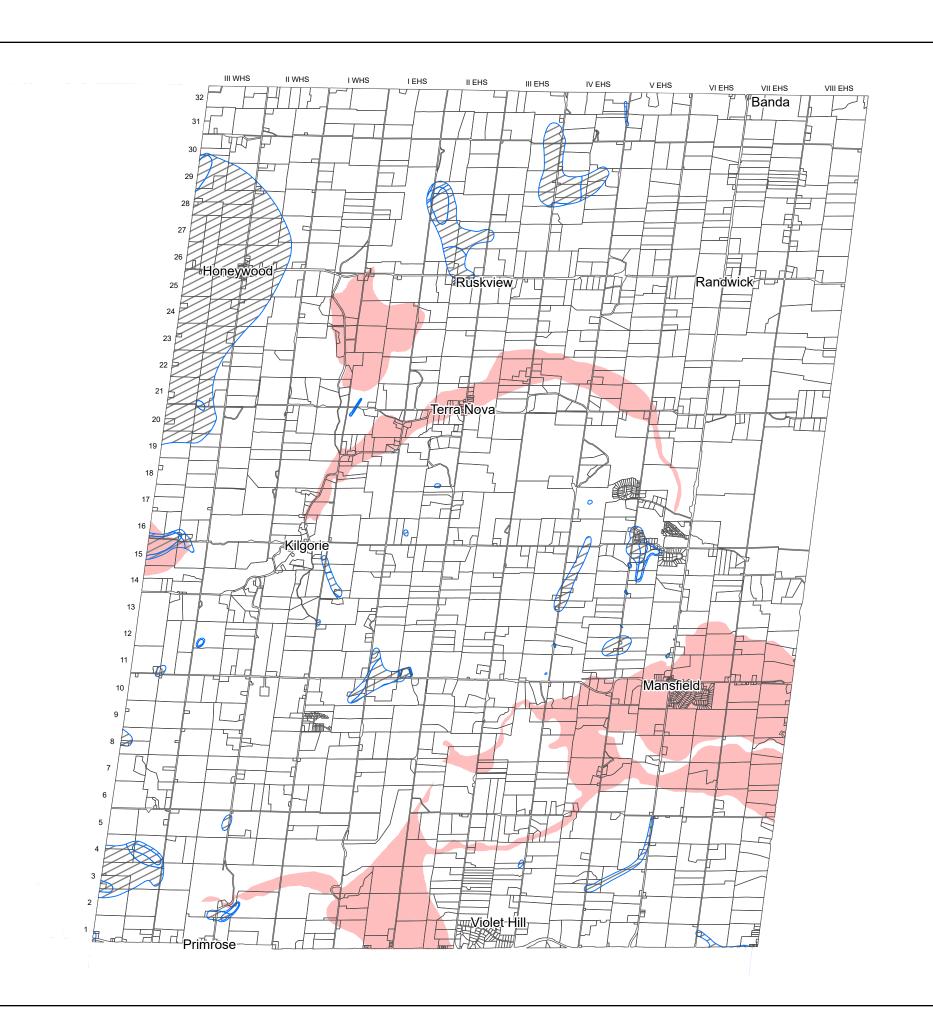
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Official Plan

Schedule B5 - Natural Resources



Legend

Parce

Significant Sand and Gravel Resources

Bedrock Mineral Aggregate Resource Areas

Sources:

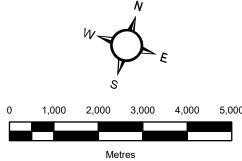
1. Deposits of mineral aggregate resources are identified by the Ministry of Northern Development and Mines in the Aggregate Resources Inventory of Dufferin County, Paper 163-Revision 2, 2014. Available for download, including GIS dataset, from

www.geologyontario.mines.gov.on.ca/publication/ARIP163-REV2

2. Parcel fabric has been supplied under license by Teranet Inc.

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Scale: 1:85,000 Date: November 2023 Last Revised:



Township of Mulmur – Environmental Policies OPA – Comments and Responses to Comments

#	Date	From	Policy or OPA Item No.	Comment	Response
1.	August 21, 2023	Dufferin County	5.15	Sentence repeated in second lettered list in b) and c).	Duplicate sentence deleted from b).
2.			5.36	Formatting issue noted.	Noted. Issue is present in the current OP and is not related to changes introduced by draft OPA.
3.			6A.2	Typo noted.	Typo has been addressed.
4.	September 1, 2023	Dufferin County		Notes draft OPA policies meet requirements of <i>Planning Act</i> , are consistent with the PPS 2023 and conform to the Dufferin County OP. Provides comment on approval process as County Council is the approval authority for the proposed OPA. No additional comments provided by Planning Department or Building Department.	Noted.
5.	September 1, 2023	NVCA	5.31	Suggested changes for 5.31 Stormwater Management policies.	This is out of scope to the project but noted.
6.		NVCA	5.36	Please consider adding the following under Section 5.36: Consents shall not be granted for land which is subject to flooding, erosion or other physical hazards when the intended use of the parcel is for the erection of a permanent building or structure. This policy does not apply in the case of buildings	Policy j) provides direction to avoid creating lot lines through natural hazard areas or sites.

#	Date	From	Policy or OPA Item No.	Comment	Response
				or structures used for the purposes of erosion or flood control.	
7.		NVCA	5.40, 5.41, 11.13	We request a provision directing additional residential units and garden suites (including as of right units) outside of natural hazard areas including wetlands.	 Garden Suites (5.40) require approval of a Zoning By-law Amendment and would be subject to the natural heritage and natural hazards policies of the Plan, as well as subject to NVCA regulation if located within their regulation limit. For 5.41, this is best addressed through zoning regulations. Text has been added to clarify natural heritage and natural hazards Official Plan policies should be implemented through the Zoning By-law for additional residential units. For 11.13, Complete Application requirements for specific applications are detailed in Appendix 4. The Province has established regulations regarding additional residential units; the Township will need to address the above through zoning updates.
8.		NVCA	6A.1.1	Other Wetlands (unevaluated or regionally or locally significant) are identified as Category 2 natural heritage features, wherein development would be permitted based on the findings of an EIS. NVCA guidelines do not support development in unevaluated wetlands. NVCA staff recommend	 Other Wetlands have been changed to Category 1 feature. "functions" has been added where noted. Development within Conservation Authority regulated areas requires a permit from the Conservation Authority. That is addressed in the policies of the Plan.

#	Date	From	Policy or OPA Item No.	Comment	Response
				revision to this policy to exclude permission for development within all wetlands, except where required for public infrastructure (e.g. roads, sewers, flood and erosion control works) and various utilities (e.g. pipelines) subject to the activity being approved through a satisfactory Environmental Assessment process and/ or has been deemed to be acceptable by the conservation authority. • We suggest the following policy text edit:	
				"For Category 2 features, development and site alteration may be permitted if it can be demonstrated through an Environmental Impact Study that no negative impacts on the features or their associated ecological functions will result." Consider adding language which indicates that the Conservation Authority is the approval authority for development within wetlands.	
9.		NVCA	6.1.4.1	 Suggested revision: "The responsibility for establishing criteria which determines determining the significance 	 Revised as requested. Other Wetlands has been changed to a Category 1 feature.

#	Date	From	Policy or OPA Item No.	Comment	Response
				of wetlands rests with the Province of Ontario. The evaluation and delineation of Provincially Significant Wetlands can only be completed by a Certified Ontario Wetland Evaluator. Wetlands will be shown on Schedule B2 as identified and delineated by the Province and of Ontario Certified Ontario Wetland Evaluators." • 6A.1.4.1: i)-iv): These criteria appear to conflict with policy 6A.1.1 which states that development would be permitted in Category 2 features (unevaluated wetlands) pending a satisfactory EIS. NVCA staff recommend separating policies for different wetland types as their own items (i.e. Provincially Significant, Evaluated non-PSW, and unevaluated wetlands) and articulating the Township's consideration of development within and in lands adjacent to these features, as well as study requirements. NVCA staff also suggest inclusion of NVCA as an approval authority for development in and within 30m of all wetlands.	
10.		NVCA	6A.1.4.3	Please note the NVCA is not an approval authority for development review associated	The policy acknowledges the NVCA still may have regulations/standards that apply where fish habitat is within their regulated area.

#	Date	From	Policy or OPA Item No.	Comment	Response
				with Fish Habitat which is regulated through the Federal Fisheries Act.	
11.		NVCA	6A.1.6.1	Suggested revision: "An Environmental Impact Study required under this Plan shall be submitted with the development application and shall be prepared and signed by a qualified biologist or environmental planner ecologist. A peer review of the study may be required by the Approval Authority."	This change has been made.
12.		NVCA	6A.1.6.2	Suggested revision: "The required scope and/or content of an Environmental Impact Study may be modified through preconsultation with the Township, County, and, where applicable, Niagara Escarpment Commission and the Nottawasaga Valley Conservation Authority where the environmental impacts of a development application are thought to be limited, or if other environmental studies fulfilling some or all requirements of an Environmental Impact Study have been accepted by the Township and County and where applicable, the Nottawasaga Valley Conservation Authority."	This change has been made.
13.		NVCA	6A.1.6.4	Suggested revision: "The following transition policies shall apply: b. Where an EIS has been completed within the past 5 years under the policies in effect prior to the adoption of the updated policies, and the development has not been	This change has been made.

#	Date	From	Policy or OPA Item No.	Comment	Response
				approved, the EIS will be used for the review of the development application."	
14.		NVCA	6A.2	This section states the following: "Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features" Recommendation: Consider defining sensitive surface water features and sensitive groundwater features; i.e. wetlands and cold water streams.	Noted. Definitions for surface and ground water features, as well as the meaning of "sensitive" in relation to them, are provided in Part E.
15.		NVCA	6A.2.2	 We would note that the current OP located on the website was reviewed to ensure Source Water content was updated. NVCA has found it to be in alignment with the Land Use Planning Policies (17.4) in the South Georgian Bay Lake Simcoe Source Protection Plan. Please confirm that there will be minimal changes to the Source Water section of the OP and Source Water mapping. We request that consideration be given to adding definitions of wellhead protection area, highly vulnerable aquifers and significant groundwater recharge areas: Wellhead Protection Areas ("WHPAs") are land areas surrounding municipal wells. There are five categories of WHPA, denoted "A" through "E": the 	 No changes will be made to Source Water Protection policies or mapping. Definitions are provided in Part E. Definitions for Highly Vulnerable Aquifer and Wellhead Protection Areas have been added and Significant Groundwater Recharge Areas replaced as recommended.

#	Date	From	Policy or OPA Item No.	Comment	Response
				within a 100-metre radius of the well, while the WHPA-B, WHPA-C, and WHPAD areas are determined based on the number of years in takes for water to travel underground to the well (two years for WHPA-B, five years for WHPA-C, and 25 years for WHPA-D). The WHPA-E area represents the vulnerable area for groundwater well supplies that are under the direct influence of surface water. Highly Vulnerable Aquifers ("HVAs") are aquifers – highly saturated underground areas whose water can be drawn for human use – that are particularly susceptible to contamination, either because of their proximity to the surface or because of the characteristics of the materials underground that make up and surround the aquifer.	
				Significant Groundwater Recharge Areas ("SGRAs") are areas where the land is characterized by porous soils that allow water to seep easily into the ground and subsequently flow to an aquifer. The term "significant" indicates that the recharge area helps maintain water levels in an aquifer that supplies drinking water for a community.	

#	Date	From	Policy or OPA Item No.	Comment	Response
				Further to the above, Amendment 4 dated October 2022 included in the circulation package also contained a definition of Significant Groundwater Recharge Area (pg. 31). If this definition is to remain then please unbold "a" in the word an -remove d) and combine with c).	
16.		NVCA	6A.3.1	 Suggested revision: "All other areas hazardous sites including with organic unstable soils and/or poor drainage;" Please include Provincial Policy Statement definitions: 'one-zone concept', and erosion hazard. 	 Hazardous sites are addressed at the end of the policy. PPS definitions for "erosion hazard" has been added to Part E. One-zone concept is addressed in definition for "Floodway".
17.		NVCA	6A.3.1.2	Please consider including the following under Section 6A.3.1.2: Notwithstanding, new development or redevelopment on an existing lot, or the extension of a lawfully existing use, may be permitted in the floodplain, but only in circumstances where: (a) the use is one that, by its nature, must be located in the floodplain; and (b) the use will be protected by acceptable flood-proofing action or measures, subject to the approval of the Township and any conservation authorities having jurisdiction.	This change has been made.

#	Date	From	Policy or OPA Item No.	Comment	Response
18.		NVCA	6A.3.1.7	Please consider combining and rewording these sections as follows. Conservation Authorities (CAs) are local watershed management agencies that Conservation Authorities are watershed-based resource management agencies, whose mandate includes responsibilities and functions in the land use planning and development process. Conservation Authorities ensure that decisions are informed by the best available watershed-science practices while eliminating unnecessary delay or duplication in the process. Generally, Conservation Authorities deliver programs and activities that help the Province and municipalities to reach the important natural hazard objectives of the Provincial Policy Statement. Key Responsibilities of Conservation Authorities in Land Use Planning include: 1. Delegated responsibility to represent provincial interest in natural hazards. Conservation Authorities have delegated responsibilities to represent provincial interests regarding Natural Hazards (Section 3.1 under Public Health and Safety made under the Provincial Policy Statement - excluding fire).	This change has been made by creating a new policy before the previous 6A.3.1.7 (and renumbering).

#	Date	From	Policy or OPA Item No.	Comment	Response
				2. Watershed-based resource management agency where Conservation Authorities, as "public bodies" pursuant to the Planning Act, are to be notified of policy documents, and planning and development applications as prescribed under the Act. Conservation Authorities may comment as per their mandate to the municipality/planning approval authority on these documents and applications.	
				3. Conservation Authorities as landowner, may become involved in the planning and development process, either as an adjacent landowner or a proponent.	
				4. Conservation Authorities may enter into agreements with federal and provincial ministries and municipalities to undertake delegated regulatory/approval responsibilities and/or reviews.	
				5. Conservation Authorities as a regulatory body, participates in the review of development applications under the Planning Act. Conservation Authorities will ensure that the applicant and municipal planning authority are aware of the Section 28 regulations and requirements under the CA Act, as well as assist in the coordination	

#	Date	From	Policy or OPA Item No.	Comment	Response
				of applications under the Planning Act and the Conservation Authorities Act to eliminate unnecessary delay or duplication in the process. For more information please go to www.nvca.on.ca	
19.		NVCA	Schedules	Please advise on the source for the hazard lands areas shown on the schedules and if the Township requires NVCA regulation layers (flood, slope, meander belt, wetlands) to assist in updating the schedules. In this regard, the Township may wish to consider a more fulsome natural hazard land overlay system. Town of Innisfil OP is an example of this approach (https://innisfil.ca/en/building-and-development/resources/2018.10.24-Our-Place-As-Approved-by-the-County-reduced.pdf).	GIS layers were provided by the Township and the NVCA. Appendix 2 has been updated using layers provided by the NVCA in March 2023 for flood, slope, meander belt hazards, and the regulation limit.
20.		NVCA	Other Comments	We would encourage the Township to include enhanced wording promoting watershed/subwatershed planning to guide future development and address such matters (but not limited to) as: natural hazards and a holistic stormwater management approach.	Noted. Using the watershed as the meaningful scale for integrated and long-term planning is addressed in Section 6A.2 Water Resources, which also acknowledges this scale as the foundation for considering the cumulative impacts of development.
21.	September 6, 2023	Resident at Public Meeting		Expressed concern about wording change in relation to fish.	The draft OPA includes a section on Fish Habitat that provides direction that Fish Habitat will be protected as required by the PPS (which prohibits development or site alteration within or adjacent to fish habitat except in accordance with provincial and federal requirements). The

#	Date	From	Policy or OPA Item No.	Comment	Response
					language "shall encourage the preservation and protection of" is retained from the current OP and moved to a new Section covering Fish and Wildlife Resources to distinguish Fish Habitat as a natural heritage feature.
22.	September 6, 2023	Resident at Public Meeting		Asked how the County's climate change ambitions were considered and provided comment on thermal assessment.	County and Township documents were reviewed to inform preparation of the Policy Options Report, including the Dufferin County Climate Action Plan. The draft OPA has been reviewed for opportunities to incorporate climate change language and policy direction. This work however reflects the scope of policies reviewed as part of the environmental policies update which is the focus of this proposed Official Plan Amendment.
23.	September 6, 2023	Council		Discussed classification of wetlands and the continued protection of local wetlands.	Development and site alteration are not permitted in Significant Wetland and Other Wetlands (non-provincially significant wetlands and unevaluated wetlands). The draft OPA maintains this level of protection. Mapping of wetlands for schedules that form part of the draft OPA use the Province's wetland GIS data.
24.	October 5, 2023	Resident (letter)		Letter outlines three major concerns: 1. There is a complete lack of reference to and concern for climate action. 2. The amended sections are still poorly organized and confusing. 3. Delivery of the proposed changes was lacking in substance and poorly communicated.	The draft amendment has been reviewed for opportunities to incorporate climate change language into the environmental policies, which is the scope of this review and update. There are other areas of the Official Plan that can address climate change (settlement area policies; infrastructure policies; Township fleet and facilities as examples) however those areas of the Official Plan are not part of this project.
				The letter provides more specific comments and feedback on each of these concerns.	The reference documents supplied in the letter identify the importance of natural heritage and natural hazard policies and mapping as part of addressing climate

#	Date	From	Policy or OPA Item No.	Comment	Response
			ROTH NO.		change and climate resilience. Additional wording has been included to incorporate references to natural heritage planning and natural hazard protection as part of the means to address climate change. 2. The draft OPA moves Natural Heritage and Hazards (natural and human-made) to a new section in the Township's OP. Policies within this section are organized to provide an outline of the Natural Heritage System, clarify how individual components relate to environmental protection requirements, and provide policies for individual components. Overall the structure and presentation of policies in this new section are aligned with provincial and County requirements so that those using the plan can follow provincial, County, and
					Township requirements and see their implementation in the Township Official Plan. 3. A blackline version of the current OP was prepared to assist readers when reviewing the draft changes. The draft OPA is a technical document that identifies specific changes without the entire text that is not being changed included. The OPA text implements changes identified in the Policy Options Report prepared and presented to Township Council in July. We recognize that the blackline version can be at times challenging to read however reading the OPA text on its own would not give the reader a complete context to review.



TO: Council

FROM: Heather Boston, Treasurer

MEETING DATE: December 13, 2024

SUBJECT: Shelburne & District Fire Board 2024 Budget

PURPOSE:

The purpose of this report is to present the 2024 Shelburne & District Fire Board Budget to Council for approval.

BACKGROUND:

At the regular Board meeting on November 7, 2023, the Shelburne District Fire Board approved the 2024 operating budget as presented (Schedule A).

Moved by W. Mills - Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management adopt the 2024 Operating Budget in the amount of \$892,556.00 which represents a 13.82% increase over 2023; and further that this request be circulated to the participating municipalities. **Carried.**

At the regular Board meeting on October 3, 2023, the Shelburne District Fire Board approved the 2024 capital budget as presented (Schedule B).

Moved by F. Nix – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management adopt the 2024 Capital budget in the amount of \$392,000.00, Option 2, with the removal of \$10,500.00 for SCBA Cylinders and the addition of \$5,000.00 for training grounds;

AND THAT this request be circulated to the participating municipalities. **Carried.**

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur

FINANCIAL IMPACTS:

The proposed operating and capital budget totals are \$892,556 and \$392,000 respectively. If our percentage share was the same as last year our operating and capital levies would be \$65,781.37 and \$28,890.40 respectively.

ENVIRONMENTAL IMPACTS:

Council may wish to discuss the environmental impacts associated with this report and recommendation.

RECOMMENDATION:

THAT Council approve the Shelburne & District Fire Board 2024 operating budget in the amount of \$892,556 and capital budget in the amount of \$392,000.

Respectfully submitted,

<u>Heather Boston</u>

Heather Boston, CPA, CA, CGA Treasurer

Approved by: Tracey Atkinson, CAO/Clerk

Schedule A – SDFB 2024 Operating Budget Schedule B – SDFB 2024 Capital Forecast

Schedule A SHELBURNE & DISTRICT FIRE BOARD

2024 OPERATING BUDGET

PRESENTED: November 7, 2023

ACCOUNT	ACCOUNT		2023		2023		2024			
NUMBER	NAME		BUDGET		TO DATE		BUDGET		Variance	Comments
EXPENDITURES										
4100-0100	Treasurer	\$	800.00	\$	700.00	\$	-	\$	(800.00)	Eliminating PT Admin position
4100-0300	Secretarial Services	\$	39,150.00	\$	32,624.37	\$	-	\$	(39,150.00)	Eliminating PT Admin position
4100-0400	Legal & Audit & HR Services	\$	19,150.00	\$	31,148.23	\$	25,000.00	\$	5,850.00	
4100-0550	Office Supplies	\$	3,000.00	\$	2,743.51	\$	3,000.00	\$	-	
4100-0600	Material & Supplies	\$	2,500.00	\$	3,130.81	\$	3,500.00	\$	1,000.00	Increase based on 2023 projected expense
4100-0700	Services & Rentals	\$	8,750.00	\$	7,261.40	\$	8,750.00	\$	-	
4100-1100	MTO/ARIS Fees	\$	850.00	\$	560.00	\$	850.00	\$	-	
4200-1650	IT Support Dufferin County	\$	1,500.00	\$	936.41	\$	1,500.00	\$	-	
4100-0800	Subscriptions & Memberships	\$	700.00	\$	439.65	\$	700.00	\$	-	
4100-0900	Conventions & Conferences	\$	3,000.00	\$	2,219.09	\$	4,500.00	\$	1,500.00	Increase based on 2023 projected expense
4100-1000	Licence Renewal	\$	950.00	\$	945.52	\$	1,000.00	\$	50.00	Estimated annual increase
4100-1200	Heath & Safety Expenses	\$	2,500.00	\$	1,552.45	\$	2,500.00	\$	-	
4100-1300	Fire Prevention/Pub Ed	\$	8,500.00	\$	3,961.39	\$	8,500.00	\$	-	
4100-1500	Training - Courses/Expense	\$	46,800.00	\$	30,256.02	\$	46,800.00	\$	-	
4100-1800	Communication Equipment	\$	1,000.00	\$	5,169.61	\$	3,500.00	\$	2,500.00	Increase based on 2023 projected expense
4100-1900	Dispatch	\$	48,000.00	\$	33,750.00	\$	50,400.00	\$	2,400.00	5% Increase based on Contract
4200-0100	Fire Call Wages	\$	135,000.00	\$	144,815.87	\$	172,475.00	\$	37,475.00	Increase in call volume + 4.53% COLA
4200-0102	Full-time Staff Wages	\$	130,000.00	\$	104,645.40	\$	193,981.00	\$	63,981.00	Addition of FT Admin + 4.53% COLA
4200-0103	VFF Salaries/Meetings/Pub Ed/Inspecti	\$	49,500.00	\$	34,522.82	\$	51,742.00	\$	2,242.00	Increase DFC salary to \$15K per year + 4.53% COLA
4200-0105	Training Wages	\$	72,000.00	\$	58,821.64	\$	75,262.00	\$	3,262.00	4.53% COLA
4200-0110	Employers Portion - El	\$	2,500.00	\$	2,163.96	\$	2,926.00	\$	426.00	Increase in staffing + 4.53% COLA
4200-0120	Employers Portion - CPP	\$	13,500.00	\$	15,379.13	\$	19,079.00	\$	5,579.00	Increase in staffing & increase in Fire Call Wages + 4.53% COLA
4200-0150	Mileage & Meals	\$	500.00	\$	652.70	\$	1,000.00	\$	500.00	
4200-0200	Benefits (Manulife & VFIS)	\$	23,000.00	\$	13,701.69	\$	33,000.00	\$	10,000.00	Addition of FT Admin & 10% premium increase

4200-0210 WSIB	4200 0240	IM/CID		47 500 00	۲.	12.042.02	۲.	20.756.00	۲,	2.256.00	Itaniana in
\$200-0300 OMERS Pension Plan	4200-0210	WSIB	\$			<u> </u>					-
\$ 75.00 \$ 805.94 \$ 915.00 \$ 165.00	-		_		_	•	_				-
A200-0500 Protective Clothing/Uniforms \$ 6,000.00 \$ 26,093.76 \$ 10,000.00 \$ 4,000.00 \$ 1 total station wear & 2 T-shirts per FF annually					_					-	
A200-1005 Truck R&M - Pump 24 \$ 3,000.00 \$ 4,221.48 \$ 3,000.00 \$ - \$ 4,000.00		<u> </u>			_						· ·
A200-1005 Truck R&M - Pump 24 \$ 3,000.00 \$ 4,221.48 \$ 3,000.00 \$ -		<u> </u>	_		\$	26,093.76	\$	•			
A200-1010	4200-0800	<u> </u>	_				_	•		3,000.00	Fit testing & SCBA testing required by NFPA
A200-1015 Truck R&M -Car 22 \$ 1,500.00 \$ 478.63 \$ 1,500.00 \$ -	4200-1005	_ -			\$	4,221.48	\$			-	
4200-1020	4200-1010	Truck R&M - Car 21	\$		\$		_	•	_	-	
A200-1030	4200-1015	Truck R&M -Car 22	\$	1,500.00	\$	478.63	\$	1,500.00	\$	-	
A200-1040	4200-1020	Truck R&M - Tanker 25	\$	2,500.00	\$	13,278.90	\$	2,500.00	\$	-	
A200-1050 Truck R&M - Ladder 28 \$ 3,000.00 \$ 7,402.69 \$ 3,000.00 \$ -	4200-1030	Truck R&M - Rescue 26	\$	3,000.00	\$	1,496.91	\$	3,000.00	\$	-	
A200-1060 Fuel for Trucks \$ 18,000.00 \$ 13,861.65 \$ 18,000.00 \$ -	4200-1040	Truck R&M - Pump 27	\$	3,000.00	\$	2,226.88	\$	3,000.00	\$	-	
4200-1100 Insurance Premium \$ 59,000.00 \$ 58,467.68 \$ 64,900.00 \$ 5,900.00 10% premium increase 4200-1200 Miscellaneous/Recognition Night \$ 3,000.00 \$ 1,798.42 \$ 3,000.00 \$ - 4200-1300 Utilities (Gas/Hydro/Water/Sewer) \$ 30,000.00 \$ 16,740.53 \$ 30,000.00 \$ - 4200-1400 Bell Canada (Dispatch Line) \$ 950.00 \$ 836.63 \$ 1,000.00 \$ 50.00 Increase based on projected expense 4200-1500 Bell Canada (Admin Line) \$ 1,600.00 \$ 1,212.26 \$ 1,600.00 \$ - 4200-1550 Bell Mobility \$ 1,700.00 \$ 1,700.00 \$ - 4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Maintenance \$ 4,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1900 TSF Bell	4200-1050	Truck R&M - Ladder 28	\$	3,000.00	\$	7,402.69	\$	3,000.00	\$	-	
4200-1200 Miscellaneous/Recognition Night \$ 3,000.00 \$ 1,798.42 \$ 3,000.00 \$ - 4200-1300 Utilities (Gas/Hydro/Water/Sewer) \$ 30,000.00 \$ 16,740.53 \$ 30,000.00 \$ - 4200-1400 Bell Canada (Dispatch Line) \$ 950.00 \$ 836.63 \$ 1,000.00 \$ 50.00 Increase based on projected expense 4200-1500 Bell Canada (Admin Line) \$ 1,600.00 \$ 1,221.26 \$ 1,600.00 \$ - 4200-1550 Bell Mobility \$ 1,700.00 \$ 1,140.72 \$ 1,700.00 \$ - 4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 886.29 \$ 4,000.00 \$ - 4200-1900 TSF Bell Tower Lease to Cap	4200-1060	Fuel for Trucks	\$	18,000.00	\$	13,861.69	\$	18,000.00	\$	-	
4200-1300 Utilities (Gas/Hydro/Water/Sewer) \$ 30,000.00 \$ 16,740.53 \$ 30,000.00 \$ - 4200-1400 Bell Canada (Dispatch Line) \$ 950.00 \$ 836.63 \$ 1,000.00 \$ 50.00 Increase based on projected expense 4200-1500 Bell Canada (Admin Line) \$ 1,600.00 \$ 1,221.26 \$ 1,600.00 \$ - 4200-1550 Bell Mobility \$ 1,700.00 \$ 1,140.72 \$ 1,700.00 \$ - 4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1960 TSF Bell Tower Lease to Capital \$ - \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ -<	4200-1100	Insurance Premium	\$	59,000.00	\$	58,467.68	\$	64,900.00	\$	5,900.00	10% premium increase
4200-1400 Bell Canada (Dispatch Line) \$ 950.00 \$ 836.63 \$ 1,000.00 \$ 50.00 Increase based on projected expense 4200-1500 Bell Canada (Admin Line) \$ 1,600.00 \$ 1,221.26 \$ 1,600.00 \$ - 4200-1550 Bell Mobility \$ 1,700.00 \$ 1,140.72 \$ 1,700.00 \$ - 4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1960 TSF Bell Tower Lease to Capital \$ - \$ - 4200-1970 Purchase of Truck \$ 394,231.08 \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of d	4200-1200	Miscellaneous/Recognition Night	\$	3,000.00	\$	1,798.42	\$	3,000.00	\$	-	
4200-1500 Bell Canada (Admin Line) \$ 1,600.00 \$ 1,221.26 \$ 1,600.00 \$ - 4200-1550 Bell Mobility \$ 1,700.00 \$ 1,140.72 \$ 1,700.00 \$ - 4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster	4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$	30,000.00	\$	16,740.53	\$	30,000.00	\$	-	
4200-1550 Bell Mobility \$ 1,700.00 \$ 1,140.72 \$ 1,700.00 \$ - 4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1900 TSF Bell Tower Lease to Capital \$ 5 \$ 394,231.08 \$ - \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - <t< td=""><td>4200-1400</td><td>Bell Canada (Dispatch Line)</td><td>\$</td><td>950.00</td><td>\$</td><td>836.63</td><td>\$</td><td>1,000.00</td><td>\$</td><td>50.00</td><td>Increase based on projected expense</td></t<>	4200-1400	Bell Canada (Dispatch Line)	\$	950.00	\$	836.63	\$	1,000.00	\$	50.00	Increase based on projected expense
4200-1600 Vaccination & Driver Medicals \$ 800.00 \$ 770.00 \$ 800.00 \$ - 4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1900 TSF Bell Tower Lease to Capital \$ 5394,231.08 \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1500	Bell Canada (Admin Line)	\$	1,600.00	\$	1,221.26	\$	1,600.00	\$	-	
4200-1700 Bank Service Charges \$ 725.00 \$ 446.50 \$ 725.00 \$ - 4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1900 TSF Bell Tower Lease to Capital \$ - \$ 394,231.08 \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ - \$ 600.00 \$ - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1550	Bell Mobility	\$	1,700.00	\$	1,140.72	\$	1,700.00	\$	-	
4200-1750 Ceridian Payroll \$ 3,000.00 \$ 1,809.42 \$ 3,000.00 \$ - 4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1900 TSF Bell Tower Lease to Capital \$ - \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ 600.00 \$ - - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1600	Vaccination & Driver Medicals	\$	800.00	\$	770.00	\$	800.00	\$	-	
4200-1800 New Equipment Acquisition \$ 5,000.00 \$ 686.00 \$ 5,000.00 \$ - 4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1900 TSF Bell Tower Lease to Capital \$ - \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ - \$ 600.00 \$ - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1700	Bank Service Charges	\$	725.00	\$	446.50	\$	725.00	\$	-	
4200-1810 Equipment Maintenance \$ 4,000.00 \$ 862.99 \$ 4,000.00 \$ - 4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - 4200-1900 TSF Bell Tower Lease to Capital \$ - \$ - \$ - 4200-1950 Purchase of Truck \$ 394,231.08 \$ - \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ 600.00 \$ - - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ - - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1750	Ceridian Payroll	\$	3,000.00	\$	1,809.42	\$	3,000.00	\$	-	
4200-1860 FF Association Expenses \$ - \$ 7,407.74 \$ - \$ - \$	4200-1800	New Equipment Acquisition	\$	5,000.00	\$	686.00	\$	5,000.00	\$	-	
4200-1900 TSF Bell Tower Lease to Capital \$ 4200-1950 Purchase of Truck \$ 4200-1980 Building Maintenance \$ 4200-2000 Interest on Temporary Loans \$ 4200-2100 Fire Hydrants \$ 4200-2500 Uncollectible Accounts \$	4200-1810	Equipment Maintenance	\$	4,000.00	\$	862.99	\$	4,000.00	\$	-	
4200-1950 Purchase of Truck \$ 394,231.08 \$ - 4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ 600.00 \$ - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1860	FF Association Expenses	\$	-	\$	7,407.74	\$	-	\$	-	
4200-1980 Building Maintenance \$ 7,500.00 \$ 6,702.04 \$ 9,500.00 \$ 2,000.00 Addition of dumpster 4200-2000 Interest on Temporary Loans \$ 600.00 \$ 600.00 \$ - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1900	TSF Bell Tower Lease to Capital							\$	-	
4200-2000 Interest on Temporary Loans \$ 600.00 \$ 600.00 \$ - 4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1950	Purchase of Truck			\$	394,231.08			\$	-	
4200-2100 Fire Hydrants \$ 7,500.00 \$ 7,500.00 \$ - 4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-1980	Building Maintenance	\$	7,500.00	\$	6,702.04	\$	9,500.00	\$	2,000.00	Addition of dumpster
4200-2500 Uncollectible Accounts \$ - \$ - \$ -	4200-2000	Interest on Temporary Loans	\$	600.00			\$	600.00	\$	-	
TEG ESCO CHOCHECKISIC FIGURALIA	4200-2100	Fire Hydrants	\$	7,500.00	\$	7,500.00	\$	7,500.00	\$	-	
TOTAL EXPENSES \$ 825,275.00 \$ 1,138,306.44 \$ 947,056.00	4200-2500	Uncollectible Accounts	\$	-			\$	-	\$	-	
		TOTAL EXPENSES	\$	825,275.00	\$ 1	L,138,306.44	\$	947,056.00			

REVENUES:

3000-0500	Interest on Current Account	\$ 500.00	\$ 5,561.03	\$ 5,000.00	\$ 4,500.00	
3000-0600	Inspection Revenue	\$ 4,000.00	\$ 2,700.00	\$ 4,000.00	\$ -	
3000-0800	MTO / County / Insurance MVC Revenu	\$ 40,000.00	\$ 10,165.29	\$ 40,000.00	\$ -	
3000-0850	Hydro / Enridge Revenue	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	
3000-0900	False Alarm / Fire Report / Misc. Rever	\$ 500.00	\$ 3,275.40	\$ 500.00	\$ -	
	SUBTOTAL REVENUES	\$ 50,000.00	\$ 21,701.72	\$ 54,500.00		
	Operating Reserve					
2900-0000	Surplus/Deficit from Previous Year	\$ (8,925.14)				
	TOTAL REVENUES	\$ 41,074.86	\$ 21,701.72	\$ 54,500.00		

TOTAL OPERATING LEVY \$ 784,200.14 \$ 892,556.00

Increase over Previous Year 9.00%

Increase over Previous Year 13.82%

Schedule B

SHELBURNE & DISTRICT FIRE DEPT
CAPITAL PLAN
2023 - 2037

CAPITAL PLAN

Annual Expense

		pted																						
YEAR	20	123		2024	2025	2026	2027		2028	2029		2030		2031	20	32	2033		2034	2035		2036		2037
Opening Balance	\$ 328,	448.05	\$	44,703.05	\$ 219,523.43	\$ 592,659.82	\$ 921,783.03	-\$ 1	14,344,935.59	-\$ 13,868,1	89.85	-\$ 13,357,387.38	-\$ 12	2,620,479.50	-\$ 11,97	3,770.14	-\$ 12,183,201.63	-\$ 11	1,148,614.89	\$ 9,949,981.7	75 -\$	8,494,606.51	-\$ 9	,296,794.27
Transfers In Plus: Interest Plus: Special Capital Levy (prev \$93,000) Plus: Surplus from Previous Year Plus: Sale of Pumper & Extrication Equip. Plus: Bell Tower Lease	\$ \$ 350,1 \$ \$ 10,1 \$ 7,1	-	\$ \$ \$	-	\$ 450,800.00 \$ 7,500.00	518,420.00 7,500.00	,,		685,610.45 7,500.00	,	52.02 00.00	\$ 906,719.82 \$ 7,500.00		1,042,727.79 7,500.00		9,136.96 7,500.00	\$ 1,379,007.51 \$ 7,500.00		7,500.00	\$ 1,823,737.4 \$ 7,500.0		7,500.00		7,500.00
Transfers Out Less: Re-certify E-One Aerial Truck - Ladder 28 Less: Replace Car 22 Less: Purchase Pumper Truck - Pump 24 Less: Replace Pumper Truck - Pump 27 Less: Rescue Truck - Rescue 26	\$ \$ \$	- - -	\$ \$ \$			-	\$ 10,000.00	-\$	10,000.00		00.00 00.00	-\$ 10,000.00	-\$,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-\$ 10 -\$ 1,200	0,000.00	-\$ 10,000.00	-\$	10,000.00 -	\$ 10,000.0	00 -\$	2,510,000.00		
Less: Tanker Truck - Tanker 25 Less: Purchase Car 21 Less: Replace SCBA's Less: Generator Less: Training Grounds	\$	-	-\$ -\$	100,000.00 25,000.00 5,000.00		-	\$ 750,000.00						-\$	200,000.00					-	\$ 30,000.0	00			
Less: Truck Exhaust Control System Less: SCBA Cylinders (Replace 3 per year) Less: Repave Parking Lot Less: Purchase Extrication Equipment Less: Washroom Renovation	\$	-	\$,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-\$ 11,500.00	100,000.00 12,500.00	-\$ 13,500.00	-\$ -\$	14,500.00 80,000.00	-\$ 15,5	00.00	-\$ 16,500.00	-\$	17,500.00			-\$ 100,000.00							
Less: Building Replacement/Addition Less: Communication Equipment Less: Protective Clothing Less: New Equipment Less: SCBA Filling Station	-\$ 30,	500.00 000.00 745.00 000.00	-\$	40,000.00	-\$ 5,000.00 -\$ 48,000.00 -\$ 20,663.61	5,000.00 - 57,600.00 - 21,696.79 -	\$ 69,120.00	-\$ -\$	5,000.00 82,944.00 23,920.71	-\$ 99,5	00.00 32.80 16.74	-\$ 119,439.36	-\$,	-\$ 17°	5,000.00 1,992.68 9,075.77	-\$ 206,391.21	-\$	105,000.00 - 247,669.46 - 32,056.04 -	\$ 5,000.0 \$ 297,203.0 \$ 33,658.8	35 -\$	5,000.00 356,644.02 35,341.78	-\$	5,000.00 427,972.82 37,108.87
Ending Balance	\$ 44,	703.05	\$	219,523.43	\$ 592,659.82	\$ 921,783.03	-\$ 14,344,935.59	-\$ 1	13,868,189.85	-\$ 13,357,3	87.38	-\$ 12,620,479.50	-\$ 11	1,973,770.14	-\$ 12,183	3,201.63	-\$ 11,148,614.89	-\$ 9	9,949,981.75 -	\$ 8,494,606.	51 -\$	9,296,794.27	-\$ 7	,347,483.21

Rolling Stock			Year to
List of Vehicles	Unit #	# Years Old	Replace
2004 International Rescue Truck	Rescue 26	19	2023
2021 Spartan Metrostar-X Pumper	Pump 27	20	2041
2009 Tanker Truck	Tanker 25	19	2028
2017 Ford Explorer	Car 21		2025
2012 E-One Aerial Truck	Ladder 28	9	2037
2012 Ford F150 Crew Cab	Car 22	1	2030
2018 Spartan Metrostar-X Pumper	Pump 24	3	2033

-\$ 651,245.00 -\$

Equipment Replacement Dates	# Years Old	Year to Replace
2016 SCBA	15	2031
2018 Extrication Equipment	15	2033
2009 Extrication Equipment	19	2028
2019 Generator	16	2035

As per NFPA 1901
Pumpers 15 yr as 1st run, 10 yr more as 2nd run
Rescue 20 yr
Aerial 20 yr
Tankers 20 yr
Pickups/SUVs 15 yr

224,679.63 -\$ 85,163.61 -\$ 196,796.79 -\$ 15,870,401.63 -\$ 216,364.71 -\$ 285,149.54 -\$ 177,311.94 -\$ 403,518.44 -\$ 1,416,068.45 -\$ 351,920.77 -\$ 394,725.49 -\$ 375,862.19 -\$ 2,906,985.80 -\$ 470,081.69



STAFF REPORT

TO: COUNCIL

FROM: Heather Boston, Treasurer

DATE: December 13, 2023 SUBJECT: 2024 Budget Draft #2

PURPOSE

The purpose of this report is to highlight the changes incorporated into the second draft of the 2024 budget.

BACKGROUND & DISCUSSION

Changes Made to the Draft Budget:

- Decreased the Council Training and Conferences budget by \$5,000 as directed by Council during the November Council meeting. This decision reflects our commitment to prudent fiscal management.
- Increased the budget for Community Donations by \$1,000, aligning with Council direction to improve support for local organizations.
- Reduced the Mulmur-Melancthon Fire Board operating costs by \$9,311, based on the second draft of the Board budget.
- Decrease to Public Works salaries by \$33,351, due to year-end accrual adjustments.
- Added the estimated cost of \$20,000 for a facility assessment to meet the Asset Retirement Obligation, recognizing liabilities such as asbestos. This expense will be funded from the Admin Building Reserves.

STRATEGIC PLAN ALIGNMENT:

- 1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success
- 4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People)

FINANCIAL IMPACT

As a result of these adjustments, the overall tax levy has decreased from 10.34% to 9.29%. That equates to a tax levy increase of \$415,331. This reduction underscores our commitment to fiscal responsibility while maintaining essential services for our community.

These adjustments were made with careful consideration of Council directives, community needs, and overall fiscal sustainability. The revised budget reflects our dedication to financial prudence and responsiveness to the evolving landscape.

RECOMMENDATION

THAT Council approve the 2024 Operating and Capital Budget for the Township of Mulmur as presented.

Respectfully submitted:

<u>Heather Boston</u>

Heather Boston, CPA, CA, CGA, BComm Treasurer

Approved by: Tracey Atkinson, CAO/Clerk



2024 OPERATING BUDGET SUMMARY

	2024	2023	2023	Budget
	Budget	Actual	Budget	Variance %
EXPENDITURES				_
OPERATING (EXCLUDING WATER)	4,920,215	3,958,854	4,347,478	13.17%
TRANSFERS TO CAPITAL PROGRAM	-	-	-	#DIV/0!
TRANSFER TO RESERVES 1	1,085,306	1,086,968	1,047,495	3.61%
TOTAL EXPENDITURES FROM GENERAL LEVY	6,005,521	5,045,822	5,394,973	11.32%
REVENUES				
TAXATION	4,885,015	4,469,684	4,469,688	9.29%
SUPPLEMENTARY TAXES (NET OF WRITE-OFFS)	-	29,386	-	0.00%
OPERATING (EXCLUDING WATER)	590,190	505,740	415,915	41.90%
PAYMENTS IN LIEU OF TAXES	74,000	73,992	72,000	2.78%
GRANTS ²	276,916	250,751	275,703	0.44%
TRANSFER FROM RESERVES ³	79,400	4,487	61,667	28.76%
TRANSFER FROM TAX RATE STABILIZATION	100,000	100,000	100,000	0.00%
TOTAL REVENUES TO GENERAL LEVY	6,005,521	5,434,040	5,394,973	11.32%

NOTES:

- 1 Budgeted Transfer to Reserves from General Levy Include: Election \$4,000, Admin Building \$33,000, Equipment \$275,000, Bridges \$510,306, Roads \$100,000, Public Works Building \$33,000, Aggregate Rehab \$3,000, Aggregate Stripping \$20,000, Events \$1,000, Recreation Equipment \$6,000, and Recreation Building \$100,000.
- 2 Operating Grants include: Summer Student Grant \$8,980, RIDE Grant \$7,355, Prisoner Transport Grant \$1,300, Library Grant \$6,081, RED Grant \$4,200, OMPF \$249,000.
- 3 Transfers from Reserves Include: Admin \$20,000, Bridges \$15,000, Development Charges \$40,000, Economic Development \$4,400.



2024 OPERATING BUDGET

	2024	2023	2023	Budget
	Budget	Actual	Budget	Variance %
GENERAL GOVERNMENT				
<u>REVENUE</u>				
Penalties & Interest Revenue ¹	(280,000)	(251,674)	(174,000)	60.9%
User Fees & Service Charges	(43,827)	(51,571)	(44,022)	-0.4%
Administration Building Solar Panel Revenue	(12,750)	(12,230)	(12,750)	0.0%
	(336,577)	(315,475)	(230,772)	45.8%
<u>EXPENSES</u>				
Council	98,850	83,584	102,741	-3.8%
Administration Overhead	838,214	686,466	791,350	5.9%
Professional and Consulting Fees ²	124,535	30,524	45,545	173.4%
IT Services and Supplies	42,000	30,272	40,000	5.0%
Insurance ³	75,978	60,205	53,700	41.5%
Long Term Debt - Admin Bldg	17,213	17,938	17,938	-4.0%
	1,196,790	908,989	1,051,274	13.8%
PROTECTIVE SERVICES				
REVENUE				
Police Revenues	(45,000)	(44,044)	(44,500)	1.1%
Protective Inspection & Control Revenue ⁴	(11,300)	(14,034)	(16,300)	-30.7%
	(56,300)	(58,077)	(60,800)	-7.4%
<u>EXPENSES</u>				
Fire Services	606,451	534,960	548,453	10.6%
Police Service Expenses	534,366	479,509	522,499	2.3%
Conservation Authority Levy	53,659	46,900	46,900	14.4%
Protective Inspection and Control Expenses 5	13,500	8,315	28,500	-52.6%
	1,207,976	1,069,685	1,146,352	5.4%



2024 OPERATING BUDGET

ING BUDGET			
2024	2023	2023	Budget
Budget	Actual	Budget	Variance %
(5,000)	(25,598)	(5,000)	0.0%
(15,563)	(43,721)	(20,563)	-24.3%
(25,500)	(24,464)	(25,500)	0.0%
(46,063)	(93,782)	(51,063)	-9.8%
491,210	444,853	479,186	2.5%
997,079	816,709	871,327	14.4%
146,620	178,046	146,140	0.3%
20,000	1,368	5,000	300.0%
376,938	249,930	335,234	12.4%
16,000	12,928	16,000	0.0%
16,150	18,847	23,506	-31.3%
40,740	42,008	42,008	-3.0%
2,104,737	1,764,689	1,918,401	9.7%
(121,350)	-	-	0.0%
(7,500)	(5,805)	(4,230)	77.3%
(128,850)	(5,805)	(4,230)	2946.1%
124,735	1,354	-	#DIV/0!
111,000	78,057	62,773	76.8%
4,845	5,232	12,442	-61.1%
23,632	29,452	32,352	-27.0%
71,900	47,094	47,600	51.1%
500	656	750	-33.3%
336,612	161,846	155,917	115.9%
	2024 Budget (5,000) (15,563) (25,500) (46,063) 491,210 997,079 146,620 20,000 376,938 16,000 16,150 40,740 2,104,737 (121,350) (7,500) (128,850) 124,735 111,000 4,845 23,632 71,900 500	2024 2023 Budget Actual (5,000) (25,598) (15,563) (43,721) (25,500) (24,464) (46,063) (93,782) 491,210 444,853 997,079 816,709 146,620 178,046 20,000 1,368 376,938 249,930 16,000 12,928 16,150 18,847 40,740 42,008 2,104,737 1,764,689 (121,350) - (7,500) (5,805) (128,850) (5,805) 124,735 1,354 111,000 78,057 4,845 5,232 23,632 29,452 71,900 47,094 500 656	2024 2023 2023 Budget Actual Budget (5,000) (25,598) (5,000) (15,563) (43,721) (20,563) (25,500) (24,464) (25,500) (46,063) (93,782) (51,063) 491,210 444,853 479,186 997,079 816,709 871,327 146,620 178,046 146,140 20,000 1,368 5,000 376,938 249,930 335,234 16,000 12,928 16,000 16,150 18,847 23,506 40,740 42,008 42,008 2,104,737 1,764,689 1,918,401 (121,350) - - (7,500) (5,805) (4,230) (128,850) (5,805) (4,230) 111,000 78,057 62,773 4,845 5,232 12,442 23,632 29,452 32,352 71,900 47,094 47,600 <tr< th=""></tr<>



2024 OPERATING BUDGET

	2024	2023	2023	Budget
	Budget	Actual	Budget	Variance %
HEALTH SERVICES				
<u>EXPENSES</u>				
Cemetery Operating Expenses ¹⁶	14,700	13,244	17,548	-16.2%
	14,700	13,244	17,548	-16.2%
PLANNING AND DEVELOPMENT SERVICES				
<u>REVENUE</u>				
Planning Application Fees 17	(22,400)	(32,600)	(69,050)	-67.6%
	(22,400)	(32,600)	(69,050)	-67.6%
<u>EXPENSES</u>				
Planning and Zoning Expenses	50,800	39,793	49,425	2.8%
Economic Development	8,600	610	8,561	0.5%
	59,400	40,403	57,986	2.4%
TOTAL OPERATING				
REVENUES	(590,190)	(505,740)	(415,915)	41.9%
EXPENSES	4,920,215	3,958,854	4,347,478	13.2%
NET GENERAL LEVY EXPENDITURE	4,330,025	3,453,114	3,931,563	10.1%



NOTES:

- 1 Significant increase in interest rates.
- 2 Includes costs to update Asset Management Plan \$25,000, Community Risk Assessment \$25,000 and \$20,000 for facility assessment to meet Asset Retirement Obligation requirments.
- 3 Insurance increased 20% in 2023 and anticipated to increase 15% in 2024.
- 4 Removed \$5,000 for fire response revenue since no revenue was earned in 2023 and revenue is unpredicable.
- 5 Decreased the budget for by-law enforcement by \$15,000 to be more in line with actual. If the actual goes over the budgeted amount there are reserves of \$16,500 that can be used.
- 6 Decreased aggregate sales revenue by \$5,000.
- 7 Increase of \$60,000 for gravel crushing and haulage, includes additional of new public works employee and cost of living increase of 3% for summer wages.
- 8 Bridge inspections done every other year.
- 9 Includes the addition of a new public works employee and cost of living increase at 3% for winter wages.
- 10 Removed the cost of wages because public works staff will operate the pit themselves rather than hiring a seasonal scale house operator.
- 11 Added NDCC operating costs back into Township budget.
- 12 Added in \$2,500 revenue for pickleball and increased baseball rentals by \$1,000 based on actuals over the past two years.
- 13 Decreased wages allocated to parks by \$6,000 based on actuals.
- 14 Decreased pickleball costs now that "Learn to Pickleball" Grant is complete.
- 15 Shelburne Library levy is estimated to increase by \$25,000 or 62%.
- 16 Carried over unspent cemetery repair funds from 2022 to be spent in 2023.
- 17 Planning application fees are way down.



2024 USER-PAY BUDGET

		2024	2023	2023	Budget
		Budget	Actual	Budget	Variance %
WATER					
	REVENUE				
	Utility User Fees and Service Charges	(213,100)	(159,435)	(207,850)	2.5%
	Water Interest Revenue 1	(21,600)	(13,463)	(8,600)	151.2%
		(234,700)	(172,898)	(216,450)	8.4%
	EXPENSES				
	Water Administration	9,643	988	9,066	6.4%
	Water Operating Expenses	134,265	92,565	134,265	0.0%
		143,908	93,553	143,331	0.4%
	TRANSFER TO/(FROM) RESERVE FUNDS ²	90,792	79,346	73,119	24.2%

NOTES:

- 1 Significant increase in interest rates.
- Any surplus from water are required to be transferred to the Mansfield Water Capital Replacement Reserve Fund.



2024 CAPITAL PROGRAM

ADMINISTRATION

ADMIN - WORKSTATIONS		
<u>FUNDING</u>		
	CONTRIBUTIONS FROM ADMIN BUILDING RESERVES	(10,000)
		(10,000)
<u>EXPENSES</u>		
	ADMIN - BUILDINGS & GROUNDS	10,000
		10,000
<u>UNFUNDED</u>	<u>CAPITAL</u>	-

TRANSPORATION SERVICES

BRIDGES & CULVERTS		
<u>FUNDING</u>		
	CONTRIBUTIONS FROM BRIDGE RESERVES	(447,000)
		(447,000)
<u>EXPENSES</u>		
	PW - BRIDGE & CULVERT	447,000
		447,000
UNFUNDED	<u>CAPITAL</u>	-



2024 CAPITAL PROGRAM

TRANSPORATION SERVICES

SMALL CULVERTS			
	FUNDING		
		CONTRIBUTIONS FROM BRIDGE RESERVES	(10,000)
			(10,000)
	EXPENSES		
		PW - SMALL CULVERTS	10,000
			10,000
	<u>UNFUNDED</u>	<u>CAPITAL</u>	-

ROAD RESURFACING		
<u>FUNDING</u>		
	CONTRIBUTION FROM ROAD RESERVES	(120,000)
	CONTRIBUTIONS FROM OCIF GRANT	(148,000)
	CONTRIBUTIONS FROM GAS TAX	(116,000)
		(384,000)
<u>EXPENSES</u>		
	PW - ROAD RESURFACING	384,000
		384,000
<u>UNFUNDED</u>	<u>CAPITAL</u>	-



2024 CAPITAL PROGRAM

TRANSPORATION SERVICES

<u>SIGNS</u>		
<u>FUNDING</u>		
	CONTRIBUTIONS FROM ROAD RESERVES	(10,000)
		(10,000)
<u>EXPENSES</u>		
	PW - SIGNS	10,000
		10,000
UNFUNDEL	O CAPITAL	-

GRADER & PACKER ROLLER		
<u>FUNDING</u>		
	CONTRIBUTIONS FROM EQUIPMENT RESERVES	(720,000)
		(720,000)
<u>EXPENSES</u>		
	PW - GRADER	720,000
		720,000
UNFUNDED	<u>CAPITAL</u>	-



2024 CAPITAL PROGRAM

TRANSPORATION SERVICES

PUBLIC WORKS BATHROOM RE	NOS & SALT STORAGE BUILDING	
<u>FUNDING</u>		
	CONTRIBUTIONS FROM PUBLIC WORKS BLDG RESERVES	(30,000)
	CONTRIBUTIONS FROM DEVELOPMENT CHARGES	(100,000)
		(130,000)
<u>EXPENSES</u>		
	PW - BUILDINGS & GROUNDS	130,000
		130,000
<u>UNFUNDED</u>	<u>CAPITAL</u>	-

RECREATION

ARENA DEHUMIDIFIER & PAVIN	I <u>G</u>	
<u>FUNDING</u>		
	CONTRIBUTIONS FROM RECREATION BUILDING RESERVES	(90,000)
		(90,000)
<u>EXPENSES</u>		
	NDCC CAPITAL PROJECTS	90,000
		90,000
<u>UNFUNDED</u>	<u>CAPITAL</u>	-



2024 CAPITAL PROGRAM

RECREATION

PICKLEBALL COURTS & FENCING	G AT HONEYWOOD PARK	
<u>FUNDING</u>		
	CONTRIBUTIONS FROM ROAD RESERVES	(5,000)
	CONTRIBUTIONS FROM GRANT	(150,000)
	CONTRIBUTIONS FROM PARKLAND DEDICATION FUND	(43,500)
		(198,500)
<u>EXPENSES</u>		
	PARK-CAPITAL PROJECTS	198,500
		198,500
UNFUNDED	<u>CAPITAL</u>	-



STAFF REPORT

TO: COUNCIL

FROM: Heather Boston, Treasurer

DATE: December 13, 2023

SUBJECT: Tangible Capital Asset Policy Update

PURPOSE

The purpose of this report to bring Councils attention to the proposed changes to the Tangible Capital Asset Policy, outlined in the attached document (Schedule A) and seek Council's approval for these changes in alignment with PSAB 3150.

BACKGROUND & DISCUSSION

The Township's Tangible Capital Asset (TCA) Policy, last reviewed and updated in 2015, requires modification to accommodate the evolving capital asset categories and estimated useful lives. This update is crucial to ensuring the policy remains relevant and aids our staff in effective data management. The tracked changes are provided in Schedule A for your detailed review.

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

FINANCIAL IMPACT:

The changes to the Tangible Capital Asset Policy will impact the Township's amortization period to better reflect the useful lives of various asset categories. Additionally, we are recognizing new asset categories and updating thresholds for capitalization to enhance the accuracy of our financial reporting.

ENVIRONMENTAL IMPACTS:

Council may wish to discuss the environmental impacts associated with this report and recommendation.

RECOMMENDATION

THAT Council approves the Tangible Capital Asset policy as presented.

Respectfully submitted:

<u>Heather Boston</u>

Heather Boston, CPA, CA, CGA, BComm Treasurer

Approved by: Tracey Atkinson, CAO/Clerk

Schedule A – Tangible Capital Asset Policy

Schedule A



Approved by Council on: _

Tangible Capital Asset Policy

All Township staff with responsibility for expenditure budgets will need to be familiar with the accounting rules for capital assets. These rules and the underlying concepts are explained in the following policy. Appendix A provides summary information relating to asset categories, segments, classes, thresholds and useful lives.

PURPOSE

A framework is established for the management and control of the Township's capital assets. Included in this framework is proper recognition, measurement, thresholds, aggregation, segregation, amortization, reporting, safeguarding and disposal. This capital asset policy promotes sound corporate management of capital assets and complies with the Public Sector Section (PS) 3150 which regulates the accounting treatment of capital assets for local governments.

SCOPE

All tangible property owned by the Township, either through donation or purchase and which qualifies as a capital asset is addressed in this policy. In accordance with PS 3150, tangible capital assets (TCA) are non-financial assets having physical substance that:

- are held for use in the production or supply of goods and services, for rental to others, for administrative purposes, or for the development, construction, maintenance or repair of other tangible capital assets;
- ii. have useful economic lives extending beyond an accounting period;
- iii. are to be used on a continuing basis; and
- iv. are not for sale in the ordinary course of operations.

Where a tangible capital asset is being held in inventory for use in the construction of a tangible capital asset, for example, pipes and valves to be used in the construction of a new water line, they will be accounted for as "inventory" until they form part of the new tangible capital asset is put into use or, form part of the work in progress.

This section does not apply to intangible capital assets, natural resources and Crown lands that have not been purchased by the Township. Government capital grants and government transfers of tangible capital assets would be accounted for in accordance with GOVERNMENT TRANSFERS, Section PS 3410.

PRINCIPLES

Principles in this policy provide guidance for policy development and assist with interpretation of the policy.

- This policy is for the benefit of the Township as a whole; for the users of the Township's financial statements and managers of the Township's tangible capital assets.
- 2. The cost associated with data collection and storage must be balanced with the benefits achieved by users of the data and reports.
- 3. Budgeting follows PS 3150. Only capital items meeting the capital asset criteria in this policy will be budgeted as capital.
- 4. Compliance is with all legislation applicable to municipalities.
- 5. Financial, operational and information technology system limitations are considered.
- 6. Materiality is considered.
- 7. Reporting guidelines are met.

TANGIBLE CAPITAL ASSET CLASSES

<u>Land</u>: Land owned by the Township includes parkland, landfill, gravel pit, cemetery and land for Township owned facilities. All land owned by the Township is segmented by each parcel held. A right of way, where the Township has the right to enter or occupy private property, is not a TCA and will be an operating expense.

<u>Land improvement</u>: Land improvement includes parking lots, outdoor furnishings, play structures, <u>sports fields</u>, trails, fencing and artificial fields. Each asset when capitalized is separately recorded with its relevant useful life.

<u>Facilities</u>: Facilities owned by the Township and include all structures that provide shelter from the elements which function independent of an infrastructure network. Facilities can be segmented by structure, roof, interior, exterior and other significant component parts based on useful life. This treatment provides for capital replacement of each component over the years of ownership.

<u>Vehicles, Machinery and Equipment</u>: Vehicles, machinery and equipment will be segmented at unit level for threshold purposes.

<u>I.T. Infrastructure</u>: PC workstations and laptops are considered operating expenditures. Specific assets that meet the threshold values will be TCA. One example is a server.

<u>Infrastructure</u>: Infrastructure is generally constructed or arranged in a continuous and connected network.

Infrastructure assets include:

- Surface systems such as roads, bridges, culverts, streetlights and barriers
- Underground systems such as water distribution pipe systems, storm water collection pipe systems and catch basins

<u>Transportation Infrastructure</u>: Transportation assets include and are classified into road bases, road surfaces, barriers and streetlights. Structures include bridges, bridge decks, culverts and streetlights. Aggregation for threshold purposes is by capital project. Capital projects when complete are recorded as assets by allocating costs to each component part. Street signage is an operating expense unless it is part of a road construction project.

<u>Environmental Infrastructure</u>: The water system has is segmented by major components – curb stops, hydrants, drains, laterals, motors, SCADA, valves, fittings, meters, water treatment, mains, wells, pump houses. Aggregation for threshold purposes is by capital project. Capital projects when complete are recorded as assets by allocating costs to each component part.

<u>Work In Progress</u>: Tangible capital assets such as roads and bridges, which are newly constructed, will be treated as Work in Progress, and reflected in the financial statements as a separate category of TCA, with zero amortization, whenever they remain incomplete as at year end. Whenever the asset begins to be used which is not necessarily when the asset is completed, it will be set up as one or more TCA under the applicable rules and amortization will begin in the year following the start of usage of the asset.

TANGIBLE CAPITAL ASSETS - ACQUISITION

Tangible Capital Assets are recorded at cost. TCA's are recognized as assets on the Township's Statement of Financial Position on the date of the transfer of ownership for capital goods or when the asset is put into use for capital projects.

Cost as defined by PSAB 3150, is the gross amount of consideration given up to acquire, construct, develop or better a TCA, and includes all costs directly attributable to acquisition, construction, development or betterment of the TCA, including installing the asset at the location and in the condition necessary for its intended use. The cost of a contributed TCA, including a TCA in lieu of a developer charge, is considered to be equal to its fair value at the date of contribution. Capital grants would not be netted against the cost of the related TCA. The cost of a leased TCA is determined in accordance with Leased Tangible Capital Assets, Public Sector Guidelines PSG-2.

The Township may receive contributions of tangible capital assets. The cost of a contributed asset is considered equal to its fair value at the date of contribution. Fair value is the amount of the consideration that would be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

CLASSIFICATION, AGGREGATION & SEGMENTATION

The level of detail required in the capital asset inventory is a balance between cost of data collection, tracking and analysis and the beneficial use of the information gathered. The Township has a wide range of assets which require varying levels of detail for maintaining inventory records, calculating amortization and reporting.

Threshold dollar values will be identified to limit the number of low dollar value assets for purposes of accounting and amortization. However, the Township may still record and track assets that fall below the threshold in value for insurance and asset management purposes or, where an asset is considered of an "attractive" nature and therefore, at high risk for theft such as in the case of computer laptops and small tools. Five methods of segregating and/or aggregating assets will be used:

Specific assets (S) – Examples: parcels of land, vehicle, and major equipment. Each specific asset will be assigned an asset number. Threshold dollar limit applies to each asset.

Amortization is calculated on each asset (except for land). Assets are retired or sold when they are no longer in use.

Specific assets with components (SC) – Example: recreational facility that includes major components with different useful lives (building structure, roof, mechanical and electrical systems), parking lot, landscaping, fencing. Each component will be assigned an asset number that will allow summary reporting for the facility. Threshold dollar limit applies to each component type. Amortization is calculated on each component type. Assets are retired or sold when they are no longer in use.

Specific assets with pooling (SP) – Examples: furniture or equipment for a new facility, computer servers. Assets are pooled by type and by year of purchase. Asset numbers are assigned to each asset pool and only on an individual asset basis where the asset is to be tracked for other purposes. Threshold dollar limit applies to the asset type. Amortization is calculated on each asset type. Fully amortized assets will not be included in the financial reporting. They will be retired at the end of the estimated useful life.

Infrastructure asset networks (IN) – Examples: street lighting, hydrants, <u>water meters</u>. Assets are pooled by network type and by year of purchase. Asset network unit locations are recorded in GIS. Threshold dollar limit applies to the asset network. Assets are retired only if total number of units within network decreases.

Infrastructure assets with components (IC) – Examples: roads, bridges, culverts and water system including wells, pump house and distribution system. These are linear type assets and include major components with different useful lives. Components may include a further level of detail identified as segments.

Roads have two components the road base and the road surface. The water mains have the same system of classification.

Each component will be assigned an asset number that will allow summary reporting. Threshold dollar limit applies to each component. Assets are retired or sold when they are no longer in use.

The **Asset Category table** shown in Appendix A outlines the major capital asset classifications with infrastructure further segmented by major component. The full cost of preparing a TCA for its intended use is considered the aggregate cost of the capital asset. The aggregate cost is further segmented into elemental components based on useful life.

THRESHOLDS

Thresholds are the minimum dollar value for capitalization and amortization. Where the cost of the capital asset is equal to or greater than the threshold, the tangible asset will be capitalized and amortized. Where the cost is below the threshold, the cost will be treated as a current year expense.

Where a tangible capital asset is purchased or constructed as part of readying a new facility for use then the threshold is \$1. Example: the purchase of furniture for a new recreational facility would be considered capital additions if they are part of preparing a larger asset for use. These assets must be purchased prior to the facility opening to use the \$1 threshold. Purchase of low dollar value assets after the opening of the facility will use the higher threshold value for that category of assets.

Where a tangible capital asset is purchased or constructed and is part of a specified network (IN) (see Appendix A) and the asset increases the number of units in that network then the threshold is \$1. Example: the purchase of a fire hydrant is considered a capital addition if it increases the number of hydrants in the current network.

This threshold approach applies to specific types of assets only (Appendix A) and supports reconciliation between accounting and engineering asset records. All expenditures on existing network elements are considered operating unless the network has been renewed to a material extent. The threshold dollar limit will set the materiality level.

Where a tangible capital asset is purchased or constructed and is part of an infrastructure network with components (IC) (see Appendix A) and the asset increases the number of units in that network then the threshold is \$1. Example: the purchase of a water main is considered a capital addition if it increases the number of water mains in the current network.

Appendix A includes Tangible Capital Assets by Category and Segment, where relevant, as well as suggested thresholds and useful lives. Thresholds are general guidelines for long-term planning and capital expenditures for consideration by Council.

The asset categories are amortized as follows:

Asset Category	Amortization of Cost
Land	Not amortized
Land Improvements	Straight line over useful life of each asset unit
Facilities	Straight line over useful life of each asset component
Vehicles	Straight line over useful life of each asset unit
Equipment	Straight line over useful life of each asset unit. Note 1.
Transportation Infrastructure	Straight line over average useful life of each component
Environmental Infrastructure	Straight line over average useful life of each component
Work in Progress	Not amortized

Note 1 Where the asset is pooled then the amortization will be straight line over the useful life of each pooled group.

Amortization is calculated based on the ½ year rule. Economic useful life is used for amortization rather than physical useful life. As an example, a manufacturer may state that a water valve will last 40 years, which is the physical life. The Township will replace this valve at 30 years, which is the economic life.

ASSESSMENT OF USEFUL LIVES

In regard to the useful lives of assets, PSAB does not provide specific guidance as it is not possible to authoritatively predetermine the useful lives of assets. The Township will follow the useful lives as listed in Appendix A which were determined using the following considerations:

- Expected future usage
- Effects of technological obsolescence
- Expected wear and tear from use or the passage of time

- The maintenance programs
- Geological conditions
- Capacity versus actual usage
- Studies of similar items retired
- Changes in demand for services
- Conditions of existing comparable items

PSAB requires that the method of asset amortization and estimated useful life be reviewed on a regular basis and revised when the appropriateness of change can be clearly demonstrated.

RESIDUAL VALUE

Residual value will not be estimated or used by Mulmur Township. When an asset is sold or traded, the proceeds will be compared to the remaining Net Book Value (NBV), and the disposal will be recorded, the asset's NBV shall be written-off, and a gain or loss on sale recognized.

<u>ACCOUNTING</u>

Accounting procedures and presentation and disclosure of financial information for tangible capital assets will be in accordance with the expectations of the Public Sector Accounting Board Handbook as outlined in PS 3150 and in accordance with CICA Public Sector Guideline 7 (PSG-7).

<u>TCA Inventory – Betterments</u>: Costs of betterments are considered to be part of the cost of a tangible capital asset and would be added to the recorded cost of the related asset. Betterment is a cost incurred to enhance the service potential of a tangible capital asset. In general, service potential may be enhanced when there is an increase in the previously assessed physical output or service capacity, where associated operating costs are lowered or where the useful life of the asset is extended. For complex networks, such as road and water systems, an example of betterment is adding to the number of lanes to expand the capacity of the road system. Expenditures incurred to maintain the originally anticipated service potential of a road, or its estimated useful life, are more in the nature of maintenance.

<u>TCA Inventory – Write Downs</u>: A write down of assets occurs when reduction in future economic benefit is expected to be permanent and the value of future economic benefit is less than the TCA's net book value. The net write downs of TCA's should be accounted for as operating expenses. A write down cannot be reversed.

<u>TCA Inventory – Disposals/Retirements</u>: All disposals or retirements of TCA's are recorded in the Township's financial statements in accordance with PSAB 3150. Infrastructure assets that are part of a network (hydrants) will only have a disposal if the replacement of the elements of the network exceeds the established threshold. In most cases, the annual replacement of a small percentage of the network will be an operating expense and there will not be any asset disposal.

APPENDIX A

S - Specific Assets

IN - Infrastructure asset network

SC - Specific assets with components

IC - Infrastructure assets with components

SP- Specific Assets with Pooling

Category	Segment	Asset Name	Type of Class	Threshold	Threshold if network Capacity Expanded	Estimated Useful Life
	Cemeteries		S	\$1		Indefinite
	Fire		s	\$1		Indefinite
	General		s	\$1		Indefinite
Land	Gravel Pit		X	<u>\$1</u>		<u>Indefinite</u>
	Parks		s	\$1		Indefinite
	Pumphouse		s	\$1		Indefinite
	Recreation Facilities		s	\$1		Indefinite
	Solid Waste Disposal		s	\$1		Indefinite
	Ball Diamond		S	\$ 2,500 <u>5,000</u>		1
	Columbarium		S	\$5,000		75
	Fencing		S	<u>\$5,000</u> \$ 2,500		25
	Landfill		s	<u>\$5,000</u> \$2,500		1
	Outdoor Lighting		SP	<u>\$5,000</u>		<u>25</u>
Land Improvements	Multipurpose pad		S	<u>\$5,000</u> \$ 2,500		20
Land Improvements	Outdoor Furnishings		S	\$5,00 <u>0</u> \$2,500		20
	Parking Lot		S	\$5,000 \$2,500		20
	Play structure		S	\$5,000 <mark>\$2,500</mark>		1 <u>5</u> 0
	Sheds		<u>s</u>	<u>\$5,000</u>		<u>40</u>
	Trail		S	\$5,000 <mark>\$2,500</mark>		50
	Well		S	\$5,000		30
	Exterior		SC	\$5,000		25
	HVAC		SC	\$5,000		25
	Interior	Dehumidifier/Air Handler	SC	<u>\$5,000</u> \$2,500		15
	Interior	Kitchen Cabinets & Counters	SC	\$5,000 \$2,500		15
	Interior	Furnace	SC	\$5,000 <mark>\$2,500</mark>		20
	Interior	Scoreboard	SC	\$5,000 <mark>\$2,500</mark>		20
	Interior	Dasher Board	SC	\$5,000 \$2,500		25
Facilities	Interior	Compressor	SC	\$5,000 <mark>\$2,500</mark>		25
	Interior	Cooling Loop	SC	\$5,000 <mark>\$2,500</mark>		25
	Interior	Electrical Connections	SC	\$5,000\$2,500		25
	Interior	Brine Equipment	SC	\$5,000 \$2,500		25
	Interior	Chiller Support Frame	SC	\$5,000 <mark>\$2,500</mark>		40
	Roof	Shingles	SC	\$5,000		20
	Roof	Steel Roof	SC	\$5,000		25
	Roof	Roof Structure	SC	\$5,000		50

	Roof	Timber Roof	sc	\$5,000	100	
	Septic		SC	\$5,000	100	
	Structure	Sand/Gravel Storage	SC	\$5,000	50	
	Structure	Scale House	SC	\$5,000	50	
	Structure	Utility Storage	SC	\$5,000	50	
	Structure	Building Structure	SC	\$10,000	100	
	Washrooms, Concessions, Picnic Shelters		SC	\$5,000	50	
	Well	Well Pump	sc	\$5,000	25 <u>10</u>)
	Well	Well	sc	\$5,000	30	
Vehicles	Light Duty - 1 Ton or less		S	\$10,000	8	
Vernicles	Heavy Duty - > 1 Ton		S	\$10,000	10	
	Appliances		S	\$ 2,500 <u>5,000</u>	15	
	Attachments	Handy Hitch Profile Packer	S	\$ 2,500 <u>5,000</u>	10	
	Attachments	Snow Plow	S	\$ 2,500 <u>5,000</u>	10	
	Attachments	Plow Wing	S	\$ 2,500 <u>5,000</u>	10	
	Attachments	Sweeper	S	\$ 2,500 <u>5,000</u>	10	
	Attachments	Pavement Edger	S	\$ 2,500 <u>5,000</u>	15	
	Attachments	Crane Boom	S	\$ 2,500 <u>5,000</u>	15	
	Attachments	V-Snow Plow	S	\$ 2,500 <u>5,000</u>	25	
	Small Equipment	<u>AED</u>	<u>s</u>	<u>\$5,000</u>	<u>15</u>	
	Computer Hardware		S	\$5,000	5 7	
	Computer Software		S	\$10,000	5	
Equipment	Fueling Station		S	\$5,000	25	
Equipment	Furniture & Fixtures		SP	<u>\$5,000</u> \$ 2,500	15	
	Heavy Equipment		S	\$10,000	10	
	Medium Equipment		S	\$5,000	15	
	Solar Panels		<u>s</u>	<u>\$5,000</u>	<u>20</u>	
	Tool, Shop, Garage Equipment	Fleet Manager Sensor	S	\$2,500	5	
	Tool, Shop, Garage Equipment	Ice Edger	S	\$2,500	10	
	Tool, Shop, Garage Equipment	Radar Recorder	S	\$2,500	10	
	Tool, Shop, Garage Equipment	Pressure Washer	S	\$2,500	10	
	Tool, Shop, Garage Equipment	Air Compressor	S	\$2,500	10	
	Tool, Shop, Garage Equipment	Fleet Manager Geotab GPS	S	\$2,500	15	
	Tool, Shop, Garage Equipment	Generator	S	\$2,500	25	
	Tool, Shop, Garage Equipment	Granby Oil Tank	s	\$2,500	25	
	Barriers		s	\$ 10 <u>5</u> ,000	25	
	Box Culverts		<u>IC</u>	<u>\$10,000</u>	<u>75</u>	
	Bridge Decks & Railings		IC	\$10,000	50	
Transportation	Bridges Abutments & Large Culverts		IC	\$10,000	75	
Infrastructure	Large Culverts >48"		<u>IN</u>	<u>\$10,000</u>	<u>50</u>	
	Road Base		I <u>C</u>	\$10,000	4 <u>6</u> 0	
	Road Surface - Asphalt		IC	\$10,000	15	
	<u>Sidewalks</u>		<u>IN</u>	<u>\$5,000</u>	<u>20</u>	

	Signs		SP	\$5,000		10
	Small Culverts <= 48"		SP	\$5,000 \$2,500		40
	Streetlights		INSP	\$5,000\$ 2,500	\$1	25
	Building Equipment		S	\$5,000		100
	Building Structure		S	\$10,000		50
	Curb Stops		IN	\$1,000	\$1	50
	Drains		s	\$2,500		50
	Equipment	Electronic Locator	s	\$2,500		10
	Hydrants		IN	\$10,000	\$1	50
Environmental	Laterals		IN	\$1,500	\$1	100
Infrastructure	SCADA		S	\$10,000		20
	Valves		IN	\$5,000	\$1	25
	Water Fittings		IN	\$5,000	\$1	100
	Water Meters		IN	\$1,000	\$1	<u>52</u> 0
	Watermains - PVC		IN	\$5,000	\$1	100
	Well Pump		<u>s</u>	<u>\$5,000</u>	<u>\$1</u>	<u>10</u>
	Wells		s	\$5,000	\$1	25



STAFF REPORT

TO: COUNCIL

FROM: Heather Boston, Treasurer

DATE: December 13, 2023

SUBJECT: Asset Retirement Obligation Policy

PURPOSE

The purpose of this report is to seek Council's approval for the implementation of a new Asset Retirement Obligation Policy as required per the Public Sector Accounting Board (PSAB) Handbook Section 3280.

BACKGROUND & DISCUSSION

Recent changes to reporting standards by the Public Sector Accounting Board (PSAB) require municipalities to identify, measure, and report certain costs associated with asset retirement.

Municipalities must prepare an Asset Retirement Obligation (ARO) Policy that establishes guidelines to ensure compliance with the new standard PSAB PS 3280 – Asset Retirement Obligations. Staff has developed the attached draft Asset Retirement Obligation Policy for Council's consideration.

The Treasury department will work with other municipal departments throughout the year to review all assets owned and controlled by the Municipality against the ARO Policy requirements to identify future liabilities.

The identified liabilities will be measured and included in the Municipality's financial statements beginning in the 2023 fiscal year.

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

FINANCIAL IMPACT:

There is currently no impact on the financial statements as all know Asset Retirement Obligations have been captured and reported on the Township's Financial Statements.

ENVIRONMENTAL IMPACTS:

Council may wish to discuss the environmental impacts associated with this report and recommendation.

RECOMMENDATION

THAT Council approve the Asset Retirement Obligation policy as presented.

Respectfully submitted:

<u>Heather Boston</u>

Heather Boston, CPA, CA, CGA, BComm Treasurer

Approved by: Tracey Atkinson, CAO/Clerk

Schedule A – Asset Retirement Obligation Policy



Approved on:

ASSET RETIREMENT OBLIGATION POLICY

Policy Statement

The Township of Mulmur shall account for and report on asset retirement obligations (ARO) in compliance with the Public Sector Accounting Board (PSAB) Handbook, section 3280.

Purpose

The objective of this Policy is to stipulate the accounting treatment for asset retirement obligations (ARO) so that users of the financial statements can discern information about these assets, and their end of life obligations. The principal issues in accounting for ARO's is the recognition and measurement of these obligations.

Scope

This Policy applies to all departments and boards falling within the reporting entity of the Township of Mulmur that possess asset retirement obligations including:

- Assets with legal title held by the Township
- Assets controlled by the Township
- Assets that have not been capitalized or recorded as a tangible capital asset for financial statement purposes

Definitions

Accretion expense is the increase in the carrying amount of a liability for asset retirement obligations due to the passage of time.

Asset retirement activities include all activities related to an asset retirement obligation. These may include, but are not limited to:

- \$ decommissioning or dismantling a tangible capital asset that was acquired,
- s constructed, developed, or leased;
- remediation of contamination of a tangible capital asset created by its normal use:
- § post-retirement activities such as monitoring; and
- **§** constructing other tangible capital assets to perform post-retirement activities.

Asset retirement cost is the estimated amount required to retire a tangible capital asset.

Asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset.



ASSET RETIREMENT OBLIGATION POLICY

Capitalization thresholds are the value above which tangible capital assets are capitalized and reported in the financial statements.

Discount Rate is the cost of borrowing money or the return investors expect.

Retirement of a tangible capital asset is the permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment or disposal in some other manner but not its temporary idling.

Responsibilities

Department Heads are required to:

- Communicate with Finance on retirement obligations, and any changes in asset condition or retirement timelines.
- Assist in the preparation of cost estimates for retirement obligations.
- Inform the Treasury department of any legal or contractual obligations at inception of any such obligation.

The Treasury department is responsible for the development of and adherence to policies for the accounting and reporting of asset retirement obligations in accordance with Public Sector Accounting Board section 3280. This includes responsibility for:

- Reporting asset retirement obligations in the financial statements of the Township and other statutory financial documents;
- Monitoring the application of this Policy;
- · Managing processes within the asset accounting module;
- · Investigating issues and working with department heads to resolve issues; and
- Ensuring asset management software reflects accurate asset retirement obligation costs.

Policy

Existing provincial and federal laws and regulations require municipalities to take specific actions to retire certain tangible capital assets at the end of their useful lives. This includes activities such as removal of asbestos and the retirement of landfills. Other obligations to retire tangible capital assets may arise from contracts or court judgments, or lease arrangements.

The legal obligation, including obligations created by promises made without formal consideration, associated with retirement of tangible capital assets controlled by the Township, will be recognized as a liability in the books of the Township of Mulmur, in accordance with PS3280, effective January 1, 2023.

Asset retirement obligations result from acquisition, construction, development or normal use of the asset. These obligations are predictable, likely to occur and



ASSET RETIREMENT OBLIGATION POLICY

unavoidable. Asset retirement obligations are separate and distinct from contaminated site liabilities. The liability for contaminated sites normally results from unexpected contamination exceeding the environmental standards. Asset retirement obligations are not necessarily associated with contamination.

Policy Requirements

Recognition

A liability should be recognized when, as at the financial reporting date:

- **§** there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- **§** the past transaction or event giving rise to the liability has occurred;
- § it is expected that future economic benefits will be given up; and
- **§** a reasonable estimate of the amount can be made.

A liability for an asset retirement obligation cannot be recognized unless <u>all</u> the criteria above are satisfied.

The estimate of the liability would be based on requirements in existing agreements, contracts, legislation or legally enforceable obligations, and technology expected to be used in asset retirement activities.

The estimate of a liability should include costs directly attributable to asset retirement activities. Costs would include post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset.

Directly attributable costs would include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.

Upon initial recognition of a liability for an asset retirement obligation, the Township will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability. Where the obligation relates to an asset which is no longer in service, and not providing economic benefit, or to an item not recorded by the Township as an asset, the obligation is expensed upon recognition.

The capitalization thresholds applicable to the different asset categories will also be applied to the asset retirement obligations to be recognized within each of those asset categories.



ASSET RETIREMENT OBLIGATION POLICY

Subsequent Measurement

The asset retirement costs will be allocated to accretion expense in a rational and systemic manner (straight-line method) over the useful life of the tangible capital asset or a component of the asset.

On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any other changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

Presentation and Disclosure

The liability for asset retirement obligations will be disclosed.

Legislative and Administrative Authorities

Public Sector Accounting Board, Public Sector Handbook, Section PS 3280 Asset Retirement Obligations.

Decision Tree

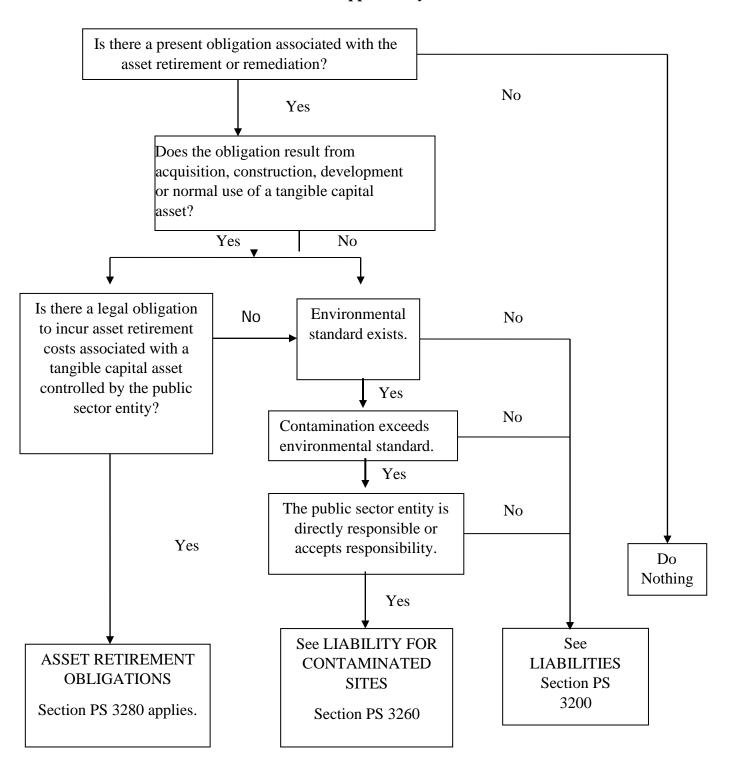
Scope of applicability is attached to this Policy as Appendix A.



ASSET RETIREMENT OBLIGATION POLICY

Appendix A

Decision Tree – Scope of Applicability





TO: COUNCIL

FROM: Roseann Knechtel, Deputy Clerk

MEETING DATE: December 14, 2023

SUBJECT: Fireworks Survey Question

<u>PURPOSE</u>

The purpose of this report is to present survey questions for consideration as directed by Council.

BACKGROUND / ANALYSIS:

On May 3, 2023 Council passed the following motion:

Moved by Horner Seconded by Hawkins

THAT Council support enhanced education measures through the Township communication channels including but not limited to the tax bills and newsletters.

	Yea	Nay
Councillor Clark	Υ	_
Councillor Cunningham	Υ	
Councillor Lyon	Υ	
Deputy Mayor Hawkins	Υ	
Mayor Horner	Υ	
CARRIED.		

On November 1, 2023 Council passed the following notice of motion:

Fireworks Notice of Motion: Moved by Clark Seconded by Lyon

WHEREAS an educational campaign with Mulmur residents, which focused on the risks associated with the use of fireworks, is now complete;

AND WHEREAS it is important to determine the impact of any marketing or education campaigns;

NOW THEREFORE a follow up survey containing questions regarding fireworks and other questions of concerns should be conducted with Mulmur residents, and mailed out in the January 2024 tax bill, and also be available on-line;

AND THAT a draft survey is included in the December 2023 Council Meeting package for approval by Council;

AND FURTHER THAT the results of the follow up survey be included in the March 2024 council meeting package for review by Council to determine if any restrictions should be considered with respect to the use of fireworks in Mulmur Township. **CARRIED.**

The Township is currently surveying residents for comments and actionable items to include as part of the next strategic plan. A question with respect to fireworks can be incorporated into this survey and promoted as part of Township newsletter with the January 2024 Interim Tax bill.

The following questions are being presented for consideration:

From May - August 2023, the Township underwent an educational campaign on fireworks use, focusing on Safety, Wildlife, Livestock/Pets and Post Traumatic Stress/Noise.

Did this information impact your support or opposition towards fireworks use?

- a) My opinion has changed I now support fireworks
- b) My opinion has changed I no longer support fireworks
- c) My opinion stayed the same I continue to support fireworks
- d) My opinion stayed the same I continue to oppose fireworks

STRATEGIC PLAN ALIGNMENT:

3. Growing a Connected Mulmur

FINANCIAL IMPLICATIONS

None.

ENVIRONMENTAL CONSIDERATIONS:

Council may wish to consider the environmental impacts of printed the full survey for inclusion within the January tax mailing.

RECOMMENDATIONS:

THAT Council approve the fireworks survey questions as presented/amended for inclusion as part of the Township's greater Strategic Plan Survey and promoted in the 2024 January tax bill.

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO/Clerk



STAFF REPORT

TO: COUNCIL

FROM: Tracey Atkinson, CAO/Clerk/Planner

MEETING DATE: December 13, 2023 SUBJECT: Shelburne Library Users

PURPOSE:

The purpose of this report is to provide a summary of the findings of the staff's review of the qualifying individuals/addresses using the Shelburne Library.

BACKGROUND:

- Shelburne Library provides the qualifying addresses and names of patrons from Mulmur each year so that staff can validate that the name/address is accurate and therefore reflected in the cost-funding formula that determines the Township's share of the Shelburne Library budget.
- The current agreement utilizes a three-year average of the number of users to determine the Township's share and prevent spikes in the budget.
- In recent years, the Township has seen an increase in the number of households utilizing the Shelburne library, and an overall more rapid uptake then the other municipalities, resulting in an increasing share of the budget being allocated to Mulmur Township.
- Clearview and New Tecumseth libraries calculate Mulmur's fee on a per household fee opposed to budget share percentage calculation.

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

FINANCIAL IMPACTS:

The outreach approach may increase the number of Mulmur residents requesting cards without necessarily using the services throughout the year. There is also a significant number of staff utilized by the Shelburne Library to undertake this outreach, which may impact staffing costs.

Requiring the users to attend in-person would prevent cards being issued to people who do not use them, while they may have intended to use a card at the time of the outreach telephone call. Requiring verification at the Shelburne Library would result in less staff time by Mulmur staff to cross-reference the qualifying address information with our records. It is estimated that Mulmur staff utilized approximately 5 hours in cross-referencing.

ANALYSIS:

Mulmur Township uses the library services of Clearview Township, New Tecumseth and Shelburne. It is our understanding that the Shelburne library contacts users to ask if they would like to have their library card renewed and that no attendance at the library is necessary. As a result, the verification of qualifying addresses is left to the Township staff.

In reviewing the qualifying addresses, staff have found incomplete or incorrect addresses, addresses that do not exist, and surnames that do not match our records.

This includes;

- 1. Two invalid addresses that do not match municipal records.
- 2. 39 library users where the given surname does not match the surname of a current or previous owner.
- 3. 11 library users whose surname's match that of a previous property owner, but not the current owner. Of these previous owners, according to municipal records, one moved in 2015, two moved in 2019, one moved in 2020, one moved in 2021, one moved in 2022, and five moved in 2023. As this is the 2023 library list and it would have been created at the start of the year, it is understandable that users who moved after the start of 2023 would still be included in this list. However, they must be removed from the user list next year as they are no longer registered owners as of 2024.
- 4. Eight library users are registered under properties that are owned by numbered companies. Therefore, we cannot match the surname of the owner to the property.

RECOMMENDATIONS

THAT Council request Shelburne Library does not undertake a telephone call library card campaign for Mulmur residents;

AND FURTHER THAT any Mulmur resident shall be required to attend the Library in person to renew their membership, sign-off on the release of the information to Mulmur Township, indicate upon signup whether they are a registered owner, family member, or tenant of the property they are registering under, and provide I.D. to confirm their legal address.

Submitted by: Tracey Atkinson, BES MCIP RPP, CAO

Reviewed by: Heather Boston, CPA, CA, CGA, BComm, Treasurer



STAFF REPORT

TO: COUNCIL

FROM: Roseann Knechtel MEETING DATE: December 13, 2023

SUBJECT: NVCA Memorandum of Understanding

<u>PURPOSE</u>

The purpose of this report is to provide information to Council regarding the proposed Memorandum of Understanding (MOU) with the Nottawasaga Valley Conservation Authority (NVCA).

BACKGROUND

At the June Council meeting, the following motion was passed with respect to the services in was interested in considering through an MOU:

Moved by Clark and Seconded by Cunningham

THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner titled Conservation Authority Mandate Agreement;

AND THAT Council direct staff to bring back a draft Memorandum of Understanding with the Nottawasaga Valley Conservation Authority to include the Category 2 and 3 programs and services as discussed.

Council discussed the MOU and provided following direction for category 2 and 3 items:

- Source Water Protection: Include
- Conservation Authority Lands and Conservation Areas: Do not include
- Local Water Quality Monitoring: Include
- Natural Heritage System: Do not include
- Conservation Authority Lands and Conservation Areas: Do not include
- Private Land Stewardship Program: Include
- Tree Planting on Private Lands: Further discussion required on potential revenue and what services are included within this program.
- Conservation Education and Community Outreach: Do not include

Council passed a further motion on September 6, 2023, being:

Moved by Lyon and Seconded by Clark

THAT Council do rise out of closed session and into open session at 4:18 p.m. with the following motions/directions:

THAT Council defer signing the NVCA MOU pending further information.

ANALYSIS:

NVCA staff have provided the following summary of MOU enactments within the watershed as of December 5, 2023.

Municipality	Council Decision as of Dec 5, 2023	Category 3	Category 2
Town of Collingwood	Council Approved being executed in December	Support all Cat 3	No Cat 2
Township of Amaranth	Council Approved and signed	Support all Cat 3	No Cat 2
Township of Adjala-Tosorontio	Council Approved and signed	Support all Cat 3	No Cat 2
City of Barrie	Council Approved being executed in December	Support all Cat 3	No Cat 2
Town of the Blue Mountains	Council Approved being executed in December	Support all Cat 3	No Cat 2
Town of Bradford West Gwillimbury	Council Approved being executed in December	Support all Cat 3	No Cat 2
Township of Clearview	Indicated support going to Council in December	Support all Cat 3	No Cat 2
Township of Essa	Going to Council for decision unsure of support	?Decision Dec 20th	No Cat 2
Municipality of the Grey Highlands	Council Approved and signed	Support all Cat 3	No Cat 2
Town of Innisfil	Council Approved being executed in December	Support all Cat 3	No Cat 2
Township of Melancthon	Council Approved and signed	Support all Cat 3	No Cat 2
Town of Mono	Council Approved and signed	Support all Cat 3	No Cat 2
Township of Mulmur	Not clear on amount of support for Cat 3	? Report Dec 13th	No Cat 2
Township of Oro- Medonte	Indicated support from initial talks	? Support all Cat 3	No Cat 2
Town of Shelburne	Council Approved and signed	Support all Cat 3	No Cat 2
Township of Springwater	Awaiting Approval on Nov 22nd Council supported Cat 3	Support all Cat 3	No Cat 2
Town of New Tecumseth	Council Approved being executed in December	Support all Cat 3	No Cat 2
Town of Wasaga Beach	Supportive Going to Council for approval	Decision Dec 15th	No Cat 2

Note: Springwater is not entering into an MOU with the NVCA, looking to only have category 1 programs and services delivered to the Township, with the exception of the Festival at Fort Willow.

STATUTORY REQUIREMENTS FOR AGREEMENTS

The Township has inquired as to whether an MOU is required if the Township is only interested in category 1 services.

Ontario Regulation 686/21 prescribes the mandatory programs and services conservation authorities would be required to provide outlining the following:

- Category 1: Mandatory programs and services (defined in regulation, where municipal levy could be used without any agreement)
- Category 2: Municipal programs and services provided at the request of a municipality (funding requires am MOU/agreement)
- Category 3: Other programs and services an authority deems advisable (funding requires an MOU/Agreement)

STRATEGIC PLAN ALIGNMENT:

1. Growing a Sustainable Mulmur

FINANCIAL IMPLICATIONS

NVCA staff have indicated that there are no financial savings to the Township regarding category 2 and 3 services, as the NVCA intends to maintain the current balance and redistribute the funds into category 1 services.

RECOMMENDATIONS:

THAT Council provide direction on entering into a Memorandum of Understanding with the Nottawasaga Valley Conservation Authority.

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO



SHELBURNE & DISTRICT FIRE BOARD

October 3, 2023

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.

Present

As per attendance record.

Opening of Meeting

1.1 Chair, Shane Hall, called the 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.

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

2. Additions or Deletions

None.

3. Approval of Agenda

3.1 **Resolution # 1**

Moved by M. Davie - Seconded by F. Nix

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. Approval of Minutes

4.1 Resolution # 2

Moved by E. Hawkins – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 5, 2023 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

No public present.

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

7.1 No delegations present.

8. **Unfinished Business**

8.1 2024 Draft Operating & Capital Budgets

The Operating budget does not include any COLA increases to wages. The discussed the operating budget but will defer the adoption until next meeting once a COLA has been decided upon.

The Board discussed the Capital budget and the need for a new fire hall.

Resolution #3

Moved by E. Hawkins – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne Fire Board approach the Shelburne Ag Society regarding the purchase of land for expansion of the fire hall.

Carried

Resolution # 4

Moved by F. Nix - Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne and District Fire Department Joint Board of Management adopt the 2024 Capital budget in the amount of \$392,000.00, Option 2, with the removal of \$10,500.00 for SCBA Cylinders and the addition of \$5000.00 for training grounds;

AND THAT this request be circulated to the participating municipalities.

Carried

9. **New Business**

9.1 Nothing at this time.

10. Chief's Report

10.1 Monthly Reports (September 2023)

There was a total of 35 incidents and approximately 248 staff hours for the month of September.

10.2 Update from the Fire Chief (September 2023)

6 firefighters completed Z endorsement for their driver's licenses. The new Rescue 26 was put into service. The Chief attended the Shelburne Agricultural Society Public Education Day and completed 3 planning/zoning reviews.

11. Future Business:

11.1 Nothing at this time.

12. Accounts & Payroll - September 2023

12.1 **Resolution # 5**

Moved by B. Neilson - Seconded by E. Hawkins

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$25,988.37 for the period of September 1, 2023 to September 29, 2023 as presented and attached be approved for payment.

Carried

8.2 Closed Session

Resolution #6

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go "in camera" to discuss the following: litigation or potential litigation, including matters before administrative tribunals, affecting a municipality or local board.

Carried

Resolution #7

Moved by F. Nix – Seconded by M. Davie

BE IT RESOLVED THAT:

We do now rise and report progress at 8:55 p.m.

Carried

HR Committee provided an update to the Board.

13. Confirming and Adjournment

13.1 **Resolution # 8**

Moved by M. Davie - Seconded by E. Hawkins

BE IT RESOLVED THAT:

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

Carried

13.2 Resolution # 9

Moved by M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:56 pm to meet again on November 7, 2023 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:	Approved:	
Nicole Hill	Shane Hall	
Secretary-Treasurer	Chairperson	

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of October 3, 2023

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



ECONOMIC DEVELOPMENT COMMITTEE MINUTES November 7, 2023 – 9:30 AM

Present: Darryl Stansfield, Chair

Lisa Thomson Savannah Rogers Diana Morris

Roseann Knechtel, Secretary

Regrets: Janet Horner

1.0 CALL TO ORDER

The Chair called the meeting to order at 9:36 a.m.

2.0 APPROVAL OF THE AGENDA

Moved by Thomson and Seconded by Rogers

THAT the agenda be approved.

CARRIED.

3.0 MINUTES OF THE PREVIOUS MEETING

Moved by Thomson and Seconded by Rogers

THAT the minutes of September 12, 2023 are approved.

CARRIED.

4.0 DISCLOSURE OF PECUNIARY INTERESTS

Savannah Rogers declared pecuniary interest to item 5.1 and vacated the room during discussions.

5.0 ADMINISTRATION

5.1 EDC Promotional Videos

Members reviewed submissions for the Personal Services Video selecting the following businesses to be featured:

- Deans Tree Care Inc.
- Hounds and Hooves
- Kourtney's Therapy Services

Direction was given to the secretary to contact the successful businesses for filming, to be completed within the next year.

5.2 EDC Breakfast

Members discussed alternatives to a breakfast event such as lunch or afternoon tea. 2024 dates are to be discussed at a future meeting.

5.3 2024 EDC Projects

Members discussed organizing a May Flowers scavenger hunt and spring market. The market date has been tentatively set for Friday, May 31st from 4 - 7 p.m. Mulmur and youth venders will be free of charge. Direction was given to staff to contact Superburger for permission to use the parking lot.

5.4 Mulmur Business Centre

Diana Morris advised that the Dufferin Board of Trade (DBOT) Business Center is operating at capacity. Staff are to reach out directly to commence discussions on the possibility of creating a satellite business center location in the Township basement.

6.0 ITEMS FOR FUTURE MEETINGS

- 6.1 2024 Budget
- 6.2 Mulmur 175 Event Subcommittee
- 6.3 EDC Lunch/Tea
- 6.4 EDC Scavenger Hunt
- 6.5 EDC Spring Market
- 6.6 Mulmur Business Centre
- 6.7 Strategic Plan Conversation

8.0 ADJOURNMENT

Moved by Thomson and Seconded by Rogers

THAT Council adjourns the meeting at 10:35 a.m. to meet again on January 24, 2024, at 9:30 a.m. or at the call of the chair.

CARRIED.



SHELBURNE & DISTRICT FIRE BOARD

November 7, 2023

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.

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Vice Chair, Gail Little, called the 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.

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

2. Additions or Deletions

9.2 Township of Mulmur Resolution

3. Approval of Agenda

3.1 **Resolution # 1**

Moved by W. Mills - Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. Approval of Minutes

4.1 Resolution # 2

Moved by E. Hawkins – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 5, 2023 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

No public present.

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

7.1 No delegations present.

8. **Unfinished Business**

8.1 2024 Draft Operating Budget

Resolution #3

Moved by F. Nix – Seconded by W. Mills

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management adopts a COLA of 4.53% for wages for 2024.

Carried

Resolution #4

Moved by W. Mills - Seconded by J. Horner

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management adopt the 2024 Operating Budget in the amount of \$892,556.00 which represents a 13.82% increase over 2023; and further that this request be circulated to the participating municipalities.

Carried

9. **New Business**

9.1 Workplace Violence and Harassment Prevention Policy Review

Resolution # 5

Moved by M. Davie - Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management approves Workplace Violence and Harassment Prevention Policy as amended.

Carried

9.2 Township of Mulmur Resolution

Resolution # 6

BE IT RESOLVED THAT:

The Shelburne & District Fire Department Joint Board of Management receives the Township of Mulmur's Resolution.

Carried

10. Chief's Report

10.1 Monthly Reports (October 2023)

There was a total of 29 incidents and approximately 206 staff hours for the month of October.

10.2 Update from the Fire Chief (October 2023)

17 staff attended 4 courses; Hazmat, ISO, Auto Ex and Fire Inspections. We held our annual Fire Prevention Week Open House on October 14th. The Chief attended 3 Dufferin County Housing tenant meetings and completed 1 planning/zoning reviews.

11. Future Business:

- 11.1 Nothing at this time.
- 12. Accounts & Payroll October 2023
- 12.1 **Resolution # 7**

Moved by B. Neilson – Seconded by W. Mills

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$55,324.18 for the period of September 30, 2023 to November 3, 2023 as presented and attached be approved for payment.

Carried

8.2 Closed Session

Resolution #8

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

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

Carried

Resolution #9

Moved by W. Mills – Seconded by F. Nix

BE IT RESOLVED THAT:

We do now rise and report progress at 9:03 p.m.

Carried

13. Confirming and Adjournment

13.1 **Resolution # 10**

Moved by F. Nix – Seconded by E. Hawkins

BE IT RESOLVED THAT:

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

Carried

13.2 **Resolution # 11**

Moved by M. Davie – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 9:05 pm to meet again on December 5, 2023 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 November 7, 2023

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



DUFFERIN COUNTY COUNCIL MINUTES Thursday, November 9, 2023 at 8:00 p.m. W & M Edelbrock Centre, 30 Centre Street, Orangeville ON

Council Members Present:

Warden Wade Mills (Shelburne)
Councillor John Creelman (Mono)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Chris Gerrits (Amaranth)
Councillor Shane Hall (Shelburne)
Councillor Earl Hawkins (Mulmur)
Councillor Janet Horner (Mulmur)
Councillor Gail Little (Amaranth)
Councillor James McLean (Melancthon)
Councillor Fred Nix (Mono)
Councillor Lisa Post (Orangeville)
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
Aimee Raves, Manager of Corporate Finance, Treasurer
Scott Burns, Director of Public Works/County Engineer
Rohan Thompson, Director of People & Equity
Anna McGregor, Director of Community Services
Brenda Wagner, Administrator of Dufferin Oaks
Tom Reid, Chief Paramedic

Warden Mills called the meeting to order at 8:01 p.m.

Warden Mills 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. Upcoming committee meetings will be held in the Dufferin Room at 30 Centre St, Orangeville on Thursday, November 23, 2023 at the following times:

Infrastructure and Environmental Services – 9:00 a.m. General Government Services Committee – 11:00 a.m. Health & Human Services Committee – 1:00 p.m. Community Development & Tourism Committee – 3:00 p.m.

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden Mills shared the Land Acknowledgement Statement.

2. **ROLL CALL**

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

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Soloman, seconded by Councillor Post

THAT the Agenda and any Addendum distributed for the November 9, 2023 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

5. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

Moved by Councillor Gardhouse, seconded by Councillor Soloman

THAT the minutes of the regular meeting of Council of October 12, 2023, be adopted.

-Carried-

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

6. **Proclamation: International Day for the Elimination of Violence Against**Women

Warden Mills proclaimed November 25, 2023 as International Day for the Elimination of Violence Against Women in the County of Dufferin. Brennan

Solecky, Director of Development and Community Engagement, Family Transition place accepted the proclamation.

6.1. Moved by Councillor Post, seconded by Councillor Creelman

WHEREAS the safety of our community and its members is of extreme importance to every Dufferin County resident, as well as to Dufferin County Council;

WHEREAS gender-based violence and intimate partner violence (IPV), often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour:

WHEREAS on August 16th, 2023, Justice Minister Arif Virani described gender-based violence as "an epidemic" in the federal government's formal response to a coroner's inquest, also stating that his government is committed to ending the gender-based violence epidemic "in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response";

WHEREAS by declaring gender-based violence and intimate partner violence an epidemic, the County of Dufferin can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic;

WHEREAS the incidences of gender-based violence and intimate partner violence have increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors has not kept pace;

BE IT RESOLVED THAT the County of Dufferin officially declare intimate-partner violence an epidemic, as per recommendation #1 from the Culleton, Kuzyk, and Warmerdam (CKW) Inquest;

AND BE IT FURTHER RESOLVED THAT the County of Dufferin recommends that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario;

AND THAT the County of Dufferin requests that the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare gender-based violence and intimate partner violence an epidemic;

AND THAT the County of Dufferin requests that the provincial and federal governments enact the additional 85 recommendations from the CKW Inquest, which provides a roadmap to preventing intimate partner violence from escalating to femicide;

AND THAT the County of Dufferin requests that the federal government starts this enactment by adding the word "femicide" as a term to the Criminal Code of Canada;

AND THAT the County of Dufferin requests that the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic;

AND THAT the Clerk be directed to send a copy of this motion to the Honourable Premier of Ontario, Doug Ford, the Right Honourable Prime Minister of Canada, Justin Trudeau, Members of Parliament, Members of Provincial Parliament, the United Nations, and all Ontario Municipalities.

-Carried-

7. **PUBLIC QUESTION PERIOD**

There were no questions from the public.

PRESENTATION AND CONSIDERATIONS OF REPORTS

8. Infrastructure and Environmental Services Minutes – October 26, 2023

Moved by Councillor Nix, seconded by Councillor Horner

THAT the minutes of the Infrastructure and Environmental Services meeting held on October 26, 2023, and the recommendations set out, be adopted.

-Carried-

9. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – October 26, 2023 – ITEM #1 Capital Workplan Update

THAT the report of the Manager of Corporate Finance, Treasurer, dated October 26, 2023, Capital Workplan Update, be received;

AND THAT capital workplan adjustments totalling \$49,000 as summarized below be approved:

Project	Division	2023 Workplan Adjustment
Resurfacing Dufferin Rd 18	Public Works	\$39,000
Heating, Ventilation and Air Conditioning (HVAC)	Corporate Facilities	\$10,000

10. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – October 26, 2023 – ITEM #2

Organizational Planning – Infrastructure and Environmental Services Staffing

THAT the report of the Chief Administrative Officer and Director of Public Works/County Engineer, dated October 26, 2023, with respect to Organizational Planning – Infrastructure and Environmental Services, be received.

11. General Government Services Minutes – October 26, 2023

Moved by Councillor Post, seconded by Councillor White

THAT the minutes of the General Government Services meeting held on October 26, 2023, and the recommendations set out, excluding Item #8 – Asset Retirement Obligations, be adopted.

-Carried-

12. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #1
Access Dufferin Minutes

THAT the minutes from the Access Dufferin meetings on August 30, 2023 and October 18, 2023, be adopted.

13. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #2

Headwaters Communities In Action Partnership Agreement Renewal 2024-2027

THAT the report from the Executive Director of Headwaters Communities In

Action (HCIA), dated October 26, 2023, be received;

AND THAT the partnership agreement with HCIA be approved for the period of January 1, 2024 to December 31, 2027 with an annual funding contribution of \$50,000.

14. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #3

Community Grant Program Criteria Update

THAT staff be directed to review the Community Grant budget based on accounting for inflationary factors since its initial approval and report back.

THAT the report from the Clerk and Executive Director of Headwaters Communities in Action (HCIA), dated October 26, 2023, regarding proposed changes to the Community Grant Program criteria, be received;

AND THAT the draft Community Grant Policy #1-02-12 be approved.

15. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #4
Review of Council Policies – Report #1

THAT the report from the Clerk dated October 26, 2023, regarding a review of Council Policies, be received;

AND THAT Council Closed Session – Policy #1-02-05 be repealed;

AND THAT the attached draft Council Alternate Member Attendance – Policy #1-02-09 be approved.

16. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #5 2024 Municipal Emergency Readiness Initiatives

THAT the report of the Manager of Preparedness, 911 and Corporate Projects, titled 2024 Municipal Emergency Readiness Initiatives, dated October 26, 2023, be received;

AND THAT funding for the Township of East Garafraxa's initiative be approved in the amount of \$11,000;

AND THAT funding for the Township of Mulmur's initiative be approved in the amount of \$11,257.50;

AND THAT funding for the Town of Mono's initiative be approved in the amount of \$2,566.74;

AND THAT funding for the Town of Shelburne's initiative be approved in the amount of \$10,000;

AND THAT the necessary funds be drawn from the Emergency Management Reserve.

17. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #6
<u>Capital Workplan Update</u>

THAT the report of the Manager of Corporate Finance, Treasurer, dated October 26, 2023, Capital Workplan Update, be received.

18. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #7
Organizational Planning – General Government Services Staffing

THAT the report of the Chief Administrative Officer, dated October 26, 2023, with respect to Organizational Planning – General Government Services, be received.

19. GENERAL GOVERNMENT SERVICES – October 26, 2023 – ITEM #8
Asset Retirement Obligations (REPORT CIRCULATED ON DESK)

Moved by Councillor Creelman, seconded by Councillor Hall

THAT the report of the Manager of Corporate Finance, Treasurer, dated October 26, 2023, Asset Retirement Obligations, be received;

AND THAT funds up to \$125,000 be drawn from the rate stabilization for said work;

AND THAT staff engage Pinchin Ltd. to conduct the required investigative work.

-Carried-

20. Health and Human Services Minutes – October 26, 2023

Moved by Councillor Little, seconded by Councillor McLean

THAT the minutes of the Health and Human Services meeting held on October 26, 2023, and the recommendations set out, excluding Item #1 – Ontario Health Team Physician Recruitment Steering Group, be adopted.

-Carried-

21. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #2
Seniors at Risk Funding Agreement Update

THAT the report of the Administrator, dated October 26, 2023, regarding CMHA Peel Dufferin Funding Updates, be received;

AND THAT the \$67,840 included in the 2023 budget for the Seniors at Risk position be transferred to the Dufferin Oaks reserve to support the ongoing work to review and assesses options for seniors' services.

22. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #3

<u>Dufferin Men's Shelter Update</u>

THAT the report of the Director of Community Services, titled Dufferin Men's Shelter Update, dated October 26, 2023, be received.

23. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #4
Ontario Works Update

THAT the report of the Director of Community Services, titled Ontario Works Update, dated October 26, 2023, be received.

24. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #5
Ontario Works Budget Challenges

THAT the report of the Director of Community Services, titled Ontario Works Budget Challenges, dated October 26, 2023, be received.

25. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #6 Capital Workplan Update

THAT the report of the Manager of Corporate Finance, Treasurer, dated October 26, 2023, Capital Workplan Update, be received;

AND THAT capital workplan adjustments totalling \$230,000 as summarized below be approved:

Project	Division	2023 Workplan Adjustment
HVAC*	Long Term Care	\$2,000
Lifts	Long Term Care	\$31,000
Flooring	Mel Lloyd Centre	\$2,000
Flooring	McKelvie Burnside Village	\$18,000
Kitchens	McKelvie Burnside Village	\$27,000
Bathrooms	McKelvie Burnside Village	\$35,000
Security	Community Housing	\$99,000
HVAC	Community Housing	\$16,000

^{*} HVAC = Heating, ventilation, and air conditioning

26. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #7 Organizational Planning – Health and Human Services

THAT the report of the Chief Administrative Officer and Administrator Dufferin Oaks, dated October 26, 2023, with respect to Organizational Planning – Health and Human Services, be received.

27. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #8 <u>Township of Amaranth</u>

THAT the resolution from the Township of Amaranth, dated October 4, 2023, regarding the Community Safety and Wellbeing Plan, be received.

28. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #9

<u>Township of Mulmur</u>

THAT the resolutions forwarded from the Township of Mulmur, dated October 5, 2023, regarding establishing a guaranteed livable income and supporting Bill 21 Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022, be supported.

29. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #4
Ontario Works Update

Moved by Councillor White, seconded by Councillor Nix

WHEREAS poverty is taking a devastating toll on communities, undermining a healthy and prosperous Ontario, with people in receipt of Ontario Works being disproportionately impacted;

WHEREAS the cost of food, housing and other essential items have outpaced the highest inflation rates seen in a generation;

WHEREAS people in need of social assistance have been legislated into poverty, housing insecurity, hunger, poorer health, their motives questioned and their dignity undermined;

WHEREAS Ontario Works Financial Assistance Rates have been frozen since 2018;

WHEREAS the newly introduced Common Assessment Tool (CAT) questionnaire developed by the Provincial Government for use with Ontario Works and Ontario Disability Program recipients contains complex and invasive personal health related questions;

WHEREAS the use of the Common Assessment Tool (CAT) provides no benefit to clients, it does not score, provide results, assess client need and does not match those in need to the services they require;

WHEREAS the Common Assessment Tool (CAT) contains questions mirrored in the Ontario Health Common Assessment of Needs, used by health providers;

WHEREAS privacy obligations under The Personal Health Information Protection Act (PHIPA) do not extend to municipal delivery agents for Ontario Works:

WHEREAS designated Service Managers are doing their part, but do not have the resources, capacity, or tools to provide the necessary income and health related supports to people experiencing poverty; and

WHEREAS leadership and urgent action is needed from the provincial government to immediately develop, resource, and implement a comprehensive plan to address the rising levels of poverty in Ontario, in particular for those on Ontario Works.

THEREFORE BE IT RESOLVED THAT the County of Dufferin calls on the Provincial Government to urgently:

- a) At least double Ontario Works rates and index rates to inflation, answering calls already made by the "Raise the Rates" campaign and the "Income Security Advocacy Centre";
- b) Commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen;
- c) Commit to joint working between the Ministry of Children,
 Community and Social Services and the Ministry of Health on the best methods of assessing client needs and then matching those in need to the services they require;

AND FURTHER THAT a copy of this motion be sent to the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, the Western Ontario Wardens Caucus, the Eastern Ontario Wardens Caucus, and all Ontario Municipalities.

-Carried-

30. HEALTH & HUMAN SERVICES – October 26, 2023 – ITEM #1
Ontario Health Team (OHT) Physician Recruitment Steering Group

Moved by Councillor Horner, seconded by Councillor Post

THAT Dufferin County provide \$50,000 funding to the Ontario Health Team (OHT) Physician Recruitment Steering Group to hire a recruiter providing the Town of Caledon and Headwaters Health Care Centre agree to the same contribution.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	Х	
Councillor Gardhouse (2)	Х	
Councillor Gerrits (1)	Х	
Councillor Hall (2)	Х	
Councillor Hawkins (1)	Х	
Councillor Horner (1)	Х	
Councillor Little (1)	Х	
Councillor McLean (1)	Х	
Councillor Mills (2)	Х	
Councillor Nix (2)	Х	
Councillor Post (8)	Х	
Councillor Rentsch (1)		Х
Councillor Soloman (1)		Х
Councillor Taylor (7)	Х	
Councillor White (1)	Х	
Total (34)	32	2
	-CARRIED-	

31. Community Development & Tourism Minutes – October 26, 2023

Moved by Councillor Gardhouse, seconded by Councillor Little

THAT the minutes of the Community Development and Tourism meeting held on October 26, 2023, and the recommendations set out, be adopted.

-Carried-

32. COMMUNITY DEVELOPMENT & TOURISM – October 26, 2023 – ITEM #1

<u>Building Permit Fees Review</u>

THAT the report of the Chief Building Official, Building Permit Fees Review, dated October 26, 2023, be received.

33. COMMUNITY DEVELOPMENT & TOURISM – October 26, 2023 – ITEM #2

<u>Economic Development Strategic Plan Process</u>

THAT the report of the Manager of Economic Development, "Economic Development Strategic Plan", dated October 26, 2023, be received.

34. COMMUNITY DEVELOPMENT & TOURISM – October 26, 2023 – ITEM #3 Museum Policy Updates

THAT the report of the Acting Museum Manager, "Museum Policy Updates", dated October 26, 2023, be received;

AND THAT the following museum policies be approved:

- Volunteerism Policy
- Collections Management Policy.

Councillor Gerrits left the meeting at 8:50 p.m.

35. COMMUNITY DEVELOPMENT & TOURISM – October 26, 2023 – ITEM #4

<u>Capital Workplan Update</u>

THAT the report of the Manager of Corporate Finance, Treasurer, dated October 26, 2023, Capital Workplan Update, be received.

36. COMMUNITY DEVELOPMENT & TOURISM – October 26, 2023 – ITEM #5

Organizational Planning – Community Development and Tourism Staffing

THAT the report of the Chief Administrative Officer, dated October 26, 2023, with respect to Organizational Planning – Community Development and Tourism Staffing, be received.

37. <u>Manager of Corporate Finance, Treasurer & Procurement Manager's Report</u>
<u>- Third Quarter Procurement Report</u>

A report from the Manager of Corporate Finance, Treasurer and Procurement Manager, dated November 9, 2023, to provide the quarterly update on all Request for Tenders and Request for Proposals in accordance with By-law 2017-33 Procurement of Goods and Services 2017, Section (4.2.7).

Moved by Councillor Nix, seconded by Councillor Rentsch

THAT the Third Quarter Procurement Report, from the Manager of Corporate Finance, Treasurer, and the Procurement Manager, dated November 9, 2023, be received.

-Carried-

38. <u>Chief Administrative Officer's Report – Monthly Update from Outside</u> **Boards**

A report from the Chief Administrative Officer, dated November 9, 2023, to provide Council with an update of activities from outside boards and agencies.

Moved by Councillor Hawkins, seconded by Councillor Little

THAT the report of the Chief Administrative Officer, dated November 9, 2023, with respect to Reports from Outside Boards, be received.

-Carried-

39. Manager of Corporate Finance, Treasurer's Report – Budget Presentation

The Manager of Corporate Finance, Treasurer, provided an overview of the draft 2024 budget. The County's status quo budget is currently 7.47%, and with additions of 1.7%, the increase is 9.17%. After considering assessment growth of 1.72%, the tax levy increase is 7.45%. The budget will be discussed in detail at the upcoming Committee meetings.

40. **STRATEGIC PLAN UPDATE**

A report from the Chief Administrative Officer, dated November 9, 2023, to provide an update regarding the County's Strategic Plan implementation.

Moved by Councillor Nix, seconded by Councillor Post

THAT the report of the Chief Administrative Officer, dated November 9, 2023, with respect to Strategic Plan Monthly Update #3, be received;

AND THAT the Community Engagement Framework be adopted.

-Carried-

CORRESPONDENCE

41. Rural Ontario Municipal Association

Correspondence from Rural Ontario Municipal Association (ROMA), dated October 26, 2023, to advise delegation requests can now be submitted. Council would like to request delegations regarding:

- increased mental health and addictions resources in the Dufferin-Caledon area (delegation would be in partnership with the Town of Caledon)
- illegal fill dumping, illegal truck yards and the corresponding penalties
- requesting Orangeville and Caledon to be labelled as underserved demographics by physicians (delegation would be in partnership with the Town of Orangeville and the Town of Caledon)
- Ontario Works rates and assessment tools

42. **Township of Melancthon**

Correspondence from the Township of Melancthon, dated November 3, 2023, regarding the ongoing road work on County Road 21.

43. **NOTICE OF MOTIONS**

MOTIONS

44. **Moved by Councillor Gerrits**

WHEREAS the County of Dufferin created the Community Development and Tourism (CDT) Committee in 2020 and held the first meeting of the Committee on January 28th, 2021;

AND WHEREAS it would be consistent with the recently approved Strategic Plan Governance Priority Area to "identify opportunities to improve governance and service delivery" to review the committee following three years of operation;

BE IT RESOLVED THAT the Council hereby request that the full portfolio of the CDT Committee be reviewed for opportunities to improve governance and service delivery including adding or reducing the scope of the services offered;

AND THAT staff report back to Council.

-WITHDRAWN-

45. **Moved by Councillor Gerrits**

WHEREAS the local municipalities within Dufferin County have historically been responsible for all aspects of local planning;

AND WHEREAS upper-tier planning constitutes undue effort and costs for applicants and tax payers;

AND WHEREAS the Province of Ontario deemed a number of municipalities as "upper-tier municipalities without planning responsibilities" as part of Bill 23 in November 2022;

BE IT RESOLVED THAT Dufferin County Council request a review of the upper-tier planning responsibilities and report back to Council;

AND FURTHER THAT if Council deems upper-tier planning responsibilities to be a redundant and burdensome process, that Dufferin County request that the Ministry of Municipal Affairs and Housing deem Dufferin County an "upper-tier municipality without planning responsibility" effective immediately.

-WITHDRAWN-

46. Moved by Councillor Rentsch, seconded by Councillor Soloman

BE IT RESOLVED THAT Council hold a special meeting immediately preceding the January regular meeting of Council to discuss the roles and responsibilities of local and upper tier levels of government, identify areas of duplication, and propose ideas to streamline and simplify service delivery.

IN AMENDMENT

THAT the motion be amended to: BE IT RESOLVED THAT Council hold a special meeting in January 2024 to discuss the roles and responsibilities of local and upper tier levels of government, identify areas of duplication, and propose ideas to streamline and simplify service delivery.

-Carried-

47. **CLOSED SESSION**

Moved by Councillor Nix, seconded by Councillor White

THAT the Closed Session minutes from the regular meeting of the Health and Human Services Committee on October 26, 2023, be adopted.

-Carried-

48. **BY-LAWS**

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 the Dufferin Area Family Health Team. (Lease Agreement – Mel Lloyd Centre)
Authorization: Council – November 9, 2023

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 March of Dimes Canada. (Service Agreement for Assisted Living Services in Shelburne – Hub & Spoke Model)
Authorization: Council – November 9, 2023

Moved by Councillor Horner, seconded by Councillor Post

THAT By-Law 2023-53 through to By-Law 2023-54, inclusive, be read a first, second and third time and enacted.

-Carried-

49. **OTHER BUSINESS**

Warden Mills noted there will be Remembrance Day services across Dufferin County and beyond, noting services will take place in Grand Valley, Horning's Mills, Mansfield, Orangeville, and Shelburne. He requested everyone to take the opportunity to attend a service or observe a moment of silence to honour the soldiers and veterans for their dedication, courage and sacrifice.

Warden Mills noted any Councillors running for Warden in the upcoming election to notify the Clerk. Nominations must be submitted in writing by December 8, 2023.

Also, on November 30, 2023, Council will participate in an in-person Facilities Workshop in the lower level at the Edelbrock Centre. The workshop will start 7:00 p.m.

Councillor White noted the Township of Melancthon has completed construction of a gazebo reminiscent of the former Corbetton Train Station in the Corbetton Park using Canada 150 Grant funds.

50. **CONFIRMATORY BY-LAW**

2023-55 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on November 9, 2023.

Moved by Councillor McLean, seconded by Councillor Hall

THAT By-Law 2023-55, be read a first, second and third time and enacted.

Carried-

51. **ADJOURNMENT**

Moved by Councillor Gardhouse, seconded by Councillor Little

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 9:59 p.m.

Next meeting: Thursday, December 14, 2023

Edelbrock Centre, 30 Centre Street, Orangeville ON

Wade Mills, Warden Michelle Dunne, Clerk



MULMUR-MELANCTHON FIRE BOARD Tuesday, November 21, 2023 at 7:00 p.m.

Present: Earl Hawkins, Chair – Mulmur Township

Ralph Moore, Vice Chair – Melancthon Township

Darren White - Melancthon Township

Kim Lyon – Mulmur Township Mathew Waterfield – Fire Chief

Everhard Olivieri-Munroe – Deputy Fire Chief

Heather Boston – Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m.

2. 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. APPROVAL OF THE AGENDA

Moved by: Lyon/Moore

THAT the November 21, 2023, agenda be approved as amended to move the closed session up in the agenda to become item number 6.

CARRIED.

4. APPROVAL OF PREVIOUS MEETING'S MINUTES

Moved by: Moore/Lyon

THAT the minutes of the Mulmur-Melancthon Fire Board dated September 19, 2023, be approved.

CARRIED.

5. <u>DECLARATION OF PECUNIARY INTEREST</u>

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

6. CLOSED SESSION

- a) Hiring of Firefighters
- b) Pay Grid Review

Moved by: Lyon/Moore

THAT the Mulmur-Melancthon Fire Board move into closed session at 7:01 p.m. pursuant to Section 239 of the Municipal Act 2001, as amended for two (2) matter relating to personal matters about an identifiable individual.

CARRIED.

Moved by: Lyon/Moore

THAT the Mulmur-Melancthon Fire Board do rise out of closed session at 7:41 p.m. with the following motions/directions:

THAT the Board approve the hiring of Shane Pritchard, Bashir Ahmmed, Hailey Sbrocchi, Krista LeDain and Luke Elen as volunteer firefighters effective December 1, 2023.

AND THAT the Board defer pay grid discussion until a future meeting.

CARRIED.

7. TREASURY

7.1 Draft Wage Administration Policy

 Amended policy to state, "The salary grid will be reviewed by the Board at a minimum of every 4 years to ensure it remains competitive."

Moved by: Lyon/Moore

THAT the Board approve the Wage Administration policy as amended.

CARRIED.

7.2 2024 Draft Budget & Capital Forecast

- Discussion on what is included in Office/Computer Supplies account, the Treasurer will provide the information at the next meeting.
- The Treasurer noted that the combined levy increase is 11.23%.
- The Board asked the Treasurer to look at what is included in equipment expense and why it is so high versus actual.
- Board directed the Treasurer to decrease the call revenue budget to \$12,000.

Moved by: Moore/Lyon

THAT the Board direct the Fire Chief and Treasurer to update the budget based on the Boards feedback;

AND THAT the Board direct the Treasurer to bring back a second draft to the next meeting.

CARRIED.

8. ADMINISTRATION

8.1 YTD Fire Call Summary Report

Discussed the minimum number of firefighters needed for a medical call.

8.2 General Fire Chief Update

- The department is excited to bring on new recruits.
- Discussed that the Board members are invited to attend the Enbridge Gas Project Assist Grant event coming up on December 14, 2023 at 1:00 pm at the Mulmur-Melancthon fire hall.
- The Fire Chief will be participating in the emergency shelter training taking place at the NDCC on November 27th.

9.	INFO)RMA	TION	ITEMS
J.			11011	

9.1 Accounts

Moved by: Lyon/Moore

THAT the Board receive the accounts payable listing in the amount of \$30,536.12 that were paid in accordance with the approved 2023 budget.

CARRIED.

- 9.2 Enbridge Gas Project Assist Grant for 2023
- 9.3 Township of Mulmur Benefits Motion

10. ADJOURNMENT

Moved by: Lyon/White

THAT we do now adjourn at 8:30 pm to meet again on January 16, 2024, at 7:00 pm or at the call of the Chair.

CARRIED.	
Chair	Secretary



DUFFERIN COUNTY COUNCIL – SPECIAL MEETING MINUTES

Thursday, November 23, 2023 at 9:30 a.m. W & M Edelbrock Centre, 30 Centre Street, Orangeville ON

Council Members Present: Warden Wade Mills (Shelburne)

Councillor John Creelman (Mono)

Councillor Guy Gardhouse (East Garafraxa)

Councillor Chris Gerrits (Amaranth)

Councillor Earl Hawkins (Mulmur)

Councillor Janet Horner (Mulmur)

Councillor Gail Little (Amaranth)

Councillor James McLean (Melancthon)

Councillor Fred Nix (Mono)

Councillor Lisa Post (Orangeville)(arrived at 9:46 a.m.)

Councillor Philip Rentsch (Grand Valley)(arrived at 9:40 a.m.)

Councillor Steve Soloman (Grand Valley)

Councillor Todd Taylor (Orangeville)

Councillor Darren White (Melancthon)

Council Members Absent: Councillor Shane Hall (Shelburne)

Staff Present: Sonya Pritchard, Chief Administrative Officer

Michelle Dunne, Clerk

Rebecca Whelan, Deputy Clerk

Aimee Raves, Manager of Corporate Finance, Treasurer

Scott Burns, Director of Public Works/County Engineer

Rohan Thompson, Director of People & Equity

Anna McGregor, Director of Community Services

Brenda Wagner, Administrator of Dufferin Oaks

Tom Reid, Chief Paramedic

Warden Mills called the meeting to order at 9:32 a.m.

Warden Mills announced that the meeting is being live streamed and publicly broadcast.

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden Mills shared the Land Acknowledgement Statement.

2. **ROLL CALL**

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

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Taylor, seconded by Councillor Creelman

THAT the Agenda and any Addendum distributed for the November 23, 2023 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

Councillor Taylor declared a pecuniary interest regarding Item #6 – 2024 Draft Budget Overview, discussion of cost-of-living adjustment as part of the General Government Services Committee budget package, noting a family member is employed by Dufferin County.

5. **PUBLIC QUESTION PERIOD**

There were no questions from the public.

PRESENTATION AND CONSIDERATIONS OF REPORTS

6. **2024 Draft Budget Overview**

The Chief Administrative Officer and the Manager of Corporate Finance, Treasurer, presented the 2024 draft budget overview, including how the budget supports the Strategic Plan.

Councillor Rentsch joined the meeting at 9:40 a.m.

Councillor Post joined the meeting at 9:46 a.m.

Council reviewed the draft 2024 operating and capital budget for the departments reporting to the Infrastructure and Environmental Services Committee. The draft budgets for the following departments were included in the presentation and discussion:

- Public Works
 - Operations
 - o Engineering
 - Climate and Energy
 - o Facilities

- Waste Services
- o Forest

Council discussed making the following changes to the draft budget:

- A capital reduction of \$1,070,000 in relation to the resurfacing work on County Road 109 (South Arterial Road)
- A capital increase of \$272,000 in relation to work Culvert No. 510 rehabilitation and Bridge No. 1 rehabilitation
- A reserve transfer of \$600,000 in relation to the completion of the Environmental Assessment for County Road 109 (South Arterial Road)
- A reduction of \$110,000 by eliminating the loose leaf collection service

Warden Mills called a fifteen (15) minute recess. The meeting resumed at 11:18 a.m. Item #5.2 of the agenda (Manager of Corporate Finance, Treasurer's Report – Community Grant Program) was moved to allow for discussion preceding the budget package for the General Government Services Committee.

Council received a report from the Manager of Corporate Finance, Treasurer, dated November 23, 2023, to provide an overview of changes to the Community Grant program funding to date.

Moved by Councillor Creelman, seconded by Councillor White

THAT the report of the Manager of Corporate Finance, Treasurer, dated November 23, 2023, Council Grant Program, be received.

-Carried-

Council reviewed the draft 2024 operating and capital budget for the departments reporting to the General Government Services Committee. The draft budgets for the following departments were included in the presentation and discussion:

- Council
- Office of the CAO
 - o Clerks
 - o Communications
 - Emergency Management
- Corporate Services
 - o Information Technology
 - o Finance
 - Procurement
- People & Equity
 - o Human Resources

- o Diversity, Equity and Inclusion
- Learning and Organizational Development
- Health and Safety

Councillor Taylor declared a pecuniary interest regarding a discussion on the cost-of-living adjustment as part of the General Government Services Committee budget package and left the meeting at 12:33 p.m. Councillor Taylor rejoined the meeting at 12:56 p.m. following the completion of the discussion.

Councillor Nix left the meeting at 12:56 p.m.

Warden Mills called a twenty (20) minute recess. The meeting resumed at 1:35 p.m. Councillors Gerrits, Rentsch, and McLean left the meeting during the recess.

Council reviewed the draft 2024 operating and capital budget for the departments reporting to the Health and Human Services Committee. The draft budgets for the following departments were included in the presentation and discussion:

- Community Services
 - o Early Years and Child Care
 - Housing Services
 - Ontario Works
- Dufferin Oaks
 - o Long Term Care
 - Community Support Services
 - o Mckelvie Burnside Village
 - o Mel Lloyd Centre
- Paramedic Services
- Public Health

Council discussed reducing the capital levy contribution for Dufferin Oaks by \$150,000.

Council reviewed the draft 2024 operating and capital budget for the departments reporting to the Community Development and Tourism Committee. The drafts budgets for the following departments were included in the presentation and discussion:

- Development and Tourism
 - Building Services
 - o Land Use Planning
 - o Museum Services
 - o Economic Development

Moved by Councillor Creelman, seconded by Councillor Hawkins

THAT the following revisions be made to the 2024 draft budget

Item	Type of Change	Dollar Amount
County Road 109 (SAR)	Capital Reduction	-\$1,070,000
Structures	Capital Increase	+\$272,000
Environmental Assessment	Reserve Transfer	-\$600,000
Dufferin Oaks Capital	Capital Reduction	-\$150,000

AND THAT the 2024 draft budget with the discussed revisions be brought back to the December 14, 2023 meeting of Council.

-Carried-

7. **CONFIRMATORY BY-LAW**

2023-56 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on November 23, 2023.

Moved by Councillor Post, seconded by Councillor Hawkins

THAT By-Law 2023-56, be read a first, second and third time and enacted.

Carried-

8. **ADJOURNMENT**

Wade Mills, Warden

Moved by Councillor Post, seconded by Councillor Creelman

THAT the meeting adjourn.

The meeting adjourned at 3:42 p.m.

-Carried-

5 ,	'
Next meeting:	Thursday, December 14, 2023 Edelbrock Centre, 30 Centre Street, Orangeville ON

Michelle Dunne, Clerk



MINUTES

Rosemont District Fire Board Friday, November 24, 2023 at 9:00 am

Present: Elaine Capes-Chair-Town of Mono

Patricia Clark – Township of Mulmur Melinda Davie – Town of Mono Mike Blacklaws - Fire Chief

Heather Boston - Secretary-Treasurer

Ronald O'Leary – Adjala-Tosorontio Earl Hawkins - Township of Mulmur Julius Lachs–Vice Chair-Adjala-Tosorontio Chris Armstrong - Deputy Fire Chief

1. CALL TO ORDER

The Chair called the meeting to order at 9:06 am.

2. LAND ACKNOWLEDGEMENT

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: Davie/Hawkins

THAT the November 24, 2023 the agenda be approved.

CARRIED.

4. <u>APPROVAL OF PREVIOUS MEETING MINUTES</u>

Moved by: Davie/Lachs

THAT the minutes of October 20, 2023, be approved.

CARRIED.

5. <u>DECLARATIONS OF PECUNIARY INTEREST</u>

Chair Capes 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

Andy Kennedy would like to comment during the benefits discussion and the Board agreed.

7. <u>DEPUTATIONS AND PRESENTATIONS - NONE</u>

8. TREASURY

8.1 Benefits Survey Results

- Discussion ensued regarding the history and nature of volunteer positions and the move towards remuneration for volunteer firefighters.
- Providing benefits would set a precedent as most volunteer departments do not provide benefits.
- 65% of firefighters responded to the survey.
- 7 respondents don't currently have health benefits.
- 3 of the 17 respondents are not interested in obtaining benefits through the Fire Department.
- The purpose of the survey was specific to benefits as it relates to attraction and retention of firefighters.
- Supplemental benefits will only cover what primary benefits won't cover if a firefighter has primary benefits.
- Benefits of performing a pay grid review were discussed.

Moved by: Hawkins/Lachs

THAT the Board receive the survey results and direct the Treasurer to conduct a full pay grid review for the Rosemont Fire Board;

AND THAT the Board direct the Secretary/Treasurer to bring the pay grid review back to the next meeting.

CARRIED.

8.2 Training Cost Recovery Policy

Moved by: Lach/Davie

THAT the Board defer the Training Cost Recovery Policy to the next meeting.

CARRIED.

8.3 Purchasing Policy Discussion

- This was brought forward to open the discussion to look at alternative ways to save money on large capital purchases.
- Northern fire departments cannot meet the requirements as they cannot afford newer trucks.
- Discussion on liability implications if the vehicles are kept past the 20 years.
- The Board directed the Treasurer to contact insurance to inquire about the rules regarding the ages of vehicles.

Moved by: Hawkins/Lachs

THAT the Board receive the report from Mike Blacklaws, Fire Chief.

CARRIED.

9 ADMINISTRATION

9.1 Fire Chief General Update

• Two to three new perspective recruits for next year and hoping to get training in Orangeville to save on travel time.

10 **INFORMATION**

10.1 YTD Fire Call Summary

10.2 Accounts

Moved by: Davie/O'Leary

THAT the Board receive the accounts payable listing in the amount of \$23,201.75 that were paid in accordance with the budget.

CARRIED.

10.3 Township of Mulmur Benefits Motion

• The Board asked the Fire Chief to provide minutes from the County wide fire Chief's meeting as a Board information item.

10.4 YTD Comparative Income Statement

11. ADJOURNMENT

Moved by: Lachs/O'Leary

THAT the meeting adjourn at 10:08 am to meet again February 23, 2024 at 9:00 am or at the call of the Chair.

CARRIED.

Approved by:	
Chair	Secretary/Treasurer

From: Gaby Kalapos < gkalapos@cleanairpartnership.org >

Date: November 28, 2023 at 11:53:31 AM EST

To: Gaby Kalapos < skalapos@cleanairpartnership.org>

Subject: Re: Ontario Climate Caucus November Meeting Notes

Councillor Schaefer put forth the following Notice of Motion, seconded by Councillor Asselstine, to be considered at the November 13, 2023, Meeting of Council:

Re: Province of Ontario expedite energy performance green building standard amendments to the Ontario Building Code (OBC) to provide meaningful energy efficient improvements, in a cost-effective manner, for all future buildings

"WHEREAS the Province of Ontario adopted greenhouse gas reduction targets of 30% by 2030, and emissions from buildings represented 22% of the Province's 2017 emissions; and,

WHEREAS buildings with better energy performance provide owners and occupants with lower energy bills, improved building comfort, and resilience from power disruptions that are expected to be more common in a changing climate, tackling both inequality and energy poverty; and

WHEREAS ensuring that all new buildings in the Province of Ontario are built to the highest energy efficiency means that they will not need expensive retrofits in the future and the cost of heating and cooling these buildings will be reduced from the moment they are first occupied; and

WHEREAS the Township of King has endeavored to reduce greenhouse emissions of new private developments in the municipality by creating green development standards to be applied through the site plan approval process to encourage new buildings to have higher standards than current Ontario Building Code mandatory requirements; and

WHEREAS the Township of King is updating its 'Thinking Green: Sustainable Development Program' which has the Built Environment as one of its principles which encourages a sustainable built form for a wide diverse range of land uses; and

WHEREAS the Township ofKing has demonstrated commitment to reducing our carbon footprint by reducing greenhouse gas emissions from built structures by building its own facilities to a higher standard including its Municipal Centre opened in 2018 with geothermal and its new Township Wide Recreation Centre with a pool and two (2) hockey rinks to be opened in 2024 as a near zero carbon facility; and

WHEREAS future development within the Township of King would benefit from mandatory energy performance standards that can be economically incorporated into future residential construction and not add substantial costs to projects as to hinder the addition of housing units within the Township; and

WHEREAS the Province stated in February 2022 that it planned to transition certain green building standards related to building construction (which are currently being implemented through the site plan process) into the Ontario Building Code by the summer of 2023; and

WHEREAS the Province has consulted on advancing harmonization of energy efficiency requirements in buildings by aligning Ontario's Building Code with selected National Code tiers as minimum energy efficiency requirements in the next edition of the Code in 2024; and

WHEREAS that aspects of green standards that are not brought into Ontario's Building Code because they do not involve building construction (including green infrastructure, cool paving, biodiversity, tree plantings, etc) will continue to be optional standards that can be required through municipal by-law and implemented through site plan control; and

WHEREAS during the transition period, until the green standards are authorized in the Ontario Building Code the Province anticipates that municipalities will continue to use site plan control to address green standards to the extent possible; and

WHEREAS the Ontario Building Code has not yet been amended to authorize these green standards;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. The Province of Ontario expedite energy performance green building standard amendments to the Ontario Building Code to provide meaningful energy efficient improvements, in a cost-effective manner, for all future buildings; and
- 2. That the Township Clerk send a copy of this resolution to the Minister of Municipal Affairs and Housing."

Gaby Kalapos Pres. re Motion on Green Built Standards - link

Ontario Climate Caucus Meeting Notes and Action Items from November 22nd, 2023 Meeting

Youth Climate Corps

- There is a British Columbia Youth Climate Corps in 6 BC municipalities.
- The projects being undertaken by the Youth Climate Corp differs across the municipalities but includes energy efficiency assessments, wildfire risk reduction, senior support during heatwaves, food access initiatives, and ecosystem restoration.
- There is a national effort taking place to build support for a national Youth Climate Corps.
- The United States has advanced an <u>America Climate Corps</u> and a national effort is occurring to have one in Canada too.
- Dianne Saxe put a <u>motion in front of Toronto Council</u> that was approved and called for support for a national Youth Climate Corps. The City of Victoria in BC also passed a motion.
- A Sample Motion for municipal support for a national Climate Corps is available here.
- National Observer piece covering YCC Abacus Poll
- As municipalities advance any motions re support for a national Climate Corps can you let Gaby know.
- Dianne also mentioned the development of the almost 60 climate motions brought in front of Toronto Council and will share those with the OCC once they are compiled in one place.
- To keep up to date on Youth Climate Corp activities you can sign up for the newsletter here.

King Township Ontario Building Code Motion

- The <u>King OBC motion</u> was based on a <u>Toronto motion</u> that was passed a few months ago.
- Gaby did a <u>presentation</u> at Committee and is available to do presentations to other councils advancing motions as well. just send an email to <u>gkalapos@cleanairpartnership.org</u>
- There will be a King Township presentation in January re the development of the King Green Development Standard and the analysis King did re: what green standard metrics make the most sense for a more rural type of community. This is important since there is a growing network of more rural type of archetype communities developing their green standards (Grey County, Wellington County, Dufferin County and Waterloo Region have a GDS in development). Gaby will share the webinar notice with OCC members should they want to join that webinar.
- The goal is to get a BC Step Code like system in Ontario where the tiers of the energy and GHG emissions (what is the present standard and where is the standard goal and at what date will that level be mandatory (so a tiered system with a timeframe for advancement to the next tier). The national Model Code is also based on the BC Step Code. Recommendations to the National and OBC building code process from the Clean Air Council is available here and here.
- The goal is to build it right at the time of construction (which is the most cost-effective time to advance building envelope improvements in particular).

Municipal Climate Action 101 Course

- CAP has just launched the Municipal Climate Action 101 Course. It is targeted towards
 municipal council members and covers the science of climate change, the role and
 responsibilities of different levels of government, what municipal climate action looks
 like and why all levels of government need to work in alignment to advance the climate
 imperative.
- We are hoping that OCC members will test out the course and one of the key questions we have is:
- Would you suggest the removal of any modules that you didn't find value in? and
- Would you be likely to share this with any fellow council members in your municipality?

Natural Gas Expansion Program

- The province has launched an <u>ERO notice seeking input on the Natural Gas Expansion</u> Program.
- Enbridge has been reaching out to municipal councils seeking their support for the
 continuation of the natural gas expansion program. Which is a very expensive fossil fuel
 subsidy. For example, a back of the envelope calculation of the costs of the program
 from the Provincial press release highlights the high costs of the program and how it is
 unlikely to be reducing people's energy cost burdens.
- For example: Lets take the expansion of the natural gas system in Ontario
- Phase 2: \$234 million for 8,750 connections. Comes to \$26,742 per connection
- Estimated to save customers an estimated \$250-\$1500 per year (\$2.2 million \$13 million) it is somewhere between that as it can't be \$13 million since as not all save \$1500

- At \$250/year that comes to a 106 years pay back; and at \$1500 it comes to a 17 year
 pay back. These savings were based on natural gas prices from a few years ago. With
 higher natural gas costs at present those savings have diminished.
- The costs of this program are subsidized on the Ontario wide rate base, estimated at 1\$ per month from ALL natural gas customers not just those within those newly connected communities. Not able to find info for how long that will be on the rate base. This is another example of a fossil fuel subsidy.
- How might have efficiency, geothermal, heat pumps, net metering, etc compared re costs and benefits of reducing electricity costs for these customers?
- The <u>Clean Air Council network is developing a consensus based input that is available</u> here.
- There was a discussion if an OCC sign on submission would be of value (whereby individuals sign on). OCC members stated that individuals sign ons can be confusing and that Council motions are always better.
- There has been a sample motion developed for the Natural Gas Expansion program that is available here.
- If OCC members can let Gaby know of any motions being put in front of councils.

Ontario Climate Caucus Updates

City and Region of Waterloo

- The City of Waterloo just updated their carbon reduction targets from 80% by 2050 to align with the federal target of net zero by 2050.
- On December 4th<u>Urban Forestry and Natural Lands motion</u> is going in front of council.
- There was a June 2023 Provincial Policy Statement motion passed by Council.
- Waterloo Region Waste Diversion Motion
- The City and Region of Waterloo both approved the advancement of a carbon budget for the municipality.
- The City of Waterloo increased funding for sidewalk snow clearing as an equity and a climate change initiative.

Discussion on OCC Meeting Day and Time

- Gaby is seeking input from the OCC network for the day of the week when OCC meeting
 would occur for the first half of 2024. Would Tuesday, Wednesday or Thursday work
 best. If you can provide input here that would be greatly appreciated.
- Gaby will send out the calendar invites for the OCC meetings for the first half of 2024 in mid December so if you can provide any input you have by December 13th.
- There will be no December OCC meeting.





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

INFORMATION

Schedule of User Fees and Charges

This information report provides an overview of the proposed Schedule of User Fees and Charges by-law being presented for consideration later in this Council meeting.

Proposed Changes:

1. **Tax Statements**: In response to increasing resident requests for tax statements in lieu of Tax Certificates, we propose adding a \$10 charge for Tax Statements. This adjustment addresses shifting preferences and the declining revenues associated with Tax Certificates.

2. AV Equipment Rental Charges:

- a. \$25 daily charge for onsite AV Equipment Rentals.
- b. \$50 daily charge for offsite AV Equipment Rentals.
- 3. **Incorporation of Cemetery Pricing**: We suggest integrating cemetery pricing into our Schedule of Fees to streamline and consolidate our fee structure.
- 4. **Incorporation of the NDCC Fee Schedule**: Due to the disbandment of the NDCC Board of Management it is essential that we reintegrate the arena fee schedule into the Township's Schedule of Fees By-law.
- 5. **Plan of Subdivision/Condominium**: To account for the internalization of some engineering work, previously outsourced, we propose a \$5,000 increase in the Plan of Subdivision/Condominium fee.
- 6. **GIS Photos and Maps**: Combined Satellite Images, Zoning and OP Maps into one fee.
- 7. **Road Occupancy Permit-Construction**: Increased this fee to match Road Occupancy Permit-Forestry to create consistency.
- 8. **Kennel Licence After First Year**: Removed this fee category. There is now one kennel licence fee of \$300 to create consistency in licencing fees.
- 9. **Consent Application Fees**: Increased to \$3,000 to recoup overhead costs associated with processing consent applications.

- 10. **Minor Variance**: Increased fee to \$2,500 as this is the same amount of work as a zoning by-law amendment.
- 11. **Special Occasions Permit Letters**: Added fee for work related to issuance to the AGCO on behalf of the applicant.

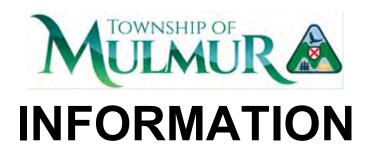
Staff have drafted a new by-law to establish the new Schedule of User Fees and Charges to address the changes. The by-law will be presented to the Council later in this meeting for consideration.

Respectfully submitted,

Heather Boston

Heather Boston, CPA, CA, CGA, BComm Treasurer

Approved by: Tracey Atkinson, CAO/Clerk



Records Retention By-law

This information report provides an overview of the proposed Records Retention By-law being presented for consideration at the December 13, 2023 Council meeting.

Section 254 of the Municipal Act, requires municipalities to retain and preserve the records of the municipality and its local boards in a secure and accessible manner. Retention periods may be established which outlines the required retention and preservation of records at which time the records may be disposed of.

Historically the Township has followed an unwritten rule of preserving its records for a period of 7 years. A by-law to establish a policy for records retention is an indispensable tool to effectively manage the Township's information and ensure legal compliance, operational efficiency, risk management and the preservation of institutional knowledge.

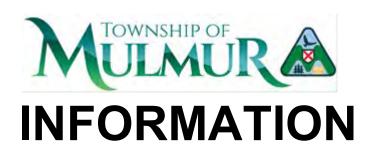
The proposed records retention policy outlines the guidelines, timelines, and protocols for the preservation and destruction of the Township's records in a systematic manner. Establishing clear guidelines for records retention streamlines operations by enabling efficient retrieval of information. It reduces clutter, minimizes storage costs, and facilitates the identification of critical data when needed. An organized record-keeping system enhances productivity and decision-making processes.

Retaining essential records also assists in the preservation of the Township's history and knowledge. This is crucial for continuity, succession planning, and future decision-making. It ensures that valuable information is retained even as personnel change within an organization.

A by-law to establish a records retention policy for the Township of Mulmur is being presented to Council later in the meeting for consideration.

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO



Development Charge Indexing

The purpose of this information report is to provide the necessary calculation and information related to the indexing of the Township Development Charge as a result of an increase in non-residential construction costs (indexing), in accordance with Statistics Canada Price Statistics, as provided for in the Township's Development Charges By-law.

The Development Charges Act, 1997 (s.5 (1) (10)) and O.Reg. (82/98 (s.7) prescribe one index for adjusting development charge rates for inflation: the Statistics Canada Non-residential Building Construction Price Index.

The Township's Development Charges By-law (By-law No. 30-19, as amended) provides that:

INDEXING OF THE DEVELOPMENT CHARGE

Development Charges may be adjusted, without amendment to this Bylaw, on the first day of January in each year, beginning with January 1, 2021, in accordance with the then most recent Statistics Canada Quarterly, Construction Price Index (Toronto).

In 2023 there was a significant increase in building material costs, which is reflected in the significant increase from the third quarter of 2022 to the same quarter of this year.

	Q3 2022	Q3 2023	Q3 2022 to Q3 2023
Toronto	144.5	154.0	6.6%

The 2023 municipal Development Charge is currently \$15,823.80 per household. The revised Development Charge, effective for January 1, 2024, is therefore an increase of 6.6%:

15,823.80 indexed by 6.6% = 16,868.17

The non-residential charge in 2023 is currently \$1.49 per square foot. The revised charge is therefore:

1.49 indexed by 6.6% = 1.59

It is noted that the Development Charge must be reviewed, and a new by-law approved within 5 years of the approval date of the existing Development Charge, failing which no

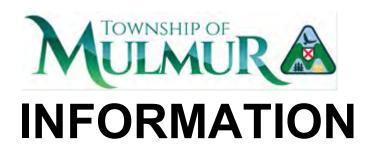
Development Charge can be levied for new development. A new study and charge will need to be undertaken in 2024.

The indexing of the D.C. is intended to reflect increases in the incremental costs of servicing new development and the capital costs associated with growth, when and as it occurs.

This report is for information only. Indexing provisions were approved by Council through the passing of the parent by-law.

Submitted by: Donna Funston, Payroll & Accounting Coordinator

Approved by: Tracey Atkinson, CAO



Parkland Indexing

The purpose of this information report is to provide the necessary calculation and information related to the indexing of the Township Parkland Dedication Cash-In-Lieu Fee as a result of an increase in non-residential construction costs (indexing), in accordance with Statistics Canada Price Statistics, as provided for in the Township's Bylaw.

The Township's Parkland Dedication By-law (By-law No. 12-2023, as amended) provides that:

6.3 Notwithstanding section 4 of this By-law, for Development or Redevelopment of Lands other than Commercial or Industrial purposes, the Township may collect cash-in-lieu, at a flat rate value of \$10,000 per lot, adjusted annually without amendment to this by-law, on the first day of January in each year, beginning with January 1, 2024, in accordance with the then most recent Statistics Canada Quarterly, Construction Price Index (Toronto).

The By-law setting the current fee was approved in May 2023. The indexing for January for the first year of indexing will reflect the increase from the end of June (Q2, 2023) to the end of September (Q3, 2023). In future years, the indexing will reflect four quarters based on September (Q3) values.

	Q4 2022	Q3 2023	Q4 2022 to Q3 2023
Toronto	152.3	154.0	1.1%

The 2023 municipal Parkland Dedication fee is currently \$10,000. The revised fee, effective for January 1, 2024, is therefore an increase of 1.1%:

\$10,000 indexed by 1.1% = \$10110

The indexing of the fee is intended to keep costs current with the market values and remove large increases from periodic updates to the by-law.

This report is for information only. Indexing provisions were approved by Council through the passing of the parent by-law.

Submitted by:Tracey Atkinson, CAO/Clerk/Planner



November 13, 2023

Office of the Prime Minister 80 Wellington Street Ottawa ON K1A 0A2

The Right Honourable Justin Trudeau:

RE: Establishing a Guaranteed Livable Income

At its regular meeting on November 9, 2023, Dufferin County Council passed a resolution to support the motion from the Town of Grimsby regarding establishing a guaranteed livable income.

Thank you,

Michelle Dunne

Michelle Dunne Clerk

Attachment: Town of Grimsby Correspondence

Cc Premier Doug Ford
Town of Grimsby
Dufferin Municipalities



November 10, 2023

Catherine Fife MPP Waterloo Room 154, Main Legislative Building Queen's Park, Toronto ON M7A 1A5

Dear MPP Fife:

At its regular meeting on November 9, 2023, Dufferin County Council passed the following resolution:

THAT the resolutions forwarded from the Township of Mulmur, dated October 5, 2023, regarding establishing a guaranteed livable income and supporting Bill 21 Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022, be supported.

Thank you,

Michelle Dunne

Michelle Dunne Clerk

Cc Sylvia Jones, MPP, Dufferin-Caledon All Dufferin Municipalities

Roseann Knechtel

Subject: FW: Municipal Emergency Readiness Initiatives

From: Michelle Hargrave

Sent: Friday, November 10, 2023 3:16 PM

Subject: Municipal Emergency Readiness Initiatives

Good Afternoon,

At its regular meeting on November 9, 2023, Dufferin County Council adopted the following recommendation from the General Government Services Committee:

THAT the report of the Manager of Preparedness, 911 and Corporate Projects, titled 2024 Municipal Emergency Readiness Initiatives, dated October 26, 2023, be received;

AND THAT funding for the Township of East Garafraxa's initiative be approved in the amount of \$11,000;

AND THAT funding for the Township of Mulmur's initiative be approved in the amount of \$11,257.50;

AND THAT funding for the Town of Mono's initiative be approved in the amount of \$2,566.74;

AND THAT funding for the Town of Shelburne's initiative be approved in the amount of \$10,000;

AND THAT the necessary funds be drawn from the Emergency Management Reserve.

Thank you, Michelle Hargrave

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

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Township of Clearview Council Meeting Minutes

The Council of the Corporation of the Township of Clearview met in a hybrid in-person (Council Chambers, 217 Gideon Street) and virtual zoom session on October 30, 2023 at 5:30 p.m.

Those in attendance were:

Mayor: Douglas Measures
Deputy Mayor: Paul Van Staveren

Councillors: Ward 1 – Councillor Phyllis Dineen

Ward 2 – Councillor Robert McArthur Ward 3 – Councillor John Broderick Ward 4 – Councillor Robert Walker Ward 5 – Councillor Marty Beelen

Staff: CAO, John Ferguson

Clerk/Director of Legislative Services, Sasha Helmkay

Director of Finance/Treasurer, Kelly McDonald Director of Planning and Building, Amy Cann Director of Human Resources, Tammy Gill

Director of Public Works, Mike Rawn

Director of Parks and Recreation, Terry Vachon Deputy Director of Public Works, Dan Perreault

Fire Chief, Scott Davison

Community Planner, Nick Ainley

Community Planner, Rossalyn Workman

Deputy Clerk, Krista Pascoe

Public Works

Report # PW-025-2023 - Off-road Vehicle By-law 20-71 Minor Amendment

Resolution:

Moved by Councillor Walker, Seconded by Councillor Dineen, Be It Resolved that Council of the Township of Clearview hereby receive report PW-025-2023 (Off-road Vehicle By-law 20-71 Minor Amendment) dated October 30, 2023; and,

- 1) Direct staff to amend Schedule "B" (Prohibited Roadways) and Schedule "C" (Use Map) of By-law 20-71, in accordance with the proposed changes outlined in this report; and,
- 2) That the amending By-law be presented to Council at the October 30, 2023, meeting. Motion Carried.





To: Mayor and Council

From: Dan Perreault, Deputy Director of Public Works

Date: October 30, 2023

Subject: Report # PW-025-2023 – Off-road Vehicle By-law 20-71 Minor

Amendment

Recommendation

Be It Resolved that Council of the Township of Clearview hereby receive report PW-025-2023 (Off-road Vehicle By-law 20-71 Minor Amendment) dated October 30, 2023; and,

- Direct staff to amend Schedule "B" (Prohibited Roadways) and Schedule "C" (Use Map) of By-law 20-71, in accordance with the proposed changes outlined in this report; and,
- 2) That the amending By-law be presented to Council at the October 30, 2023, meeting.

Background

In 2020, Council passed By-law 20-71 to regulate off-road vehicles (ORV) within the geographical borders of Clearview Township. This By-law included a Use Map (Schedule C) that illustrated which roadways were open for use, which roadways off-road vehicles were not permitted on, and identified provincial and county roads as well as OFATV trails. Of note, the areas of Creemore and Dunedin were identified as restricted from off-road vehicle use on Township roadways.

At the September 12, 2022, meeting, Council passed a resolution that directed staff to engage the public on establishing a permit system for those residents residing in the settlement areas of Creemore and Dunedin to allow direct access to the designated approved OFATV trails.

As a follow-up to this Council direction, staff provided a presentation to residents and stakeholders at a Public Meeting on May 24, 2023. At this meeting, Council directed staff to provide a recommendation report at the June 26, 2023 Council meeting.

At the July 10th meeting, Council amended By-law 20-71, with By-law 23-62 which now permits the use of ORV on several more roads in the Township and more specifically in the Creemore/Dunedin area.

Comments and Analysis

Following the passing of the July ORV By-law, Staff was contacted by the Township of Mulmur with concerns that our ORV By-law contradicts their OVR By-law as they do not permit ORV's on any Mulmur roadways. A report was presented to the Township of Mulmur Council by their staff and the following resolution was provided to the Township of Clearview.

THAT Mulmur Council request the Council of the Township of Clearview amend the Off-Road Vehicle By-law to prohibit Off Road Vehicles use on the Mulmur-Nottawasaga Townline ensuring consistency with the requirement of the Municipal Act governing highways under joint jurisdiction of two or more municipalities.

Upon further consultation with the Township Solicitor it is recommended that a disclaimer be included on Schedules B & C, to prohibit ORV use "on any boundary roads under joint jurisdiction of the adjoining municipalities unless specifically authorized by by-law passed by each municipality having jurisdiction". These changes are reflected in Appendix A & B attached.

Clearview's Strategic Plan

The above initiative supports the following strategic pillars:

Governance

Financial Implications

There are no direct financial implications as a result of this report.

Report Appendices

Appendix A – Proposed Update to Schedule B (Prohibited Roadways) of By-law 20-71

Appendix B – Proposed Update to Schedule C (Use Map) of By-law 20-71

Approvals

Submitted by: Dan Perreault, C.E.T., Deputy Director of Public Works

Reviewed by: Mike Rawn, C.E.T., Director of Public Works

Financial Implications

Reviewed by:

Kelly McDonald, Treasurer

Approved by: John Ferguson, CAO

By-law 20-71 The Corporation of the Township of Clearview

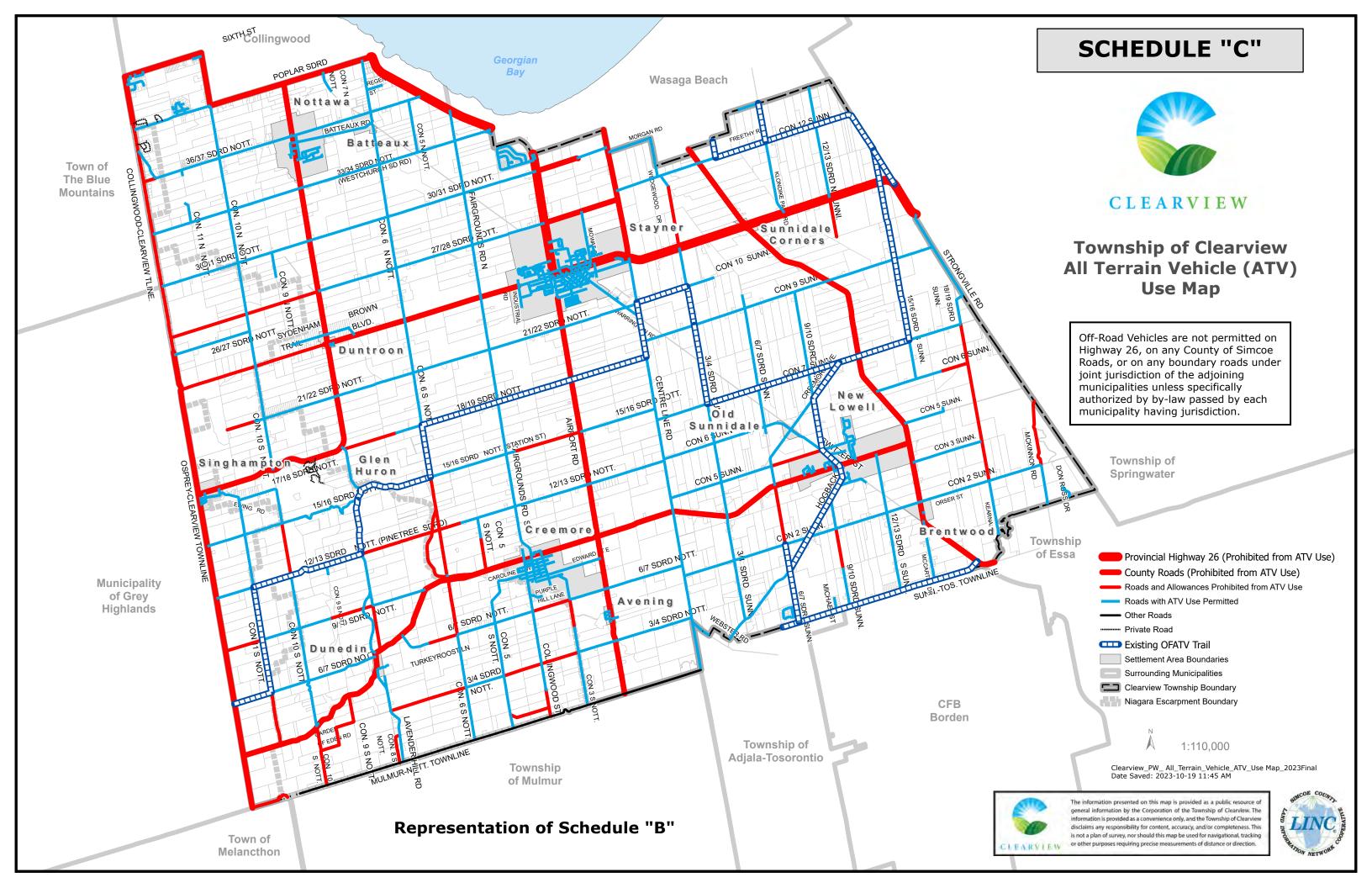
Schedule B - Prohibited Roadways

Off-Road Vehicles are not permitted on Highway 26, on any County of Simcoe Roads, or on any boundary roads under joint jurisdiction of the adjoining municipalities unless specifically authorized by by-law passed by each municipality having jurisdiction.

Prohibited Roadway	From	То
Riverside Drive	County Road 9	15/16 Sideroad Nottawasaga
County Road 91	Osprey/Clearview Townline	County Road 124
36/37 Sideroad Nottawasaga	Collingwood Clearview Townline	36/37 Sideroad Nottawasaga
27/28 Sideroad Nottawasaga	Osprey/Clearview Townline	County Road 124
21/22 Sideroad Nottawasaga	600 m West of Concession 10 South Nottawasaga	1350m West of Concession 10 South Nottawasaga
Concession 10 South Nottawasaga	15/16 Sideroad Nottawasaga	12/13 Sideroad Nottawasaga
Concession 10 South Nottawasaga	Mulmur Nottawasaga Townline	County Road 9
Garden of Eden Road	Concession 10 South Nottawasaga	County Road 9
Mulmur Nottawasaga Townline	County Road 124	Mulmur-Melancthon Townline
9/10 Sideroad Nottawasaga	County Road 124	Concession 11 South Nottawasaga
9/10 Sideroad Nottawasaga	Concession 9 South Nottawasaga	Concession 8 Original Road Allowance
Concession 8 South Original Road Allowance	9/10 Sideroad South Nottawasaga	6/7 Sideroad Nottawasaga
Concession 11 South Nottawasaga	6/7 Sideroad Nottawasaga	County Road 9
Concession 5 South Nottawasaga	County Road 9	820 m South of 12/13 Sideroad Nottawasaga

Prohibited Roadway	From	То
Concession 6 South Nottawasaga Original Road Allowance	Riverside Drive	15/16 Sideroad Nottawasaga
Concession 6 South Nottawasaga Original Road Allowance	County Road 9	6/7 Sideroad Nottawasaga
12/13 Sideroad Nottawasaga	Concession 6 South Nottawasaga	Concession 5 South Nottawasaga
18/19 Sideroad Nottawasaga	Concession 8 South Nottawasaga	1000m West of Concession 6 South Nottawasaga
15/16 Sideroad Nottawasaga	350m East of Fairgrounds Road	County Road 42
3/4 Sideroad Nottawasaga	Lavender Hill Road	Concession 6 South Nottawasaga
3/4 Sideroad Nottawasaga	Concession 5 South Nottawasaga	Concession 3 South Nottawasaga
6/7 Sideroad Nottawasaga	Collingwood Street	Concession 3 South Nottawasaga
Concession 3 South Nottawasaga Original Road Allowance	900 metres north of 3/4 Sideroad Nottawasaga	6/7 Sideroad Nottawasaga
Collingwood Street	2800 metres south of 6/7 Sideroad Nottawasaga	Mulmur-Nottawasaga Townline (Deviation Road)
Mulmur-Nottawasaga Townline Original Road Allowance	Collingwood Street	Concession 5 Nottawasaga
Kearnan Road	Concession 2 Sunnidale	Concession 7 Sunnidale
McKinnon Road	Concession 2 Sunnidale	Twp of Springwater Townline
12/13 Sideroad Sunnidale	Highway 26	1350m South of Highway 26
9/10 Sideroad Sunnidale	Concession 2 Sunnidale	1400m South of Concession 2 Sunnidale
6/7 Sideroad Sunnidale	Concession 2 Sunnidale	County Road 9

Prohibited Roadway	From	То
6/7 Sideroad Nottawasaga	Concession 6 South Nottawasaga	1200 meters East of County Road 9
Concession 8 South Nottawasaga	Mulmur-Nottawasaga Townline	Lavender Hill Road





NVCA October 2023 Board Meeting Highlights

Next Meeting: November 24, 2023, held virtually

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

Presentation on NVCA's Education Program

Naomi Saunders, NVCA's Manager of Environmental Education, gave a presentation regarding NVCA's education programs to the Board of Directors.

Program Objectives

- Connection to Nature Facilitate the connection between people and the natural world, foster a lifelong appreciation for the environment and a desire to protect it.
 Increase opportunities for young people to explore, discover and play in nature.
- Education for Sustainability Contribute to our communities/municipality's sustainability goals by including programs about waste reduction, energy conservation, and the responsible use of natural resources,
- Environmental Awareness Raise awareness about environmental conservation, the value of biodiversity, and the impacts of human activities on the natural world.
- Physical and mental health Provide opportunities for physical activity and stress and anxiety reduction. Increasingly, science and evidence show that the best way to improve one's mental health is to spend time nature.
- Local Ecosystem Understanding Encourage participants to gain a deeper understanding of the unique ecosystems and biodiversity found within the municipality, promoting local conservation efforts.

Program Delivery

NVCA has partnered with the Simcoe County District School Board to deliver education programs that engage students of all ages in nature based, quality, hands-on, curriculum linked programs. Over 130,000 students have attended NVCA's education programming in the past 10 years.

Camp Tiffin and the Tiffin Nature Program provides safe, fun and inclusive environments where children and counsellors learn, experience and bond with nature while building confidence, friendships and memories for life.

Other programs offered include specialized programs for homeschool families, birthday parties and corporate engagements.

Education staff also attend public events such as programming for guides and scouts, See the Salmon Run and March Break at Park Place.

Financial Impact

The cost to operate NVCA's Environmental Education Program is \$0.08 per watershed resident per year. All other program costs are generated through user fees, partnerships and grants.

Due to the new budgetary framework for conservation authorities, NVCA's Environmental Education Program can only be funded by municipal levy though MOUs.

Update of MOU/Inventory of Programs and Services for MNRF

As of October 27, 2023, six out of 18 MOUs have been formally approved by municipal councils, and two have been approved by the committee of the whole.

These municipalities are:

- Township of Adjala-Tosorontio approved by council
- Township of Amaranth approved by council
- Town of the Blue Mountains approved by committee of the whole
- Town of Collingwood
 approved by committee of the whole
- Municipality of the Grey Highlands approved by council
- Township of Melancthon approved by council
- Town of Mono approved by council
- Town of Shelburne approved by council

MOUs for the remaining municipalities are still in negotiations and development. To date, three Municipalities have indicated that they will be selective in Category 3 support for programs.

NVCA has asking the Minister of Natural Resources and Forestry for an extension to the December 31, 2023 deadline to have all MOUs signed.

Mayer's Marsh Agricultural Lease Renewal

NVCA has renewed a short-term agricultural lease with Bernie Mayer for the Mayer's Marsh property.

Mayer's Marsh is part of NVCA's Minesing Wetlands Conservation Area landholdings.

Upper Mad River Flood Study

NVCA has partnered with the Township of Clearview and the Flood Hazard Identification Mapping Program to produce floodplain mapping for the Village of Creemore.

This study is broken down to two main components – hydrology modelling and hydraulics/flood plain mapping. Hydrology modelling was completed by the Oak Ridges Moraine Groundwater Program.

Aquafor Beech Ltd. was selected through an RFP process to complete the hydraulics/flood plain mapping component.

Public consultation on proposed changes to planning and permitting review fees

NVCA is proposing to update planning and permit review fees in order to fulfill the staffing resources required to meet expected service levels, and to fully recover the costs of plan review and permitting services.

The proposed changes include input from key partners and stakeholders, such as municipalities, development sector, the agricultural community, and the aggregate industry

In accordance to the *Conservation Authorities Act*, the public must be notified if a conservation authority wishes changes their fee schedule.

Public consultation

Members of the public are invited to review the proposed fees listed below. Questions or concerns should be directed to planning@nvca.on.ca prior to Sunday, November 26, 2023 at 4:30 p.m.

The proposed fees can be <u>viewed on NVCA's</u> <u>website</u>.

Third Quarter Financials

In the first nine months of operations of NVCA, expenditures to date are tracking on schedule, with 83.17% of the budgeted expenses (75% of budget year completed). As this includes the

CEWS repayment amount of \$740,879, expenditures are trending normally

Revenues are tracking well, with 80.24% of the budgeted revenues recognized. This includes the first 6 months of the general municipal levy of \$2,054,821.

Currently, the NVCA is sitting in a deficit position, due to the CEWS prepayment, however if that is removed, there is a slight surplus.

Upcoming Events

Tiffin Nature Program

Geared towards children in pre-K and kindergarten, NVCA's nature program will help children gain knowledge, understanding and appreciation of the natural world and our amazing planet. Children learn about risky play, and develop a better understanding of their relationship with the land.

Date:

Tuesdays and Thursdays during the school year (with some exceptions)

Location:

Tiffin Centre for Conservation 8195 8th Line Utopia, ON LOM 1TO

Link to Registration

OPP

Dufferin Ontario Provincial Police

Township of Mulmur Police Services Board Report 3rd Quarter 2023

Detachment Commander's Report

It is my pleasure to provide this report to the Township of Mulmur Police Services Board. The Detachment Personnel are committed to providing a professional policing service that addresses identified community needs and concerns.

THE PROMISE OF THE OPP

OPP Vision Safe Communities . . . A Secure Ontario.

OPP Mission

To serve our province by protecting its citizens, upholding the law and preserving public safety.

OPP Values

Serving with PRIDE, PROFESSIONALISM, & HONOUR

Interacting with RESPECT, COMPASSION, & FAIRNESS

Leading with INTEGRITY, HONESTY, & COURAGE

Always doing the right things for the right reasons.

Police Services Board Report for Mulmur 2023/Jul to 2023/Sep

Public Complaints							
Policy	0						
Service	0						
Conduct	4						

Date information collected from Professional Standards Bureau Commander Reports: 2023-10-16 Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Detachment: 1N - DUFFERIN

Location code(s): 1N00 - DUFFERIN

Area code(s): 1007 - Mulmur (old association)

Report Generated by: Girdler, Brad



Mulmur July to September - 2023

					terriber - 2023			2022	
Billing Categ	ories			2023				2022	
traditional crime	ies below do not match e groupings)	July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Violent	Sexual Assault	0	1	15.8	15.8	2	4	15.8	63.2
Criminal Code	Voyeurism	1	1	15.8	15.8	0	0		0.0
	Assault-Level 1	0	3	15.8	47.4	1	3	15.8	47.4
	Assault Peace Officer	0	1	15.8	15.8	0	0		0.0
	Criminal Harassment	2	2	15.8	31.6	0	0		0.0
	Utter Threats to Person	0	4	15.8	63.2	0	1	15.8	15.8
	Total	3	12	15.8	189.6	3	8	15.8	126.4
Property	Break & Enter	0	0		0.0	2	6	6.4	38.4
Crime Violations	Theft Over - Trailers	0	1	6.4	6.4	0	0		0.0
	Theft Over \$5,000 [SHOPLIFTING]	0	1	6.4	6.4	0	0		0.0
	Theft of Motor Vehicle	1	3	6.4	19.2	0	2	6.4	12.8
	Theft of - Automobile	0	0		0.0	2	2	6.4	12.8
	Theft of - Trucks	0	1	6.4	6.4	0	0		0.0
	Theft of - All Terrain Vehicles	0	1	6.4	6.4	0	1	6.4	6.4
	Theft of - Other Motor Vehicles	0	1	6.4	6.4	0	1	6.4	6.4
	Theft Under -master code	0	1	6.4	6.4	0	1	6.4	6.4
	Theft under - Building	1	1	6.4	6.4	0	0		0.0
	Theft under - Other Theft	1	1	6.4	6.4	0	0		0.0
	Theft Under - Gasoline Drive-off	2	3	6.4	19.2	1	2	6.4	12.8
	Theft FROM Motor Vehicle Under \$5,000	2	4	6.4	25.6	0	6	6.4	38.4
	Theft Under \$5,000 [SHOPLIFTING]	1	3	6.4	19.2	1	1	6.4	6.4
	Possession of Stolen Goods over \$5,000	0	1	6.4	6.4	0	0		0.0
	Fraud -Master code	3	3	6.4	19.2	0	0		0.0
	Fraud - Steal/Forge/Poss./ Use Credit Card	0	1	6.4	6.4	0	0		0.0
	Fraud -Money/ property/security > \$5,000	0	1	6.4	6.4	3	4	6.4	25.6
	Fraud -Money/ property/security <= \$5,000	0	3	6.4	19.2	0	2	6.4	12.8
	Fraud - Other	1	2	6.4	12.8	3	3	6.4	19.2



Mulmur July to September - 2023

			Ju	-	tember - 2023			2022			
Billing Category	ories ies below do not match	leaber 6	Variation	2023	VT- D-1	leder to					
traditional crime	e groupings)	July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours		
Property Crime	Mischief - master code	1	2	6.4	12.8	0	1	6.4	6.4		
Violations	Property Damage	0	2	6.4	12.8	1	2	6.4	12.8		
	Total	13	36	6.4	230.4	13	34	6.4	217.6		
Other Criminal Code	Offensive Weapons- Restricted	0	0		0.0	1	1	7.5	7.5		
Violations (Excluding traffic)	Offensive Weapons- Other Offensive Weapons	0	0		0.0	1	1	7.5	7.5		
	Breach of Firearms regulation -unsafe storage	0	0		0.0	0	1	7.5	7.5		
	Bail Violations - Fail To Comply	0	1	7.5	7.5	1	4	7.5	30.0		
	Total	0	1	7.5	7.5	3	7	7.5	52.5		
Drug Possession	Drug related occurrence	0	0		0.0	1	1	7.1	7.1		
	Total	0	0		0.0	1	1	7.1	7.1		
Statutes &	Landlord/Tenant	1	5	3.4	17.0	0	4	3.4	13.6		
Acts	Mental Health Act	3	11	3.4	37.4	2	6	3.4	20.4		
	Mental Health Act - No contact with Police	0	2	3.4	6.8	0	1	3.4	3.4		
	Mental Health Act - Attempt Suicide	0	0		0.0	0	3	3.4	10.2		
	Mental Health Act - Threat of Suicide	1	1	3.4	3.4	2	2	3.4	6.8		
	Mental Health Act - Placed on Form	0	0		0.0	0	4	3.4	13.6		
	Mental Health Act - Apprehension	0	3	3.4	10.2	3	4	3.4	13.6		
	Trespass To Property Act	7	16	3.4	54.4	7	13	3.4	44.2		
	Total	12	38	3.4	129.2	14	37	3.4	125.8		
Operational	Animal Bite	1	1	3.8	3.8	0	0		0.0		
	Animal Stray	4	7	3.8	26.6	1	5	3.8	19.0		
	Animal Injured	1	2	3.8	7.6	0	2	3.8	7.6		
	Animal - Other	1	1	3.8	3.8	0	2	3.8	7.6		
	Animal - Dog Owners Liability Act	0	0		0.0	0	1	3.8	3.8		
	Alarm -Others	0	0		0.0	2	2	3.8	7.6		
	Domestic Disturbance	4	10	3.8	38.0	4	7	3.8	26.6		
	Suspicious Person	3	7	3.8	26.6	5	8	3.8	30.4		
	Fire - Building	0	2	3.8	7.6	0	4	3.8	15.2		
	Fire - Vehicle	1	3	3.8	11.4	0	0		0.0		



Mulmur July to September - 2023

Billing Cate	gories			2023	lember - 2023			2022	
(Billing catego traditional crin	ries below do not match	July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Fire - Other	0	2	3.8	7.6	0	1	3.8	3.8
	Missing Person 12 & older	1	2	3.8	7.6	0	1	3.8	3.8
	Missing Person Located Under 12	0	1	3.8	3.8	0	0		0.0
	Missing Person Located 12 & older	1	2	3.8	7.6	0	0		0.0
	Noise Complaint - Master code	2	9	3.8	34.2	8	13	3.8	49.4
	Noise Complaint - Residence	0	0		0.0	0	1	3.8	3.8
	Noise Complaint - Others	0	0		0.0	2	6	3.8	22.8
	Found Property - Master code	1	2	3.8	7.6	2	4	3.8	15.2
	Found - Gun	0	1	3.8	3.8	0	0		0.0
	Lost Property - Master code	1	3	3.8	11.4	1	2	3.8	7.6
	Sudden Death - Natural Causes	2	3	3.8	11.4	1	2	3.8	7.6
	Sudden Death - Others	0	2	3.8	7.6	0	0		0.0
	Sudden Death - Apparent Overdose- Overdose	2	2	3.8	7.6	0	0		0.0
	Suspicious Vehicle	3	8	3.8	30.4	4	11	3.8	41.8
	Trouble with Youth	2	6	3.8	22.8	3	5	3.8	19.0
	Medical Assistance - Other	0	0		0.0	0	1	3.8	3.8
	Vehicle Recovered - Automobile	0	1	3.8	3.8	0	0		0.0
	Vehicle Recovered - Trucks	0	0		0.0	1	2	3.8	7.6
	Vehicle Recovered - Constr. Vehicle	0	0		0.0	0	1	3.8	3.8
	Unwanted Persons	4	7	3.8	26.6	1	4	3.8	15.2
	Neighbour Dispute	3	5	3.8	19.0	2	7	3.8	26.6
	By-Law -Master code	0	4	3.8	15.2	1	1	3.8	3.8
	Noise By-Law	0	0		0.0	0	1	3.8	3.8
	Other Municipal By- Laws	1	3	3.8	11.4	0	3	3.8	11.4
	Traffic By-Law	0	0		0.0	0	1	3.8	3.8
	Assist Fire Department	0	2	3.8	7.6	0	1	3.8	3.8
	Assist Public	16	44	3.8	167.2	8	35	3.8	133.0
	Family Dispute	2	6	3.8	22.8	7	12	3.8	45.6





Mulmur July to September - 2023

Billing Cated	nories			2023				2022	
(Billing categor traditional crim	ries below do not match	July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Total	56	148	3.8	562.4	53	146	3.8	554.8
Operational2	False Holdup Alarm- Accidental Trip	0	0		0.0	1	2	1.4	2.8
	False Alarm -Others	8	27	1.4	37.8	6	36	1.4	50.4
	Keep the Peace	0	9	1.4	12.6	0	5	1.4	7.0
	911 call / 911 hang up	2	2	1.4	2.8	2	5	1.4	7.0
	911 call - Dropped Cell	1	3	1.4	4.2	4	10	1.4	14.0
	Total	11	41	1.4	57.4	13	58	1.4	81.2
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	1	2	3.7	7.4	0	2	3.7	7.4
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	1	6	3.7	22.2	3	7	3.7	25.9
	MVC - Prop. Dam. Non Reportable	3	10	3.7	37.0	3	14	3.7	51.8
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	10	37	3.7	136.9	9	51	3.7	188.7
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	2	3.7	7.4	0	0		0.0
	MVC - Pers. Inj. Failed To Remain (MOTOR VEHICLE COLLISION)	1	2	3.7	7.4	0	0		0.0
	MVC - Fatal (MOTOR VEHICLE COLLISION)	1	1	3.7	3.7	0	0		0.0
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.7	3.7
	Road Rage	1	1	3.7	3.7	0	0		0.0
	Total	18	61	3.7	225.7	15	75	3.7	277.5
Total		113	337		1,402.2	115	366		1,442.9

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander <u>only</u> with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.



Mulmur July to September - 2023

• Time standards displayed are for the 2023 billing period.

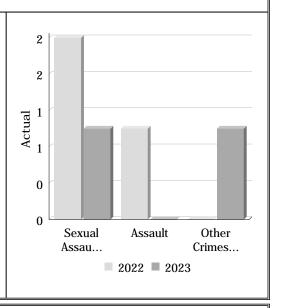
Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.

Police Services Board Report for Mulmur

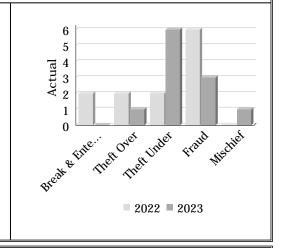
Records Management System July to September - 2023

Violent Crime							
Actual	July	to Sep	otember	Year to Date - September			
	2022 2023 % Change			2022	2023	% Change	
Murder	0	0		0	0		
Other Offences Causing Death	0	0	-	0	0		
Attempted Murder	0	0		0	0		
Sexual Assault	2	1	-50.0%	4	3	-25.0%	
Assault	1	0	-100.0%	3	4	33.3%	
Abduction	0	0		0	0		
Robbery	0	0		0	0		
Other Crimes Against a Person	0	1		0	4		
Total	3	2	-33.3%	7	11	57.1%	



Property Crime

Actual	July	July to September			Year to Date - September			
	2022	2023	%	2022	2023	%		
			Change			Change		
Arson	0	0		0	0			
Break & Enter	2	0	-100.0%	6	0	-100.0%		
Theft Over	2	1	-50.0%	6	7	16.7%		
Theft Under	2	6	200.0%	11	11	0.0%		
Have Stolen Goods	0	0		0	1			
Fraud	6	3	-50.0%	9	8	-11.1%		
Mischief	0	1		1	2	100.0%		
Total	12	11	-8.3%	33	29	-12.1%		



Drug Crime

Actual	July to September			Year to Date - September			
	2022	2023	% Change	2022	2023	% Change	
Possession	0	0		0	0		
Trafficking	0	0		0	0		
Importation and Production	0	0		0	0		
Total	0	0		0	0		



Detachment: 1N - DUFFERIN Location code(s): 1N00 - DUFFERIN Area code(s): 1007 - Mulmur

Data source date: 2023/10/14

Report Generated by: Girdler, Brad

Police Services Board Report for Mulmur

Records Management System July to September - 2023

Clearance Rate										
Clearance Rate	July to September			Year to Date - September			100%		1	
	2022	2023	Difference	2022	2023	Difference	80%			
Violent Crime	66.7%	100.0%	33.3%	71.4%	54.6%	-16.9%	60% 40%			
Property Crime	16.7%	0.0%	-16.7%	18.2%	6.9%	-11.3%	20%			
Drug Crime				-	-		0%	Violent Crim	Property Cri	Total (Viole
Total (Violent, Property & Drug)	31.2%	21.4%	-9.8%	34.1%	25.6%	-8.5%		сии	©11 ■ 2022 ■ 2023	`

Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 1N - DUFFERIN Location code(s): 1N00 - DUFFERIN Area code(s): 1007 - Mulmur

Data source date: 2023/10/14

Report Generated by: Girdler, Brad

Updated: Wednesday, October 11, 2023 - Current Period: 1999/12/31

1 - CENTRAL REGION 2023 Q 3 All Offence Hours of Day All Offence Days of Week All Offence Months All Coverage Types **CC_Provincial Statutes** All Offence Act Part Types All Courts All Badges All License Plate Location All Offender Gender All Offender Age Group All Date Added All Prior Offence Date MEASURES

Offence Count as values		НТА	CC-Traffic (Revised)	CC-Non-Traffic (Revised)	LLA	Other	CC_Provincial Statutes
2023/Jul	July	6,414	1,345	5,639	1	1,748	15,147
	All Offence Months	6,414	1,345	5,639	1	1,748	15,147
2023/Aug	August	6,115	1,117	5,154	2	1,620	14,008
	All Offence Months	6,115	1,11 <i>7</i>	5,154	2	1,620	14,008
2023/Sep	September	4,826	542	3,318	0	991	9,677
	All Offence Months	4,826	542	3,318	0	991	9,677
2023 Q 3		17,355	3,004	14,111	3	4,359	38,832

Zero suppression rows and columns. Suppression options applied: zero values, division by zero, missing values, overflow values.

Part 1 Summary for Mulmur

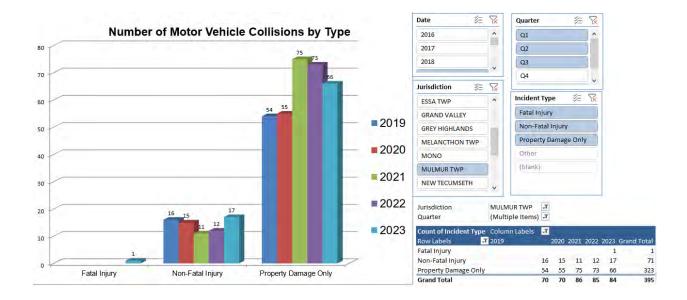
MULMUR	2022	2023
Jan	108	31
Feb	86	27
Mar	96	53
Apr	103	135
May	77	97
June	40	64
July	110	77
Aug	138	52
Sept	139	44
Oct	113	
Nov	33	
Dec	14	
Total	1057	580

Part 3 Summary for Mulmur

MULMUR	2022	2023
Jan	0	0
Feb	10	1
Mar	2	16
Apr	3	4
May	1	9
June	5	3
July	16	5
Aug	11	8
Sept	17	2
Oct	7	
Nov	5	
Dec	5	
Total	82	48

Report Type Motor Vehicle <mark>Motor Vehicle</mark> Motor Vehicle **Jotor Vehicle Jotor Vehicle** Motor Vehicle **Jotor Vehicle** Medical/Physical Disability for Driver Animal - Wild or Domestic Primary Cause Animal - Wild or Domestic Improper lane change Animal - Wild or Domestic ailed to yield right of way -ailed to yield right of way Ability Impaired â⊠lcohol isobeyed traffic control Improper lane change Following too closely Following too closely ollowing too closely Mechanical failure Inattentive driver Inattentive driver Inattentive driver Inattentive driver Inattentive driver Inattentive driver ost control ost contro ost contro Jnknown Jnknown Other Property Damage Only Non-Fatal Injury Property Damage Only Property Damage Only Property Damage Only 10 Property Damage Only Incident Type Non-Fatal Injury Non-Fatal Injury Non-Fatal Injury Fatal Injury RdHwy Intersection PRINCE OF WALES COUNTY ROAD 18 COUNTY ROAD 18 COUNTY ROAD 21 COUNTY ROAD 21 COUNTY ROAD 21 COUNTY ROAD 18 SIDEROAD 5TH LINE EHS 5TH LINE EHS 17 SIDEROAD 20 SIDEROAD SIDEROAD 5 SIDEROAD 5 SIDEROAD 20th Sideroad 1ST LINE W ROGERS JEFFERY **JEFFER**\ 4th line MULMUR TWP **MULMUR TWP** MULMUR TWP MULMUR TWP MULMUR TWP MULMUR TWP **MULMUR TWP MULMUR TWP** MULMUR TWP MULMUR TWP MULMUR TWP **MULMUR TWP** MULMUR TWP **MULMUR TWP** MULMUR TWP MULMUR TWP MULMUR-TOSORONTIO COUNTY ROAD 18 COUNTY ROAD 21 COUNTY ROAD 18 COUNTY ROAD 18 COUNTY ROAD 18 Location **COUNTY ROAD 18** COUNTY ROAD 18 COUNTY ROAD 21 COUNTY ROAD 19 COUNTY ROAD 18 **SOUNTY ROAD 18** COUNTY ROAD 18 COUNTY ROAD 18 SOUNTY ROAD 18 COUNTY ROAD 18 COUNTY ROAD 19 COUNTY ROAD 18 2ND LINE 10 SIDEROAD 39 10&89 89 10&89 89 89 89 89 89 89 89 89 2ND I Report Self-20:00 No 3:00 No 17:00 No 15:32 No 13:30 No 11:30 No 13:29 No 11:06 No 20:30 No 22:35 No 16:00 No 13:15 No 11:10 No 19:20 No 13:07 No 16:38 No 18:13 No 21:12 No 17:15 No 3:34 No 8:15 No 12:15 No 16:14 No 22:30 Yes ٥N 9N 14:50 No 10:30 No 12:07 No 21:47 08-Sep-23 10-Sep-23 17-Sep-23 15-Sep-23 09-Jul-23 14-Jul-23 03-Jul-23 06-Jul-23 17-Aug-23 30-Aug-23 03-Aug-23 04-Sep-23 13-Sep-23 01-Sep-23 14-Sep-23 05-Jul-23 08-Jul-23 20-Jul-23 25-Jul-23 23-Jul-23 06-Aug-23 14-Sep-23 23-Jul-23 17-Jul-23 19-Aug-23 -Sep-

Monday, October 16, 2023



20 Sideroad at 2nd Line EHS Mulmur Twp (50 km/h zone)

Speed Enforcement Evaluator

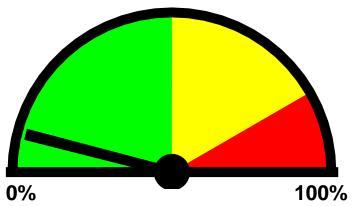
Location: 20 Sideroad

Closest Cross Street:

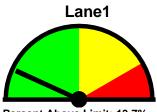
2nd Line EHS

Analysis Dates:

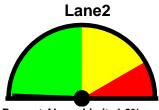
July 28, 2023 August 2, 2023 Total Percentage of Enforceable Violations



Posted Speed Limit: 50 KPH
Percentage Above Limit: 8.2%
Enforcement Rating: LOW



Percent Above Limit: 13.7% Enforcement Rating: LOW



Percent Above Limit: 1.2% Enforcement Rating: LOW

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٠,	Johnbilled													
ſ	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65
	0	0	306	92	89	120	125	70	59	74	76	114	74	107

85 percentile = 59

Lan	e1													
	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65
	0	0	53	56	46	67	61	45	47	42	50	96	66	100

85 percentile = 63

La	ıne2													
	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65
	0	0	253	36	43	53	64	25	12	32	26	18	8	7

85 percentile = 46

Alarms in Mulmur July – September 2023- Total: 8

Call	Date	Location
Alarm	2023/07/03 05:29	588252 10 Sideroad
Alarm	2023/07/07 20:41	9 Pine River Crescent
Alarm	2023/08/01 00:52	718283 1 st Line East
Alarm	2023/08/17 17:19	798448 3 rd Line East
Alarm	2023/08/18 04:54	717380 1 st Line East
Alarm	2023/09/08 04:36	757233 2 nd Line East
Alarm	2023/09/10 11:05	998266 Mulmur-Tosorontio Townline
Alarm	2023/09/11 09:36	796343 3 rd Line East

ACTION PLAN Township of Mulmur

R.I.D.E. Hours

2023 – YTD: 36.00

July: 4.50 August: 5.75 September: 10.00

ATV Patrol Hours

2023 – YTD: 14.00

July: 14.00 August: 0.00 September: 0.00

Trouble with Youth Occurrences

2023 – YTD: 3

July: 1 August: 1 September: 0

Mental Health Occurrences

2023 – YTD: 11

July: 1 August: 1 September: 3

Arrests – Impaired by Alcohol

2023 – YTD: 3

July: 0 August: 1 September: 0

TRAFFIC MANAGEMENT UNIT:

Ongoing traffic initiatives targeting problem areas such as speeding, seat belt use, and distracting driving.

Traffic Initiatives

- Operation Safe Driver
- Civic Day Long Weekend
- Labour Day Long Weekend

AUXILIARY UNIT:

<u>Unit Hours</u>	<u>July</u>	<u>August</u>	<u>September</u>
Administration	41.50	40.00	49.00
Training	8.00	0.00	14.50
Special Detail	0.00	0.00	7.00
Cruiser Patrol	41.00	14.00	0.00
ATV Patrol	0.00	7.00	0.00
Bicycle Patrol	15.00	0.00	0.50
Community Policing	69.75	55.50	86.00
TOTAL	181.25	124.50	156.50

COMMUNITY RESPONSE UNIT:



#DufferinOPP is at Ribfest in @orangevilleont. Please plan your night responsibly. If you plan on consuming alcohol be sure to arrange safe transportation. This is a great family event. Let's keep it that way.





#DufferinOPP had the opportunity to meet up with @polycultural @orangevilleont location today. What a great morning. We were able to discuss various aspects of policing and what resources are available. #OPP. Thanks for the invite. @DufferinCounty @CDVS_VCAO. ^af.





#DufferinOPP proudly supporting #CampDay at @TimsCamps in @orangevilleont today Such a great cause!

Ran into our friend Mayor Post. Thank you for including us, we had a great time. @DufferinCounty ^tp





#DufferinOPP recruiting future officers ♥Thanks kids, making new friends is the best part of our job ♥ ♣ @DufferinCounty #community ^tp



OPP Central Region
@OPP_CR

#DufferinOPP enjoying some bike patrol in @TownofMono on this amazing day. We are at #ribfest in @orangevilleont now. Great family event. Drop by and say Hello. #community ^tp





#DufferinOPP has partnered with @_MealsOnWheels to bring Project Life Saver to @DufferinCounty. The tracking system will help police locate vulnerable loved loves. Thank you @OrangevilleLion for funding this project. Stop by our OPP booth at the @IPM2023official for info ^tp





2023-07-04

DUFFERIN OPP LAY MULTIPLE CHARGES OVER CANDADA DAY WEEK

FROM/DE: Dufferin Detachment **DATE:** July 4, 2023

DUFFERIN OPP LAY MULTIPLE CHARGES OVER CANDADA DAY WEEK

(DUFFERIN COUNTY, ON) - Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) worked tirelessly to ensure the safety of our residents and visitors in Dufferin County over Canada Day Week.

Between June 24 - July 3, 2023, members of the Dufferin OPP laid multiple charges. Officers conducted several R.I.D.E. spot checks as well as conducting traffic enforcement with a focus on the "Big Four" which include impaired driving, distracted driving, speeding, and lack of seatbelt use.

The statistics speak for themselves, some drivers are still not getting the message.

- · Speeding charges 202
- · Stunt/Racing 13
- Distracted driving charges 12
- · Impaired driving charges 7
- · Seatbelt charges 36

Dufferin OPP officers removed several drivers from the road due to alcohol or drug impairment and stunt driving.

On July 3, 2023, at approximately 8:15 p.m., a Dufferin OPP officer was conducting speed enforcement on Highway 10 in the Town of Mono, when he stopped a driver traveling over double the speed limit. The officer was led into an impaired driving investigation.

As a result, Udhay SINGH, 25-year-old from London, has been charged with:

- · Dangerous operation
- · Operation while impaired blood alcohol concentration (80 plus)
- · Operation while impaired alcohol and drugs

On July 1, 2023, at approximately 10:00 a.m., a Dufferin OPP officer was conducting speed enforcement on County Road 11 in the Township of Amaranth. The officer stopped a vehicle for traveling 170 km/h in an 80 km/h zone.

As a result, Kevin BASDEO, 35-year-old from Dundalk has been charged with:

- · Drive motor vehicle perform stunt excessive speed
- · Failure or refusal to comply with demand
- · Operation while prohibited under the Criminal Code
- · Speeding 50 km/h over posted limit
- Fail to surrender insurance card
- · Fail to surrender suspended, revoked or cancelled licence

As the result of a R.I.D.E. spot check conducted on 15th Sideroad in the Town of Mono, Dawson CASEY, 22-year-old from Orangeville was charged with:

- · Possession of a Schedule I substance for the purpose of Trafficking Cocaine
- Possession of a Schedule III Substance
- · Failure to comply wit undertaking

On June 30, 2023, shortly before 9:00 p.m., officers received a traffic complaint for a possible impaired driver in the area of Highway 89 and Highway 10 in the Town of Mono. Officers located the driver and were led into an impaired operation investigation.

As a result, Muhunthan NAVARATNAM, 61-year-old from Brampton was charged with:

· Operation while impaired - blood alcohol concentration (80 plus)

Dufferin OPP would like to thank the majority of road users that obey laws and assist in keeping our roads safe. Thank you as well to our hard-working officers last weekend for their efforts and dedication in keeping our communities safe.

If you suspect that someone is operating a motor vehicle, boat or off-road vehicle while under the influence of alcohol or drugs, do not hesitate to call 9-1-1. Highway, trail, and waterway safety is a shared responsibility. By working together, the OPP and members of the public can ensure everyone's safety.

-30-

Media Contact



2023-07-17

OPP Cadet Program is Hiring Province Wide!

FROM: OPP Community Safety Services

DATE: July 17, 2023

OPP Cadet Program is Hiring Province Wide!

(ORILLIA, ON) - If you are looking for a job to better discover a career in policing, why not consider becoming a cadet? The Ontario Provincial Police (OPP) is hiring cadets across the province.

The OPP Cadet Program focuses on enhancing the career development and experience of future OPP police constable candidates. Cadets assist frontline officers with administrative duties and through engagement with their communities by supporting crime prevention and public safety initiatives.

Cadet positions are a one-year contract with the possibility of an extension for one additional year. Cadets undergo a two-week paid training course, and no previous experience in law or security is required.

To be eligible to become a cadet you must be between the ages of 18-25 years of age at the date of application. The position is full-time with flexibility to work part-time subject to the applicant being enrolled in and attending school.

Applications for the Cadet Program will be accepted beginning Monday July 17, 2023, through and until Friday August 11, 2023. After careful review, successful applicants will be identified for the first scheduled intake class taking place fall 2023.

Candidates who are interested are encouraged to visit <u>opp.ca/cadet</u> to learn more about the role, minimum qualifications, and how to apply.

-30-

OPP Contact:

Staff Sergeant Scott Underhill

Project Lead, Community Safety Services

Email:



2023-07-20

DUFFERIN OPP IS COLLECTING BACK TO SCHOOL SUPPLIES - We are calling on our community for help

FROM/DE: Dufferin Detachment **DATE:** July 20, 2023

DUFFERIN OPP IS COLLECTING BACK TO SCHOOL SUPPLIES

We are calling on our community for help

(**DUFFERIN COUNTY, ON**) - The Dufferin Detachment of the Ontario Provincial Police (OPP), in partnership with the Salvation Army, will be collecting new back to school supplies for students in Dufferin County. The goal is for every child to have a great start to the school year.

There are several ways the community can participate in this great initiative.

Officers will be collecting new back packs and school supplies at several locations. All donations collected will be distributed locally through the Salvation Army.

Items in need are:

- Backpacks (this is the item most needed) ***
- · Pencil crayons
- Markers
- · Pencils
- · Erasers
- · Pencil cases
- Rulers
- Calculators
- Geometry set

Officers will be collecting back to school donations outside of Walmart located at 95 First Street in the Town of Orangeville on Tuesday, July 25, 2023, from 10 a.m. - 2 p.m.

Dufferin OPP will be announcing other dates for donation collection or you can drop your donation off.

The following locations are also accepting donations:

- The Salvation Army New Hope Community Church, 690 Riddell Road
- · Dufferin OPP Detachment 390 C Line, Orangeville
- · Dufferin OPP Detachment 506312 Highway 89, Mono

Let's work together to make back to school and exciting time for every child in Dufferin County.

- 30 -

Media Contact:

Sergeant Terri-Ann Pencarinha

Dufferin OPP Detachment

519-943-3838

Terri-Ann.Pencarinha@opp.ca

Follow Us:

#DufferinOPP

Twitter @OPP_CR

Facebook @OPPCentralRegion

Attachments:

• Cram-A-Cruiser



2023-08-09

DUFFERIN OPP LAY MULTIPLE CHARGES OVER CIVIC LONG WEEKEND

FROM/DE: Dufferin Detachment **DATE:** August 9, 2023

DUFFERIN OPP LAY MULTIPLE CHARGES OVER CIVIC LONG WEEKEND

(**DUFFERIN COUNTY, ON**) - Members of the Dufferin Detachment of the Ontario Provincial Police (OPP) worked tirelessly to ensure the safety of our residents and visitors in Dufferin County over Civic Holiday weekend.

Between August 4 - August 7, 2023, members of the Dufferin OPP laid 377 total traffic related charges. Officers conducted several R.I.D.E. spot checks as well as conducting traffic enforcement with a focus on the "Big Four" which include impaired driving, distracted driving, speeding, and lack of seatbelt use.

The statistics speak for themselves, some drivers are still not getting the message.

- Speeding charges 203
- · Stunt/Racing 6
- Move over for emergency vehicles 5
- · Impaired driving charges 1
- Seatbelt charges 36
- · Other 126

Dufferin OPP would like to thank the majority of road users that obey laws and assist in keeping our roads safe. Thank you as well to our hard-working officers last weekend for their efforts and dedication in keeping our communities safe.

If you suspect that someone is operating a motor vehicle, boat or off-road vehicle while under the influence of alcohol or drugs, do not hesitate to call 9-1-1. Highway, trail, and waterway safety is a shared responsibility. By working together, the OPP and members of the public can ensure everyone's safety.

-30-



2023-09-05

SCHOOL HAS RETURNED ACROSS DUFFERIN COUNTY AND DUFFERIN OPP REMINDS MOTORIST TO STOP FOR SCHOOL BUSES WHEN RED LIGHTS ARE FLASHING

SCHOOL HAS RETURNED ACROSS DUFFERIN COUNTY AND DUFFERIN OPP REMINDS MOTORIST TO STOP FOR SCHOOL BUSES WHEN RED LIGHTS ARE FLASHING

(DUFFERIN COUNTY, ON) - The Dufferin Detachment of the Ontario Provincial Police along with area school bus drivers would like to remind all drivers that a stopped school bus with its red overhead flashing lights and extended stop arm requires all approaching drivers to stop and not pass by the bus. Drivers should also adjust their speed and be aware of extra vehicle traffic and pedestrian traffic during school times in school areas and zones.

For more information please view the following Ministry of Transportation link

- https://www.ontario.ca/document/official-ministry-transportation-mto-t-uck-handbook/stopping-school-buses

Points to Remember

- Focus 100 per cent of your attention on the road and put away unnecessary distractions.
- Slowdown in school zones and respect the posted speed limit. There will be a high volume of students traveling between home and school by bus, on foot and by bicycle.
- Be aware of school buses with <u>their yellow then red flashing lights</u> activated. The fine for passing a school bus with its red lights activated is \$490 minimum and six demerit points.

In Closing

In response to an increase in complaints of vehicles not stopping for school buses in Dufferin County, officers will be conducting extra patrols during school hours. Drivers that are found in violation will be served a Provincial Offences Notices for "Failing to stop for a School Bus" that comes with a price tag of \$490.00 and six demerit points upon conviction. <u>I STOP YOU STOP</u>

Members of the Dufferin Detachment of the Ontario Provincial Police are committed to public safety, delivering proactive and innovative policing in partnership with our communities. Officers value your contribution to building safe communities.



2023-09-18

-UPDATE- ENHANCING MOTORIST SAFETY THROUGH THE "SAFE ON 10" INITIIAVE Wrap up — results are in

FROM/DE: Dufferin Detachment **DATE:** September 18, 2023

-UPDATE-

ENHANCING MOTORIST SAFETY THROUGH THE "SAFE ON 10" INITIIAVE

Wrap up - results are in

(DUFFERIN, ON) - Several Detachments of the Ontario Provincial Police (OPP) conducted a road safety initiative with a focus on speeding and aggressive driving behaviours from September 13, to 15, 2023. Officers from Dufferin, Caledon, and Grey County OPP detachments, as well as the Central Region Traffic Incident Management Enforcement team supported by OPP Aerial Support Unit participated.

The Hwy 10 corridor runs for approximately 137 km, stretching from Brampton in the South to Owen Sound in the North. Over the past few years there has been a noticeable rise in motor vehicle collisions involving property damage and personal injury along this corridor. Aside from the volume of collisions increasing, the severity of collisions that take place on Highway 10 and other similar secondary highways is a significant factor.

This initiative was intended to raise awareness amongst motorists in relation to the inherit dangers involved in operating a motor vehicle on a secondary highway, such as intersection related and head on collisions.

The results for "Safe on 10" indicates that some motorists are still not getting the message.

September 13th:

- · Highway Traffic Act Charges 192
- · Warnings 30
- · Criminal Code Charges 12
- · A loaded Firearm and a quantity of Cocaine and Fentanyl seized.

September 14th:

- · Highway Traffic Act Charges 195
- · Warnings 18
- · Impaired Driving Charges 2

September 15th:

- · Highway Traffic Act Charges -138 (Mainly Commercial Motor Vehicles)
- · Warnings 31
- · Impaired Driving Charges 2

On Friday September 15, 2023, officers focused on Commercial Motor Vehicles with the following results:

- · 49 Level 1 Inspections
- · 12 of which were placed "Out of Service"
- · 8 Level 2 Inspections
- · 2 Level 4 Inspections
- Fuel Inspectors inspected 33 Diesel Fuel Vehicles and 1 Charge was issued.
- · 3 Plates were removed from vehicles
- 6 Vehicles received Clean Inspections and were provided a CVSA Decal

Dufferin OPP would like to thank the majority of road users that obey laws and assist in keeping our roads safe. Thank you as well to our hard-working officers who worked diligently during this initiative.

-30-

Media Contact

Sergeant Terri-Ann Pencarinha

Dufferin OPP Detachment

519-943-3838

Terri-Ann.pencarinha@opp.ca



November 13, 2023

Ministry of Children, Community and Social Services 438 University Avenue, 7th Floor Toronto ON M5G 2K8

Dear Honourable Michael Parsa,

At its regular meeting on November 9, 2023, Dufferin County Council passed the following resolution:

WHEREAS poverty is taking a devastating toll on communities, undermining a healthy and prosperous Ontario, with people in receipt of Ontario Works being disproportionately impacted;

WHEREAS the cost of food, housing and other essential items have outpaced the highest inflation rates seen in a generation;

WHEREAS people in need of social assistance have been legislated into poverty, housing insecurity, hunger, poorer health, their motives questioned and their dignity undermined;

WHEREAS Ontario Works Financial Assistance Rates have been frozen since 2018;

WHEREAS the newly introduced Common Assessment Tool (CAT) questionnaire developed by the Provincial Government for use with Ontario Works and Ontario Disability Program recipients contains complex and invasive personal health related questions;

WHEREAS the use of the Common Assessment Tool (CAT) provides no benefit to clients, it does not score, provide results, assess client need and does not match those in need to the services they require;

WHEREAS the Common Assessment Tool (CAT) contains questions mirrored in the Ontario Health Common Assessment of Needs, used by health providers;

WHEREAS privacy obligations under The Personal Health Information Protection Act (PHIPA) do not extend to municipal delivery agents for Ontario Works;



WHEREAS designated Service Managers are doing their part, but do not have the resources, capacity, or tools to provide the necessary income and health related supports to people experiencing poverty; and

WHEREAS leadership and urgent action is needed from the provincial government to immediately develop, resource, and implement a comprehensive plan to address the rising levels of poverty in Ontario, in particular for those on Ontario Works.

THEREFORE BE IT RESOLVED THAT the County of Dufferin calls on the Provincial Government to urgently:

- At least double Ontario Works rates and index rates to inflation, answering calls already made by the "Raise the Rates" campaign and the "Income Security Advocacy Centre";
- b) Commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen;
- c) Commit to joint working between the Ministry of Children, Community and Social Services and the Ministry of Health on the best methods of assessing client needs and then matching those in need to the services they require;

AND FURTHER THAT a copy of this motion be sent to the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, the Western Ontario Wardens Caucus, the Eastern Ontario Wardens Caucus, and all Ontario Municipalities.

Thank you,

Michelle Dunne

Michelle Dunne Clerk

Cc Honourable Premier Ford
Minister of Health
Minister of Municipal Affairs and Housing
Ontario Municipal Social Services Association
Western Ontario Wardens Caucus
Eastern Ontario Wardens Caucus
Association of Municipalities of Ontario
All Ontario Municipalities



Town of Orangeville

87 Broadway, Orangeville, ON L9W 1K1 Tel: 519-941-0440 Fax: 519-415-9484

Toll Free: 1-866-941-0440

Corporate Services

November 20, 2023

Re: Ontario Works Financial Assistance Rates

Please be advised that the Council of the Corporation of the Town of Orangeville, at its Regular Council Meeting held on November 13, 2023, approved the following resolution:

WHEREAS poverty is taking a devastating toll on communities, undermining a healthy and prosperous Ontario, with people in receipt of Ontario Works being disproportionately impacted; and

WHEREAS the cost of food, housing, and other essential items have outpaced the highest inflation rates seen in a generation; and

WHEREAS people in need of social assistance have been legislated into poverty, housing insecurity, hunger, poorer health, their motives questioned, and their dignity undermined; and

WHEREAS Ontario Works Financial Assistance rates have been frozen since 2018; and

WHEREAS the newly introduced Common Assessment Tool (CAT) questionnaire developed by the Provincial Government for use with Ontario Works and Ontario Disability Program recipients contains complex and invasive personal health related questions; and

WHEREAS the use of the Common Assessment Tool (CAT) provides no benefit to clients, it does not score, provide results, assess client need, and does not match those in need to the services they require; and

WHEREAS the Common Assessment Tool (CAT) contains questions mirrored in the Ontario Health Common Assessment of Needs, used by health providers; and

WHEREAS privacy obligations under The Personal Health Information Protection ACT (PHIPA) do not extend to municipal delivery agents for Ontario Works; and

WHEREAS designated Service Managers are doing their part, but do not have the resources, capacity, or tools to provide the necessary income and health related supports to people experiencing poverty; and

WHEREAS leadership and urgent action is needed from the Provincial Government to immediately develop, resource, and implement a comprehensive plan to address the rising levels of poverty in Ontario, in particular for those on Ontario Works:

THEREFORE BE IT RESOLVED THAT The Town of Orangeville calls on the Provincial Government to urgently:

- At least double Ontario Works rates and index rates to inflation, answering calls already made by "Raise the Rates" campaign and the "Income Security Advocacy Centre";
- b. Commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen;
- Commit to jointly working between the Ministry of Children, Community, and Social Services and the Ministry of Health on the best methods of assessing client needs and then matching those in need to the services they require;
- d. AND FURTHER THAT a copy of this motion be sent to the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, the Western Ontario Wardens Caucus, the Eastern Ontario Wardens Caucus, and all Ontario Municipalities

Carried.

Yours truly,

Tracy Macdonald Deputy Clerk



November 10, 2023

Honourable Premier Doug Ford Legislative Building Queen's Park Toronto ON M7A 1A1

At its regular meeting on November 9, 2023, Dufferin County Council passed the following resolution:

WHEREAS the safety of our community and its members is of extreme importance to every Dufferin County resident, as well as to Dufferin County Council;

WHEREAS gender-based violence and intimate partner violence (IPV), often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour;

WHEREAS on August 16th, 2023, Justice Minister Arif Virani described gender-based violence as "an epidemic" in the federal government's formal response to a coroner's inquest, also stating that his government is committed to ending the gender-based violence epidemic "in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response";

WHEREAS by declaring gender-based violence and intimate partner violence an epidemic, the County of Dufferin can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic;

WHEREAS the incidences of gender-based violence and intimate partner violence have increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors has not kept pace;

BE IT RESOLVED THAT the County of Dufferin officially declare intimate-partner violence an epidemic, as per recommendation #1 from the Culleton, Kuzyk, and Warmerdam (CKW) Inquest;



AND BE IT FURTHER RESOLVED THAT the County of Dufferin recommends that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario;

AND THAT the County of Dufferin requests that the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare gender-based violence and intimate partner violence an epidemic;

AND THAT the County of Dufferin requests that the provincial and federal governments enact the additional 85 recommendations from the CKW Inquest, which provides a roadmap to preventing intimate partner violence from escalating to femicide:

AND THAT the County of Dufferin requests that the federal government starts this enactment by adding the word "femicide" as a term to the Criminal Code of Canada;

AND THAT the County of Dufferin requests that the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic;

AND THAT the Clerk be directed to send a copy of this motion to the Honourable Premier of Ontario, Doug Ford, The Right Honourable Prime Minister of Canada, Justin Trudeau, Members of Parliament, Members of Provincial Parliament, the United Nations, and all Ontario Municipalities.

Thank you,

Michelle Dunne

Michelle Dunne Clerk

Cc Prime Minister Trudeau
Kyle Seeback, MPP
Sylvia Jones, MP
United Nations of Canada
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities





Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0 Phone: (705) 389-2842

Fax: (705) 389-1244

October 19, 2023

Hon. Doug Downey Attorney General McMurtry-Scott Bldg 11th Flr, 720 Bay St. Toronto, ON M7A 2S9

Sent via email: Doug.Downey@ontario.ca

RE: Call for an Amendment to the Legislation Act, 2006

Dear Mr. Downey,

At the Regular Meeting of Council held on October 17, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

Resolution No. 23-671

Moved by: Councillor Kekkonen Seconded by: Councillor Zulak

WHEREAS Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model; and

WHEREAS Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward; and

WHEREAS the *Legislation Act, 2006* provides a definition of "newspaper" which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; ("journal"); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the West Parry Sound Area cannot comply with publication requirements in Provincial Acts and Regulations as the Parry Sound North Star news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of "newspaper"; and

WHEREAS some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby request the Provincial government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations; and

FURTHER request the support of all Ontario Municipalities; and

FURTHER THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.

Carried

Regards,

Value Bill

Karlee Britton
Deputy Clerk
Township of McKellar
deputyclerk@mckellar.ca

(705) 389-2842 x5

CC:

Paul Calandra, Minister of Municipal Affairs and Housing Graydon Smith, MPP Parry Sound-Muskoka The Association of Ontario Municipalities (AMO) Neil Oliver, CEO & President, Metroland Media Group All Ontario Municipalities



From the Office of the Clerk

The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727

clerks@pecounty.on.ca | www.thecounty.ca

November 17, 2023

Please be advised that during the regular Council meeting of November 14, 2023 the following motion regarding support for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, storm water management systems, and certain water taking activities was carried:

RESOLUTION NO. 2023-569

DATE: November 14, 2023

MOVED BY: Councillor Maynard

SECONDED BY: Councillor Roberts

WHEREAS the Municipality, in support of the Quinte Conservation Authority, actively supports the Source Water Protection Program, as part of local efforts to implement the Clean Water Act, 2006 and its regulations to protect local municipal drinking water sources;

AND WHEREAS the Ministry of the Environment, Conservation and Parks (MECP) is proposing to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities;

AND WHEREAS In 2018, Bill 68, the Open for Business Act was passed, whereby it legislated that less complex activities that pose low-risk to the environment should not be required to go through the approval process and instead, should self-register on the Environmental Activity and Sector Registry (EASR);

AND WHEREAS Quinte Conservation Authority has outlined in their October 24, 2023 report to their Board, that the activities proposed to move to the EASR may pose too much risk to drinking water, and can pose threats to human health and the environment;

AND WHEREAS Quinte Conservation Authority noted the source water protection concern generally lies in the fact the Ministry will no longer undertake an up-front detailed review of applications related to the specified activities, thereby potentially weakening regulatory oversight;

AND WHEREAS the specified activities, which have the potential to cause significant adverse impacts to the natural environment and human health will no



From the Office of the Clerk

The Corporation of the County of Prince Edward T: 613.476.2148 x 1021 | F: 613.476.5727

clerks@pecounty.on.ca | www.thecounty.ca

longer be subject to public and site-specific scrutiny prior to commencing operation in Ontario;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County supports the concerns outlined by Quinte Conservation Authority and urges the Provincial government to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities; and

THAT this resolution be sent to Premier Doug Ford, Todd Smith, Bay of Quinte M.P.P. and Andrea Khanjin, Minister of the Environment, Conservation and Parks; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), The Eastern Ontario Wardens' Caucus (EOWC) and all Ontario Conservation Authorities.

CARRIED

Yours truly,

ntalin

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Maynard and Marcia Wallace, CAO



374028 6TH LINE • AMARANTH ON • L9W 0M6

November 13, 2023

College of Family Physicians of Canada 2630 Skymark Ave Mississauga, ON L4W 5A4

Re: Resolution on Barriers for Family Physicians

At its regular meeting of Council held on November 1, 2023, the Township of Amaranth Council passed the following resolution:

Resolution #: 3

Moved by: B. Metzger Seconded by: G. Little

BE IT RESOLVED THAT:

Council is not in favour of additional barriers for physicians and That this notice be circulated to the College of Family Physicians of Canada (CFPC), the Ontario College of Family Physicians and Dufferin County Municipalities.

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

Nicole Martin, Dipl. M.A.

CAO/Clerk

CC: Ontario College of Family Physicians

CC: Dufferin County Municipalities

The Corporation of the Municipality of Wawa



REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23262	Meeting Order: 7
Moved by:	Seconded by:
M Hattight	Cathy Cannon

WHEREAS the Corporation of the Municipality of Wawa is a small community in Northern Ontario with limited financial resources; and

WHEREAS the Municipality owns and operates the water treatment facility, water distribution facility, wastewater treatment facility and wastewater collection facility which service the residents of the Municipality of Wawa; and

WHEREAS the Municipality of Wawa requires Class II Water Treatment Operators for its facilities; and

WHEREAS the Municipality of Wawa attempts to provide training as prescribed by the Province of Ontario to obtain the necessary classification(s); and

WHEREAS it has struggled in obtaining a full staff compliment who is eager to take on the responsibilities of water treatment, distribution, wastewater collection and treatment operations; and

WHEREAS any new employees of the Municipality of Wawa require certification and training is becoming increasingly difficult to procure; and

WHEREAS the Province of Ontario has implemented stringent review of water treatment plants to ensure compliance; and

WHEREAS the Province of Ontario is promoting and providing an increased number of training opportunities for a variety of trades;

THEREFORE, BE IT RESOLVED that the Council of the Corporation of the Municipality of Wawa petitions the Province of Ontario to expand water treatment training opportunities for communities within Ontario; and

ב.....

The Corporation of the Municipality of Wawa



REGULAR COUNCIL MEETING

RESOLUTION

FURTHERMORE, that the training be delivered in a method that is flexible and affordable; and

FURTHERMORE, utilize existing networks, such as Contact North, for on-line exam preparation and exam supervision; and

FURTHERMORE, the Council of the Corporation of the Municipality of Wawa forward a copy of this resolution to Premier Doug Ford, Minister of Environment, Conservation and Parks, Andrea Khanjin, Algoma Manitoulin MPP Michael Mantha and Walkerton Clean Water Centre, and all Ontario Municipalities.

RESOLUTION RESULT	RECORDED VOTE		
CARRIED	MAYOR AND COUNCIL	YES	NO
□ DEFEATED	Mitch Hatfield		
TABLED	Cathy Cannon		
RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the and influence.	•	interest	and	general	name	thereof	and	abstained	from	the	discussion,	vote
			_									

MAYOR - MELANIE PILON	CLERK - MAURY O'NEILL
M-Ros	ManyMeill

This document is available in alternate formats.



Town of Orangeville

87 Broadway, Orangeville, ON L9W 1K1 Tel: 519-941-0440 Fax: 519-415-9484

Toll Free: 1-866-941-0440

Corporate Services

November 13, 2023

Re: Gender Based Violence and Intimate Partner Violence an Epidemic

Please be advised that the Council of the Corporation of the Town of Orangeville, at its Regular Council Meeting held on October 30, 2023, approved the following resolution:

WHEREAS the safety of our community and its members is of extreme importance to every Orangeville resident, as well as to Orangeville Council; and

WHEREAS gender-based violence and intimate partner violence (IPV), often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour; and

WHEREAS on August 16th, 2023, Justice Minister Arif Virani described gender-based violence as "an epidemic" in the federal government's formal response to a coroner's inquest, also stating that his government is committed to ending the gender-based violence epidemic "in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response"; and

WHEREAS by declaring gender-based violence and intimate partner violence an epidemic, the Town of Orangeville can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic; and

WHEREAS the incidences of gender-based violence and intimate partner violence have increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors has not kept pace;

BE IT RESOLVED THAT:

- 1. The Town of Orangeville officially declare intimate-partner violence an epidemic, as per recommendation #1 from the Culleton, Kuzyk, and Warmerdam (CKW) Inquest; and BE IT FURTHER RESOLVED THAT:
- 2. The Town of Orangeville recommends that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario; and
- 3. That the Town of Orangeville requests that the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare gender-based violence and intimate partner violence an epidemic; and
- 4. That the Town of Orangeville requests that the provincial and federal governments enact the additional 85 recommendations from the CKW Inquest, which provides a roadmap to preventing intimate partner violence from escalating to femicide; and
- 5. That the Town of Orangeville requests that the federal government starts this enactment by adding the word "femicide" as a term to the Criminal Code of Canada; and
- 6. That the Town of Orangeville requests that the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic; and
- 7. That the Acting Clerk be directed to send a copy of this motion to the County of Dufferin, the Honourable Premier of Ontario, Doug Ford, The Right Honourable Prime Minister of Canada, Justin Trudeau, Members of Parliament, Members of Provincial Parliament, the United Nations, and all Ontario Municipalities.

Carried Unanimously.

Yours truly,

Tracy Macdonald Acting Clerk

Municipality of Tweed Council Meeting Council Meeting

Resolution No.

665

Title:

Councillor J. Flieler

Date:

Tuesday, November 14, 2023



Moved by

J. Flieler

Seconded by

P. Valiquette

WHEREAS Municipalities are facing ever increasing demands for services along with demands for repairs, maintenance, and replacement of existing infrastructure to the detriment of the tax paying public they serve as the cost of living continues to rise throughout the country;

AND WHEREAS the Federal and Provincial governments in the past contributed through partnerships to fund projects that have been out of the financial reach of small municipalities;

AND WHEREAS these 1/3 funding agreements have been instrumental in allowing municipalities to adequately plan and execute projects to protect the aging infrastructure already in place;

AND WHEREAS the Municipality of Tweed has successfully completed more than 19 apital projects using these funding scenarios over the years;

AND WHEREAS it is incumbent upon our Federal and Provincial governments to assist municipalities with limited access to funding except through municipal taxes to reestablish this very important funding stream;

NOW THEREFORE BE IT RESOLVED THAT Council lobby the relevant Federal and Provincial representatives to bring these concerns to the forefront;

AND FURTHER, that Council consider making a Delegation at the 2024 ROMA Conference; AND FURTHER, that copies be sent to MP Kramp-Neuman, MPP Bresee, the Hastings County Warden, the Association of Municipalities of Ontario, and all Ontario municipalities.

Carried



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY LAW NO. ____ - 2023.

BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF MULMUR TO ADOPT AN AMENDMENT TO THE OFFICIAL PLAN.

(OPA NO. 5 - Environment, Natural Hazard & Natural Resources Policies)

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMURM IN ACCORDANCE WITH THE PLANNING ACT, R.S.O. 1990, HEREBY ENACTS AS FOLLOWS:

- 1. THAT Amendment No. 5 to the Official Plan for the Township of Mulmur is hereby adopted.
- 2. THAT the Clerk is hereby authorized and directed to make application to the County of Dufferin for approval of the aforementioned Amendment No.5 to the Official Plan for the Township of Mulmur.
- 3. THAT this by-law shall come into force and take effect on the day of the final passing thereof.

READ A FIRST,	SECOND	AND THIRI	D TIME,	AND FII	NALLY I	PASSED	THIS	13 TH	DAY
OF DECEMBER	2023.								

JANET HORNER, MAYOR	TRACEY ATKINSON, CLERK

CERTIFICATION

Certified that the above is a true copy of By-law N by the Council of the Township of Mulmur on the	
by the countries and rewnering or Maintai on the	710 day of Booomson, 2020.
- 1	TRACEY ATKINSON, CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2023

BEING A BY-LAW TO ESTABLISH FEES OR CHARGES FOR SERVICES OR ACTIVITIES PROVIDED OR DONE ON BEHALF OF THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS Section 390 of the *Municipal Act*, S.O. 2001 c.25 as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of the municipality;

AND WHEREAS Section 150 of the Municipal Act, S.O. c. 25, as amended, authorizes a local municipality to pass a by-law requiring the payment of license fees;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

- 1. THAT the fees set out in Schedules A, attached hereto form part of this By-law, shall be paid for the services or activities listed.
- 2. THAT this By-law supersedes other by-laws in terms of fees and payments only.
- 3. THAT this By-law may be referred to as the "User Fees and Charges By-Law."
- 4. That By-Law 09-2023 and any amendments thereto are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 13th day of DECEMBER 2023.

JANET HORNER, MAYOR	TRACEY ATKINSON, CAO/CLERK



SCHEDULE OF USER FEES & CHARGES 2023

(Updated December 13, 2023)

<u>ADMINISTRATION</u>	<u>FEES</u>
AV Equipment Rental onsite (per day)	\$25*
Commissioner of Oaths (non resident)	\$15
Fax (per page)	\$2
GIS Photos and Maps per image	\$10
Late Payments Penalty	1.25%
Lottery Licensing Fee	3% of Prize Value
NSF Returned Cheques	\$40
Ownership Changes	\$35
Photocopying per page	\$0.50
Refreshment Vehicles/Stands Annual Fee	\$500
Search of Records or Admin work required (per quarter hour)	\$15
Sign Variance	\$500
Tax Arrears Notice (by mail)	\$10
Tax Statements	\$10
Tax Certificates	\$75
Township Basement Hall Rental - Non Resident or Commercial Use	\$100/day*
Township Basement Hall Rental - Non Resident or Commercial Use	\$25/hr*
Township Basement Hall Rental - Resident	\$60/day*
Township Basement Hall Rental Hourly Rate - Resident	\$15/hr*
Township Hats	\$15
Township Mugs	\$15
Township Pins	\$3
Transfer unpaid accounts to taxes	\$10
MANSFIELD PARK RATES	
Adult Baseball per hour fee	\$13/hr.*
Minor Baseball per hour fee	\$8/hr.*
Pavilion Rental (includes use of washrooms, ball diamond, children's playground, picnic tables and garbage cans). Half a day is 4 hours or less.	\$50/half day* \$100/full day*
Sign Sponsorship (sign 40 inches x 40 inches)	\$150 per sign*

PUBLIC WORKS DEPARTMENT	FEES
Annual Trailer Licence	\$240
Annual Wide Load Permit	\$50
Annual Wrecking Yard Licence	\$10
Entrance Permit (Twp. rds. only: \$200 Non Refundable)	\$500
Road Occupancy Permit-Construction	\$500
Road Occupancy Permit-Comm./Events	\$250
Road Occupancy Permit-Forestry	\$500
<u>WASTE</u>	
Composter (Black-Backyard)	\$35
Garbage Bag Stickers (each)	\$2
Green Bin (roadside pick-up)	\$15
Kitchen Catcher (additional)	\$5
DOG LICENSE FEES	
Replacement Tag (each tag)	\$10
SPAYED/NEUTERED	
First Dog	\$20
Second Dog	\$30
Third Dog	\$80
NOT SPAYED OR NEUTERED	
First Dog	\$30
Second Dog	\$40
Third Dog	\$90
Kennel Licence	\$300
OFF SITE RENTALS	
AV Equipment Rental (per day)	\$50*
Tent Rentals (per day)	\$50*
Tables (per item / per day)	10*
Chairs (per item / per day)	2*
Coffee Urns (per item / per day)	15*

^{*} Plus HST

^{**} No administrative fees will be charged related to name changes and revision of official documents for residential school survivors as per Council Motion related to the TRC Calls to Action on December 8, 2021



SCHEDULE OF USER FEES & CHARGES 2023

(Updated December 13, 2023)

APPLICATION & AGREEMENT FEES	<u>FEES</u>
Committee of Adjustment Certificate	\$200
Consent Entrance Letter	\$50
Consent Application (includes boundary adjustment and easement)	\$3,000
Consent Condition Amendment	\$1,000
Lot Grading/Drainage Plan Review	\$500
Minor Variance (as part of Zoning By-Law amendment process)	\$2,500
Official Plan Amendment	\$5,000
Part Lot Control	\$3,000
Plan of Subdivision/Condominium	\$20,000
Posting Sign	\$100
Pre Consultation Deposit (for peer review and consultant review if required)	\$2,500
Pre Consultation Fee	\$500
Removal of Holding By-Law	\$1,000
Security for new dwelling without proof of demolition of previous dwelling unit	\$20,000
Agreements (Site Plan, Development, Encroachment, etc.)	\$3,000
Site Plan Deposit	\$3,500 minimum
Subdivision Applications Deposit	\$10,000 minimum
Validation of Title	\$800
Zoning By-Law Amendment	\$2,500

PLANNING FEES	
Minimum Distance Setback Calculation	\$200
Municipal Approval	\$150
Municipal Approval after construction has commenced	\$500
Paper Copy of the Official Plan	\$75
Paper Copy of the Zoning By-Law	\$40
Property Information Report, Zoning/Subdivision Compliance Letter	\$150
Risk Management Plan Application/Source Protection Plan Agreement, RMO and amendments thereto	\$300
Special Events Permit	\$250
Special Occasions Permit Letter	\$50



SCHEDULE OF USER FEES & CHARGES 2023

(Updated December 13, 2023)

Arena Advertising	Rates
Arena Sign 4 ft x 4 ft	\$130/year*
Arena Sign 4 ft x 8 ft	\$180/year*
Roadside Sign when renting facility	\$40*/wk
Roadside Sign when NOT renting facility	\$70*/wk
Roadside Sign per additional week	10*
Zamboni Advertising (contact for details)	\$1,000/year*
Time Clock Advertising (contact for details)	\$400/year*

<u>lce & Floor Rentals</u>	Rates
Prime Time Ice	\$150.44
Minor Hockey Ice	\$132.74
Figure Skating Ice	\$132.74
Non-Prime Time Ice	\$101.77
Floor Surface (Summer, per hour)	\$53.10
Floor Surface & Booth (Summer, per hour)	\$66.37
Public Skating	FREE

^{*}Prime Time – Monday – Friday 5:00 pm – 10:00 pm & Weekends & Holidays (All Day)

Arena Facility Rentals	Rates
Norduff Hall (Full Day = > 6 hrs Licensed)*	\$371.68
Norduff Hall (Per Hour < 6 hrs Licensed)	\$53.10
Norduff Hall (Full Day = > 6 hrs Non-Licensed)*	\$283.19
Norduff Hall (Per Hour < 6 hrs Non-Licensed)	\$39.82
Chair Rentals Off-Site, Per Item	\$2.21
Table Rentals Off-Site, Per Item	\$8.85

*Deposit of \$200 for all hall rentals is refundable if no clean up required or damages incurred.

All hall rentals commence at the time the hall is required (including set up time) until the time it is vacated.

<u>Insurance:</u> All users of the arena must provide proof of insurance. Users of the Arena must purchase insurance through the Township's insurance provider if they do not provide proof of insurance.



Honeywood Cemetery Price List

800.00 \$ 104.00 \$ 904.00

(Updated December 13, 2023)

Prices for Interment Rights:

Plot Size: 3.5' x 12'

Plots

One Plot

Each Plot can incorporate a maximum of either 1 casket and 3 cremations or 4 cremations

Niche Size: 14' x 14 ' x 12'

Each Niche can hold up to two cremains

\$

Care and

Maintenance			
40%	Subtotal	HST	Total

			Care &			
Columbarium		Ν	/laintenance			
Niches	Niche Cost		15%	Subtotal	HST	Total
Top Row	\$ 1,700.00	\$	300.00	\$ 2,000.00	\$ 260.00	\$ 2,260.00
Second Row	\$ 1,530.00	\$	270.00	\$ 1,800.00	\$ 234.00	\$ 2,034.00
Third Row	\$ 1,445.00	\$	255.00	\$ 1,700.00	\$ 221.00	\$ 1,921.00
Bottom Row	\$ 1,020.00	\$	180.00	\$ 1,200.00	\$ 156.00	\$ 1,356.00
Laser						

320.00 \$

Engraving		HST	Total	
\$	675.00	\$	87.75	\$ 762.75

Land Cost

480.00 \$

Door Engraving: First time only when purchased with Niche

Death dates, special or later engraving is extra

Cremation Burials

	Cost	HST	Total
Cremation in Ground	\$ 350.00	\$ 45.50	\$ 395.50
<u>Disinterment Fees</u>	Cost	HST	Total
Traditional Casket	\$ 960.00	\$ 124.80	\$ 1,084.80
Cremation in Ground	\$ 700.00	\$ 91.00	\$ 791.00
Cremations in Niche	\$ 350.00	\$ 45.50	\$ 395.50

CARE AND MAINTENANCE FUND

The deposit to the care and maintenance fund payable when a marker is installed in the cemetery shall be as specified in the regulations made under the Cemeteries Act:

- i) Installing a flat marker measuring less than 173 square inches (1116.3 square centimetres) \$0.00
- ii) Installing a flat marker measuring at least 173 square inches (1116.3 square centimetres) \$100.00
- iii) Installing an upright marker measuring four feet (1.22 metres) or less in height and four feet or less in length (1.22 metres) including the base \$200.00
- iv) Installing an upright marker measuring more than four feet (1.22 metres) in either height or length including the base \$400.00



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2023

BEING A BY-LAW TO AMEND BY-LAW 05-2023 THE PROCEEDINGS OF COUNCIL AND ITS COMMITTEES

WHEREAS on March 1, 2023 the Council of the Township of Mulmur passed By-law #05-2023 being a procedural by-law for governing the calling, place and proceedings of meetings, and provide for public notice of meetings (Procedural By-law);

AND WHEREAS the Council of the Corporation of the Township of Mulmur deems it desirable to amend By-law 05-2023 to include changes to the council meeting schedule;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

- 1. THAT By-law 05-2023 is amended by deleting "December and" from Section 12.1
- 2. THAT this by-law shall come into force and effect upon enactment.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 14th day of DECEMBER, 2023.

JANET HORNER, MAYOR	TRACEY ATKINSON, CAO/CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____-2023

BEING A BY-LAW TO ESTABLISH A RECORDS RETENTION POLICY AND RETENTION PERIODS FOR THE KEEPING OF RECORDS FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS Section 254 of the Municipal Act, 2001, S.O., 2001, as amended, requires a municipality to retain and preserve the records of the municipality and its local boards in a secure and accessible manner;

AND WHEREAS Section 255 (3) of the Municipal Act, 2001, as amended, permits municipalities to establish retention periods, during which the records of the municipality and local boards of the municipality must be retained and preserved in accordance with section 254:

AND WHEREAS Section 255 (2) of the Municipal Act, 2001, as amended, permits municipalities and its local boards to destroy records if a retention period for the record has been established under this section and the retention period has expired or the record is a copy of the original record;

AND WHEREAS all records generated or received by staff and elected officials of the Corporation of the Township of Mulmur in connection with the transaction of public business are the express property of the Corporation of the Township of Mulmur;

AND WHEREAS the Council of the Corporation of the Township of Mulmur deems it desirable to establish a records retention policy and retention periods for the keeping of records for the Corporation of the Township of Mulmur;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

- THAT this by-law be referred to as the "Records Retention By-law".
- 2. THAT Council does hereby adopt the Records Retention Policy attached substantially in the form hereto as Schedule "A" and forming part of this by-law.
- THAT all corporate records for the Township of Mulmur shall be preserved in accordance with the retention periods indicated in the Records Retention Policy attached hereto as Schedule "A" and forming part of this by-law and may then be destroyed.

- 4. THAT the Clerk and/or designate for the Corporation of the Township of Mulmur be designated the authority to:
 - a. Develop and administer the policies and procedures for the Township's Records Management; and
 - b. To amend Schedule "A" as required, by obtaining approval of the changes from the Chief Administrative Officer and reporting any amendments to Council.
- 5. THAT this by-law shall come into force and effect immediately upon the final passing thereof.

READ A FIRST,	SECOND AND) THIRD	TIME AND) FINALLY	PASSED	on this	13th	day	of
December, 2023									

JANET HORNER, MAYOR	TRACEY ATKINSON, CAO/CLERK



1. PURPOSE

- 1.1 The purpose of this policy is to:
 - a) Establish a policy and schedule of retention for the corporate records of the Township of Mulmur, pursuant to Sections 254 and 255 of the Municipal Act, 2001, S.O. 2001, as amended; and
 - b) Enhance the municipality's ability to efficiently organize, manage, and retain its official records.

2. SCOPE

- 2.1 This policy shall apply to all employees and elected officials acting on behalf of the Township of Mulmur.
- 2.2 The basis of the Township's records classification scheme is that all like documents in a calendar year or for a specific case or project are maintained together under the appropriate classification category within each work unit. Generally, the retention periods contained in the schedule refer to the entire body of documents maintained as a file.

3. CONFLICT

- 3.1 The provisions of this policy are based on the most accurate information available. In the event the provisions of this policy are inconsistent with the provisions of the Municipal Act, 2001, its Regulations or any other Act or statute, the provisions of the Act, Regulations or statute shall prevail.
- 3.2 As new records are created that are not provided for in this schedule, records cannot legally be disposed of until the appropriate amendments are made to the policy.
- 3.3 Retention periods prescribed in this schedule may be altered due to changes in legislation or functional requirements. Once such changes become known, no disposal may take place until the appropriate amendments are made to the policy.

4. **DEFINITIONS**

Archival Review means review of the Record is required prior to destruction to determine if it shall be kept longer than the assigned Retention Period.

Clerk means the Clerk and/or designate of the Township.

Department Head means the head of a department for the Township.



Destruction means the process of eliminating or deleting data, documents and Records so that the recorded information no longer exists. Physical Records are to be destroyed by shredding.

Elected Official means any person duly elected or appointed to serve on Council.

FOI Designation means the designation of a record in accordance with the Municipal Freedom of Information and Protection of Privacy Act and includes the following:

- a) Open Access means there are no restrictions on access to records contained within this series.
- b) Review Access means there may be some restrictions on records contained within this series. Review is required before access is granted.

Information Management means applying common management principles (planning, directing, controlling, evaluating) to information and data assets. It involves establishing disciplined and consistent practices related to the planning, creation, capture or collection, organization, use, accessibility, dissemination, storage, protection and disposition of information assets.

Municipal Act means the *Municipal Act*, 2001, S.O. 2001, c 25, as amended.

Official Records means recorded information in any format or medium that documents the Township's business activities, rights, obligation or responsibilities or recorded information that was created, received, distributed or maintained by the Township in compliance with a legal obligation.

Originating means the departmental division that has primary responsibility and control of a particular group or type of records, typically being the division where records were initially created or received.

Personal Information means recorded information about an identifiable individual, as defined by the Freedom of Information and Protection of Privacy Act, 1990.

Publication means information that is created, collected, produced, or reproduced for public distribution or with the intention to make this information widely available.

Record means a record which is within the Township's custody and control and includes any record of information however recorded, whether in printed form, on film, by electronic means or otherwise, and includes:

a) Correspondence, memorandum, book, plan, map, drawing, diagram, pictorial or graphic work, photograph, film, microfilm, sound recording, videotape, machine-readable record, any other documentary material, regardless of physical form or characteristics, and includes Official, Permanent and Transitory Records; and



b) Subject to the regulations, any record that is capable of being produced from a machine-readable record, under the control of an institution by means of computer hardware and software or any other information storage equipment and technical expertise normally used by the institution.

Retention Period means the period of time during which Records must be kept by the Township.

Retention Schedule means a control document that indicates the length of time that each Record shall be retained and provides for the transfer, disposal or permanent retention of all corporate Records.

Staff means all employees who perform work for or deliver services on behalf of the Township but excludes Council.

Superseded means records or items that have been updated and replaced by a new version.

TOMRMS means The Ontario Municipal Records Management System, a system which is the Township's standard classification system.

Township means the Corporation of the Township of Mulmur

Transitory Records means records of a temporary nature regardless of format, typically required for a short time to ensure the completion of a routine action.

Vital means a record that is vital to the continued operations of the municipality or has archival importance.

5. RESPONSIBILITIES OF STAFF AND ELECTED OFFICIALS

5.1 Departments and divisions are free to develop unique organizational systems for paper or electronic filing based on operational needs.

6. DESTRUCTION OF RECORDS

- 6.1 The following principles govern the destruction of official records:
 - a) When there are no further business or legal reasons for retaining official records, they shall be destroyed or expunged as appropriate;
 - b) Official records pertaining to pending or actual investigation or litigation shall not be destroyed; and



- c) Official records disposed of at the end of a retention period, as well as drafts and copies of records disposed of on a regular basis, shall be destroyed in a way that preserves the confidentiality of any information they contain.
- 7.2 Official records in the custody or control of the Township shall not be destroyed until such records are older than the retention period set out in this policy and have been identified in a disposition notice prepared pursuant to this policy.
- 7.3 Copies of official records may be destroyed at any time if the original records are being retained.
- 7.4 The Clerk and/or designate shall retain written confirmation of all records that have been destroyed in accordance with the Records Retention By-law and this policy Department Heads, in conjunction with the Clerk's Office, will annually identify records scheduled for disposition and prepare a notice of disposition list.
- 7.5 For records that need to be retained beyond the disposition date, Department Head's will provide notice in writing to the Clerk's Office identifying the records to be retained, reason for retention and a new date for disposition.
- 7.6 Unless file components have been specifically listed with different retention periods, or specific components have been selected to be maintained for archival purposes, related files and documents should be maintained and disposed of together.

8 RETENTION SCHEDULE GENERAL

- 8.1 This retention schedule describes the length of time municipal records are to be kept until their destruction or transfer to the Township Archives.
- 8.2 The schedule reflects the functions documented by the records, rather than the divisions creating them. It is divided according to the primary functions and secondary categories identified in the Township's records classification scheme, plus a special section for transitory records. The primary functions are not arranged by the names of the divisions/offices creating or receiving the records.
- 8.3 The schedule does not generally specify the physical format of the records. Instead, it indicates the period for which the information contained in the records needs to be maintained. Records should be organized and retained according to their subject matter and not the format they are stored in.
- 8.4 Schedule entries are identified by the secondary categories (records series) from the Township's classification scheme. Each file has a category, file plan reference number, a title and columns entitled Description, Responsible Department, Retention, and Remarks. All numbers in retention columns refer to years unless otherwise specified.



- 8.5 The following abbreviations are used to indicate retention information:
 - A = Archival: The archivist must be notified before these records are moved out
 of the division. These records have been identified as archival and will be stored in
 the Archives.
 - **C = Current Year:** Retention period indicated begins at the end of the current calendar year. (e.g., C + 2 = Current Year plus the previous 2 calendar years).
 - **E = Event:** Refers to records for which a specific retention period cannot be predetermined as they must be kept until after the termination of a defined activity, event, or function. In some cases, "E" has been defined to guide the decision.
 - **P = Permanent:** A file with this retention limit is never destroyed. It has permanent value and is to be properly stored in the department or records centre.
 - SR = Selective Retention: Indicates that some of the records may have enduring
 value and are to be reviewed by the Clerk prior to disposal. Those records
 subsequently identified as being of enduring value are to be preserved in the
 Township Archives once the retention period has ended. Records will be selected
 based on recognized archival practices such as weeding (all files kept but some
 contents destroyed), sampling (only some files kept based on specified criteria, the
 others destroyed), or a combination of the two.

9. TRANSITORY RECORDS RETENTION SCHEDULE

- 9.1 Transitory documents are those kept solely for convenience of reference and of limited value in recording the planning or implementation of Township policy or programs.
- 9.2 Unless otherwise specified in the schedule, or unless required for legal or legislated purposes, these records may be destroyed when their value ceases as determined by the Department Head.
- 9.3 The Transitory Records Retention Schedule is as follows:

Record Series Description	Retention
Additional Duplicate Copies: includes those created for ease of	SR
reference or for distribution at meetings, training sessions, etc.	
Examples include multiple copies of project or committee materials	
such as minutes, reports, agendas etc. as sent to various committee	
members and staff. Duplicate copies of documents retained only for	
distribution or convenience.	
Telephone Messages: includes personal telephone messages and	SR
simple telephone messages recorded on post-it notes, message pads,	
logbooks, and in voicemail which do not record official business	
decisions, or have future business, financial, operational,	
administrative, legal, vital or archival value.	
Working Papers: includes rough notes, work preparation materials and	SR
instructions, calculations, preliminary drafts, rough research notes and	



similar materials used in the preparation of correspondence, statistical tables, reports or other records. Preliminary drafts of letters, memoranda, reports etc. which do not form significant stages in the preparation of a final document and do not record official business decisions or have future business, financial, operational, administrative, legal, vital or archival value.	
Miscellaneous Notice or Memoranda: includes all staff emails, messages on upcoming special events, or memos on minor administrative details.	SR
External Publications: includes administrative manuals, directions, catalogues, newsletters, pamphlets and periodicals produced by organizations external to the municipality. Also includes unsolicited advertising, brochures and flyers.	SR

10. CORPORATE RECORDS RETENTION SCHEDULE



RECORD RETENTION SCHEDULE ADMINSTRATION - A

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
A00	ADMINISTRATION - GENERAL Use only if no other heading is available. Administrative records which cannot be classified elsewhere.	Originating	C+7	Open Access	
A02	STAFF COMMITTEES AND MEETINGS Activities of staff committees. Includes notices of meetings, agendas, minutes, etc. May also include copies of staff activity reports and miscellaneous staff memos/activity reports. Excludes - Council Agenda & Minutes - see C03-CO4 Council Committees - see C05-C06	Originating	C+7	Review Access	Archival Review
A03	COMPUTER AND ARCHITECTURE INFORMATION SYSTEMS Includes records relating to the design of computer systems and/or software, including needs assessments, business cases, project charter, process flowchart documentation, impact analysis, user and system requirements, specifications, testing plans and results, user sign-offs, software inspection notes. Also includes records on system installations/conversions and product evaluations. May also include requests for significant modification, fixes and upgrades. Excludes - Printed reports - file by subject Acquisitions - see Quotations and Tenders F18	IT	SR	Review Access	
A08	OFFICE SERVICES Includes records regarding rates and services provided by courier, mail and postage firms. Includes records regarding the inter-office mail system, internal printing and word processing services.	Originating	E+7	Open Access	
A09	POLICIES, PROCEDURES AND TEMPLATES Includes policy and procedure manuals, guidelines and directives.	Originating	SR	Open Access	Until Superseded Archival Review
A10	RECORDS MANAGEMENT Includes information regarding the management of corporate records regardless of medium. Includes file listings, feasibility studies, records centre operations. Includes records regarding disposition of municipal records, including the disposal method used. Includes forms authorizing and describing the destruction of records, as well as lists of destroyed files Excludes - Retention By-law - see C01 Policies and Procedures - see A09	Clerk's	Р	Open Access	Physical Copy Retention Required. Archival Review
A11	PICTURES Includes pictures from around the Township , staff, Council, departments and assets.	Clerk's	SR	Open Access	



RECORD RETENTION SCHEDULE ADMINSTRATION - A

Class Code	Secondary Heading	Department Responsible	Total Retention	FOI Designation	Remarks
A12	TELECOMMUNICATIONS SYSTEMS Includes records regarding all types of telecommunications systems. Includes telephone systems, facsimile machines, base and mobile stations, towers, antennae, police and fire communications systems and 911 emergency systems. Excludes - Licenses - see P09 Assets - see F06	Originating	SR	Review Access	Until Superseded Archival Review
	Long Distance Call Records – see Accounts Payable F01 Agreements – see Contracts and Agreements, L04 or L14				
A16	INTERGOVERNMENTAL RELATIONS Includes correspondence and other records of a general nature regarding relationships between the municipality and other levels of government (such as telephone numbers, contact names etc). May include correspondence to and from Boards and Commissions. Excludes - Legislation - see L10 & L11	Originating	C+7	Review Access	Archival Review
A17	ACCESSIBILITY OF RECORDS AND SERVICES Includes documents regarding the municipality's responsibilities under Municipal Freedom of Information and Protection of Privacy Act and records regarding the handling of requests under under MFIPPA as well as general requests for information. Excludes - Requests to Council - see M04	Clerk's	C+7	Review Access	
A20	ADMIN BUILDING AND PROPERTY MAINTENANCE Includes records regarding the maintenance of the municipality's buildings and properties. Includes records regarding building systems that are part of the building structure such as HVAC, ventilation, fire and life systems, electrical safety, elevators, furnace, and emergency lighting. Includes exterior maintenance of buildings, landscaping, grounds keeping and grass cutting. Also includes interior design of buildings, including floor layouts and office cleaning.	Originating	Р	Review Access	



RECORD RETENTION SCHEDULE COUNCIL, BOARDS AND BY-LAWS – C

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
C00	COUNCIL, BOARDS AND BY-LAWS - GENERAL Includes records regarding Council, Boards and By-laws which cannot be classified elsewhere. Use only if no other heading is available,	Clerk's	SR	Open Access	
C01	BY-LAWS Draft and Final versions of the municipality's by-laws & amendments, and attachments that are legally part of the by-laws. Signed originals.	Clerk's	Р	Open Access	Physical Copy Retention Required. Archival Review
C02	BY-LAWS - OTHER MUNICIPALITIES Includes by-laws and amendments from other municipalities.	Clerk's	SR	Open Access	
C03	COUNCIL AGENDA Includes notices of meetings and agendas of Council meetings as well as working notes used in agenda preparation.	Clerk's	Р	Review Access	
C04	COUNCIL MINUTES Includes minutes of the proceedings of Council meetings. Includes attachments to the minutes. Excludes - Council Committees - see C05 - C06 Reports to Council - see C11	Clerk's	Р	Review Access	Physical Copy Retention Required. Archival Review
C05	COMMITTEES Includes notices of meetings, agendas and minutes for committees of Council as well as working notes used in agenda preparation. Excludes - Council Agendas – see C03	Clerk's	SR	Review Access	Archival Review
C06	BOARDS Includes notices of meetings, agendas and minutes for Local Boards that members of Council belong to. Includes attachments to the minutes Excludes - Council Minutes – see C04	Clerk's	SR	Review Access	Archival Review
C07	ELECTIONS Includes returned notices, lists of officials, voters' lists, nominations, and information on polling places and ward boundaries, advertising, oaths of office.	Clerk's	SR	Review Access	Final Results are Permanent. Physical Copy Retention Required.
C08	STRATEGIC PLANNING Includes records concerning strategic planning, goals and objectives, mission statements.	Originating	Р	Open Access	Archival Review
C09	MOTIONS, RESOLUTIONS AND CORRESPONDENCE Includes final signed versions of resolutions and motions of Council and sub-committees.	Clerk's	Р	Open Access	



RECORD RETENTION SCHEDULE COUNCIL, BOARDS AND BY-LAWS – C

Class Code	Secondary Heading	Department Responsible	Total Retention	FOI Designation	Remarks
			Term/Years		
C11	REPORTS TO COUNCIL Includes reports to Council or committees that form part of the minutes. Originals filed by Clerk's. Reference copies kept by other departments.	Clerk's	C+7	Review Access	Archival Review
C13	ACCOUNTABILITY, TRANSPARENCY & GOVERNANCE Includes pecuniary interest, integrity commissioner, formal complaints etc.	Clerk's	Р	Review Access	Physical Copy Retention Required. Archival Review



RECORD RETENTION SCHEDULE DEVELOPMENT AND PLANNING - D

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
D00	DEVELOPMENT AND PLANNING - GENERAL Includes templates and records regarding development and planning records which cannot be classified elsewhere. Use only if no other heading is available.	Originating	SR	Open Access	
D01	DEMOGRAPHIC STUDIES, GROWTH AND LAND NEEDS Includes records regarding trends in population growth, census reports and density studies. Also includes records regarding the type, level and rate of growth of the economy, employment, unemployment statistics, composition of the workforce, etc. Excludes - Vital Statistics see L12	Planning	Р	Review Access	Archival Review
D03	ENVIRONMENT PLANNING & STUDIES Includes records regarding general types of environmental studies with a long range planning emphasis, such as storm drainage and flood control planning, parks and open spaces, water sustainability and conservation, source water protection, risk management plans, environmental assessments, forest minerals and other natural resources inforamtion. Excludes - Waste Management -see E07	Planning	Р	Review Access	Physical Copy Retention Required. Archival Review
D04	RESIDENTIAL DEVELOPMENT Includes records regarding the availability of housing. Includes general assessments of the need for affordable housing, occupancy rates, housing cost statistics etc.	Planning	C+7	Review Access	Archival Review
D08	OFFICIAL PLANS Includes the official plan and amendments to the official plan. Includes secondary plans and amendments, containing detailed objectives and policies concerning the planning, development and redevelopment of specific planning districts. Excludes - Official Plan Amendment Applications - see D09 Background Reports - see D24	Clerk's	Р	Open Access	Physical Copy Retention Required. Archival Review
D09	MUNICIPAL APPROVALS AND BUILDING PERMITS Includes applications to amend the official plan or secondary plans, and site-specific zones. Includes background reports, staff reports, and notices, planning studies, resolutions and approvals. Excludes - Official Plans - see Official Plans D08 OMB Decisions - see Appeals and Hearings L01 Zoning By-law - see Zoning By-law D14	Planning	Р	Review Access	Upon final approval all records shall be filed in the applicable roll file for permanent retention.
D10	PLANNING APPLICATIONS Includes records regarding the granting of severances to parcels of land including	Planning	Р	Review Access	Upon final approval all records shall be filed in the applicable roll file for permanent retention.



RECORD RETENTION SCHEDULE DEVELOPMENT AND PLANNING - D

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
	application for severance, easements, right of ways, boundary line adjustments.				
D14	COMPREHENSIVE ZONING BY-LAW Includes records and standards regarding the designation of zones for land use planning in zoning by-law. Standards, studies, etc. Excludes - Zoning By-laws - see C01 Variances see D13	Planning	Р	Open Access	Archival Review
D23	AGRICULTURAL DEVELOPMENT	Planning	C+7	Review Access	Archival Review
	Includes all records regarding development of agricultural growth				



RECORD RETENTION SCHEDULE PUBLIC WORKS - E

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
E00	PUBLIC WORKS - GENERAL Includes records regarding environmental services records which cannot be classified elsewhere. Use only if no other heading is available.	Originating	C+7	Open Access	
E01	STREETLIGHTS Includes records and studies regarding the installation and repair of equipment used to illuminate roads such as streetlights, pedestrian crossing lights etc.	Public Works	E+7	Review Access	E = Project Completion Specifications are kept permanently.
E02	STORM WATER MANAGEMENT Includes records regarding the design, construction and maintenance of storm sewers and storm water management ponds.	Public Works	Р	Review Access	MOE Approvals keep permanently
E03	ROAD CONSTRUCTION AND MAINTENANCE Includes records and studies regarding road construction as well as estimates, design and planning. Also includes all curbs and sidewalks, walkways, maintenance records and minor repairs, inspection reports, grading plowing and sanding, snow removal and cleaning.	Public Works	E+7	Review Access	E = Project Completion. Specifications are kept permanently and moved to R:\ROADS
E04	TREES Includes records of tree removal, planting, trimming, pruning and tree preservation.	Public Works	C+7	Open Access	
E05	SIGNS Includes records and studies regarding the manufacturing and installation of signs and signals.	Public Works	E+7	Review Access	E = Removal of sign/signal
E06	UTILITIES Includes utility services provided to residents. Includes telephone lines, gas mains, and power lines.	Public Works	C+7	Review Access	Archival Review
E07	WASTE MANAGEMENT Includes records regarding the collection and disposal of waste. Collection services, landfill sites, recycling, composting, energy from waste, source separation. Excludes - Other correspondence from County - see A16 Environmental Planning - see D03	Public Works	C+7	Review Access	Archival Review
E08	WATER Includes records regarding the design, construction and maintenance of water mains, tanks, pipelines and related facilities and equipment including water meters. Includes pumping stations, reservoirs, and wells. Operating records, chemical and bacterial	Public Works	Р	Review Access	Specifications are kept permanently



RECORD RETENTION SCHEDULE PUBLIC WORKS - E

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
	analysis, water sampling, chemical sampling, and backflow prevention				
E09	MUNICIPAL DRAINS Includes records regarding the design, construction and maintenance of rural drains. Engineer reports, petitions, assessments, general specifications and correspondence. May include convenience copies of tenders, by-laws and grants.	Public Works	Р	Review Access	E= submission of the written report required by clause (c) or for such longer period as the Superintendent notifies the licensee in writing Specifications Permanently
E10	PITS AND QUARRIES Includes records regarding the design, construction and maintenance of all pits and quarries operating in the municipality, owned by municipality or otherwise. Includes environmental assessments and compliance reports.	Public Works	Р	Review Access	Specifications are kept for the life of the pit or quarry. Archival Review
E11	TRAFFIC Includes records and studies regarding the flow of traffic on roads. Includes traffic counts, accident statistics etc.	Public Works	E+7	Review Access	E = project completion. Archival Review.
E12	FLEET AND EQUIPMENT Includes records of all vehicles, mobile equipment used in conjunction with vehicles such as pumps, snow blowers, generators, sanders, and transportation equipment such as lawn mowers, weed-eaters hoses and drills. Records are to include history files, accident reports, maintenance, registration and disposal.	Public Works	E+7	Review Access	E = Date of Disposal
E13	BRIDGES AND CULVERTS Includes estimates, studies and other records regarding projects specifically for bridges and culverts arranged by roads section number and bridge number. Includes design, construction, repair and maintenance, records on bridge closures.	Public Works	E+7 P	Review Access	E = Project Completion. FINAL PLANS AND DOCUMENTS TO BE MOVED TO R:\ROADS
E14	PERMITS Entrance Permits, Fill Permit, Half Load Permits, Road Occupancy Permits, Wide Load Permits	Public Works	C+7	Review Access	Finalized / Closed Permits related to individual properties are to be moved to the Roll file once completed.
E15	WEATHER REPORTS Daily weather logs	Public Works	C + 7	Review Access	



Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
F00	FINANCE AND ACCOUNTING – GENERAL Includes records regarding finance and accounting which cannot be classified elsewhere. Use only if no other heading is available.	Treasury	C+7	Review Access	Do not file accounting records required for tax purposes
F01	ACCOUNTS PAYABLE Includes records documenting funds payable by the municipality, such as paid invoices, vouchers, rebates, payable reports, membership fees and telephone bills, levies payable. Also Includes travel and meeting expense statements and all receipts submitted by employees or Council and Committee members to substantiate expense claims. May include Credit Card information i.e. account numbers and statements etc. May also include employee time sheets combined with travel and expense statements. Excludes - Attendance - see H01 Excludes - Council expenses - see F09	Treasury	C+7	Review Access	An information or complaint under the Provincial Offences Act, in respect of an offence under the Act may be laid or made on or before the day that is eight years after the day on which the subject-matter of the information or complaint arose
F02	ACCOUNTS RECEIVABLE Includes records documenting funds owing to the municipality, such as invoices, billing listings and recovery reports. Includes property rentals, leases and livestock claims Excludes - Write Offs - see F23 Tax Assessments, Rolls and Tax Arrears - see F22 Undeliverable Water and Tax Bills - see P10	Treasury	C+7	Review Access	
F03	AUDITS & AUDITORS Includes records regarding Internal and external financial audits of accounts including FIR and year end working papers. Excludes - Operation Audits - see relevant subject Audited Financial Statements - see F10	Treasury	C+7	Review Access	
F04	BANKING Includes records regarding banking transactions and relationships with banks. Includes bank statements, bank reconciliations and deposit records, cashier listings.	Treasury	C+7	Review Access	
F05	BUDGETS AND ESTIMATES Includes records regarding departmental and corporate budgets, both capital and operating. Includes all working notes, calculations and background documentation, budget variances, assessment analysis and other budgets which affect taxation.	Treasury	C+7	Review Access	Archival Review



Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
F06	ASSETS Includes records regarding current and fixed assets. Includes inventories as well as records of initial expenditure, depreciation, amortization and disposal. Excludes - Land Acquisition and Sale - see L07	Treasury	E+7	Review Access	E = Disposal of Asset Archival Review
F07	CHEQUES Includes all cheque listings, and supporting documents used to authorize issuance of cheques. Excludes - Banking - see F04	Treasury	C+7	Review Access	
F08	DEBENTURES AND BONDS/OMB APPROVALS Debentures and bonds issued. Information regarding initial issuance of the debenture or bond as well as records of payments made to investors, Excludes - Debenture Registers – see Subsidiary ledgers, Registers and Journals, F14	Treasury	E+7	Review Access	E = Debentures surrendered for exchange/cancellation
F09	COUNCIL EXPENSES Includes Annual Remuneration Reports. Excludes - Employee Expenses – see F01	Treasury	C+7	Review Access	
F10	FINANCIAL STATEMENTS/FINANCIAL INFORMATION RETURN Includes the Balance Sheets, Income Statements, Statement of Source and Application of Funds. Excludes - All working notes, calculations and background documentation, see F26	Treasury	Р	Review Access	Physical Copy Retention Required. Archival Review
F11	GRANTS AND LOANS Includes records regarding revenue generated in the form of grants-in-lieu, provincial and federal grants, loans and subsidies. Includes submission, acknowledgements, reports, such as the Road and Farm Tax Rebate, Waste Management Improvement Program etc. Includes grants provided through budget deliberations.	Treasury	E+7	Review Access	E = Completion of Grant
F12	INVESTMENTS Investments, term deposits and promissory notes.	Treasury	E+7	Review Access	E = Closure of account
F15	GENERAL LEDGERS AND JOURNALS Includes all records in the Books of Original Entry	Treasury	C+7	Review Access	Physical Copy Retention Required. Archival Review



Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
F16	PAYROLL Includes all records of payment of salary, wages and deductions to employees. Includes time sheets, pay lists, T4 Slips. Also includes honoraria and fees to Council.	Treasury	C+7	Review Access	Permission to destroy records related to the Employer Health Tax must be obtain from the Minister of Finance. Permission to destroy C.P.P. and Employment Insurance records prior to the expiration of their retention periods must be obtained from the Minister of Revenue
F17	PURCHASE ORDERS AND REQUISITIONS Includes purchase orders and requisitions, blanket orders, and all background documentation authorizing the procurement of goods and services. Excludes - Quotations and Tenders - see F18	Treasury	C+7	Review Access	
F18	QUOTATIONS AND TENDERS Includes record regarding quotations and tenders obtained from suppliers of goods and services. Requests for proposal, invitations to tender, proposals, tender submissions, pre-qualifications and all documentation regarding the selection process. Excludes -successful quotations and tenders - see Contacts and Agreements L04	Treasury	C+7	Review Access	Archival Review
F20	RESERVE FUNDS & DEVELOPMENT CHARGES Includes records documenting obligatory and/or discretionary reserve funds and other reserves such as working funds, contingencies, future capital projects, etc.	Treasury	C+7	Review Access	
F22	TAXES Includes taxation records of long-term importance, such as assessment rolls and tax collector's rolls, tax sale records, tax sale deeds, property tax registrations.	Treasury	Р	Review Access	The sections of the education act related to protestant and roman catholic School Board Index Books have been repealed
F23	WRITE OFFS Includes accounts receivable that have been written off as uncollectible. Includes records of tax adjustments. Excludes - Accounts Receivable - see F02	Treasury	C+7	Review Access	
F24	TRUST FUNDS Includes records regarding funds established by the municipality for money held in trust, such as bequests.	Treasury	E+7	Review Access	E = Closure of account



Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
F25	SECURITY DEPOSITS Includes development deposits, letters of credit, proof of insurance when required, performance bonds and tender deposits.	Treasury	E+7	Review Access	E = Closure of account



RECORD RETENTION SCHEDULE HUMAN RESOURCES – H

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
H00	HUMAN RESOURCES - GENERAL Includes records regarding human resources which cannot be classified elsewhere, Use only if no other heading is available.	Human Resources	C+7	Review Access	
H01	ATTENDANCE AND SCHEDULING Includes employee attendance, hours of work, etc. Excludes - Individual Time Sheets - see F16	Human Resources	C+7	Review Access	
H02	BENEFITS Includes brochures, rates, quotes, correspondence and explanatory documents regarding benefits offered to employees, such as group insurance and dental plans and general information on EHT. Excludes - Payroll - see F16 Pension Records - see H10	Human Resources	SR	Review Access	
H03	EMPLOYEE SPECIFIC RECORDS Includes records regarding the employment history of municipal employees. Includes initial resumes and applications, performance evaluations, correspondence with the employee, employee assistance. Includes full-time, part-time and student employees, training and development results, cleared criminal background checks Excludes - Grievances - see H14 Harassment - see H15	Human Resources	E+7	Review Access	E=Date Employee Ceases to be Employed Physical Copy Retention Required.
H04	HEALTH AND SAFETY Includes records regarding the occupational health and safety of staff. Includes accident reports, WSIB reports, and information on health and safety programs for staff. Excludes - Accident Reports, Lost-time reports and claims see H03 Accidents of the Public - see Incident/Accident Reports P05	Human Resources	SR	Review Access	Records related to exposure to airborne Acrylonitrile, benzene, lead, mercury, silica, vinyl chloride, arsenic, ethylene oxide or asbestos must be kept the longer of (a) 40 years from the time such records were first made with respect to the worker, or (b) 20 years from the time the last of such records were made with respect to the worker
H05	HUMAN RESOURCE POLICY MANUAL Includes records of succession planning, executive placement, retirement programs, staff turnover rates, annual hire/promotion targets, recruitment freezes, employment equity, performance management and related records. Excludes- Employee Records - see H03	Human Resources	Р	Review Access	Physical Copy Retention Required. Archival Review
H06	JOB DESCRIPTIONS Includes job descriptions and specifications as well as background information used in their preparation or amendment.	Human Resources	SR	Review Access	Until Superseded. Archival Review



RECORD RETENTION SCHEDULE HUMAN RESOURCES – H

Class Code	Secondary Heading	Department Responsible	Total Retention	FOI Designation	Remarks
			Term/Years	3	
H07	TEMPLATES		SR	Review Access	Until Superseded.
H08	ORGANIZATIONAL STRUCTURE Includes records regarding reporting relationships, re-organization, organizational analysis and organization charts. Excludes - Job Descriptions - see H06	Human Resources	SR	Review Access	Until Superseded. Archival Review
H11	RECRUITMENT AND EXITS Includes records regarding the recruitment of staff. Includes job postings, copies of advertisements, records regarding competitions and unsuccessful applications. Excludes - Employee Specific Training Records – see H03	Human Resources	C+7	Review Access	Archival Review
H12	TRAINING AND DEVELOPMENT Includes orientation materials and information on courses offered to employees on career and professional development programs. Excludes - Employee Specific Training Records – see H03	Human Resources	C+7	Review Access	Only courses developed and presented by the municipality are subject to archival review.
H13	WORK PLACE SAFETY AND INSURANCE BOARD CLAIMS Includes records regarding claims to WSIB or insurance carriers for lost-time incidents, accidents, STD or LTD. Excludes - Non lost-time incidents or accidents – see Health and Safety H04 Self-insured STD – see Attendance and Scheduling H01	Human Resources	E+7	Review Access	E=Resolution of claim Records related to exposure to airborne Acrylonitrile, benzene, lead, mercury, silica, vinyl chloride, arsenic, ethylene oxide or asbestos must be kept the longer of (a) 40 years from the time such records were first made with respect to the worker, or (b) 20 years from the time the last of such records were made with respect to the worker



RECORD RETENTION SCHEDULE LEGAL AFFAIRS - L

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
L00	LEGAL AFFAIRS - GENERAL Includes records regarding legal affairs which cannot be classified elsewhere. Use only if no other heading is available.	Originating	C+7	Review Access	
L01	APPEALS AND HEARINGS Includes all transcripts and related documentation regarding appeals, hearings and legal proceedings, including final judgments or orders. Includes zoning appeals, official plan appeals, and Committee of Adjustment appeals to OMB. Excludes - Litigation claims against the municipality - see L02 – L03 Harassment & Violence – see H15	Clerk's	Р	Review Access	Physical Copy Retention Required. 7 years for application if withdrawn
L02	CLAIMS AGAINST THE MUNICIPALITY Includes all litigation made by other parties against the municipality. Excludes - Appeals and Hearings - see L01	Clerk's	E+7	Review Access	E = Resolution of claim and all appeals
L03	CLAIMS BY THE MUNICIPALITY Includes all litigation against other parties by the municipality. Excludes - Appeals and Hearings - see L01	Clerk's	E+7	Review Access	E = Resolution of claims and all appeals
L04	CONTRACTS AND AGREEMENTS Includes all agreements entered into by the municipality which require a by-law for approval. Includes construction contracts, collective agreements, and subdivision agreements. Also includes agreements regarding easements, encroachments, area ways and laneways. Excludes - Insurance Policies - see L06 Office Equipment Maintenance Agreements - see L14 Contracts regarding Land - see L07	Clerk's	Р	Review Access	Physical Copy Retention Required.
L06	INSURANCE POLICIES Includes municipal insurance policy documents, such as vehicle, liability, theft and fire. Excludes - Employee Group Insurance - see Benefits H02 Third Party Contracts - see Contracts and Agreements - L04	Clerk's	E+15 SR	Review Access	E = Expiry of policy Archival Review
L07	LAND ACQUISITION AND SALE Includes records regarding real estate transactions and conveyance of land such as lot sales, alley closings and allowances whether through voluntary transactions or expropriation. Includes leases, deeds and expropriation plans, purchase letters and appraisals.	Clerk's	Р	Review Access	Physical Copy Retention Required in applicable Roll File.



RECORD RETENTION SCHEDULE LEGAL AFFAIRS - L

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
L08	OPINIONS AND BRIEFS Includes copies of opinions and briefs prepared by the municipality's legal counsel on specific issues and by-laws.	Clerk's	SR	Review Access	Archival Review
L12	VITAL STATISTICS Includes registers of births, deaths and marriages. Excludes - Population Statistics - see Demographic - D01	Clerk's	Р	Review Access	Physical Copy Retention Required.



RECORD RETENTION SCHEDULE MEDIA AND PUBLIC RELATIONS – M

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
M00	MEDIA AND PUBLIC RELATIONS - GENERAL Includes records regarding media and public relations which cannot be classified elsewhere. Use only if no other heading is available.	Originating	C+7	Open Access	
M01	ADVERTISING Includes records regarding public advertising in magazines, newspapers, radio, and television. Major topics may be filed with related documents in subject file. Excludes - New Releases – see M06 Recruitment – see H11 Elections – see C07	Originating	C+7	Open Access	Archival Review
M02	CEREMONIES AND EVENTS Includes records regarding the participation in, set-up and running of special events, openings, commemorative anniversaries, community festivals, statutory holiday celebrations, parties, tag days, Includes photographs, proclamations and presentations.	Originating	C+7	Review Access	Archival Review
M03	CHARITABLE CAMPAIGNS/FUND RAISING Includes records regarding municipal donations to charitable or non-profit groups and includes records regarding the raising of funds and donations for the municipality, for municipality run programs or for other charitable organizations. Excludes - Receipts - see F19	Originating	C+7	Open Access	
M06	NEWS RELEASES Includes background notes and final versions of news releases issued. Includes messages for inclusion in special events programs and newsletter.	Originating	C+7	Open Access	Archival Review
M07	PUBLICATIONS Includes typed manuscripts, artwork, and sample printed copies and related records regarding the publication of tourism information, trade shows, current events, industrial directories, business directories, and maps. May include annual reports of a non-financial nature as well as copies of social networking sites (website, Face Book, etc.) published by the municipality.	Originating	SR	Review Access	Archival Review
M08	SPEECHES AND PRESENTATIONS Includes background information and final versions of speeches, presentations and news conferences given by elected and non-elected officials. Excludes - Media coverage of speeches/presentations – see News Clippings – M05 News Releases – see M06	Originating	C+7	Review Access	Archival Review



RECORD RETENTION SCHEDULE MEDIA AND PUBLIC RELATIONS – M

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
M09	VISUAL IDENTITY AND INSIGNIA Includes records regarding the standards that apply to graphic designs in the interest of establishing a visual identity program. Includes logo and letterhead design, signage, vehicle identification, etc, Also includes records regarding corporation insignia and seals of office.	Clerk's	Р	Open Access	
M10	WEBSITE AND SOCIAL MEDIA CONTENT Includes snapshots of website content and copies of web pages created by the municipality for general public use. Also includes information on social media sites such as Facebook and Twitter	Originating	SR	Open Access	



Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
P00	PROTECTION AND ENFORCEMENT SERVICES - GENERAL Includes records regarding the protection and enforcement services which cannot be classified elsewhere. Use only if no other heading is available.	Clerk's	C+7	Review Access	
P01	BY-LAW ENFORCEMENT Includes records of the municipal efforts to enforce by-laws such as notices of violations, building permits violations, weeds, fence viewing, working notes, correspondence, exhibits, photographs etc. Excludes - Environmental Monitoring - see E05 Fence viewing - see P08 Inspections - P07 Investigations - see P08 Prosecutions - see L13	Clerk's	E+7	Review Access	E=Date enforcement file is closed
P03	EMERGENCY PLANS & RISK ASSESSMENTS Includes records regarding the planning and rehearsal of emergency measures, community risk assessment and covid-19 Excludes - 911 Central Dispatch - see A12 Agreements - see L04 Fire Calls - see P02 Fire Inspections - see P06	Clerk's	P	Review Access	
P05	OPP REPORTS Includes vandalism and security incident reports, and reports of accidents involving the public that occur at municipal properties. Excludes - Accidents of Municipal Staff - see H04 Security - see A18 Vehicle Accidents - see L02 or L03, V01	Clerk's	SR	Review Access	Archival Review
P06	FIRE REPORTS Includes municipal compliance reports, training verification and results.	Clerk's	SR	Review Access	
P09	LICENCES Includes records regarding licences administered by or required by the municipality, such as food trucks, lotteries, refreshment vehicles, hawkers & peddlers, places of amusement. Also includes licences required by the province, such as liquor establishments.	Clerk's	C+7	Review Access	



RECORD RETENTION SCHEDULE PROTECTION AND ENFORCEMENT SERVICES – P

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
	Excludes - Marriage Licenses - see Vital Statistics L12				
P11	SPECIAL EVENT PERMITS Includes applications and permits that the municipality issues giving permission to hold special events including SOP letters of support	Clerk's	C+7	Review Access	



RECORD RETENTION SCHEDULE RECREATION AND CULTURE – R

Class Code	Secondary Heading	Department Responsible	Total Retention Term/Years	FOI Designation	Remarks
R00	RECREATION AND CULTURE - GENERAL Includes records regarding recreation and culture which cannot be classified elsewhere. Use only if no other heading is available.	Originating	C+7	Open Access	
R01	HERITAGE PRESERVATION Includes records regarding permanent recognition and preservation of local heritage buildings, features, and districts.	Clerk's	Р	Open Access	E = Removal of designation Archival Review
R03	MUSEUM AND ARCHIVAL SERVICES Includes register of holdings, museum programs, activity reports, historical society holdings, archival operations, conservation information and general operations.	Clerk's	C+7	Review Access	Archival Review
R05	RECREATIONAL FACILITIES Includes correspondence, reports and other records dealing with the management, operation and design of specific municipal recreational facilities, such as arenas, rinks, pools, baseball diamonds, and soccer fields. Includes floor plans, architectural, engineering drawings and engineering evaluation reports of water systems. Excludes - Facilities Construction - see A19 Building and Property Maintenance - see A20	Public Works	C+7	Review Access	
R06	RECREATIONAL PROGRAMMING Includes correspondence, policies, applications, registrations and general information regarding the development and delivery of recreational programs to the community, such as youth, sport and fitness, adult education, crafts and other programs.	Public Works	C+7	Review Access	Archival Review
R07	RECREATION PLANS Long term planning of goals, facilities, parks, etc. Includes final versions of recreation master plans and secondary studies, as well as all background information.	Public Works	Р	Review Access	



RECORD RETENTION SCHEDULE SOCIAL, HEALTH CARE AND CEMETERIES - S

Class Code	Secondary Heading	Department Responsible	Total Retention	FOI Designation	Remarks
Code		Responsible	Term/Years	Designation	
S00	SOCIAL, HEALTH AND CEMETERY – GENERAL	Clerk's	SR	Open Access	
S01	HONEYWOOD CEMETERY	Clerk's	Р	Review Access	
S02	MANSFIELD CEMETERY	Clerk's	Р	Review Access	
S03	ABANDONED CEMETERY RECORDS Includes information about cemeteries that are no longer in service and are now maintained by the municipality. Lists of tombstone markers, maps, cairns, legal description of lands, maintenance of fences, etc. Excludes - Building and Property Maintenance – see A20	Clerk's	Р	Review Access	
S04	LOCAL HEALTH CARE INITIATIVES Medical Centre, Physician Recruitment	Clerk's	Р	Review Access	



RECORDS RETENTION POLICY

RECORD DISPOSTION AND RETENTION - CONSENT FORM

Pursuant to the Township of Mulmur's Records Retention By-law and Policy, the appropriate Department Head shall notify the Clerk in writing of the scheduled destruction of a records.

Complete Section A if record(s) are to be destroyed.

\ <u></u>	tion A: Records to	De Destroyeu	
No.	Reference Number	Record Name / Description	Retention Expiration Date
1			
3			
2 3 4 5			
<u>.</u> 5			
3			
_	•	reby give my consent to the destruc Thereby agreeing to the permaner	
DA	ATE OF DESTRUC	FION OCCURRED ON:	



RECORDS RETENTION POLICY

RECORD DISPOSTION AND RETENTION - CONSENT FORM

Complete Section B if record(s) are to be retained past the scheduled retention period.

No.	Reference Number	Record Name / Description	Reason for Further Retention
1	Italiiboi		Retention
2			
3			
4			
5			
6			
	signing below, I he	ereby give my consent to the further .	retain the records listed in
NE	W RETENTION D	ATE:	
NE Cle		ATE:	Date



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____ - 2023

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR FOR DECEMBER 13, 2023

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 bylaw.
- 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.

PASSED on this 13 TH day of DECEMBER 2023.	
JANET HORNER, MAYOR	TRACEY ATKINSON, CAO/CLERK